



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

**ANNUAL MEETING AGENDA**  
**Wednesday, December 8, 2021 at 6:00 p.m.**  
**Blackman Charter Township Meeting Hall**

**AGENDA**

- I. Call to Order by Chair**
- II. Public Comment**
- III. Semi-Annual Informational Meeting (*per Recodified Tax Increment Financing Act 57*)**
  - a. Goals and direction of BLDFFA
  - b. Upcoming Projects
- IV. \*Approval of Minutes from the November 10, 2021 Board Meeting**
- V. \*Treasurer's Report through November 30, 2021**
- VI. \*Approval of the 2022 BLDFFA Budget and 2021 BLDFFA Amended Budget**
- VII. \*2021 End of Year Report**
- VIII. \*2022 Scope of Work**
- IX. \*2022 Election of Officers – Recommend term renewal for Diane Derby, if she is willing to serve another one-year term**
- X. \*2022 BLDFFA/EG Management Agreement**
- XI. \*2022 Meeting schedule**
- XII. BLDFFA Properties Update:**
  - a. JTP North Property Update
  - b. Technique Update
- XIII. BOARD/STAFF COMMENTS**
- XIV. Next Meeting: Scheduled for Wednesday, February 16, 2022 at 6:00 p.m.**



Blackman Charter Township  
Local Development Finance Authority  
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**Board Meeting Minutes  
November 10, 2021**

The Local Development Finance Authority of Blackman Charter Township held a Board Meeting at 6:00 p.m., Wednesday, November 10, 2021, at the Blackman Charter Township Meeting Hall.

**Members present (6):** Diane Donaldson, David Elwell, Pete Jancek, Barry Harmon, Chad Linabury and Bob Sayles

**Members absent (5):** Cindy Acker, Diane Derby, Darrell Norris, Katie Pitchford and Bill Warner

**Staff:** Emily Cones, Debbie Kelly and Alex Masten, The Enterprise Group of Jackson

**Others:** Jack Ripstra, Township Engineer

The BLDFFA Board Meeting was called to order by Chairman Jancek at 6:00 p.m.

**Public Comment:** None

**Semi-Annual Informational Meeting (per Recodified Tax Increment Financing Act 57):**

- a) Goals and direction of BLDFFA: Chairman Jancek stated the goals of the BLDFFA include reducing unemployment numbers and encouraging jobs.
- b) Upcoming Projects: Chairman Jancek stated upcoming projects for the BLDFFA include the development of Jackson Technology Park North.

**Approval of Minutes from August 18, 2021 Board Meeting:**

*Motion by Mr. Elwell and seconded by Ms. Donaldson to approve the Minutes from the August 18, 2021 Board Meeting. Motion approved unanimously.*

**Treasurer's Report through October 31, 2021:**

Invoices presented for approval totaled \$20,928.90; and the current balance available is \$666,552.69.

*Motion by Mr. Sayles and seconded by Mr. Elwell to approve the Treasurer's Report through October 31, 2021 as presented. Motion approved unanimously by roll call vote.*

**Discuss and Review of the Blackman LDFA 2022 Budget, and 2021 Budget Amendment:**

Chairman Jancek stated that the 2022 budget and 2021 budget amendment will be voted on at the annual meeting in December. He asked the Board members to review them and reach out to him with any questions.

**Discuss a Request from Clean Grid Development for the Possible Lease of 25 to 40 Acres for Solar Development on the BLDFFA Property:**

Chairman Jancek shared a request from a solar company that wants to lease 40 acres to put up panels. The Board concurred that it is not a good project for the EDA Grant nor to capture TIF – it is not manufacturing, or a related industry eligible for the BLDFFA to collect TIF.

**EDA Grant Update:**

**Authorize staff to seek bids for EDA Grant Project Signage as required by the Grant Guidelines:**

Ms. Kelly informed the Board that the EDA requires specific signage to go up in the industrial park prior to construction beginning, and asked the board for authorization to seek bids for the sign. ***Motion by Chairman Jancek and seconded by Mr. Linabury to authorize staff to seek bids for signage as required by the EDA grant guidelines. Motion approved unanimously by roll call vote.***

Ms. Kelly provided the BLDFFA with an update on the EDA Grant to share that JCDOT sent out 14 letters to property owners attempting to obtain necessary easements for those properties. She stated that there are no anticipated issues, and the 14 easement packages will go to the EDA for review once we have them all. Ms. Kelly informed the Board that there will be a groundbreaking in the spring of 2022 at the park. Further discussion was had among the board regarding road construction around the park and when they anticipate this to be completed. Ms. Kelly reminded the Board that there are currently companies interested in the property, and we need ensure the process moves along in a timely manner. Chairman Jancek provided a map of a proposed plan for parking near the cemetery, as well as a fence to enclose the cemetery. Mr. Elwell added that he is in the process of gathering information of who is buried at the cemetery and hopes to work with JCDOT to use ground penetrating radar to mark out where the graves are and how many there are.

**BLDFFA Properties Update:**

Mr. Ripstra shared that JSP Sheet Foam is no longer operating in their facility. Ms. Masten shared an update about Technique stating she heard from Mr. Fleming that Mr. Johncox plans to sell the building on Research Drive, and told the Board she will follow up with Mr. Johncox for more information.

**Board/Staff Comments:**

Mr. Sayles shared that Northwest Schools has completed installation of air-conditioning units in all of the schools. Ms. Masten stated she has talked with a company that is interested in building in the new tech park, and is wondering if the Board would be open to considering a variance for the project and their plans to build in phases. Chairman Jancek replied that their plan would have to be iron clad, and they would have to stick to their plan or they would have to forego the property. Chairman Jancek added that the company would likely have to go to the Zoning Board of Appeals for approval of the variance as well.

The next BLDFFA meeting is the annual meeting and is scheduled for Wednesday, December 8, 2021 at 6:00 p.m. at the Blackman Charter Township Meeting Hall.

Meeting adjourned at 6:33 p.m.

Respectfully submitted by Emily Cones, Blackman LDFFA Staff.

BLDFA Invoice's for the December 8, 2021 Board Meeting

Vendor	Description	Amount
-	Jackson Technology Park	<u>\$ 1,705.60</u>
Ripstra		<u>\$ 1,705.60</u>



**RIPSTRA & SCHEPPELMAN, INC.**  
**CIVIL ENGINEERING - LAND SURVEYING**

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

RECEIVED  
 NOV 03 2021

To: Charter Township of Blackman LDFA Date: November 1, 2021  
 1990 W. Parnall Road  
 Jackson, MI 49201 Invoice No. 15110-37  
 Terms: Net 30 Days

For Services in connection with the Jackson Technology Park North.

For Services 10-03-21 to 10-30-21

CLASSIFICATION	HOURS	RATE	TOTAL
Project Engineer	10.0	\$120.00	\$1,200.00
CAD System	6.0	\$80.00	\$480.00
Mileage Expenses	10 miles	\$0.56	\$5.60
Plots/Copies	---	---	\$20.00

AMOUNT DUE THIS INVOICE \$1,705.60

1.5% Service Charge on all Accounts over 30 days

18% Annual Percentage Rate

User: LINDA

DB: Blackman

PERIOD ENDING 11/30/2021

GL NUMBER	DESCRIPTION	2021		YTD BALANCE 11/30/2021	ACTIVITY FOR MONTH 11/30/2021		AVAILABLE BALANCE	
		ORIGINAL BUDGET	2021 AMENDED BUDGET		NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)
Fund 250 - LOCAL DEVELOPMENT FINANCE AUTHORITY FUND								
Revenues								
Dept 000 - CASH RECEIPTS								
250-000-440.000	LDFA PROPERTY TAXES	34,000.00	34,000.00	36,773.28		0.00		(2,773.28)
250-000-573.000	LOCAL STABLITIATION AUTHORITY PYMT	80,000.00	80,000.00	89,647.96		89,647.96		(9,647.96)
250-000-665.000	INVESTMENT/INTEREST	84.00	84.00	43.83		0.00		40.17
Total Dept 000 - CASH RECEIPTS		<u>114,084.00</u>	<u>114,084.00</u>	<u>126,465.07</u>		<u>89,647.96</u>		<u>(12,381.07)</u>
TOTAL REVENUES		<u>114,084.00</u>	<u>114,084.00</u>	<u>126,465.07</u>		<u>89,647.96</u>		<u>(12,381.07)</u>
Expenditures								
Dept 728 - DEBT SERVICE FUND								
250-728-801.000	PROFESSIONAL SERVICES	614.00	614.00	0.00		0.00		614.00
250-728-801.100	ENTERPRISE GROUP SERVICES	13,750.00	13,750.00	13,750.00		0.00		0.00
250-728-802.000	LEGAL	3,075.00	3,075.00	48.00		0.00		3,027.00
250-728-804.000	ACCOUNTING	17,220.00	17,220.00	10,462.10		0.00		6,757.90
250-728-955.000	MISCELLANEOUS EXPENSE	3,688.00	3,688.00	275.00		0.00		3,413.00
250-728-962.000	MEMBERSHIP/DUES	274.00	274.00	550.00		0.00		(276.00)
Total Dept 728 - DEBT SERVICE FUND		<u>38,621.00</u>	<u>38,621.00</u>	<u>25,085.10</u>		<u>0.00</u>		<u>13,535.90</u>
Dept 901 - CAPITAL DETAIL								
250-901-970.000	CONSTRUCTION COSTS	250,000.00	250,000.00	0.00		0.00		250,000.00
Total Dept 901 - CAPITAL DETAIL		<u>250,000.00</u>	<u>250,000.00</u>	<u>0.00</u>		<u>0.00</u>		<u>250,000.00</u>
TOTAL EXPENDITURES		<u>288,621.00</u>	<u>288,621.00</u>	<u>25,085.10</u>		<u>0.00</u>		<u>263,535.90</u>
Fund 250 - LOCAL DEVELOPMENT FINANCE AUTHORITY FUND:								
TOTAL REVENUES		<u>114,084.00</u>	<u>114,084.00</u>	<u>126,465.07</u>		<u>89,647.96</u>		<u>(12,381.07)</u>
TOTAL EXPENDITURES		<u>288,621.00</u>	<u>288,621.00</u>	<u>25,085.10</u>		<u>0.00</u>		<u>263,535.90</u>
NET OF REVENUES & EXPENDITURES		<u>(174,537.00)</u>	<u>(174,537.00)</u>	<u>101,379.97</u>		<u>89,647.96</u>		<u>(275,916.97)</u>

PERIOD ENDING 11/30/2021

GL NUMBER	DESCRIPTION	2021		YTD BALANCE 11/30/2021	ACTIVITY FOR		AVAILABLE		
		ORIGINAL BUDGET	2021 AMENDED BUDGET		NORMAL (ABNORMAL)	MONTH 11/30/2021 INCREASE (DECREASE)	NORMAL (ABNORMAL)	BALANCE	
Fund 251 - LDFA SMART ZONE ADMINISTRATIVE FUND									
Revenues									
Dept 000 - CASH RECEIPTS									
251-000-440.100	PROPERTY TAXES-SMART ZONE-NON SCHOOL	77,000.00	77,000.00	92,323.87	0.00			(15,323.87)	
251-000-440.200	PROPERTY TAXES-SMART ZONE-SCHOOL	83,000.00	83,000.00	106,788.88	0.00			(23,788.88)	
251-000-573.000	LOCAL STABLITIATION AUTHORITY PYMT	4,600.00	4,600.00	5,385.07	5,385.07			(785.07)	
Total Dept 000 - CASH RECEIPTS		<u>164,600.00</u>	<u>164,600.00</u>	<u>204,497.82</u>	<u>5,385.07</u>			<u>(39,897.82)</u>	
TOTAL REVENUES		<u>164,600.00</u>	<u>164,600.00</u>	<u>204,497.82</u>	<u>5,385.07</u>			<u>(39,897.82)</u>	
Expenditures									
Dept 728 - DEBT SERVICE FUND									
251-728-801.000	PROFESSIONAL SERVICES	200.00	200.00	0.00	0.00			200.00	
251-728-801.100	ENTERPRISE GROUP SERVICES	13,750.00	13,750.00	13,750.00	0.00			0.00	
251-728-802.000	LEGAL	100.00	100.00	0.00	0.00			100.00	
251-728-803.000	PLANNING, MARKETING, ADMINISTRATIVE	1,000.00	1,000.00	0.00	0.00			1,000.00	
251-728-804.000	ACCOUNTING	10,000.00	10,000.00	0.00	0.00			10,000.00	
251-728-915.000	MEMBERSHIP/DUES	300.00	300.00	0.00	0.00			300.00	
Total Dept 728 - DEBT SERVICE FUND		<u>25,350.00</u>	<u>25,350.00</u>	<u>13,750.00</u>	<u>0.00</u>			<u>11,600.00</u>	
Dept 901 - CAPITAL DETAIL									
251-901-970.100	JACKSON TECHNOLOGY PARK	20,000.00	20,000.00	8,119.28	0.00			11,880.72	
Total Dept 901 - CAPITAL DETAIL		<u>20,000.00</u>	<u>20,000.00</u>	<u>8,119.28</u>	<u>0.00</u>			<u>11,880.72</u>	
TOTAL EXPENDITURES		<u>45,350.00</u>	<u>45,350.00</u>	<u>21,869.28</u>	<u>0.00</u>			<u>23,480.72</u>	
Fund 251 - LDFA SMART ZONE ADMINISTRATIVE FUND:									
TOTAL REVENUES		164,600.00	164,600.00	204,497.82	5,385.07			(39,897.82)	
TOTAL EXPENDITURES		<u>45,350.00</u>	<u>45,350.00</u>	<u>21,869.28</u>	<u>0.00</u>			<u>23,480.72</u>	
NET OF REVENUES & EXPENDITURES		<u>119,250.00</u>	<u>119,250.00</u>	<u>182,628.54</u>	<u>5,385.07</u>			<u>(63,378.54)</u>	
TOTAL REVENUES - ALL FUNDS									
TOTAL REVENUES - ALL FUNDS		278,684.00	278,684.00	330,962.89	95,033.03			(52,278.89)	
TOTAL EXPENDITURES - ALL FUNDS									
TOTAL EXPENDITURES - ALL FUNDS		<u>333,971.00</u>	<u>333,971.00</u>	<u>46,954.38</u>	<u>0.00</u>			<u>287,016.62</u>	
NET OF REVENUES & EXPENDITURES		<u>(55,287.00)</u>	<u>(55,287.00)</u>	<u>284,008.51</u>	<u>95,033.03</u>			<u>(339,295.51)</u>	





#REF!	BLACKMAN CHARTER TOWNSHIP LOCAL DEVELOPMENT FINANCE AUTHORITY REVENUES AND EXPENSES											SPREADSHEET G	
LINE NO.	Printed 10/29/21 3:05 PM	FINAL ACTUAL 2018	FINAL ACTUAL 2019	FINAL ACTUAL 2020	2021 AMENDED BUDGET 9/30/2021	ACTUAL PER CLIENT 1/1/21 THRU 9/30/2021	YEAR TO DATE % OF 2021 AMENDED BUDGET	PROJECTED 2021 EXPENSES	2021 AMENDED BUDGET 12/ /2021	2022 FINAL BUDGET ADOPTED 12/ /2021	GENERAL LEDGER ACCOUNT #	NEW GENERAL LEDGER ACCOUNT #	NOTES
1	ADMINISTRATIVE (NON SMART ZONE) #293												
2	REVENUES:												
3	Property taxes	\$36,632	\$32,309	\$35,475	\$34,000	\$20,135	59.22%		\$34,000	\$40,000	292101439	250-000-440.000	Note:2021 actual \$36,773; 2021 projected to \$40,000
4	Local Stabilitation Authority Payment	71,534	57,318	87,953	80,000	0	0.00%		80,000	84,000	292101441	250-000-573.000	2021 est per Form 5176 \$84,748; 2022 estimated \$84,000
5	Interest	36	18	32	84	39	46.43%		84	84	292101665	250-000-665.000	Note: 2022 same as 2021
6	Sale of land	0	0	0	0	0	0.00%			0	292101684		
8	Land contract	0	0	0	0	0	0.00%			0	292101675		
9	Miscellaneous	0	0	0	0	0	0.00%			0	292101699		
11	<b>Total Revenues</b>	<b>108,203</b>	<b>89,645</b>	<b>123,460</b>	<b>114,084</b>	<b>20,174</b>	<b>17.68%</b>		<b>114,084</b>	<b>124,084</b>			
13	Accumulated Available Unappropriated Surplus from Prior Years	456,139	232,244	242,101	345,157	345,157	100.00%		345,157	420,621			
16	<b>Total</b>	<b>\$564,342</b>	<b>\$321,889</b>	<b>\$365,561</b>	<b>\$459,241</b>	<b>\$365,331</b>	<b>79.55%</b>		<b>\$459,241</b>	<b>\$544,705</b>			
18	EXPENDITURES:												
19	Professional Fees:												
20	Professional Fees	\$275	\$0	\$0	\$614	\$0	0.00%	\$0	\$614	\$632	292248801	250-728-801.000	Note: 2022 up 3%
21	Enterprise Group	13,750	13,750	13,750	13,750	13,750	100.00%	13,750	13,750	13,750	292248801.100	250-728-801.100	Note: 2022 same as 2021
22	Legal Fees	1,535	223	0	3,075	48	1.56%	64	3,075	3,167	292248802	250-728-802.000	Note: 2022 up 3%
23	Audit, Accounting and Tax	10,880	14,319	5,402	17,220	9,305	54.04%	12,407	17,220	17,736	292248804	250-728-804.000	Note: 2022 up 3%
24	MTT Professional Fees and Costs	0	3,117	0	0	0	0.00%	0	0	0	292248805	250-728-805.000	
25	Engineering Fees	0	0	0	0	0	0.00%	0	0	0	292248803		
27	Printing & Publishing	0	0	0	0	0	0.00%	0	0	0	292248900		
26	Dues/memberships	450	450	550	274	550	200.74%	733	274	282	292248958	250-728-962.000	Note: 2022 up 3%
27	Construction and Acquisition Cost - Land	3,352	2,254	377	250,000	0	0.00%	0	0	250,000	292248975	250-901-970.000	Note: 2022 same as 2021
28	Miscellaneous	3,764	295	325	3,688	175	4.74%	233	3,688	3,799	292248999	250-728-955.000	Note: 2022 up 3%
30	<b>Total Expenditures</b>	<b>34,006</b>	<b>34,408</b>	<b>20,404</b>	<b>288,620</b>	<b>23,828</b>	<b>8.26%</b>	<b>27,187</b>	<b>38,620</b>	<b>289,366</b>			
32	OTHER USES:												
33	Transfer - Out - Smart Zone Administrative	298,091	45,380	0	0	0	0.00%	0	0	0	292248998.293	250-966-995.251	
34	<b>Total</b>	<b>298,091</b>	<b>45,380</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0</b>	<b>0</b>			
36	<b>Total Expenditures &amp; Other Uses</b>	<b>332,098</b>	<b>79,788</b>	<b>20,404</b>	<b>288,620</b>	<b>23,828</b>	<b>8.26%</b>	<b>27,187</b>	<b>38,620</b>	<b>289,366</b>			
38	PROJECTED (ACTUAL) OPERATING SURPLUS	232,244	242,101	345,157	170,621	341,503	200.15%		420,621	255,338			
40	<b>Total</b>	<b>\$564,342</b>	<b>\$321,889</b>	<b>\$365,561</b>	<b>\$459,241</b>	<b>\$365,331</b>	<b>79.55%</b>		<b>\$459,241</b>	<b>\$544,705</b>			
42	OPERATING SURPLUS (DEFICIT) FOR EACH YEAR	(223,895)	9,857	103,056	(174,536)	(3,654)			75,464	(165,282)			

**BLACKMAN CHARTER TOWNSHIP  
LOCAL DEVELOPMENT FINANCE AUTHORITY  
REVENUES AND EXPENSES**

**SPREADSHEET G**

LINE NO.	Printed 10/29/21 3:05 PM	FINAL ACTUAL 2018	FINAL ACTUAL 2019	FINAL ACTUAL 2020	2021 AMENDED BUDGET 9/30/2021	ACTUAL PER CLIENT 1/1/21 THRU 9/30/2021	YEAR TO DATE % OF 2021 AMENDED BUDGET	PROJECTED 2021 EXPENSES	2021 AMENDED BUDGET 12/ /2021	2022 FINAL BUDGET ADOPTED 12/ /2021	GENERAL LEDGER ACCOUNT #	NEW GENERAL LEDGER ACCOUNT #	NOTES
42	<b>SMART ZONE ADMINISTRATIVE FUND #293</b>												
43	<b>REVENUES:</b>												
44	Property taxes - Smart Zone - Non School	\$63,404	\$66,988	\$79,049	\$77,000	\$46,601	60.52%		\$ 77,000	\$ 99,000	293101439.100	251-000-440.100	Note:2021 actual \$90,966; 2022 projected to \$99,000
45	Property taxes - Smart Zone - School	83,268	82,942	85,395	83,000	9,489	11.43%		83,000	102,000	293101439.200	251-000-440.200	Note:2021 actual \$108,162; 2022 projected to \$102,000
46	Local Stabilitation Authority Payment	2,001	3,921	4,842	4,600	0			10,284	10,000	293101441	251-000-573.000	2021 est per Form 5176; 2022 estimated
47	Land sale proceeds	0	0	0	0	0	0.00%		0	0	293101675	251-933-693.000	
48	52 Partner support - IHE's	0	0	0	0	0	0.00%		0	0	293101674.100	251-000-674.100	
49	Installment Note Proceeds	307,400	0	0	0	0	0.00%		0	0	293101696.000	251-000-699.000	
50	Transfer from Administrative Fund	298,091	45,380	0	0	0	0.00%		0	0	293101697	251-931-699.000	
51													
52	<b>Total Revenues</b>	<b>754,163</b>	<b>199,231</b>	<b>169,286</b>	<b>164,600</b>	<b>56,090</b>	<b>34.08%</b>		<b>170,284</b>	<b>211,000</b>			
53													
54	<b>Accumulated Available Unappropriated</b>												
55	<b>Surplus from Prior Years</b>	<b>311,236</b>	<b>0</b>	<b>(0)</b>	<b>132,426</b>	<b>132,426</b>			<b>132,426</b>	<b>257,360</b>			
56													
57	<b>Total</b>	<b>\$1,065,399</b>	<b>\$199,231</b>	<b>\$169,286</b>	<b>\$297,026</b>	<b>\$188,516</b>	<b>63.47%</b>		<b>\$302,710</b>	<b>\$468,360</b>			
58													
59	<b>EXPENDITURES:</b>												
62	Professional services	0	400	0	200	0	0.00%	0	200	200	293248801	251-728-801.000	2022 same as 2021
63	Enterprise Group services	13,750	13,750	13,750	13,750	0	0.00%	0	13,750	13,750	293248801.1	251-728-801.100	2022 same as 2021
64	Legal	75	0	0	100	0	0.00%	0	100	100	293248802	251-728-802.000	2022 same as 2021
60	Planning, Marketing & Administrative	0	0	0	1,000	0	0.00%	0	1,000	1,000	293248905	251-728-803.000	2022 same as 2021
65	Accounting	0	885	4,518	10,000	0	0.00%	0	10,000	10,000	293248804	251-728-804.000	2022 same as 2021
61	Engineering/Surveying/Appraisals/Land	911,574	0	0	0	0	0.00%	0	0	0	293248975	251-728-806.000	
66	Membership/Dues		275	0	300	0	0.00%	0	300	300	293248958	251-728-915.000	2022 same as 2021
	Construction - Jackson Tech Park		8,721	18,592	20,000	2,198	10.99%	1,649	20,000	20,000	293901975.100	251-901-970.100	2022 same as 2021
67	Note - Principal Payments	135,533	171,979	0	0	0		0	0	0	293248991	251-906-991.000	
68	Note - Interest Payments	4,467	3,221	0	0	0	0.00%	0	0	0	293248992	251-906-993.000	
69													
70	<b>Total Expenditures</b>	<b>1,065,399</b>	<b>199,231</b>	<b>36,860</b>	<b>45,350</b>	<b>2,198</b>	<b>4.85%</b>	<b>1,649</b>	<b>45,350</b>	<b>45,350</b>			
71													
72	<b>PROJECTED (ACTUAL) OPERATING SURPLUS</b>												
73	<b>Unrestricted</b>	<b>0</b>	<b>(0)</b>	<b>132,426</b>	<b>251,676</b>	<b>186,318</b>	<b>74.03%</b>		<b>257,360</b>	<b>423,010</b>			
74													
75	<b>Total projected (actual) operating surplus</b>	<b>0</b>	<b>(0)</b>	<b>132,426</b>	<b>251,676</b>	<b>186,318</b>	<b>74.03%</b>		<b>257,360</b>	<b>423,010</b>			
76													
77	<b>Total</b>	<b>\$1,065,399</b>	<b>\$199,231</b>	<b>\$169,286</b>	<b>\$297,026</b>	<b>\$188,516</b>	<b>63.47%</b>		<b>\$302,710</b>	<b>\$468,360</b>			
	<b>OPERATING SURPLUS (DEFICIT) FOR EACH YEAR</b>	<b>(311,236)</b>	<b>0</b>	<b>132,426</b>	<b>119,250</b>	<b>53,892</b>			<b>124,934</b>	<b>165,650</b>			



Blackman Charter Township  
Local Development Finance Authority  
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**2021 End of Year Report**

The Enterprise Group of Jackson has contracted to serve as support staff for the Blackman Charter Township Local Development Finance Authority (BLDFA) during 2021. The adopted 2021 Scope of Work for the LDFA includes the following:

- **Aggressively market the 181-acre property north of County Farm Road, as well as other BLDFA properties that are within the Jackson Technology Park (JTP) SmartZone<sup>SM</sup>:**
  1. The BLDFA Board approved a new BLDFA logo and mock-up sign in 2019, for the Jackson Technology Park North, which was erected by Johnson Sign Company at the end of last year.
  2. The Blackman LDFA property is included on The EG, Greater Ann Arbor Region/Zoom Prospector, and Michigan Economic Developers Association (MEDA) Certified Business Park (CBP) Web sites. EG Staff received over 40 inquiries through November 24, 2020. In addition, EG Staff received 16 requests for information (RFI's) from the Michigan Economic Development Corporation, with one request that The EG was able to respond to. Ms. Masten has promoted the property to several local companies she is working with who are seeking property for relocation/expansions.
  3. The EG continues to utilize the Zoom Prospector property database with our Region 9 partners; Hillsdale, Lenawee, Livingston, Monroe and Washtenaw counties. With a grant funded by the Michigan Economic Development Corporation (MEDC), the Greater Ann Arbor Region (GAAR) is working collaboratively to target businesses that are seeking a destination for relocation or expansion, which has spurred the regional website [www.GreaterAnnArborRegion.org](http://www.GreaterAnnArborRegion.org); and which includes a suite of research data, regional success stories, an available property database through Zoom Prospector, and other tools that businesses can use to evaluate location options.
  4. The BLDFA continues to discuss future development options and locations to continue prosperity in the township.
- **Identify the demand for industrial park property within the Jackson area, and more specifically, within Blackman Charter Township:**

**Jackson Technology Park North:**

JCDOT completed the 60% design plan review in mid-October, noting that 14 property easements were needed. Staff at JCDOT sent letters to those property owners, and businesses on record to acquire the necessary easements, and resolve any remaining issues such as the wetland permits and tree notifications. The EDA approved the BLDFA Sales/Option Agreement, and we anticipate that potential tenants may start building in the summer/fall of 2022. The bid letting is anticipated for late 2021, along with a Ground Breaking event to be held in the spring of 2022.

- **Secure at least one new development into the park:**

**Technique Update:**

Ms. Masten spoke with Mr. Johncox on Wednesday, November 24<sup>th</sup>. Mr. Johncox stated everything is still at a stand-still right now because turnaround times for a building kit is 14 months. He said they need space immediately, but can't get any, so they are working with what they have and waiting until the dust settles on the supply chain. He also said the price is astronomical and it just doesn't make financial sense in some places to move forward right now with a project. He is in contract for someone to purchase his building on

## Blackman Charter Township Local Development Finance Authority

Served By The Enterprise Group

Research Dr. He is also working with Joe Bentschneider from JCDOT to get the easement for JTPN. He said he will work with whoever to get this project done since it's so needed.

- **Administer the JTP SmartZone<sup>SM</sup> as directed by the Jackson Technology Park SmartZone<sup>SM</sup> Agreement between MEDC and Blackman Charter Township. Task includes; Administration oversight, background checks for potential tenants, quarterly meetings, tenant application documentation and related provision of business accelerator services, grant administration, and requisite reporting:**

The Lean Rocket Lab was established in 2019, through The EG's staff administration of the SmartZone. Their representatives now attend the SmartZone meetings, and operate the Lean Rocket Lab through a memorandum of understanding with The EG as a SmartZone accelerator.

Ms. Masten recently is a member of their Board of Directors. The EG also received a \$150,000 MEDC grant in support of Lean Rocket Lab operation, which expired in April 2021.

- **Continue to market the BL DFA and JTP SmartZone<sup>SM</sup> on The Enterprise Group of Jackson's Web site at [www.enterprisegroup.org](http://www.enterprisegroup.org):**
  1. The Blackman LDFA staff continues to market the property on The Enterprise Group of Jackson's website at [www.enterprisegroup.org](http://www.enterprisegroup.org), which includes the developer's packet, as well as aerial and concept maps on the BL DFA partner page at: <http://enterprisegroup.org/partners/bldfa>.
  2. BL DFA staff updates the BL DFA Partner Page on The Enterprise Group of Jackson's web site, according to P. A. 57 "Recodified Tax Increment Finance Act". In addition to the Annual Board Meeting and the second Informational Meeting scheduled for December 9, 2020, the BL DFA has held one other P.A. 57 Informational Meeting in October 2020.
- **Name new developments as eligible for tax capture by amending Tax Increment Finance (TIF) and Development Plan**

Future revisions to the TIF and Development Plan will be completed by staff, as warranted.
- **Develop & present 2021 LDFA Scope of Work and Budget:**
  1. The Scope of Work was prepared and will be presented at this meeting.
  2. Staff at Blackman Charter Township prepared the annual budget, with the assistance of Nannette Sponsler of Boswell, Schultz, Sonnenberg, & Arnett, PLC., which was presented for review at the November 10, 2021 BL DFA Board Meeting, and scheduled for approval at the Annual BL DFA Meeting on December 8, 2021.
- **Provide staff support to serve as Assistant Secretary and Assistant Treasurer, if desired:**

Staff served as Assistant Secretary to take meeting minutes, prepare and send out meeting notices, agendas, and minutes from previous meetings.
- **Prepare and report annually to the General Government Committee:**

The BL DFA is required to report semi-annually at the request of the General Government Committee. Reports were prepared and presented to the General Government Committee on June 7, 2021 and the second will be presented on December 13, 2021. BL DFA Members are copied on emails transmitting the reports to the County's committee.

Blackman Charter Township  
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- **Other activities, as warranted/directed by the Board and/or Chair:**  
EG Staff continues to provide administrative oversight as it relates to the EDA grant.



Blackman Charter Township  
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## 2022 Scope of Work

- Aggressively market the 181-acre property north of County Farm Road, known as Jackson Technology Park North (JTPN).
- Identify the demand for industrial park property within the Jackson area, and more specifically, within Blackman Charter Township.
- Secure at least one new development into the park.
- Continue to maintain and market the BL DFA and JTPN on The Enterprise Group of Jackson's Web site at [www.enterprisegroup.org](http://www.enterprisegroup.org).
- Name new developments as eligible for tax capture by amending Tax Increment Finance Plan, as needed.
- Develop and present 2023 LDFA Scope of Work, and all related Annual Meeting reports.
- Assist the Board with visioning for future BL DFA Projects to include notice and facilitation of semi-annual Informational Meetings in compliance with MI PA 57 of 2018, as amended.
- Assist LDFA and Accountant in preparation of the BL DFA Annual Budget, and reports in compliance with MI PA 57 of 2018, as amended.
- Prepare and submit Annual SmartZone Tax Increment Report to the Michigan Economic Development Corporation (MEDC) via web portal.
- Prepare and report semi-annually to the General Government Committee.
- Provide staff support to serve as Assistant Secretary and Assistant Treasurer, if desired.
- Other activities, as warranted/directed by the Board and/or Chair.



Blackman Charter Township  
Local Development Finance Authority  
Staffed and Served by The Enterprise Group of Jackson

**2022 LDFA Board of Directors & Officers**  
Current as of 11/23/2021

Pete Jancek, **Chairman** (3/2024)  
1990 W. Parnall Road  
Jackson, MI 49201  
(W) 517-788-4345  
Email: [pjancek@blackmantwp.com](mailto:pjancek@blackmantwp.com)

Barry Harmon, **Treasurer** (3/2024)  
6311 Burning Tree Street  
Jackson, MI 49201  
(C) 517-879-6581  
Email: [barryaharmon@hotmail.com](mailto:barryaharmon@hotmail.com)

Chad Linabury, **Secretary** (3/2024)  
3004 John Glenn Drive  
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Katie Pitchford (School Rep-no term)  
Northwest School District  
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\*\*\*\*\*

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Diane Derby, **(3/2022)**  
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**Blackman Charter Township  
Local Development Finance Authority**  
Served by The Enterprise Group of Jackson

**2022 MANAGEMENT AGREEMENT**

between the  
Blackman Charter Township Local Development Finance Authority  
and The Enterprise Group of Jackson, Inc.

This management agreement establishes the terms of the relationship between the Blackman Charter Township Local Development Finance Authority (“BLDFA”) and The Enterprise Group of Jackson, Inc. (EG) with work to be performed through The Enterprise Group of Jackson, Inc. (EG).

The EG will provide the following services on behalf of the BLDFA:

- ◆ Identify the demand for industrial park property within the Jackson area, and more specifically, within Blackman Charter Township;
- ◆ Continue to market and create marketing material(s) as necessary for Jackson Technology Park SmartZone<sup>sm</sup>;
- ◆ Assist the Board with the BLDFA Amended TIF and Development Plan, if necessary;
- ◆ Maintain the BLDFA Partner Page on The EG web site;
- ◆ Provide services relating to acquisition and development of additional BLDFA property;
- ◆ Assist the Board with visioning for future BLDFA Projects to include notice and facilitation of semi-annual Informational Meetings in compliance with MI PA 57 of 2018, as amended.
- ◆ Assist LDFFA and Accountant in preparation of the BLDFA Annual Budget, and reports in compliance with MI PA 57 of 2018, as amended.
- ◆ Prepare and submit Annual SmartZone Tax Increment Report to the Michigan Economic Development Corporation, County Affairs and Agencies Committee Semi-Annual Reports, and all Annual Meeting reports as required; and
- ◆ Provide other routine and administrative services as may be agreed upon by the Chair of the BLDFA and the President & CEO of the EG.

In return for these services, the BLDFA will pay to EG an annual management fee in the amount of \$27,500, payable in equal semi-annual installments of \$13,750 on March 1 and September 1. This contract shall remain in effect for one year, and may be renewed annually after that date. Either party may terminate this agreement with 90-days notice. Effective date of this contract is January 1, 2022 through December 31, 2022.

FOR THE BLDFA:

FOR THE ENTERPRISE GROUP OF JACKSON:

\_\_\_\_\_  
Pete Jancek, Chairman

\_\_\_\_\_  
Tim Rogers, President and CEO

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date





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

## **2022 Meeting Schedule**

**Meetings are held quarterly on the  
3<sup>rd</sup> Wednesday of the month  
at 6:00 p.m. at the Blackman Township Meeting Hall**

**February 16<sup>th</sup>**

**May 18<sup>th</sup>**

**August 17<sup>th</sup>**

***Annual/Budget Approval Meeting***  
**December 14<sup>th</sup>\***

Special Meetings may be called at the order of the Chairman of the LDFA.

*\*Meeting one week earlier*

<b>BLDFA Board Members</b>	<b>12/9/2020</b>	<b>2/17/2021</b>	<b>4/21/2021</b>	<b>8/18/2021</b>	<b>11/10/2021</b>
Cindy Acker	P	P	A	U	A
Diane Derby	P	P	P	A	A
Diane Donaldson	P	P	P	P	P
David Elwell	P	P	P	P	P
Barry Harmon	P	P	P	P	P
Pete Jancek	P	P	P	P	P
Chad Linabury	P	P	P	P	P
Darrell Norris	A	P	A	A	A
Bob Sayles	A	A	P	P	P
Katie Pitchford	n/a	n/a	n/a	P	A
William Warner	P	P	A	U	A
<b>P = Present</b>					
<b>A = Notified Absence</b>					
<b>U = Unknown Absence</b>					