

# **OSCODA TOWNSHIP**



## **2022 ANNUAL MEETING OF THE BOARDS**

**OSCODA TWP ANNUAL MEETING OF  
THE BOARDS AGENDA/MEETING NOTICE  
March 16, 2022  
6:00 PM  
Shoreline Players  
6000 N. Skeel Ave.  
Oscoda, MI 48750  
(989)739-3586**

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Posted Date: 3/15/2022

Press Notification Date: 3/15/2022

Posted By: Melinda Morgan

- I. Welcome & Call to Order
- II. Roll Call
- III. Additions / Changes to the Agenda
- IV. Meeting Statement of Purpose
- V. Planning Commission:
  - a. Overview
  - b. 2021 Annual Report
  - c. 2022 Strategic Goals
- VI. Zoning Board of Appeals:
  - a. Overview
  - b. 2021 Annual Report
- VII. Board of Review:
  - a. Overview
  - b. 2021 Annual Report
- VIII. Economic Improvement Committee:
  - a. Overview
  - b. 2021 Annual Report
  - c. 2022 Strategic Goals
- IX. Public Comment
- X. Board Comment
- XI. Adjournment



## 2021 ANNUAL REPORT FOR PLANNING AND ZONING

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## 1.0 Introduction

The Charter Township of Oscoda Planning Commission functions under and has their powers and duties set forth by both The Michigan Planning Enabling Act (PA 33 of 2008) and the Michigan Zoning Enabling Act (PA 110 of 2006). The Michigan Planning Enabling Act (MPEA) provides for the creation, organization, power(s), and duties of Planning Commissions. The Michigan Zoning Enabling Act (MZEA) provides for the adoption of zoning ordinances and the establishment of zoning districts and prescribes powers and duties of certain officials including the Planning Commission.

Section 19 of the MPEA (MCL 125.3819) requires the Charter Township of Oscoda Planning Commission to make an annual written report to the Charter Township Board of Trustees. This report is to provide the Board with a summary and status of planning activities over the past year.

## 2.0 Membership

### Planning Commission Membership

The MPEA states that the membership of the Planning Commission shall be representative of important segments of the community, such as economic, governmental, educational, and social development of local unit government, in accordance with the major interests as they exist in the local unit of government, transportation, industry and commerce. The membership shall also be representative of the entire geography of the local unit of government to the extent practicable (MCL 125.3815).

On June 7, 2021, the Planning Commission election of officers took place. The Planning Commission reelected Mimi McDonald as Chair and reelected Ed Davis as Vice Chair. Greg Schulz was elected as the Zoning Board of Appeal Representative by the Planning Commission. The Board of Trustee accepted Mimi McDonald's letter of resignation on December 13, 2021. Upon Ms. McDonald's resignation, Mr. Davis became the Planning Commission Chair. Mr. Palmer was reelected by the Board of Trustee to serve as the Board of Trustee Representative to the Planning Commission on November 23, 2020 and will serve through November 19, 2024.

As of December 31, 2021, the Planning Commission's membership are as follows:

Planning Commission Member	Term Expiration
Mimi McDonald (Chair)	December 31, 2023 (Resigned) December 7, 2021
Ed Davis (Vice Chair) (Chair)	December 31, 2022 December 8, 2021-Present
Bernie Schenk	December 31, 2022
Jeffery Linderman	December 31, 2023

<b>Greg Schulz</b> (Planning Commission Representative to the Zoning Board of Appeals and Planning Commission Secretary)	December 31, 2023
<b>Ann Victoria Hopcroft</b>	December 31, 2023
<b>Bill Palmer (Trustee Representative)</b>	November 19, 2024
<b>Robert Tasior</b> (EIC Representative)	December 31, 2024
<b>Cathy Wusterbarth</b>	December 31, 2023 Resigned July 26, 2021

### **Zoning Board of Appeals Membership**

The Charter Township of Oscoda Zoning Board of Appeals was created to exercise the powers and perform the duties prescribed to it in the Michigan Zoning Enabling Act (Public Act 110, of 2006). The Zoning Board of Appeals is comprised of five (5) members and one (1) alternate recommended by the Township Supervisor and appointed by the Charter Township of Oscoda Board of Trustees.

On June 21, 2021, the Zoning Board of Appeals election of officers took place. The Zoning Board of Appeals reelected Catherine Gavin-Larive as Chair and James Biggar as Vice Chair. The Board of Trustees accepted a letter of resignation from Catherine Gavin-Larive on October 11, 2021.

As of December 31, 2021, the Zoning Board of Appeal's membership are as follows:

<b>Zoning Board of Appeals Members</b>	<b>Term Expiration</b>
<b>Catherine Gavin-Larive</b> (Chair)	December 31, 2022 Resigned (October 31, 2021)
<b>James Biggar (Vice Chair)</b> (Chair)	December 31, 2022 October 31, 2021-Present
<b>Jeff Rush</b>	December 31, 2022
<b>Greg Schulz</b> (Planning Commission Representative to Zoning Board of Appeals)	June 1, 2022
<b>Cynthia Schwedler</b>	December 31, 2023
<b>Adam Hume</b>	December 31, 2023

All Planning Commission members, Zoning Board of Appeals members, the Planning & Zoning Director, and additional organizational staff members are members of the American Planning Association Michigan Chapter.



American Planning Association  
**Michigan Chapter**

*Creating Great Communities for All*

### **3.0 Meetings**

At the January 4, 2021 meeting, the Planning Commission set their meetings for the First Monday of every month at 7pm to be held via Zoom or at the Robert J Parks Library.

On March 10, 2020 Governor Whitmer issued the first of many Executive Orders; Executive Order 2020-4 (COVID-19) declared a state of emergency. Due to the novel coronavirus (COVID-19) a respiratory disease that can result in serious illness or death. On March 18, 2020 Governor Whitmer issued Executive Order 2020-15 which allowed for the temporary authorization of remote participation in public meetings and hearings and temporary relief from monthly meeting requirements for school boards. All meetings are held in compliance with the Open Meetings Act (PA 267 of 1976) or to the extent of the Michigan Governor's Executive Orders as related to Open Meetings Act (PA 267 of 1976). In accordance with Ordinance 2021-269, the Oscoda Township Boards are meeting electronically to maintain compliance with the declaration of a local STATE OF EMERGENCY and thereby allowing continuation of the practice of public meeting attendance by virtual electronic means, ending December 31, 2021.

As the Planning Commission and Community faced the unique times of the novel coronavirus (COVID-19), they held their first virtual meeting on May 4, 2020 via Zoom and continued virtual meetings through all of 2021. The Planning Commission held a total of zero (0) regular meetings in person at the Robert J Parks Library with an additional twelve (12) regular meetings and five (5) special meetings being held via Zoom. The Planning Commission Sub-Committee held three (3) work sessions.

## 4.0 Planning Commission Responsibilities

- Perform Site Plan Reviews as required in the Zoning Ordinance.
- Conduct public hearings on and make decisions on Special Use Permit requests as specified in the Zoning Ordinance.
- Conduct public hearings on and make recommendations to the Board of Trustees on Zoning Ordinance Text Amendments in accordance with the MZEA, Charter Township of Oscoda Zoning Ordinance and the Charter Township of Oscoda Master Plan.
- Update and maintain the Charter Township of Oscoda Master Plan in accordance with the MPEA
- Review and make recommendations, as required by the MZEA, on zoning amendments for the Charter Township of Oscoda.
- Review and comment on any proposed Master Plans or Master Plan amendments for any community within or adjacent to the Charter Township of Oscoda as required by the MPEA.
- Review and comment on the Capital Improvement Plan for 2021 as required by MPEA

## 5.0 Planning Commission 2021 Activity

The Planning Commission continued to be active this past year as they strived to meet their responsibilities for the year. The Planning Commission and Planning Commission Sub Committee continuously reviewed the Zoning Ordinance and in doing so, recommended multiple changes to the ordinance. This was done with careful consideration of the needs of the community. The following is a summary of all activity in 2021:

- 5.1 Master Plan Review:** According to the Michigan Planning Enabling Act, the Commission shall review the Master Plan at least every five years and determine whether to commence the procedure to amend the Master Plan or adopt a new Master Plan. The Planning Commission approved the adoption of the Amended and Restated Master Plan of 2021 at their March 1, 2021 meeting.

### **2021 AMENDED AND RESTATED COMMUNITY MASTER PLAN**

B R   
Beckett & Raeder

- 5.2 Site Plan Reviews:** In 2021, a total of nine (9) Site Plans were reviewed by the Planning Commission. Site Plan Uses included Commercial Building Additions, Recreation Marihuana Facilities, Mini-Warehouses, Storage Building, Poultry Shed, and a Hotel.
- 5.3 Special Land Use:** In 2021 a total of three (3) Special Land Use Permits were reviewed by the Planning Commission. Special Land Uses include Recreation Marihuana Facilities.
- 5.4 Ordinance Amendments:** In 2021 the Planning Commission Sub-Committee held three (3) work sessions. The Planning Commission approved four (4) ordinance amendments and three (3) new ordinances. One new ordinance was converting most of the B-2 District to Form Base Code. The new district is called Corridor Business District.
- 5.5 5 Year Parks and Recreation Plan:** The Planning Commission contracted with Beckett & Raeder to write the new 5 Year Parks and Recreation Plan for 2022-2026. The Planning Commission held a community input session on September 29, 2021 to receive further feedback on the survey regarding the plan. The initial survey was distributed September 10, 2021 and ended on October 6, 2021. The Planning Commission, on November 1, 2021, held the required public hearing and on December 6, 2021, approved the 5 Year Parks and Recreation Plan. The 5 Year Parks and Recreation Plan will go on the Charter Township of Oscoda Board of Trustee's January 10, 2022 agenda for final approval. The Final Draft will be submitted to the MDNR on or before February 1<sup>st</sup>, 2022.
- 5.6 Planning Commission Goals for 2022:** The Planning Commission in 2022 will strive to complete many of the action items in the amended and restated Community Master Plan. Some of the goals in the Master Plan include preparing a Downtown Plan, Aligning Zoning to accommodate the housing mix recommendations and seeking funding sources to implement other plans. The Planning Commission will continue to work on ordinance revisions and new ordinances as needed.
- 5.7 Internal Review Process:** The Internal Review Process is a RRC prescribed process. By mailing out surveys on a quarterly basis, the survey results help continuously improve the Planning Commissions site plan approval process. Three surveys were mailed in the first quarter of 2022 for 2021 activity. One response was received giving a great review of the administrative staff and processes.

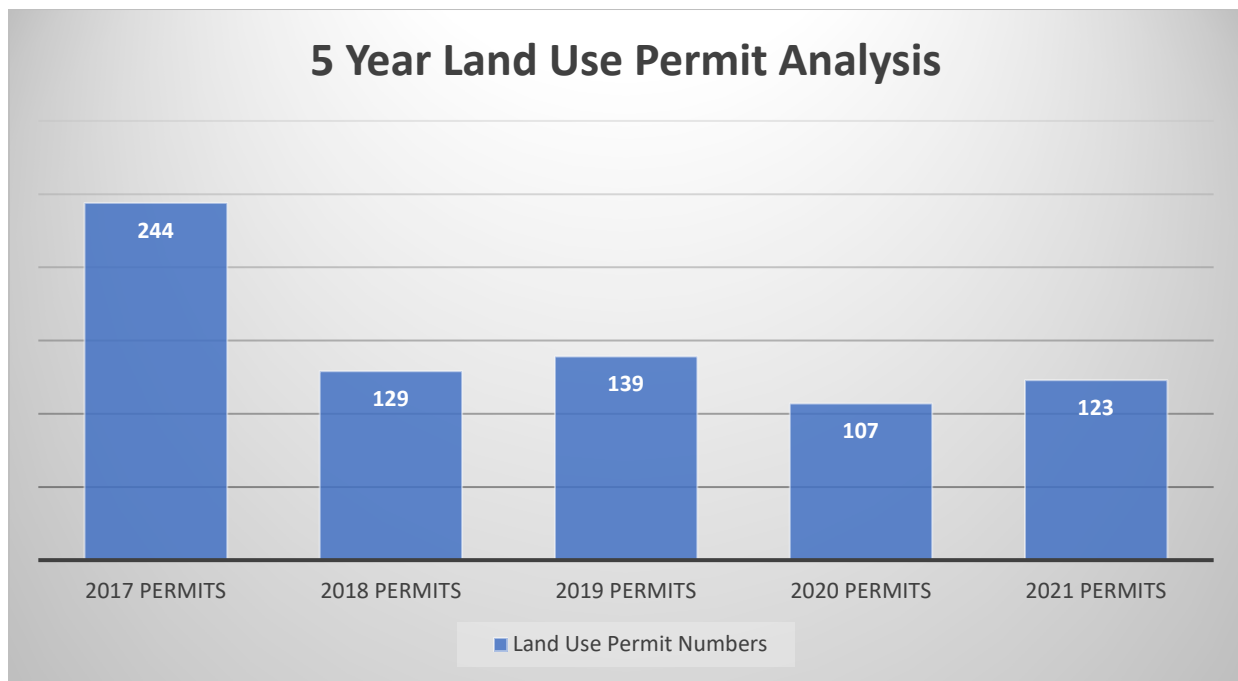
## **6.0 Zoning Board of Appeals Activity in 2021:**

The Zoning Board of Appeals held a total of four (4) Regular Meetings, all in accordance with the Open Meetings Act. One (1) variance request was approved, and one (1) variance request was denied. The MZEA requires that the Zoning Board of Appeals hold a minimum of 2 Regular Meetings per year. (MCL 125.3304).

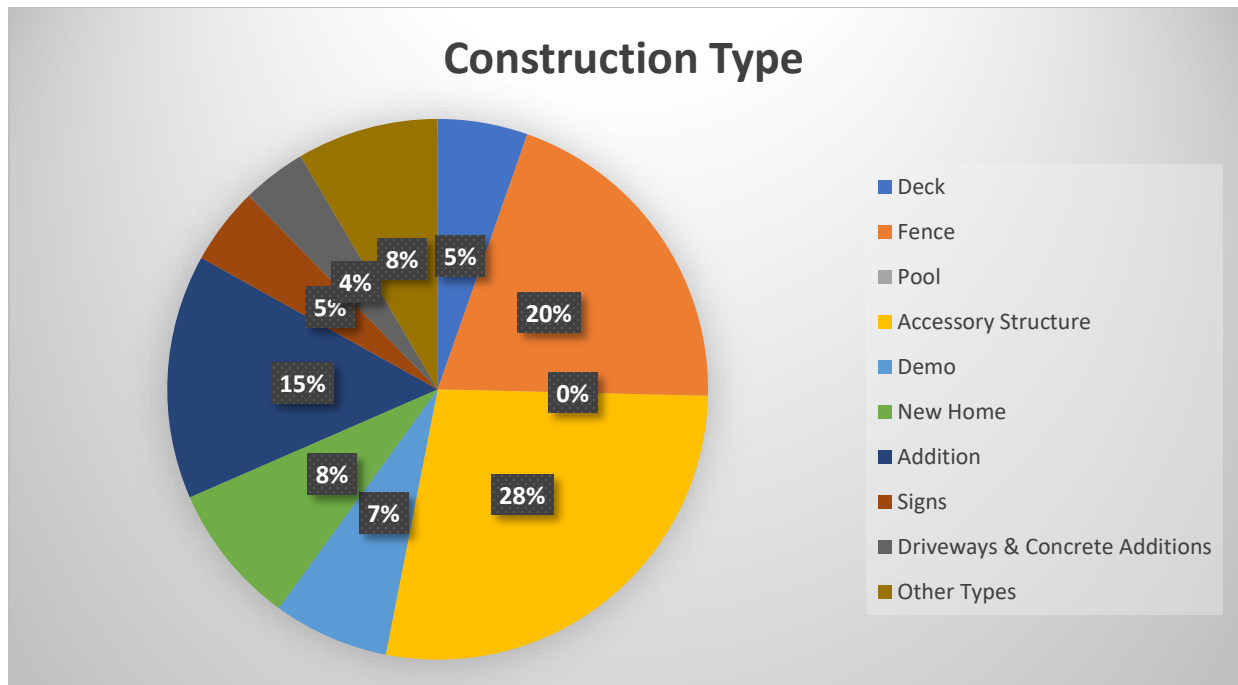
## 7.0 Planning & Zoning Director Activity in 2021

The Charter Township of Oscoda hired Planning and Zoning Director, Nichole Vallette in May of 2021.

The Planning & Zoning Director approved 123 Land Use permits. The total number of Land Use permits issued is up 14.95% from 2020. The chart below breaks down the number of permits over the last five years.



The breakdown below identifies the use type for approved Land Use Permits.



The Planning & Zoning Director will continue to work with multiple departments in preparing plans and other planning and management proposals and will also continue to work with other departments on a wide variety of planning and zoning issues and opportunities.



## **2021 ANNUAL REPORT FOR BOARD OF REVIEW**

### **OSCODA CHARTER TOWNSHIP**

The Oscoda Charter Township Board of Review consists of three members appointed by the Township Board of Trustees to two-year terms commencing on January first of odd number years. To be eligible, members must be electors and property taxpayers of the township. The board of review is an important part of the system of checks and balances between the assessor and the general public. The statutory functions of the Board of review are:

In March the board is required to meet three days.

The organizational meeting is to receive and examine the current assessment roll to determine if the assessor has properly assessed all taxable property. The board must also correct errors and take necessary action to ensure the assessment roll complies with property tax law.

The following week the board meets to serve as an appeal board, listening to concerns of property owners regarding assessed and taxable values as well as property classifications and exemption status. The property tax act requires two days of meetings for a total of twelve hours; however, the Oscoda board of review also meets for an additional three hours on a Saturday.

The board also meets in July and December to correct qualified errors and add principal residence exemptions to the tax rolls.

Poverty and veterans' exemption appeals are heard at the March, July and December meetings.

The board of review frequently helps to educate the public regarding the assessing process, appeal rights and property taxes.

In March the board met five days for a total of twenty-seven hours.

March 2 <sup>rd</sup>	Organizational meeting	4.5 hours
March 9 <sup>th</sup>	Reviewed 44 petitions	6 hours
March 11 <sup>th</sup>	Reviewed 9 petitions	6 hours
March 13 <sup>th</sup>	Reviewed 8 petitions	3 hours

March 17<sup>th</sup> Reviewed 10 petitions, processed assessment roll changes and completed all required documentation for March board of review actions. 2.5 hours

The board of review rendered decisions on a total of 71 appeals in March.

Disabled Veterans Exemptions	37	37 granted
Late filed Personal Property	3	3 granted
Letters of protest	6	0 granted
In person protests	25	11 granted

The board of review met on July 20 for a total of 2.5 hours hearing 20 appeals

Disabled Veterans Exemptions	5
Late filed Principal Residency Exemptions	9
Late filed Property Transfer Affidavits	3
Clerical/qualified errors	3

The December board of review meeting was held on the 14<sup>th</sup> and met for 3 hours acting on 41 appeals.

Disabled Veterans Exemptions	10
Late filed Principal Residency Exemptions	23
Clerical/qualified errors	6
Late filed Property Transfer Affidavit	1
Hardship Exemption	1



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### **Appendix:**

Resolution Number 2019-20; Oscoda Township Economic Improvement Committee

EIC Activity Dashboards

PlaceLEAP Implementation Strategies – Community

PlaceLEAP Implementation Strategies – Downtown

## 1.0 Introduction

On June 25, 2019, the Economic Improvement Committee was created by Resolution Number 2019-20. The mission of the Oscoda Township Economic Improvement Committee is to be a catalyst for economic development and foster a strong economic environment which supports businesses and nurtures growth and new investment in The Charter Townships of Oscoda. The Oscoda Township Economic Improvement Committee is dedicated to promoting and facilitating economic development and to improve quality-of-life by increasing its economic base and encourage new business growth and promote retention of current businesses for the Township as a whole.

Hired on November 1, 2019, the EIC is guided by the Economic Improvement Director. The corresponding resolution can be found in the Appendix of this report.

## 2.0 Membership

Per the resolution, the committee shall be comprised of five township residents who will meet at a minimum of once per month. These board members will serve on four-year staggered terms to ensure continuity. To maintain adequate cross representation, at a minimum: one board member shall be one of the Oscoda Board of Trustees (including any of the seven board members), one shall be an Oscoda Township Planning Commissioner, and one shall be a resident of Oscoda Township. The other vacant positions may be filled by Oscoda Township residents whether from another government board or not. The board may add an alternate position who only has voting and deliberation abilities while filling a vacant position, or has deliberation rights while serving on a development committee subcommittee or advisory committee. Board members shall be appointed by the Oscoda Township Supervisor and approved by the Charter Township of Oscoda Board of Trustees.

As of December 31, 2021, the Economic Improvement Committee members are as follows:

<b>Economic Improvement Committee Member</b>	<b>Term Expiration</b>
<b>David Iler (Chair)</b>	December 31, 2022
<b>Tony Omani</b>	December 31, 2023
<b>Robert Tasior (Planning Commission Representative)</b>	June 7, 2022
<b>Rose Mary Nentwig</b>	December 31, 20

<b>Josh Sutton (Township Board Representative) Secretary</b>	November 20, 2024
<b>VACANT (Alternate)</b>	December 31, 2023

### **3.0 Meetings**

For 2021, the meetings were held according to the schedule set forth for the year as designated to be the Tuesday following the Charter Township of Oscoda's Board meeting on the 2<sup>nd</sup> and 4<sup>th</sup> Mondays of the month. The EIC meetings were held at 3:00 pm over the Zoom platform.

Meetings for 2022 have been prescribed to be the first Thursday of each month, in person at the Robert J Sparks Library, 4:00 pm.

### **4.0 Economic Improvement Committee Responsibilities**

The vision is to lead the State of Michigan and Northeastern Michigan with an innovative and sustainable economy while attracting new businesses and expertise to enjoy our unique lifestyle. This committee will set the standard in economic growth as a leader promoting investment and development and is responsible for providing leadership for the Township's economic growth strategy. It will create and implement an Economic Development Strategy, design, and employ a Downtown Redevelopment Plan, develop and apply a Community Marketing Strategy and Branding System, qualify and retain Redevelopment Ready Communities Certification, oversee all Brownfield Redevelopment Authority activities, and encourage investment in the Township's Opportunity Zone (or any of the listed subsequent replacement programs), and work to succeed in its mission by the year 2030.

### **5.0 Economic Improvement Committee 2021 Key Activities & Accomplishments**

In 2018 the community embarked on their effort to pursue and achieve the MEDC's Redevelopment Ready Community certification. In 2019, consultants Place + Main were hired to perform a strategic economic development analysis and to ultimately formulate the Township's Economic Development Strategy, referred to as the PlaceLEAP Strategies. The overall strategy is delivered in two implementation segments – Community and Downtown. The Strategies are broken down by subject "Objectives" and then by specific "Tasks". Additionally, this report will include a recap of the RRC progress and other responsibilities of the Economic Improvement

Director. The PlaceLEAP Implementation plans and RRC Road Map can be found in their entirety in the Appendix of this report.

## **5.1 Economic Development Strategy – Implementation Plan – Community**

**The Community Implementation Plan is comprised of a total of 11 subject objectives that total 44 tasks to be completed. The nature of the adopted strategies is such that not every objective is the direct responsibility of the EIC, but the EIC plays a supporting role at a minimum. This report addresses only the objectives and tasks assigned directly to the EIC.**

### **5.1.1 Objective 1 - Create Inventory of Available Properties:**

While this objective was completed in 2020, the EIC Director stays current on commercial buildings and properties that are available that could lend itself to either commercial, multi-family or residential housing opportunities.

### **5.1.2 Objective 2 - Launch Initiative/MAMA Spaceport:**

The EIC Director, Township Superintendent and other key volunteers attended the annual Spaceport conference in Traverse City, MI in 2021 and continues to support OWA in activities to make Spaceport a reality in Oscoda.

### **5.1.3 Objective 3 - Facilitate the Creation of More Rental Housing:**

Market rate housing is by far the most critical issue facing Oscoda today and into the foreseeable future. Lack of housing negatively impacts our local businesses to fill vacant positions, grow new job opportunities, support existing small businesses, bars and restaurants, and further encourage new businesses to absorb the existing vacant buildings and space. Businesses will prosper and new businesses will open when the year-round sustainable population grows. To that end, we can report that the Township is under contract with multi-family developer Danto Builders for 8.3 acres of land to build 200+ market rate apartments in the Flight District. Additionally, prospective development activity is very high and we anticipate reporting more projects in 2022.

### **5.1.4 Objective 6 - Create Regional Opportunity Partnership:**

In 2021, we continued our relationship building and meeting participation with our regional partners the Northeastern Michigan Council of Government (NEMCOG), Eastern Michigan Council of Government (EMCOG), the MEDC's Business Development & Community Development Teams, Community Economic Development Association of Michigan (CEDAM) and our association with our Federal Economic Development Association (EDA) Business Manager. These organizations provide us access to critical training for our community leaders and access to grant programs and funding. Specifically we involved with a third COVID-19 recovery grant continued our leadership role with the 2021-2025 CEDS Strategic Plan.

#### **5.1.5 Objective 10 - Create a Revolving Loan Fund**

The EIC Director investigated RLF opportunities and found three funds being used regionally and in Iosco County. The three funds available to Oscoda Township businesses include the Iosco County RLF #2, Iosco County RLF #4, EMCOG RLF. In lieu of creating and administering our own funds, it is recommended we utilize the existing ones. For more information, they can be found on the EIC website under Resources.

#### **5.1.6 Objective 11 – CVB Increase Room Assessments to 5%**

To the CVB's credit, they were able to campaign the membership to vote and approve the increase of the room assessments to 5%. Collections will start over the course of time in 2022. This will bring thousands of additional funds to the community for promotion and advertising through the CVB's efforts.

### **5.2 Economic Development Strategy – Implementation Plan – Downtown**

**The Community Implementation Plan is comprised of a total of 7 subject objectives that total 51 tasks to be completed. The nature of the adopted strategies is such that not every objective is the direct responsibility of the EIC, but the EIC plays a supporting role at a minimum. This report addresses only the objectives and tasks assigned directly to the EIC.**

#### **5.2.1 Objective 4 – Improve Walkability + Traffic Calming:**

The EIC Director, Zoning Director and members of the Planning Commission and EIC met with MDOT and exchanged dialogue in 2021. The immediate takeaways: discussions of future potential traffic calming strategies and newly created crosswalks in the downtown.

#### **5.2.2 Objective 5 - Create More Public Art:**

One of the biggest takeaways from the Downtown Summit was the survey associated with the summit and the commentary associated with public art. This community has a legitimate interest in public art, of various kinds. We successfully painted 1 mural in the downtown on the back of To the Moon and Back and funded 3 vinyl banners that are printed and set to be installed in the Spring of 2022.

### **5.3 MEDC Redevelopment Ready Community Certification**

**The Michigan Economic Development Commission (MEDC), the State agency for Business and Community Development has a program called Redevelopment Ready Communities. Certification in this program requires strict adherence in developing policies, actions, and strategies in what the MEDC considers “best practices” in**

community development. Under the direction of the EIC, the office of Economic Improvement made great strides in accomplishing many of the tasks required for certification.

Under the current guidelines of the program, there are 36 total tasks to accomplish for certification. We finished 2021 having submitted on all 36 total task, a completion rate of 100%. Entering 2022, we are working through the audit process and anticipate earning certification in the first quarter of 2022.

#### **5.4 Additional Responsibilities – Economic Improvement Director**

In terms of economic growth, the PlaceLEAP Strategies and RRC make up the foundation of working towards an *investor and small business friendly environment for success*. However, there are a multitude of activities that get us past theory and strategies and into other day to day activities. Below is a grouping of tasks that also fall under the purview of the Economic Improvement Director:

##### **5.4.1 Marketing the Community:**

If we look to the specific responsibility of the EIC or the tasks of the Economic Improvement Director, much of what has been designated is within the PlaceLEAP Strategies. However, the daily task of the Director is to understand the dynamic of the community and the available opportunities and always be marketing to potential investors, developers, and end users. This task is a year over year mission of any economic development profession. To this end, the EIC was successful in establishing the first ever Social District to energize the downtown, and draw new patrons to the community.

##### **5.4.2 Township Owned Property Disposition:**

As stated previously, the Charter Township of Oscoda is in an interesting situation compared to most municipalities in that they directly own a vast amount of property that can be sold and repurposed for desired development. As the Director works towards overall strategies in real estate, there are several conversations with potential investors/developers that ultimately include a proposed project on Township owned property. Key successes include:

- 1) Sale of Artisan Hall: \$200K sale price
- 2) Sale of Lake Street Redevelopment Site: \$400K sale price/\$13M investment
- 3) Skeel Ave Under Contract: \$60K sale price/\$25M investment

##### **5.4.3 New Business/Vacant Building Absorption/New Investment Projects:**

We know we have vacant buildings, everyone wants that fixed, however, it is not the role of government to start and operate businesses to fill these buildings. Furthermore, we can not dictate pricing or terms on buildings we do not own. What we do, create an environment that creates energy, mitigates risk, and encourages the private sector to start new businesses and make investments in

Oscoda. From the start of 2020, to the end of 2021, here are some interesting facts:

New Businesses/Vacant Building Absorption –

- 1) Aragona Realty – Professional Services – SSBD (Downtown)
- 2) To the Moon and Back – Retail – SSBD (Downtown)
- 3) 44 North Realty – Professional Services – SSBD (Downtown)
- 4) Rowe Engineering – Professional Services – SSBD (Downtown)
- 5) Artisan Hall – Retail – SSBD (Downtown)
- 6) Attorney – Professional Services – SSBD (Downtown)
- 7) 989Radio – Professional Services – Corridor Business District (US23)
- 8) Dudley’s Diner – Retail/Restaurant – B2 (US23)
- 9) Top Tree Provisioning – Retail and Agriculture – Flight District/F41

Businesses Lost/Vacancy Created -

- 1) Jenies Weenies – Retail/Restaurant – B2 (US23)
- 2) Auto Value – Retail – Corridor Business District (US23)
- 3) White Interiors – Retail – Corridor Business District (US23)
- 4) Family Video – Retail – Corridor Business District (US23)

***Total Net Building Absorption = +4***

New Investment Started or Completed -

- 1) ATD Investments – Multi-Family (2 of 8 apartment buildings) – Flight District
- 2) Perimeter Lot Holdings – Agricultural Processing – Flight District
- 3) Alcona Health Center – Healthcare – SSBD (Downtown)
- 4) Kalitta Hanger – Manufacturing/Tech – Flight District

## **6.0 2022 Goals:**

The EIC will continue its focus on the PlaceLEAP Strategies Implementation, RRC and activities performed specifically by the Economic Improvement Director. In addition to strategies currently in progress, we will place an emphasis on the following new goals:

### **6.1 PlaceLEAP Implementation Plan - Community:**

#### **6.1.1 Objective 1 – Implement Commercial Property Database**

Establish a web-based platform that will track all commercial properties within the Township that are available for lease or sale, regardless of ownership. All properties will be eligible to be included. This will streamline the investor process for understanding our market and knowing what is available. It will also expand our marketing reach online.

#### **6.1.2 Objective 9 – Manufacturing Attraction Program:**

The EIC will continue to move the community forward in competing for new investment opportunities. These tasks may include rezoning property for industrial use, engaging in leads presented through our relationships with the MEDC, securing grants for infrastructure or improving our industrial tax abatement program.

**6.1.3 Objective 3 – Facilitate the Creation of More Rental Housing:**

The EIC will continue its effort to recruit and facilitate development opportunities that meet the existing demand for rental housing.

**6.2 PlaceLEAP Implementation Plan - Downtown:**

**6.2.1 Objective 3 – Create Vibrancy Grants:**

Launch and fully execute a new Vibrancy/Facade Grant program in the SSBD zone to encourage investment and beautification of the existing buildings.

**6.2.2 Objective 5 – Create More Public Art + Murals:**

Through collaboration and the work of the Art Sub-committee, the EIC will complete at least 2 new vinyl banners and a walkable art path in the downtown in 2022.

**6.2.3 Objective 6 – Encourage Micro + Pop-Up retail:**

Work with existing building owners to explore and facilitate subdividing commercial space for use in micro retail establishments and identify areas in the community where pop retail could be a draw for tourism.

**6.3 MEDC Redevelopment Ready Community Certification Compliance:**

We anticipate achieving the RRC designation in the first quarter of 2022. With certification comes several tasks and processes that must be completed to be compliant and maintain the RRC designation. The EIC will take the lead on these compliance items to include:

- 1) Plans: Master Plan - Zoning Director will track and report out on Master Plan goals on a quarterly basis.
- 2) Capital Improvement Plan – The community maintains a capital improvement plan that is updated and incorporated into the annual budget.
- 3) Public Participation Plan – Engage public opinion through the use of surveys and public town hall meetings.
- 4) Internal Review Process – The IRP has been established with a designated team that reviews various items as to the inner workings of the zoning and development processes for the Township. Specifically,

the IRPT annually reviews the (3.6) Fee Schedule and (3.10) Continued Improvement.

- 5) Training Strategy – All Board and Commission members fulfill their requirement of 6 hours of training.
- 6) Economic Development Strategy – Strategy is updated and published annually.

#### **6.4 Additional Responsibilities - Economic Improvement Director:**

##### **6.4.1 Marketing the Community:**

Marketing, branding, and promoting the community never ends. The EIC will continue to use the brand identity accepted in 2019 and promote the community for investment opportunities, but also as a four season travel destination in the State of Michigan.

##### **6.4.2 Township Owned Property Disposition:**

The EIC and the Economic Improvement Director will be the lead for the disposition of Oscoda Township owned property by either self-promotion or engaging the services of a third-party real estate broker. The Economic Improvement Director will facilitate the offer and acceptance process through the Township Board.

##### **6.4.3 New Business/New Investment Projects:**

The EIC Director will continue to monitor growth opportunity and engage in assisting new business and new capital investors.

##### **6.4.4 Grants Programs and Project Identification:**

Work towards having new community investment projects identified and in a “ready for funding” status so the Township may leverage the myriad of grants and funding opportunities, existing and future.

##### **6.4.5 PlaceLEAP Strategies Review and Place+Main Update:**

Using funds already approved in the 2022 budget, rehire Place + Main to:

- 1) Review our progress from the 2019 Community Strategy and PlaceLEAP documents
- 2) Hold public meetings to ascertain our goals and objectives for the next three years
- 3) Develop the 2023 Community Strategy and PlaceLEAP strategy documents.

#### **6.4.6 Public Participation and Stakeholder Meetings:**

Conduct at least 1 public opinion survey to gather public opinion on targeted topics (RRC action item) and hold at least 1 Stakeholder meeting to gather input from the small commercial businesses and businesses operating on the base.

#### **6.4.7 Brownfield Redevelopment Authority:**

As designated in the Ordinance creating the Economic Improvement Committee, the EIC will be the lead for projects and efforts that fit a brownfield designation.



Charter Township of Oscoda  
110 South State Street  
Oscoda, Michigan 48750  
Office of Supervisor: (989)739-3211  
Office of Clerk: (989)739-4971  
Office of Treasurer: (989)739-7471  
Office of Superintendent: (989)739-8299  
Fax: (989)739-0034

## Resolution Number 2019-20

### Oscoda Township Economic Improvement Committee

**Whereas**, the Charter Township of Oscoda has identified the need for major economic growth and sustainability and the need to establish a committee to facilitate this endeavor.

**Whereas**, this committee shall serve under the Charter Township of Oscoda Board of Trustees and work alongside the Oscoda Township Planning Commission and State and National economic improvement agencies to ensure coordinated efforts and plans.

**Whereas**, the mission of the Oscoda Township Economic Improvement Committee is to be a catalyst for economic development and foster a strong economic environment which supports businesses and nurtures growth and new investment in The Charter Townships of Oscoda. The Oscoda Township Economic Improvement Committee is dedicated to promoting and facilitating economic development and to improve quality-of-life by increasing its economic base and encourage new business growth and promote retention of current businesses for the Township as whole.

**Whereas**, the vision is to lead the State of Michigan and Northeastern Michigan with an innovative and sustainable economy while attracting new businesses and expertise to enjoy our unique lifestyle. This committee will set the standard in economic growth as a leader promoting investment and development and is responsible for providing leadership for the Township's economic growth strategy. It will create and implement an Economic Development Strategy, design and employ a Downtown Redevelopment Plan, develop and apply a Community Marketing Strategy and Branding System, qualify and retain Redevelopment Ready Communities Certification, oversee all Brownfield Redevelopment Authority activities, and encourage investment in the Township's Opportunity Zone (or any of the listed subsequent replacement programs), and work to succeed in its mission by the year 2030.

**Now, therefore be it resolved**, the Charter Township of Oscoda creates an Economic Improvement Committee effective 25 June 2019.

**Now, therefore be it further resolved**, that by resolution of this Township, the Township Board shall create this committee and make the necessary appointments to comprise the committee's membership as provided herein. The committee's board shall be comprised of five township residents who will meet at a minimum of once per month. These board members will serve on four-year staggered terms to ensure continuity. To maintain adequate cross representation, at a minimum: one board member shall be one of the Oscoda Board of Trustees (including any of the seven board members), one shall be an Oscoda Township Planning Commissioner, and one shall be a resident of Oscoda Township. The other vacant positions may be filled by Oscoda Township residents whether from another government board or not. The board may add an alternate position who only has voting and deliberation abilities while filling a vacant position, or has deliberation rights while serving on a development committee subcommittee or advisory committee. Board members shall be appointed by the Oscoda Township Supervisor and approved by the Charter Township of Oscoda Board of Trustees.

**Be it further resolved**, that if a signature is necessary pursuant to the items as set forth within the above resolution, this resolution hereby authorizes the Township Supervisor and the Township Clerk to jointly sign as it concerns any such documents.

Moved by: \_\_\_\_\_.

Supported by: \_\_\_\_\_.

Yeas: \_\_\_\_\_.

Nays: \_\_\_\_\_.

Absent: \_\_\_\_\_.

Adopted this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

#### CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Township Board of the Charter Township of Oscoda, County of Iosco, and State of Michigan, at a meeting held on \_\_\_\_\_, the original of which is on file in my office and available to the public. Public notice of said meeting was given pursuant to and in compliance with the Open Meetings Act, Act No. 267 of the Public Acts of Michigan 1976, including in the case of a special or rescheduled meeting, notice by posting at least eighteen (18) hours prior to the time set for said meeting.

Dated: \_\_\_\_\_

\_\_\_\_\_  
John Nordeen, Township Clerk

# Oscoda Township

## Downtown- Implementation Plan

STATUS COLOR LEGEND & TOGGLE

Not Started	In Progress	Delayed	Complete
ON	ON	ON	ON

OBJECTIVE	LOCAL GOAL(S)	REGIONAL GOAL(S)	STATUS	OWNER	ANTICIPATED		ACTUAL		Success Measurement
					START DATE	END DATE	START DATE	END DATE	
1. Create Vacant Building Registry	1, 6	1, 3	Complete	Superintendent		12/31/2019			Registry adopted and enforced
1.A. Research Vacant Building Registry ordinances (examples)	1, 6	1, 3	Complete	Superintendent					
1.B. Create Oscoda-Specific Registry Ordinance	1, 6	1, 3	Complete	Superintendent					
1.C. Planning Commission Recommends Registry	1, 6	1, 3	Complete	Superintendent					
1.D. Township Board Adopts Registry	1, 6	1, 3	Complete	Superintendent					
1.E Inventory Vacant Buildings	1,6	1,3	Complete						
2. Create a parking management plan	1, 7	1	Complete	Superintendent + Economic Improvement Director		12/31/2025			Parking Management Plan Created
2.A. Map all available parking in downtown (detailed- number of spaces, condition, ownership, etc)	1, 7	1	Complete	Superintendent + Economic Improvement Director					
2.B. Create map of public spaces and promote	1, 7	1	Complete	Superintendent + Economic Improvement Director					
2.C. Conduct survey or use/vacancy times	1, 7	1	Complete	Superintendent + Economic Improvement Director					
2.D. Work with property owners to evaluate parking needs	1, 7	1	Complete	Superintendent + Economic Improvement Director					

2.E. Determine what options Township could use to better manage parking supply (ownership, lease, trade) based on current and projected needs	1, 7	1	Complete	Superintendent + Economic Improvement Director					
2.F. Determine what spaces may be better utilized as development rather than parking	1, 7	1	Complete	Superintendent + Economic Improvement Director					
3. Create Vibrancy Grants	1, 6	1	In Progress	Economic Improvement Director		6/1/2020			At least three grants awarded
3.A. Meet with local property/business owners about potential parameters (uses, general design, matching funds, timing) to narrow down focus	1, 6	1	In Progress	Economic Improvement Director					
3.B. Create program parameters and identify funding	1, 6	1	In Progress	Economic Improvement Director					
3.C. Township Board Approves Parameters	1, 6	1	Not Started	Economic Improvement Director					
3.D. Create intake and scoring process (if needed)	1, 6	1	Not Started	Economic Improvement Director					
3.E. Market program to property/business owners	1, 6	1	Not Started	Economic Improvement Director					
3.F. Determine which properties/business will be funded	1, 6	1	Not Started	Economic Improvement Director					
3.G. Board Approves Funding	1, 6	1	Not Started	Economic Improvement Director					
3.H. Execute grants/purchases	1, 6	1	Not Started	Economic Improvement Director					
3.I. Celebrate completion (ribbon cutting, press release, add to "what's new" communications	1, 6	1	Not Started	Economic Improvement Director					
4. Improve Walkability + Traffic Calming	1, 7	1, 11	Complete	Superintendent + Economic Improvement Director		12/31/2029			At least five crosswalks newly marked
4.A. Meet with MDOT Region Office to determine how local streets can interface with US-23	1, 7	1, 11	Complete	Zoning Administrator					

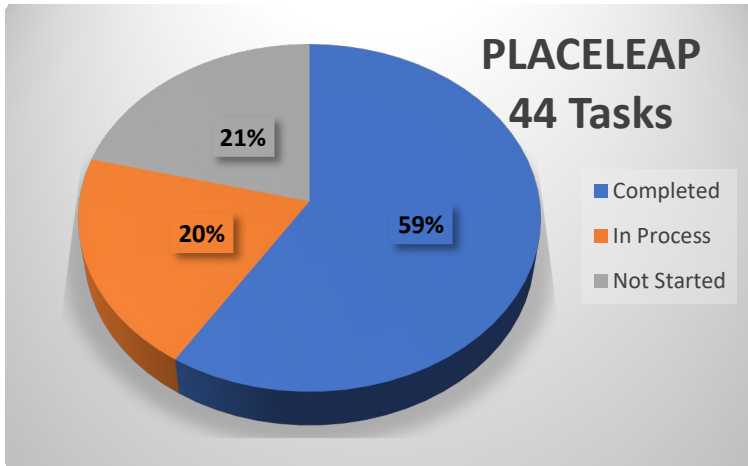
4.B. Identify local street crossings in downtown	1, 7	1, 11	Complete	Zoning Administrator					
4.C. Identify potential designs for crosswalks	1, 7	1, 11	Complete	Superintendent + Economic Improvement Director					
4.D. Work with DPW and public to determine what designs/stencils should be used in crosswalks	1, 7	1, 11	Complete	Superintendent + Economic Improvement Director					
4.E. Implement new crosswalk designs	1, 7	1, 11	Complete	Superintendent + Economic Improvement Director					
4.F. Work with MDOT to determine what streetscape modifications could be made to calm traffic	1, 7	1, 11	Complete	Zoning Administrator					
4.G. Work with MDOT to identify funding/budget for improvements	1, 7	1, 11	Complete	Zoning Administrator					
4.H. Execute improvements	1, 7	1, 11	Complete	Superintendent + Economic Improvement Director					
5. Create More Public Art + Murals	1, 4	1, 9	Complete	Economic Improvement Director		3/31/2021			At least three new pieces of public art installed
5.A. Create a "Where Would You Like Art?" social media campaign to have residents, businesses, and property owners post pictures of where they would like to see public art	1, 4	1, 9	Complete	Economic Improvement Director					
5.B. Work with property owners to determine willingness to participate	1, 4	1, 9	Complete	Economic Improvement Director					
5.C. Get public feedback to determine location(s) or art installments and determine mediums	1, 4	1, 9	Complete	Economic Improvement Director					
5.D. Solicit artists to send proposals	1, 4	1, 9	Complete	Economic Improvement Director					
5.E. Determine which art will be installed and where	1, 4	1, 9	Complete	Economic Improvement Director					

5.F. Execute contract with artists	1, 4	1, 9	Complete	Economic Improvement Director					
6. Create Archway to connect downtown to beachfront	1, 7	1	In Progress	Superintendent		12/31/2022			Gateway Created
6.A. Determine Right-of-Way conditions	1, 7	1	In Progress	Superintendent					
6.B. Design sign to meet ROW conditions and location	1, 7	1	In Progress	Superintendent					
6.C. Have archway created	1, 7	1	Not Started	Superintendent					
6.D. Install archway	1, 7	1	Not Started	Superintendent					
7. Encourage Micro + Pop-Up Retail	1, 4, 6	1, 3	In Progress	Economic Improvement Director		3/31/2021			At least two new retailers downtown
7.A. Meet with vacant property owners to explain and determine openness to either concept	1, 4, 6	1, 3	In Progress	Economic Improvement Director					
7.B. Once willingness is established, work with property owners to determine potential rent rates for pop-up retail	1, 4, 6	1, 3	Not Started	Economic Improvement Director					
7.C. Once willingness is established, determine which property owners would consider demising walls to create micro-retail spaces	1, 4, 6	1, 3	Not Started	Economic Improvement Director					
7.D. Consider micro-retail space alternatives (sheds, containers, etc) to existing buildings if owners not interested. Possible sites would be sheds at Furtaw Field or property near beach	1, 4, 6	1, 3	Not Started	Economic Improvement Director					
7.E. Promote potential pop-up retail sites	1, 4, 6	1, 3	Not Started	Economic Improvement Director					
7.F. If property owners are interested, determine best locations for micro retail and estimated costs for demising walls	1, 4, 6	1, 3	Not Started	Economic Improvement Director					

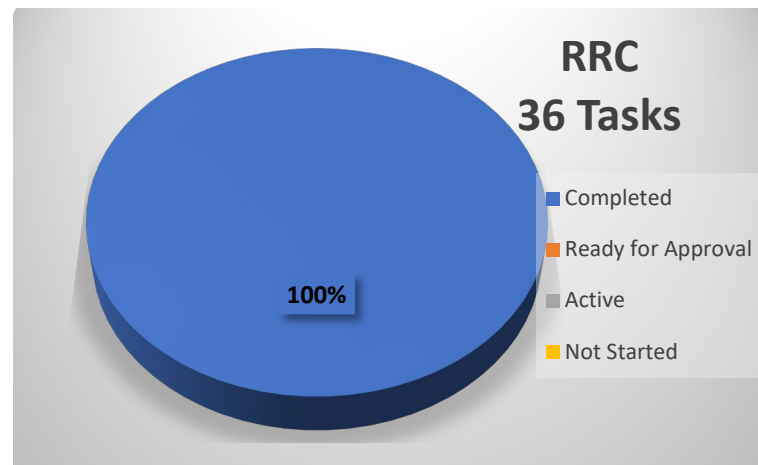
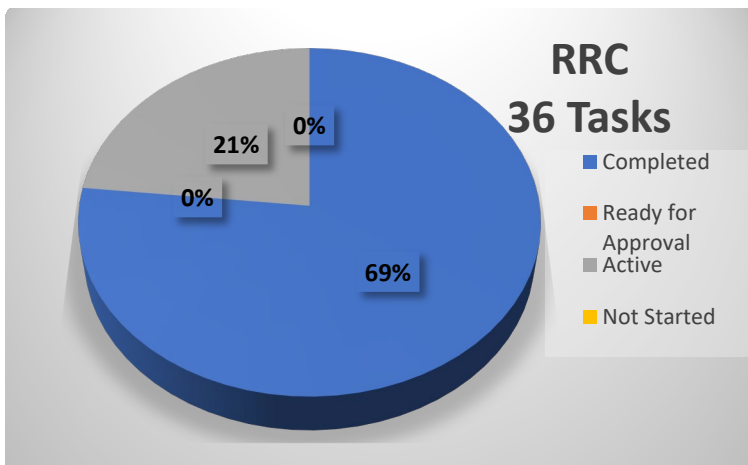
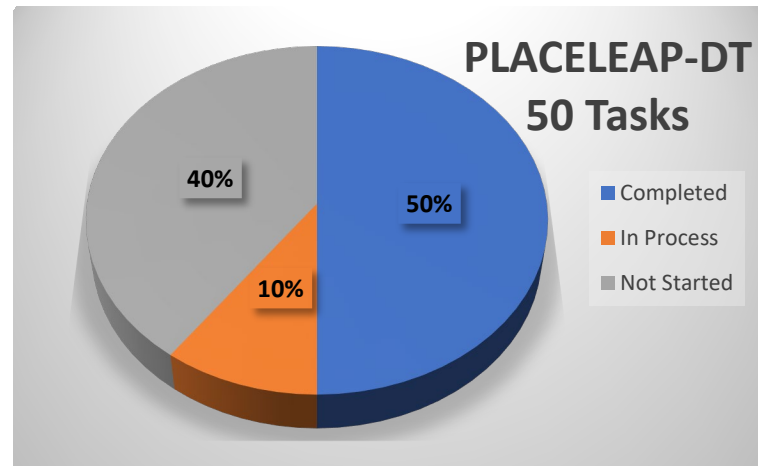
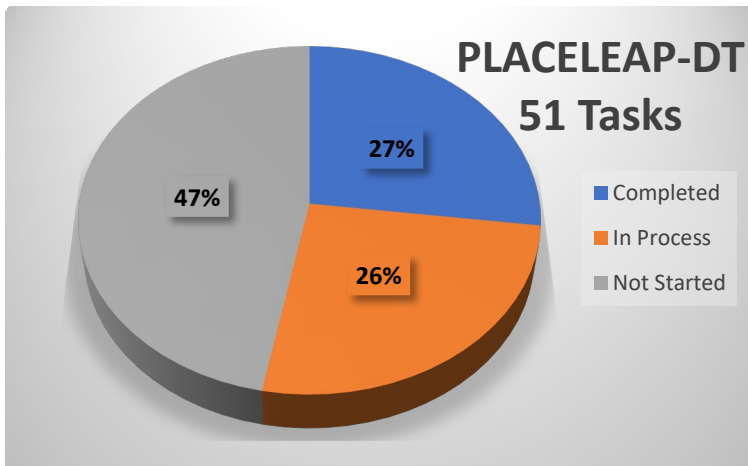
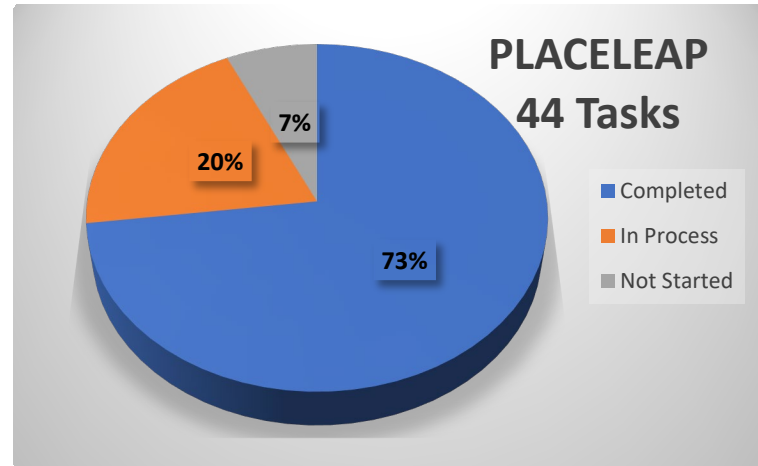
7.G. Create grants for demising wall recipients	1, 4, 6	1, 3	Not Started	Economic Improvement Director					
7.H. If no property owners interested, determine costs to create new spaces on vacant property	1, 4, 6	1, 3	Not Started	Economic Improvement Director					
7.I. Using farmers market model, determine rules for micro retail users and rent	1, 4, 6	1, 3	Not Started	Economic Improvement Director					
7.J. Pre-lease micro-retail space	1, 4, 6	1, 3	Not Started	Economic Improvement Director					
7.K. Purchase and install sheds/containers for village	1, 4, 6	1, 3	Not Started	Economic Improvement Director					
7.L. Celebrate opening and market retail	1, 4, 6	1, 3	Not Started	Economic Improvement Director					

# ECONOMIC IMPROVEMENT ANNUAL REPORT

JANUARY 1, 2021



DECEMBER 31, 2021



# Oscoda Township

## Economic Development Strategy- Implementation Plan

STATUS COLOR LEGEND & TOGGLE

Not Started	In Progress	Delayed	Complete
ON	ON	ON	ON

OBJECTIVE	LOCAL GOAL(S)	REGIONAL GOAL(S)	STATUS	OWNER	ANTICIPATED		ACTUAL		Success Measurement
					START DATE	END DATE	START DATE	END DATE	
1. Create Inventory of Available Property	4, 6	3, 4	Complete	Economic Improvement Director		3/31/2020	12/1/2019		Inventory created and posted online
1.A. Identify Properties Currently for Sale	4, 6	3, 4	Complete	Economic Improvement Director			12/1/2019		
1.B. Gather Data from Realtors on Available Property	4, 6	3, 4	Complete	Economic Improvement Director			12/1/2019		
1.C. Create Custom PDF Fact Sheets/Packets on Each Property	4, 6	3, 4	Complete	Economic Improvement Director			12/1/2019		
1.D. Post on Township Website	4, 6	3, 4	Complete	Economic Improvement Director					
1.E. Identify Vacant Parcels Zoned Commercial, Industrial	4, 6	3, 4	Complete	Economic Improvement Director			12/1/2019		
1.F. Contact Owners to Determine Interest/Price	4, 6	3, 4	Complete	Economic Improvement Director					
2. Launch Initiative	4, 5, 6	1, 8	Complete	Superintendent + Airport Manager		2/1/2020			Oscoda chosen as Michigan Representative
2.A. Work with Michigan Association of Aeronautics Manufacturers (MAMA) on site location package for Wurtsmith	4, 5, 6	1, 8	Complete	Superintendent + Airport Manager					
2.B. Market the Site to Potential Commercial Space Port Businesses	4, 5, 6	1, 8	Complete	Superintendent + Airport Manager					
3. Facilitate the Creation of More Rental Housing	2, 4	1, 9	In Progress	Economic Improvement Director		12/31/2021	12/15/2019		36 new units created

3.A. Using Inventory in Objective 1, create general marketing material and mailers to potential developers and MCP focusing on opportunities in Oscoda	2, 4	1, 9	Complete	Economic Improvement Director		2/28/2020	12/15/2019		
3.B. Using Inventory in Objective 1, create custom packages for potential developers focusing on rental (rent rates, construction costs, potential incentives)	2, 4	1, 9	In Progress	Economic Improvement Director		5/1/2019	12/15/2019		
3.C. Work with local Realtors and Property Owners to create a Request for Qualifications (RFQ) aimed at potential developers with scoring to determine "what a good developer is"	2, 4	1, 9	In Progress	Economic Improvement Director		5/1/2019			
3.D. Market RFQ to local builders and statewide developers	2, 4	1, 9	In Progress	Economic Improvement Director					
3.E. Evaluate RFQ Responses	2, 4	1, 9	In Progress	Economic Improvement Director					
3.F. Select Developer	2, 4	1, 9	In Progress	Economic Improvement Director					
4. Facilitate the Creation of More Single Family Housing	2, 4	1, 9	Not Started	Economic Improvement Director		12/31/2025			24 new single family units created
4.A. Using Inventory in Objective 1, create custom packages for potential developers focusing on rental (rent rates, construction costs, potential incentives)	2, 4	1, 9	Not Started	Economic Improvement Director					
4.B. Work with local Realtors and Property Owners to create a Request for Qualifications (RFQ) aimed at potential developers with scoring to determine "what a good developer is"	2, 4	1, 9	Not Started	Economic Improvement Director					
4.C. Market RFQ to local builders and statewide developers	2, 4	1, 9	In Progress	Economic Improvement Director					
5. Adopt Form-Based Code	1, 2, 6	1, 7	Complete	Economic Improvement Director		6/1/2020		12/15/2019	Form-Based Code adopted
5.A. Work with Beckett Raeder to finalize draft form-based code for downtown	1, 2, 6	1, 7	Complete	Economic Improvement Director				11/15/2019	
5.B. Planning Commission adopts code	1, 2, 6	1, 7	Complete	Economic Improvement Director				12/1/2019	

5.C. Township Board adopts code	1, 2, 6	1, 7	Complete	Economic Improvement Director				12/15/2019	
6. Create Regional Opportunity Partnership	2	2, 11	Complete	Economic Improvement Director		12/31/2021			At least two other communities join partnership
6.A. Work with NEMCOG to identify other local governments for partnership	2	2, 11	Complete	Economic Improvement Director			12/1/2019		
6.B. Gather market data and potential sites for housing development	2	2, 11	Complete	Economic Improvement Director					
6.C. Create a showcase event for potential developers	2	2, 11	Not Started	Economic Improvement Director					
7. Talent Onboarding	4	1, 9	In Progress	Chamber + CVB		6/1/2020	12/19/2019		Packet created and distributed monthly; gathering held monthly
7.A. Develop Welcome Packet	4	1, 9	Complete	Chamber + CVB		4/1/2019	12/19/2019		
7.B. Recruit Sponsors for Packet (coupons, mailing costs, etc.)	4	1, 9	Complete	Chamber + CVB		4/1/2019	12/19/2019		
7.C. Distribute Packets to New Residents (via Realtors and Kalitta)	4	1, 9	Complete	Chamber + CVB		4/1/2019	12/19/2019		
7.D. Create Monthly Gathering for new residents	4	1, 9	Complete	Chamber + CVB		4/1/2019	12/19/2019		
7.E. Recruit sponsors for monthly gathering	4	1, 9	Complete	Chamber + CVB		4/1/2019	12/19/2019		
7.F. Invite new residents (via Kalitta, Realtors)	4	1, 9	Complete	Chamber + CVB		4/1/2019	12/19/2019		
7.G. Work with Realtors, CVB, and Chamber to create a Quarterly Familiarization Tour highlighting things/places to know.	4	1, 9	In Progress	Chamber + CVB		4/1/2019	12/19/2019		
8. Conduct Retention Program	1, 4	3, 8	Complete	Economic Improvement Director		Ongoing	11/15/2019		10 Visits per calendar year
8.A. Identify the 10 largest employers in Oscoda	1, 4	3, 8	Complete	Economic Improvement Director			12/15/2019		

8.B. Visit each of the 10 at least annually to see what the Township can do to assist	1, 4	3, 8	Complete	Economic Improvement Director		4/1/2019	11/15/2019		
9. Manufacturing Attraction Program	1, 4	3, 8	Complete	Economic Improvement Director		Ongoing	12/1/2019		Marketing materials created and posted online
9.A. Using the inventory from Objective 1, create marketing pieces for industrial property	1, 4	3, 8	Complete	Economic Improvement Director			12/1/2019		
9.B. Use marketing pieces to respond to inquiries for sites	1, 4	3, 8	Complete	Economic Improvement Director					
9.C. Work with existing largest employers to identify potential suppliers/customers who may benefit from being located closer by.	1, 4	3, 8	Complete	Economic Improvement Director					
10. Create a Revolving Loan Fund (RLF)	1, 4, 5, 6	3, 4	Complete	Economic Improvement Director		9/30/2021			Fund created
10.A. Create a RLF Committee with members from lenders in the community	1, 4, 5, 6	3, 4	Complete	Economic Improvement Director					
10.B. Appropriate match for grant	1, 4, 5, 6	3, 4	Complete	Economic Improvement Director					
10.C. Apply + Obtain for RLF grant through USDA-RD	1, 4, 5, 6	3, 4	Complete	Economic Improvement Director					
10.D. Promote RLF to local businesses	1, 4, 5, 6	3, 4	In Progress	Economic Improvement Director					
11. CVB Increase Room Assessments to 5%	3, 4, 6	1	Complete	CVB		12/31/2020	12/1/2019		Assessment adopted
11.A. Calculate potential budgeting impacts of increasing assessment to 5%	3, 4, 6	1	Complete	CVB					
11.B. Meet with CVB members to discuss possibility to increase assessment, including draft budget showing how funds would be used	3, 4, 6	1	Complete	CVB			12/19/2019		
11.C. Conduct vote of Members	3, 4, 6	1	Complete	CVB					

11.D. Enact new assessment	3, 4, 6	1	Complete	CVB					
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