

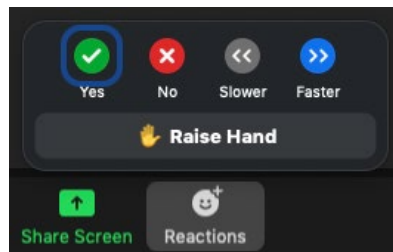
Hybrid Meeting Instructions for the Economic Development Authority Board

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)
Regular Meeting – Union Township Hall
Tuesday, July 16, 2024, at 4:30 p.m.**

AGENDA

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES
 - June 18, 2024, Regular Meeting
6. PRESENTATIONS
7. PUBLIC COMMENT
8. REPORTS
 - A. Accounts payable Approval – June
East DDA District #248 – Check Register
West DDA District #250 – Check Register
 - B. June Financial Reports: Income / Expense Statement; Balance Sheet
East DDA District #248
West DDA District #250
 - C. Board Member Matrix
9. NEW BUSINESS
10. PENDING BUSINESS
11. CLOSED SESSION
12. DIRECTOR COMMENTS
13. ADJOURNMENT
 - Informational meeting Tuesday, July 23, 2024, at 4:30pm
 - Informational meeting Tuesday, August 20, 2024, at 4:30pm
 - Next regularly scheduled meeting Tuesday, August 20, 2024, following informational meeting.

**Charter Township of Union
Economic Development Authority Board (EDA)
Regular Board Meeting
Tuesday, June 18, 2024**

MINUTES

A regular meeting of the Charter Township of Union Economic Development Authority Board was held on June 18, 2024, at the Union Township Hall 2010 S. Lincoln Rd, Mt. Pleasant, MI 48858.

Meeting called to order at 4:30 p.m.

ROLL CALL

Present: Bacon, Kequom, Mielke, Coyne, Sweet, Figg (4:33), Barz (4:33), Chowdhary (4:33)

Excused: Zalud

Absent:

Others Present: Rodney Nanney – Community & Economic Development Director, Sherrie Teall – Finance Director, Amy Peak – Building Services Clerk, Ali Barnes – Yeo & Yeo

APPROVAL OF AGENDA

MOTION by Coyne SUPPORTED by Figg to APPROVE the agenda as presented. **MOTION CARRIED 6-0.**

APPROVAL OF MINUTES

MOTION by Figg SUPPORTED by Coyne to APPROVE minutes from May 21, 2024, meeting. **MOTION CARRIED 7-0.**

PUBLIC COMMENT – None

PRESENTATIONS

Ali Barnes, Yeo & Yeo gave East DDA and West DDA FY2023 Audit Presentation, in which the Township received an unmodified opinion, which is the highest level of assurance.

ACCOUNTS PAYABLE/ FINANCIAL STATEMENTS

Finance Director, Sherrie Teall reviewed the accounts payable for the East DDA. MOTION by Barz SUPPORTED by Sweet to APPROVE the East DDA payables as presented \$14, 067.99. **MOTION CARRIED 8-0.**

Finance Director, Sherrie Teall reviewed the accounts payable for the West DDA. MOTION by Figg SUPPORTED by Bacon to APPROVE the West DDA payables as presented \$500.00. **MOTION CARRIED 8-0.**

Financial reports were RECEIVED AND FILED by Chair Kequom

NEW BUSINESS

A. RFBA – 2024 Bud Street Sidewalk Extension – Selection of Successful Bidder

Community and Economic Development Director, Rodney Nanney reviewed the request for board action, noting that all three bidders are local companies and that two of the three are located in the Township's DDA Districts.

Discussion held.

MOTION by Sweet **SUPPORT** by Barz to approve the construction contract with Malley Construction in the amount of \$55,886.00 to perform all work as specified in the Bidding documents for the Bud Street Sidewalk Extension Project. **8 – YES, 0 – NO, 1 – ABSENT, MOTION CARRIED.**

B. RFBA – Irrigation Design Advisory Services

Community and Economic Development Director, Rodney Nanney reviewed the request for board action.
Discussion held.

MOTION by Figg **SUPPORT** by Coyne to approve Graber & Associates, LLC to provide irrigation design advisory services to help identify and prioritize necessary design elements and preferred features and controls for the planned reinstallation of the East DDA District’s underground irrigation system along the East Pickard Road (M-20) corridor from west of the US-127 interchange to Packard Street. **8 – YES, 0 – NO, 1 – ABSENT, MOTION CARRIED.**

DIRECTOR COMMENTS

- Updates on irrigation system and landscaping improvements along Pickard.
- Update on reinstallation of bike racks, concrete planter, and missing streetlights.
- Update on Petro Plaza. Just received appraisal – anticipated for closed session on July agenda.

Next regular EDA meeting to be held on Tuesday, July 16, 2024, at 4:30pm.
Meeting adjourned at 5:04pm

APPROVED BY

Thomas Kequom, EDA Board Chair

(Recorded by Amy Peak)

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 248 EDDA CHECKING						
07/16/2024	248	117 (E)	00146	CONSUMERS ENERGY	1940 S ISABELLA RD 2027 FLORENCE ST 4923 E PICKARD 4675 E PICKARD ST 4592 E PICKARD 4592 E PICKARD ST STE A 5771 E PICKARD RD STE B 5771 E PICKARD STE A 5770 E PICKARD ST STE B 5770 E PICKARD ST STE A 5325 E PICKARD ST 2029 2ND ST 5157 E PICKARD ST STE B 5157 E PICKARD ST STE A 4900 E PICKARD ST	48.79 39.60 39.14 38.54 0.57 40.67 29.61 69.25 29.78 55.26 76.60 64.32 29.43 37.30 31.62
						630.48
07/16/2024	248	4409	01358	21ST CENTURY MEDIA-MICHIGAN	RFQ PUBLICATION-IRRIGATION DESIGN PROF	173.80
07/16/2024	248	4410	01600	BE GREEN LAWN SERVICES CO INC	WEED & FEED GRASS-PICKARD ST CORRIDOR	1,155.00
07/16/2024	248	4411	00722	CHARTER TOWNSHIP OF UNION	UTILITIES-IRRIGATION ON PICKARD/EMPTY LO	1,537.12
07/16/2024	248	4412	01741	GOENNER LAWNCARE LLC	MOWING ON PICKARD & EMPTY LOTS-JUNE MOWING ON PICKARD & EMPTY LOTS-JUNE	2,775.00 2,775.00
						5,550.00
07/16/2024	248	4413	00450	M M I	PARK BENCH MAINTENANCE/TRASH-MAY 2024 PARK BENCH MAINTENANCE/TRASH-JUN 2024	572.00 572.00
						1,144.00
07/16/2024	248	4414	00530	PLEASANT THYME HERB FARM	PLANTING/WATER FLOWERS & HANGING BASKETS WATER BASKETS/WEED BEDS/PRUNE TREES	6,453.00 2,840.00
						9,293.00
07/16/2024	248	4415	01634	THE OETZEL-HARTMAN GROUP	APPRAISAL FOR 2250-2284 ENTERPRISE DR	3,500.00
07/16/2024	248	4416	00649	THIELEN TURF IRRIGATION, INC.	START & CHECK IRRIGATION@PICKARD STREET	1,593.75
07/16/2024	248	4417	00732	YEO & YEO, PC	AUDIT PRESENTATION-EAST DDA-FY2023	425.00
248 TOTALS:						
Total of 10 Disbursements:						25,002.15

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
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Bank 250 WDDA CHECKING

07/16/2024	250	304	00732	YEO & YEO, PC	JUNE 30TH EAST AND WEST DDA BOARD PRESEN	425.00
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250 TOTALS:

Total of 1 Checks:						425.00
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Less 0 Void Checks:						0.00
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Total of 1 Disbursements:						425.00
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PERIOD ENDING 06/30/2024

GL NUMBER	DESCRIPTION	YTD BALANCE		2024		YTD BALANCE		% BDGT USED
		NORMAL	(ABNORMAL)	ORIGINAL BUDGET	2024 AMENDED BUDGET	NORMAL	(ABNORMAL)	
Fund 248 - EAST DDA FUND								
Revenues								
Dept 000 - NONE								
248-000-402.000	CURRENT PROPERTY TAX	516,934.75		557,000.00	557,000.00		0.00	0.00
248-000-402.100	PRIOR YEARS PROPERTY TAXES	0.00		(250.00)	(250.00)		0.00	0.00
248-000-412.000	DELQ PERSONAL PROPERTY CAPT	3.63		300.00	300.00		0.00	0.00
248-000-414.000	PROPERTY TAX REFUNDS-BOR MTT	0.00		(4,000.00)	(4,000.00)		0.00	0.00
248-000-445.000	INTEREST ON TAXES	0.66		500.00	500.00		0.00	0.00
248-000-573.000	STATE AID REVENUE-LCSA	0.00		69,000.00	69,000.00		0.00	0.00
248-000-665.000	INTEREST EARNED	25,612.94		80,000.00	80,000.00		40,109.10	50.14
248-000-672.000	OTHER REVENUE	0.00		1,000.00	1,000.00		0.00	0.00
Total Dept 000 - NONE		542,551.98		703,550.00	703,550.00		40,109.10	5.70
TOTAL REVENUES		542,551.98		703,550.00	703,550.00		40,109.10	5.70
Expenditures								
Dept 336 - FIRE DEPARTMENT								
248-336-830.000	PUBLIC SAFETY - FIRE PROTECTION	79,658.26		81,000.00	81,000.00		0.00	0.00
Total Dept 336 - FIRE DEPARTMENT		79,658.26		81,000.00	81,000.00		0.00	0.00
Dept 728 - ECONOMIC DEVELOPMENT								
248-728-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	4,695.75		21,300.00	21,300.00		9,606.70	45.10
248-728-801.001	MAINT- BENCHES/TRASH RECEPTACLES	0.00		5,000.00	5,000.00		0.00	0.00
248-728-801.003	SIDEWALK SNOWPLOWING	4,550.00		15,000.00	15,000.00		6,547.21	43.65
248-728-801.004	LAWN CARE	981.00		35,000.00	35,000.00		10,977.00	31.36
248-728-801.005	IRRIGATION / LIGHTING REPAIRS	4,466.75		20,000.00	20,000.00		11,133.59	55.67
248-728-801.007	FLOWER / LANDSCAPE MAINTENANCE	2,950.00		47,000.00	47,000.00		12,606.84	26.82
248-728-826.000	LEGAL FEES	0.00		4,000.00	4,000.00		0.00	0.00
248-728-880.000	COMMUNITY PROMOTION	500.00		16,500.00	16,500.00		6,500.00	39.39
248-728-883.000	COMMUNITY IMPROVEMENT GRANTS	0.00		40,000.00	40,000.00		0.00	0.00
248-728-885.000	STREET LIGHT BANNERS/CHRISTMAS	5,355.00		23,000.00	23,000.00		5,928.39	25.78
248-728-900.000	PRINTING & PUBLISHING	0.00		250.00	250.00		0.00	0.00
248-728-920.000	ELECTRIC/NATURAL GAS	4,426.06		15,000.00	15,000.00		4,757.39	31.72
248-728-920.200	WATER & SEWER CHARGES	2,290.31		18,000.00	18,000.00		1,372.90	7.63
248-728-940.000	LEASE/RENT	715.00		1,200.00	1,200.00		715.00	59.58
248-728-955.000	MISC.	0.00		100.00	100.00		0.00	0.00
248-728-957.300	MEMBERSHIP & DUES	162.50		500.00	500.00		0.00	0.00
248-728-963.000	PROPERTY/LIABILITY INSURANCE	1,706.79		2,200.00	2,200.00		2,109.43	95.88
248-728-967.200	WATER SYSTEM PROJECTS	0.00		100,000.00	100,000.00		0.00	0.00
248-728-967.300	SEWER SYSTEM PROJECTS	160,000.00		0.00	0.00		0.00	0.00
248-728-967.500	SIDEWALK/PATHWAY PROJECTS	0.00		520,000.00	520,000.00		26,500.00	5.10
248-728-967.600	PARKS PROJECTS	0.00		90,000.00	90,000.00		0.00	0.00
248-728-971.000	CAPITAL OUTLAY-LAND	0.00		550,000.00	550,000.00		0.00	0.00
248-728-974.000	LAND IMPRVMENTS-GENERAL	50.45		20,000.00	20,000.00		0.00	0.00
248-728-974.200	LAND IMPRVMENTS-PICKARD RIGHT OF WAY	0.00		450,000.00	450,000.00		54.74	0.01
248-728-974.201	LAND IMPRVMENTS-5800 PICKARD/ENTERPRIS	0.00		40,000.00	40,000.00		109.48	0.27
248-728-974.202	LAND IMPRVMENTS-2120 YATS DR	11,975.45		210.00	210.00		54.74	26.07
248-728-974.203	LAND IMPRVMENTS-JONATHON LANE	0.00		210.00	210.00		109.48	52.13
Total Dept 728 - ECONOMIC DEVELOPMENT		204,825.06		2,034,470.00	2,034,470.00		99,082.89	4.87
TOTAL EXPENDITURES		284,483.32		2,115,470.00	2,115,470.00		99,082.89	4.68

User: SHERRIE

DB: Union

PERIOD ENDING 06/30/2024

GL NUMBER	DESCRIPTION	YTD BALANCE	2024		YTD BALANCE	% BDGT USED
		06/30/2023 NORMAL (ABNORMAL)	ORIGINAL BUDGET	2024 AMENDED BUDGET	06/30/2024 NORMAL (ABNORMAL)	
Fund 248 - EAST DDA FUND						
Fund 248 - EAST DDA FUND:						
	TOTAL REVENUES	542,551.98	703,550.00	703,550.00	40,109.10	5.70
	TOTAL EXPENDITURES	284,483.32	2,115,470.00	2,115,470.00	99,082.89	4.68
	NET OF REVENUES & EXPENDITURES	258,068.66	(1,411,920.00)	(1,411,920.00)	(58,973.79)	4.18

PERIOD ENDING 06/30/2024

GL NUMBER	DESCRIPTION	YTD BALANCE		2024		YTD BALANCE		% BDGT USED
		NORMAL	(ABNORMAL)	ORIGINAL BUDGET	2024 AMENDED BUDGET	NORMAL	(ABNORMAL)	
Fund 250 - WEST DDA FUND								
Revenues								
Dept 000 - NONE								
250-000-402.000	CURRENT PROPERTY TAX	414,115.58		438,600.00	438,600.00		0.00	0.00
250-000-412.000	DELQ PERSONAL PROPERTY CAPT	19.11		50.00	50.00		0.00	0.00
250-000-414.000	PROPERTY TAX REFUNDS-BOR MTT	0.00		(4,000.00)	(4,000.00)		0.00	0.00
250-000-445.000	INTEREST ON TAXES	106.61		200.00	200.00		0.00	0.00
250-000-573.000	STATE AID REVENUE-LCSA	0.00		1,800.00	1,800.00		0.00	0.00
250-000-665.000	INTEREST EARNED	11,864.47		50,000.00	50,000.00		28,342.20	56.68
Total Dept 000 - NONE		426,105.77		486,650.00	486,650.00		28,342.20	5.82
TOTAL REVENUES		426,105.77		486,650.00	486,650.00		28,342.20	5.82
Expenditures								
Dept 336 - FIRE DEPARTMENT								
250-336-830.000	PUBLIC SAFETY - FIRE PROTECTION	65,765.91		66,000.00	66,000.00		0.00	0.00
Total Dept 336 - FIRE DEPARTMENT		65,765.91		66,000.00	66,000.00		0.00	0.00
Dept 728 - ECONOMIC DEVELOPMENT								
250-728-801.000	PROFESSIONAL & CONTRACTUAL SERVICES	3,292.50		13,300.00	13,300.00		2,925.00	21.99
250-728-801.003	SIDEWALK SNOWPLOWING	3,500.00		8,000.00	8,000.00		4,361.40	54.52
250-728-880.000	COMMUNITY PROMOTION	500.00		16,500.00	16,500.00		6,500.00	39.39
250-728-883.000	COMMUNITY IMPROVEMENT GRANTS	0.00		40,000.00	40,000.00		0.00	0.00
250-728-900.000	PRINTING & PUBLISHING	0.00		500.00	500.00		0.00	0.00
250-728-957.300	MEMBERSHIP & DUES	162.50		500.00	500.00		0.00	0.00
250-728-967.400	STREET/ROAD PROJECTS	0.00		50,000.00	50,000.00		0.00	0.00
250-728-967.500	SIDEWALK/PATHWAY PROJECTS	0.00		175,000.00	175,000.00		11,125.00	6.36
250-728-974.204	LAND IMPRVMENTS-REMUS RD RIGHT OF WAY	0.00		50,000.00	50,000.00		0.00	0.00
Total Dept 728 - ECONOMIC DEVELOPMENT		7,455.00		353,800.00	353,800.00		24,911.40	7.04
TOTAL EXPENDITURES		73,220.91		419,800.00	419,800.00		24,911.40	5.93
Fund 250 - WEST DDA FUND:								
TOTAL REVENUES		426,105.77		486,650.00	486,650.00		28,342.20	5.82
TOTAL EXPENDITURES		73,220.91		419,800.00	419,800.00		24,911.40	5.93
NET OF REVENUES & EXPENDITURES		352,884.86		66,850.00	66,850.00		3,430.80	5.13

Fund 248 EAST DDA FUND

GL Number	Description	Balance
*** Assets ***		
248-000-001.000	CASH	19,497.20
248-000-002.000	SAVINGS	328,787.13
248-000-003.001	CERTIFICATE OF DEPOSIT	1,623,932.92
248-000-128.000	ASSETS HELD FOR SALE	32,557.27
Total Assets		2,004,774.52
*** Liabilities ***		
248-000-202.000	ACCOUNTS PAYABLE	25,002.15
Total Liabilities		25,002.15
*** Fund Balance ***		
248-000-375.000	RESTRICTED FUND BALANCE	2,038,746.16
Total Fund Balance		2,038,746.16
Beginning Fund Balance		2,038,746.16
Net of Revenues VS Expenditures		(58,973.79)
Ending Fund Balance		1,979,772.37
Total Liabilities And Fund Balance		2,004,774.52

Fund 250 WEST DDA FUND

GL Number	Description	Balance
*** Assets ***		
250-000-001.000	CASH	6,073.34
250-000-002.000	SAVINGS	90,017.69
250-000-002.001	SHARES	53.70
250-000-003.001	CERTIFICATE OF DEPOSIT	1,115,059.15
Total Assets		1,211,203.88
*** Liabilities ***		
250-000-202.000	ACCOUNTS PAYABLE	425.00
Total Liabilities		425.00
*** Fund Balance ***		
250-000-375.000	RESTRICTED FUND BALANCE	1,207,348.08
Total Fund Balance		1,207,348.08
Beginning Fund Balance		1,207,348.08
Net of Revenues VS Expenditures		3,430.80
Ending Fund Balance		1,210,778.88
Total Liabilities And Fund Balance		1,211,203.88

Board Expiration Dates

Planning Commission Board Members (9 Members) 3 year term			
#	F Name	L Name	Expiration Date
1-BOT Representative	James	Thering	11/20/2024
2-Chair	Phil	Squatrito	2/15/2026
3-Vice Chair	Ryan	Buckley	2/15/2025
4-Secretary	Vacant		2/15/2025
5 - Vice Secretary	Jessica	Lapp	2/15/2026
6	Stan	Shingles	2/15/2027
7	Paul	Gross	2/15/2025
8	Nivia	McDonald	2/15/2026
9	Thomas	Olver	2/15/2027
Zoning Board of Appeals Members (5 Members, 2 Alternates) 3 year term			
#	F Name	L Name	Expiration Date
1-Chair	Liz	Presnell	12/31/2025
2 -Vice Chair	Richard	Barz	12/31/2025
3- PC Rep	Ryan	Buckley	2/15/2025
4 -	Lori	Rogers	12/31/2026
5 -	Eric	Loose	12/31/2024
Alt. #1	David	Coyne	12/31/2024
Alt #2	Brian	Clark	12/31/2026
Board of Review (3 Members) 2 year term			
#	F Name	L Name	Expiration Date
1	Jeanette	Corbin	12/31/2024
2	Sarvjit	Chowdhary	12/31/2024
3	Bryan	Neyer	12/31/2024
Alt #1	Vacant		12/31/2024
Construction Board of Appeals (3 Members) 2 year term			
#	F Name	L Name	Expiration Date
1	Joseph	Schafer	12/31/2025
2	Andy	Theisen	12/31/2025
3	William	Gallaher	12/31/2025
Hannah's Bark Park Advisory Board (2 Members from Township) 2 year term			
1	Mark	Stuhldreher	12/31/2024
2	John	Dinse	12/31/2025
Chippewa River District Library Board 4 year term			
1	Ruth	Helwig	12/31/2027
2	Lynn	Laskowsky	12/31/2025



Board Expiration Dates

EDA Board Members (9 Members) 4 year term			
#	F Name	L Name	Expiration Date
1-Chair	Thomas	Kequom	4/14/2027
2-VC/BOT Rep	Bryan	Mielke	11/20/2024
3	James	Zalud	4/14/2027
4	Richard	Barz	2/13/2025
5	Robert	Bacon	1/13/2027
6	Marty	Figg	6/22/2026
7	Sarvjit	Chowdhary	6/22/2027
8	Jeff	Sweet	2/13/2025
9	David	Coyne	3/26/2026
Mid Michigan Area Cable Consortium (2 Members)			
#	F Name	L Name	Expiration Date
1	Kim	Smith	12/31/2025
2	vacant seat		
Cultural and Recreational Commission (1 seat from Township) 3 year term			
#	F Name	L Name	Expiration Date
1	Robert	Sommerville	12/31/2025
Mt. Pleasant Airport Joint Operations and Mgmt Board (1 seat from Township) 3 year term			
#	F Name	L Name	Expiration Date
1 - Union Township	Rodney	Nanney	12/31/2026