



AGENDA
CHARTER TOWNSHIP OF MERIDIAN
Downtown Development Authority

Special Meeting
December 6, 2021 7:30AM
Municipal Building
5151 Marsh Road, Okemos



1. CALL MEETING TO ORDER
2. ROLL CALL
3. MISSION: The Meridian Township DDA mission is to beautify and revitalize downtown Okemos as a very desirable place to shop, live, and do business. It is a commitment to promoting and improved quality of life by creating a friendly, walkable community embracing the natural aesthetics of the river and parks.
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES – OCTOBER 4, 2021
6. PUBLIC REMARKS
7. FINANCIAL REPORT
 - A. Monthly Financials
8. AUTHORIZATION OF PAYMENTS
 - A. Consumers Energy Bill November 2021
9. OLD BUSINESS
10. NEW BUSINESS
 - A. 2022 Calendar Dates
11. REPORTS
 - A. Township Board
 - B. Planning Commission
 - C. Chair
 - D. Staff
12. OPEN DISCUSSION/BOARD COMMENTS
13. PUBLIC REMARKS
14. NEXT MEETING DATE
 - A. January 3, 2022, 7:30am – Town Hall Room, 5151 Marsh Road, Okemos
15. ADJOURNMENT



Charter Township of Meridian
Downtown Development Authority (DDA)
Municipal Building, 5151 Marsh Rd., Okemos, MI 48864
Monday, October 4, 2021 – Minutes

Members

Present: Susan Fulk, Renee Korrey, Bill Cawood, Tom Stanko, and Peter Campbell

Members

Absent: Scott Weaver, Supervisor Ron Styka, Jim Raynak, and Jim Spanos

Staff

Present: Neighborhoods & Economic Development Director Amber Clark and Township Manager Frank L. Walsh

Others

Present: Planning Commissioner Mark Blumer, Trustee Patricia Jackson and Treasurer Deschaine(joined at 8:15am)

1. CALL MEETING TO ORDER

Chair Korrey called the meeting to order at 7:34 am and read the mission statement.

2. APPROVAL OF THE AGENDA

MOTION BY MEMBER CAWOOD TO APPROVE THE AGENDA. SUPPORTED BY MEMBER FULK. MOTION APPROVED 5-0.

3. APPROVAL OF MEETING MINUTES OF AUGUST 25, 2021

MOTION BY MEMBER FULK TO APPROVE THE MINUTES. SUPPORTED BY MEMBER STANKO. MOTION APPROVED 5-0.

4. PUBLIC REMARKS

None.

5. FINANCIAL REPORT

A. Monthly Financials

Director Clark reported that the current cash on hand is \$58,345. The DDA mortgage note is \$124,500 and the signatures for the loan termination documents are signed. The total year to date (YTD) is (\$66,155). YTD tax capture is 16,972.

6. AUTHORIZATION OF PAYMENTS

A. Consumers Energy Bill September 2021

MOTION BY MEMBER CAWOOD TO APPROVE THE PAYMENTS OF THE SEPTEMBER 2021 CONSUMERS ENERGY BILL IN THE AMOUNT OF \$189.34 SUPPORTED BY MEMBER CAMPBELL. MOTION APPROVED 5-0.

7. OLD BUSINESS

A. Village of Okemos Update

Director Clark began review of the item by clarifying, Village of Okemos LLC will be the formal entity title and moving forward Tru North is no longer associated with the project. Will Randle previously represented Tru North and they are no longer affiliated with the project. Village of Okemos LLC team's memo requests for the Township to commit financial support of the project. The memo indicates that the Village of Okemos development will create about \$8.5 Million dollars in tax increment that can be used by the developer and the DDA body for the project. The developer is requesting the use of \$2.5 Million for infrastructure work on Ardmore, Clinton and Hamilton roads. The developer also requests an additional \$2.3 Million from the Meridian Redevelopment Fund to support additional street infrastructure for the project. The funds from the redevelopment fund will be reimbursed by the DDA TIF funding over time.

Manager Walsh spoke to the DDA members to remind them of the long history of working with this development team. Years ago the same team for the Village of Okemos, came to the Township with a concept for what is the Elevation Apartments project. That is great project that supports employees for Delta Dental and Jackson National Life; almost fully occupied market rate residential development. The same group promised a grocery market in the south of town where the old Value Tire store sits. Before the Elevation project was complete the market concept was removed from the project. Some in the community feel like it is a bait and switch tactic to build residential with higher density and withdraw the commercial elements. The Township has designated the four corners area with the ability to build as dense and as high as feasibly necessary. The development team came in July with a request to reduce the commercial nonresidential space and the Township board would not support the request. The Township has come very far and is committed to assisting a developer with creating a new downtown as long as the intended vision of commercial corridor on Okemos road is met.

Director Stanko thanked Manager Walsh for the overview and appreciated that the facts are being presented.

Director Cawood brought up a concern related to the 18' hole in the complex that is surrounded by fencing. Director Cawood asked how long it can stay that way or what should be done to fill that hole in? What steps should we take to be able to manage that issue?

Director Clark discussed that hole was excavated during the demolition by the State as the property at the time of application for State funding for site cleanup that particular parcel was abandoned and not owned by anyone. The State took on the responsibility for removal of the contamination during demolition. The location of that hole may become the new entrance to the basement level space when the project is completed. Director Clark explained the hole still contains contaminants and to back fill it would mean whatever was used as back fill would have to be removed during construction and cleaned again. Future discussion may have to happen with the Michigan Department of Environment Great Lakes and Energy to determine the future of that hole should things continue to stagnate.

Director Campbell asked how much of the commercial space has been reduced on the project? Director Clark clarified that though the developers requested to reduce the commercial/nonresidential space, the Township board did not approve the reduction. The developers are committed to building commercial along Hamilton roads for approximately 28,800 sq. ft.

Director Clark added the request of the developer is for the TIF payments to come to the developer first and the DDA would not get paid back until year 2033 (11 years) after the development is completed.

Commissioner Blumer asked if the Township has time commitments associated with development approvals. Director Clark stated there are timelines associated with approvals however that comes with a signed development agreement.

B. DDA TIF Application Review

Director Clark suggests with the website changes for the commissioners to review the DDA TIF Application for format so that it can be placed on the website with updated information. The content and requested items of the application are in order Director Clark is requesting a review for misspellings, name changes etc.

Chair Korrey stated how much work went into the application with the work of the current DDA members, Township board members and others. She invites members to look for grammatical errors and keep the content of the application as is.

8. NEW BUSINESS

A. DDA Incentives for Retention, Attraction and Expansion Discussion

Director Clark stated as a part of the main street program, thriving DDA's work to establish goals to better improve their districts. Currently there isn't a formal business attraction, expansion and retention program in the DDA. Director Clark included two Mainstreet Michigan articles for members to review, Business Development and Fund Development toolkits. Within the coming months the DDA members will approve a program to better understand the current businesses in the district, create a plan to assist them and help them expand. One program that returns annually is the Match on Main program that helps a business that is new relocate to a DDA or help a business within a DDA expand. No motion necessary as there is nothing to approve just discussion.

9. REPORTS

A. Township Board

Treasurer Deschaine reported the following:

- The Board voted to move forward with the Sparrow rezoning at Jolly and Kansas Road
- Reviewing and approving the Citizen's Survey
- Residents are collecting signatures to put recreational marijuana on the ballot

B. Township Manager

Manager Walsh reported the following:

- Thank you to the DDA for making Mark Kieselbach's retirement party special
- Welcome to Director Schmitt

- 2020 Audit was positive and showed growth in our fund balance to \$10 million
- Assessor is stepping down and working for East Lansing full-time. We have hired Ashley Winstead as the new Assessor beginning on June 28, 2021. She is currently serving as the Assessor for the City of Howell.
- Working on a new building agreement with the City of Mason
- Local road work is underway
- Working on cybersecurity
- Police awards will be on June 24th at 6:00pm at the Marketplace on the Green
- Township is fully re-opened
- Solar program will be underway soon at the Service Center

C. Planning Commission

Planning Commissioner Mark Blumer provided a summary of recent Planning Commission activities.

D. Chair Report

Looking forward to working with Director Clark and the DDA members on external communication regarding the Village of Okemos project changes.

E. Staff Report

Director Schmitt introduced himself. He plans on updating the sign ordinance as one of his first projects.

Director Clark shared that Consumers Energy will be offering two \$250,000 grants to two communities for neighborhood revitalization or arts and culture. The letter of intent is due on June 18, 2021. She is gathering ideas for the grant.

10. OPEN DISCUSSION/BOARD COMMENTS

None.

11. PUBLIC REMARKS

None.

12. NEXT MEETING DATE

- a. November 1, 2021, 7:30am

13. ADJOURNMENT

The meeting adjourned without objection.

Providing a safe and welcoming, sustainable, prime community.



A PRIME COMMUNITY
meridian.mi.us

Meridian Twp DDA
Preliminary Financial Statements
 Period Ending 10/31/2021 - UNAUDITED

BALANCE SHEET

Year to Date

ASSETS			
Cash			\$58,046.97
Due from General Fund			\$0.00
Taxes Receivable			\$0.00
Accounts Receivable			\$0.00
Prepaid Expense			\$0.00
TOTAL ASSETS			\$58,046.97
LIABILITIES			
Accrued Interest Payable			\$0.00
Due to General Fund			\$0.00
Unearned Revenue			\$0.00
Deferred Inflows of Revenue			\$0.00
LT Note Payable			\$0.00
TOTAL LIABILITIES			\$0.00
FUND BALANCE			
Fund Balance 12/31/20			(\$83,407.36)
2021 YTD Net Income			\$141,454.33
TOTAL FUND BALANCE			\$58,046.97
TOTAL LIABILITIES & FUND BALANCE			\$58,046.97

INCOME STATEMENT

REVENUES	<u>Sept</u>	<u>Oct</u>	<u>Year to Date</u>
Tax Capture	\$0.00	\$0.00	\$16,972.41
PPT Reimbursement	\$0.00	\$0.00	\$0.00
Grants	\$0.00	\$0.00	\$0.00
DDA Downtown Events/Donations	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00
Investment Gain/Losses	\$0.00	\$124,500.00	\$124,500.00
TOTAL REVENUE	\$0.00	\$124,500.00	\$141,472.41
EXPENDITURES			
Operating Costs	\$189.34	\$108.69	\$952.08
Professional Consultant/Contractual Services	\$0.00	\$0.00	\$0.00
Community Projects	\$0.00	\$0.00	\$0.00
Communications	\$0.00	\$0.00	\$0.00
Conferences	\$0.00	\$0.00	\$0.00
Special Events - Celebrate Expenses	\$0.00	\$0.00	\$0.00
Tax Appeal Refunds	\$0.00	\$0.00	\$0.00
Interest on Loan	\$0.00	\$0.00	(\$934.00)
TOTAL EXPENDITURES	\$189.34	\$108.69	\$18.08
2021 Net Income	(\$189.34)	\$124,391.31	\$141,454.33

From: [Consumers Energy](#)
To: [Amber Clark](#)
Subject: Consumers Energy: Bill Ready
Date: Tuesday, November 16, 2021 1:58:05 PM

LOG IN



ACCOUNT ENDING: 2681
2167 HAMILTON RD OKEMOS MI 48864-1643

Your Consumers Energy Bill Is Available

Amount Due

\$135.95

Due Date: December 7, 2021

Your account is on Auto-pay.

[LOG IN TO VIEW & PAY YOUR BILL](#)

Thank you for your last payment of \$116.37 on November 5.

[View Bill Inserts & Other Important Information](#)

November Energy Usage

October 14 - November 14 (32 Days)

Electric Usage Graph



[Terms & Conditions](#)

Amber Clark
Neighborhoods & Economic
Development Director
Meridian Township
Economic Development and Projects
December 2021

New Businesses Opening/Relocating

- Williams Audi Volkswagen Jolly Road
- My Eye Candy Boutique Meridian Mall
- Charlotte Russe Meridian Mall

Under Construction

- Haslett Marathon-1619 Haslett Road
- Chief Okemos Circle Condos
- Copper Creek residential neighborhood off Haslett Road
- Joe's on Jolly 2360 Jolly Road
- Buddy's Pizza 2010 Grand River Ave
- Sparrow 24 Hr Emergency Room -2446 Jolly Road
- Silverleaf Condominiums
- Woodward Way "Woda Cooper " behind Whole Foods

Approved/Not Commenced

- Newton Park Apartments Multifamily mixed use Haslett Road (SE corner Okemos/Haslett)
- Pine Village 1673 Haslett Road Commercial /Residential development *Approved Meridian Township Brownfield Plan –*
- Village of Okemos 4661 Okemos Road Commercial/Residential development *Approved EGLE Brownfield, Meridian Redevelopment Fund*

Ribbon Cuttings:

Keller Williams Okemos- December 3rd at 9:00 am
My Eye Candy Boutique – TBD
Sweet Bakery & Tea - TBD
Veterinarian Clinic "Evergreen" Clinic – TBD

Other Township Happenings



To: Meridian Economic Development Corporation

From: Amber Clark Director Neighborhoods & Economic Development

Date: December 6, 2021

Re: 2021 Calendar Resolution

History

Annually the boards and commissions in local government by resolution establish the regular meeting schedule for the body. The notices of public hearing are a requirement of the Open Meetings Act. The dates approved by the body will be our regular meeting dates, the board has the ability to call a special meeting with a motion and support by two members of the commission.

The following motion is proposed:

MOVE TO APPROVE THE 2022 MEETING SCHEDULE FOR THE DOWNTOWN DEVELOPMENT AUTHORITY OF MERIDIAN TOWNSHIP AS PROPOSED.

Attachments

- A. 2022 DDA Calendar Resolution

**Downtown Development Authority Meeting Dates
2022 Schedule**

RESOLUTION

At a regular meeting of the Downtown Development Authority of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Municipal Building, in said Township on the 6th day of December, 2021 at 7:30 AM., Local Time.

PRESENT:

ABSENT:

The following resolution was offered by _____ and supported by _____.

WHEREAS, Public Act 267 of the Public Acts of 1976 requires the publication of the meeting schedule of every municipal board at least once a year; and

WHEREAS, the Downtown Development Authority (DDA) desires to announce the time, date, and place of all regular meetings of the DDA, pursuant to the provisions of Act 267 of the Public Act of 1976.

NOW, THEREFORE, BE IT RESOLVED BY THE DOWNTOWN DEVELOPMENT AUTHORITY OF THE CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY, MICHIGAN as follows:

1. The Downtown Development Authority will meet for at least 12 regular meetings on certain Mondays, January through December in 20## in the Town Hall Room of the Township Municipal Building, 5151 Marsh Road, Okemos, MI 48864 517.853.4258.
2. The specific dates for meetings are as follows:

January	3 - regular meeting
February	7 - regular meeting
March	7 - regular meeting
April	4 - regular meeting
May	2 - regular meeting
June	6 - regular meeting
July	11 - regular meeting
August	1 - regular meeting
September	12 - regular meeting
October	3 - regular meeting
November	7 - regular meeting
December	5 - regular meeting

Downtown Development Authority
2021 Schedule

3. Meetings will begin at approximately 7:30am
4. Special meetings of the Downtown Development Authority may be called pursuant to the applicable statute.
5. Regular meetings may be canceled, recessed, or postponed by members of the Downtown Development Authority pursuant to the applicable statute.
6. A summary of this resolution stating date, place, and time shall be posted in the Meridian Municipal Building within ten (10) days after the first regularly scheduled meeting of the year in accordance with MCL 15.265.

ADOPTED: YEAS:

NAYS:

STATE OF MICHIGAN)

)ss

COUNTY OF INGHAM)

I, the undersigned, the duly qualified Chairperson of the Downtown Development Authority of the Charter Township of Meridian, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of a resolution adopted at a regular meeting of the Downtown Development Authority held on the 6th day of December, 2021.

Renee Korrey
Downtown Development Authority Chairperson