



**Blackman Charter Township  
Downtown Development Authority**

Board Meeting  
Wednesday, March 8, 2017  
7:00 a.m.  
Blackman Charter Township Meeting Hall

**Agenda**

1. Call to Order By Chair
2. Public Comment
3. \*Approval of the BDDA Board Meeting Minutes from February 8, 2017
4. \*Approval of the BDDA Special Board Meeting Minutes from February 15, 2017
5. \*Approval of the Blackman DDA Invoices and Budget Reports for February 2017
6. Updates regarding property development:
  - a. BDDA and County Property Update – Chairman Jancek
  - b. Airport Update – Mr. Shotwell
7. Chairman and Board Comments
8. Next BDDA Board Meeting: Wednesday, April 12, 2017 at 7:00 a.m.
9. Adjourn To The Call Of The Chair

*\*Indicates attachment*



The Enterprise Group  
of Jackson, Inc.

**Blackman Charter Township  
Downtown Development Authority**  
*Staffed and Served by The Enterprise Group of Jackson, Inc.*

**BDDA Board Meeting Minutes  
February 8, 2017**

The Downtown Development Authority of Blackman Charter Township held a Board meeting at 7:00 a.m., Wednesday, February 8, 2017 at Blackman Charter Township Meeting Hall at 1990 W. Parnall Road.

**Members Present (8):** Mike Ambs, Dan Decker, Kevin Ganton, Don Hoadley, Pete Jancek, Rebecca Roberts, Steve Shotwell, and Greg Vogt.

**Members Absent (2):** Roger Auwers and Debbie Simpson.

**Others Present:** Barry Comer, Township Assessor and Jack Ripstra, Township Engineer.

**Staff:** Debbie Kelly, The Enterprise Group of Jackson.

Chairman Jancek called the meeting to order at 7:00 a.m.

**Public Comment:** None.

Chairman Jancek asked everyone to introduce themselves for Mr. Comer, the new Assessor for Blackman Charter Township.

**Meeting Minutes of January 11, 2017:**

*Mr. Shotwell moved to approve the BDDA Meeting Minutes of January 11, 2017, as presented, with Mr. Decker supporting. Unanimously approved.*

**BDDA Invoices and Budget Reports through January 31, 2017:**

*Chairman Jancek moved to approve the January 31, 2017 BDDA Invoices totaling \$3,624.05, and the BDDA Budget Reports through January 31, 2017, with Mr. Vogt supporting. Unanimously approved by roll call vote.*

**Updates:**

**BDDA and County Property:**

Chairman Jancek shared that the two new hotels are under construction. Mr. Ripstra added that the extended stay hotel is close to being done.

Chairman Jancek reported that he has information from Bond Counsel to share, and noted that he is meeting with the interested prospect tomorrow. The developer is looking to create a life-style center on the BDDA property. He also owns the 100 acre parcel that is adjacent to this property

as well as the former Pizza Beach/Bill Knapps property, where he anticipates building a Boston's Restaurant. Mr. Hoadley asked if an appraisal was done, and Chairman Jancek replied that it hasn't been because he wanted to meet with the prospect first. After the May 2017 Bond payment, the principle owed would be \$2,325,000. Chairman Jancek mentioned that there is an \$85,000 penalty for early pay-off, and approximately \$2 Million in principle and interest, which has been paid by the Township.

**Airport Update:**

Mr. Shotwell reported that he spoke to Mr. Kent Maurer regarding Chairman Jancek's concern about adding language to address damaged fencing as a result from snow plowing, into the hangar lease agreements.

**Chairman and Board Comments/Updates:**

Chairman Jancek shared that there is interest in the Kmart building on O'Neill Drive. Mr. Shotwell noted that he is surprised by this closing since it is the most profitable one in our area. Ms. Roberts commented that it is at an awful intersection. Mr. Shotwell added that within the 2028-2030 plan; a figure eight over-pass is planned for that intersection.

Mr. Ganton mentioned that his property on Springport has been cleared.

**Next Meeting:**

The Blackman Charter Township DDA Board meeting is scheduled for Wednesday, March 8, 2017 at 7:00 a.m. in the Blackman Charter Township Hall.

Meeting adjourned at 7:18 a.m.

Respectfully submitted by Amy Torres and Debbie Kelly, The Enterprise Group of Jackson, Inc.



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of Jackson, Inc.

**Blackman Charter Township  
Downtown Development Authority**  
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**BDDA Special Board Meeting Minutes**  
**February 15, 2017**

The Downtown Development Authority of Blackman Charter Township held a Special Board meeting at 7:00 a.m., Wednesday, February 15, 2017 at Blackman Charter Township Meeting Hall at 1990 W. Parnall Road.

**Members Present (9):** Mike Ambs, Roger Auwers, Dan Decker, Kevin Ganton, Don Hoadley, Pete Jancek, Rebecca Roberts, Steve Shotwell, and Greg Vogt.

**Members Absent (1):** Debbie Simpson.

**Others Present:** Jack Ripstra, Township Engineer.

**Staff:** Amy Torres and Debbie Kelly, The Enterprise Group of Jackson.

Chairman Jancek called the meeting to order at 7:00 a.m.

**Public Comment:** None.

**BDDA Property Discussion:**

Chairman Jancek presented bond information as well as the bond payment schedule spreadsheet that Mr. Decker prepared, which demonstrates a significant deficit moving forward. Chairman Jancek shared the results of the meeting that was held last week with the interested developer, noting that the developer offered to take over the current BDDA Bond indebtedness of \$2.7 Million, which equates to approximately \$100,000 per acre. Chairman Jancek added that he began the negotiations with \$4.48 Million, the amount that has been spent/repaid to date. Bond Council has suggested receiving the money and placing it in an escrow account until the maturity date in 2020.

Mr. Shotwell inquired about a Development Plan, and Chairman Jancek noted that the prospect is planning a life style center similar to the East Gate Center in Lansing. Mr. Ripstra added that he has plans for the entire area, including housing for his property along Springport and Parnall Roads. Mr. Ganton added that the BDDA has been trying to sell this property for 10 years, and we need to do something. Mr. Shotwell agreed but doesn't want the property to sit idle for another 10 years and plans need to be in writing to ensure the property is developed. Mr. Decker asked if an appraisal was necessary, and Mr. Ripstra shared that there was one done at the time of the lawsuit. Mr. Decker suggested getting a new appraisal to determine fair market value, and prepare a counter-offer. Mr. Ripstra also noted that the developer plans to speak to Mr. Maurer, Airport Manager for his interest in the County property, also in the BDDA.

After discussion, Chairman Jancek asked the BDDA Board if an RFP was necessary to select an appraiser. Mr. Decker added that the lowest bid isn't always the best choice, and Mr. Auwers commented that we should use the appraiser that did the airport property to stay consistent. Chairman Jancek concurred that selling this property would be a huge win just having it back on the tax rolls. In addition, it is in the developer's best interest to develop the property since he is preparing to have the footings done for the new proposed restaurant; along with the construction of the two new hotels adjacent to the BDDA property; and the other two hotels anchoring on the west end of the property. Chairman Jancek and Mr. Ripstra shared that they made copies of the proposed Ramco development for the developer to review, noting that the developer would build a road off of Universal Way. ***Mr. Decker moved to authorize the Chairman to have an appraisal done on the 28 acre BDDA property, with Mr. Shotwell supporting. Unanimously approved.***

**Next Meeting:**

The Blackman Charter Township DDA Board meeting is scheduled for Wednesday, March 8, 2017 at 7:00 a.m. in the Blackman Charter Township Hall.

Meeting adjourned at 7:28 a.m.

Respectfully submitted by Amy Torres and Debbie Kelly, The Enterprise Group of Jackson, Inc.

BDDA Invoice's for the March 8, 2017 Board Meeting

Vendor	Description	Amount
Lester Brothers	Plowing & Salting	\$ 75.00
Ripstra	Professional Services	\$ -
Wolverine	Clear sidewalks	\$ 125.00
		<u>\$ 200.00</u>

Lester Brothers Excavating, Inc.

5405 E. Michigan Ave.  
Jackson, MI 49201

# Invoice



Date	Invoice #
2/21/2017	80265

<b>Bill To</b> BLACKMAN TOWNSHIP OFFICE 1990 W. PARNALL RD. JACKSON, MI 49201	<b>Ship To</b>
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P.O. Number	Terms	Due Date	Service Date
	NET 15 DAYS	3/8/2017	2/9/2017

Quantity	Item Code	Description	Price Each	Amount
1	SALT	FULL SALT (8:45A)	75.00	75.00

<b>Sales Tax (6.0%)</b>	\$0.00
<b>Total</b>	\$75.00
<b>Payments/Credits</b>	\$0.00
<b>Balance Due</b>	\$75.00

Phone #	Fax #	E-mail	Web Site
517-764-7888	517-764-7808	lesterbros@yahoo.com	www.lesterbros.com

Wolverine Sealcoating LLC

3235 County Farm Rd  
Jackson, MI 49201

# Invoice

Date	Invoice #
1/31/2017	8967



Bill To

Blackman Charter Township  
Peter Jancek  
1990 West Parnall Rd  
Jackson, MI 49201-8612

517-962-4261 Office  
517-513-8065 Fax  
[www.sales@wolverineseal.com.com](http://www.sales@wolverineseal.com.com)

DDA

P.O. No.	Terms	Due Date	Account #	Project
	Net 30	3/2/2017		
Description	Qty	Rate	Amount	
2-1-2017 Airport rd walks	1	60.00	60.00	
2-1-2017 boardman road walks	1	65.00	65.00	
<b>Total</b>			<b>\$125.00</b>	
<b>Payments/Credits</b>			<b>\$0.00</b>	
<b>Balance Due</b>			<b>\$125.00</b>	



User: LINDA

DB: Blackman

PERIOD ENDING 02/28/2017

GL NUMBER	DESCRIPTION	2017		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BGD USED
		AMENDED BUDGET	NORMAL	02/28/2017 (ABNORMAL)	MONTH 02/28/2017 INCREASE (DECREASE)	NORMAL	BALANCE (ABNORMAL)		
Fund 294 - DDA ADMINISTRATIVE FUND									
Revenues									
Dept 101-CASH RECEIPTS									
294-101-439.000	DDA PROPERTY TAXES	157,000.00		3,936.00		3,936.00		153,064.00	2.51
294-101-665.000	INVESTMENT/INTEREST		520.00		32.74		0.00	487.26	6.30
294-101-665.200	FEDERAL GOV'T INTEREST CREDIT	54,540.00			0.00		0.00	54,540.00	0.00
294-101-699.000	MISCELLANEOUS REVENUE	3,000.00			0.00		0.00	3,000.00	0.00
Total Dept 101-CASH RECEIPTS		215,060.00		3,968.74		3,936.00		211,091.26	1.85
TOTAL REVENUES		215,060.00		3,968.74		3,936.00		211,091.26	1.85
Expenditures									
Dept 905-DEBT SERVICE FUND									
294-905-775.000	REPAIR/MAINTENANCE	4,617.00		525.00		525.00		4,092.00	11.37
294-905-801.000	PROFESSIONAL SERVICES	42,527.00			0.00		0.00	42,527.00	0.00
294-905-900.000	PRINTING/PUBLISHING		110.00		0.00		0.00	110.00	0.00
294-905-964.000	TAX TRIBUNAL/REFUNDS ORDERED	9,631.00			0.00		0.00	9,631.00	0.00
294-905-969.000	TRANSFER TO CONSTRUCTION FUND	250,000.00			0.00		0.00	250,000.00	0.00
294-905-991.000	BOND PAYMENTS PRINCIPAL	175,000.00			0.00		0.00	175,000.00	0.00
294-905-995.000	BOND PAYMENT INTEREST	130,744.00			0.00		0.00	130,744.00	0.00
294-905-999.000	MISCELLANEOUS EXPENSE		88.00		0.00		0.00	88.00	0.00
Total Dept 905-DEBT SERVICE FUND		612,717.00		525.00		525.00		612,192.00	0.09
TOTAL EXPENDITURES		612,717.00		525.00		525.00		612,192.00	0.09
Fund 294 - DDA ADMINISTRATIVE FUND:									
TOTAL REVENUES		215,060.00		3,968.74		3,936.00		211,091.26	1.85
TOTAL EXPENDITURES		612,717.00		525.00		525.00		612,192.00	0.09
NET OF REVENUES & EXPENDITURES		(397,657.00)		3,443.74		3,411.00		(401,100.74)	0.87

User: LINDA

DB: Blackman

PERIOD ENDING 02/28/2017

GL NUMBER	DESCRIPTION	2017	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	02/28/2017 NORMAL (ABNORMAL)	MONTH 02/28/2017 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 494 - D.D.A. CONSTRUCTION FUND						
Revenues						
Dept 101-CASH RECEIPTS						
494-101-699.000	CONSTRUCTION FUND TRANSFER	250,000.00	0.00	0.00	250,000.00	0.00
Total Dept 101-CASH RECEIPTS		<u>250,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>250,000.00</u>	<u>0.00</u>
TOTAL REVENUES		<u>250,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>250,000.00</u>	<u>0.00</u>
Expenditures						
Dept 970-CAPITAL OUTLAY						
494-970-972.000	CONSTRUCTION COSTS	250,000.00	115.30	115.30	249,884.70	0.05
Total Dept 970-CAPITAL OUTLAY		<u>250,000.00</u>	<u>115.30</u>	<u>115.30</u>	<u>249,884.70</u>	<u>0.05</u>
TOTAL EXPENDITURES		<u>250,000.00</u>	<u>115.30</u>	<u>115.30</u>	<u>249,884.70</u>	<u>0.05</u>
Fund 494 - D.D.A. CONSTRUCTION FUND:						
TOTAL REVENUES		250,000.00	0.00	0.00	250,000.00	0.00
TOTAL EXPENDITURES		250,000.00	115.30	115.30	249,884.70	0.05
NET OF REVENUES & EXPENDITURES		<u>0.00</u>	<u>(115.30)</u>	<u>(115.30)</u>	<u>115.30</u>	<u>100.00</u>
TOTAL REVENUES - ALL FUNDS						
		465,060.00	3,968.74	3,936.00	461,091.26	0.85
TOTAL EXPENDITURES - ALL FUNDS						
		862,717.00	640.30	640.30	862,076.70	0.07
NET OF REVENUES & EXPENDITURES		<u>(397,657.00)</u>	<u>3,328.44</u>	<u>3,295.70</u>	<u>(400,985.44)</u>	<u>0.84</u>



