



**Blackman Charter Township
Downtown Development Authority
Served by The Enterprise Group**

Annual Board Meeting

Wednesday, December 11, 2024, at 7:00 am
Blackman Charter Township Meeting Hall
1990 W. Parnell Road, Jackson, MI 49201

Agenda

1. Call to Order by Chair
2. Public Comment
3. Semi-Annual Informational Meeting (*per Recodified Tax Increment Financing Act 57*)
 - a. Goals and direction of BDDA
 - b. Upcoming Projects
4. *Approval of the Blackman DDA Board Meeting Minutes from May 8, 2024
5. *Approval of the Blackman DDA Invoices and Budget Reports through November 30, 2024
6. *Discussion and Approval of the 2025 BDDA Budget/2024 Amended Budget (attached separately)
7. Updates regarding property development:
 - a. BDDA and County Property Update – Chairman Jancek
 - b. Bond pay-off discussion
8. Annual Meeting items – Enterprise Group/BDDA Staff
 - a. *2024 End of Year Report
 - b. *2025 Scope of Work
 - c. Recommend term renewal for Pete Jancek, Kevin Ganton, Mike Ambs, and Rebecca Stewart, if they are willing to serve another four-year term.
 - d. *2025 Election of Officers
 - e. *2025 EG/Blackman DDA Management Agreement
 - f. *2025 BDDA Board Meeting Schedule
9. Chairman and Board Comments
10. Next BDDA Board Meeting: Wednesday, February 12, 2025, at 7:00 a.m.
11. 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 8, 2024, at 7:00 a.m.
Blackman Charter Township Meeting Hall**

Members Present (6): Mike Ambs, Dan Decker, Kevin Ganton, Don Hoadley, Pete Jancek, and Greg Vogt.

Members Absent (4): Roger Auwers, Jeff Kinney, Steve Shotwell, and Rebecca Stewart.

Others Present: Jack Ripstra, Blackman Township Engineer.

Staff: Debbie Kelly, The Enterprise Group of Jackson.

Chairman Jancek called the meeting to order at 7:00 a.m.

Public Comment: None.

BDDA Meeting Minutes of February 14, 2024:

Mr. Decker moved to approve the BDDA Meeting Minutes of February 14, 2024, as presented, with Mr. Hoadley supporting. Unanimously approved.

BDDA Invoices through May 2024 and Budget Reports through April 30, 2024:

The BDDA has a balance available of \$1,226,652.14. Chairman Jancek explained the Granger and Jake's invoices to the Board. *Mr. Ganton moved to approve the BDDA invoices through May 2024, totaling \$292,459.76, and budget reports through April 30, 2024, as presented, with Mr. Hoadley supporting. Unanimously approved by roll call vote.*

Updates:

BDDA Sidewalk Updates:

Mr. Ripstra shared that the sidewalk along Bondstele Drive (from hotels to Springport Road) is complete and can be removed from the agenda. The sidewalk is being utilized! Chairman Jancek added that he will place a 'no parking' sign near Universal Way since a car hauler continues to park there. Mr. Ripstra mentioned that JCDOT plans to conduct a road diet along Boardman Road, and EGLE has suggested moving the proposed sidewalk from Maynard to Airport Road to the north side to ensure less impact on the wetlands.

Chairman and Board Comments/Updates:

Chairman Jancek shared that the Township is now using Jake's instead of Clark's for all the Township's mowing needs.

Chairman Jancek updated the Board on the BL DFA property, noting that a pre-purchase agreement has been received from a local manufacturing company in Leoni Township, who has been leasing space and wishes to build a new facility in JTPN. They plan to purchase about 10 acres and acquire lots #1 and #2.

Chairman Jancek mentioned that the fence surrounding the Poor Farm Cemetery was removed and a new one will be installed. Everyone is invited to the State Historical Marker Dedication on Wednesday, May 22nd at 5 p.m.

Chairman Jancek shared a concept map with the Board for the Marino's building and surrounding areas. He said they want to put a walking path around the perimeter of the soccer fields and eventually some pickleball courts. They would also like to add a pavilion, restrooms, and a small utility building. Chairman Jancek added that the representatives in charge of the soccer games and utilize the fields pay \$600 for mowing, fertilizing, and weed treatments each week.

Chairman Jancek updated the board about Rod Mills Park noting that the buildings require new roofs and that a camera system will be installed in hopes of catching the folks dumping trash.

Next Meeting:

The next Blackman Charter Township DDA Board Meeting is scheduled for Wednesday, August 14, 2024, at 7:00 a.m. at the Blackman Charter Township Meeting Hall.

The meeting adjourned at 7:36 a.m.

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

Pete Jancek, BDDA Chairman and Township Supervisor
Confirming approval of these BDDA Meeting Minutes on _____.

Invoices for the December 2024 Meeting

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
Enterprise Group	Semi-Annual Contract	\$ 7,500.00
Nannette Sponsler CPA	Accounting Services	<u>\$ 1,025.00</u>
		\$ 8,525.00

Invoices Paid in September/October/November 2024

Consumers Energy	2000 Bondsteel	\$ 69.99
Huntington National Bank	Bond Payment	\$ 23,000.00
Huntington National Bank	Semi-Annual Fee	\$ 250.00
Jake's Property Management	Mowing	\$ 1,760.00
Jackson County DOT	Universal Way Project	\$ 1,822.83
Mike Richards Painting	Painted 127/94 Tunnel	<u>\$ 2,100.00</u>
		\$ 29,002.82

Invoice



ENTERPRISE GROUP OF JACKSON, INC
ONE JACKSON SQUARE, STE 1100
JACKSON, MI 49201

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

Invoice Number: 2024
Investment#2

Sold To:

Blackman Township DDA
Attn: Don Hoadley
2302 Lancaster Blvd
Jackson, MI 49202

RECEIVED
SEP 05 2024

Invoice Date: 9/3/24

BY:

Customer PO	Payment Terms	Customer ID	Due Date
	Net 30 Days	BLACKMAN DDA	10/3/24

Description	Amount
7-1-24 thru 12-31-24, Semi-Annual Contract Payment for EG Staffing Services.	7,500.00

Subtotal 7,500.00

Total Invoice Amount 7,500.00

Check No:

Payment Received

TOTAL 7,500.00

RECEIVED
OCT 02 2024

BY:.....

Nannette M. Sponsler
3210 Gardner Road
Parma, Michigan 49269
Phone: (517)745-1500

Invoice Date: October 1, 2024

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

Invoice for services: September 2024

Services Provided:

Assistance with the preparation Summer 2024 Tax Increment Financing capture spreadsheets and related disbursements of taxes.

Amount Due: \$275.00

Nannette M. Sponsler
3210 Gardner Road
Parma, Michigan 49269
Phone: (517)745-1500



BY:.....

Invoice Date: December 3, 2024

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

Invoice for services: November 2024

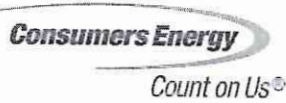
Services Provided:

Assistance with the preparation of the proposed 2025 and Amended 2024 Budgets.

Assistance with the preparation Winter 2024 Tax Increment Financing capture spreadsheets of Ad Valorem taxes.

Amount Due: \$750.00

Account: 1030 5124 1364



Questions:
Visit: ConsumersEnergy.com
Call us: 800-805-0490

Amount Due: **\$12.47**
Please pay by: **October 16, 2024**

BLACKMAN CHARTER TOWNSHIP
1996 W PARNALL RD
JACKSON MI 49201-8612

▶ Service Address:
2000 Bondsteel Dr UNIT 2
Jackson MI 49202-1405

October Energy Bill

Service dates: September 11, 2024 - September 23, 2024 (13 days)



STAY SAFE: Call 9-1-1 and 800-477-5050.
We'll respond day or night.



Downed power lines.
Stay 25 feet away. Call from a safe location.



If you smell natural gas.
If the "rotten egg" odor of gas is apparent, call from a safe location.

Know the 3R's of Natural Gas Safety

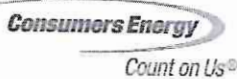
Recognize: Signs could include a "rotten egg" smell, blowing or hissing sounds, dead or discolored plants in an otherwise green area, dirt or dust blowing from a hole in the ground, or flames if a leak has ignited.

React: Immediately leave the area. If you smell natural gas indoors, get out and away from the building **BEFORE** calling for help. **DO NOT** try to locate the leak or use electronics until you are safely outside away from the potential leak.

Report: Get to a safe location and call 9-1-1 first, then call us at 800-477-5050.

Learn more at www.ConsumersEnergy.com/Safety

Fold, detach and mail this portion with your check made payable to Consumers Energy. Please write your account number on your check.



You can pay your bill by mail, by phone or online
See reverse side for more information

Account: 1030 5124 1364

Service Address:
BLACKMAN CHARTER TOWNSHIP
2000 Bondsteel Dr UNIT 2
Jackson MI 49202-1405

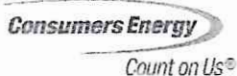
PAYMENT CENTER
PO BOX 740309
CINCINNATI OH 45274-0309

Amount Due: **\$12.47**

Please pay by: **October 16, 2024**

▶ Enclosed:

I 103051241364 000000012476 0000 2056 6 000000000000 H



Need to talk to us? Visit ConsumersEnergy.com
or call 800-805-0490
Telecommunications Relay Services: Call 7-1-1

Service Address:
2000 Bondsteel Dr UNIT 2; Jackson MI
49202-1405
Account: 1030 5124 1364

Account Information

Bill Month: October
Service dates: 09/11/2024 - 09/23/2024
Days Billed: 13
Portion: 02 10/24

Rate Information

Elec Gen Sec Rate GS Com
Rate: 1100

Meter Information

Your next scheduled meter read
date is on or around 10/22/2024

Electric Service:

Smart Meter
Meter Number: 62267901
POD Number: 0000004973678
Beginning Read Date: 09-11
Ending Read Date: 09-23
Beginning Read: 6
Ending Read: 6 (Actual)
Usage: 0 kWh

Total Metered Energy Use: 0.0 kWh

October Energy Bill

Invoice: 203500440518

Account Summary

Last Month's Account Balance	\$0.00
Balance Forward	\$0.00
<small>Payments applied after Sep 24, 2024 are not included.</small>	

Electric Charges

System Access	\$8.67
Other Surcharges	\$3.42
Low-Income Assist Fund	\$0.38
Total Electric	\$12.47

Total Energy Charges

\$12.47

Amount Due: \$12.47
by October 16, 2024

If you pay after the due date, a 2% late payment charge
will be added to your next bill.

Please make any inquiry or complaint about this bill before the due date listed on the front.
Visit ConsumersEnergy.com/aboutmybill for details about the above charges.

NEWS AND INFORMATION

Details about special programs, additional services,
safety and billing are available at:
www.ConsumersEnergy.com/ServiceGuide

You may be eligible for another rate. Complete rate
schedules are available online or by request. If you

need assistance in deciding the best rate for you, we
can help. www.ConsumersEnergy.com/RatesBiz

Consumers Energy is regulated by the Michigan Public Service Commission, Lansing, Michigan

Ways to Pay Your Energy Bill

For more information, visit ConsumersEnergy.com/BizPay

Auto-Pay Checking or savings bank account	eLockbox via ACH Secure electronic payment with emailed remittance	Same-Day Payment ConsumersEnergy.com, 866-329-9593 or App <small>Fee may apply</small> Discover®, MasterCard®, Visa® or eCheck	Mail Consumers Energy Payment Center P.O. Box 740309 Cincinnati, OH 45274-0309 Check or money order	In Person Authorized Payment Location <small>Fee may apply</small> Cash, check, card or money order. Varies by location
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Account: 1030 5124 1364

Questions:
Visit: ConsumersEnergy.com
Call us: 800-805-0490

Amount Due: **\$28.76**
Please pay by: **November 14, 2024**

BLACKMAN CHARTER TOWNSHIP
1996 W PARNALL RD
JACKSON MI 49201-8612

▶ **Thank You** - We received your last payment of \$12.47 on **October 15, 2024**

▶ **Service Address:**
2000 Bondsteel Dr UNIT 2
Jackson MI 49202-1405

November Energy Bill

Service dates: September 24, 2024 - October 22, 2024 (29 days)



STAY SAFE: Call 9-1-1 and 800-477-5050.
We'll respond day or night.



Downed power lines.
Stay 25 feet away. Call from a safe location.



If you smell natural gas.
If the "rotten egg" odor of gas is apparent, call from a safe location.

Enrolling in our Demand Response Program is a way to demonstrate your organization's commitment to being sustainable, all while earning money toward your bottom line and helping make your community and state's energy more reliable. Visit www.ConsumersEnergy.com/Demand-Response

Fold, detach and mail this portion with your check made payable to Consumers Energy. Please write your account number on your check.



You can pay your bill by mail, by phone or online
See reverse side for more information

Account: 1030 5124 1364

Service Address:
BLACKMAN CHARTER TOWNSHIP
2000 Bondsteel Dr UNIT 2
Jackson MI 49202-1405

PAYMENT CENTER
PO BOX 740309
CINCINNATI OH 45274-0309

Amount Due: **\$28.76**
Please pay by: **November 14, 2024**
Enclosed:

I 103051241364 000000028761 0000 2056 3 000000000000 H



Need to talk to us? Visit ConsumersEnergy.com
or call 800-805-0490
Telecommunications Relay Services: Call 7-1-1

Service Address:
2000 Bondsteel Dr UNIT 2; Jackson MI
49202-1405
Account: 1030 5124 1364

Account Information

Bill Month: November
Service dates: 09/24/2024 - 10/22/2024
Days Billed: 29
Portion: 02 11/24

Rate Information

Elec Gen Sec Rate GS Com
Rate: 1100

Meter Information

Your next scheduled meter read
date is on or around 11/22/2024

Electric Service:

Smart Meter
Meter Number: 62267901
POD Number: 0000004973678
Beginning Read Date: 09-24
Ending Read Date: 10-22
Beginning Read: 6
Ending Read: 6 (Actual)
Usage: 0 kWh

Total Metered Energy Use: 0.0 kWh

November Energy Bill

Invoice: 205191273607

Account Summary

Last Month's Account Balance	\$12.47
Payment on October 15, 2024	\$12.47-
Balance Forward	\$0.00

Payments applied after Oct 23, 2024 are not included.

Electric Charges

System Access	\$20.00
Other Surcharges	\$7.89
Low-Income Assist Fund	\$0.87
Total Electric	\$28.76

Total Energy Charges \$28.76

Amount Due: \$28.76

by November 14, 2024

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will be added to your next bill.

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NEWS AND INFORMATION

For information on safety and customer rights:
www.ConsumersEnergy.com/CustomerGuides

Consumers Energy is regulated by the Michigan Public Service Commission, Lansing, Michigan

Ways to Pay Your Energy Bill

For more information, visit ConsumersEnergy.com/BizPay

Auto-Pay Checking or savings bank account	eLockbox via ACH Secure electronic payment with emailed remittance	Same-Day Payment ConsumersEnergy.com, 866-320-9593 or App <i>Fee may apply</i> Discover,® MasterCard,® Visa® or eCheck	Mail Consumers Energy Payment Center P.O. Box 746309 Cincinnati, OH 45274-0309 Check or money order	In Person Authorized Payment Location <i>Fee may apply</i> Cash, check, card or money order. Varies by location.
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Account: 1030 5124 1364

Questions:
Visit: ConsumersEnergy.com
Call us: 800-805-0490

Amount Due: **\$28.76**
Please pay by: December 16, 2024

BLACKMAN CHARTER TOWNSHIP
1996 W PARNALL RD
JACKSON MI 49201-8612

▶ Thank You - We received your last payment of \$28.76 on November 13, 2024

▶ Service Address:
2000 Bondsteel Dr UNIT 2
Jackson MI 49202-1405

December Energy Bill

Service dates: October 23, 2024 - November 22, 2024 (31 days)



STAY SAFE: Call 9-1-1 and 800-477-5050. We'll respond day or night.



Downed power lines.
Stay 25 feet away. Call from a safe location.



If you smell natural gas.
If the "rotten egg" odor of gas is apparent, call from a safe location.

Pay less by managing your energy use.

Did you know 30 percent of energy used in commercial buildings is wasted? We can help change that. Save on energy bills by choosing from a variety of energy efficiency programs, products and rebates. www.ConsumersEnergy.com/StartSaving

Fold, detach and mail this portion with your check made payable to Consumers Energy. Please write your account number on your check.



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See reverse side for more information

Account: 1030 5124 1364

Service Address:
BLACKMAN CHARTER TOWNSHIP
2000 Bondsteel Dr UNIT 2
Jackson MI 49202-1405

PAYMENT CENTER
PO BOX 740309
CINCINNATI OH 45274-0309

Amount Due: **\$28.76**
Please pay by: December 16, 2024
Enclosed:

I 103051241364 000000028761 0000 2056 3 000000000000 H



Need to talk to us? Visit ConsumersEnergy.com
or call 800-805-0490
Telecommunications Relay Services: Call 7-1-1

Service Address:
2000 Bondsteel Dr UNIT 2; Jackson MI
49202-1405
Account: 1030 5124 1364

Account Information

Bill Month: December
Service dates: 10/23/2024 - 11/22/2024
Days Billed: 31
Portion: 02 12/24

Rate Information

Elec Gen Sec Rate GS Com
Rate: 1100

Meter Information

Your next scheduled meter read
date is on or around 12/23/2024

Electric Service:

Smart Meter
Meter Number: 62267901
POD Number: 0000004973678
Beginning Read Date: 10-23
Ending Read Date: 11-22
Beginning Read: 6
Ending Read: 6 (Actual)
Usage: 0 kWh

Total Metered Energy Use: 0.0 kWh

December Energy Bill

Invoice: 204301444377

Account Summary

Last Month's Account Balance	\$28.76
Payment on November 13, 2024	\$28.76-
Balance Forward	\$0.00

Payments applied after Nov 23, 2024 are not included.

Electric Charges

System Access	\$20.00
Other Surcharges	\$7.89
Low-Income Assist Fund	\$0.87
Total Electric	\$28.76

Total Energy Charges **\$28.76**

Amount Due: **\$28.76**

by December 16, 2024

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will be added to your next bill.

Please make any inquiry or complaint about this bill before the due date listed on the front.
Visit ConsumersEnergy.com/aboutmybill for details about the above charges.

NEWS AND INFORMATION

For information on safety and customer rights:
www.ConsumersEnergy.com/CustomerGuides

Consumers Energy is regulated by the Michigan Public Service Commission, Lansing, Michigan

Ways to Pay Your Energy Bill

For more information, visit ConsumersEnergy.com/BizPay

Auto-Pay	eLockbox via ACH	Same-Day Payment	Mail	In Person
Checking or savings bank account	Secure electronic payment with emailed remittance	ConsumersEnergy.com, 866-329-9593 or App <i>Fee may apply</i>	Consumers Energy Payment Center P.O. Box 740360 Cincinnati, OH 45274-0360 Check or money order	Authorized Payment Location <i>Fee may apply</i> Cash, check, card or money order. Varies by location



RECEIVED
SEP 23 2024

BY:

Date: 09/16/2024

CHARTER TOWNSHIP OF BLACKMAN
ATTN: TREASURER
1990 W PARNALL ROAD
JACKSON MI 49201

DDA

Re:

COUNTY OF JACKSON MICHIGAN CHARTER
TOWNSHIP OF BLACKMAN GENERAL OBLIGA-
TION ECONOMIC DEV BOND SERIES 2010
(TAXABLE-RECOVERY ZONE ECON DEV-DIR PAY)

Corporate Trust Department
JUNE SCHAFFER 614-331-9801
Trust Acct No: 3584049904
Account Name: BLACKMAN10RZ

Debt Service

Registered interest due	11/01/2024	248 906 993	23,000.00
Registered principal due	11/01/2024		0.00
Distribution Date	11/01/2024		

Total

23,000.00

IMPORTANT DEBT OBLIGATION NOTICE

- 1) Payment by wire transfer should be received no later than one business day prior to the due date.
- 2) Payment by check should be received five business days prior to the due date.

Failure to pay by the above referenced time frame could result in non-payment to the bondholders on the due date.

Please remit checks to:

The Huntington National Bank
PO Box 1558-GW4E64
Columbus OH 43216

Please direct wires to:

Huntington National Bank
ABA# 044000024
Columbus OH
Attn: Corporate Trust-Columbus
Acct: 01891662889
Further Credit Acct: 3584049904



RECEIVED
OCT 04 2024

BY:.....

INVOICE

Date: 09/03/2024 Division: Corporate Trust Invoice No.: 66919

CHARTER TOWNSHIP OF BLACKMAN
ATTN: TREASURER
1990 W PARNALL ROAD
JACKSON MI 49201

DDA

COUNTY OF JACKSON MICHIGAN CHARTER
TOWNSHIP OF BLACKMAN GENERAL OBLIGATION ECONOMIC DEV BOND SERIES 2010
(TAXABLE-RECOVERY ZONE ECON DEV-DIR PAY)

Account # 3584049904

Billing Period: 05/02/2024 - 11/01/2024

BALANCE CARRIED FORWARD:		\$0.00

PREVIOUS AMOUNT BILLED:	\$250.00	
AMOUNT RECEIVED:	\$250.00	

ADMINISTRATION FEE		\$250.00
SEMI-ANNUAL FEE		
=====		
TOTAL DUE		\$250.00

248 728 801

Please Direct Wires and ACH to:
Huntington National Bank
Columbus, Ohio
ABA# 044000024
01891662889/Trust
FBO: Account # listed above

Remit Checks To:
Huntington National Bank
Attn Corporate Trust Dept
L - 3632
Columbus, Ohio 43260
****Account# Must be on Check or
Invoice Must Accompany Check**

JUNE SCHAFFER 614-331-9801

Invoices are payable upon receipt

Jake's Property Management LLC

Invoice

Company Address
 1080 Virginia Way, Jackson, MI 49201
 Phone: 517-937-3082
 Email: jakespropertymgmt@gmail.com

Date 9/3/2024
 Invoice 5
 Customer ID Blackman

Quotation For

Invoice for: August 2024
 Prepared by: J. Brautigam

Quantity	Description	Unit Price	Taxable?	Amount	
4	Bond Cemetery	\$ 60.00		\$ 240.00	✓
4	Fifield Cemetery	\$ 120.00		\$ 480.00	✓
4	Jackson Poor Farm Cemetery	\$ 40.00		\$ 160.00	✓
4	Blackman Township Office	\$ 100.00		\$ 400.00	✓
4	Blackman Leoni Public Safety	\$ 75.00		\$ 300.00	✓
4	Blackman Leoni Public Safety 360 Dettman	\$ 50.00		\$ 200.00	✓
4	Blackman Memorial Gardens (weekly)	\$ 40.00		\$ 160.00	✓
4	Rod Mills Park -14.3 acres	\$ 445.00		\$ 1,780.00	✓
4	Bondsteel Drive Memorial (weekly)	\$ 60.00		\$ 240.00	* DDA
2	2000 Parnall new poroperty	\$ 100.00		\$ 200.00	✓
2	Water Booster Pump Station	\$ 40.00		\$ 80.00	✓
2	O'neil Drive sidewalk and circle	\$ 60.00		\$ 120.00	* DDA
2	Boardman Road Garden and Sidewalks	\$ 80.00		\$ 160.00	* DDA

If you have any questions concerning this quotation, please contact:
 Jacob Brautigam
 Phone: 517-937-3082
 Email: jakespropertymgmt@gmail.com

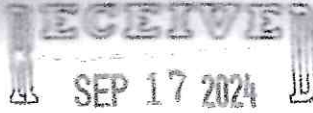
Thank you for your business!

Subtotal	\$ 4,520.00
Tax Rate	0.00%
Sales Tax	\$ -
Other	\$ -
TOTAL	\$ 4,520.00

Invoice

Jake's Property Management LLC

2281 Virginia Way, Jackson, MI 49201
Phone: 517-937-3082
Email: jakespropertymgmt@gmail.com



BY: _____

Date 9/13/2024
Invoice #
Customer ID BDDA

Invoice For

Additional cutting of traffic islands between 94 and 27 interchanges south of 94.
Removed large trash items from circle, and moved rocks to safe mowing locations.

Prepared by: J. Brautigam

Comments or Special Instructions

Quantity	Description	Unit Price	Taxable?	Amount
1.0	service fee	\$ 200.00		\$ 200.00

If you have any questions concerning this quotation, please contact:
Jacob Brautigam
Phone: 517-937-3082
Email: jakespropertymgmt@gmail.com

Thank you for your business!

Subtotal	\$ 200.00
Tax Rate	6.00%
Sales Tax	\$ -
Other	\$ -
TOTAL	\$ 200.00

248 728 934

Invoice

Jake's Property Management LLC

Company Address
 1080 Virginia Way, Jackson, MI 49201
 Phone: 517-937-3082
 Email: jakespropertymgmt@gmail.com

Date 10/1/2024
Invoice 6
Customer ID Blackman

Quotation For

Invoice for: September 2024
Prepared by: J. Brautigam

Quantity	Description	Unit Price	Taxable?	Amount
4	Bond Cemetery	\$ 60.00		\$ 240.00
4	Fifield Cemetery	\$ 120.00		\$ 480.00
4	Jackson Poor Farm Cemetery	\$ 40.00		\$ 160.00
4	Blackman Township Office	\$ 100.00		\$ 400.00
4	Blackman Leoni Public Safety	\$ 75.00		\$ 300.00
3	Blackman Leoni Public Safety 360 Dettman	\$ 50.00		\$ 150.00
4	Blackman Memorial Gardens (weekly)	\$ 40.00		\$ 160.00
4	Rod Mills Park -14.3 acres	\$ 445.00		\$ 1,780.00
4	Bondsteel Drive Memorial (weekly)	\$ 60.00		\$ 240.00
2	2000 Parnall new poroperty	\$ 100.00		\$ 200.00
2	Water Booster Pump Station	\$ 40.00		\$ 80.00
2	O'neil Drive sidewalk and circle	\$ 60.00		\$ 120.00
2	Boardman Road Garden and Sidewalks	\$ 80.00		\$ 160.00

DDA
 DDA
 DDA

If you have any questions concerning this quotation, please contact:
 Jacob Brautigam
 Phone: 517-937-3082
 Email: jakespropertymgmt@gmail.com

Thank you for your business!

Subtotal	\$ 4,470.00
Tax Rate	0.00%
Sales Tax	\$ -
Other	\$ -
TOTAL	\$ 4,470.00

Invoice

Jake's Property Management LLC

Company Address

1080 Virginia Way, Jackson, MI 49201
 Phone: 517-937-3082
 Email: jakespropertymgmt@gmail.com

Date 11/13/2024
 Invoice 7
 Customer ID Blackman

RECEIVED
 NOV 13 2024

Quotation For

BY: _____

Invoice for: October 2024
 Prepared by: J. Brautigam

Quantity	Description	Unit Price	Taxable?	Amount
4	Bond Cemetery	\$ 60.00		\$ 240.00
4	Fifield Cemetery	\$ 120.00		\$ 480.00
4	Jackson Poor Farm Cemetery	\$ 40.00		\$ 160.00
5	Blackman Township Office	\$ 100.00		\$ 500.00
5	Blackman Leoni Public Safety	\$ 75.00		\$ 375.00
4	Blackman Leoni Public Safety 360 Dettman	\$ 50.00		\$ 200.00
4	Blackman Memorial Gardens (weekly)	\$ 40.00		\$ 160.00
3.5	Rod Mills Park -14.3 acres	\$ 445.00		\$ 1,557.50
4	Bondsteel Drive Memorial (weekly)	\$ 60.00		\$ 240.00
3	2000 Parnall new poroperty	\$ 100.00		\$ 300.00
2	Water Booster Pump Station	\$ 40.00		\$ 80.00
2	O'neil Drive sidewalk and circle	\$ 60.00		\$ 120.00
2	Boardman Road Garden and Sidewalks	\$ 80.00		\$ 160.00

DDA
 DDA
 DDA

If you have any questions concerning this quotation, please contact:
 Jacob Brautigam
 Phone: 517-937-3082
 Email: jakespropertymgmt@gmail.com

Thank you for your business!

Subtotal	\$ 4,572.50
Tax Rate	0.00%
Sales Tax	\$ -
Other	\$ -
TOTAL	\$ 4,572.50

RECEIVED

AUG 23 2024

BY:

*** INVOICE***

JACKSON COUNTY DEPT. OF TRANSPORTATION
2400 N ELM RD
JACKSON, MI 49201-0000

Phone: 517-788-4230

080-0008

BLACKMAN TOWNSHIP DDA
1990 W. PARNALL RD.
JACKSON, MI 49201

Invoice Number 1526
Invoice Date 08/16/2024

RE: July 2024 Project Billing for 2024

Project A492-2302; Universal Way	
Estimated Project Cost – Township Participation	\$ 79,207.17
Accrued Township Expenditures Through July 31, 2024	\$ 82,375.59
Payments Received	(\$80,552.76)
Billable Project Cost	\$ 1,822.83

Total Due

\$ 1,822.83

PLEASE INCLUDE YOUR INVOICE NUMBER WITH PAYMENT

248 901 970

OK *[Signature]*

BDDA
Had to adjust drainage
structures.



Mike Richards Painting
8919 Staghorn Trail
Parma, MI 49269
(517) 740-6621

RECEIVED
OCT 28 2024

BY:.....

Date: October 25, 2024

To: Mr. Pete Jancek
Blackman Township
1990 Parnell Rd.
Jackson, Michigan 49201

Attn: Mr. Jancek

Re: I have scraped, primed, and painted the tunnel for 127 exit on to 94 as
Discussed. I also picked up the trash around the tunnel.
Total Amount of Bid: (including labor and Materials)..... \$2100.00

Total amount due\$2,100.00

I thank you for the opportunity to work for you.

Mike Richards
Mike Richards
Mike Richards painting

248 728 934

BDDA
Painted walls to cover
graffiti & cleaned areas
OK *[Signature]*

User: LINDA
DB: Blackman

PERIOD ENDING 11/30/2024

GL NUMBER	DESCRIPTION	2024		YTD BALANCE 11/30/2024 NORM (ABNORM)	ACTIVITY FOR MONTH 11/30/24 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
		ORIGINAL BUDGET	2024 AMENDED BUDGET				
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY							
Revenues							
Dept 000 - CASH RECEIPTS							
248-000-414.000	TAX TRIBUNAL/REFUNDS ORDERED	(11,731.02)	(11,731.02)	0.00	0.00	(11,731.02)	0.00
248-000-440.000	DDA PROPERTY TAXES	438,600.00	438,600.00	487,523.29	0.00	(48,923.29)	111.15
248-000-525.200	FEDERAL GOV'T INTEREST CREDIT	28,932.30	28,932.30	38,915.88	0.00	(9,983.58)	134.51
248-000-573.000	LOCAL STABLITIATION AUTHORITY PYMT	30,600.00	30,600.00	0.00	0.00	30,600.00	0.00
248-000-665.000	INVESTMENT/INTEREST	2,550.00	2,550.00	3,168.00	0.00	(618.00)	124.24
248-000-672.000	MISCELLANEOUS REVENUE	3,060.00	3,060.00	3,000.00	0.00	60.00	98.04
Total Dept 000 - CASH RECEIPTS		492,011.28	492,011.28	532,607.17	0.00	(40,595.89)	108.25
TOTAL REVENUES		492,011.28	492,011.28	532,607.17	0.00	(40,595.89)	108.25
Expenditures							
Dept 728 - DEBT SERVICE FUND							
248-728-801.000	PROFESSIONAL SERVICES	52,303.40	52,303.40	11,736.80	0.00	40,566.60	22.44
248-728-900.000	PRINTING/PUBLISHING	133.90	133.90	0.00	0.00	133.90	0.00
248-728-934.000	REPAIR/MAINTENANCE	7,878.47	7,878.47	8,866.74	2,648.76	(988.27)	112.54
248-728-955.000	MISCELLANEOUS EXPENSE	238.96	238.96	121.26	0.00	117.70	50.74
Total Dept 728 - DEBT SERVICE FUND		60,554.73	60,554.73	20,724.80	2,648.76	39,829.93	34.22
Dept 901 - CAPITAL DETAIL							
248-901-970.000	CONSTRUCTION COSTS	100,000.00	100,000.00	1,822.83	0.00	98,177.17	1.82
Total Dept 901 - CAPITAL DETAIL		100,000.00	100,000.00	1,822.83	0.00	98,177.17	1.82
Dept 906 - BOND PAYMENTS							
248-906-991.000	BOND PAYMENTS PRINCIPAL	1,100,000.00	1,100,000.00	250,000.00	0.00	850,000.00	22.73
248-906-993.000	BOND PAYMENT INTEREST	66,843.75	66,843.75	53,187.50	0.00	13,656.25	79.57
Total Dept 906 - BOND PAYMENTS		1,166,843.75	1,166,843.75	303,187.50	0.00	863,656.25	25.98
TOTAL EXPENDITURES		1,327,398.48	1,327,398.48	325,735.13	2,648.76	1,001,663.35	24.54
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:							
TOTAL REVENUES		492,011.28	492,011.28	532,607.17	0.00	(40,595.89)	108.25
TOTAL EXPENDITURES		1,327,398.48	1,327,398.48	325,735.13	2,648.76	1,001,663.35	24.54
NET OF REVENUES & EXPENDITURES		(835,387.20)	(835,387.20)	206,872.04	(2,648.76)	(1,042,259.24)	24.76



The Enterprise Group
of Jackson, Inc.

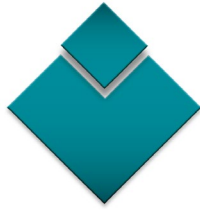
Blackman Charter Township Downtown Development Authority

2024 End of Year Report

The Enterprise Group of Jackson has contracted to serve as support staff for the Blackman Charter Township Downtown Development Authority (BDDA) during 2024. The adopted 2024 Scope of Work for BDDA staff included the following:

- **Promote available properties for development:**
 1. The EG continues to market the BDDA/County property on the BDDA partner page of The EG's web site (www.enterprisegroup.org/partners/bdda).
 2. Blackman DDA extended the sidewalk from Springport Rd to the hotels.
 3. The sidewalk extension planned for Boardman Road from Maynard to Airport Road is on hold due to JCDOT conducting a road diet along Boardman.
 4. Mr. Shotwell provides the BDDA with monthly updates for work being done at the Jackson County Airport – Reynolds Field.
- **Facilitate the redevelopment of vacant property within the BDDA.**
 1. As inquiries are received, BDDA Staff ensures property information is available on The EG website, and also provides it to prospects.
 2. The BDDA partner page on The Enterprise Group of Jackson's website can be viewed at: www.enterprisegroup.org/partners/bdda. The EG continues to market the BDDA/County property on our website (www.enterprisegroup.org).
- **Serve in the capacity as Assistant Secretary to take meeting minutes, prepare and send out meeting notices, agendas, minutes from previous meetings, organize existing DDA files and maintain future files to ensure completeness and organization.**
 1. This task was handled by staff and is on-going.
- **Assist the Board and their consultants with extension of public infrastructure within the DDA Boundary, as appropriate.**
 1. EG Staff continue to work with the Blackman LDFA to develop the Jackson Technology Park North (JTPN).
 2. All construction and infrastructure improvements are complete at JTPN.
 3. JTPN has one confirmed tenant – Midbrook Manufacturing & Fabrication, and is working closely with a local company in hopes they become the second tenant.
- **Assist the Board with visioning for future DDA Projects and Developments to include facilitating the Merchants Association.**
 1. This task is on-going.
 2. Staff will assist in facilitating the Merchants Association, if and when the DDA Board decides to move forward.
- **Assist the Board with the BDDA Amended TIF and Development Plan, if necessary.**

1. Future revisions to the TIF and Development Plan will be completed by staff, as warranted.
- **Assist the Board with the creation and operations of the Citizen's Advisory Committee.**
 1. This committee will be called upon for future revisions to the TIF and Development Plan, which will necessitate a Citizen's Advisory Committee Meeting.
 - **Assist in preparation of Annual Budget and Prepare Scope of Work for 2024.**
 1. Copies of each were distributed for this meeting. The 2024 BDDA Budget was provided to the BDDA Board to be discussed and considered for approval at their December 11, 2024 annual Board meeting.
 2. Blackman Charter Township Staff prepared the Annual Budget with assistance from Nanette Sponsler of Boswell, Schultz, Sonnenberg, & Arnett, PLC.
 3. Blackman Township Staff prepares monthly revenue/expense reports and check registers to show all invoices paid and current balances for the BDDA accounts, which are included in the BDDA Board packets.
 - **Prepare and present Annual Reports to the County Agencies Committee on behalf of the BDDA. (Copies are provided to the BDDA, as scheduled for presentation).**
 1. BDDA Staff presented two Semi-Annual Reports to the General Government Committee in February and August 2024. The reports were emailed to the BDDA Board.
 - **Other Activities, as warranted/directed by the Board and/or Chairman**
 1. Other than routine communications and research, there were no other activities directed by the Board and/or Chairman.
 - **Other BDDA Updates:**
 1. Per the Recodified Tax Increment Financing Act 57, the BDDA Board is required to hold two informational meetings per year to inform the public of the BDDA's goals and direction and upcoming projects. The BDDA conducted one meeting at their December 11, 2024 Annual BDDA Board Meeting. Due to staffing and the inability to achieve quorum, a second meeting was not possible.



The Enterprise Group
of Jackson, Inc.

**Blackman Charter Township
Downtown Development Authority**
Scope of Work 2025

The Enterprise Group of Jackson has contracted to serve as support staff for the Blackman Charter Township Downtown Development Authority (DDA). The proposed 2025 Scope of Work for DDA staff includes the following:

- Promote available properties for development.
- Facilitate the redevelopment of vacant property within the DDA.
- Serve in the capacity as Assistant Secretary to take meeting minutes; prepare and send out meeting notices, agendas, and minutes from previous meetings; prepare and transmit communications; keep membership list updated; facilitate or schedule non-board meetings; organize existing DDA files and maintain future files to ensure completeness and organization at the request of the Chairman.
- Maintain BDDA Partner Page on EG web site.
- Assist the Board and their consultants with extension of public infrastructure within the DDA Boundary, as appropriate.
- Assist the Board with visioning for future DDA Projects and Developments to include creating and facilitating the Merchants Association and providing notice and facilitation of semi-annual Informational Meetings in compliance with MI PA 57 of 2018, as amended.
- Assist in preparation of the Annual BDDA Budget and reports in compliance with MI PA 57 of 2018, as amended.
- Assist the Board with the BDDA Amended TIF and Development Plan, if necessary.
- Assist the Board with the operations of the Citizen's Advisory Committee, as appropriate.
- Provide support to the JCBRA Board, EPA, and community as it relates to the Michner Plating Site.
- Prepare all required reports to be considered at the Annual Board Meeting.
- Prepare and present Semi-Annual Reports to the General Government Committee on behalf of the DDA, which is included with The EG Report.
- Other activities, as warranted/directed by the Board and/or Chair.



The Enterprise Group
Of Jackson, Inc.

Blackman Charter Township Downtown Development Authority (BDDA) 2024 Board of Directors List

Current as of 11/18/2024

Board members shall serve four-year terms from the date of their respective appointment by the Township Board – per BDDA bylaws

Pete Jancek (term expires 12/31/24)
BDDA Chair and Township Supervisor
1990 W. Parnall Rd.
Jackson, MI 49201
(517) 788-4345 x 112 phone
supervisor@blackmantwp.com

Steve Shotwell (term expires 12/31/25)
BDDA Vice Chair
County Tower Building
120 W. Michigan Avenue
Jackson, MI 49201
(517) 768-6623 work
(517) 780-4755 fax
jshotwel@co.jackson.mi.us

Greg Vogt (term expires 12/31/26)
BDDA Secretary
2710 Airport Road
Jackson, MI 49202
(517) 789-7151 phone
(517) 789-5155 fax
performanceauto040@sbcglobal.net

Kevin Ganton (term expires 12/31/24)
Arbor North Living Center and Hospice Home
207 Wickenham Drive
Spring Arbor, MI 49283
(517) 787-8000 phone
(517) 740-2134 cell
kganton@yahoo.com

Mike Ambs (term expires 12/31/24)
1990 W. Parnall Road
Jackson, MI 49201
(517) 812-5807 phone
mambs@blackmantwp.com

Arnold Dolman (township staff-no term)
Township Assessor
1990 W. Parnall Raod
Jackson, MI 49201
517) 788-4345 x115 phone
assessor@blackmantwp.com

Stephanie Hinkle (township staff-no term)
Township Deputy Assessor
depassessor@blackmantwp.com
(517) 990-8232

Don Hoadley (term expires 12/31/25)
BDDA Treasurer
2302 Lancaster Blvd.
Jackson, MI 49202
(517) 414-0901 phone
donaldhoadley@sbcglobal.net

Jeffrey Kinney (term expires 12/31/27)
TRUE Community Credit Union
6222 Mountie Way
Jackson, MI 49201
(269) 832-7870
jkinney@trueccu.com

Dan Decker (term expires 12/31/26)
6360 Pepper Tree Lane
Jackson, MI 49201
(517)782-9817 work
dandecker@safetysystemsinc.net

Roger Auwers (term expires 12/31/25)
Jackson County ISD
6700 Browns Lake Road
Jackson, MI 49201
(517) 768-5148 phone
(517) 787-2026 fax
Roger.auwers@jcisd.org

Rebecca Stewart (term expires 12/31/24)
4 Universal Way/P.O. Box 6099
Jackson, MI 49204-6099
(734) 883-8741 cell
(517) 544-9100 work
rebecca@ljross.com

Debbie Kelly
BDDA Staff
The Enterprise Group of Jackson, Inc.
100 E. Michigan Ave. Suite 1100
Jackson, MI 49201
(517) 788-4430
dkelly@enterprisegroup.org



The Enterprise Group
of Jackson, Inc.

**Blackman Charter Township
Downtown Development Authority
*Management Agreement for 2025***

The Enterprise Group of Jackson (The EG) proposes to enter into a management agreement with the Blackman Charter Township Downtown Development Authority (BDDA) to provide staff support, marketing services and strategic counsel. The compensation for services to the BDDA will be based on an annual management fee in the amount of \$15,000, payable in equal semi-annual installments on March 1 and September 1. The scope of services provided by The EG shall include but not be limited to the following:

- Promote available properties for development.
- Facilitate the redevelopment of vacant property within the BDDA.
- Serve in the capacity as Assistant Secretary to take meeting minutes; prepare and send out meeting notices, agendas, and minutes from previous meetings; prepare and transmit communications; keep membership list updated; facilitate or schedule non-board meetings; organize existing BDDA files and maintain future files to ensure completeness and organization at the request of the Chairman.
- Assist the Board and their consultants with extension of public infrastructure within the BDDA Boundary, as appropriate.
- Assist the Board with visioning for future BDDA Projects and Developments, to include creating and facilitating the Merchants Association, and providing notice and facilitation of semi-annual Informational Meetings in compliance with MI PA 57 of 2018, as amended.
- Assist in preparation of the Annual BDDA Budget and reports in compliance with MI PA 57 of 2018, as amended.
- Maintain the BDDA partner page on The EG web site.
- Assist the Board with the BDDA Amended TIF and Development Plan, if necessary.
- Assist the Board with the operations of the Citizen's Advisory Committee, as appropriate.
- Provide support to the JCBRA Board, EPA, and community as it relates to the Michner Plating Site.
- Prepare all required reports to be considered at the Annual Board Meeting.
- Prepare and present Annual Reports to the County Agencies Committee on behalf of the BDDA.
- Other activities, as warranted/directed by the Board and/or Chair.

In addition to the above, The EG will undertake other activities, as warranted/directed by the Board and/or Chair of the BDDA. This agreement is effective as of January 1, 2025, through December 31, 2025, although either party with 90 days notice may cancel this agreement. This agreement will be considered for renewal annually unless cancelled by either party.

For the BDDA:

Pete Jancek, Chairman

Date

For The Enterprise Group:

Keith Gillenwater, President and CEO

Date



Blackman Charter Township
Downtown Development Authority
Served By The Enterprise Group

2025 BDDA Meeting Schedule

Meetings will be held on the second Wednesday at 7:00 a.m. each quarter at the Blackman Charter Township Meeting Hall. Please note that special meetings may be called at the order of the Chairman of the BDDA.

February 12th

May 14th

August 13th

December 10th