



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

**MEETING AGENDA**  
**Wednesday, November 8, 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 October 18, 2017 Board Meeting**
- IV. \*Treasurer's Report**
- V. \*Review and discuss 2018 BLDFA Budget and 2017 BLDFA Budget Amendments**
- VI. \*Approve BLDFA TIF and Development Plan Amendment No. 5**
- VII. BLDFA Properties Update:**
  - a. Jenkins Property Update:
  - b. Technique Update
  - c. JTP SmartZone<sup>SM</sup> Updates
- VIII. BOARD/STAFF COMMENTS**
- IX. Next Meeting: ANNUAL MEETING scheduled for Wednesday, December 13, 2017 at 6:00 p.m.**

*\*Indicates Attachment*



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**Board Meeting Minutes  
October 18, 2017**

The Local Development Finance Authority of Blackman Charter Township held a regular Board Meeting at 6:00 p.m., Wednesday, October 18, 2017, at Blackman Charter Township Meeting Hall, 1990 W. Parnall Road.

**Members present (8):** Cindy Acker, Diane Derby, David Elwell, Barry Harmon, Pete Jancek, Chad Linabury, Darrell Norris, and Shawn White.

**Members absent (1):** Kathy Letts.

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

**Others:** Jack Ripstra, Township Engineer

The BL DFA Board Meeting was called to order by Chairman Jancek at 6:04 p.m.

**Public Comment:** None.

Introductions were made around the table, welcoming Ms. Diane Derby to the BL DFA Board. Ms. Derby mentioned that she is a current employee at Consumers Energy, not a retiree. The meeting minutes will be amended to note the clarification.

**Approval of Minutes:**

*Motion by Mr. Elwell and seconded by Mr. Linabury to approve the August 16, 2017 Meeting Minutes, as amended. Motion approved unanimously.*

**Treasurer's Report/BL DFA Invoices:**

The BL DFA post-audit bills (through September 30, 2017) totaled \$17,020.60. The current balance in the BL DFA Admin fund is \$590,953.05. *Motion by Mr. Elwell and seconded by Mr. Norris to accept the Treasurer's Report ending September 30, 2017, as presented. Motion approved unanimously.*

**BL DFA Properties Update**

**Jenkins Property Update:**

Chairman Jancek mentioned that he spoke with the family last week regarding the counter-offer. Ms. Torres shared the August 29, 2017 Work Group Report, mentioning that finance options were discussed, and a term sheet was presented to the BL DFA Board members, along with a summary of what the proposed Purchase Agreement includes. Ms. Torres shared that Staff also drafted a Real Estate Agreement, which requires legal review by the Township Attorney. Chairman Jancek directed staff to send the document to Mr. White. The Work Group met again on October 17<sup>th</sup> to discuss the urgency to have the closing by the end of the year. Properties that are publicly owned begin with a tax value of \$0, and if a development occurs in 2018, we will be able to collect tax increment on any new value added to the property. The Board discussed issues with having a Land Contract, and the consensus is to have control over the property for any future development opportunities. Ms. Torres read a

statement to the Board, which will be used to assist the family in understanding why a Land Contract does not meet the Townships needs. Mr. Elwell suggested that perhaps closing at the end of the year is to the family's advantage to have the payment split into two. Ms. Torres asked permission to contact Bruce Jenkins to set up a meeting to discuss the preferred option and Chairman Jancek concurred. Mr. Elwell asked if the EG Executive Committee met today, and Ms. Torres mentioned that they did and they are supportive of the Working Group's efforts, and wish to have the closing by the end of this year as well. In addition, Mr. Rogers is attending a Site Selectors Meeting the first week of December, and would appreciate having a new Industrial Park to tout for Jackson County! Ms. Derby asked if The EG can still promote the property without having control. Ms. Torres replied that we can promote it, but if we don't have control when a site selector is ready to move forward, we lose integrity – site selectors do not want to hear that we are working on it.

**BLDFA TIF and Development Plan Amendment No. 5 Update:**

Ms. Torres shared the history of the SmartZone designation, as well as the need for a TIF and Development Plan Amendment with all expected costs, which is a requirement by State legislature. Staff formats the amendments with the previous amendments grayed-out, and new amended information in black. The Plan must be adopted by the BLDFA Board and the Township Board. Ms. Torres mentioned that the Board can choose to approve the document tonight, subject to Scrivenor's errors, inclusion of the tax tables, and legal review, or Staff can bring it back to the November 8<sup>th</sup> BLDFA Board Meeting for consideration. The consensus of the Board was to approve the Plan at their November 8<sup>th</sup> Meeting. Since this includes a SmartZone, the Michigan Economic Development Corporation must approve the Plan, as well. Ms. Torres and Ms. Markowski will work on the tax tables, and Mr. Ripstra will review the anticipated cost estimates, which are currently ball park figures based on previous amendments. After the tax tables are included and any changes received from the BLDFA Board are incorporated; BLDFA Staff will send the document to the BLDFA Board, as well as to Miller Canfield, whom The EG/BLDFA works with for legal review for TIF and Development Plans.

**Technique Update:**

No update.

**JTP SmartZoneSM/ Baker College Technology Center Updates:**

No updates to share.

Ms. Torres shared that the BLDFA is required to submit an Annual Report to the Michigan Economic Development Corporation (MEDC). As a result of the new reporting requirement, the MEDC has asked the BLDFA to approve the Addendum to the SmartZone Agreement. The BLDFA and the Township must sign the approved document. *Motion by Chairman Jancek and seconded by Mr. Elwell to approve the Addendum to the SmartZone Agreement, and authorize Chairman Jancek to sign the document on behalf of the BLDFA. Motion approved unanimously by roll call vote.*

Mr. Elwell asked about the SmartZone service mark, and Staff will seek clarification of the use with the MEDC. Ms. Torres will contact Ms. Ambs at the Township to ensure the document is on the Township agenda for November 20<sup>th</sup>.

**Chairman and Board Comments:**

Chairman Jancek shared that the invoice to The EG was included in tonight's invoices, and shared his appreciation for all of the work The EG does on behalf of the BLDFA.

Chairman Jancek provided an update regarding the trails and bridge reconstruction, and added that he was on JTV on Monday to tout all of the great projects in Blackman Charter Township – to include the recent announcement from Dexter Stamping for their expansion.

Chairman Jancek reminded everyone of the next scheduled meeting on October 18, 2017.

Meeting adjourned at 7:25 p.m.

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



