



AGENDA
CHARTER TOWNSHIP OF MERIDIAN
Downtown Development Authority
March 3, 2025 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 – FEBRUARY 2025
6. COMMUNICATIONS
7. PUBLIC REMARKS
8. FINANCIAL REPORT
 - A. Monthly Financial December
9. AUTHORIZATION OF PAYMENTS
 - A. Consumers Energy Bill March 2025
 - B. Allegra Printing Invoice 2.4.25 #140704 \$417.38
10. OLD BUSINESS
 - A. Property Condition (Discussion)
11. NEW BUSINESS
 - A. Vistaluxe Realty LLC Match On Main Application Request
 - B. 2025 Goal Development
 - C. Downtown Redevelopment Village of Okemos (Discussion)
12. OPEN DISCUSSION/BOARD COMMENTS
13. PUBLIC REMARKS
14. NEXT MEETING DATE
 - A. April 7, 2025 7:30am – Town Hall Room, 5151 Marsh Road, Okemos
 - B. TENTATIVE NEXT AGENDA ITEM: Village of Okemos (recurring item)
15. ADJOURNMENT

Individuals with disabilities requiring auxiliary aids or services should contact the Meridian Township Board by contacting:
Interim Township Manager Timothy Schmitt, 5151 Marsh Road, Okemos, MI 48864 or 517.853.4258 - Ten Day Notice is Required.
Meeting Location: 5151 Marsh Road, Okemos, MI 48864 Township Hall

Providing a safe and welcoming, sustainable, prime community.





Charter Township of Meridian
Downtown Development Authority (DDA)
Central Fire Station, 5151 Marsh Road, Okemos, MI 48864
Monday, February 3, 2025 – Minutes

Members

Present: Bill Cawood, Renee Korrey, Peter Campbell, Tom Stanko, Ron Sdao, and Angela Wright (arrived at 7:50am)

Members

Absent: Supervisor Hendrickson and Don Romain

Staff

Present: Neighborhoods & Economic Development Director Amber Clark and Executive Assistant Michelle Prinz

Others

Present: None

1. CALL MEETING TO ORDER

Secretary Campbell called the meeting to order and read the mission statement at 7:39 am.

2. APPROVAL OF THE AGENDA

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

3. APPROVAL MEETING MINUTES OF JANUARY 6, 2025

**MOTION BY MEMBER KORREY TO APPROVE THE MINUTES. SUPPORTED BY MEMBER CAWOOD.
MOTION APPROVED 5-0.**

4. COMMUNICATIONS

None.

5. PUBLIC REMARKS

None.

6. FINANCIAL REPORT

A. Monthly Financial Report

Director Clark shared the December finance statement. The \$15,000 expense for the Façade Improvement Project is listed under the Match on Main grant expense line. The current cash on hand is \$62,922. The finances were placed on file.

7. AUTHORIZATION OF PAYMENTS

A. Consumers Energy Bill February 2025

MOTION BY MEMBER KORREY TO APPROVE THE PAYMENT OF \$144.91 FOR THE FEBRUARY 2025 CONSUMERS ENERGY BILL. SUPPORTED BY MEMBER CAWOOD. MOTION APPROVED 5-0.

B. Consumers Energy Bill January 2025

The January bill will be included in the next meeting packet in March for approval.

8. OLD BUSINESS

A. Property Condition Discussion (Recurring Item)

Director Clark stated there were no code enforcement complaints or high water bills on the Clinton properties. Residents should contact code enforcement if they have any issues.

9. NEW BUSINESS

A. Authorized Signers

With the change in DDA Officers and Township Manager, the resolution of authorized signers needs to be updated with Independent Bank.

MOTION BY MEMBER STANKO TO ADOPT THE ATTACHED RESOLUTION ESTABLISHING DON ROMAIN, ANGELA WRIGHT, PETE CAMPBELL AND TIMOTHY DEMPSEY AS AUTHORIZED SIGNERS OF THE DOWNTOWN DEVELOPMENT AUTHORITY BANK ACCOUNT. SUPPORTED BY MEMBER KORREY. MOTION APPROVED 5-0.

10. OPEN DISCUSSION/BOARD COMMENTS

Member Korrey inquired about Manager Dempsey joining the DDA. Director Clark mentioned he will likely be present next month.

11. PUBLIC REMARKS

None.

12. NEXT MEETING DATE

- a. March 3, 2025, 7:30am-Township Municipal Building, Town Hall Room, 5151 Marsh Road.
- b. Tentative Next Agenda Item-2025 Goals Development and Downtown Redevelopment Village Okemos (Recurring Item)

13. ADJOURNMENT

The meeting was adjourned at 7:53 am without objection.



230 W Main St
Ionia, MI 48846

Statement Ending 01/31/2025

MERIDIAN CHARTER TOWNSHIP

Page 1 of 2

Account Number: XXXXXXXX5474

MERIDIAN CHARTER TOWNSHIP
DOWNTOWN DEVELOPMENT AUTHORITY
ACCOUNTS PAYABLE
5151 MARSH RD
OKEMOS MI 48864-1104

Managing Your Accounts

Okemos

800.355.0641

IndependentBank.com

New year, lower mortgage rate? If you're still sitting on a high interest rate, it may be time to refinance. Independent Bank offers refinancing options that could help you start 2025 off right. Visit IndependentBank.com/personal/mortgages or your local branch to learn more and get started. Subject to standard underwriting guidelines; taxes and insurance required.

Summary of Accounts

Account Type	Account Number	Ending Balance
Business Freedom Checking	XXXXXXXX5474	\$12,794.62

Business Freedom Checking - XXXXXXXX5474

Account Summary

Date	Description	Amount
01/01/2025	Beginning Balance	\$62,922.20
	0 Credit(s) This Period	\$0.00
	2 Debit(s) This Period	\$50,127.58
01/31/2025	Ending Balance	\$12,794.62

Other Debits

Date	Description	Amount
01/06/2025	External Withdrawal CONSUMERS ENERGY DIRECT DEBITING - ENERGYBILL	\$127.58
01/17/2025	Descriptive Withdrawal 1295474Meridian Charter Township CD9859 funding	\$50,000.00

Daily Balances

Date	Amount	Date	Amount
01/01/2025	\$62,922.20	01/06/2025	\$62,794.62
		01/17/2025	\$12,794.62



Meridian Twp DDA
Preliminary Financial Statements
Period Ending 01/31/2025 - UNAUDITED

BALANCE SHEET

Year to Date

ASSETS		
Cash		\$12,794.62
Certificates of Deposit		\$182,127.30
Due from General Fund		\$0.00
Taxes Receivable		\$0.00
Accounts Receivable		\$0.00
Prepaid Expense		\$0.00
TOTAL ASSETS		\$194,921.92
LIABILITIES		
Accrued Interest Payable		\$0.00
Due to General Fund		\$0.00
Accounts Payable		\$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 01/31/2025		\$160,048.17
TOTAL FUND BALANCE		\$160,048.17
TOTAL LIABILITIES & FUND BALANCE		\$160,048.17

INCOME STATEMENT

REVENUES	Nov	Dec	Jan	Year to Date
Tax Capture	\$0.00	\$0.00	\$0.00	\$0.00
Grants				\$0.00
DDA Downtown Events/Donations				\$0.00
Interest				\$0.00
Investment Gain/Losses				\$0.00
TOTAL REVENUE				\$0.00
EXPENDITURES				
Operating Costs	\$104.87	\$126.33	\$127.58	\$127.58
Professional Consultant/Contractual Services				\$0.00
Community Projects				\$0.00
Communications				\$0.00
Conferences				\$0.00
Grant Expenditures (Match on Main)		\$15,285.29	\$0.00	\$0.00
Tax Appeal Refunds				\$0.00
Construction/Improvements				\$0.00
TOTAL EXPENDITURES				\$127.58
2024 Net Income				(\$127.58)

Businesses New & Relocating

Date of Approval	Start Year	Developer Name	DVLPT Name	Review Category	Project Location	Project Type	Unit #	Assigned: Department/Commission	Project Description	
	2024	Tarek Chawish	Chateau Coffee Co.	New Business Opening/Relocating	2361 W Grand River Ave	New Commercial Development	1	Building Dept.	New coffee shop on Grand River hoping to open in September	Ribbon Cutting Soon
	2024	Cameron shooltz	Uptown Cheapstake	New Business Opening/Relocating	4790 Hagadorn Road	New Commercial Development	1	Building Dept.	New retail resale shop, consignment shop in Hannah Plaza	
	5.30.2024	Martin Commercial Properties	ACE Hardware	New Business Opening/Relocating	3544 Meridian Crossing Drive	New Commercial Development	1	Building Dept.	Ribbon Cutting Planned for March 2025	Ribbon Cutting Soon
	5.20.2023	Schulers	Schulers Bookstore	New Business Opening/Relocating	1982 W Grand River Ave Swap with Bed Bath and Beyond Suite	Existing Commercial Expansion	1	Building Dept.	Schuler's bookstore took an opportunity to expand and will vacate their existing location	Ribbon Cutting Soon
4.16.2024	2024	Haslett Gallery	Herbana	New Business Opening/Relocating	2119 Haslett Road Suite A Haslett MI	Marihuana Dispensary	1	Community Planning Dept.	SUP for a new Recreational Marihuana dispensary.	

Under Construction

Date of Approval	Start Year	Developer Name	Development Project Name	Review Category	Project Location	Project Type	Unit #	Assigned: Department/Commission	Project Description	
2/28/2022	2024	Bennett Road Holding, LLC	Silverleaf (Phase I)	Under Construction	West Bennett Road	Single Family Homes	15 of 15	Building Dept.	First phase of 150 single family home development. Approved by the Planning Commission for the substation	
	7.30.024	Consumers Energy	Lake Lansing Road Substation-Rutherford	Under Construction	Rutherford Ave	Public Park/Public Facility Improvement	1	Building Dept.	Mixed Housing - Middle Housing	75 single family homes and 75 duplexes for rent off
	2023	Newman Equities II, LLC	Grand Reserve	Under Construction	1580 Woodland Way Okemos	Mixed Housing	115	Building Dept.		

Under Site Plan Review

Date of Approval	Start Year	Developer Name	Development Project Name	Review Category	Project Location	Project Type	Unit #	Assigned: Department/Commission	Project Description
2022	2022	Jim Giguere	Sanctuary II	Under Site Plan Review	North of Robbins Way - East of Hulett Rd	Single Family Homes	7	Assessing and Community Planning Lot Division	Renovation of 1 single family home and the addition of 6
7/26/2022	2024	SP Holding, LLC	Haslett Village Square 2.0	Under Site Plan Review	1655-1621 Haslett Rd Haslett MI	MUPUD Commercial + Residential New	290	Planning Dept. Building Dept. Engineering	Redevelopment of the remaining 19 acres at Haslett
	8.20.2024	N/A	Panda Express	----	4990 Marsh Road	Commercial Development	1	Planning Commission	New Application received
	11.12.24	Delta Dental of Michigan	Delta Dental	Under Site Plan Review	4100 Okemos Road	Existing Commercial Interior Renovation New	1	Building Dept.	New Application received
	11.19.24	Meridian Retail Management II LLC	2731 Grand River Demo	New Demo Applications	2731 E Grand River	Commercial Development	1	Building Dept.	New Application received
	1.23.2025	Dollar Tree #10729	Dollar Tree Retail Store	New Applications	1589-1581 Haslett Road	New Commercial Development	1	Planning Dept. Building Dept.	New Applications received for a retail store to New
	1.23.2025	Meijer Gas Station Remodel	Meijer Gas Station Remodel	New Applications	2055 Grand River	Update to existng Gas Station	1	Building Dept.	New applications from Meijer Inc. to update the Radmoor will need to attend ZBA to determine if
	2.20.25	Radmoor Montessori	Radmoor Expansion	New Applications	2745 Mt Hope Road	Expansion of existng	1	Zoning Board	



Consumers Energy: Bill Ready

From Consumers Energy <noreply@alerts.consumersenergy.com>

Date Tue 1/14/2025 2:03 PM

To Amber Clark <clark@meridian.mi.us>



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

Your Consumers Energy Bill Is Available

Amount Due

\$144.91

Due Date: February 4, 2025

Your account is on Auto-pay.

LOG IN TO VIEW & PAY YOUR BILL

[View the Latest News, Safety and Service Guides.](#)

January Energy Usage

Click below to access your energy dashboard

[Terms & Conditions](#)



Consumers Energy: Bill Ready

From Consumers Energy <noreply@alerts.consumersenergy.com>

Date Thu 2/13/2025 2:02 PM

To Amber Clark <clark@meridian.mi.us>



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

Your Consumers Energy Bill Is Available

Amount Due
\$129.28

Due Date: March 6, 2025

Your account is on Auto-pay.

LOG IN TO VIEW & PAY YOUR BILL

[View the Latest News, Safety and Service Guides.](#)

February Energy Usage

Click below to access your energy dashboard

[Terms & Conditions](#)



To: Meridian Township DDA Members
From: Amber Clark, Neighborhoods & Economic Development Director
Date: March 3, 2025
Re: Authorization of Payment to Allegra Printing for DDA Logo

Board Summary:

The installation of the new Okemos Bridge required a new location for the “Welcome to Downtown Okemos” sign in Meridian Township. After about 1 year of discussion and design alteration the DDA has formally chosen the attached designs from Allegra Printing.

Budgetary Implications:

The design will cost the DDA \$417.38. The DDA has previously authorized the creation of the logo and committed to making payment once an invoice was distributed.

The following motion have been prepared for the DDA Board consideration:

MOTION: MOVE TO AUTHORIZE PAYMENT TO ALLEGRA PRINTING IN THE AMOUNT OF \$417.38.

Attachments:

1. ALLEGRA Printing Invoice

2863 jolly rd • okemos, mi 48864
 p: 517.333.0713 • f: 517.333.1514
 allegra-okemos.com

<i>Invoice</i>	
<i>No: 140704</i>	<i>Date: 02/04/25</i>

Amber Clark
Meridian Downtown Development Authority
5151 Marsh Road
Okemos MI 48864

SHIP TO:
Meridian Downtown Development Authority
5151 Marsh Road
Okemos MI 48864

<i>Acct.No</i>	<i>Ordered by</i>	<i>Phone</i>	<i>P.O. No</i>	<i>Prepared by</i>	<i>Sales Rep</i>	<i>Ship By</i>
8728	Amber Clark	517.853.4568		Dave	House	Proof Only
<i>Quantity</i>	<i>Description</i>					<i>Price</i>
1	<i>MDDA New Logo Design</i>					
	<i>Revised Logo Design</i>					393.75
<i>Subtotal</i>						393.75
<i>Shipping</i>						0.00
<i>Postage</i>						0.00
<i>Tax</i>						23.63
<i>TOTAL</i>						417.38
<i>Paid</i>						0.00
<i>BALANCE</i>						417.38
<i>Terms</i>						Net 30 Days



To: Meridian Township DDA Members

From: Amber Clark, Neighborhoods & Economic Development Director

Date: March 3, 2025

Re: New Match on Main Grant Application – Vistaluxe Realty LLC

Board Summary:

The Michigan Economic Development Corporation (MEDC) manages the “Match on Main” program, a reimbursement grant program that serves as a tool to support new or expanding place based businesses by providing up to \$25,000 in funding to support an eligible small business through an application submitted, administered and managed by a local unit of government, DDA. The Program requires a 10% funding match among other elements to meet the requirements. Vistaluxe Realty LLC – A real estate management company that owns 2128 Hamilton Road and associated addresses at the northeast corner of Hamilton and Okemos road, has submitted a completed application for 2025 Match on Main consideration. The proposal is to reimburse up to \$25,000 of the eligible project costs to update the exterior façade of the site in Downtown Okemos.

The MEDC announced the opening of the Match on Main program each year, with the caveat that each community will have one opportunity in 2025 to support an eligible business through this program. The MEDC values supporting place based businesses located in certified Redevelopment Ready Communities (RRC). Meridian Township is eligible for this program due to our active status as a RRC. MEDC sees small business as the cornerstone of what makes Michigan Downtowns thrive. In order to equitably select eligible businesses within the district the proposed “Match on Main” Grant Selection Criteria review was created. A local business owner with an established business has completed the attached application to staff for review. Staff has determined the requested information is complete, the project concept and scope meets the DDA’s Match on Main criteria initiatives.

Budgetary Implications:

The DDA elected at the start of this program to provide the required 10% match, or \$2,500 to qualify for the program. This particular project is estimated at about \$58,000 total project costs, and this 10% supports less than 10% of the entire project costs.

The work for the DDA today is to come to a consensus on whether or not to support this local business owner with a Match on Main grant. The applicant for the grant would be the Meridian Township Downtown Development Authority on behalf of the local business. A determination of support could support the necessary projects overall funding.



The following motion have been prepared for the DDA Board consideration:

MOTION: MOVE TO ACCEPT VISTALUXE REALTY LLC'S MATCH ON MAIN APPLICATION AS THE MERIDIAN CHARTER TOWNSHIP MATCH ON MAIN CANDIDATE FOR THE 2025 SELECTION ROUND. APPROVE DISTRIBUTION OF 10% OF THE REQUIRED MATCHING FUNDS TO SUPPORT THE REHABILITATION.

Attachments:

1. Application from Vistaluxe Realty LLC
2. Match on Main Selection Criteria Worksheet



***NEW SUBMISSION* Meridian Township DDA "Match on Main" Program Application**

From Meridian Township, MI <webmaster@meridian.mi.us>

Date Fri 2/14/2025 10:43 AM

To Amber Clark <clark@meridian.mi.us>

Meridian Township DDA "Match on Main" Program Application

Submission #: 3794550
IP Address: 76.242.153.30
Submission Date: 02/14/2025 10:43
Survey Time: 8 minutes, 27 seconds

You have a new online form submission.
Note: all answers displaying "*****" are marked as sensitive and must be viewed after your login.

Business owners looking to expand or move into the Township’s downtown district are eligible for a matching grant of up to \$25,000 for authorized expenses. Meridian Township’s Downtown Development Authority (DDA) is accepting applications to sponsor businesses for the “Match on Main” program offered through the Michigan Economic Development Department (MEDC). Interested business owners will need to complete the selection criteria application and submit it to the Economic Development Director for consideration. Accepted applications will be submitted to the MEDC by the Township DDA on behalf of the business owners. Approved applicants may receive up to \$25,000 toward their project. REQUIRED ATTACHMENTS: - Attach project Cost Estimates from a Third-Party that reflect total private investment. Private investment includes any non-Match on Main funds that will be leveraged to implement the project within 6-months of an executed grant agreement. All costs associated with the proposed project should be reflected in the required third-party cost estimates. -Provide a minimum of three photos that represent the scope of Match on Main request; this should include at least one exterior photo and at least one photo of the interior of the space. -Provide a detailed business plan (required only for new businesses and optional for existing businesses). For questions, contact: Amber Clark Neighborhoods & Economic Development Director clark@meridian.mi.us 517.853.4568

Section Break

Point of Contact

Full Name

Owner/Operator Srinivas Kandula

Email

skandula@gmail.com

Cell Phone

(517) 230-4762

Office Phone

(517) 230-4762

Best way to contact:

Email

Business role:

Owner

If selected "other" above, please describe role:

Section Break

Business Information

Legal Business Name:

Vistaluxe Realty LLC

dba (if applicable):

Business Address:

2003 Birch Bluff Drive
Okemos, MI 48864
United States

Employer Identification Number (EIN):

31-2102801

Date of Business Formation (filed with LARA):

11/19/2024 12:00 AM

If sole proprietor, check here:

Business Type:

Other: Real Estate

If selected "other" above, please describe business type:

Real Estate Development and Holdings.

Please select the 4-digit NAICS Code that best represents your industry:

Other: 6531 Real Estate Agents and Managers

If selected "other" above, please identify 4-digit NAICS if not listed above:

6531 Real Estate Agents and Managers

Is your business a for-profit entity?

Yes

Proposed project start date:

09/01/2025 12:00 AM

Proposed project completion date:

09/22/2025 12:00 AM

Eligible activities to be considered as part of the Project Scope (check all that apply):

Permanent or semi-permanent activation of outdoor space

If selected "other" above, please describe:

Project Budget

Grant Request Amount:

25000

Private Investment (a minimum 10% match is required):

33560

Source(s) of matching funds:

Developer Private Equity (Proof available upon request)

Provide a detailed list of all items and cost of the work to be performed or the items to be purchased that will support a reimbursement request from the Match on Main dollars. Be specific by providing vendor, items and quantity and cost.

Labor, materials, insurance, taxes, tools, equipment, and services to complete all work required for removal and replacement of storefront systems including 3 doors with hardware. Color to be standard dark bronze.

Describe how the execution of the proposed project will result in business growth. Please provide specific examples:

The new facade and storefront will enhance the visual appeal of the three commercial businesses within the proposed development, making them more attractive to customers and investors. Given the high-traffic location and the dynamic nature of the local commercial landscape, these improvements are essential for maintaining competitiveness. Additionally, the combination of private and local investment in these centrally located businesses will not only strengthen their presence but also encourage further external investment, fostering overall business growth in the township.

Describe how the proposed project will result in increased efficiencies in operations and/or will result in the activation of underutilized or vacant space. Please provide specific examples:

By modernizing the exterior, the project will improve the building's aesthetic appeal, attracting more tenants, visitors, and customers. This increase in foot traffic and occupancy will help revitalize currently underutilized spaces, maximizing the

building's and businesses potential. A refreshed exterior can also enhance visibility and branding opportunities, making the property more marketable and competitive in the surrounding area. Overall, these improvements will create a more dynamic and efficient space, ensuring long-term sustainability and value.

Section Break

Private Investment

Please describe any additional private investment - outside of the Match on Main grant request - that was or will be necessary for the completion of this project (i.e. any additional site improvements, furniture, fixtures, and equipment or other business needs).

The remaining costs not covered by the match on main grant will be covered by private owner equity.

Total amount of additional private investment for the project: (Do not include Match on Main request or match)

33560

Section Break

Narrative Questions

Describe the anticipated impact Match on Main funds will have on your business:

Match on Main funds will serve as a catalyst in unlocking larger funding sources that can support the full revitalization of the 62-year-old development. This initial investment will help demonstrate the project's viability and potential, making it more attractive to additional economic support. By refreshing both the commercial spaces and attached residential units, the funding will contribute to creating a modern, vibrant environment that enhances business activity, improves livability, and fosters long-term growth for the entire development.

Describe any other tools, activities, technical assistance, or financial resources investigated to support this project and/or business operations:

Not applicable.

Why did you pursue or not pursue these avenues of technical assistance, business resources, financial resources, etc.?

Not applicable.

Is your business headquartered in Michigan?

Yes

How many NEW jobs are going to be CREATED by your business (full and part time)?

2

How many EXISTING jobs are going to be RETAINED by your businesses (full and part time)?

2

Section Break

For New Businesses (in operation 12 months or less)

Identify the total EXTERIOR square footage of the space the business is/will occupy:

1200

Identify the total INTERIOR square footage of the space the business is/will occupy:

13986

How long had the space being activated been vacant or underutilized?

Over 5 years.

When did the business open? Or when does the business plan to open?

11/19/2024

Section Break

For Existing Businesses (in operation more than 12 months)

Identify the total square footage of the interior space the business is occupying:

Not applicable.

Identify the total EXTERIOR square footage of any NEW (currently vacant or underutilized) space being activated?

Not applicable.

Identify the total INTERIOR square footage of any NEW (currently vacant or underutilized) space being activated?

Not applicable.

How long has the space being activated been vacant of underutilized?

Not applicable.

Section Break

Required Business Plan Submission

• **New businesses (operating 12 months or less) are REQUIRED to provide a copy of a detailed business plan that has been reviewed by a third-party small business resource provider as part of the Match on Main application.** • **Existing businesses (in operation more than 12 months) have the OPTION to provide a business plan as part of the project application.** • **Reference the Match on Main Program Guide for Business Plan elements that need to be included.**

Business Plan Attachment

[Business Plan for Commercial Real Estate Revitalization Project OKemos Downtown.pdf](#)

Business Location

Is your business a brick-and-mortar storefront with face-to-face operations located within your community's traditional downtown, historic neighborhood commercial corridor, or an area planned and zoned for concentrated commercial district?

Yes

Does the business lease the space it resides in?

Yes

If yes, what is the remaining lease term?

1-year lease (February 2025)

Does the business or business owners own the building it is located in?

Yes

What is the current taxable value of the property?

\$219,896

Section Break

Project Scope

Describe in detail the project scope of work for which reimbursement is sought from Match on Main funds:

Labor, materials, insurance, taxes, tools, equipment, and services to complete all work required for removal and replacement of storefront systems including 3 doors with hardware. Color to be standard dark bronze.

How is execution of this project anticipated to result in the creation and/or retention of jobs within your business?

The execution of this project is expected to result in both job creation and retention within the businesses occupying the development. By enhancing the facade and storefront, the project will increase the visibility and appeal of the commercial spaces, driving higher foot traffic and customer engagement. This, in turn, will support business growth, leading to the potential hiring of additional staff to accommodate increased demand. Furthermore, the revitalization of the property will help retain existing jobs by providing a more attractive and competitive environment for businesses to operate successfully. As the development improves and attracts new investment, businesses will be better positioned to sustain their workforce, preventing potential job losses due to stagnation or declining customer interest.

Recognizing that Match on Main is a grant reimbursement program, how do you intend to cover the costs associated with your project prior to receiving reimbursement from the Michigan Economic Development Corporation?

Private investment in the form of liquid equity will cover the costs of the proposed improvements, prior to reimbursement of the local funds. Proof of funds are available upon request.

Section Break

Additional MEDC Program Requirements

Match on Main is a grant program for small businesses and has awarded two previous funding rounds. Please verify that you HAVE NOT previously been awarded Match on Main funding.

No, I have not received Match on Main funding previously.

The Program Guidelines outline a number of ineligible business types including franchises, businesses located in strip malls, "big box" retailers, businesses whose primary sales come from marijuana, CBD, tobacco, and/or any other businesses deemed ineligible by the MEDC.

I do not identify as an ineligible business.

The Match on Main Program Guide should be reviewed by the business owner prior to completing the Local Business Worksheet.

I have reviewed the MOM Program Guide.

Match on Main is a reimbursement grant program provided to local units of government, downtown development authorities, or other downtown management or community development organizations who administer funds to the small business that applicant applied on behalf of.

I understand.

Grantees will be required to enter into a subgrant agreement with the small business being supported.

I understand.

If awarded, businesses will be required to complete compliance requirements and post-grant reporting.

I understand.

I have gathered and will submit a project cost estimate for proposed work that includes scope and total cost in a separate document.

I have included these as part of my application submission.

Project Cost Estimate Attachment

[Okemos - 2128 Hamilton Rd. Proposal 2.4.25.pdf](#)

I have provided a minimum of three photos that represent the scope of Match on Main request (including at least one exterior photo and at least one photo of the interior of the space.

I have included these as part of my application submission.

Photo Attachment

[Interior Picture - Match on Main Okemos.jpg](#)

Section Break

Local Questions & Considerations

Describe in detail how the use of the "Match on Main" grant will support the mission of the Downtown Development Authority through your project.

The "Match on Main" grant will directly support the mission of the Meridian Township Downtown Development Authority (DDA) by contributing to the beautification and revitalization of the proposed development. By funding a new facade and storefront improvements, the grant will enhance the visual appeal of the commercial spaces, making the area more attractive for businesses, residents, and visitors. This aligns with the DDA's goal of creating a desirable place to shop, live, and conduct business. Additionally, the grant will serve as a catalyst for securing larger funding sources that can economically support the full revitalization of the 62-year-old development. This will ensure that not only the commercial spaces but also the attached residential units benefit from modernization, further activating underutilized space and increasing investment interest in the area. By improving the overall aesthetic and functionality of the property, the project will contribute to the broader economic growth and sustainability of the downtown district, reinforcing the DDA's mission and strengthening the community's economic foundation.

Describe in detail how the grant will impact you over the next two years? Do you foresee the need to reapply for public assistance before the next two years?

The funding will allow for the immediate enhancement of the building's facade and storefront, improving the visibility and attractiveness of the commercial spaces. This, in turn, will help drive increased business activity, tenant retention, and customer engagement, fostering long-term economic sustainability. Beyond the immediate physical improvements, the grant will serve as a gateway to securing additional funding sources that will support the full redevelopment of the property, including both commercial and residential spaces. By leveraging this initial investment, the project can gain momentum and attract further private and public investment, reducing the likelihood of requiring additional public assistance in the near future. With the anticipated increase in business activity and property value, the long-term expectation is for the development to become financially self-sufficient without further reliance on public funding

Thank you,
Meridian Township, MI

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Okemos Downtown Property Revitalization Business Plan

VistaLuxe Realty LLC

Written by:

Sri Kandula, Managing Partner, VistaLuxe Realty LLC

Satheesh Veeramachaneni, Managing Partner, VistaLuxe Realty LLC

Table of Contents

<u>Executive Summary</u>	3
Business Description.....	3
Market Analysis	3
Project Plan and Development Strategy.....	4
Financial Plan.....	4
Risk Management.....	5
Conclusion.....	5
Appendix.....	6

1. Executive Summary

This business plan outlines the revitalization of underutilized and in disrepair commercial property in Okemos Downtown identified as Parcels: 33-02-02-21- 406-005, 33-02-02-21-406-002, 33-02-02-21-406-003, 33-02-02- 21-406-004, 33-02-02-21-406-006. The project aims to make a significant contribution towards transforming Okemos Downtown into a vibrant, sustainable, and economically viable business model serving the needs of all stakeholders – Community, Small businesses, township and VistaLuxe Realty. Our mission is to enhance and improve the property, attract businesses, and improve the commercial landscape while making it a financially viable and sustainable real estate business for the investors.

2. Business Description

Company Name: VistaLuxe Realty LLC

Location: Okemos, Michigan

Industry: Commercial Real Estate and Revitalization

Project Scope:

- Acquisition of commercial property
- Renovation and modernization
- Sustainable development practices
- Business engagement and economic stimulation

3. Market Analysis

Industry Overview: The commercial real estate revitalization market is experiencing growth due to increasing urbanization, demand for vibrant downtown spaces, and government incentives for redevelopment projects.

Target Market:

- Retail businesses
- Small businesses and startups
- Housing

Competitive Analysis:

- Competitors include established commercial real estate and renovation firms.
- Our competitive advantage lies in sustainable practices, business-focused approach, and strategic location selection.

4. Project Plan & Development Strategy

Phase 1: Property Acquisition

- Identify commercial properties with growth potential
- Conduct feasibility studies and risk assessments
- Secure funding and permits

Phase 2: Redevelopment & Construction

- Implement eco-friendly building techniques
- Partner with Township, City and State
- Partner with skilled consultants, contractors and architects
- Ensure compliance with zoning and safety regulations

Phase 3: Marketing & Leasing

- Develop branding and promotional materials
- Leverage online and offline marketing strategies
- Engage commercial real estate brokers

Phase 4: Business Engagement & Long-Term Management

- Foster partnerships with local businesses
- Implement property management strategies
- Monitor property value appreciation and reinvest in future projects

5. Financial Plan

Funding Requirements: Phase 1

- Acquisition Costs: \$[1,500,000]
- Renovation Costs: \$[Being Estimated]
- Marketing & Leasing: \$[50,000]
- Operational Expenses: \$[80,000 a year]
- Contingency Fund: \$[50,000]

Revenue Streams:

- Commercial property leasing
- Government grants and incentives
- Partnerships with private investors
- Property management services

Projected ROI:

- Expected return on investment (ROI) within [Being Estimated with Consultants]
- Estimated property value appreciation of [Analysis being made]% annually

6. Risk Management

Potential Risks:

- Market fluctuations
- Unexpected renovation costs
- Regulatory hurdles
- Micro and Macro Economic Conditions

Mitigation Strategies:

- Diversification of commercial property portfolio
- Strong financial planning and contingency funds
- Close collaboration with legal and zoning experts

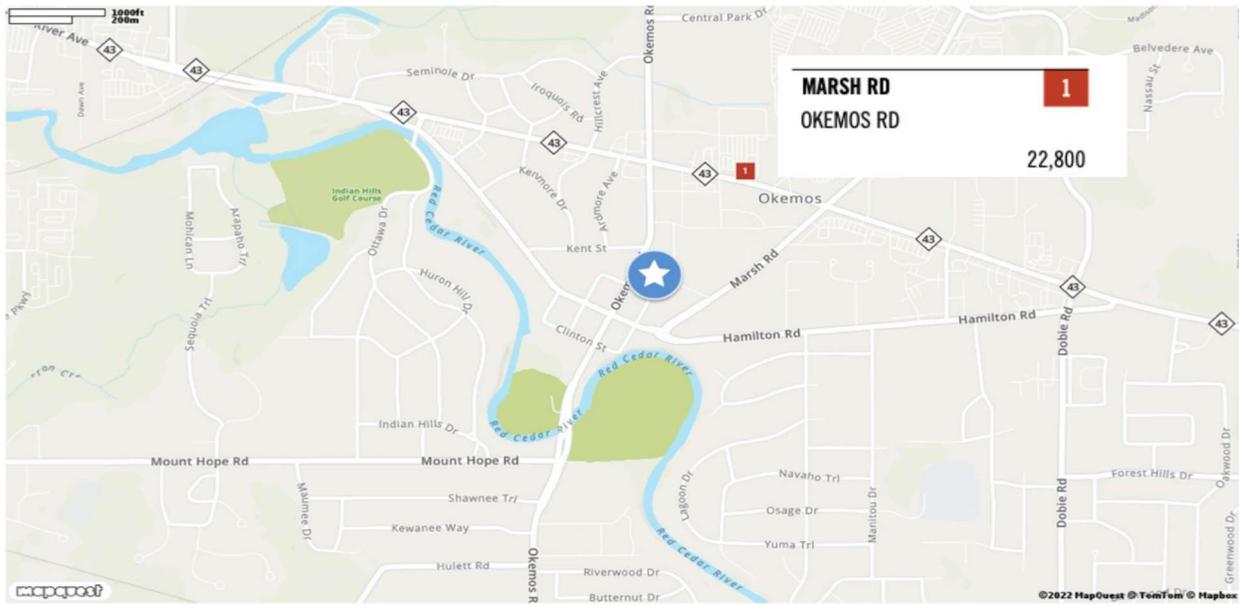
7. Conclusion

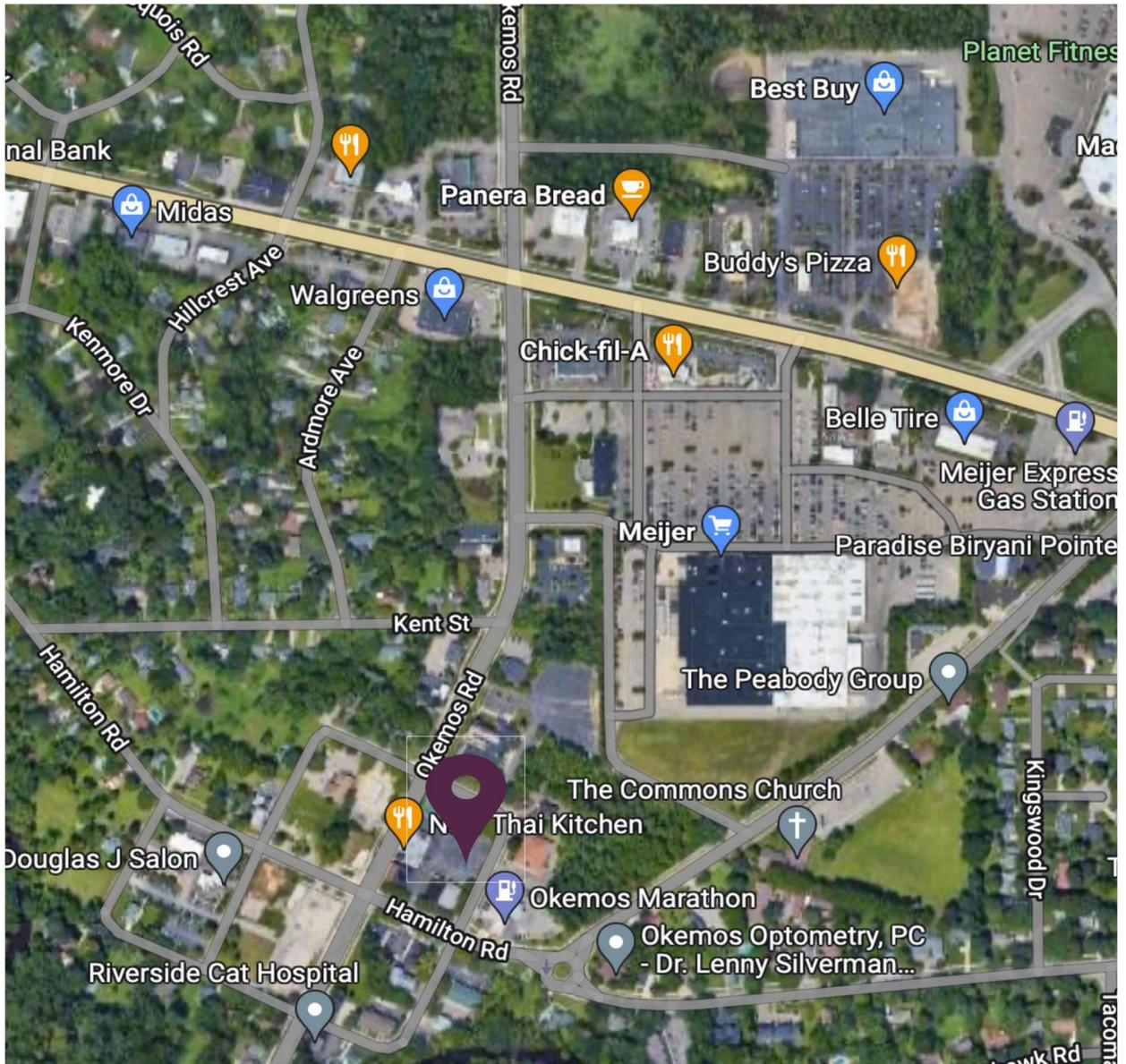
This commercial real estate revitalization project is an opportunity to breathe new life into Okemos Downtown business districts, foster economic growth, and generate profitable returns. By leveraging strategic planning, sustainable development, and business

engagement, we aim to create lasting value for all stakeholders – community, local businesses, township and VistaLuxe Realty.

Appendix : Preliminary Drawings

Location Maps





FIRST CONTRACTING INC.

P O Box 75
Ovid, Michigan 48866

Office (989) 834-1500
Office Fax (989) 834-1300

PROPOSAL

February 4, 2025

To: Bruce Johnston
Revitalize, LLC

Project Name: 2128 Hamilton Rd., Okemos, MI
Project Location: Okemos, Michigan
Scope of Work: Labor and materials to complete scope of work below

First Contracting, Inc. does hereby propose to furnish all labor, materials, insurance, taxes, tools, equipment and services to complete all work required for the Work Category(ies) indicated above in accordance with the plans and specifications of the project. In proposals where a detailed scope of work is attached (see below) this detailed scope of work shall be considered incorporated into this proposal and shall supersede all other detail of work documentation.

Scope of Work: Budget Number for the removal and replacement of storefront systems including 3 doors with Hardware. Color to be standard Dark Bronze.

Base Proposal Sum: Fifty-Eight Thousand Five Hundred Sixty and 00/100 Dollars

\$58,560.00

DRAW SCHEDULE:

Monthly draws on approved schedule of values.

ACCEPTANCE:

The prices stated in this Proposal are guaranteed for 60 days from the date of this proposal, and, if notified of acceptance of this Proposal within this period, the undersigned agrees to execute a Contract for the work for the above stated compensation and to begin work upon the receipt of an executed Notice to Proceed.

SCHEDULE:

If the undersigned is awarded a Contract, we agree to work according to the "Approved Construction Schedule".

WARRANTY:

First Contracting, Inc. warrants the work to be performed above to be free from defects in workmanship for a period of One (1) year from the date of completion of the work. Material warranty(ies) by manufacturer(s). This warranty may be executed by written notification to First Contracting that such defect(s) exist.

BIDDER'S CERTIFICATE:

I hereby certify that all statements herein are made on behalf of FIRST CONTRACTING, INC., a Corporation organized and existing under the laws of the State of Michigan.

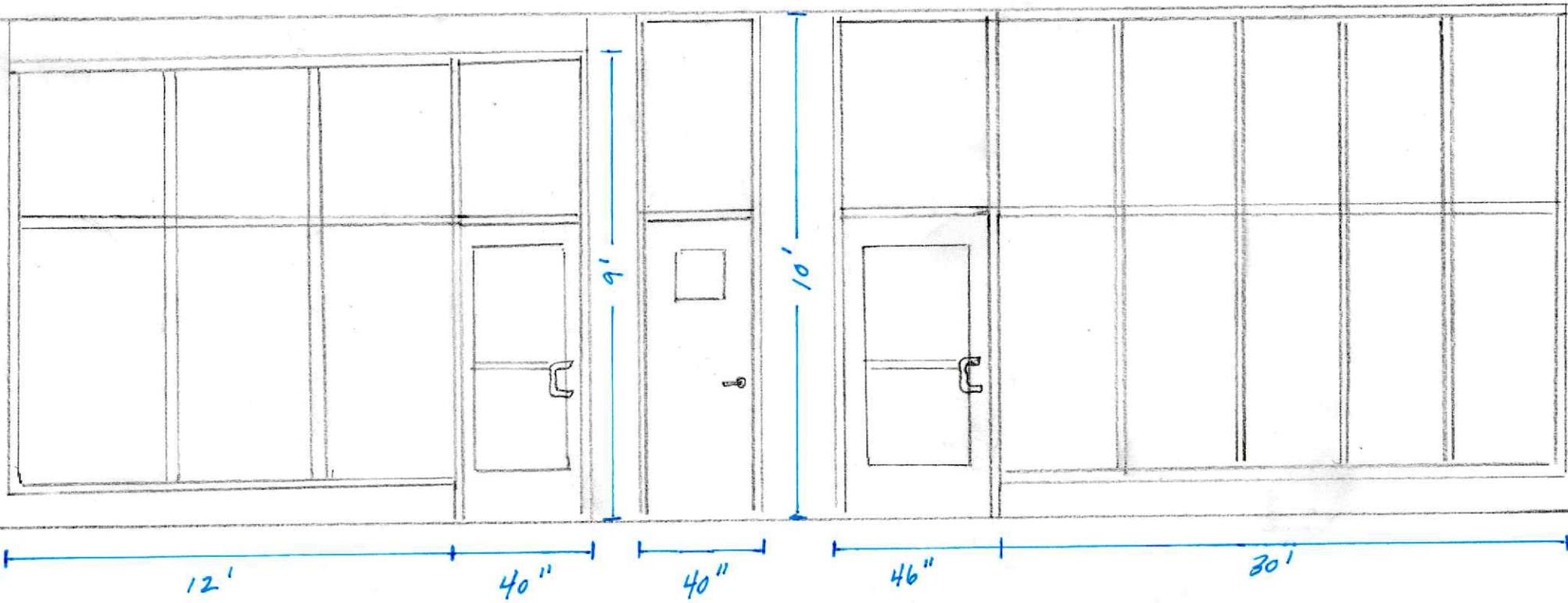
First Contracting, Inc.

By: _____ Federal I.D.# 38-3134714
William J. Seeley

Title: Controller Date: February 4, 2025







* Dimensions are approximate

HELPFUL HINT

Have multiple businesses interested in Match on Main Funding? Here is a list of

- Years in business (Example: Has been in business between 1 – 3 years)
- Number of employees (Example: Has under 5 employees)
- Industry sector (Example: Will only consider restaurants for our local application)
- Business is considered a district "anchor"

How to use this tool:

VISTALUXE REALTY LLC BUSINESS SCORING MATRIX

Business Scoring Matrix															
Name	Step 1: Business Eligibility Verification							Step 2: Local Consideration					Step 3: Selected for Funding		
	MEDC Eligibility Criteria							Local Eligibility Criteria					Meets MEDC Eligibility	Meets Local Eligibility	Recommended for funding
	Business is located within the boundaries of the community that the applicant serves	Business is located within a traditional downtown, historic neighborhood commercial corridor, or area planned and zoned for concentrated commercial development that contributes to a dense mixed-use area with multi-story elements	Business sells products or services face-to-face AND has a physical brick and mortar store front	The business is operating as a for profit or non-profit	The business is headquartered in Michigan	The business is NOT a franchise, located in a strip mall, a "big box" retailer, or a business whose primary sales come from marijuana, CBD, and/or tobacco	The business has NOT received Match on Main grant funds within the last 24 months (This DOES NOT include Match on Main – COVID-19 award)	The business will have, or intends to have, control over the site for which they are applying for prior to the Match on Main application.	Business has completed Local Business Worksheet AND has identified an eligible project	Local Priority #1	Local Priority #2	Local Priority #3	Put an X if the business qualifies	Put an X if business meets local eligibility	Recommending Business for Funding
Vistaluxe Realty LLC	X	X	0*	X	X	X	X	X	X	N/A	N/A	X	X	X	

* Realty company looking to modernize the brick first floor of the existing building updating the residential units.



To: Meridian Township DDA Members
From: Amber Clark, Neighborhoods & Economic Development Director
Date: March 3, 2025
Re: 2025 Goal Development

Board Summary:

To stay aligned with the mission of the Downtown Development Authority, annually goals are adopted by the DDA. Below are the goals as presented in 2024:

- 1. Provide quality leadership and management of the redevelopment of Downtown Meridian “Downtown Okemos” as a desirable place to do business, shop and live.**
- 2. Design and install a new entry sign to the Downtown Development Authority by June 2024.**
- 3. Support the small businesses of the DDA district through the Match on Main program, Façade Improvement Grant, and other incentives available to the DDA.**
- 4. Analyze and determine the vacancy rate and location of vacant units in the DDA through a DDA Inventory project.**
- 5. Prepare and implement an updated Integrated Downtown Development Plan.**

Budgetary Implications:

Any budgetary goal items should be kept in mind, especially during the creation of our annual budget.

The following motion have been prepared for the DDA Board consideration:

MOTION: MOVE TO ACCEPT THE 2025 DOWNTOWN DEVELOPMENT AUTHORITY GOALS