



**Blackman Charter Township  
Downtown Development Authority**

Board Meeting  
Wednesday, June 13, 2018  
7:00 a.m.

**NOTE: DIFFERENT LOCATION**

**Jackson County Airport – Reynolds Field  
Airport Administration Building – 2<sup>nd</sup> Floor Conference Room  
3606 Wildwood Avenue, Jackson MI 49202**

**Agenda**

1. Call to Order By Chair
2. Public Comment
3. Welcome new Airport Manager, Mr. Juan Zapata to our community
4. \*Approval of the Blackman DDA Board Meeting Minutes for May 9, 2018
5. \*Approval of the Blackman DDA Invoices-Budget Reports through May 31, 2018
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, July 11, 2018 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**  
**May 9, 2018**

The Downtown Development Authority of Blackman Charter Township held a Board meeting at 7:00 a.m., Wednesday, May 9, 2018 at Blackman Charter Township in the Meeting Hall at 1999 W. Parnall Road.

**Members Present (6):** Mike Ambs, Roger Auwers, Don Hoadley, Pete Jancek, Steve Shotwell, and Greg Vogt

**Members Absent (3):** Dan Decker, Kevin Ganton and Rebecca Roberts

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

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

Chairman Jancek called the meeting to order at 7:04 a.m.

**Public Comment:** None.

**Meeting Minutes of March 14, 2018:**

*Mr. Shotwell moved to approve the BDDA Meeting Minutes of March 14, 2018, as presented, with Mr. Auwers supporting. Unanimously approved.*

**BDDA Invoices and Budget Reports through April 30, 2018:**

*Mr. Auwers moved to approve the April 30, 2018 BDDA Invoices totaling \$278,847.91, and the BDDA Budget Reports through April 30, 2018, as presented, with Mr. Vogt supporting. Unanimously approved by roll call vote.*

**Updates:**

**BDDA and County Property:**

Chairman Jancek shared that he along with Jack Ripstra, Evelyn Markowski, and Dan Gough, have a meeting with Phil Morgan and an interested party at 11:30 a.m. today to discuss the possibility of a development on the 28-acre BDDA property. Chairman Jancek reminded the Board that any interested party must purchase the entire parcel per the bond requirements. After discussion, the Board concurred to start the negotiations at \$3 Million, which should be enough to pay off the bond and provide funding for water and sewer infrastructure, hook-ups, etc. Mr. Ripstra added that he has maps to show them today as well. Ms. Kelly mentioned that Mr. Tim Rogers was recently contacted by another interested party, also looking at several sites, one of

which is the BDDA property. As The EG learns more, BDDA Staff will keep the Board apprised of the status.

Ms. Kelly mentioned that Staff presented the BDDA Semi-Annual Report to the County Affairs and Agencies Committee on Monday, May 7<sup>th</sup>, and she reminded the Board that at an upcoming meeting – they had asked to discuss marketing strategies for the BDDA property with The EG. Chairman Jancek commented that we should consider selected audiences to advertise the property to.

Chairman Jancek reported that the BL DFA closed on the 181-acre site north of County Farm Road on April 20<sup>th</sup>.

**Airport Update:**

Mr. Shotwell shared that the April 27<sup>th</sup> Dedication and Ribbon Cutting Ceremony at the Airport was a huge success, with one of the largest crowds they have ever had. A B-17 airplane was on-site for the guests as well. Mr. Shotwell suggested inviting the new Airport Manager to an upcoming meeting, and the Board asked Ms. Kelly if we could schedule a BDDA Board Meeting at the Airport instead. Ms. Kelly will handle the logistics to get a meeting scheduled at the Airport for the June Meeting.

**Chairman and Board Comments/Updates:**

Chairman Jancek mentioned that he received a letter from the City of Escanaba seeking funding assistance from Townships and Villages around the State of Michigan. They have invested almost \$190,000 on litigation and appeal processes for a high profile case with the State Tax Commission that would likely benefit all Townships and Villages around the State from the outcome of the case, which is believed to eventually be heard at the Supreme Court level. Chairman Jancek asked if the Board would consider supporting their efforts. Mr. Auwers shared a similar situation that the Michigan International Speedway (MIS) had to resolve. The JCISD had a vested interest, and worked with many entities to provide funding support to resolve. Chairman Jancek added that the State has Assessing rules to follow at the Tax Tribunal, leaving the Local Governmental Unit (LGU) at a disadvantage. Mr. Shotwell asked where within the BDDA Budget would this donation come from, and Chairman Jancek replied that it was unknown at this time, but they would like the donation by this winter. The consensus of the Board was to provide a donation, as long as the budget allows since the results will benefit LGUs around the State. Mr. Shotwell added that the outcome could also warrant a legislative fix, if more LGUs participated. In conclusion, Chairman Jancek shared that there are deed restrictions tied to this request as well.

**Next Meeting:**

The next Blackman Charter Township DDA Board Meeting is scheduled for Wednesday, June 13, 2018 at 7:00 a.m. Ms. Kelly will make arrangements to have the meeting held at the Jackson County Airport – Reynolds Field.

Meeting adjourned at 7:27 a.m.

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

BDDA Invoice's for the June 13, 2018 Board Meeting

Vendor	Description	Amount
White & Hotchkiss	Professional Services	\$ 48.00
		<hr/> \$ 48.00



White & Hotchkiss, PLLC  
 1000 Laurence Avenue  
 Jackson, MI 49202

RECEIVED  
 JUN 01 2018  
 BY: .....

Blackman Charter Township  
 1990 W. Parnall Road  
 Jackson, MI 49201

May 31, 2018

Attention:

File #: 3471  
 Inv #: 88122

RE: DDA

DATE	DESCRIPTION	HOURS	AMOUNT	LAWYER
May-31-18	Draft 2018 Audit Opinion letter	0.40	48.00	ECW
	Totals	0.40	<u>\$48.00</u>	
	Total Fee & Disbursements			<u>\$48.00</u>
	Interest to date		\$0.00	
	Balance Now Due			<u>\$48.00</u>

Please include File and Invoice Number on your payment  
 TAX ID Number 38-3572961

User: LINDA

DB: Blackman

PERIOD ENDING 05/31/2018

GL NUMBER	DESCRIPTION	2018		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	05/31/2018 (ABNORMAL)	MONTH 05/31/2018 INCREASE (DECREASE)	NORMAL	BALANCE (ABNORMAL)		
Fund 294 - DDA ADMINISTRATIVE FUND									
Revenues									
Dept 101 - CASH RECEIPTS									
294-101-439.000	DDA PROPERTY TAXES	195,000.00		117,109.83		0.00		77,890.17	60.06
294-101-665.000	INVESTMENT/INTEREST		520.00		134.57		0.00	385.43	25.88
294-101-665.200	FEDERAL GOV'T INTEREST CREDIT	51,220.00		29,749.57		29,749.57		21,470.43	58.08
294-101-699.000	MISCELLANEOUS REVENUE	3,000.00		3,000.00		0.00		0.00	100.00
Total Dept 101 - CASH RECEIPTS		249,740.00		149,993.97		29,749.57		99,746.03	60.06
TOTAL REVENUES		249,740.00		149,993.97		29,749.57		99,746.03	60.06
Expenditures									
Dept 905 - DEBT SERVICE FUND									
294-905-775.000	REPAIR/MAINTENANCE	4,756.00		4,825.00		75.00		(69.00)	101.45
294-905-801.000	PROFESSIONAL SERVICES	43,803.00		14,368.75		14,368.75		29,434.25	32.80
294-905-900.000	PRINTING/PUBLISHING		113.00		0.00		0.00	113.00	0.00
294-905-964.000	TAX TRIBUNAL/REFUNDS ORDERED	9,920.00		0.00		0.00		9,920.00	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		200,000.00		0.00		(25,000.00)	114.29
294-905-995.000	BOND PAYMENT INTEREST	122,788.00		63,643.75		0.00		59,144.25	51.83
294-905-999.000	MISCELLANEOUS EXPENSE		91.00		79.21		0.00	11.79	87.04
Total Dept 905 - DEBT SERVICE FUND		606,471.00		282,916.71		14,443.75		323,554.29	46.65
TOTAL EXPENDITURES		606,471.00		282,916.71		14,443.75		323,554.29	46.65
Fund 294 - DDA ADMINISTRATIVE FUND:									
TOTAL REVENUES		249,740.00		149,993.97		29,749.57		99,746.03	60.06
TOTAL EXPENDITURES		606,471.00		282,916.71		14,443.75		323,554.29	46.65
NET OF REVENUES & EXPENDITURES		(356,731.00)		(132,922.74)		15,305.82		(223,808.26)	37.26

User: LINDA

DB: Blackman

PERIOD ENDING 05/31/2018

GL NUMBER	DESCRIPTION	2018	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	05/31/2018 NORMAL (ABNORMAL)	MONTH 05/31/2018 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	256.20	256.20	249,743.80	0.10
Total Dept 970 - CAPITAL OUTLAY		<u>250,000.00</u>	<u>256.20</u>	<u>256.20</u>	<u>249,743.80</u>	<u>0.10</u>
TOTAL EXPENDITURES		<u>250,000.00</u>	<u>256.20</u>	<u>256.20</u>	<u>249,743.80</u>	<u>0.10</u>
Fund 494 - D.D.A. CONSTRUCTION FUND:						
TOTAL REVENUES		250,000.00	0.00	0.00	250,000.00	0.00
TOTAL EXPENDITURES		<u>250,000.00</u>	<u>256.20</u>	<u>256.20</u>	<u>249,743.80</u>	<u>0.10</u>
NET OF REVENUES & EXPENDITURES		0.00	(256.20)	(256.20)	256.20	100.00
TOTAL REVENUES - ALL FUNDS						
		499,740.00	149,993.97	29,749.57	349,746.03	30.01
TOTAL EXPENDITURES - ALL FUNDS						
		<u>856,471.00</u>	<u>283,172.91</u>	<u>14,699.95</u>	<u>573,298.09</u>	<u>33.06</u>
NET OF REVENUES & EXPENDITURES		(356,731.00)	(133,178.94)	15,049.62	(223,552.06)	37.33





