



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

MEETING AGENDA
Wednesday, August 16, 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 July 19, 2017 Special Board Meeting**
- IV. *Treasurer's Report**
- V. *Authorize BLDFA Staff to prepare BLDFA TIF and Development Plan Amendment #5, to include new cost estimates, and seek legal review.**
- VI. BLDFA Properties Update:**
 - a. Jenkins Property Update
 - b. Technique Update
 - c. JTP SmartZoneSM Updates
- VII. BOARD/STAFF COMMENTS**
- VIII. Next Meeting: Scheduled for Wednesday, October 18, 2017 at 6:00 p.m.**

**Indicates Attachment*



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

Special Board Meeting Minutes
July 19, 2017

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

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

Members absent (2): Louis Globensky and Shawn White.

Staff: Amy Torres and Debbie Kelly of The Enterprise Group of Jackson; and Evelyn Markowski, Township Assessor.

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 April 19, 2017 Meeting Minutes, as presented. Motion approved unanimously.

Treasurer's Report/BLDFA Invoices:

The BLDFA post-audit bills (through June 30, 2017) totaled \$4,294.30. The current balance in the BLDFA Admin fund is \$609,037.62. *Motion by Mr. Elwell and seconded by Mr. Linabury to accept the Treasurer's Report ending May 31, 2017, as presented. Motion approved unanimously.*

BLDFA Properties Update

Jenkins Property Update:

Chairman Jancek mentioned that he spoke to the Jenkins family, and shared that they are willing to sell, but countered our offer, and are asking \$5,000 per acre, for a total asking price of \$907,400 for 181.48 acres. Chairman Jancek reminded the Board that the appraisal come in at \$690,000. Mr. Elwell shared that Jackson County is interested in partnering with Blackman Charter Township LDFA to purchase the property. Chairman Jancek added that the Township Treasurer is investigating current interest rates at local banks, as well. Chairman Jancek presented two scenarios for further discussion and consideration: 1) Land contract, which is what the family prefers, but research is necessary to ensure the BLDFA is able to sell prior to paying off the contract; and if land contracts are allowed for governmental entities; and 2) Staggered purchase, which the BLDFA would retain an option to purchase, while paying for a set amount of acreage, then pay down the balance as we move forward. Mr. Elwell added that he is in support of the family's asking price of \$5,000 per acre, and he shared an example of another piece of property that is currently for sale at \$4,633 per acre, with no infrastructure in place. Chairman Jancek commented that this property has the infrastructure, and the Township has invested in this area.

Discussion ensued regarding tax increment financing. Chairman Jancek received a call from the Jackson District Library, based on the new legislation allowing libraries to opt in to projects. Chairman Jancek asked Mr. Elwell and Ms. Torres to attend a meeting at the Library to demonstrate the benefits of TIF for Township projects, and to make a case for opting into projects for the greater good of the community.

Mr. Ripstra asked if the money from the County would be a loan, and Mr. Elwell replied yes, but perhaps terms can be negotiated with no interest for example. Ms. Torres suggested there be a working committee to create scenarios and options, which would then be reviewed by the Township Attorney for final approval by the BLDFA Board members. The board concurred. Mr. Elwell noted that first, we need to determine if a land contract is allowed to government entities for land acquisition. *Motion by Mr. Elwell and seconded by Ms. Letts to authorize Chairman Jancek to accept the counter offer of \$5,000 per acre, subject to options and terms to be decided by the working committee, which includes the BLDFA Chairman, a representative from Jackson County, as well as The Enterprise Group of Jackson. Motion approved unanimously by roll call vote.*

Chairman Jancek plans to meet with the family the week of July 31, 2017 after he returns from vacation. Mr. Elwell asked how long it would take for sewer improvements, and Mr. Ripstra responded about one year from start to finish. Chairman Jancek added that there are sufficient funds for the sewer improvements and no need to bond, adding that the water service is in place. Mr. Ripstra shared that he would bring drawings and options to the next meeting.

Technique Update:

Chairman Jancek reminded the Board that they approved an extension for Technique's project commencement at their April 19th Board Meeting, which now expires in November 2018. Chairman Jancek asked Staff to send the Amendment to the Real Estate Agreement to Eric White, Township Attorney, for his review and approval. The Board concurred.

JSP Update:

This item will be removed from the agenda. Chairman Jancek shared that he and Ms. Torres will plan a visit to their facility soon since they are extremely difficult to contact.

JTP SmartZoneSM/ Baker College Technology Center Updates:

Ms. Torres mentioned that she missed the last meeting, and added that The EG and Blackman Charter Township no longer have a contract with Baker College for incubator space, and there has been no activity. She believes there continue to be sources of funding still available for high-tech start-ups. .

Chairman and Board Comments:

Chairman Jancek shared that Mr. Globensky has resigned from all Township duties, including serving as a BLDFA Board Member.

Chairman Jancek noted that Mr. Gough conducted the final inspection for Buffalo Wild Wings, which opens soon. Mr. Ripstra added that steel is going up for the new Boston's Restaurant, with the water and sewer being hooked up today. Ms. Kelly shared that Buffalo Wild Wings is hiring.

Mr. Ripstra reported that the hotels are in the process of redesigning their rooms, therefore revised plans are expected, and thus the reason why no work is being done now.

Ms. Torres complimented everyone regarding comments she hears on EG Retention Visits about Blackman Charter Township being a leader for economic development in our community. Lastly, Ms. Markowski shared the real estate values are up in Blackman Charter Township.

Chairman Jancek reminded everyone of the next scheduled meeting on August 16, 2017.

Meeting adjourned at 6:45 p.m.

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

User: LINDA

DB: Blackman

PERIOD ENDING 07/31/2017

GL NUMBER	DESCRIPTION	2017		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BGD USED
		AMENDED BUDGET	NORMAL	07/31/2017 (ABNORMAL)	MONTH 07/31/2017 INCREASE (DECREASE)	NORMAL	(ABNORMAL) BALANCE		
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		34.42		5.04		49.58	40.98
Total Dept 101-CASH RECEIPTS		36,084.00		53,954.71		5.04		(17,870.71)	149.53
TOTAL REVENUES		36,084.00		53,954.71		5.04		(17,870.71)	149.53
Expenditures									
Dept 248-GENERAL SERVICES ADMINISTRATIVE									
292-248-801.000	PROFESSIONAL SERVICES	546.00		275.00		275.00		271.00	50.37
292-248-801.100	ENTERPRISE GROUP SERVICES	27,500.00		13,750.00		0.00		13,750.00	50.00
292-248-802.000	LEGAL	2,732.00		48.00		48.00		2,684.00	1.76
292-248-804.000	ACCOUNTING	15,299.00		14,956.00		3,846.00		343.00	97.76
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		370.60		0.00		(370.60)	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		29,849.60		4,169.00		1,470.40	95.31
TOTAL EXPENDITURES		31,320.00		29,849.60		4,169.00		1,470.40	95.31
Fund 292 - LDFA ADMINISTRATIVE FUND:									
TOTAL REVENUES		36,084.00		53,954.71		5.04		(17,870.71)	149.53
TOTAL EXPENDITURES		31,320.00		29,849.60		4,169.00		1,470.40	95.31
NET OF REVENUES & EXPENDITURES		4,764.00		24,105.11		(4,163.96)		(19,341.11)	505.98

User: LINDA

DB: Blackman

PERIOD ENDING 07/31/2017

GL NUMBER	DESCRIPTION	2017 AMENDED BUDGET	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
			07/31/2017 NORMAL (ABNORMAL)	MONTH 07/31/2017 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
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 07/31/2017

GL NUMBER	DESCRIPTION	2017 AMENDED BUDGET	YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDGT USED
			NORMAL	(ABNORMAL)	MONTH 07/31/2017 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		370.60		0.00		(370.60)	100.00
Total Dept 101-CASH RECEIPTS		10,000.00		370.60		0.00		9,629.40	3.71
TOTAL REVENUES		10,000.00		370.60		0.00		9,629.40	3.71
Expenditures									
Dept 901-CAPITAL DETAIL									
493-901-975.100	JACKSON TECHNOLOGY PARK	10,000.00		370.60		0.00		9,629.40	3.71
Total Dept 901-CAPITAL DETAIL		10,000.00		370.60		0.00		9,629.40	3.71
TOTAL EXPENDITURES		10,000.00		370.60		0.00		9,629.40	3.71
Fund 493 - LDFA SMART ZONE CONSTRUCTION FUND:									
TOTAL REVENUES		10,000.00		370.60		0.00		9,629.40	3.71
TOTAL EXPENDITURES		10,000.00		370.60		0.00		9,629.40	3.71
NET OF REVENUES & EXPENDITURES		0.00		0.00		0.00		0.00	0.00
TOTAL REVENUES - ALL FUNDS									
		103,930.00		54,325.31		5.04		49,604.69	52.27
TOTAL EXPENDITURES - ALL FUNDS									
		51,320.00		30,220.20		4,169.00		21,099.80	58.89
NET OF REVENUES & EXPENDITURES		52,610.00		24,105.11		(4,163.96)		28,504.89	45.82

**LDFA ADMIN FUND
2017**

Fund 292

Date	Description	Receipts	Disbursements	Check #	Balance
12/31/2016					569,400.57
1/31/2017	Interest	4.99			569,405.56
2/28/2017	Interest	4.37			569,409.93
3/3/2017	Accounts Payable		2,952.35	1239	566,457.58
3/17/2017	2nd Summer 2016 LDFA Distrib	4,253.37			570,710.95
3/31/2017	2016 Winter IFT Distrib	39,034.67			609,745.62
3/31/2017	Interest	4.84			609,750.46
4/3/2017	LDFA Winter 2016 Distribution	10,632.25			620,382.71
4/18/2017	Accounts Payable		11,355.30	1240	609,027.41
4/28/2017	Interest	4.70			609,032.11
5/31/2017	Interest	5.51			609,037.62
6/20/2017	Accounts Payable		13,875.30	1241	595,162.32
6/30/2017	Interest	4.97			595,167.29
7/17/2017	Accounts Payable		4,169.00	1242	590,998.29
7/31/2017	Interest	5.04			591,003.33
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		53,954.71	32,351.95		591,003.33

**BLACKMAN CHARTER TOWNSHIP
LOCAL DEVELOPMENT FINANCE AUTHORITY
Tax Increment Finance and Development Plan Amendment #5**

PROPOSED SCHEDULE OF EVENTS: As of 7/27/2017

Date	Activity	Responsible Party
8/19/17 6:00 p.m.	BLDFA meets to authorize BLDFA Staff to prepare BLDFA TIF and Development Plan Amendment #5 and seek Legal Review/Cost estimates/etc.	BLDFA Staff, BLDFA Board, Twp. Engineer, Twp. Attorney.
10/18/17 6:00 p.m.	BLDFA meets to approve BLDFA TIF and Development Plan Amendment #5.	BLDFA Staff, BLDFA Board
11/20/17 6:00 p.m.	Blackman Twp. adopts resolution calling a public hearing for 12/18/17 at 6:00 p.m. on the proposed adoption of the BLDFA TIF and Development Plan Amendment #5.	Blackman Twp. Board, BLDFA Staff. Twp. Deadline is Wed. 11/15/17.
11/21/17	Public Hearing Notice for proposed BLDFA TIF and Development Plan Amendment #5 emailed* to Jackson Citizen Patriot.* <i>Ask for Affidavit of Publication w/invoice.</i>	BLDFA Staff
Sunday 11/26/17	First Notice of Public Hearing published in Jackson Citizen Patriot (22 days prior to P.Hearing).	Cit Pat., BLDFA Staff
By Tues. 11/28/17	BLDFA informs all taxing entities via certified mail of the proposed TIF and Development Plan Amendment. <i>*NOTE: NOT AN EXPANSION OF BOUNDARY.</i>	BLDFA Staff
By Tues. 11/28/17	Mail Letter with Notice of Public Hearing to all BLDFA taxpayers of record.	BLDFA Staff/Township to provide Addresses
Tuesday 11/28/17	Second Notice of Public Hearing published in Jackson Citizen Patriot (20 days prior to P.Hearing)	Cit.Pat., BLDFA Staff
12/18/17 6:00 p.m.	Blackman Charter Township holds Public Hearing on proposed BLDFA TIF and Development Plan Amendment #5 AND, adopts resolution approving the BLDFA TIF and Development Plan Amendment #5.	Blackman Twp. Board, BLDFA Staff Twp. Deadline is Wed. 12/13/17.

