

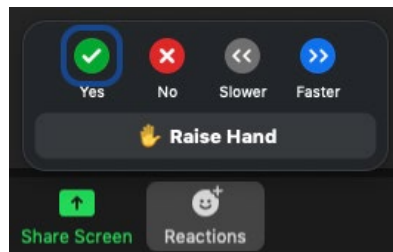
## Hybrid Meeting Instructions for the Economic Development Authority Board

The public can view all Union Township meetings live by clicking on our [YouTube Channel](#). For those who would like to participate, you can do so via Zoom.

[Click here](#) to participate in the Zoom Meeting via computer or smart phone. (Meeting ID Enter “849 6026 5496” Password enter “980373”). Access to the electronic meeting will open at 4:20 p.m. and meeting will begin at 4:30 p.m.

Telephone conference call, dial (312-626-6799). Enter “849 6026 5496” and the “#” sign at the “Meeting ID” prompt, and then enter “980373” at the “Password” prompt. Lastly, re-enter the “#” sign again at the “Participant ID” prompt to join the meeting.

- All public comments will be taken at the Public Comment section of the agenda.
- Computer/tablet/smartphone audience: To indicate you wish to make a public comment, please use the “Reactions” icon. **Next, click on the “Raise Hand” icon** near the bottom right corner of the screen.



- **To raise your hand for telephone dial-in participants, press \*9.** You will be called on by the last three digits of your phone number for comments, at which time you will be unmuted by the meeting moderator.
- Please state your name and address for the minutes and keep public comments concise.

You will be called upon once all in-person comments have been made, at which time you will be unmuted by the meeting moderator.

Persons with disabilities needing assistance should call the Township office at (989) 772-4600. Persons requiring speech or hearing assistance can contact the Township through the Michigan Relay Center at 711. A minimum of one (1) business day of advance notice will be necessary for accommodation.

# Charter Township of Union

**Economic Development Authority Board (EDA)  
Special Meeting  
Tuesday July 23, 2024  
4:30 p.m.**

## **INFORMATIONAL MEETING AGENDA**

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. APPROVAL OF AGENDA
5. NEW BUSINESS
  - A. 2023 Annual Report
    - i. Invite public comments and questions.
  - B. 2024 – 2025 Project Priorities
    - i. Invite public comments and questions.
6. PUBLIC COMMENT
7. DIRECTOR COMMENTS
8. ADJOURNMENT
  - Informational meeting scheduled for Tuesday, August 20, 2024, at 4:30 pm
  - Next regularly scheduled meeting Tuesday, August 20, 2024, immediately following Informational meeting.



<b>TO:</b> Lisa Cody, Clerk, Charter Township of Union, via email Nicole Frost, County Administrator, Isabella County, via email Tim Hood, President, Mid Michigan College, via email	<b>DATE:</b> June 19, 2024
<b>FROM:</b> Rodney C. Nanney, AICP, Community and Economic Development Director	

### Notice of EDA Board Special Informational Meetings

Please accept this as a notification of and an invitation to attend one of the two (2) upcoming special informational meetings that will be held by the Charter Township of Union's Economic Development Authority (EDA) Board. **These meetings will be held in-person on Tuesday, July 23, 2024 and on Tuesday, August 20, 2024 at 4:30pm in the Township Hall Board Room at 2010 S. Lincoln Rd., Mt. Pleasant, MI 48858.** Options to participate remotely are also available – please contact me for more information.

The EDA Board is the body appointed by the Township's elected Board of Trustees to govern the Township's East and West Downtown Development Authority (DDA) Districts in accordance with the requirements of Public Act 57 of 2018 (Recodified Tax Increment Financing Act, MCL 125.4101 et seq.). Per Act 57, the purpose of these informational meetings is to inform and to invite comments and questions from representatives of the governing bodies of each jurisdiction levying taxes subject to capture in the DDA Districts, and also from the public, about the adopted DDA District development plans, the EDA Board's goals and direction for the Districts, and projects to be undertaken in the coming year.

### 2023 Annual Report

In addition to the required informational meetings, Act 57 requires annual reporting to the public and State of Michigan of detailed information on the capture and use of tax increment revenues in the DDA Districts, information on debt, and the progress or status of the East and West DDA Development Plans, so the public and the State of Michigan can evaluate the effectiveness of tax increment financed programs. A copy of the [Annual Synopsis of EDA Board Activities for 2023](#), a summary of the annual financial audit of the DDA District Funds, and additional information is available on the Township website under [Boards and Commissions/Economic Development Authority](#), or at the following link:

<http://www.uniontownshipmi.com/BoardsCommissions/EconomicDevelopmentAuthority/EDAAnnualSynopsisofActivities.aspx>

Please contact me at (989) 772-4600 ext. 232, or via email at [RNanney@uniontownshipmi.com](mailto:RNanney@uniontownshipmi.com), with any questions about this information.

Respectfully submitted,

**Rodney C. Nanney, AICP, Director**

Community and Economic Development Department

## 2023 ANNUAL SYNOPSIS OF ECONOMIC DEVELOPMENT AUTHORITY BOARD ACTIVITIES

<b>TO:</b> Mark Stuhldreher, Township Manager	<b>DATE:</b> January 23, 2024
<b>FROM:</b> Rodney C. Nanney, AICP, Community and Economic Development Director	

### Background Information

This report includes a synopsis of staff, contracts, activities, accomplishments, and projects in the Township's East and West Downtown Development Authority (DDA) Districts during the 2023 fiscal year. It has been prepared consistent with the requirements of Michigan Public Act 57 of 2018 (the Recodification Tax Increment Financing Act). Additional financial reporting is available in a separate document for each DDA District.

Public Act 57 went into effect on January 1, 2019. This state Act consolidated the laws governing various types of tax increment finance (TIF) authorities and standardized reporting requirements so the state and the public could better evaluate the effectiveness of TIF programs and projects. In accordance with Section 204(7) of this state Act, the Township's Economic Development Authority (EDA) Board is responsible for oversight of both the East and the West DDA Districts, supported by the Township's Community and Economic Development and Finance Department staff.

The EDA Board is required to submit a comprehensive annual report to the state Treasury Department and to each taxing unit levying taxes captured by the DDA Districts, and to make information available to the public. These reports are required to include detailed information on the capture and use of tax increment revenues, information on debt, and the progress and status of applicable DDA District development plans.

### Staff Contact Information

**Rodney Nanney, AICP, Community and Economic Development Director**

(989) 772-4600 Ext. 232      rnanney@uniontownshipmi.com

**Sherrie Teall, Finance Director**

(989) 772-4600 Ext. 240      steall@uniontownshipmi.com

### List and Descriptions of Current Contracts

The following is a summary list of current contracts and other documents related to management of and services provided by the EDA Board in the DDA Districts:

**2023 Annual Synopsis of EDA Board Activities**  
**Charter Township of Union**

<b>Current Contracts</b>	
Pleasant Thyme Herb Farm 5490 E. Baseline Road Mount Pleasant, MI 48858	Installation and maintenance of flower baskets, wall planters, and sidewalk planters, and pruning of street trees all along the E. Pickard Road corridor in the East DDA District.
Mid-Michigan Industries 2426 Parkway Drive Mount Pleasant, MI 48858	Maintenance of benches and trash receptacles along the E. Pickard Road corridor in the East DDA District.
	General litter pickup and sweeping along the E. Pickard Road corridor in the East DDA District prior to the Memorial Day, Independence Day, and Labor Day holidays.
Block Electric Co. 350 S. Meridian Road Mount Pleasant, MI 48858	Maintenance of streetlighting and accent lighting and installation of streetlight banners along the E. Pickard Road corridor in the East DDA District.
Doug's Small Engine Repair 5293 E. Pickard Road Mount Pleasant, MI 48858	Snowplowing and winter maintenance of the sidewalks along E. Pickard Road, E. Remus Road, and S. Lincoln Road in the East and West DDA District. The contractor has chosen not to renew their service contract for 2024.
Goenner Lawn Care LLC 441 W. Remus Rd. Road Mount Pleasant, MI 48858	Mowing, trimming, and curb and sidewalk edging for public lawn areas along the E. Pickard Road corridor in the East DDA District.
Thielen Turf Irrigation, Inc. 600 Industrial Drive Mount Pleasant, MI 48858	Irrigation system maintenance along the E. Pickard Road corridor in the East DDA District.
BeGreen, Inc. 9085 S. Vandecar Road Shepherd, MI 48883	Weed control and fertilization treatments along the E. Pickard Road corridor in the East DDA District.
Price Mini-Storage 4695 E. Pickard Road Mount Pleasant, MI 48858	Lease of enclosed storage space for keeping of equipment, off-season banners, and supplies for the East and West DDA Districts.
Hometown Decoration & Display LLC 2645 24 <sup>th</sup> Avenue Hudsonville, MI 49426	Furnish, provide, and install holiday decorations, display equipment, and materials along the E. Pickard Road corridor in the East DDA District.
Isabella County Road Commission 2261 E. Remus Road Mount Pleasant, MI 48858	Participation agreements for funding of road projects within the East and West DDA Districts for which the Road Commission has responsibility to complete.
Charter Township of Union Public Services Department 2010 S. Lincoln Road Mount Pleasant, MI 48858	Participation agreements for funding of municipal water and sanitary sewer projects within the East and West DDA Districts for which the Township Public Services Department has responsibility to complete.

**2023 Annual Synopsis of EDA Board Activities  
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<b>Current Contracts</b>	
Graphic Sciences, Inc 1551 E. Lincoln Avenue Madison Heights, MI 48071	Participation agreement for bulk digitization of historical DDA records for the East & West DDA Districts.
Michigan Department of Technology Records Management Services	Participation agreement for bulk digitization of historical DDA records for the East & West DDA Districts.
J Ranck Electric 1993 Gover Parkway Mount Pleasant, MI 48858	Service agreement for M-20 Streetlighting Foundations Upgrade and replacement of underground wiring on the south side of M-20 in the East DDA District during the 2023 reconstruction of the E. Pickard Rd. (M-20) roadway.
Johnny’s Lawn Care, LLC 5246 E. Vernon Road Rosebush, MI 48878	Service agreement for snowplowing services for public sidewalks within parts of the East and West DDA Districts January 1, 2024, through December 31, 2026. Entered in November 2023.

**A special thank you to Doug’s Small Engine Repair for the many years of great service they provided as the Economic Development Authority Board’s snow removal provider.**

**Statement Regarding Expenditure of Funds**

For tax increment revenues described in the annual audit, all funds have been expended within five (5) years of their receipt. The Township’s Finance Director, Sherrie Teall, has prepared separate Annual Financial Reports for the East and West DDA Districts for filing with the Michigan Department of Treasury in accordance with the financial reporting requirements in Section 911 of Public Act 57 of 2018.

**List of Accomplishments**

The following is a list of EDA Board accomplishments, including progress made on development and tax increment finance plan goals and objectives:

1. Completion of the relocation and expansion of capacity for Pump Station #1 serving the Enterprise Industrial Park and surrounding commercial/industrial areas in conjunction with Charter Township of Union Public Services Department.
2. 2120 Yats Drive - demolition of a dilapidated dwelling, clean-up of a blighted lot, and site restoration completed in early 2023.
3. Complete replacement of streetlight foundations, internal and underground wiring, and pole-mounted outlet boxes along the portion of the E. Pickard Rd. (M-20) corridor within the area of the 2023 road reconstruction project, in cooperation with MDOT and the project contractor J Ranck Electric.

**2023 Annual Synopsis of EDA Board Activities**  
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4. Displays of flowers, holiday lighting, gateway banners, and the Art Reach of Mid-Michigan Annual Festival of Banners along the E. Pickard Road (M-20) corridor in the East DDA District, despite the impacts of the road reconstruction.
5. Continued to implement the East and West DDA District’s grant programs for beautification, pedestrian access improvements, and signs with additional outreach to eligible businesses.
6. Continued funding support for Mt. Pleasant Airport Crew Car courtesy vehicle that is available for use by flight crews on layover to visit East DDA and West DDA District businesses and other local amenities, which was initiated in June of 2022 with EDA Board support and has proven to be very popular.

**Projects and Investments in 2023**

The following is a list of EDA Board projects and investments in the East and West DDA Districts:

<b>Current Projects and Investments</b>		<b>Status</b>
a.	Art Reach of Mid-Michigan Annual Festival of Banners along the E. Pickard Road corridor (East DDA).	Banners completed and installed
b.	Installation and maintenance of Welcome Banners in collaboration with the City of Mount Pleasant, Mount Pleasant Area Convention and Visitors Bureau, and Middle Michigan Development Corporation (East DDA).	Banners installed with seasonal changes
c.	Construction of the new municipal sanitary sewer pump station to replace Pump Station #1 at 5800 E. Pickard Road to expand service capacity for the Enterprise Industrial Park and surrounding commercial and industrial land (East DDA).	Completed
d.	Potential land assembly and road/infrastructure improvements in the East DDA District industrial area around N. Packard Road, E. Airport Road, Park Place, and Corporate Way (East DDA).	Funds budgeted
e.	Re-installation of the East DDA District’s underground irrigation system along the road margin of E. Pickard Rd. (M-20) within the area impacted by the 2023 MDOT road reconstruction project.	Funds budgeted
f.	Evaluate the condition of street trees along the E. Pickard Rd. (M-20) corridor and trim, remove, or replace as needed.	Funds budgeted
g.	Reinstall landscape plantings along the portion of the E. Pickard Rd. (M-20) corridor within the area of the 2023 road reconstruction project and within the planter beds around and under the US-127 overpass.	Funds budgeted

**2023 Annual Synopsis of EDA Board Activities**  
**Charter Township of Union**

<b>Current Projects and Investments</b>		<b>Status</b>
h.	Plan for new public sidewalks along the east side of Bud St. north from E. Pickard Rd. to connect to Jameson Park (East DDA).	Funds budgeted and preliminary surveying completed. Construction anticipated in 2024
i.	Plan for new public sidewalks along the east side of S. Isabella Rd. from E. Kay St. south to E. Broadway Rd. (East DDA).	Funds budgeted and preliminary surveying completed. Construction anticipated in 2024
j.	Plan for streetlighting, streetscape, and/or additional pedestrian improvements along E. Remus Rd. (M-20) and S. Lincoln Rd. (West DDA)	Funds budgeted
k.	Plan for new public sidewalks along the west side of Bradley St. from E. Remus Rd. (M-20) north to connect to the Mt. Pleasant Middle School at the City-Township boundary (West DDA).	Funds budgeted and preliminary surveying completed. Construction anticipated in 2024
l.	Digitization of historical documents for the East & West DDA in accordance with the Records Retention Schedule and Records Reproduction Act 116 of 1992(East DDA and West DDA).	Records have been picked up and are being digitized
m.	Annual funding transfer to the Fire Fund in support of the fire service delivery contract with the City of Mount Pleasant (East DDA and West DDA).	Completed
n.	Annual funding support to the Middle Michigan Development Corporation for local economic development initiatives and activities (East DDA and West DDA).	Completed
o.	Annual funding support to the Mt. Pleasant Area Convention and Visitors Bureau in support of destination marketing activities (East DDA and West DDA).	Completed
p.	Annual funding support for operation and maintenance of the Mt. Pleasant Airport Crew Car courtesy vehicle for use by flight crews on layover to visit local businesses and amenities (East DDA and West DDA).	Completed
q.	Continued to implement a beautification grant program to encourage local businesses to undertake private landscaping improvement and site beautification projects on existing lots (East DDA and West DDA).	Completed



<b>Current Projects and Investments</b>		<b>Status</b>
r.	Continued to implement a pedestrian access improvements grant program to encourage local businesses to undertake installation of barrier-free pedestrian access improvements to existing buildings (East DDA and West DDA).	Completed
s.	Continued to implement freestanding signage improvements grant program to support private improvement projects to replace existing freestanding business signage with new monument-style ground signs (East DDA and West DDA).	Completed

**Events and Promotional Campaigns in 2023**

The following is a list of EDA Board events and promotional campaigns:

1. Art Reach of Mid-Michigan Annual Festival of Banners along the E. Pickard Road (M-20) corridor in the East DDA District.
2. Display of seasonal Welcome Banners at the M-20/US-127 interchange gateway entrances into the East DDA District.
3. Collaboration with the Mount Pleasant Chamber of Commerce to support Chamber members and outreach in the East DDA and West DDA Districts.
4. Collaboration with and financial support for the destination marketing activities of the Mount Pleasant Area Convention and Visitors Bureau to market and grow the business community in the East DDA and West DDA Districts.
5. Collaboration with and financial support for the economic development activities of the Middle Michigan Development Corporation to market and promote available properties and assist local manufacturing, industrial, and commercial businesses in the East DDA and West DDA Districts.

**Progress on Development/Tax Increment Finance Plan Goals and Objectives**

In 2023, the EDA Board continued to make good progress towards completion of specific project priorities listed in the Development and Tax Increment Financing plans for the East and West Downtown Development Authority Districts. All projects included in this report are consistent with the goals and objectives of these plans.

For 2024, the EDA Board will be moving forward to implement additional project priorities outlined in the DDA Districts’ development plans and specified in more detail in the associated Implementation Strategies for each DDA District.