



Blackman Charter Township
Local Development Finance Authority
Served By The Enterprise Group

MEETING AGENDA
Wednesday, June 21, 2017 at 6:00 p.m.
Blackman Charter Township Meeting Hall

AGENDA

- I. Call to Order by Chair**
- II. Public Comment**
- III. *Approval of Minutes from the April 19, 2017 Board Meeting**
- IV. *Treasurer's Report**
- V. BLDFA Properties Update:**
 - a. Jenkins Property Update
 - b. Technique Update
 - c. JSP Update
 - d. JTP SmartZoneSM Updates
- VI. BOARD/STAFF COMMENTS**
- VII. Next Meeting: Scheduled for Wednesday, August 16, 2017 at 6:00 p.m.**

**Indicates Attachment*



Blackman Charter Township
Local Development Finance Authority
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Board Meeting Minutes
April 19, 2017

The Local Development Finance Authority of Blackman Charter Township held a regular Board Meeting at 6:00 p.m., Wednesday, April 19, 2017, at Blackman Charter Township Meeting Hall, 1990 W. Parnall Road.

Members present (7): Cindy Acker, David Elwell, Louis Globensky, Barry Harmon, Pete Jancek, Kathy Letts, and Chad Linabury.

Members absent (2): Darrell Norris, and Shawn White.

Staff: Debbie Kelly of The Enterprise Group of Jackson.

Others: Jack Ripstra, Township Engineer

The BLDFA Board Meeting was called to order by Chairman Jancek at 6:02 p.m.

Public Comment: None.

Approval of Minutes:

Motion by Mr. Elwell and seconded by Mr. Linabury to approve the December 14, 2016 Annual Meeting Minutes, as presented. Motion approved unanimously.

Motion by Chairman Jancek and seconded by Mr. Globensky to approve the December 19, 2016 Special Meeting Minutes, as presented. Motion approved unanimously.

Treasurer's Report/BLDFA Invoices:

Ms. Kelly presented the revised list of BLDFA invoices for approval. The BLDFA post-audit bills totaled \$28,057.25. The current balance in the BLDFA Admin fund is \$620,382.71, which includes the receipt of the 2016 winter IFT distribution. Mr. Elwell asked about the new legislation regarding libraries being exempt. *Motion by Chairman Jancek and seconded by Mr. Linabury to accept the Treasurer's Report ending March 31, 2017, as presented. Motion approved unanimously.*

BLDFA Properties Update

Jenkins Property Update:

Chairman Jancek and Mr. Elwell initiated the discussion as it relates to the potential future development of the 181-acre property on County Farm Road that the BLDFA currently has a Right-of-First Refusal on. *Motion by Mr. Elwell and seconded by Mr. Globensky to authorize Chairman Jancek to begin negotiations with the County to discuss and determine a financial partnership plan to purchase the property. The second part of the approved motion was to authorize Chairman Jancek to negotiate a purchase price with the owners, after the potential funding source with the County has been established and agreed upon. Motion approved unanimously.*

Mr. Elwell and Chairman Jancek shared details regarding The EG's Site Tour, noting that they feel that this property is the closest to being developed, and that we need to purchase it NOW – making a point that our community is not ready for any development! Jack Ripstra, the Township Engineer shared that the sewer improvements were put on hold until the BLDFA had control of the property, and are contingent upon Township Board approval. Chairman Jancek added that he would get this issue on the agenda for Township approval for the sewer improvements to begin.

Technique Update:

Chairman Jancek mentioned that he spoke to Mr. Ronnie Johncox about a possible extension since he is now working on another acquisition that is confidential. The current development agreement for construction to begin expires in May 2017. The request is for an additional 18 months, which would expire in November 2018. The BLDFA Board concurred that Mr. Johncox and Technique are a huge asset to our community, and are certain of his continued commitment to build. BLDFA Staff will prepare an amendment to the development agreement for legal review. *Motion by Mr. Elwell and seconded by Mr. Linabury to extend the development agreement until November 2018. Motion approved unanimously.*

JSP Update:

Nothing to report.

JTP SmartZoneSM/ Baker College Technology Center Updates:

Ms. Kelly shared that there are no tenants at this time.

Chairman and Board Comments:

Chairman Jancek reported that Technique and TAC Manufacturing are anxious to assist with funding for a non-motorized pathway along County Farm Road.

Mr. Linabury asked about the former Pizza Beach restaurant, and Chairman Jancek shared that a developer is building a new Boston's Gourmet Pizza and Sports Bar on this site, and it is the same developer who is interested in the BDDA property.

Chairman Jancek noted that Blackman Charter Township is in negotiations with the City and other Township's to renew the sewer contract, in an effort to make it a regional asset.

Chairman Jancek and Mr. Globensky updated the Board on the park, sharing that students from Lyle Torrent School have been helping clean it. New grills have been installed, and the brush has been cleared.

Chairman Jancek added that we would likely schedule a Special BLDFA Board Meeting to address the property prior to the next scheduled meeting on June 21, 2017.

Meeting adjourned at 6:50 p.m.

Respectfully submitted by Amy L. Torres and Debbie Kelly, Blackman LDFA Staff.

BLDFA Invoice's for the June 21, 2017 Board Meeting

Vendor	Description	Amount
Ripstra	Professional Services	\$ 125.30
		<hr/> \$ 125.30



RIPSTRA & SCHEPPELMAN, INC.

CIVIL ENGINEERING - LAND SURVEYING

2535 SPRING ARBOR ROAD
JACKSON, MI 49203
OFFICE 517-789-9898
FAX 517-789-6065
www.ripstra-scheppelman.com



To: Charter Township of Blackman LDFA
1990 W. Parnall Road
Jackson, MI 49201

Date: May 8, 2017

Invoice No. 06120-104

Terms: Net 30 Days

For Services in connection with the Blackman Township LDFA property in Section 30.

For Services 03-26-17 to 04-22-17

CLASSIFICATION	HOURS	RATE	TOTAL
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Project Engineer	1.0	\$120.00	\$120.00
Mileage Expenses	10 miles	\$0.53	\$5.30

AMOUNT DUE THIS INVOICE \$125.30

1.5% Service Charge on all Accounts over 30 days

18% Annual Percentage Rate

User: LINDA

DB: Blackman

PERIOD ENDING 05/31/2017

GL NUMBER	DESCRIPTION	2017		YTD BALANCE	ACTIVITY FOR	AVAILABLE		% BDT USED
		AMENDED BUDGET	NORMAL	05/31/2017 (ABNORMAL)	MONTH 05/31/2017 INCREASE (DECREASE)	NORMAL	(ABNORMAL)	
Fund 292 - LDFA ADMINISTRATIVE FUND								
Revenues								
Dept 101-CASH RECEIPTS								
292-101-439.000	LDFA PROPERTY TAXES	36,000.00		53,920.29	0.00	(17,920.29)		149.78
292-101-665.000	INVESTMENT/INTEREST	84.00		24.41	5.51	59.59		29.06
Total Dept 101-CASH RECEIPTS		36,084.00		53,944.70	5.51	(17,860.70)		149.50
TOTAL REVENUES		36,084.00		53,944.70	5.51	(17,860.70)		149.50
Expenditures								
Dept 248-GENERAL SERVICES ADMINISTRATIVE								
292-248-801.000	PROFESSIONAL SERVICES	546.00		0.00	0.00	546.00		0.00
292-248-801.100	ENTERPRISE GROUP SERVICES	27,500.00		0.00	0.00	27,500.00		0.00
292-248-802.000	LEGAL	2,732.00		0.00	0.00	2,732.00		0.00
292-248-804.000	ACCOUNTING	15,299.00		11,110.00	0.00	4,189.00		72.62
292-248-958.000	MEMBERSHIP/DUES	0.00		450.00	0.00	(450.00)		100.00
292-248-998.293	TRANSFER OUT - SMART ZONE ADM	(18,035.00)		0.00	0.00	(18,035.00)		0.00
292-248-998.493	TRANSFER OUT - SMART ZONE CONSTRUCTION	0.00		245.30	0.00	(245.30)		100.00
292-248-999.000	MISCELLANEOUS EXPENSE	3,278.00		0.00	0.00	3,278.00		0.00
Total Dept 248-GENERAL SERVICES ADMINISTRATIVE		31,320.00		11,805.30	0.00	19,514.70		37.69
TOTAL EXPENDITURES		31,320.00		11,805.30	0.00	19,514.70		37.69
Fund 292 - LDFA ADMINISTRATIVE FUND:								
TOTAL REVENUES		36,084.00		53,944.70	5.51	(17,860.70)		149.50
TOTAL EXPENDITURES		31,320.00		11,805.30	0.00	19,514.70		37.69
NET OF REVENUES & EXPENDITURES		4,764.00		42,139.40	5.51	(37,375.40)		884.54

User: LINDA

DB: Blackman

PERIOD ENDING 05/31/2017

GL NUMBER	DESCRIPTION	2017 AMENDED BUDGET	YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDGT USED
			NORMAL	(ABNORMAL)	MONTH 05/31/2017 INCREASE (DECREASE)	NORMAL	(ABNORMAL) BALANCE		
Fund 293 - LDFA SMART ZONE ADMINISTRATIVE FUND									
Revenues									
Dept 101-CASH RECEIPTS									
293-101-439.100	PROPERTY TAXES-SMART ZONE-NON SCHOOL	54,900.00		0.00		0.00		54,900.00	0.00
293-101-439.200	PROPERTY TAXES-SMART ZONE-SCHOOL	18,900.00		0.00		0.00		18,900.00	0.00
293-101-675.000	LAND SALE PROCEEDS	2,081.00		0.00		0.00		2,081.00	0.00
293-101-697.000	TRANSFER FROM ADMIN FUND	(18,035.00)		0.00		0.00		(18,035.00)	0.00
Total Dept 101-CASH RECEIPTS		57,846.00		0.00		0.00		57,846.00	0.00
TOTAL REVENUES		57,846.00		0.00		0.00		57,846.00	0.00
Expenditures									
Dept 248-GENERAL SERVICES ADMINISTRATIVE									
293-248-997.000	TRANSFER OUT - SMART ZONE CONSTRUCTION	10,000.00		0.00		0.00		10,000.00	0.00
Total Dept 248-GENERAL SERVICES ADMINISTRATIVE		10,000.00		0.00		0.00		10,000.00	0.00
TOTAL EXPENDITURES		10,000.00		0.00		0.00		10,000.00	0.00
Fund 293 - LDFA SMART ZONE ADMINISTRATIVE FUND:									
TOTAL REVENUES		57,846.00		0.00		0.00		57,846.00	0.00
TOTAL EXPENDITURES		10,000.00		0.00		0.00		10,000.00	0.00
NET OF REVENUES & EXPENDITURES		47,846.00		0.00		0.00		47,846.00	0.00

User: LINDA

DB: Blackman

PERIOD ENDING 05/31/2017

GL NUMBER	DESCRIPTION	2017		YTD BALANCE	ACTIVITY FOR	AVAILABLE		% BDT USED
		AMENDED BUDGET	NORMAL	05/31/2017 (ABNORMAL)	MONTH 05/31/2017 INCREASE (DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 493 - LDFA SMART ZONE CONSTRUCTION FUND								
Revenues								
Dept 101-CASH RECEIPTS								
493-101-696.000	TRANSFER FROM ADMIN - SMART ZONE	10,000.00		0.00	0.00	10,000.00		0.00
493-101-697.000	TRANSFER FROM ADMIN - NON SMART ZONE	0.00		245.30	0.00	(245.30)		100.00
Total Dept 101-CASH RECEIPTS		10,000.00		245.30	0.00	9,754.70		2.45
TOTAL REVENUES		10,000.00		245.30	0.00	9,754.70		2.45
Expenditures								
Dept 901-CAPITAL DETAIL								
493-901-975.100	JACKSON TECHNOLOGY PARK	10,000.00		245.30	0.00	9,754.70		2.45
Total Dept 901-CAPITAL DETAIL		10,000.00		245.30	0.00	9,754.70		2.45
TOTAL EXPENDITURES		10,000.00		245.30	0.00	9,754.70		2.45
Fund 493 - LDFA SMART ZONE CONSTRUCTION FUND:								
TOTAL REVENUES		10,000.00		245.30	0.00	9,754.70		2.45
TOTAL EXPENDITURES		10,000.00		245.30	0.00	9,754.70		2.45
NET OF REVENUES & EXPENDITURES		0.00		0.00	0.00	0.00		0.00
TOTAL REVENUES - ALL FUNDS								
		103,930.00		54,190.00	5.51	49,740.00		52.14
TOTAL EXPENDITURES - ALL FUNDS								
		51,320.00		12,050.60	0.00	39,269.40		23.48
NET OF REVENUES & EXPENDITURES		52,610.00		42,139.40	5.51	10,470.60		80.10

BLDFA Attendance Log 2017

	NO MEETING						
BLDFA Board Member	02/15/17	04/19/17	06/21/17	08/16/17	10/18/17	11/08/17	12/13/17
VACANT - Frank Burgess seat	n/a	n/a					
Darrell Norris	n/a	A					
David Elwell	n/a	P					
Louis Globensky	n/a	P					
Barry Harmon	n/a	P					
Pete Jancek	n/a	P					
Shawn White	n/a	U					
Chad Linabury	n/a	P					
VACANT - NW School Rep.	n/a	n/a					
Kathy Letts	n/a	P					
Cindy Acker	n/a	P					
P = Present							
A = Notified Absence							
U = Unknown Absence							