



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

Annual Board Meeting
Wednesday, December 14, 2022 at 6:00pm
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 BLDDFA
 - b. Upcoming Projects
- IV. *Approval of Minutes from the August 17, 2022 Board Meeting
- V. *Treasurer's Report through November 30, 2022
- VI. *Approval of the 2023 BLDDFA Budget and 2022 BLDDFA Amended Budget
- VII. BLDDFA Properties Update:
 - a. JTP North Property Update
 - b. Technique Update
- VIII. Annual Meeting Items – Enterprise Group/BLDDFA Staff
 - a. *2022 End of Year Report
 - b. *2023 Scope of Work
 - c. Recommend term renewal for Cindy Acker and Bill Warner, if they are willing to serve another one-year term
 - d. *2023 Election of Officers
 - e. *2023 EG Blackman LDFA Management Agreement
 - f. *2023 BLDDFA Board Meeting Schedule
- IX. Chairman and Board Comments
- X. Next Meeting: Scheduled for Wednesday, February 15, 2023 at 6:00 p.m.
- XI. Adjourn To The Call Of The Chair

**indicates attachment*



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

Board Meeting Minutes
August 17, 2022

The Local Development Finance Authority of Blackman Charter Township held a Board Meeting at 6:00 p.m., Wednesday, August 17, 2022, at the Blackman Charter Township Meeting Hall.

Members present (6): Cindy Acker, Diane Donaldson, Dave Elwell, Barry Harmon, Chad Linabury and Pete Jancek

Members absent (4): Diane Derby, Katie Pitchford, Bob Sayles and Bill Warner

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

Others: Jack Ripstra, Township Engineer; Ray Snell, Jackson County Commissioner

The BL DFA Board Meeting was called to order by Chairman Jancek at 6:01 p.m.

Public Comment: Commissioner Snell informed the Board that the upcoming Jail Mileage and encouraged everyone to vote. He stated that if approved, the funding will provide a new 250 bed unit on the Chandler Road property and a women's dorm, and the existing facility on Wesley Road will be tore down. The Board discussed the cost estimate overages for JTPN, and the upcoming General Government meeting at which the Commissioners will vote to approve or not approve providing financial support to the project to cover the cost of the overages. Chairman Jancek asked that EG Staff get letters of support as soon as possible to support the project in which EG Staff agreed to do. Ms. Kelly stated that she will also reach out to local residents in favor of the project and ask they support the project by attending the meeting.

Approval of Minutes from May 11, 2022 Board Meeting:

Motion by Mr. Elwell and seconded by Ms. Donaldson to approve the Minutes from the May 11, 2022 Board Meeting. Motion approved unanimously.

Treasurer's Report through July 31, 2022:

The current administrative fund balance available is \$796,321.07. ***Motion by Mr. Elwell and seconded by Mr. Linabury to approve the Treasurer's Report through July 31, 2022 as presented. Motion approved unanimously by roll call vote.***

EDA Grant Update: Ms. Kelly shared that we are all set with the EDA and are just waiting on the Commissioners make their decision regarding the cost estimate overages. Mr. Elwell stated that County Farm Road is a primary road and he feels for that reason should be paid for by the County. Mr. Elwell stated that he thinks Ms. Kelly's idea of gaining support from local residents in favor of the project is a good idea. Chairman Jancek informed the Board that he received a call from a cell tower company that

has interest in putting a cell tower up in the park. He stated the company proposed leasing 75sf of the property, and that the tower would be 150 feet tall, and that it would be a 40-month lease. He told the Board that he asked Mr. Ripstra to look at the possibility of putting the tower up by the cemetery, which would wipe out one parcel of the park, however, would be a way to pay money back for the property. Chairman Jancek added that the airport would have to agree to this project as well. Mr. Linabury asked if putting a cell tower there is feasible and Chairman Jancek stated that's why he asked Mr. Ripstra to put it on paper to discuss and review with the Board. Chairman Jancek revisited the discussion regarding JTPN and encouraged heavy Board involvement and support at the upcoming General Government meeting.

BLDFA Properties Update:

Discussed under EDA Grant Update

Board/Staff Comments: Mr. Elwell asked if Mr. Norris is still a BLDFA Board member and Chairman Jancek replied no, that he is no longer with Jackson College. Chairman Jancek asked EG Staff to reach out to Jackson College to find out who will be replacing Mr. Norris on the Board. EG Staff agreed.

Chairman Jancek thanked Board members for making the time to attend the meeting.

The next BLDFA meeting is scheduled for Wednesday, December 14, 2022 at 6:00 p.m. at the Blackman Charter Township Meeting Hall.

Meeting adjourned at 7:10 p.m.

Respectfully submitted by Emily Cones, Blackman LDFA Staff.

BLDFA Invoice's for the December 2022 Board Meeting

Vendor	Description	Amount
<u>Invoices to be Paid in December 2022</u>		
Boswell, Schultz, Sonnenberg & Arnett	Accounting Svcs - 3rd qtr 2022	2,143.75
Enterprise Group	Semi-Annual payment	13,750.00
Ripstra & Scheppelman	Jackson Technology Park/Board Mtg	5,291.30
D&W Clarks Lawn Care	Lawn mowing - Sept 2022	50.00
		<u>\$ 21,235.05</u>

Boswell, Schultz, Sonnenberg & Arnett, PLC

415 South Jackson
Jackson, MI 49201
(517) 796-8880
www.bssacpa.com

RECEIVED
OCT 14 2022

BY: _____

CHARTER TOWNSHIP OF BLACKMAN - LDFA
1990 W. PARNALL RD.
JACKSON, MI 49201

Invoice No: 12551
Invoice Date: October 13, 2022
Our file: 17302

Accounting and tax services for the period July 1, 2022 through September 30, 2022. including:

Preparation of Tax Increment Distribution Report for
Summer 2022.

Attendance at meeting to discuss omitted parcels.

Preparation of Smart Zone school captured taxes requested by
Jackson County for tax years 2019, 2020, and 2022.

Total amount due \$2,143.75

Please make your check payable to Boswell, Schultz, Sonnenberg & Arnett P.L.C. or BSSA, PLC.
Returned checks will be subject to a \$35.00 NSF fee.



Phone: 517-788-4455
Fax: 517-782-0061

BY: _____

Invoice Date: 9/1/22

Blackman LDFA
Attn: Linda Arntz
1990 W. Parnall
Jackson, MI 49201-8613

TOTAL	13,750.00
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RIPSTRA & SCHEPPELMAN, INC.

CIVIL ENGINEERING - LAND SURVEYING

RECEIVED
SEP 12 2022

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

BY:.....

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

Date: September 9, 2022

Invoice No. 06120-128

Terms: Net 30 Days

(Blackman Township Account Number: 250-728-806.000)

For Services in connection with the LDFA Board meeting.

For Services 08-17-22 to 09-03-22

CLASSIFICATION	HOURS	RATE	TOTAL
-----	-----	----	-----
Project Engineer	2.0	\$130.00	\$260.00
Mileage Expenses	30 miles	\$0.62	\$18.60

AMOUNT DUE THIS INVOICE \$278.60

1.5% Service Charge on all Accounts over 30 days

18% Annual Percentage Rate



RIPSTRA & SCHEPPELMAN, INC.

CIVIL ENGINEERING - LAND SURVEYING

RECEIVED
SEP 12 2022

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

BY:

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

Date: September 9, 2022

Invoice No. 15110-47

Terms: Net 30 Days

(Blackman Township Account Number: 251-901-970.100)

For Services in connection with the Jackson Technology Park North.

For Services 07-10-22 to 09-03-22

CLASSIFICATION	HOURS	RATE	TOTAL
-----	-----	----	-----
Project Engineer	18.0	\$130.00	\$2,340.00
CAD System	6.0	\$80.00	\$480.00
Mileage Expenses	60 miles	\$0.62	\$37.20
Plots/Copies	---	---	\$10.00

AMOUNT DUE THIS INVOICE \$2,867.20

1.5% Service Charge on all Accounts over 30 days

18% Annual Percentage Rate



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

RECEIVED
OCT 11 2022

BY:

To: Charter Township of Blackman LDFA Date: October 7, 2022
1990 W. Parnall Road
Jackson, MI 49201 Invoice No. 15110-48
Terms: Net 30 Days

(Blackman Township Account Number: 251-901-970.100)

For Services in connection with the Jackson Technology Park North.

For Services 09-04-22 to 10-01-22

CLASSIFICATION	HOURS	RATE	TOTAL
-----	-----	----	-----
Project Engineer	1.0	\$130.00	\$130.00
Plots/Copies	---	---	\$40.00

AMOUNT DUE THIS INVOICE \$170.00

1.5% Service Charge on all Accounts over 30 days

18% Annual Percentage Rate



RIPSTRA & SCHEPPELMAN, INC.

CIVIL ENGINEERING - LAND SURVEYING

RECEIVED
NOV 02 2022

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

BY:

To: Charter Township of Blackman LDFA Date: November 1, 2022
1990 W. Parnall Road
Jackson, MI 49201 Invoice No. 15110-49
Terms: Net 30 Days

(Blackman Township Account Number: 251-901-970.100)

For Services in connection with the Jackson Technology Park North.

For Services 10-02-22 to 10-29-22

CLASSIFICATION	HOURS	RATE	TOTAL
-----	-----	----	-----
Project Engineer	10.0	\$130.00	\$1,300.00
Inspector	1.0	\$80.00	\$80.00
CAD System	7.0	\$80.00	\$560.00
Mileage Expenses	25 miles	\$0.62	\$15.50
Plots/Copies	---	---	\$20.00

AMOUNT DUE THIS INVOICE \$1,975.50

1.5% Service Charge on all Accounts over 30 days

18% Annual Percentage Rate

D&W CLARK'S LAWN CARE LLC

P.O. Box 577
Jackson, MI 49204
(517)937-1281

RECEIVED
OCT 18 2022

Date: October 6, 2022

To: Blackman Township
1990 West Parnell Rd
Jackson MI 49201

BY:

For: County Farm Road Cemetery LDFA

Re: September Lawn Care Bill 2022

To Whom It May Concern:

The following is a bill for the lawn care services for the month of September 2022:

1. September 2, 2022	Mowed	\$25.00
2. September 16, 2022	Mowed	\$25.00
Total Due:		\$50.00

~~248 728 934~~
250 728 955

Please submit payment to the above address with the next 30 days.

Thank you for your business,

David W. Clark

D&W CLARK'S LAWN CARE LLC

12/06/2022 10:51 AM		REVENUE AND EXPENDITURE REPORT FOR BLACKMAN TOWNSHIP				Page: 1/2	
User: LINDA		PERIOD ENDING 11/30/2022					
DB: Blackman							
GL NUMBER	DESCRIPTION	2022 ORIGINAL BUDGET	2022 AMENDED BUDGET	YTD BALANCE 11/30/2022 NORM (ABNORM)	ACTIVITY FOR MONTH 11/30/22 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 250 - LOCAL DEVELOPMENT FINANCE AUTHORITY FUND							
Revenues							
Dept 000 - CASH RECEIPTS							
250-000-440.000	LDFA PROPERTY TAXES	40,000.00	40,000.00	(111,936.14)	0.00	151,936.14	(279.84)
250-000-573.000	LOCAL STABLITIATION AUTHORITY PYMT	84,000.00	84,000.00	107,428.12	0.00	(23,428.12)	127.89
250-000-665.000	INVESTMENT/INTEREST	84.00	84.00	57.59	0.00	26.41	68.56
Total Dept 000 - CASH RECEIPTS		124,084.00	124,084.00	(4,450.43)	0.00	128,534.43	(3.59)
TOTAL REVENUES		124,084.00	124,084.00	(4,450.43)	0.00	128,534.43	(3.59)
Expenditures							
Dept 728 - DEBT SERVICE FUND							
250-728-801.000	PROFESSIONAL SERVICES	632.00	632.00	250.00	0.00	382.00	39.56
250-728-801.100	ENTERPRISE GROUP SERVICES	13,750.00	13,750.00	0.00	0.00	13,750.00	0.00
250-728-802.000	LEGAL	3,167.00	3,167.00	216.00	0.00	2,951.00	6.82
250-728-804.000	ACCOUNTING	17,736.00	17,736.00	6,531.15	0.00	11,204.85	36.82
250-728-806.000	ENGINEERING	0.00	0.00	469.00	0.00	(469.00)	100.00
250-728-955.000	MISCELLANEOUS EXPENSE	3,799.00	3,799.00	125.00	0.00	3,674.00	3.29
250-728-962.000	MEMBERSHIP/DUES	282.00	282.00	675.00	0.00	(393.00)	239.36
Total Dept 728 - DEBT SERVICE FUND		39,366.00	39,366.00	8,266.15	0.00	31,099.85	21.00
Dept 901 - CAPITAL DETAIL							
250-901-970.000	CONSTRUCTION COSTS	250,000.00	250,000.00	54,946.08	0.00	195,053.92	21.98
250-901-972.000	EASEMENTS	0.00	0.00	29,554.40	0.00	(29,554.40)	100.00
Total Dept 901 - CAPITAL DETAIL		250,000.00	250,000.00	84,500.48	0.00	165,499.52	33.80
TOTAL EXPENDITURES		289,366.00	289,366.00	92,766.63	0.00	196,599.37	32.06
Fund 250 - LOCAL DEVELOPMENT FINANCE AUTHORITY FUND:							
TOTAL REVENUES		124,084.00	124,084.00	(4,450.43)	0.00	128,534.43	3.59
TOTAL EXPENDITURES		289,366.00	289,366.00	92,766.63	0.00	196,599.37	32.06
NET OF REVENUES & EXPENDITURES		(165,282.00)	(165,282.00)	(97,217.06)	0.00	(68,064.94)	58.82

12/06/2022 10:51 AM

REVENUE AND EXPENDITURE REPORT FOR BLACKMAN TOWNSHIP

Page: 2/2

User: LINDA

DB: Blackman

PERIOD ENDING 11/30/2022

GL NUMBER	DESCRIPTION	2022 ORIGINAL BUDGET	2022 AMENDED BUDGET	YTD BALANCE 11/30/2022 NORM (ABNORM)	ACTIVITY FOR MONTH 11/30/22 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 251 - LDFA SMART ZONE ADMINISTRATIVE FUND							
Revenues							
Dept 000 - CASH RECEIPTS							
251-000-440.100	PROPERTY TAXES-SMART ZONE-NON SCHOOL	99,000.00	99,000.00	153,687.33	0.00	(54,687.33)	155.24
251-000-440.200	PROPERTY TAXES-SMART ZONE-SCHOOL	102,000.00	102,000.00	60,092.68	0.00	41,907.32	58.91
251-000-573.000	LOCAL STABLITIATION AUTHORITY PYMT	10,000.00	10,000.00	6,223.21	0.00	3,776.79	62.23
Total Dept 000 - CASH RECEIPTS		211,000.00	211,000.00	220,003.22	0.00	(9,003.22)	104.27
TOTAL REVENUES		211,000.00	211,000.00	220,003.22	0.00	(9,003.22)	104.27
Expenditures							
Dept 728 - DEBT SERVICE FUND							
251-728-801.000	PROFESSIONAL SERVICES	200.00	200.00	0.00	0.00	200.00	0.00
251-728-801.100	ENTERPRISE GROUP SERVICES	13,750.00	13,750.00	13,750.00	0.00	0.00	100.00
251-728-802.000	LEGAL	100.00	100.00	0.00	0.00	100.00	0.00
251-728-803.000	PLANNING, MARKETING, ADMINISTRATIVE	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
251-728-804.000	ACCOUNTING	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
251-728-915.000	MEMBERSHIP/DUES	300.00	300.00	0.00	0.00	300.00	0.00
Total Dept 728 - DEBT SERVICE FUND		25,350.00	25,350.00	13,750.00	0.00	11,600.00	54.24
Dept 901 - CAPITAL DETAIL							
251-901-970.100	JACKSON TECHNOLOGY PARK	20,000.00	20,000.00	6,188.40	0.00	13,811.60	30.94
Total Dept 901 - CAPITAL DETAIL		20,000.00	20,000.00	6,188.40	0.00	13,811.60	30.94
TOTAL EXPENDITURES		45,350.00	45,350.00	19,938.40	0.00	25,411.60	43.97
Fund 251 - LDFA SMART ZONE ADMINISTRATIVE FUND:							
TOTAL REVENUES		211,000.00	211,000.00	220,003.22	0.00	(9,003.22)	104.27
TOTAL EXPENDITURES		45,350.00	45,350.00	19,938.40	0.00	25,411.60	43.97
NET OF REVENUES & EXPENDITURES		165,650.00	165,650.00	200,064.82	0.00	(34,414.82)	120.78
TOTAL REVENUES - ALL FUNDS							
TOTAL REVENUES - ALL FUNDS		335,084.00	335,084.00	215,552.79	0.00	119,531.21	64.33
TOTAL EXPENDITURES - ALL FUNDS		334,716.00	334,716.00	112,705.03	0.00	222,010.97	33.67
NET OF REVENUES & EXPENDITURES		368.00	368.00	102,847.76	0.00	(102,479.76)	27,947.7

Fund 250

[illegible]

2022/2023 BUDGET		BLACKMAN CHARTER TOWNSHIP LDFA FUNDS										SPREADSHEET F	
LINE NO.	Printed 12/6/22 11:04 AM	FINAL ACTUAL 2019	FINAL ACTUAL 2020	FINAL ACTUAL 2021	2022 AMENDED BUDGET 10/21/2022	ACTUAL PER CLIENT 1/1/22 THRU 10/21/2022	YEAR TO DATE % OF 2022 AMENDED BUDGET	PROJECTED 2021 EXPENSES	2022 AMENDED BUDGET 12/ /2022	2023 FINAL BUDGET ADOPTED 12/ /2022	NEW GENERAL LEDGER ACCOUNT #	NOTES	
1	ADMINISTRATIVE (NON SMART ZONE) #293												
2	REVENUES:												
3	Property taxes	\$32,309	\$35,475	\$36,773	\$40,000	(\$15,343)	-38.36%		\$40,000	\$13,000	250-000-440.000	Note:2022 neg because of refund of Road Millage; 2023 projected to \$13,000	
4	Local Stabilitation Authority Payment	57,318	87,953	89,648	84,000	0	0.00%		93,013	93,000	250-000-573.000	2022 actual per Form 5176 \$93,013; 2022 estimated \$93,000	
5	Interest	18	32	57	84	58	69.05%		84	84	250-000-665.000	Note: 2023 same as 2022	
6	Sale of land	0	0	0	0	0	0.00%			0			
7	Transfer in - Capital Fund/Debt Fund	0	0	0	0	0	0.00%			0			
8	Land contract	0	0	0	0	0	0.00%			0			
9	Miscellaneous	0	0	0	0	0	0.00%			0			
10													
11	Total Revenues	89,645	123,460	126,478	124,084	(15,285)	-12.32%		133,097	106,084			
12													
13	Accumulated Available Unappropriated	232,244	242,100	345,156	450,172	450,172	100.00%		450,172	443,903			
14	Surplus from Prior Years												
15													
16	Total	\$321,889	\$365,560	\$471,634	\$574,256	\$434,887	75.73%		\$583,269	\$549,987			
17													
18	EXPENDITURES:												
19	Professional Fees:												
20	Professional Fees	\$0	\$0	\$0	\$632	\$250	39.54%	\$300	\$632	\$651	250-728-801.000	Note: 2023 up 3%	
21	Enterprise Group	13,750	13,750	13,750	13,750	0	0.00%	13,750	13,750	17,000	250-728-801.100	Note: 2023 per Oct meeting	
22	Legal Fees	223	0	48	3,167	216	6.82%	259	3,167	3,262	250-728-802.000	Note: 2022 up 3%	
23	Audit, Accounting and Tax	14,319	5,402	6,580	17,736	6,531	36.82%	7,837	17,736	18,268	250-728-804.000	Note: 2023 up 3%	
24	MTT Professional Fees and Costs	3,117	0	0	0	469	0.00%	563	0	0	250-728-805.000		
25	Engineering Fees	0	0	0	0	0	0.00%	0	0	0			
34	Land Contract Payments	0	0	0	0	0	0.00%	0	0	0			
26	Dues/memberships	450	550	550	282	675	239.19%	810	282	291	250-728-962.000	Note: 2023 up 3%	
27	Construction and Acquisition Cost - Land	2,254	377	259	250,000	54,946	21.98%	65,935	100,000	200,000	250-901-970.000	Note: 2022 & 2023 per Oct meeting	
28	Land / Billboard	0	0	0	0	0	0.00%	0	0	0			
29	Marketing - Enterprise Group	0	0	0	0	0	0.00%	0	0	0			
30	Easements					29,554					250-901-972.000	Noe: Need input	
31	Miscellaneous	295	325	275	3,799	126	3.32%	151	3,799	3,913	250-728-955.000	Note: 2023 up 3%	
32													
33	Total Expenditures	34,408	20,404	21,462	289,366	92,767	32.06%	89,606	139,366	243,385			
34													
35	Total Expenditures & Other Uses	79,788	20,404	21,462	289,366	92,767	32.06%	89,606	139,366	243,385			
36													
37	PROJECTED (ACTUAL) OPERATING SURPLUS	242,100	345,156	450,172	284,890	342,120	120.09%		443,903	306,602			
38													
39	Total	\$321,888	\$365,560	\$471,634	\$574,256	\$434,887	75.73%		\$583,269	\$549,987			
40													
41	OPERATING SURPLUS (DEFICIT) FOR EACH YEAR	9,857	103,056	105,016	(165,282)	(108,052)			(6,269)	(137,301)			

42	SMART ZONE ADMINISTRATIVE FUND #293											
43	REVENUES:											
44	Property taxes - Smart Zone - Non School	\$66,988	\$79,049	\$90,544	\$99,000	\$57,005	57.58%		\$ 57,005	\$ 87,000	251-000-440.100	Note:2022 less than budget because of refund of Road Millage; 2023 projected to \$87,000
45	Property taxes - Smart Zone - School	82,942	85,395	107,112	102,000	60,144	58.96%		60,144	100,000	251-000-440.200	Note:2022 actual approx \$42,000 less because of NW millage on winter 2022 taxes; 2023 projected to \$100,000
46	Local Stabilitation Authority Payment	3,921	4,842	5,385	10,000	0			6,223	6,000	251-000-573.000	2022 actual per Form 5176; 2023 estimated
47	Land sale proceeds	0	0	0	0	0	0.00%		0	0	251-933-693.000	
48	52 Partner support - IHE's	0	0	0	0	0	0.00%		0	0	251-000-674.100	
49	Installment Note Proceeds	0	0	0	0	0	0.00%		0	0	251-000-699.000	
50	Transfer from Administrative Fund	45,380	0	0	0	0	0.00%		0	0	251-931-699.000	
51												
52	Total Revenues	199,231	169,286	203,041	211,000	117,149	55.52%		123,372	193,000		
53												
54	Accumulated Available Unappropriated											
55	Surplus from Prior Years	0	(0)	132,426	303,440	303,440			303,440	381,462		
56												
57	Total	\$199,231	\$169,286	\$335,467	\$514,440	\$420,589	81.76%		\$426,812	\$574,462		
58												
59	EXPENDITURES:											
62	Professional services	400	0	0	200	0	0.00%	0	200	200	251-728-801.000	2023 same as 2022
63	Enterprise Group services	13,750	13,750	13,750	13,750	13,750	100.00%	16,500	13,750	17,000	251-728-801.100	Note: 2023 per Oct meeting
64	Legal	0	0	0	100	0	0.00%	0	100	100	251-728-802.000	2023 same as 2022
60	Planning, Marketing & Administrative	0	0	0	1,000	0	0.00%	0	1,000	1,000	251-728-803.000	2023 same as 2022
65	Accounting	885	4,518	6,580	10,000	0	0.00%	0	10,000	10,000	251-728-804.000	2023 same as 2022
61	Engineering/Surveying/Appraisals/Land	0	0	0	0	0	0.00%	0	0	0	251-728-806.000	
66	Membership/Dues	275	0	0	300	0	0.00%	0	300	300	251-728-915.000	2023 same as 2022
	Construction - Jackson Tech Park	8,721	18,592	11,697	20,000	6,188	30.94%	7,426	20,000	500,000	251-901-970.100	Note: 2023 per Oct meeting
67	Note - Principal Payments	171,979	0	0	0	0		0	0	0	251-906-991.000	
68	Note - Interest Payments	3,221	0	0	0	0	0.00%	0	0	0	251-906-993.000	
69												
70	Total Expenditures	199,231	36,860	32,027	45,350	19,938	43.96%	23,926	45,350	528,600		
71												
72	PROJECTED (ACTUAL) OPERATING SURPLUS											
73	Unrestricted	(0)	132,426	303,440	469,090	400,651	85.41%		381,462	45,862		
74												
75	Total projected (actual) operating surplus	(0)	132,426	303,440	469,090	400,651	85.41%		381,462	45,862		
76												
77	Total	\$199,231	\$169,286	\$335,467	\$514,440	\$420,589	81.76%		\$426,812	\$574,462		
	OPERATING SURPLUS (DEFICIT) FOR EACH YEAR	0	132,426	171,014	165,650	97,211			78,022	(335,600)		



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

2022 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 2022. The adopted 2022 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) SmartZoneSM:**
 1. 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. The EG has received 126 site search inquiries from the Michigan Economic Development Corporation (MEDC) in 2022, and was eligible to and did respond to several of those inquiries.
 2. 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; 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:

1. A monthly/standing meeting with the EDA Representative has been set up and on-going since March 3, 2022.
 2. Mead Brothers Excavating bid award was approved by the Jackson County Commission at their August 23, 2022 Meeting, along with additional funding approved by the Jackson County Board of Commissioners.
 3. The Authorization to Award Construction Contract Letter was provided on September 6, 2022, with the Pre-construction Meeting held on September 13, 2022.
 4. Mead Brothers Excavating began sanitary sewer dirt moving in early November, in hopes to be completed with Phase I (JPTN infrastructure), and Phase II (County Farm Road Improvements) by November 2023.
 5. EG marketing the site with JTV, with regular drone fly-overs for the time lapse video for the project.
- **Secure at least one new development into the park:**

Technique Update:
At their August 17th Board meeting, Ms. Masten informed the Board that Technique is building a second building that will be 70,000sf, and is expected to be done in 12-18 months.

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

- **Administer the JTP SmartZoneSM as directed by the Jackson Technology Park SmartZoneSM 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 is a member of the Lean Rocket Lab Board of Directors.

- **Continue to market the BL DFA and JTP SmartZoneSM on The Enterprise Group of Jackson's Web site at 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, 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 14, 2022, the BL DFA has held one other P.A. 57 Informational Meeting in May 2022.
3. The EG has contracted with JTV to enhance marketing efforts of the technology park. Included in the efforts are a webpage for JTPN which is housed as a link on the EG website, regular drone fly-overs to create a time lapse video, which will be posted to the JTPN webpage, digital marketing advertisements on social media, social media posts and promotional email blasts.

- **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 2023 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 and approval at the December 14, 2022 Annual BL DFA Board Meeting.

- **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 February 7, 2022 and the second on August 8, 2022. BL DFA Members are copied on emails transmitting the reports to the County's committee.

- **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
Local Development Finance Authority
Served By The Enterprise Group

2023 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.
- Name new developments as eligible for tax capture by amending Tax Increment Finance Plan, as needed.
- Develop and present 2024 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.
- Provide support to the JCBRA Board, EPA, and community as it relates to the Michner Plating Site.
- 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 11/28/2022

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

Barry Harmon, **Treasurer** (3/2024)
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Email: 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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Cindy Acker, **(3/2023)**
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Diane Donaldson (3/2023)
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David K. Elwell (County Rep-no term)
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Bob Sayles, (School Rep-no term)
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**Blackman Charter Township
Local Development Finance Authority**
Served by The Enterprise Group of Jackson

2023 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 SmartZonesm;
- ◆ 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 LDFA 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 \$35,000, payable in equal semi-annual installments of \$17,500 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, 2023.

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

2023 BL DFA Meeting Schedule

Meetings are held at 6:00 p.m. at the Blackman Township Meeting Hall. Please note, special meetings may be called at the order of the Chairman of the BL DFA.

February 16th

May 18th

August 17th

December 14th - *Annual/Budget Approval Meeting*

BLDFA Attendance Log 2022		
	BUDGET	ANNUAL
BLDFA Board Members	11/10/2021	12/8/2021
Cindy Acker	A	A
Diane Derby	A	P
Diane Donaldson	P	P
David Elwell	P	P
Barry Harmon	P	P
Pete Jancek	P	P
Chad Linabury	P	A
Darrell Norris	A	P
Bob Sayles	P	A
Katie Pitchford	A	P
William Warner	A	P
P = Present		
A = Notified Absence		
U = Unknown Absence		