



AGENDA
CHARTER TOWNSHIP OF MERIDIAN
TOWNSHIP BOARD – REGULAR MEETING
December 13, 2022 6:00 PM

1. CALL MEETING TO ORDER
2. PLEDGE OF ALLEGIANCE/INTRODUCTIONS
3. ROLL CALL
4. PRESENTATION
 - A. 242 Community Church Recognition
 - B. Introduction of New Full Time Firefighter/Paramedic
 - C. Introduction of Five New Police Officers

5. CITIZENS ADDRESS AGENDA ITEMS AND NON-AGENDA ITEMS
6. TOWNSHIP MANAGER REPORT
7. BOARD MEMBER REPORTS OF ACTIVITIES AND ANNOUNCEMENTS
8. APPROVAL OF AGENDA
9. CONSENT AGENDA (SALMON)
 - A. Communications
 - B. Minutes-December 6, 2022 Regular Township Board Meeting
 - C. Bills

10. QUESTIONS FOR THE ATTORNEY
11. HEARINGS (CANARY)
 - A. 1673 Haslett Road Brownfield Plan Amendment

12. ACTION ITEMS (PINK)
 - A. SUP 22-091 – Grand Reserve – Buildings greater than 25,000 sq. ft.
 - B. Capital Projects Fund
 - C. American Rescue Plan Funding
 - D. Pension Stabilization Fund
 - E. Federal Policies and Procedures
 - F. 4th Quarter Budget Amendments
 - G. Resolution to Call the Central Fire Station Unlimited Tax General Obligation Bonds

13. BOARD DISCUSSION ITEMS (ORCHID)
 - A. 1673 Haslett Road Brownfield Plan Amendment
 - B. Ordinance 2022-15 Daycare Regulation Update

14. COMMENTS FROM THE PUBLIC
15. OTHER MATTERS AND BOARD MEMBER COMMENTS
16. ADJOURNMENT

All comments limited to 3 minutes, unless prior approval for additional time for good cause is obtained from the Supervisor.
Appointment of Supervisor Pro Tem and/ or Temporary Clerk if necessary. Individuals with disabilities requiring auxiliary aids or services should contact the Meridian Township Board by contacting: Township Manager Frank L. Walsh, 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.



9.A

**CONSENT AGENDA
BOARD
COMMUNICATIONS
December 13, 2022**



FOR IMMEDIATE RELEASE
December 1, 2022

CONTACT: LuAnn Maisner, Parks and Recreation Director
517.853.4604 | maisner@meridian.mi.us

Meridian Parks & Recreation Reopens Artificial Ice Rink for the Winter
Another Outdoor Recreational Opportunity for Community Members

Meridian Township, MI – The Parks & Recreation department is excited to reopen the outdoor artificial ice rink for families and individuals of all ages. The 40' x 92' rink is located at the Marketplace on the Green Pavilion (1995 Central Park Drive, Okemos), and is open and available for public use.

“Traditional ice rinks are difficult to maintain throughout the winter months due to unpredictable temperatures,” stated LuAnn Maisner, Parks and Recreation Director. “This artificial ice rink will provide a consistent opportunity for outdoor fun this winter! The surface is slower than real ice, but overall provides a similar experience.”

The rink will be open seven days a week from dawn until 9:00 pm daily. The rink is available for free open public skating only. Due to safety concerns, hockey is not permitted.

Artificial Ice Rink Rules:

- Only skates made for figure skating or hockey are allowed on the rink.
- Hockey pucks and sticks are not permitted in the skating area.
- Street shoes, food items, drinks or pets are not permitted in the skating area.
- Meridian Township is not responsible for lost, stolen or damaged items.
- Skate at your own risk.
- Please be courteous and skate safely.

For more information, call 517.853.4640 or email parksandrecreation@meridian.mi.us.

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The community of Meridian Township is in close proximity to the Michigan State Capitol and Michigan State University. The Township serves the community through exceptional services, beneficial amenities and an outstanding quality of life. It is a welcoming community that celebrates quality education, recreation and lifestyles.





FOR IMMEDIATE RELEASE
December 7, 2022

CONTACT: Patricia Jackson, Township Supervisor
517.853.4262 | pjackson@meridian.mi.us

Meridian Township Board Lauds Leadership of Township Manager
Frank L. Walsh's Contract Renewed Through 2025

Meridian Township, MI – The Meridian Township Board extended Township Manager Frank L. Walsh's contract for another year ending in 2025 at the Township Board meeting on December 6, 2022. The Township Board voted 7-0 to renew the contract.

"The Meridian Township Board is extremely pleased with Manager Walsh's excellent performance as our leader. He is an exceptional Manager who has great vision for our community," stated Township Supervisor Patricia Herring Jackson in the annual performance evaluation. "Frank's organizational skills and financial management are masterful. His work to eliminate debt, fix our local roads, strengthen our public safety, and recruit and retain talent is a benefit to all residents."

At the November 29, 2022 Special Township Board meeting, the Township Board reviewed the Township Manager's 2022 Annual Performance Evaluation. The Township Board determined that throughout 2022, Manager Walsh performed his duties in an outstanding manner based on his performance in areas including customer service, problem solving, interpersonal relations and financial management.

"It's all about the team. I appreciate the Board's support and the reflection on our team's performance. I'm honored to have the privilege to continue leading one of Michigan's most caring and compassionate communities," said Township Manager Frank Walsh.

Manager Walsh will have served 10 years with the Township on May 8, 2023.

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9.B

**CONSENT AGENDA
PROPOSED BOARD MINUTES
December 13th, 2022**

PROPOSED MOTION:

- (1) Move to approve and ratify the minutes of the Regular Meeting of December 6th, 2022 as submitted.

ALTERNATE MOTION:

- (1) Move to approve and ratify the minutes of the Regular Meeting of December 6th, 2022 with the following amendment(s):
[insert amendments]

CHARTER TOWNSHIP OF MERIDIAN
REGULAR MEETING TOWNSHIP BOARD 2022 **-DRAFT-**
5151 Marsh Road, Okemos MI 48864-1198
517.853.4000, Township Hall Room
TUESDAY, December 06, 2022 **6:00 pm**

PRESENT: Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine, Trustees Hendrickson, Sundland, Wilson, Wisinski

ABSENT: None

STAFF: Township Manager Walsh, Assistant Township Manager and Director of Public Works Opsommer, Chief of Police Plaga, Fire Chief Hamel, Community Planning and Development Director Schmitt, IT Director Gebes, Finance Director Garber, Assessor Winstead, Parks and Recreation Director Maisner, Director of Operation Massie, Communications Manager Diehl, Assessor Winstead

1. CALL MEETING TO ORDER

Supervisor Jackson called the meeting to order at 6:00 pm.

2. PLEDGE OF ALLEGIANCE/INTRODUCTIONS

Supervisor Jackson led the Pledge of Allegiance.

3. ROLLCALL

Deputy Clerk Lemaster called the roll of the Board. All board members are present.

4. PRESENTATION

A. Pancake Breakfast Check Presentation

Fire Lieutenant Jason Everest presented two checks to Assistant Scout Master Ted Farris, Gabe, and Xander Coles of Chief Okemos Boy Scout Troop 125. One in the amount of \$300 towards Muscular Dystrophy, the other for \$968 towards the Meridian Scouts Scholarship Fund. This money was raised through a pancake breakfast fundraiser event hosted by the Meridian Township Fire Department.

The board thanked the troop for their contribution to the community.

B. Samantha Weber Check Presentation

Police Lieutenant Samantha Weber presented a check of \$1,000 to Melinda Barr 1867 Lake Lansing, Haslett, MI President of "It's a Breast Thing" to contribute to their charity.

President Barr spoke about fund raising activities they have completed, and charity works they have taken part in.

5. CITIZENS ADDRESS AGENDA ITEMS AND NON-AGENDA ITEMS

Supervisor Jackson opened public comment at 6:15 PM.

NONE

Supervisor Jackson closed public comment at 6:16 PM.

6. TOWNSHIP MANAGER REPORT

Manager Walsh reported that the Public Safety Building solar project is complete, the Okemos Library's new roof is complete, the Meridian sign project is moving forward, five new police officers are graduating from the academy on Friday, the Police Department is up for reaccreditation this month, Lake Lansing to MSU pathway starting on January 1st, the Fahey MTA township workshop is tomorrow, he will be meeting with CATA to discuss the waiver of the one year contribution, the Local Road project is finished for 2022, the Town Hall project is going well, 2/42 church members will be honored next week for work on the Police Department. Grand River Ave. and Okemos Rd. intersection should be opened in the next 24 to 48 hours. The Okemos Bridge will be open in 4-6 weeks.

7. BOARD MEMBER REPORTS OF ACTIVITIES AND ANNOUNCEMENTS

Treasurer Deschaine

- Tax bills have been mailed out, residents should have received them December 1st

Clerk Guthrie

- Volunteered with Friends of Okemos Library book sale where over \$5400 worth of books were sold.

Supervisor Jackson

- Attended last Regional Tri-County Planning Commission meeting on December 1st

8. APPROVAL OF THE AGENDA

Trustee Wilson moved to approve the agenda as presented. Seconded by Trustee Wisinski.

Trustee Hendrickson offered a friendly amendment to swap items 12.B and 12.C.

The Friendly amendment has been accepted by Trustee Wilson.

VOICE VOTE: YEAS: Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine,
Trustees Hendrickson, Sundland, Wilson, Wisinski

NAYS: None

Motion carried: 7-0

9. CONSENT AGENDA

Supervisor Jackson reviewed the Consent Agenda.

Treasurer Deschaine moved to approve the Consent Agenda as presented. Seconded by Trustee Hendrickson.

ROLL CALL VOTE: YEAS: Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine, Trustees Hendrickson, Sundland, Wilson, Wisinski

NAYS: None

Motion carried: 7-0

A. Communications

Treasurer Deschaine moved that the communications not already assigned for disposition be referred to the Township Manager or Supervisor for follow-up. Seconded by Trustee Hendrickson.

ROLL CALL VOTE: YEAS: Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine, Trustees Hendrickson, Sundland, Wilson, Wisinski

NAYS: None

Motion carried: 7-0

B. Minutes-

- 1) November 15, 2022 Joint Township Board and Commission Meeting
- 2) November 17, 2022 Township Board and Okemos Schools Meeting
- 3) November 29, 2022 Special Township Board Meeting

Treasurer Deschaine moved to approve and ratify the minutes of the Regular Meeting of November 15th, 2022 and the Special Meetings of November 17, 2022 and November 29, 2022 as submitted. Seconded by Trustee Hendrickson.

ROLL CALL VOTE: YEAS: Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine, Trustees Hendrickson, Sundland, Wilson, Wisinski

NAYS: None

Motion carried: 7-0

C. Bills

Treasurer Deschaine moved to approve that the Township Board approve the Manager's Bills as follows: Seconded by Trustee Hendrickson.

Common Cash	\$	74,773.34
Public Works	\$	486,207.03
Trust & Agency	\$	<u>0.00</u>
Total Checks	\$	560,980.37

Credit Card Transactions	\$ 5,728.55
11/23/22 to 11/30/2022	
Total Purchases	<u>\$ 566,708.92</u>
ACH Payments	<u>\$ 99,364.61</u>

ROLL CALL VOTE: YEAS: Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine, Trustees Hendrickson, Sundland, Wilson, Wisinski

NAYS: None

Motion carried: 7-0

D. 2023 Board Meeting Schedule Resolution Amendment

Treasurer Deschaine moved to adopt the amended 2023 township board meeting schedule. Seconded by Trustee Hendrickson.

The Schedule has been changed to include board meetings on April 4th, April 25th, May 2nd, and May 16th.

ROLL CALL VOTE: YEAS: Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine, Trustees Hendrickson, Sundland, Wilson, Wisinski

NAYS: None

Motion carried: 7-0

E. Ratification of New Full Time Firefighter/Paramedic

Treasurer Deschaine moved to authorize the Fire Department to appoint Andrew Zaleski to Full-Time Paramedic/Firefighter. Seconded by Trustee Hendrickson.

ROLL CALL VOTE: YEAS: Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine, Trustees Hendrickson, Sundland, Wilson, Wisinski

NAYS: None

Motion carried: 7-0

F. Redi-Ride Expansion of Services

Treasurer Deschaine moved to request that CATA expand the Meridian Redi-Ride service area to include the new McLaren Hospital located at 3520 Forest Rd, Lansing, MI 48910. Seconded by Trustee Hendrickson.

ROLL CALL VOTE: YEAS: Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine, Trustees Hendrickson, Sundland, Wilson, Wisinski

NAYS: None

Motion carried: 7-0

G. Quarterly Treasurer's Report

Treasurer Deschaine moved to approve the Treasurer's Quarterly Report. Seconded by Trustee Hendrickson.

ROLL CALL VOTE: YEAS: Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine, Trustees Hendrickson, Sundland, Wilson, Wisinski

NAYS: None

Motion carried: 7-0

10. QUESTIONS FOR THE ATTORNEY –NONE

11. HEARINGS – NONE

12. ACTION ITEMS

A. Board and Commission Reappointments

Supervisor Jackson outlined the Boards and Commission Reappointments.

Supervisor Jackson moved to reappoint Xavier Durand-Hollis, Deborah Federau, Sonya Pentecost, Lanny Brunette, Michael Nussdorfer, Christopher Silker and Terrance Warren (alternate) to the Building Board of Review for a 2 year term ending 12/31/2024. Seconded by Trustee Hendrickson.

Supervisor Jackson moved to reappoint Jeff Theuer and Frank Walsh to the Brownfield Redevelopment Authority for a 3 year term ending 12/31/2025. Seconded by Trustee Hendrickson.

Supervisor Jackson moved to reappoint Kimberly Maingu and Georgia Styka to the Community Resource Commission for a 2 year term ending 12/31/2024. Seconded by Trustee Hendrickson.

Supervisor Jackson moved to reappoint Anna Colby and William McConnell to the Environmental Commission for a 3 year term ending 12/31/2025. Seconded by Trustee Hendrickson.

Supervisor Jackson moved to confirm the Supervisor's reappointment of Alisande Shrewsbury to the Planning Commission for a 3 year term ending 12/31/2025. Seconded by Trustee Hendrickson.

VOICE VOTE: YEAS: Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine, Trustees Hendrickson, Sundland, Wilson, Wisinski

NAYS: None

Motion carried: 7-0

B. Ordinance 2022-18 – RRA Properties Rezoning – Final Adoption

Director Schmitt outlined Ordinance 2022-18 – RRA Properties Rezoning – Final Adoption for action.

Trustee Hendrickson moved to adopt the resolution approving Ordinance 2022-18, an ordinance to rezone the following seven parcels from RRA, One-Family, Suburban Estate Residential District, to RA, One-Family, Medium Density Residential:

- 1. 1250 Ethel Street – Parcel ID# 33-02-02-23-377-011**
- 2. 4544 Van Atta Road – Parcel ID# 33-02-02-24-377-004**
- 3. 4536 Van Atta Road – Parcel ID# 33-02-02-24-377-005**
- 4. 4558 Van Atta Road – Parcel ID# 33-02-02-24-377-012**
- 5. 4552 Van Atta Road – Parcel ID# 33-02-02-24-377-013**
- 6. 4564 Van Atta Road – Parcel ID# 33-02-02-24-377-017**
- 7. Unaddressed Van Atta Road – Parcel ID# 33-02-02-24-377-018**

Seconded by Treasurer Deschaine.

Trustee Hendrickson spoke in support of this item as it moves towards zoning conformance with these properties.

ROLL CALL VOTE: YEAS: Clerk Guthrie, Treasurer Deschaine, Trustees Hendrickson, Sundland, Wilson, Wisinski, Supervisor Jackson

NAYS: None

Motion carried: 7-0

C. Ordinance 2022-14 – RRA District Deletion – Final Adoption

Director Schmitt outlined Ordinance 2022-14 – RRA District Deletion – Final Adoption for action.

Trustee Wisinski moved to adopt the resolution approving for final adoption Zoning Amendment 2022-14 to amend the Zoning Ordinance of the Charter Township of Meridian at multiple sections to delete the RRA, One-Family, Suburban Estate, Residential District from the Zoning Ordinance. Seconded by Trustee Wilson.

Trustee Wisinski spoke in support of this item.

ROLL CALL VOTE: YEAS: Treasurer Deschaine, Trustees Hendrickson, Sundland, Wilson, Wisinski, Supervisor Jackson, Clerk Guthrie

NAYS: None

Motion carried: 7-0

D. 2022 Township Manager Performance Review

Supervisor Jackson outlined the 2022 Township Manager Performance Review.

Trustee Wilson moved to approve the 2022 Township Manager's Performance Review as presented. The review document shall be forwarded to the Human Resource Office for proper filing. Seconded by Clerk Guthrie.

Trustee Wilson spoke in support of this item.

Clerk Guthrie spoke in support of this item.

Treasurer Deschaine spoke in support of this item and stated of his six years evaluating Manager Walsh this has been the best evaluation yet.

Trustee Hendrickson spoke in support of this item and noted the boards never hears complaints about Manager Walsh, or the staff.

Trustee Wisinski spoke in support of this item and noted his communication with her throughout the year.

Supervisor Jackson spoke in support of this item and detailed the criteria Manager Walsh was evaluated on.

VOICE VOTE: YEAS: Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine, Trustees Hendrickson, Sundland, Wilson, Wisinski

NAYS: None

Motion carried: 7-0

E. 2023 Township Manager Employment Contract

Supervisor Jackson outlined the 2023 Township Manager Employment Contract.

Treasurer Deschaine moved to approve extending the Township Manager's contract as presented tonight. Seconded by Trustee Wisinski.

Treasurer Deschaine spoke in support of this item.

ROLL CALL VOTE: YEAS: Trustees Hendrickson, Sundland, Wilson, Wisinski, Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine

NAYS: None

Motion carried: 7-0

F. 2023 Township Goals & Action Plan

Manager Walsh outlined the 2023 Township Goals & Action Plan for Action. He detailed goals related to the Senior Center, DEI, and Citizen Engagement.

Trustee Wilson moved to adopt the attached 2023 Meridian Township action plan. Seconded by Trustee Hendrickson.

Trustee Wilson spoke in support of these goals and spoke further about improvements to the Senior Center and communicating to residents.

Trustee Hendrickson spoke in support of these goals and spoke further on a new Tax Increment Financing Plan in the Grand River Corridor.

Treasurer Deschaine spoke in support of these goals.

Clerk Guthrie spoke in support of these goals and how they focus on including all of the township's residents.

Trustee Wisinski spoke in support of these goals and spoke further on Diversity Equity and Inclusion.

VOICE VOTE: YEAS: Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine, Trustees Hendrickson, Sundland, Wilson, Wisinski

NAYS: None

Motion carried: 7-0

G. Grant Application for Nancy Moore Park through the Federal SPARK Grant Program

Director Maisner outlined the Grant Application for Nancy Moore Park through the Federal SPARK Grant Program for action. She explained the grant will not require any township money for local match.

Clerk Guthrie asked if the pathway was already paved.

Director Maisner replied there is a paved pathway from the pavilion. She explained this is for a section further down the pathway.

Clerk Guthrie asked if the sidewalk would reach the playground.

Director Maisner replied it would.

Trustee Hendrickson moved to adopt the resolution to authorize a grant application for accessibility improvements in Nancy Moore Park through the Michigan Department of

Natural Resources SPARK grant Program in the amount of \$ 400,000. Seconded by Clerk Guthrie.

Trustee Hendrickson spoke in support of this item.

Director Maisner noted as this is federal money the paths will be widened to 10 ft. wide as that is federal standard.

Trustee Wilson asked if this could be accomplished with \$400,000.

Director Maisner replied that it could.

Trustee Sundland asked if there would be lighting around the sidewalk area.

Director Maisner replied there would not be lighting added, and that the local parks close at dusk.

Trustee Sundland suggested adding some lighting to the area.

Treasurer Deschaine spoke about a hazardous trail that leads into the CN railroad.

Director Maisner noted the trail is part of an easement used by the Department of Public Works.

Supervisor Jackson asked for the total length of the loop.

Director Maisner replied she would have that number from township engineering tomorrow.

ROLL CALL VOTE: YEAS: Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine, Trustees Hendrickson, Sundland, Wilson, Wisinski

NAYS: None

Motion carried: 7-0

H. Board of Review Compensation

Assessor Winstead outlined Board of Review Compensation for action.

Treasurer Deschaine moved to approve compensation for each Board of Review Member as \$75 per required training, \$50 for organizational, July, and December Board of Review meetings, and \$25 per hour for March Board of Review meetings. Seconded by Trustee Wilson.

Treasurer Deschaine spoke in support of this item.

Trustee Wilson spoke in support of this item.

ROLL CALL VOTE: YEAS: Trustee Sundland, Wilson, Wisinski, Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine, Trustees Hendrickson

NAYS: None

Motion carried: 7-0

I. Poverty Exemption Guidelines

Assessor Winstead outlined the Poverty Exemption Guidelines for action.

Trustee Wilson moved to approve the income and asset limits for 100% and 50% poverty exemptions as follows: households with income and assets at or below 1.35 times the federal guidelines are eligible for a 100% exemption; households with income or assets above 1.35 times the federal guidelines, but with income and assets at or below 1.85 times the federal guidelines are eligible for 50% exemptions. Seconded by Trustee Wisinski.

Trustee Wilson spoke in support of this item.

Trustee Wisinski spoke in support of this item.

Treasurer Deschaine asked if the township's current guidelines are keeping people from applying for exemption, and if this change would increase the amount of applicants.

Assessor Winstead replied more people would qualify but did not know if more would apply.

Treasurer Deschaine asked Assessor Winstead to track those who apply and qualify for these exemptions.

Trustee Hendrickson noted six applicants were approved and asked how many owner-occupied homes are in the township.

Assessor Winstead replied about 11,000 current owner-occupied homes in the township.

VOICE VOTE: YEAS: Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine, Trustees Hendrickson, Sundland, Wilson, Wisinski

NAYS: None

Motion carried: 7-0

The Board Recessed at 7:34 pm.

The Board Reconvened at 7:44 pm.

13. BOARD DISCUSSION ITEMS

A. SUP 22-091 – Grand Reserve – Buildings greater than 25,000 sq. ft.

Director Schmitt outlined SUP 22-091 – Grand Reserve – Buildings greater than 25,000 sq. ft. for discussion. He explained this property was rezoned by the board for this development in 2021. There will be 55 single family homes and 60 duplex units as well as a clubhouse. He noted this will have no wetland impact but will have a wetland buffer impact.

Applicants representative Joe Locricchio 316 Birchwood Ave., Traverse City, MI further outlined SUP 22-091 for discussion. He listed amenities provided to residents of the development.

Applicant Raji Uppal Dewitt, MI further outlined SUP 22-091 for discussion.

Trustee Wilson asked which portion of Powell Rd. will be paved.

Matt Diffin replied Powell Rd. will be paved down to Silverstone Rd. He noted the road was previously paved and will be widened.

Trustee Wilson asked about parking in the development and noted there could not be street parking.

Mr. Diffin replied 28 ft. of clear pavement should be available to be compliant with the Fire Marshall. He noted he will widen the road if necessary to be compliant with the Fire Marshall.

Trustee Wisinski thanked the applicant for lowering the density. She asked about trees that were removed for the paving of Powell Rd. and if there could be a tree assessment.

Mr. Diffin replied there is a tree assessment included in the submission packet and they intend to plant new trees to replace ones that have been removed.

Trustee Wisinski asked if residential areas near the development would have a buffer.

Mr. Diffin replied there are various buffers, and more being added that aren't on this plan.

Trustee Wisinski asked if there is a filter for water that runs off from the asphalt.

Mr. Diffin replied this water will be drained with storm water and will not drain into the wetlands.

Clerk Guthrie commended the developers for the changes they have made to this plan. She asked if wetland permits would be required for the community trails.

Mr. Locricchio replied the trails will be located in the grading setback, and will not affect the surrounding wetlands.

Supervisor Jackson asked why the multi dwelling units were no longer in place.

Mr. Uppal replied restrictions from the Drain Commissioner and the increasing popularity of these types of single and two family homes have become popular.

Treasurer Deschaine asked about the typical rental stay.

Mr. Uppal noted 60-70% of renters renew leases.

B. Ordinance 2022-16 – Sign Ordinance Update

Director Schmitt outlined Ordinance 2022-16 – Sign Ordinance Update for discussion. He noted that every part of this Ordinance has been altered in some way. He noted this will be up for final adoption in February.

Trustee Hendrickson asked if outdoor advertising and definitions were content neutral.

Director Schmitt replied outdoor advertising has its own rules.

Supervisor Jackson asked if other communities have updated their sign ordinances.

Director Schmitt replied that some have and none have been sued so far.

C. Capital Projects Fund – American Rescue Plan Funding – Federal Policies and Procedures

Manager Walsh asked if he could address 13.C 13.D and 13.E together.

Treasurer Deschaine moved to amend the agenda to combine items 13.C, 13.D, and 13.E. Supported by Trustee Hendrickson.

VOICE/HAND VOTE: Motion carried 7-0

Manager Walsh outlined the Capital Projects Fund, American Rescue Plan Funding, and Pension Stabilization Fund for discussion.

On Pension Stabilization he noted a fund of \$3,000,000 could be set aside as a stabilization fund for the MERS Pension.

On the Capital Project Fund he explained \$900,000 could be set aside for the Municipal Building, the Public Safety Building, and the Service Center. He also stated \$300,000 can be set aside for control access to the Police Department.

On ARPA Spending he brought up spending for the Digital Building and Fire Plan, Windscreens for Marketplace, Police Department locker rooms, the Local Road Program, revamping the Senior Center, an Affordable Housing initiative, and the Meridian Historic Village.

Trustee Hendrickson spoke in support of the strategy of this spending. He saw the Police Department locker room as falling into the Capital Projects Fund.

Manager Walsh noted other township managers are trying to accomplish DEI project with ARPA funds and views the locker room enhancement as a DEI issue.

Treasurer Deschaine spoke in support of this item. He asked if the money allotted to the roads program will allow the Department of Public Works to complete the road program on time.

Director of Public Works and Assistant Township Manager Opsommer replied this will push each road up one mile ahead of schedule.

Treasurer Deschaine asked how much the price of road repair has increased from inflation.

Director of Public Works and Assistant Township Manager Opsommer replied about 50%.

Treasurer Deschaine asked if cost of roads will drop.

Director of Public Works and Assistant Township Manager Opsommer replied that he expects more of a leveling off in price instead of a drop.

Trustee Wilson noted she also believes the \$130,000 for the Police Locker rooms should be coming from the Capital Projects Fund.

Trustee Wisinski spoke in support of this plan, and noted she believes the locker rooms should be paid for with ARPA funding.

Clerk Guthrie asked how Manager Walsh came up with \$500,000 for Senior Center feasibility and \$350,000 for affordable housing.

Manager Walsh replied that he came up with \$500,000 by speaking to Portage about their seed money for their own Senior Center, and the \$350,000 for affordable housing was a number that seemed meaningful to him. He noted he doesn't know exactly what will happen with either project and these numbers could go up or down depending on the boards wishes.

Clerk Guthrie asked if the Capital Project Fund will see an annual deposit into the fund or if it's a one-time deal.

Manager Walsh replied this fund will be funded every year with revenue over expenditures.

Supervisor Jackson noted these funds should be defined and should have parameters established for each fund.

Manager Walsh replied that may not need to be done as ARPA funding discussions are done next week, The Capital Project Fund will eventually run out, and the Pension Stabilization fund will be discussed further at regular meetings.

Supervisor Jackson asked if there is any value in extending budgeting outlooks.

Manager Walsh replied some people see it that way, but too him there are too many unknowns in the long run.

Manager Walsh stated next week the board will need to approve the ARPA funding as presented, the creation of a Capital Project Fund, and the creation of the Pension Stabilization Fund.

~~D. American Rescue Plan Funding~~

E. Federal Policies and Procedures

Director Garber outlined Federal Policies and Procedures for Discussion. She read the federal guidelines to the board as they apply to ARPA grants.

Trustee Wilson asked if the manual has been presented to the auditors.

Director Garber replied that she would.

Treasurer Deschaine asked if current township procedures are in conflict or complementary to federal procedures.

Director Garber replied these policies are already in place in the township just not written down, so they do not appear to the auditors.

~~F. Pension Stabilization Fund~~

14. COMMENTS FROM THE PUBLIC

Supervisor Jackson opened Public Remarks at 9:11 pm.

NONE

Supervisor Jackson closed Public Remarks at 9:11 pm.

15. OTHER MATTERS AND BOARD MEMBER COMMENTS-NONE

16. ADJOURNMENT

Trustee Wilson moved to adjourn. Seconded by Treasurer Deschaine.

VOICE/HAND VOTE: Motion carried 7-0

Supervisor Jackson adjourned the meeting at 9:12 pm.

PATRICIA H. JACKSON,
TOWNSHIP SUPERVISOR

DEBORAH GUTHRIE
TOWNSHIP CLERK



9.C

To: Board Members
From: Amanda Garber, Finance Director
Date: December 13, 2022
Re: Board Bills

Charter Township of Meridian
Board Meeting
12/13/2022

MOVED THAT THE TOWNSHIP BOARD APPROVE THE MANAGER'S
BILLS AS FOLLOWS:

COMMON CASH	\$	208,012.85
PUBLIC WORKS	\$	104,737.73
TRUST & AGENCY	\$	-
	TOTAL CHECKS:	\$ 312,750.58
CREDIT CARD TRANSACTIONS		
12/01/2022 - 12/05/2022	\$	4,327.91
	TOTAL PURCHASES:	\$ <u>317,078.49</u>
ACH PAYMENTS	\$	<u>505,039.51</u>

12/06/2022 03:18 PM
 User: GRAHAM
 DB: Meridian

INVOICE APPROVAL BY INVOICE REPORT FOR CHARTER TOWNSHIP OF MERIDIAN
 EXP CHECK RUN DATES 12/13/2022 - 12/13/2022
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
 BANK CODE: GF - CHECK TYPE: PAPER CHECK

Vendor Name	Description	Amount	Check #
1. 30TH CIRCUIT COURT / FOC	CASH BOND - PARKER/HELINA/BRIANNIE	100.00	108472
	CASH BOND - PERALEZ/ELIJAH/SHAYNE	230.00	108473
	TOTAL	330.00	
2. 54-A DISTRICT COURT	CASH BOND - N. MISIAK	20.00	108475
	CASH BOND - J.A. POWELL	100.00	108474
	TOTAL	120.00	
3. 60TH DISTRICT COURT	CASH BOND - L. WOODS	210.00	108476
4. ABSOLUTE ENVIRONMENTAL SOLUTIONS	2022 ROOFTOP SOLAR PHOTOVOLTAIC ARRAY FOR CARPORTS	48,330.85	
5. ABUNDANCE CAFE LLC	FARM MARKET VENDOR	26.00	
6. AGAPE ORGANICS	FARM MARKET VENDOR	93.00	
7. ALDI, INC	OVERPAYMENT FOR FALSE ALARM	25.00	
8. ALL TRAFFIC SOLUTIONS	TRAFFIC SUITE SOFTWARE RENEWAL	10,800.00	
9. AMERICAN PLANNING ASSOCIATION	2023 MEMBERSHIP BRIAN SHORKEY	497.00	
10. APPLE	HOMTV IPADS	1,930.00	
11. APPLE BLOSSOM KOMBUCHA	FARM MARKET VENDOR	9.00	
12. AUTO VALUE OF EAST LANSING	BLADERUNNER - FLEET REPAIR PARTS	42.98	
	FLUID - FLEET REPAIR PARTS	104.76	
	UNIT 119 - FLEET REPAIR PARTS	214.07	
	UNIT 119 - FLEET REPAIR PARTS	12.89	
	CREDIT - FLEET REPAIR PARTS	(21.49)	
	BRAKE CALIPER - FLEET REPAIR PARTS	120.00	
	RETURN BRAKE CALIPERS - FLEET REPAIR PARTS	(120.00)	
	UNIT 120 - FLEET REPAIR PARTS	385.40	
	UNIT 120 - FLEET REPAIR PARTS	387.82	
	CREDIT - FLEET PARTS	(385.40)	
	SHOP SUPPLY - FLEET REPAIR PARTS	517.11	
	SHOP SUPPLY - FLEET REPAIR PARTS	158.61	
	SHOP SUPPLY - FLEET REPAIR PARTS	207.98	
	SHOP SUPPLY - FLEET REPAIR PARTS	27.98	
	BLK LIGHTING XL - FLEET REPAIR PARTS	27.98	
	TOTAL	1,680.69	
13. B & H PHOTO-VIDEO	HOMTV VIDEO PROD EQUIP - PARTIAL ORDER	2,869.66	
14. BANNASCH WELDING INC	MOTOR POOL - UNIT 38	36.45	
	UNIT 38 - MULTIPLE INVOICES	25.00	
	MOTOR POOL - UNIT 57	155.70	
	MOTOR POOL - UNIT 64	537.00	
	TOTAL	754.15	
15. BARBARA HAMM	FARMERS MARKET VENDOR	11.00	
16. BETTY ANNE RUPLEY	FARM MARKET VENDOR	164.00	
17. BOARD OF WATER & LIGHT	11/01/2022 - 12/01/2022 STREETLIGHT SERVICE	661.07	
18. BOUNDTREE MEDICAL	ORDER #104150081 MEDICAL SUPPLIES FOR AMBULANCES	135.99	
19. BRD PRINTING, INC	TAX BILL INSERT FOR PUBLIC WORKS/PARKS & REC	532.50	
20. BRIDGET CANNON	MILEAGE REIMBURSEMENT	21.94	

Vendor Name	Description	Amount	Check #
21. C & S FAMILY FARM	FARMERS MARKET VENDOR	65.00	
22. CAWOOD BUILDERS	2022 SANITARY DISPENSER BATHROOM PROJECT	6,496.35	
23. CDW	IPADS FOR PD FTO PROGRAM	2,535.50	
24. CINTAS CORPORATION #725	11/2/22 - MOTOR POOL - MECHANICS UNIFORMS	32.31	
	11/08/2022 MOTOR POOL - MECHANICS UNIFORMS	32.31	
	11/14/2022 MOTOR POOL - MECHANICS UNIFORMS	32.31	
	11/21/2022 MOTOR POOL - MECHANICS UNIFORMS	32.31	
	11/30/2022 MOTOR POOL - MECHANICS UNIFORMS	32.31	
	TOTAL	161.55	
25. CINZORI FARMS LLC	FARM MARKET VENDOR	375.00	
26. CONWAY SHIELD INC	GLOVES	1,121.00	
	HELMETS	1,433.49	
	TOTAL	2,554.49	
27. CRAIG KOENIGSKNECHT	FARMERS MARKET VENDOR	12.00	
28. CRYSTAL FLASH	MOTOR POOL - FLEET FUEL 2022	5,773.42	108477
	ORDER #4432748 - FLEET FUEL	12,453.45	108477
	TOTAL	18,226.87	
29. DELL MARKETING LP	APPASSURE SERVER HARD DRIVE REPLACEMENT	344.65	
30. DESIGNS BY NATURE	NATIVE SEEDLING PROPOGATION AND WILDFLOWER/GRASS/W	580.00	
31. DEWOLF AND ASSOCIATES	TRAINING 2 OFFICERS - TREVINO/MCCONAUGHY	1,590.00	
32. DIANA TENNES	FARM MARKET VENDOR	766.00	
33. DIEMER'S FARM & GREENHOUSE LLC	FARM MARKET VENDOR	2,627.00	
34. DOUGHNATION BAKERY	FARM MARKET VENDOR	161.00	
35. ELAINE FLORE	FARMERS MARKET VENDOR	112.00	
36. ELECTION SOURCE	TABULATOR THERMAL TAPE	190.63	
37. ELLEN DILLMAN	2022 FALL RECYCLING EVENT VOLUNTEER COORDINATOR	250.00	
38. FAHEY SCHULTZ BURZYCH RHODES PLC	ENFORCEMENT MATTERS - LEGAL FEES	709.50	
	COLLECTIVE BARGAINING - LEGAL FEES	157.50	
	POLICE FOIA - LEGAL FEES	190.00	
	DDA - LEGAL FEES	483.00	
	EMPLOYMENT INVESTIGATION - LEGAL FEES	225.00	
	WINSLOW - LEGAL FEES	1,828.50	
	EYDE-SIERRA RIDGE - LEGAL FEES	1,648.50	
	ABC PREVAILING WAGE - LEGAL FEES	2,857.50	
	MDCR #616160 - LEGAL FEES	22.50	
	SIGN REGULATIONS REVISION - LEGAL FEES	399.00	
	THE PONDS - LEGAL FEES	20,308.50	
	OKEMOS DRAIN CONDEMNATION - LEGAL FEES	42.00	
	HUMAN RESOURCES/LABOR - LEGAL FEES	1,965.79	
	MANAGER - LEGAL FEES	1,724.12	
	PUBLIC WORKS - LEGAL FEES	2,060.09	
	GFS - LEGAL FEES	45.00	
	E & W INVESTMENTS - LEGAL FEES	135.00	
	AUTOZONE - LEGAL FEES	45.00	
	TOTAL	34,846.50	

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Vendor Name	Description	Amount	Check #
39. FIREFLY FIELDS	FARMERS MARKET VENDOR	12.00	
40. FORESIGHT GROUP	WATER BILLS #10 ENVELOPES	731.86	
41. GAYELORD MANKOWSKI	FARM MARKET VENDOR	223.00	
42. GOODYEAR COMMERCIAL TIRE	UNIT 6 - GOODYEAR TIRES	2,185.83	
43. GREENFIELD OUTDOOR FITNESS	REPLACEMENT PARTS FITNESS EQUIPMENT - WONCH PARK	1,171.80	
44. HERBERT L CONFER JR	FARM MARKET VENDOR	278.00	
45. HICKORY KNOLL FARMS	FARM MARKET VENDOR	24.00	
46. INTERNATIONAL CODE COUNCIL	MEMBER #375400 - J. HECKAMAN - 11/8/2022 - 11/7/20	145.00	108480
47. JACOB FARLEY	FARM MARKET VENDOR	178.00	
48. JANET'S LLC	FARM MARKET VENDOR	45.00	
49. JEAN S. FIERKE	FARMERS MARKET VENDOR	53.00	
50. JEFF CLARK	FARMERS MARKET VENDOR	15.00	
51. JERMAINE HANG	FARMERS MARKET VENDOR	63.00	
52. JON ORR	FARM MARKET VENDOR	109.00	
53. KODIAK EMERGENCY VEHICLES	UNIT 663 - FIRE - KODIAK PARTS	316.10	
	UNIT 663 - FIRE - KODIAK PARTS	91.07	
	TOTAL	407.17	
54. LAFONTAINE AUTOMOTIVE GROUP	MOTOR POOL - REPAIR PARTS	110.46	
	REPAIRS TO UNIT 695 AFTER ACCIDENT	3,976.92	
	TOTAL	4,087.38	
55. LAFOUNTAINS ALL NATURAL BEEF	FARM MARKET VENDOR	30.00	
56. LANSING SANITARY SUPPLY INC	BUILDINGS - CUSTODIAL SUPPLIES - 2022	310.48	
57. MADISON NATIONAL LIFE INS CO	DEC 2022 LIFE/DISABILITY INSURANCE	3,483.84	108478
58. MALINDA & DAVID BARR	FARMERS MARKET VENDOR	22.00	
59. MARK CLOUSE	FARMERS MARKET VENDOR	46.00	
60. MARTIN BRAMAN	FARMERS MARKET VENDOR	13.00	
61. MARYANN SEDAO	FARM MARKET VENDOR	27.00	
62. MEI TOTAL ELEVATOR SERVICES	DEC 2022 - FEB 2023 ELEVATOR SERVICE	500.94	
63. MI GREAT LAKES FISH COMPANY	FARM MARKET VENDOR	185.00	
64. MONICA PETERS	FARMERS MARKET VENDOR	83.00	
65. MONTESSORI RADMOOR SCHOOL	2022 GREEN GRANT AGREEMENT @ MONTESSORI RADMOOR SC	1,500.00	
66. MUSCULAR DYSTROPHY ASSOCIATION	PROCEEDS FROM PANCAKE BREAKFAST	300.00	
67. MYCOPHILES GARDEN LLC	FARM MARKET VENDOR	87.00	
68. MYERS PLUMBING	EMERGENCY LIFT STATION WORK AT CENTRAL PARK PAVILI	212.00	
69. NICK NEVEAU	FARMERS MARKET VENDOR	23.00	
70. OFELIA DIAZ	FARM MARKET VENDOR	16.00	

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Vendor Name	Description	Amount	Check #
71. PATRICIA STEVENSON	FARM MRKT VENDOR	284.00	
72. PEOPLEFACTS LLC	NOV 2022 PRE-EMPLOYMENT CREDIT CHECKS	30.47	
73. PONDSIDE FARM	FARMERS MARKET VENDOR	91.00	
74. PROGRESSIVE AE	PROF SERV THRU OCT 28 2022 - LAKE LANSING MANAGEME	2,617.50	
75. PRO-TECH MECHANICAL SERVICES	PARKS BUILDING - SNELL TOWAR REC - HVAC REPAIRS	545.00	
76. QUALITY TIRE INC	SCRAP TIRE DISPOSAL - MOTOR POOL TIRES	49.00	
	MOTOR POOL TIRES - UNIT 699	1,168.80	
	MOTOR POOL TIRES - STOCK	2,401.56	
	TOTAL	3,619.36	
77. ROJAS FARM	FARMERS MARKET VENDOR	70.00	
78. ROWERDINK AUTOMOTIVE PARTS	ORDER #523430 - FLEET REPAIR PARTS	536.75	
	ORDER #523440 - UNIT 134 - FLEET REPAIR PARTS	93.56	
	ORDER #523450 - UNIT 38 - FLEET REPAIR PARTS	123.00	
	ORDER #525730 - UNIT 45 - FLEET REPAIR PARTS	114.00	
	ORDER #525740 - STOCK - FLEET REPAIR PARTS	118.00	
	ORDER #526010 - CREDIT - FLEET REPAIR PARTS	(28.00)	
	ORDER #532020 - UNIT 126 - FLEET REPAIR PARTS	211.16	
	ORDER #532840 - UNIT 108 - FLEET REPAIR PARTS	146.45	
	ORDER #532850 - UNIT 663 - FLEET REPAIR PARTS	139.37	
	ORDER #956300 - UNIT 108 - FLEET REPAIR PARTS	190.62	
	ORDER #546930 - UNIT 7 - FLEET REPAIR PARTS	159.52	
	ORDER #550850 - UNIT 45/STOCK - FLEET REPAIR PARTS	703.14	
	TOTAL	2,507.57	
79. SCOUT TROOP 125	PROCEEDS FROM PANCAKE BREAKFAST	967.97	
80. SIGNARAMA OF LANSING EAST	NAME TAG - ZACK LEMASTER	43.00	
81. SMARNATH KOGANTI	OVRPMT AMBULANCE FEE 05/01/2022	390.92	
82. SPARROW OCCUPATIONAL	OCT 2022 OCC HEALTH PHYSICAL EXAMS	3,044.50	
83. STAPLES	OFFICE OPERATING SUPPLIES	1,554.15	
84. STATE OF MICHIGAN	JOB ORDER S-99548 - RECORDS STORAGE FOR MERIDIAN T	623.23	
85. STEPHEN GROSE	FARM MRKT VENDOR	1,184.00	
86. SUE MCMASTER	FARM MARKET VENDOR	559.00	
87. SWAGIT PRODUCTIONS, LLC	ACCT #2K160318MD	2,613.75	
88. T MOBILE	10/21/22-11/20/22 - BACKUP CELLULAR DATA SERVICE 5	29.48	108479
89. TELEFLEX LLC	EZ-IO POWER DRIVER & VASCULAR ACCESS PACK (MEDICAL	233.07	
	SHIPPING CHARGE ORDER 9556447 (EZ-IO POWER DRIVER)	9.50	
	EZ-IO POWER DRIVER & VASCULAR ACCESS PACK (MEDICAL	31.88	
	TOTAL	274.45	
90. THE CHEESE PEOPLE OF GRAND RAPIDS	FARM MARKET VENDOR	172.00	
91. THE SHYFT GROUP USA, INC	MOTOR POOL - FIRE DEPARTMENT - ENGINE #91 - UNIT 1	24,269.21	
92. TITUS FARM LLC	FARM MARKET VENDOR	995.00	
93. UDDERLY MAGIC LLC	FARMERS MARKET VENDOR	57.00	
94. UNCLE CALVINS SWEET POTATO	PIES		
	FARM MARKET VENDOR	56.00	

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Vendor Name	Description	Amount	Check #
95. WEST MICHIGAN INTERNATIONAL	MOTOR POOL - ENGINE 91 REPAIRS	2,032.31	
96. WEST SHORE FIRE INC	SCBA AIR TEST	196.87	
97. WILD DAWN FARMS LLC	FARMERS MARKET VENDOR	2.00	
98. WILLIAMSTON GREEN HOUSE & FLORIST	FARM MARKET VENDOR	946.00	
99. WILLOW GARDEN	FARM MARKET VENDOR	48.00	
100 WILSON FARM FRESH MEATS	FARMERS MARKET VENDOR	426.00	
101 WINIFRED ROME	OVREMT AMBULANCE ON 7/6/2022	98.42	
TOTAL - ALL VENDORS		208,012.85	

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Vendor Name	Description	Amount	Check #
1. ALEX HUS			
	REIMB PERF GUAR - 5088 CHAGGAL	2,000.00	
2. ALLEN EDWIN HOME BUILDERS			
	REIM PERF GUAR - 6146 TOWAR	2,644.00	
3. BRD PRINTING, INC			
	TAX BILL INSERT FOR PUBLIC WORKS/PARKS & REC	532.49	
4. COUNTRY VIEW ESTATES			
	REIMB PERF GUAR - CHAGGAL	2,711.56	
	REIMB OF PERF - 5151 CHAGGAL	2,000.00	
	TOTAL	4,711.56	
5. EASTBROOK HOMES INC			
	REIMB PERF GUAR - 6050 SOUTHRIDGE	2,000.00	
	REIMB PERF GUAR - 2567 WINTERFIELD	2,000.00	
	REIMB PERF GUAR - 1586 BELVEDERE	5,059.00	
	TOTAL	9,059.00	
6. FEDEWA INC			
	N ELEVATED TANK EXTERIOR PAINTING AND MISC HATCH A	6,299.00	
7. GREGORY GRIFFIN			
	REIMB PERF GUAR - 6102 SLEEPY HOLLOW	2,000.00	
8. HYDROCORP			
	SEPT 2022 - CROSS CONNECTION CONTROL PROG SERV	2,673.00	
9. J. RAJALA CONSTRUCTION			
	REIMB PERF GUAR -1893 BIRCHWOOD	500.00	
10. MADISON NATIONAL LIFE INS CO			
	DEC 2022 LIFE/DISABILITY INSURANCE	453.67	29177
11. MAYBERRY HOMES			
	REIMB PERF GUAR - 656 MAGENTA	2,000.00	
	REIMB PERF GUAR - 652 MAGENTA	2,000.00	
	REIMB PERF GUAR - 660 MAGENTA	4,317.25	
	REIMB PERF GUAR - 644 MAGENTA	2,000.00	
	REIMB PERF GUAR - 1492 SILVERSTONE WAY	2,000.00	
	REIMB PERF GUAR - 1493 SILVERSTONE WAY	6,128.50	
	REIMB PERF GUAR - 1482 SILVERSTONE WAY	6,977.29	
	REIMB PERF GUAR - 1490 SILVERSTONE WAY	6,290.69	
	REIMB PERF GUAR - 1487 SILVERSTONE WAY	5,970.78	
	REIMB PERF GUAR - 1491 SILVERSTONE WAY	9,713.90	
	REIMB PERF GUAR - 1489 SILVERSTONE WAY	2,000.00	
	REIMB PERF GUAR - 4736 POWELL	2,000.00	
	REIMB PERF GUAR - 4731 SILVERSTONE WAY	2,000.00	
	REIMB PERF GUAR - 5608 COPPER CREEK	2,000.00	
	REIMB PERF GUAR - 5620 COPPER CREEK	2,000.00	
	REIMB PERF GUAR - 5627 COPPER CREEK	2,000.00	
	REIMB PERF GUAR - 5614 COPPER CREEK	2,000.00	
	REIMB PERF GUAR - 5633 COPPER CREEK	2,000.00	
	REIMB PERF GUAR - 623 MAGENTA	2,000.00	
	REIMB PERF GUAR - 5657 COPPER CREEK	2,000.00	
	REIMB PERF GUAR - 1494 SILVERSTONE	2,000.00	
	REIMB PERF GUAR - 1483 SILVERSTONE	2,000.00	
	TOTAL	71,398.41	
12. SME			
	PROF SERV FROM OCT 3 2022 TO NOV 6 2022 - MISC TES	466.60	
13. ZIYU LIU			
	REIMB PERF GUAR SLEEPY HOLLOW	2,000.00	
TOTAL - ALL VENDORS		104,737.73	

Credit Card Report 12/1/2022-12/5/2022

Posting Date	Merchant Name	Amount	Name
2022/12/01	CHICK-FIL-A #03695	\$187.76	FRANK L WALSH
2022/12/01	OPENTIMECLOCK	\$25.00	STEPHEN GEBES
2022/12/01	CARLETON EQUIP CO-SAGI	\$990.30	ROBERT MACKENZIE
2022/12/01	THE HOME DEPOT #2723	\$37.94	LUANN MAISNER
2022/12/01	THE HOME DEPOT #2723	\$23.96	LUANN MAISNER
2022/12/01	MICHIGAN MUNICIPAL LEAGUE	\$350.00	MICHELLE PRINZ
2022/12/01	IN *NATL ASSN OF TELECOMM	\$50.00	SAMANTHA DIEHL
2022/12/02	THE HOME DEPOT #2723	\$8.98	LAWRENCE BOBB
2022/12/02	THE HOME DEPOT #2723	\$66.85	JACOB FLANNERY
2022/12/02	4ALLPROMOS	\$477.42	RICHARD GRILLO
2022/12/02	OUTSHINER GRAND RIVER	\$300.00	ROBERT MACKENZIE
2022/12/02	SUPPLIES DEPOT	\$128.95	ROBERT MACKENZIE
2022/12/02	MARKS LOCK SHOP INC	\$30.00	KEITH HEWITT
2022/12/02	AMZN MKTP US*LA9CB3I83	\$25.99	MICHELLE PRINZ
2022/12/02	OFFICEMAX/OFFICEDEPT#3379	\$7.59	DANIEL OPSOMMER
2022/12/02	FACEBK ZBLUJX8U2	\$175.00	SAMANTHA DIEHL
2022/12/05	THE HOME DEPOT #2723	\$35.18	TYLER KENNEL
2022/12/05	HASLETT TRUE VALUE HARDW	\$4.96	JACOB FLANNERY
2022/12/05	OFFICEMAX/OFFICEDEPT#3379	\$143.93	TIMOTHY BOOMS
2022/12/05	THE HOME DEPOT #2723	\$36.93	TIMOTHY BOOMS
2022/12/05	AMZN MKTP US*JK87A4A33	\$92.20	ROBERT MACKENZIE
2022/12/05	AMZN MKTP US*MQ5TR5TH3	\$60.00	MICHELLE PRINZ
2022/12/05	JOHNSON SIGN CO.	\$390.00	CATHERINE ADAMS
2022/12/05	IN *ARROWHEAD SCIENTIFIC	\$57.97	BART CRANE
2022/12/05	THE PRINTING KING	\$621.00	SAMANTHA DIEHL
Total		\$4,327.91	

ACH Transactions

Date	Payee	Amount	Purpose
12/2/2022	IRS	\$ 121,880.37	Payroll Taxes 12/02/2022
12/2/2022	Various Financial Institutions	\$ 329,062.74	Direct Deposit 12/02/2022
12/2/2022	Nationwide	\$ 6,076.92	Payroll Deductions 12/02/2022
12/2/2022	Health Equity	\$ 63.13	Employee Health Savings Accounts
12/2/2022	First American	\$ 1,577.44	Employee Vision Insurance
12/2/2022	ICMA	\$ 46,378.91	Payroll Deductions 12/02/2022
	Total ACH Payments	<u>\$ 505,039.51</u>	



To: Township Board

**From: Timothy R. Schmitt, AICP
Community Planning and Development Director**

Date: December 9, 2022

Re: 1673 Haslett (American Homes of Meridian) – Brownfield Plan – Public Hearing

At the November 29, 2022, Township Board meeting, a public hearing was scheduled for December 13, 2022 on the proposed first amendment to the Brownfield Plan for the American House of Meridian project. Formerly known as Pine Village, the project is located at 1673 Haslett Road on the far western edge of the Haslett Village Square shopping center. The Meridian Township Brownfield Redevelopment Authority (MTBRA) had previously reviewed the proposal and recommended approval of the plan to the Township Board.

In accordance with the provisions of the Brownfield Redevelopment Financing Act, Public Act 381 of 1996, as amended, the public hearing is required to be held by the Township Board, affording all residents, taxpayers, interested parties, and taxing units affected by the plan an opportunity to be heard, prior to final review and potential approval.

After the public hearing was scheduled, Staff sent notices directly to all of the taxing agencies that would be affected by the plan, along with the State of Michigan, even though the plan does not call for the capture of State tax dollars. To date, Staff has received no comment on the proposal. After the public hearing, the matter is on the agenda for discussion as well, to allow a more robust conversation around the plan, as needed. Action cannot be taken on the request until 10 days after the public hearing, pursuant to the State enabling legislation.



To: Township Board

**From: Timothy R. Schmitt, AICP
Community Planning and Development Director**

Date: December 9, 2022

Re: Special Use Permit #22-091 – Newman Equities II – Grand Reserve – Construct a series of buildings over 25,000 square feet

At the Township Board’s December 6, 2022 meeting, an initial review was held on the request from Newman Equities, LLC to construct a total of 86 structures on their property between Central Park Drive and Powell Road. The property was previously rezoned, subject to a series of conditions, in 2021. The plan being proposed meets all the conditions of that rezoning.

At the December 6th meeting, no major concerns were raised by the Township Board. Discussion about the stormwater management, reduced density, wetland impacts, and paving of Powell Road were the main topics and all questions about them were answered. Previously, the Planning Commission had held a public hearing and received some public comments. The Planning Commission eventually recommended approval of the request. At this time, Staff has identified no concerns and can **recommend approval** of the Special Use Permit. Staff would offer the following motion for the Township Board’s use in taking action on this matter:

Motion to adopt the resolution approving the request from Newman Equities, LLC to build 86 structures, totaling more than 25,000 square feet on the properties between Central Park Drive and Powell Road. The property is zoned RD, Multiple Family Residential, subject to a conditional rezoning agreement.

Attachments

1. Resolution for approval
2. Site Layout Plan

RESOLUTION TO APPROVE

**Special Use Permit #22-091
Grand Reserve
Buildings over 25K sq. ft.**

RESOLUTION

At a regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held at 5151 Marsh Road, Okemos, MI 48864 on the 13th day of December 2022, at 7:00 p.m., Local Time.

PRESENT: _____

ABSENT: _____

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

WHEREAS, Newman Equities II, LLC has submitted a request to construct a residential development between Central Park Drive and Powell Road on a 33.06-acre property made up of three parcels, identified as Parcel I.D.#s 33-02-02-22-252-005, 33-02-02-22-252-002, and 33-02-02-22-276-009; and

WHEREAS, the subject property was rezoned from RA (Single Family Residential) to the existing RD (Multiple-Family Residential) district in February 2021, pursuant to Ordinance 20-050; and

WHEREAS, rezoning #20-050 was subject to six conditions of approval, which are being met with the proposed project layout; and

WHEREAS, the total square footage of all structures is greater than 25,000 square feet; and

WHEREAS, a special use permit is required to be approved by the Township Board for projects where the total square footage of all structures total greater than 25,000 square feet; and

WHEREAS, the Planning Commission held a public hearing at its regular meeting on October 24, 2022 and recommended approval to the Township Board at their meeting on November 14, 2022; and

WHEREAS, the Township Board reviewed the request at their December 6, 2022 meeting and raised no major concerns with the proposed project layout or structure sizes; and

WHEREAS, the proposed project is consistent with the general standards for granting a special use permit found in Section 86-126 of the Code of Ordinances.

NOW THEREFORE, BE IT RESOLVED THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN hereby approves Special Use Permit #22-091, subject to the following conditions:



To: Board Members
From: Frank L. Walsh, Township Manager
Date: December 9, 2022
Re: Capital Projects Fund (CPF)

When I first arrived in Meridian Township a decade ago, I noticed that the Township did not operate with a Capital Projects Fund (CPF). Coming from St. Joseph, we had used a CPF for 15 years to help fund projects such as a new ice arena and park improvements.

When I began to investigate why we didn't operate with a CPF, I realized that we were too much in debt to consider such a tool. We owed MERS \$34,000,000, retiree health care nearly \$5,000,000 and our own pension fund \$1,900,000. With \$41,000,000 in debt, talking about setting up a CPF was a moot point.

With the elimination of nearly \$17,000,000 in debt, we can now pivot to the use of a CPF.

The best practice for establishing a CPF is earmarking annual revenues over expenditures from the general fund to the CPF. On an annual basis, this allows the governing body to consider capital projects out of a special fund. I'm suggesting we convert how we have operated over the past decades to the use of a CPF.

Here is how I would suggest we initiate the original corpus.

Our expected December 31, 2022 fund balance is expected to be in the range of \$13,500,000. The first thing is to recognize the Board's policy of maintaining a 25% fund balance as compared to the annual general fund expenses. Our 2023 general fund budget is approximately \$25,000,000. Therefore, you set aside \$7,000,000. This number will fluctuate each year based on the annual general fund expense. I'd also strongly suggest that we create a Pension Stabilization Fund of \$2,000,000. This will allow future administrations and elected officials a fund to dip into should we not be able to reach our goal of paying our annual MERS payment based on a 5% return. Finally, I'd suggest creating a Capital Projects Fund of \$3,500,000.

Again, the breakdown is as follows:

\$12,500,000 General Fund Balance 12/31/2023

\$7,000,000 Board Policy General Fund Balance

\$2,000,000 Pension Stabilization Fund

\$3,500,000 Capital Projects Fund

Total \$12,500,000

After careful review of our capital needs, I am recommending the following projects be funded out of the newly created Capital Projects Funds.

1. Municipal Building Upgrades (\$900,000)

Memo to Township Board
December 9, 2022
Re: Capital Projects Fund
Page 2

Our municipal building is showing great wear and is need of a major overhaul. A lot of our office furniture dates back to the 1970's. Our carpet is dotted with stains and our wallpaper is peeling. We did take a major step forward in 2020 when we allocated \$2,000,000 to upgrade our municipal building's HVAC system. Simply put, we don't want to end up with another Central Fire Station that was forced to be closed in 2014 due to poor living conditions. We are better than that.

With the creation of the Capital Projects Fund, we are requesting \$900,000 to paint our walls, upgrade our office furniture and replace our carpet and flooring.

2. Police Department Building Access Control System and Flooring Upgrades (\$300,000)

The Police Department was built in 1992. Since that time the carpeting has been replaced once over 17 year ago. The current carpet squares are stained, torn and discolored. The solid surface flooring has never been replaced. There are damaged tiles, staining and even missing pieces. The appearance and functionality of the flooring is an embarrassment.

The Police Building is required to have and maintain access control. The current access control system is the original analog system from 1992. Replacement and repair parts are difficult to obtain. The current system offers no auditing of access nor does it allow restriction of access by employee type. Access control is a critical part of safe and effective law enforcement operations.

Total estimated cost: \$1,200,000

Estimated (12/31/23) CPF Fund Balance: \$2,300,000

The following motion has been prepared for Board consideration:

MOVE TO APPROVE THE CREATION OF THE MERIDIAN TOWNSHIP CAPITAL PROJECTS FUND EFFECTIVE 1/1/23 IN THE AMOUNT OF \$3,500,000 AND APPROPRIATING \$1,200,000 AS OUTLINED IN THE DECEMBER 9, 2022 MEMORADUM.



To: Board Members
From: Frank L. Walsh, Township Manager
Date: December 9, 2022
Re: Round II ARP Funding Appropriations

Meridian Township was awarded \$4,521,263 in American Rescue Plan (ARP) funding, received across two payments between October 2021 and June 2022. So far, the Township Board has allocated \$2,514,754 of the ARP funding to IT improvements, our local road program and new power cots for the fire department.

Meridian Township has \$2,006,509 available in our remaining ARP funding, which must be appropriated by December 31, 2024 and spent by December 31, 2026.

Based on the Board’s input, we have compiled the following list of funding recommendations that will have the greatest impact on Meridian Township residents:

Digital Building and Fire Plan Review – Community Planning & Development

In the 2023 budget, funds were allocated to transition to digital permitting. The next step is the actual plan review going digital and integrating with our existing software. This will allow us to review and issue permits much quicker and in the longer term, make that information available to the public much easier in a digital format.

\$60,000

Wind Screens at Marketplace

The Meridian Farmers Market operates in this space all year long on Saturdays, as well as on Wednesdays from June-October, hosting over 100,000 visitors this year. The purpose of the wind screens is to provide a barrier when needed on windy spring, summer and fall days, as well as during the winter months to improve conditions for vendors and customers. The sometimes-heavy winds make it difficult for vendors and arts and crafts folks to maintain a viable booth. This proposal requests funds to install retractable wind screens encompassing the western half of the structure, as well as one on the west-facing section of the stage and a short 4' long section along the front of the stage to provide relief from the hot sun on the performers.

\$93,000

Updating Police Department Locker Rooms

Update the men’s and women’s locker rooms in the police building to help with recruitment and retention. Both locker rooms are at capacity and can’t accommodate for any future growth. The current configuration and number of lockers in our women’s locker room does not accommodate the number of women working in the department.

\$135,000

Memo to Township Board
December 9, 2022
Re: Round II ARP Funding Appropriations
Page 2

2023 Local Road Program (LRP)

The LRP began in 2020, right before the federal government created these stimulus programs, causing extremely high inflation for public infrastructure. The LRP costs increased by 50% in 2022. We have lost nearly half of our buying power for 8/10 years, creating a \$14-\$16 million gap. Additional ARP funding can help close this gap.

\$700,000

Senior & Community Center Feasibility

The current Senior Center is located at Chippewa Middle School. With the passage of the Okemos Public School bond, Chippewa Middle School is going to be demolished and a new school will be constructed. This has caused us to look at the current condition of the Senior Center and the vision we have for this facility moving forward.

Manager Walsh, Treasurer Deschaine, and Supervisor Jackson recently went to the city of Portage to tour their new Senior & Community Center.

We will use \$500,000 of the remaining ARP funds to work with community stakeholders to evaluate the need for a new Meridian Township Senior & Community Center. These funds will be used by the committee to explore locations, amenities and funding options. The expectation is to bring a recommendation to the Township Board by July 1, 2023.

\$500,000

Affordable Housing Initiative

We will explore opportunities to establish more affordable housing opportunities in Meridian Township. With the cost of housing rising after the pandemic, we need to find creative ways to provide affordable housing for those in need.

Staff can analyze the best type of program to start with, but the funds can be used for establishment of several affordable housing programs. This could include a down payment assistance program, targeting specific neighborhoods where investment is most appropriate, or a homeowner rehabilitation program, to aid long time homeowners in rehabilitation and maintenance of their homes. By making these repayable upon sale of the home, this has the potential to become a revolving loan fund.

\$350,000

Meridian Historical Village

The Meridian Historical Village was created in 1974 to preserve, protect and educate the community of our rich history. These structures serve as a remembrance of life in our area in the late 1800s. Operated by the volunteer group, Friends of Historic Meridian, thousands of school children visit annually to participate and learn of life's chores, celebrations and struggles from that time period. Repair and upkeep of these structures is essential in maintaining the structural integrity and viability of this community gem. Necessary work needed includes roof replacements, painting, wood siding replacement due to rot, and furnace replacement. A report is forthcoming

Memo to Township Board
December 9, 2022
Re: Round II ARP Funding Appropriations
Page 3

from an architectural firm with the final list of work and estimated costs. This request will jumpstart a list of necessary work in the next few years.
\$150,000

Total Requested: \$1,988,000

Total Available: \$2,006,509

*Any funds not dispensed by June 30, 2025 will automatically rollover to the Township Local Road Fund.

The following motion has been prepared for Board consideration:

MOVE TO APPROVE THE APPROPRIATION OF \$1,988,000 IN AMERICAN RESCUE PLAN (ARP) FUNDS AS OUTLINED IN THE TOWNSHIP MANAGER'S DECEMBER 9, 2022 MEMORANDUM. AS INDICATED, ARP FUND NOT DISPURSED BY JUNE 30, 2025 SHALL AUTOMATICALLY ROLLOVER TO FUND MERIDIAN TOWNSHIP LOCAL ROADS.



To: Board Members
From: Frank L. Walsh, Township Manager
Date: December 9, 2022
Re: Pension Stabilization Fund (FSF)

Over the past several years, Meridian Township has carefully executed a plan to further eliminate our Michigan Employers Retirement System (MERS) Pension Fund debt. Since 2013, our funded ratio has grown from 54% to 72%. Much of our success is related to the township's commitment to pay down our debt with an anticipated earnings rate of 5%. While MERS is currently at 7.35%, we are much more conservative in our approach.

To that end, we must do everything we can to continue to eliminate our pension debt at an accelerated rate. Given our current general fund balance, we believe it is time to expand our conservative approach and set aside \$2,000,000 in a Pension Stabilization Fund (PSF). The purpose of the PSF is to fully prepare the township to meet our goal of paying our Annual Required Contribution (ARC) at an anticipated 5% rate of return. Our recommendation is to target a corpus of \$2,000,000 to help meet our ARC goal from 2024-2030.

We look forward to the Board's review of creating a Pension Stabilization Fund.

The following motion has been prepared for Board consideration:

MOVE TO APPROVE THE TOWNSHIP MANAGER'S RECOMMENDATION TO CREATE A PENSION STABILIZATION FUND ON 1/1/23 IN THE AMOUNT OF \$2,000,000. THE FUNDS ARE EARMARKED TO SUPPORT THE TOWNSHIP'S EFFORTS TO MEET OUR MERS PENSION ANNUAL REQUIRED CONTRIBUTION (ARC) WITH A 5% ESTIMATED RATE OF RETURN.



To: Board Members
From: Amanda Garber, CPA
Finance Director
Date: December 13, 2022
Re: Federal Policies and Procedures Manual

Uniform Guidance (2 CFR 200) requires that all entities accepting federal funding must have minimum written policies and procedures about how internal controls and processes will be conducted over federal awards.

Uniform Guidance (2 CFR 200) is a government-wide framework for grants management and provides an authoritative set of rules and requirements for federal awards. This framework establishes uniform administrative requirements, cost principles, and audit requirements for federal awards to non-federal entities.

The following Federal Policies and Procedures Manual has been created based on Township procedures, Uniform Guidance requirements, and our financial auditor’s recommendation. The following compliance areas have been included in this manual:

- Allowability of costs
- Cash management
- Equipment and real property management
- Subrecipient monitoring
- Technical evaluations

Since the Township is incurring significant federal expenditures related to the American Relief Plan Act (ARPA), it is important to have these written federal policies and procedures to be compliant with the Uniform Guidance.

Based on the recommendation of the Board at the December 6th Board meeting, I provided the draft Federal Policies and Procedures Manual to our financial auditors for review. The auditors provided the following suggestions:

- Allowable Costs/Cost Principles – Add more detail regarding payroll costs
- Cash Management – Add detail for federal funds received in advance
- Period of Performance – Add section
- Procurement, Suspension and Debarment – Add section
- Reporting – Add section

The following motion has been prepared for the Board’s consideration:

“MOVE TO APPROVE THE MERIDIAN TOWNSHIP FEDERAL POLICIES AND PROCEDURES MANUAL”

Memo to Township Board
December 13, 2022
Re: Federal Policies and Procedures Manual
Page 2

Attachments:

1. Meridian Charter Township Federal Policies and Procedures Manual



Meridian Charter Township

Federal Policies and Procedures Manual

December 2022

**Meridian Charter Township
Federal Policies and Procedures Manual
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**Meridian Charter Township
Procedures and Federal Awards Administration
Financial Management Systems
Payroll and Timekeeping**

The following provisions apply to the payment of employees and recording of time and effort (as required) in accordance with Federal Cost Principles.

Procedures

The following procedures will be applied, to the extent that they do not conflict with or contradict other Board policies:

1. Hourly employees shall submit a timesheet for each pay period, with the following information:
 - a. The total number of hours actually worked each day
 - b. The use of any holiday, personal, vacation, sick, or other approved time off with pay
 - c. The total number of hours to be paid
 - d. An allocation of those hours to each program or department for which work was performed, when necessary
 - e. The dated signature of their supervisor

The allocation of hours between programs or departments should be based exclusively on the predetermined allocation schedules.

In the event that an after-the-fact correction is necessary to an employee's timesheet due to errors in the allocation of time worked, such corrections must be submitted to the Human Resources Department, and approved in writing by their supervisor.

2. Salaried employees charged to a federal grant will document time and effort according to one of the following methods. The method used by employee shall be pre-approved by the Department Head. If the employee's time is expensed based on budgetary data, an adjustment shall be made at least quarterly to agree the general ledger to the documentation.
 - a. The employee may document time and effort using a timesheet as described above. Timesheets must account for the total activity for which the employee is compensated, and be signed by the employee. It will not be acceptable for timesheets to include the hours worked on Federal grants only.
 - b. Budgets and calendars/daily planners will not be deemed allowable documentation to support personnel costs and therefore will not be accepted by the Human Resources Department.
 - c. It is the responsibility of the employee being charged to a federal award(s) to clarify documentation requirements with the Department Head and provide appropriate documentation to the Human Resources Department as it becomes available. The employee should retain a copy of the documentation for their personal records.

**Meridian Charter Township
Procedures and Federal Awards Administration
Financial Management Systems
Payroll and Timekeeping (Concluded)**

3. Prior to payment, a pro forma report of the pay run will be provided to the Human Resources Director for review and approval.

**Meridian Charter Township
Procedures and Federal Awards Administration
OMB Compliance Supplement
Activities Allowed/Unallowed and Allowable Costs/Cost Principles**

Source of Governing Requirements - The requirements for activities allowed or unallowed are contained in program legislation, Federal awarding agency regulations, and the terms and conditions of the award.

The requirements for allowable costs/cost principles are contained in Uniform Guidance 2 CFR 200, program legislation, Federal awarding agency regulations, and the terms and conditions of the award.

Board Policies

The following policies have been separately reviewed and approved by the Township Board, and are incorporated here by reference:

- Board Policy Manual
- Purchasing Policy

Procedures

The following procedures will be applied, to the extent that they do not conflict with or contradict other Board policies:

1. All grant expenditures will be in compliance with the Uniform Guidance, 2 CFR 200, State law, Township policy, and the provisions of the grant award agreement will also be considered in determining allowability. Grant funds will only be used for allowable costs and costs must meet the following general criteria to be allowable under Federal awards:
 - a. Be reasonable and necessary for the performance of the program and allocable thereto (see detail below);
 - b. Conform to any limitations or exclusions set forth in applicable regulations or in the award itself;
 - c. Be consistent with policies and procedures that apply uniformly to federally financed activities and other activities of the non-Federal entity; and
 - d. Be accorded consistent treatment. A cost may not be assigned to a Federal award as a direct cost if any other cost incurred for the same purpose in like circumstances has been allocated to the Federal award as an indirect cost.
 - e. Not be included as a cost or used to meet cost sharing or matching requirements of any other federally-financed program in either the current or a prior period.
 - f. Be adequately documented.
2. A cost is reasonable if it does not exceed that which would be incurred by a prudent person under the circumstances prevailing at the time the decision was made to incur the cost. In determining reasonableness of a given cost, consideration must be given to

**Meridian Charter Township
Procedures and Federal Awards Administration
OMB Compliance Supplement
Activities Allowed/Unallowed and Allowable Costs/Cost Principles (Concluded)**

- a. Whether the cost is ordinary and necessary for the proper and efficient performance of the Federal award;
 - b. The requirements imposed by such factors as: sound business practices; arms-length bargaining; Federal, state, local, tribal, and other laws and regulations; and
 - c. Market prices for comparable goods or services.
3. A cost is allocable to a particular Federal award if the goods or services involved are chargeable or assignable to that Federal award in accordance with the relative benefits received. This standard is met if the cost:
 - a. Is incurred specifically for the Federal award;
 - b. Benefits both the Federal award and other work of the non-Federal entity and can be distributed in proportions that may be approximated using reasonable methods; and
 - c. Is necessary to the overall operation of the non-Federal entity and is assignable in part to the Federal award.
4. Applicable credits refer to those receipts or reduction of expenditure type transactions that offset or reduce expense items allocable to the Federal award. To the extent that such credits relate to allowable costs, they must be credited to the Federal award either as a cost reduction or cash refund, as appropriate.

The Federal award may be subject to statutory requirements that limit the allowability of costs. Payments made for costs determined to be unallowable must be refunded (including interest) to the Federal Government unless Federal statute or regulation directs otherwise.
5. Grant expenditures will be approved by department heads/program managers initially through the purchase order process, and again when the bill or invoice is received. This will be evidenced by signature or initials on the invoice. Accounts payable disbursements will not be processed for payment by Accounts Payable until necessary approval has been obtained.
6. Payroll costs will be documented in accordance with the Uniform Guidance, 2 CFR 200 as described in the section of this manual titled "Payroll and Timekeeping".
7. Indirect costs will be charged to federal grants at the federally negotiated indirect cost rate (if available) or the de minimis rate of 10% permitted by the Uniform Guidance, 2 CFR 200. The selected rate will be applied to Modified Total Direct Costs (MTDC). The Township may, at its discretion, choose to use all available grant funds for program purposes and not charge an indirect cost rate to a federal award.
8. To the extent that the Township passes through federal awards to subrecipients, the Township will review the subrecipient's grant budgets for compliance with allowable/unallowable costs.

**Meridian Charter Township
Procedures and Federal Awards Administration
OMB Compliance Supplement
Cash Management**

Source of Governing Requirements – The requirements for cash management are contained in the Uniform Guidance 2 CFR 200, program legislation, Federal awarding agency regulations, and the terms and conditions of the award.

Board Policies

The following policies have been separately reviewed and approved by the Township Board, and are incorporated here by reference:

- Board Policy Manual

Procedures

The following procedures will be applied, to the extent that they do not conflict with or contradict other Board policies:

1. Substantially all of the Township's grants are awarded on a reimbursement basis. As such, program costs will be expended and disbursed prior to requesting reimbursement from the grantor agency.
2. Advance payments of federal funds will be deposited and held by a financial institution. The Township will account for funds received, obligated, and expended.
3. Cash draws will be initiated by the Department Head who will determine the appropriate draw amount. Documentation of how this amount was determined will be retained and signed. An individual independent of this determination will review the draw amount and sign the paperwork as evidence of the control.
4. The physical draw of cash will be processed through the means prescribed by the grant agreement for the awards by the Department Head.
5. A copy of the cash draw paperwork will be filed along with the approved paperwork described above and retained for audit purposes.
6. To the extent that the Township passes through federal awards to subrecipients, the Township will make payments to subrecipients within 30 calendar days after receipt of billing, unless the Township reasonably believes the request to be improper.

**Meridian Charter Township
Procedures and Federal Awards Administration
OMB Compliance Supplement
Equipment and Real Property Management**

Source of Governing Requirements – The requirements for equipment are contained in the Uniform Guidance 2 CFR 200, program legislation, Federal awarding agency regulations, and the terms and conditions of the award.

Board Policies

The following policies have been separately reviewed and approved by the Township Board, and are incorporated here by reference:

- Board Policy Manual
- Purchasing Policy
- Fixed Asset Capitalization Policy

Procedures

The following procedures will be applied, to the extent that they do not conflict with or contradict other Board policies:

1. All equipment will be used in the program for which it was acquired or, when appropriate, other Federal programs.
2. When required, purchases of equipment will be pre-approved by the grantor or pass-through agency. The Department Head will be responsible for ensuring that equipment purchases have been previously approved, if required, and will retain evidence of this approval.
3. Equipment records will be maintained, and an appropriate system shall be used to safeguard equipment.
4. When equipment with a current per unit fair market value of \$5,000 or more is no longer needed for a Federal program, it may be retained or sold within the grant agreement guidelines. Proper sales procedures shall be used that provide for competition to the extent practicable and result in the highest possible return.

**Meridian Charter Township
Procedures and Federal Awards Administration
OMB Compliance Supplement
Period of Performance**

Source of Governing Requirements – The requirements for period of performance of Federal funds are contained in Uniform Guidance, 2 CFR 200, program legislation, Federal awarding agency regulations, and the terms and conditions of the award.

Procedures

The following procedures will be applied, to the extent that they do not conflict with or contradict other Board policies:

1. Costs will be charged to an award only if the obligation was incurred during the funding period (unless pre-approved by the Federal awarding agency or pass-through grantor agency).
2. Compliance with period of performance requirements will initially be assigned to the individual approving the allowability of the expense/payment. This will be subject to review and approval in the Finance Department as part of the payment processing.

**Meridian Charter Township
Procedures and Federal Awards Administration
OMB Compliance Supplement
Procurement, Suspension and Debarment**

Source of Governing Requirements – The requirements for procurement are contained in Uniform Guidance, 2 CFR 200, program legislation, Federal awarding agency regulations, and the terms and conditions of the award.

The requirements for suspension and debarment are contained in OMB guidance in 2 CFR part 180, which implements Executive Orders 12549 and 12689, Debarment and Suspension; Federal agency regulations Uniform Guidance, 2 CFR 200, program legislation; Federal awarding agency regulations; and the terms and conditions of the award.

Board Policies

The following policies have been separately reviewed and approved by the Township Board, and are incorporated here by reference:

- Board Policy Manual
- Purchasing Policy

Procedures

The following procedures will be applied, to the extent that they do not conflict with or contradict other Board policies:

1. Purchasing and procurement related to Federal grants will be subject to the general policies and procedures of the Township (described in the Purchasing policy).
2. Contract files will document the significant history of the procurement, including the rationale for the method of procurement, selection of the contract type, contractor selection or rejection, and the basis of contract price.
3. Procurement will provide for full and open competition in accordance with 2 CFR 200.318 and 200.319.
4. The Township is prohibited from contracting with or making subawards under covered transactions to parties that are suspended or debarred or whose principals are suspended or debarred.
“Covered transactions” include those procurement contracts for goods and services awarded under a non-procurement transaction (i.e. grant or cooperative agreement) that are expected to equal or exceed \$25,000 or meet certain other specified criteria. All non-procurement transactions (i.e. subawards to subrecipients), irrespective of award amount, are considered covered transactions.
5. The Township will ensure that compliance with suspension/debarment requirements through one of the following controls:

**Meridian Charter Township
Procedures and Federal Awards Administration
OMB Compliance Supplement
Procurement, Suspension and Debarment (Concluded)**

- a. Including a suspension/debarment clause in all written contracts in which the vendor/contractor will certify that it is not suspended or debarred. The contract will also contain language requiring the vendor/contractor to notify the Township immediately upon becoming suspended or debarred. This will serve as adequate documentation as long as the contract remains in effect.
 - b. Requiring vendors and contractors to sign a statement certifying that they are not suspended or debarred and agreeing to notify the Township immediately upon being suspended or debarred. This would also serve as adequate documentation as long as the contract/vendor relationship remains in effect.
 - c. Periodically searching the federal excluded parties database at www.sam.gov and the State of Michigan debarred vendor list at <http://www.michigan.gov/micontractconnect/0,4541,7-225-48677-354349--,00.html> for the vendor name. Any potential match would be followed-up on immediately. A listing of the vendors search and the date of the procedures would be retained.
6. If a vendor is found to be suspended or debarred, the Township will immediately cease to do business with this vendor.

**Meridian Charter Township
Procedures and Federal Awards Administration
OMB Compliance Supplement
Reporting**

Source of Governing Requirements – Reporting requirements are contained in the following documents:

Uniform Guidance, 2 CFR 200, program legislation, Federal awarding agency regulations, and the terms and conditions of the award.

Procedures

The following procedures will be applied, to the extent that they do not conflict with or contradict other Board policies:

1. Reports will be submitted in the required frequency and within the required deadlines.
2. Reports will be completed using the standard forms (as applicable) and method of delivery (i.e. e-mail, grantor website, postal service, etc.).
3. Regardless of the method of report delivery, a copy of the submitted report will be retained along with any documentation necessary to support the data in the report. The report will evidence the date of submission in order to document compliance with timeliness requirements.
4. Financial reports will always be prepared based on the general ledger using the required basis of accounting (i.e. cash or accrual). In cases where financial data is tracked outside of the general accounting system (such as in spreadsheets), this information will be reconciled to the general ledger prior to report submission.
5. Any report with financial-related data will be reviewed by the Finance Department.
6. Preparation of reports will be the responsibility of the applicable department. All reports (whether financial, performance, or special) must be reviewed and approved by a knowledgeable administrator prior to submission. The reviewer will sign and date the report and retain this documentation.
7. Copies of submitted reports with the reviewer signature and date will be filed with supporting documentation and any follow-up correspondence from the grantor or pass-through agency. Copies of all such reports will be made available to Township administration, auditors, and pass-through or grantor agencies, as requested.

**Meridian Charter Township
Procedures and Federal Awards Administration
OMB Compliance Supplement
Subrecipient Monitoring**

Source of Governing Requirement – The requirements for subrecipient monitoring are contained in 31 USC 7502(f)(2)(B)(Single Audit Act Amendments of 1996 (Pub. L. No. 104-156)), OMB regulations, Uniform Guidance, 2 CFR 200, Federal awarding agency regulations, and the terms and conditions of the award.

Procedures

The following procedures will be applied, to the extent that they do not conflict with or contradict other Board policies:

This requirement has not historically been applicable to any of the Federal grants of Meridian Charter Township. Grant administrators are aware of such compliance requirements and will monitor grant agreements for any change in applicability. Formal policies and procedures will be developed, as needed, to meet changes in circumstances.

**Meridian Charter Township
Procedures and Federal Awards Administration
OMB Compliance Supplement
Technical Evaluations**

Source of Governing Requirements – The requirements for technical evaluations are contained in the Uniform Guidance 2 CFR 200, program legislation, Federal awarding agency regulations, and the terms and conditions of the award.

Procedures

The following procedures will be applied, to the extent that they do not conflict with or contradict other Board policies:

1. The department head will be assigned the responsibility for identifying financial-related compliance requirements for technical evaluations, determining approved methods for compliance, and retaining any necessary documentation. Program-related compliance requirements will be the responsibility of the department administering the grant.



To: Board Members
From: Amanda Garber, CPA
Finance Director
Date: December 13, 2022
Re: 4th Quarter Budget Amendments

The 4th quarter 2022 budget amendments are detailed in the attached document. These amendments result from revenue and expenditures that were unknown during the original budget process.

Amendments to the 2022 General Fund include revenue adjustments for tax penalties, mechanical permits, ambulance fees, sponsor revenues, ordinance fines, interest, and reimbursements totaling an increase of \$446,000. Expenditure adjustments for legal fees, temporary election workers, Police overtime, Meridian Redevelopment fund, and Brightline IT improvements totaling a decrease of \$867,000.

The projected Fund Balance for the General Fund is as follows:

Fund Balance at December 31, 2021 per audit		\$13,165,516
Original budgeted use of Fund Balance 2022	(\$2,694,359)	
1 st quarter budget amendments	507,250	
2 nd quarter budget amendments	1,530,001	
3 rd quarter budget amendments	191,705	
4 th quarter budget amendments	<u>1,313,215</u>	
Projected addition of Fund Balance		<u>\$847,812</u>
Projected Fund Balance at December 31, 2022		<u>\$14,013,328</u>
Fund Balance/Average Monthly Expenditures		7.88

Amendments to the Special Revenue Funds consist of interest revenue, elimination of Towner Road Park project, Farmer’s Market activity, and brownfield redevelopment authority tax capture.

Amendments to the Capital Projects Fund consist of interest revenues and Lake Lansing Watershed expenditures.

Amendments to the Enterprise Funds consist of higher sewer and water fee collections, interest revenue, salary/related benefit increases, and ELMWSA operating and interconnect expenses.

Amendments to the Internal Service Fund consist of interest revenue, insurance dividend, vehicle repairs, gasoline expenses, and inflation/supply chain issues.

The following motion is proposed:

MOVE TO APPROVE THE 4th QUARTER 2022 BUDGET AMENDMENTS WITH AN INCREASE IN BUDGETED FUND BALANCE FOR THE GENERAL FUND IN THE AMOUNT OF \$1,313,215 WHICH PROJECTS AN ADDITION TO FUND BALANCE OF \$847,812. BASED ON 2021 RESULTS, THE PROJECTED FUND BALANCE AT DECEMBER 31, 2022 WILL BE \$14,013,328.

Attachment:

1. 4th Quarter 2022 Budget Amendments

Year End Budget Amendments
2022 Budget
Charter Township of Meridian

Department	Amount	Explanation	Account
GENERAL FUND			
Revenues			
Tax Penalties	\$19,500	Higher than anticipated	101-000.000-445.000
Mechanical Permits	20,000	Higher than anticipated	101-000.000-476.100
Other Permits	3,040	Higher than anticipated	101-000.000-478.000
Mobile Food Vendor Permits	510	Higher than anticipated	101-000.000-479.000
Pavement Sealant License	200	Unbudgeted revenue from contractors for license fees	101-000.000-491.000
Liquor Tax Refund	9,000	Difficult to estimate, higher than anticipated	101-000.000-568.000
Other Intgovtl Revenue	2,400	Fire standby with Delhi Township, higher than anticipated	101-000.000-581.000
Recreation Program Rev	1,285	Higher than anticipated	101-000.000-606.500
Sporties for Shorties	400	Higher than anticipated	101-000.000-606.501
Special Events	985	Higher than anticipated	101-000.000-606.505
Oaks Soccer	315	Higher than anticipated	101-000.000-606.601
HYRA Basketball	4,910	Higher than anticipated	101-000.000-606.801
OBSC Revenue	635	Higher than anticipated	101-000.000-606.900
Brownfield Application Fee	5,000	Higher than anticipated	101-000.000-613.000
Cemetery Revenue	4,300	Higher than anticipated	101-000.000-619.000
Annual Rental Inspection Fees	1,200	Higher than anticipated	101-000.000-627.000
Rental Housg Reinspection Fees	2,000	Higher than anticipated	101-000.000-627.010
Rental Registration	6,000	Higher than anticipated	101-000.000-627.015
Rental Registration Renewal	2,000	Higher than anticipated	101-000.000-627.016
Copies	300	Higher than anticipated	101-000.000-637.000
Police Desk Revenue	1,000	Higher than anticipated	101-000.000-637.010
FOIA Requests - Copies	400	Higher than anticipated	101-000.000-637.020
Ambulance Fee Collections	250,000	More ambulance runs	101-000.000-638.000
Cemetery Lot Sales	2,700	Higher than anticipated	101-000.000-643.000
Cable Miscellaneous Revenue	400	Sale of trifold display to CADL	101-000.000-646.000
Sponsor Revenue	15,100	More recycling event sponsors and sponsors for concert series at the Marketplace	101-000.000-647.050
Ordinance Fines	19,000	Winslow settlement, younger officers equates to more tickets	101-000.000-657.000
False Alarm Fees	3,150	Hard to estimate, higher than anticipated	101-000.000-658.000
Court Restitution	1,650	Higher than anticipated	101-000.000-660.000
TCPS Revenue Sharing	800	Higher than anticipated	101-000.000-660.500
Interest	35,000	Higher interest rates	101-000.000-665.000
Reimbursements - Police	22,850	Assist MSU police with MSU football games	101-000.000-676.020
Reimbursements - Fire	7,825	Reimbursement for MSU and Okemos High School football games	101-000.000-676.030
Reimbursements - School Security	2,500	Haslett/Okemos football games	101-000.000-676.300
Total Revenues	\$446,355		
Expenditures			
Township Board - Professional Services	\$200	Board Retreat facilitation slightly higher than anticipated	101-100.101-821.000
Township Board - Professional Conferences/Dues	350	Higher than anticipated	101-100.101-825.000
Administrative Services - Legal Fees	65,000	More use of attorneys than anticipated	101-170.173-808.000
Administrative Services - Professional Services	650	Wireless services	101-170.173-821.000
Accounting - Salaries-Temporary	8,950	Temp worker in Utility Billing department to cover maternity leave	101-170.191-701.080
Accounting - Workers Compensation	450	Budget error	101-170.191-718.000
Clerk - Overtime	2,400	Higher than anticipated	101-170.215-706.000
Clerk - Contractual Services	14,800	August election recount, more legal ads	101-170.215-820.000
IT - Operating Supplies	(150)	Unlikely to use current budgeted amount	101-170.228-728.000
IT - Training	800	Online training	101-170.228-819.000
IT - Contractual Services	(25,000)	Brightline services that will not be realized until 2023	101-170.228-820.000
IT - Professional Services	13,500	Brightline block services that will be realized partially in 2023	101-170.228-821.000
IT - Professional Conferences/Dues	(2,950)	No conferences were scheduled for 2022	101-170.228-825.000
Assessing - Salaries	12,000	Director's salary increased with certification	101-170.243-701.000
Assessing - Salaries - Temporary	420	Slightly higher than anticipated	101-170.243-701.080
Assessing - FICA	6,500	Salary increases	101-170.243-714.000
Assessing - Pension	11,250	Salary increases	101-170.243-717.000
Assessing - VantageCare	2,000	Salary increases	101-170.243-717.000
Assessing - Professional Services	(420)	Reallocate budget amount to salaries-temporary	101-170.243-821.000
Treasurer - Salaries	12,400	Salary increases	101-170.253-701.000
Treasurer - Overtime	500	Higher than anticipated	101-170.253-706.000
Treasurer - FICA	1,600	Salary increases, overtime	101-170.253-714.000
Treasurer - Pension	2,800	Salary increases, overtime	101-170.253-717.000
Treasurer - VantageCare	450	Salary increases, overtime	101-170.253-717.500
Treasurer - Operating Supplies	2,000	Invoice Cloud fees	101-170.253-728.000
Treasurer - Professional Conferences/Dues	900	BS&A on-site trainings	101-170.253-825.000
Elections - Salaries-Temporary	60,000	More temporary workers than in the past, assistance with pre and post election work	101-170.262-701.080
Elections - Overtime	4,750	Higher than anticipated	101-170.262-706.000
Elections - Pension	325	Higher than anticipated	101-170.262-717.000
Elections - Operating Supplies	12,000	New voter ID cards for all registered voters due to redistricting, AV ballots/envelopes	101-170.262-728.000
Elections - Supplies-Aug Election	1,700	Higher than anticipated	101-170.262-728.002

Building Maintenance - FICA	1,000	Salary increases	101-170.265-714.000
Building Maintenance - Pension	800	Salary increases	101-170.265-717.000
Building Maintenance - VantageCare	200	Salary increases	101-170.265-717.500
Building Maintenance - Licenses	2,850	Budget error	101-170.265-727.000
Admin & HR - Salaries - Temporary	2,880	HR paid for Communications intern to help with database cleanup	101-170.270-701.080
* Admin & HR - ICMA Contribution	150	Township Manager's salary increased due to car allowance being rolled in; also increased pension contribution	101-170.270-709.000
* Admin & HR - FICA	1,200	Salary increases	101-170.270-714.000
* Admin & HR - Pension	8,500	Township Manager's salary increased due to car allowance being rolled in and other salary increases; also increased pension contribution	101-170.270-717.000
* Admin & HR - VantageCare	1,600	Township Manager's salary increased due to car allowance being rolled in and other salary increases; also increased pension contribution	101-170.270-717.500
Admin & HR - Meeting Expense	100	Slightly higher than anticipated	101-170.270-814.000
Admin & HR - Contractual Services	(5,000)	Nothing for 2022	101-170.270-820.000
Admin & HR - Professional Conferences/Dues	550	Mileage reimbursement for in-person conferences	101-170.270-825.000
Admin & HR - Physicals	8,300	More employee hiring than anticipated	101-170.270-835.000
Admin & HR - Mileage	50	Director of Projects & Operations mileage	101-170.270-870.000
Grounds Maintenance - Salaries-Temporary	4,500	Kept seasonal worker to assist with fall cleanup and grounds maintenance	101-170.271-701.080
Grounds Maintenance - Licenses	1,500	Budget error	101-170.271-727.000
* Recycling - Salaries	2,250	Salary increases	101-170.272-701.000
* Recycling - FICA	100	Salary increases	101-170.272-714.000
* Recycling - Pension	250	Salary increases	101-170.272-717.000
* Recycling - VantageCare	50	Salary increases	101-170.272-717.500
Recycling - Mileage	145	Mileage for employee to travel and speak at annual MML conference	101-170.272-870.000
Recycling - Special Projects	6,500	Recycling grant application assistance	101-170.272.888.500
Cemetery - Salaries	1,500	Salary increases	101-170.567-701.000
Cemetery - Overtime	550	More burials than anticipated	101-170.567-706.000
Cemetery - Licenses	375	Budget error	101-170.567-727.000
Cemetery - Contractual Services	7,525	Mowing later into the year due to warmer fall	101-170.567-820.000
* Police - Salaries-Record Division	4,000	Salary increases	101-300.301-701.040
Police - Salaries-Crossing Guards	5,000	Higher than anticipated	101-300.301-701.050
Police - Overtime	53,000	Staffing shortages	101-300.301-706.000
Police - Overtime-School Security	18,500	MSU football games, offset by MSU Police reimbursement	101-300.301.706.040
Police - Overtime-Training	4,000	Higher than anticipated	101-300.301-706.060
* Police - Pension	24,500	Salary increases	101-300.301-717.000
Police - Physical Fitness Awards	(5,100)	Lower than anticipated	101-300.301-720.000
Police - Operating Supplies-Canine Unit	300	Increase in dog food prices, unexpected vet bill (injury)	101-300.301-728.040
Police - Ammunition	300	Higher price increases than anticipated	101-300.301-739.000
Police - Uniform Cleaning	(6,000)	Lower than anticipated	101-300.301-762.000
Police - Radio Maintenance	(8,000)	Lower than anticipated	101-300.301-827.000
Police - Training-Reimbursable	(5,000)	None for 2022	101-300.301-831.500
Police - Bicycle Patrol Fund	(400)	None for 2022	101-300.301-831.500
Fire - Salaries-Acting Pay	3,500	Increase due to five long-term injuries that increased Acting time	101-300.336-701.070
* Fire - FICA	3,000	Salary increases	101-300.336-714.000
* Fire - VantageCare	19,250	Salary increases	101-300.336-717.500
Fire - Physical Fitness Awards	250	New firefighters not accounted for in original budget	101-300.336-720.000
Fire - Food Allowance	1,300	New firefighters not accounted for in original budget	101-300.336-721.000
Fire - Operating Supplies-Ambulance	2,000	Unforeseen emergency needs through end of year (reallocate from 101-300.336-831.000 Training)	101-300.336-728.090
Fire - Uniforms	2,000	Final bills through end of year due to price increases (reallocate from 101-300.336-831.000 Training)	101-300.336-760.000
Fire - Training	(7,000)	Reallocate budget amount to Operating Supplies-Ambulance, Uniforms, Equipment Maintenance, and Machinery and Equipment for emergency needs and price increases	101-300.336-831.000
Fire - Equipment Maintenance	2,000	Unforeseen maintenance needs through end of year (reallocate from 101-300.336-831.000 Training)	101-300.336-936.000
Fire - Maintenance and Equipment	1,000	Unforeseen emergency needs through end of year (reallocate from 101-300.336-831.000 Training)	101-300.336-979.000
* Human Services - Salaries	1,000	Salary increases	101-600.670-701.000
* Human Services - FICA	150	Salary increases	101-600.670-714.000
Dev. - Building Division - Sick Leave Incentive Pay	40	Slightly higher than anticipated	101-700.703-702.000
Dev. - Building Division - ICMA Contribution	250	One employee left out of original budget	101-700.703-709.000
* Dev. - Building Division - FICA	2,200	Salary increases	101-700.703-714.000
Dev. - Building Division - Flexible Benefit	4,500	Additional employee opted out of health insurance	101-700.703-715.010
Dev. - Building Division - Pension	7,800	One employee left out of original budget	101-700.703-717.000
Dev. - Building Division - VantageCare	1,630	One employee left out of original budget	101-700.703-717.500
Dev. - Building Division - Operating Supplies	750	Extra supply needs	101-700.703-728.000
Dev. - Building Division - Professional Conferences/Dues	1,000	More conferences in-person due to lifted COVID restrictions	101-700.703-825.000
Meridian Redevelopment - Professional Services	(1,250,000)	These funds will not be used towards the Village of Okemos project in 2022	101-700.728-821.000

* Parks & Rec Admin - Pension	650	Salary increases	101-750.753-717.000
Recreation - Salaries	3,750	Additional recreation staff	101-750.754-701.000
Recreation - Recreation Program Expenses	1,500	Higher than anticipated	101-750.754-882.500
Park Maintenance - Salaries-Temporary	2,400	Higher than anticipated	101-750.758-701.080
Park Maintenance - Longevity	835	Budget error	101-750.758-710.000
* Park Maintenance - FICA	1,800	Salary increases	101-750.758-714.000
Park Maintenance - Licenses	3,600	Budget error	101-750.758-727.000
Park Maintenance - Radio Maintenance	400	Higher than anticipated	101-750.758-827.000
Community Activities - Fundraiser	915	Pancake breakfast	101-750.775-880.050
Associations and Authorities - Michigan Townships Association	420	Higher than anticipated	101-750.800-825.060
Cable TV - Salaries - Temporary	1,000	A lot of filming planned for December	101-750.806-701.080
Capital Outlay - New Computer Workstations	(2,600)	Reallocate budget amount to 101-900.901-980.070 Mobile Data Units to offset costs for new iPads to support PowerDMS FTO operations	101-900.901-980.015
Capital Outlay - Network Upgrades	3,050	Higher than anticipated	101-900.901-980.040
Capital Outlay - Server Upgrades	(27,500)	Server is being replaced as part of 2022 Brightline improvements	101-900.901-980.050
Capital Outlay - Mobile Data Units	2,600	Reallocate budget amount from 101-900.901-980.015 New Computer Workstations to offset costs for new iPads to support PowerDMS FTO operations	101-900.901-980.070
Total Expenditures	(\$866,860)		
Net to Fund Balance	\$1,313,215		

SPECIAL REVENUE FUNDS

Local Roads Fund

Revenues

Current Property Taxes	\$1,010	Unbudgeted tax revenue	204-000.000-402.000
Other Intragovtl Revenue	172,500	Received Ingham County Road Department's 2021 and 2022 contribution in 2022	204-000.000-581.000
Interest	23,350	Higher interest rates	204-000.000-665.000
Total Revenues	\$196,860		
Net to Fund Balance	\$196,860		

Park Fund

Revenues

Interest	\$1,800	Higher interest rates	208-000.000-665.000
Harris Center	3,500	Higher than anticipated	208-000.000-667.020
Donations	1,000	Consumers Energy donation to Wonch park	208-000.000-674.150
Total Revenues	\$6,300		

Expenditures

Harris Nature Center - Salaries - Temporary	\$1,000	Slightly higher than anticipated	208-750.756-701.080
Harris Nature Center - Overtime	2,500	More events	208-750.756-706.000
Harris Nature Center - FICA	475	Salary increases, overtime	208-750.756-714.000
Harris Nature Center - Contractual Services	13,200	Unbudgeted charges for custodial services, in past this was accounted for in Building Maintenance department	208-750.756-820.000
Park Maintenance - Salaries - Temporary	(3,500)	Only one temporary worker during the summer	208-750.758-701.080
Park Maintenance - Licenses	2,775	Change in employees/licenses since originally budgeted	208-750.758-727.000
Park Maintenance - Utilities-Electric/Gas/Water	3,500	Higher than anticipated	208-750.758-920.000
Park Development - Construction/Improvements	(300,000)	Towner Road Park play structure project will not occur due to not being awarded the related grant	208-750.759-974.000
Total Expenditures	(\$280,050)		
Net to Fund Balance	\$286,350		

Park Restricted/Designated Fund

Revenues

Interest	\$550	Higher interest rates	211-000.000-665.000
Farm Market	28,500	2021 & 2022 Fair Food Contract, more shoppers using SNAP program	211-000.000-667.030
Market Vendor Rev	3,000	Slightly higher than anticipated	211-000.000-667.035
Total Revenues	\$32,050		

Expenditures

Farm Market	\$30,000	More shoppers using food programs (i.e. SNAP, DUF, etc)	211-000.000-956.080
Net to Fund Balance	\$2,050		

Pedestrian Bikepath Fund**Revenues**

Bike Path Collections	\$585	Higher than anticipated	216-000.000-403.000
Delinquent Property Taxes	235	Higher than anticipated	216-000.000-412.000
Interest	<u>3,100</u>	Higher interest rates	216-000.000-665.000

Total Revenues **\$3,920**

Expenditures

Overtime	\$260	Early snowfall	216-440.450-706.000
Pension	300	Salary increases, overtime	216-440.450-717.000
Operating Supplies	<u>200</u>	Higher than anticipated	216-440.450-728.000

Total Expenditures **\$760**

Net to Fund Balance **\$3,160**

Land Preservation Millage Fund**Revenues**

Interest	<u>\$7,000</u>	Higher interest rates	217-000.000-665.000
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Net to Fund Balance **\$7,000**

Land Preservation Reserve Fund**Revenues**

Interest	<u>\$13,000</u>	Higher interest rates	218-000.000-665.000
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Net to Fund Balance **\$13,000**

Cable TV Fund**Revenues**

Interest	<u>\$425</u>	Higher interest rates	230-000.000-665.000
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Net to Fund Balance **\$425**

Police Restricted/Designated Fund**Expenditures**

Miscellaneous Victims Rights	<u>\$1,900</u>	Victim rights investigation	232-000.000-955.082
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Net from Fund Balance **(\$1,900)**

Brownfield Redevelopment Authority Fund**Revenues**

BRA - Elevation - Current Property Taxes	\$133,375	Second year of Elevation Brownfield capture, did not originally budget for capture revenue	243-000.003-402.000
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Expenses

Contractual Services Grant Expenditure	<u>\$1,800</u>	EGLE grant pass-through	243-700.707-820.300
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Net to Fund Balance **\$131,575**

Economic Development Corporation Fund**Revenues**

Sponsor Revenue	\$5,175	Funding received for Juneteenth festival and Bonus Bucks Program	244-000.000-647.060
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Expenses

Community Promotion	<u>\$4,000</u>	More events than anticipated due to lifted COVID restrictions	244-000.000-880.000
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Net to Fund Balance **\$1,175**

Downtown Development Authority

Revenues

Current Property Taxes	\$12,850	Increased taxable value on properties in the DDA, first full year of captured funding	248-000.000-402.000
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Expenses

Construction/Improvements	\$5,000	Streetlight needed to be removed for Consumers Energy to access gas main	248-000.000-974.000
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Net to Fund Balance	\$7,850		
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Community Needs Fund

Revenues

Interest	\$200	Higher interest rates	272-000.000-665.000
Donations - HRC Emer Services	3,200	Higher than anticipated	272-000.000-674.060
Donations - Redi-Ride	700	Higher than anticipated	272-000.000-674.065

Total Revenues	\$4,100		
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Expenditures

Redi Ride	\$900	Higher than anticipated	272-000.000-956.075
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Net to Fund Balance	\$3,200		
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Revolving Energy Fund

Revenues

Interest	\$175	Higher interest rates	275-000.000-665.000
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Expenditures

Contractual Services	\$2,870	Benchmarking report to monitor the impact of energy efficiency projects	275-000.000-820.000
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Net from Fund Balance	(\$2,695)		
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Township Improvement Revolving Fund

Revenues

Interest - Special Assessments	\$705	Higher than anticipated	446-000.000-665.040
Special Assessments	8,900	Higher than anticipated	446-000.000-677.000

Total Revenues	\$9,605		
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Expenditures

Lake Lansing Watershed	\$5,000	Additional testing due to algae blooms forming on the north side of the lake	446-000.000-972.020
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Net to Fund Balance	\$4,605		
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Sewer

Revenues

Water and Sewer Penalties	\$1,500	Higher than anticipated	590-000.000-632.000
Sewer Inspections	480	Higher than anticipated	590-000.000-635.000
Sewer Licenses	50	Higher than anticipated	590-000.000-636.000
Connection Fees	560	Higher than anticipated	590-000.000-644.000
Interest	34,500	Higher interest rates	590-000.000-665.000

Total Revenues	\$37,090		
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Expenses

* Water/Sewer Administration - Salaries	\$15,000	Salary increases from union contract amendment in March	590-440.441-701.000
Water/Sewer Administration - Longevity	480	Budget error	590-440.441-710.000
* Water/Sewer Administration - Pension	1,800	Salary increases	590-440.441-717.000
Water/Sewer Administration - Professional Services	300	Public Works tax bill insert	590-440.441-821.000
Water/Sewer Administration - Refunds	75,000	Georgetown sewer payback settlement with Eyde	590-440.441-964.000

* Engineering - Salary	7,000	Salary increases	590-440.447-701.000
Engineering - Training	360	Higher than anticipated	590-440.447-819.000

Sewer Maintenance - After-Hours Response Stipend	220	Increase in after-hours response compensation from the union contract amendment in March	590-440.538-702.020
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Sewer Maintenance - Administrative	(75,000)	Move budgeted amount to correct account (590-440.441-964.000)	590-440.538-957.000
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Total Expenses	\$25,160		
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Net to Fund Balance	\$11,930		
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Water Fund

Revenues

Customer Installation	\$16,250	Higher than anticipated	591-000.000-633.000
Water Inspection	335	Higher than anticipated	591-000.000-635.100
Connection Fees	8,950	Higher than anticipated	591-000.000-644.000
Interest	19,350	Higher interest rates	591-000.000-665.000
Misc-Construction Meters	2,500	Higher than anticipated	591-000.000-675.002

Total Revenues \$47,385

Expenses

* Water/Sewer Administration - Salaries	\$17,550	Salary increases from the union contract amendment in March	591-440.441-701.000
Water/Sewer Administration - Overtime	200	Higher than anticipated	591-440.441-706.000
Water/Sewer Administration - Longevity	480	Budget error	591-440.441-710.000
* Water/Sewer Administration - FICA	950	Salary increases	591-440.441-714.000
* Water/Sewer Administration - Pension	5,250	Salary increases	591-440.441-717.000
Water/Sewer Administration - Operating Supplies	50	Higher than anticipated	591-440.441-728.000
Water/Sewer Administration - Contractual Services	1,700	ARP presentation from Fishbeck and Waterworth software for utility billing rates	591-440.441-820.000
* Engineering - VantageCare	1,200	Salary increases	591-440.447-717.500
Water Supply - Contractual Services	25,000	ELMWSA operating and interconnect higher than anticipated	591-440.530-820.000
* Water Maintenance - Pension	2,100	Salary increases	591-440.537-717.000
Water Maintenance - Overtime	8,000	Higher than anticipated	591-440.537-706.000
Water Maintenance - Claim Reimbursement	1,000	Reimbursements to residents for small accidents	591-440.537-806.000

Total Expenses \$63,480

Net from Fund Balance (\$16,095)

Motor Pool

Revenues

Interest	\$2,795	Higher interest rates	661-000.000-665.000
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Expenses

Overtime	\$500	Down a mechanic	661-000.000-706.000
Licenses	2,110	Budget error	661-000.000-727.000
Operating Supplies-Veh/Equip	200	Higher than anticipated	661-000.000-728.100
Veh Supplies-outside services	5,500	Inflation and supply chain issues	661-000.000-728.103
Solvents	500	Inflation and supply chain issues	661-000.000-728.108
Insurance	(27,000)	Received dividend from insurance company	661-000.000-812.000
Contractual Services	25,000	Repairs to Fire Engine #91	661-000.000-820.000
Gasoline	38,000	Higher gas prices	661-000.000-865.000
Vehicles	140,500	Inflation and supply chain issues	661-000.000-981.000

Total Expenses \$185,310

Net from Fund Balance (\$182,515)

* Previously approved by the Township Board



To: Board Members

**From: Dan Opsommer, Assistant Township Manager
Director of Public Works & Engineering**

Date: December 13, 2022

**Re: Resolution to Call the Central Fire Station Unlimited Tax General
Obligation Bonds, Series 2013**

When the unlimited tax general obligation bonds were sold in 2013 to finance the construction of the Central Fire Station, it was estimated that we would not be able to pay off the bonds until 2028.

Our tax base has grown significantly over the past 10 years and we are now in a position to pay down the Central Fire Station in 2025:

	Beginning Fund Balance	Tax Revenue	Interest Revenue	Bond Principal	Bond Interest	Ending Fund Balance	Remaining Bond Payments at 12/31
2021	\$ 382,777	\$ 373,876	\$ 839	\$ 230,000	\$ 44,590	\$ 482,902	1,917,276
2022	482,902	382,494	1,000	235,000	40,113	591,284	1,642,164
2023	591,284	390,144	1,000	240,000	35,243	707,185	1,366,921
2024	707,185	397,947	1,000	245,000	29,966	831,165	1,091,955
2025	831,165	405,906	1,000	250,000	24,210	963,861	817,745
2026	963,861	414,024	1,000	255,000	17,895	1,105,990	544,850
2027	1,105,990	422,304	1,000	260,000	11,070	1,258,224	273,780
2028	1,258,224	430,750	1,000	270,000	3,780	1,416,195	-

In consulting with our bond agent and counsel, we should not be maintaining a fund balance above 150% of our annual payments. Therefore, we need to make a payment on the outstanding principal of the bonds.

Based on our finances, our bond agent and counsel recommend that we make a payment of \$587,070.40, which will pay down the following principal and interest:

Maturity	Par Value	Interest from October 1, 2022 to February 1, 2023	Total
2028	\$270,000	120 days x \$21.00 per day = \$2,520.00	\$272,520.00
2027	\$260,000	120 days x \$19.50 per day = \$2,340.00	\$262,340.00
2026	\$ 50,000	120 days x \$18.42 per day = \$2,210.40	\$ 52,210.40
			\$587,070.40

Memo to Township Board

December 13, 2022

**Re: Resolution to Call the Central Fire Station Unlimited Tax General Obligation Bonds,
Series 2013**

Here is a breakdown of our current fund balance and projected revenue from the 2022 winter tax collection:

Current Fund Balance: \$591,284

Estimated 2022 Winter Tax Bill Collection: \$401,301 ($\$2,006,503.581 \times .2 \text{ mill} = \$401,301$)

Total: \$992,585

Therefore, after we make this payment on the bonds and receive the revenue from the winter tax bill, we will have a projected fund balance of \$405,500. We will consult with our bond agent and counsel on making another early payment in 2023.

The attached resolution needs to be approved by the Board to authorize the partial redemption of the unlimited tax general obligation bonds. We are happy to answer any questions the Board may have.

The following motion has been prepared for the Board's consideration:

**MOVE TO ADOPT THE RESOLUTION AUTHORIZING PARTIAL REDEMPTION OF
UNLIMITED TAX GENERAL OBLIGATION BONDS, SERIES 2013**

Attachments:

1. Resolution to Call the Central Fire Station Unlimited Tax General Obligation Bonds

**TOWNSHIP BOARD
CHARTER TOWNSHIP OF MERIDIAN
(Ingham County, Michigan)**

**RESOLUTION AUTHORIZING PARTIAL REDEMPTION OF
UNLIMITED TAX GENERAL OBLIGATION BONDS, SERIES 2013**

Minutes of a regular meeting of the Township Board of the Charter Township of Meridian held in the Meridian Township Chambers, 160 East Division, Meridian Michigan, on Tuesday, December 13, 2022, at 6 p.m. local time.

PRESENT: _____

ABSENT: _____

Board Member _____, supported by Board Member _____ moved the following resolution:

WHEREAS, the Charter Township of Meridian (the "Township") issued its Unlimited Tax General Obligation Bonds, Series 2013 (the "2013 Bonds"); and

WHEREAS, the 2013 Bonds are subject to redemption prior to maturity; and

WHEREAS the Township has funds on hand sufficient to redeem a portion of the outstanding 2013 Bonds prior to maturity; and

WHEREAS the Township has determined that it is in the best interest of the Township to redeem prior to maturity the following portion of the 2013 Bonds:

<u>2013 Bonds to be Redeemed</u>		
<u>CUSIP</u>	<u>Maturity</u>	<u>Amount</u>
589589FG0	4/1/2026	\$125,000 (partial)
589589FH8	4/1/2027	\$260,000
589589FJ4	4/1/2028	<u>\$270,000</u>
		<u>\$655,000</u>

(the "2013 Bonds to be Redeemed"); and

WHEREAS, the Township also has determined to authorize additional redemptions of the 2013 Bonds as additional tax collections allow.

NOW, THEREFORE, BE IT RESOLVED that:

1. The Township calls for redemption prior to maturity the 2013 Bonds to be Redeemed, on the earliest practical call date as determined by the Authorized Officer (defined below).
2. The Authorized Officer (defined below) is further authorized on behalf of the Township to call additional amounts of the 2013 Bonds for redemption prior to maturity as tax

collections received by the Township are sufficient to pay the principal of and interest on such additional amounts of the 2013 Bonds to the date they are called for redemption.

3. The Township Manager, the Assistant Manager and the Finance Director of the Township, or any one of them acting alone or number of them acting together (the "Authorized Officers") are authorized to call for redemption prior to maturity the 2013 Bonds to be Redeemed, to notify the paying agent of the 2013 Bonds of such redemption and to give all notices required to effectual such redemption and to also take such actions for any additional amounts of the 2013 Bonds the Authorized Officer calls for redemption.

4. In order to effectuate the redemption, the Authorized Officers are authorized to enter into such agreements with the paying agent for the 2013 Bonds or the registered owners of the 2013 Bonds as may be required for the redemption of the 2013 Bonds to be Redeemed, and to approve and give any necessary notices.

5. The Authorized Officers are hereby authorized to execute all documents, agreements and certificates and to take all actions necessary to complete the redemption.

6. All resolutions or parts of resolutions in conflict herewith shall be and the same are rescinded to the extent of the conflict.

YEAS: _____

NAYS: _____

ABSTAIN: _____

RESOLUTION DECLARED ADOPTED.

Deborah Guthrie, Clerk
Charter Township of Meridian

CERTIFICATION

As the duly qualified and acting Clerk of the Charter Township of Meridian (Ingham County, Michigan) I certify this is a true and complete copy of a resolution adopted by the Township Board of the Charter Township of Meridian at a meeting held on _____, 2022, the original of which is on file in my office. Public notice of that meeting was given in compliance with applicable law.

Deborah Guthrie, Clerk
Charter Township of Meridian



To: Township Board

**From: Timothy R. Schmitt, AICP
Community Planning and Development Director**

Date: December 9, 2022

Re: 1673 Haslett (American Homes of Meridian) - Brownfield Plan

Hudson Haslett, LLC has submitted a proposed amendment to the previously approved brownfield plan for the redevelopment of 1673 Haslett Road. The plan was initially approved by the Township Board on September 20, 2020. After further refinement of the plan and clarity from the adjacent redevelopment project, the developers are proposing to amend the previously approved plan as follows:

- The adjacent parcel at 1655 Haslett Road (the grocery store) was previously included in the plan for demolition under this Brownfield Plan. This is being removed from the American Homes plan, as it is covered under the Haslett Village Square brownfield plan that has been subsequently approved by the Township.
- The eligible activity costs have been updated based on current, known costs. Combined with updating the tax increment revenue projections, the plan is shortened to four (4) years of tax capture, down from the 15 years previously approved.

The brownfield plan proposes only Local capture. Total capital investment in the project is currently estimated to be \$33,000,000. A total tax increment revenue (TIR) of \$1,123,494 would be created over the proposed 4 years of the plan. Of that TIR amount, \$1,011,144 is available for developer reimbursement of eligible costs, as long as the funds exist. If the project does not generate enough TIR, the reimbursement will be lower. If the TIR is higher than estimates, the developer may be reimbursed sooner. The remaining funds will go towards local administration (\$56,175) and the local brownfield revolving loan fund (\$56,175).

The Meridian Township Brownfield Redevelopment Authority discussed the brownfield plan at its August 18, 2022 and November 17, 2022 meetings. At the November meeting, the Authority voted to recommend approval of the plan to the Township Board. Minutes from both of those meetings are attached.

Decision Criteria

In considering the brownfield plan, the Brownfield Redevelopment Financing Act (Public Act 381 of 1996) requires that the *“governing body shall determine whether the plan constitutes a public purpose.”* Public purpose is not defined in the Act, but the Natural Resources and Environmental Protection Act, which is referenced in PA 381, provides some guidance. This includes whether or not a project provides significant and measureable environmental, community, and economic benefits. Economic benefits are generally considered private investment, increases in taxable value, and job creation.

If a public purpose is identified, the Board can approve the plan or approve it with modifications, based on only the following considerations:

- Whether the plan meets the requirements of Section 13 of the Act, which references items required for inclusion in the plan itself, including information on financing, descriptions of eligible activities, and details on how the tax increment revenues generated by the project will be used. *Staff has reviewed the plans and determined that the required elements of Section 13 have been met.*
- Whether the proposed method of financing the costs of eligible activities is feasible and the MTBRA, on behalf of the developer, has the ability to arrange the financing, if the Authority is being asked to do so. *In this case, the Authority will play no role in the financing of the project. Staff has reviewed the pro forma for the project and has determined that the financing plan is feasible and can be undertaken by the development team. The project is underway at this time.*
- Whether the costs of eligible activities proposed are reasonable and necessary to carry out the purposes of this act. *The proposed costs for the eligible activities are reasonable and each eligible activity is necessary to carry about the plan and purpose of the act. The applicant has value engineered the project efficiently, which has led to their ability to start the project in the challenging economic time we find ourselves in currently.*
- Whether the amount of captured taxable value estimated to result from adoption of the plan is reasonable. *Township Assessor Ashley Winstead has reviewed the proposed taxable values and has determined that they are reasonable.*

The bullet points above are technical in nature and have been vetted and confirmed Staff is the attached review letter. The consideration of the plan constituting a public purpose must be determined by the Township Board. The public purpose can include the cleaning up of former contamination in the ground on the site, removal of asbestos from the site, redevelopment of a functionally obsolete and blighted area, increased development activity in one of the Township's Potential Intensity Change Areas from the Comprehensive Plan, and any other item the Township Board determines is a public purpose of the project.

Township Board Options

The Township Board has the option to approve, approve with modifications, or deny the proposed amendment to the brownfield plan if no public purpose is found. Staff will provide a formal resolution for the Board to take action on at the January 10, 2023 meeting.

Attachments

1. Staff review memo dated November 9, 2022
2. Meridian Township Brownfield Redevelopment Authority minutes – August 18, 2022 and November 17, 2022
3. American House of Meridian Brownfield Plan, Amendment 1, prepared by Triterra dated November 17, 2022 (including email from Eric Helzer dated August 9, 2022)



To: Meridian Charter Township Brownfield Redevelopment Authority

**From: Timothy R. Schmitt, AICP
Director of Community Planning and Development**

Date: November 9, 2022

Re: Proposed Brownfield Plan AMENDMENT for American House of Meridian Township (fka Pine Village)

At the August 18, 2022 Brownfield Redevelopment Authority (BRA) meeting, Staff introduced the proposed Brownfield Plan Amendment for the American House of Meridian Township project (fka Pine Village) at 1673 Haslett Road, Haslett, MI 48840. As a reminder, the scope of the project is as follows:

- Demolition of the 23,415 square foot building on the site
- Construction of a new 149,799 square foot mixed use building, with 132 apartments marketed to seniors and 9,283 commercial space
- Total capital investment is estimated at \$33,000,000, with 55 new full-time equivalent jobs created from the project
- Demolition is completed, foundations are in, and elevator towers are constructed. Full building permits have been issued and the project is well underway.

At the August BRA meeting, the main question raised was with respect to interest reimbursement. In the original plan, interest was to be reimbursed only if the project started construction by a specific date and would be reduced if the project was delayed. The project did not start on time and therefore no interest was capturable. Assuming 0% interest, the total reimbursement proposed in the current plan is not to exceed \$1,123,494. During the meeting there was consensus for the developer to provide projections of reimbursement periods and amounts at both 3% interest and 5% interest. Those have been provided and are attached. The difference between the different levels of interest are found in the Interest Scenarios chart that is attached. In total, 5% of interest only adds \$108,725 to the total reimbursable amount.

Additionally, Staff and the consultant for the project discussed the actual value of improvements and how they had changed from the original plan. The original estimate for investment was very conservative, leading to a longer projected payback period. The capital investment has gone up substantially, due to increases in costs and other factors. Additionally, the majority of costs are known now, as the project has been bid and is under construction. With this increased capital investment, the payback period for the project is shortened considerably, to only four years. This is the payback period regardless of whether or not interest is 0%, 3% or 5%.

American House of Meridian (fka Pine Village) Brownfield Plan Amendment 1

Changes from Previously Approved Plan

The initial Brownfield Plan for the site was approved on September 22, 2020. There are three changes being proposed with this amendment:

- The parcel at 1655 Haslett Road has been removed from the plan. Previously, the Pine Village plan included this parcel and would have involved the demolition of the former grocery store on the site. That work has been removed from the revised plan and now all activities will occur on the 1673 Haslett Road site.
- The eligible activity costs have been updated and realigned based on the change above and the current costs and redevelopment plans. This has the effect of shortening the plan to 4 years of capture for the developer, instead of the 15 years previously approved.
- The tax increment revenue (TIR) has been updated and the capture schedule updated based on the new project timeline.

Basis for Eligibility under Act 381

Staff has reviewed the proposed plan and the Brownfield enabling legislation and confirmed that the property is considered 'eligible property' as defined by Act 381. This is due to the fact that the property was formerly utilized for commercial purposes, and the parcel of land meets the definition of 'facility' under Part 201 of the Natural Resources and Environmental Projection Act.

Displacement of Persons

The property was vacant before demolition. There was previously one commercial tenant in the building, who had previously vacated the premises.

Financial Impact

The proposed Plan requests the capture of local tax increment revenue (TIR) only for up to \$1,011,144 of reimbursement to the developer for eligible costs, which will be discussed in the following section. The two additional reimbursements are as follows:

- Administration of the Plan - \$56,175
- Local Brownfield Revolving Fund - \$56,175

As previously mentioned, with no interest reimbursement, the total reimbursement proposed in the plan is not to exceed \$1,123,494. The entirety of the plan involves the capture of local taxes, as there are no State eligible expenses. The financial impact to each Taxing Jurisdiction can be found in the table on Pages 9 and 10 of the Plan. Construction on the project is expected to be completed in 2024.

Reimbursements will only occur so long as there are available funds. If the actual costs of eligible activities are lower than the estimates in the Plan, reimbursement to the Development will be lower. If the Taxable Value is higher than estimated in the Plan, the reimbursement to the Developer may be completed sooner. Of specific note, the applicant is only modeling a 1% increase in Taxable Value, year over year. This is a conservative approach that the Township Assessor would recommend.

American House of Meridian (fka Pine Village) Brownfield Plan Amendment 1

The Township's Assessor has reviewed the base values and the taxable value projections the plan is built upon and has determined that they are appropriate estimates, based on the project's description at this time. The Base Value and Taxable Value projections have been updated in the attached interest rate projection charts to reflect the current level of investment in the project. Once a recommendation is made on the interest rate reimbursement, the entire plan will be updated to reflect the new projections.

Eligible Activities

The Plan proposes to reimburse the developer for the following eligible activities:

- Pre-Approved Activities (Phase 1 Assessment, Phase 2 Assessment, Baseline Environmental Assessment, Due Care Planning)
- Due Care Activities (Documentation of Due Care, Soil Management, Vapor Mitigation design/installation/oversight, Engineering Controls)
- Environmental Response Activities (Hazardous Soil Management and Disposal, Engineered Backfill)
- Asbestos assessment and removal
- Demolition of the building and site
- Brownfield Plan preparation and implementation
- Application fees
- Contingency
- Soft Costs
- Interest, if recommended by the MTBRA and approved by the Township Board

The plan will provide disbursements to the Local Brownfield Revolving Fund and for local Administration of the Plan. Details of the Brownfield Eligible Costs can be found in Table 1 of the plan.

Meridian Township Brownfield Redevelopment Authority Policies and Procedures

Staff has reviewed the matter against the local policies and procedures, in addition to the above review against the State enabling legislation. Staff believes the proposal meets all the local requirements, with minor comments as follows:

- The project is an eligible property, within the jurisdiction of Meridian Township.
- The project is consistent with the Master Plan and the goals of the Community.
- Redevelopment of the property is unlikely without the Brownfield assistance being requested.
- Staff has reviewed the financial analysis and believes that the eligible activities can be completed with the financial resources the Brownfield approval will bring.
- The developer has demonstrated a firm commitment to the project and has sufficient experience and development capabilities to make the project occur. The developer must provide a pro forma financial statement for Staff review, prior to the matter proceeding to the Township Board for final review.
- The site has access to needed infrastructure.

**American House of Meridian (fka Pine Village)
Brownfield Plan Amendment 1**

Staff Comments and Recommendation

Staff would offer the following review comments with respect to the proposed plan.

- There is a minor typo in the last paragraph on Page 1 that should be corrected.
- The applicant must submit a proforma for review, prior to the matter proceeding to the Township Board.
- Based on the recommendation of the BRA, the plan tables will need to be revised to account for the interest reimbursement and the increased capital investment.

In total, Staff believes the proposed Brownfield Plan Amendment for American House of Meridian Township (fka Pine Village) has been completed in accordance with Act 381 and the Meridian Township Brownfield Redevelopment Authority's program policies and procedures.

At this time, the MTBRA is asked to make a recommendation to the Township Board, who will make a final decision on the plan, after a public hearing. In any recommendation, the MTBRA should include their recommendation on the level of interest rate reimbursement. Staff has provided the following sample motion for use in deliberations:

Motion to recommend approval to the Township Board for Amendment 1 to the approved Brownfield Plan for American House of Meridian Township (fka Pine Village), with the revisions to the plan as noted in the Staff Report dated November 9, 2022, with a reimbursable interest rate of X%.

**CHARTER TOWNSHIP OF MERIDIAN
BROWNFIELD REDEVELOPMENT AUTHORITY
REGULAR MEETING MINUTES**

APPROVED

August 18, 2022

5151 Marsh Road, Okemos, MI 48864-1198

Town Hall Room, 8:00 A.M.

PRESENT: Vice Chair Ned Jackson, Township Manager Frank Walsh, Director Peter Trezise, Director Brenda Chapman,
ABSENT: Chair Jeff Theuer, Director John Matuszak, Director Joyce Van Coevering
STAFF: Director of Community Planning and Development Timothy Schmitt, Neighborhoods and Economic Development Director Amber Clark, Treasurer Phil Deschaine, Senior Planner Brian Shorkey
OTHER: Dave Van Haaren, Tri Terra, Laura Hester, American Homes, Eric Helzer, Advanced Redevelopment Solutions, John Peckham, Advanced Redevelopment Solutions

1. Call meeting to order

Vice Chair Jackson called the regular meeting to order at 8:00 a.m.

2. Approval of Agenda

Director Trezise moved to approve the agenda as written.

Supported by Manager Walsh

VOICE VOTE: Motion carried unanimously.

3. Approval of Minutes

Manager Walsh moved to approve the July 28, 2022 minutes

Supported by Director Trezise, subject to the correction of minor typographical and spelling errors pointed out by the Directors

VOICE VOTE: Motion carried unanimously.

4. Public Remarks – None

5. New Business

A. Pine Village Brownfield Plan, Amendment One

CPD Director Schmitt introduced the project, which has changed names and is now called the American House project and updated the MTBRA on the status of the construction. CPD Director Schmitt further outlined the three changes proposed with the amendment under review at this time. The plan is now reduced to a six-year capture/reimbursement, due to the reduced amount of eligible activities on the site.

Dave Van Haaren, TriTerra, introduced the proposed amendment and the owner's representative, Laura Hester. Mr. Van Haaren pointed out the main point of the amendment was to remove the neighboring grocery store property from the brownfield plan, as that work will be covered under a different plan. The total investment in the project is \$33,000,000 now. There was asbestos in the buildings, which has been abated, and a previous dry cleaner on the site which has contaminated the soil, which will be remediated. Additionally, the demolition costs are eligible for reimbursement. The majority of the costs, however, are removal of contaminated soils.

Vice Chair Jackson asked if the entirety of the contaminated soils would be removed. Mr. Van Haaren indicated that the majority, but not all of the soils would be removed. Because of that, a vapor mitigation system will be installed in the new building. The costs of the complete removal versus a vapor mitigation system were discussed.

Mr. Van Haaren further explained the differences between the original plan and the proposed amendment. He further mentioned that the interest has been removed from the plan, since the original timeline had not been met by the original developer. He clarified that this was an amendment to the previous plan, not a new approval of the eligible activities.

Director Trezise asked about the increase in the capital investment in the property. Mr. Van Haaren explained the cost increases that have occurred since the project originally came in front of the board.

Manager Walsh asked about the realistic schedule for construction. Laura Hester, American House, discussed the status of the project. Soil remediation has taken roughly a month, foundation work has begun, and they anticipate construction completion at the end of 2023, with an opening date for residents 30 days thereafter.

Manager Walsh further pointed out that he believed that to be fair to this project compared to others, interest reimbursement should be reincluded in the plan. They are the first major project to be moving forward in the post-Covid environment and it would be fair to add interest back in. Vice Chair Jackson asked how we could incorporate that into the discussion currently underway. CPD Director Schmitt indicated that they would ask Mr. Van Haaren to run 0%, 3% (Manager Walsh's suggestion), and 5% interest calculations and bring them back for the MTBRA to review and make a recommendation on. General consensus was that this would be reviewed when the matter came back to the MTBRA for final action.

B. Village of Okemos Brownfield Plan

CPD Director Schmitt outlined the plan and pointed out that the plan is the same work and eligible costs as previously reviewed in February, but the costs have been updated. The capture period is now up to 19 years. The MTBRA is being asked to take action this morning on authorization of the contract with TriTerra to review the plan.

Eric Helzer, Advanced Redevelopment Solutions (acting as the owner's representative), went through the project as a 'reintroduction' of what was previously recommended for approval. The most notable physical change is the addition of the parking structures on the site. One of the largest increases in costs is the requirement that the project design and reconstruct the west half of Okemos Road. John Peckham, Advanced Redevelopment Solutions, outlined the design process and timing for the Road and the coordination between the project at the Ingham County Road Department. Mr. Peckham further discussed the progress that has been made with the Ingham County Drain Commissioner's Office and Consumer's Energy.

Mr. Helzer further discussed the changes to the physical changes to the project and outlined the specific changes to the Brownfield Plan. Capital Investment has increased from \$85mm to \$92mm. The taxable value did not increase in a commensurate way, due to the cost additions being public infrastructure and parking structures, which do not add to the taxable value. The TV increased from \$14mm to \$15mm. The duration of the plan has increased from 15 years to 19 years. The eligible costs have increased from \$4.3mm to \$6.9mm. The

administrative costs, local revolving local funds, and state revolving loan fund captures have all gone up under the new plan.

Director Trezise asked Mr. Helzer to outline the increase in eligible costs. Mr. Helzer explained that excavation and trucking of soils are the majority of the increase in costs, and mostly in block two. There are both hazardous and non-hazardous soils, which has also increased costs. The EGLE grant/loan funding has not changed, the increased costs are entirely borne by the developer.

Vice Chair Jackson discussed the boulevard on Hamilton Road. Mr. Peckham discussed the boulevard and the discussions with the Ingham County Road Department. There was discussion about the potential for the boulevard to go away, if the Consumer's line cannot be buried. This would be due to the fire department needing access on Hamilton, if they cannot access the building from Okemos Road, due to the power lines.

Vice Chair Jackson further discussed the non-motorized access for the project. Discussion occurred about whether or not the Ingham County Road Department will allow specific items in the road design and what could be included.

Director Chapman asked about the design of the bridge to the south and how traffic may be calmed by the design of the building and suggested any traffic calming measures would be beneficial. Mr. Peckham pointed out the curb radii that will be changing to further slow traffic, along with the traffic light at the intersection and its timing.

6. **Old Business**

7. **Project Updates**

CPD Director Schmitt provided an update on Elevation construction and that the final reimbursement request is forthcoming. The Haslett Marathon is nearly complete, and they have received partial temporary certificate of occupancy, pending final installation on the HVAC system. The capture for that project will not start until next year. Joe's on Jolly is finalizing the fit and finish of the building and will be open soon. Mr. Helzer gave a further update on the schedule for Joe's on Jolly to submit their reimbursement request.

8. **Public Remarks**

Director Trezise moved to approve the proposal with TriTerra for their review and assistance with administration of the Village of Okemos Brownfield Plan.

Supported by Director Chapman

ROLL CALL VOTE: Motion carried unanimously

9. **Adjournment**

Vice Chair Jackson adjourned the meeting at 9:00 a.m.

Respectfully Submitted,

Timothy R. Schmitt, *AICP*
Director of Community Planning & Development

**CHARTER TOWNSHIP OF MERIDIAN
BROWNFIELD REDEVELOPMENT AUTHORITY
REGULAR MEETING MINUTES**

DRAFT

**November 17, 2022
5151 Marsh Road, Okemos, MI 48864-1198
Town Hall Room, 8:00 A.M.**

PRESENT: Chair Jeff Theuer, Vice Chair Ned Jackson, Township Manager Frank Walsh, Director Peter Trezise, Director Joyce Van Coevering
ABSENT: Director Brenda Chapman, Director John Matuszak,
STAFF: Director of Community Planning and Development Timothy Schmitt, Senior Planner Brian Shorkey, Director of Neighborhoods and Economic Development Clark, Treasurer Phil Deschaine
OTHER: Dave Van Haaren, Tri Terra, Laura Hester, American Homes

1. Call meeting to order

Chair Theuer called the regular meeting to order at 8:00 a.m.

2. Approval of Agenda

Director Trezise moved to approve the agenda as written.

Supported by Vice Chair Jackson

VOICE VOTE: Motion carried unanimously.

3. Approval of Minutes

Director Trezise moved to approve the September 15, 2022 minutes

Supported by Vice Chair Jackson

Vice Chair Jackson noted to minor typographical errors to be incorporated into the final approved minutes.

VOICE VOTE: Motion carried unanimously.

4. Public Remarks – None

5. New Business

A. 2023 Brownfield Redevelopment Authority Meeting Schedule

CPD Director Schmitt outlined the proposed schedule for 2023 and noted the potential holiday conflict in December. The Directors generally agreed to move the proposed December meeting to the 14th instead of the 21st.

Vice Chair Jackson moved to approve the 2023 Brownfield Redevelopment Authority meeting schedule, as amended

Supported by Director Van Coevering

VOICE VOTE: Motion carried unanimously

6. **Old Business**

A. Pine Village Brownfield Plan (aka American House of Meridian) Amendment 1

CPD Director Schmitt went over the proposed changes to the plan since the August meeting. The Authority requested that three interest rate scenarios be provided, based on the updated values for the project, a 0%, 3%, and 5% interest rate. CPD Director Schmitt went over those three scenarios, which each has a plan duration of four years, regardless of the interest rate. The main question for the Authority was to make a recommendation to the Township Board on the interest rate. Staff's review of the plan has raised no concerns based on the State enabling legislation and the local policy.

Dave Van Haaren, Tri Terra, discussed the potential inclusion of interest rate capture into the plan. He further discussed some of the areas of cost increases that have occurred, including the soil conditions on site and the vapor mitigation system installation during winter. The addition of interest rate capture to the plan will be helpful in offsetting those previously unknown costs.

Chair Theuer asked about the L&L building. CPD Director indicated that it was part of the Haslett Village Square Brownfield Plan that was approved and it will be demolished in early 2023 most likely.

Director Van Coevering asked about the difference in interest rates between projects. CPD Director Schmitt discussed the original plan and construction timelines therein.

Vice Chair Jackson asked about the interest rates from the original plan. Director Clark discussed the timelines in the original plan and the sliding scale of the interest rates. She further explained that the sliding scale was originally intended as a further incentive to get the project started originally. Chair Theuer asked if Director Clark believed the interest rate should now be included, due to the delay in the project. Director Clark replied that she did. Director Schmitt further explained the sliding scale of interest from the original plan.

Chair Theuer asked about costs that were incurred during the time when interest was capturable in the original plan, even though construction did not proceed. Mr. Van Haaren explained that the environmental assessment and preparation of the Brownfield Plan were done in that period of time, but that no commencement of demolition occurred.

Manager Walsh explained that the incentive was structured to get the L&L building demolished, but that Covid delayed things. He further stated that he supported including the interest rate capture, given that this is the first project that is actually moving forward.

CPD Director reiterated that regardless of the interest rate, this was a four year capture, so that taxing agencies will be getting their full taxes after four years regardless.

Chair Theuer indicated that the statute allows for 5% capture and there are no concerns with 5%, given that the project is moving forward.

Manager Walsh asked when occupancy is likely to occur. Laura Hester, American Homes, indicated that tenants are likely to move in during the early part of 2024.

Director Trezise moved to recommend approval to the Township Board of the Village of Okemos brownfield plan, with 5% interest capture included

Supported by Director Van Coevering

ROLL CALL VOTE: Motion carried unanimously.

7. Project Updates

CPD Director Schmitt stated that Haslett Marathon and Joe's on Jolly are both expected to begin capture in 2023 and the eligible expense verification will be brought forward in early 2023 for the Authority's approval. Elevation Phase 3 continues construction and Phase 4 is likely to start in 2023. The Township Board has approved the Brownfield Plan for Village of Okemos and the request is now with the State of Michigan for approval. The Haslett Village Square plan is also at the State of Michigan for review and approval.

Director Van Coevering asked about the utility costs for the Village of Okemos. CPD Director Schmitt explained that we continue to work on the funding options and the designs for that work.

8. Public Remarks

There was no comment from the public.

9. Adjournment

Chair Theuer adjourned the meeting at 8:28 a.m.

Respectfully Submitted,

Timothy R. Schmitt, *AICP*
Director of Community Planning & Development

**MERIDIAN TOWNSHIP
BROWNFIELD REDEVELOPMENT AUTHORITY**

***BROWNFIELD PLAN
AMENDMENT 1***

**American House of Meridian Township
1673 Haslett Road
Haslett, Michigan 48840**

Meridian Township Brownfield Redevelopment Authority
1515 Marsh Road
Okemos, Michigan 48864
Contact: Timothy R. Schmitt
Director of Community Planning and Development
schmitt@meridian.mi.us
Phone: 517-853-4576

Prepared By:
Triterra
1305 S. Washington Avenue, Suite 102
Lansing, Michigan 48910
Contact: Dave Van Haaren
dave.vanhaaren@triterra.us
Phone: 517-853-2152

November 17, 2022

Approved by the Meridian Township BRA on _____, 2022
Approved by the Meridian Charter Township Board of Trustees on _____, 2022

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ATTACHMENTS

- Attachment A: ALTA/NSPS Land Title Survey and Legal Description

1.0 PROJECT SUMMARY

Project Name:	American House of Meridian
Developer:	Hudson Haslett, LLC (the “Developer”) One Towne Square, Suite 1600 Southfield, Michigan 48076 Timothy McCafferty and Laura Hester
Property Location:	1673 Haslett Road and 1659 Raby Road Haslett, Michigan 48840
Parcel Information:	33-02-02-10-401-007
Type of Eligible Property:	“Facility”
Project Description:	A redevelopment of the subject property located at 1673 Haslett Road in Meridian Charter Township.

A Brownfield Plan was adopted by Meridian Charter Township on September 22, 2020. This is the first amendment to the Brownfield Plan. The purpose of the amendment is to: 1) remove the adjacent parcel located at 1655 Haslett Road (33-02-02-10-401-005) and eligible activities associated with said parcel, 2) update/realign proposed eligible activity costs based on current redevelopment plans, and 3) adjust the proposed tax increment revenue (TIR) capture schedule based on the current project timeline.

The project includes the demolition of an approximately 23,415- square foot, single-story multi-tenant commercial building located at 1673 Haslett Road. The developer will construct a four-story, 149,799 square foot, mixed-use building consisting of a senior apartment building with a total of 132 residential units and 9,283 square feet of leasable commercial space. A new parking lot and site improvements will be constructed on the east, south, and west sides of the building.

Brownfield eligible activities include environmental assessment, due care and Environmental response activities, asbestos surveys, asbestos abatement activities, demolition, and preparation and implementation of a Brownfield Plan.

Total Capital Investment: Total capital investment is estimated at \$33,000,000 of which \$1,119,869 is currently proposed for Brownfield Reimbursement to the Developer.

Estimated Job Creation/Retention: The redevelopment is anticipated to generate 55 new full-time equivalent (FTE) jobs.

Duration of Plan: The duration of this Brownfield Plan is 7 years and includes 4 years of Tax Increment Revenue (TIR) capture for: 1) reimbursement to the Developer for eligible activities, 2) BRA administration of the Plan and 3) deposits into the BRA's Local Brownfield Revolving Fund (LBRF).

Total Captured Tax Increment Revenue: \$1,244,299

Distribution of New Taxes Paid	
Developer Reimbursement	\$1,119,869
<i>Sub-Total Developer Reimbursement</i>	<i>\$1,119,869</i>
State Brownfield Revolving Fund	\$0
BRA Plan Administrative Fees	\$62,215
Local Brownfield Revolving Fund (LBRF)	\$62,215
<i>Sub-Total Administrative Fees, LBRF Deposits</i>	<i>\$124,430</i>
Grand Total	<i>\$1,244,299</i>

2.0 INTRODUCTION AND PURPOSE

The Meridian Township Brownfield Redevelopment Authority (the “Authority” or “BRA”), duly established by resolution of the Meridian Charter Township Board of Trustees (the “Township”), pursuant to the Brownfield Redevelopment Financing Act, Michigan Public Act 381 of 1996, MCLA 125.2651 et. seq., as amended (“Act 381”), is authorized to exercise its powers within Meridian Charter Township, Michigan.

A Brownfield Plan was adopted by Meridian Charter Township on September 22, 2020. This is the first amendment to the Brownfield Plan. The purpose of the amendment is to:

1. remove the adjacent parcel located at 1655 Haslett Road (33-02-02-10-401-005) and eligible activities associated with said parcel,
2. update/realign proposed eligible activity costs based on current redevelopment plans, and
3. adjust the proposed tax increment revenue (TIR) capture schedule based on the current project timeline.

The proposed redevelopment will only be economically viable with the support and approval of the brownfield redevelopment incentives described herein.

3.0 ELIGIBLE PROPERTY INFORMATION

This Plan is presented to support the Developer in the redevelopment of the subject property situated on the south side of Haslett Road in Haslett, an unincorporated community in Meridian Charter Township, Ingham County, Michigan (the “property”). The location of the property is depicted on Figure 1.

The property is fully defined in the following table and in Attachment A.

Eligible Property		
Address	Tax ID	Basis of Eligibility
1673 Haslett Road	33-02-02-10-401-007	“Facility”

The property is zoned C-2, Commercial District and is located within the Meridian Charter Township.

The property is surrounded by undeveloped land and active commercial property. Property layout and boundaries are depicted on Figure 2. The legal description of the property is included in Attachment A.

The property is considered an “eligible property” as defined by Act 381, Section 2 because: (a) the property was previously utilized as a commercial property; (b) the property is a “facility” as the term is defined by Part 201 of Michigan’s Natural Resources and Environmental Protection Act (“NREPA”), P.A. 451 of 1994, as amended. Figure 3 depicts environmental impact on the property.

4.0 PROPOSED REDEVELOPMENT

The Project includes the demolition of one commercial building and the construction of a new approximately 149,799 square foot, four-story mixed-use building.

The new building will include 9,283 square feet of business retail units on the first floor and a total of 132 senior residential units, a leasing office, lobby, and residential community kitchen and dining areas. A new parking lot will be constructed along the east, south, and west sides of the building. The development will include 139 parking spaces.

The total anticipated investment into the redevelopment project is estimated at \$27,000,000 in hard costs of construction and \$33,000,000 in total cost, minus acquisition. The development will result in the redevelopment of one contaminated parcel, and removal of one blighted and functionally obsolete building on the property. This development will dramatically improve the appearance of the property. The Project will significantly increase density to the area and provide additional support to existing retail establishments in the township, as well as create jobs.

The improvements to the property will be permanent and significantly increase the taxable value of the property. These improvements will also assist in increasing the property values of the neighborhood.

The Project would not be possible without financial support through Brownfield tax increment financing (TIF) and other local incentives outlined in Section 6.12.

The redevelopment is anticipated to generate 55 new full-time equivalent jobs.

5.0 BROWNFIELD CONDITIONS

The existing building on the 1673 Haslett Road parcel was constructed in 1985 and has since been used for various commercial purposes, including offices, retail, and restaurants. According to historical documents, a dry cleaner operated on the property from at least 1990 to 2001. At least one underground storage tank (UST) once used for the storage of dry-cleaning product (i.e. chlorinated cleaning solvent) was reported to have existed on the parcel. The UST may have been removed from the ground or abandoned onsite. Subsurface investigations conducted on the property in 1996 and 2020 identified various volatile organic compounds (VOCs), including tetrachloroethene, in soil above the Michigan Department of Environment, Great Lakes, Energy (EGLE) Part 201 Residential Generic Cleanup Criteria (GCC). The parcel therefore meets the definition of a “facility”, as defined by Section 20101(s) of PA 451, Part 201, as amended. In addition, soil gas samples collected from the parcel in June 2020 revealed various VOCs above method detection limits, including tetrachloroethene above the Media-Specific Recommended Indoor Air Screening Levels (RIASLs), which indicates a vapor encroachment condition on the property. Refer to Figure 3 to review environmental impact at the 1673 Haslett Road parcel.

6.0 BROWNFIELD PLAN

6.1 Description of Costs to Be Paid with Tax Increment Revenues and Summary of Eligible Activities

The Developer will be reimbursed with the new local taxes levied by the Project for the costs of eligible activities necessary to support redevelopment of the property. The activities that are intended to be carried out at the property are considered “eligible activities” as defined by Sec 2 of Act 381. Brownfield eligible activities proposed by the Developer include EGLE pre-approved activities, EGLE due care activities, EGLE environmental response activities, asbestos assessment and abatement activities, demolition, and preparation and implementation of the Brownfield Plan.

The costs of eligible activities included in, and authorized by, this Plan will be reimbursed with incremental local tax revenues generated by the property and captured by the BRA, subject to any limitations and conditions described in this Plan and the terms of a Reimbursement Agreement between the Developer and the Authority (the “Reimbursement Agreement”). This Plan is a “Local-only” Plan and does not include or propose capture of state tax revenues for reimbursement to the Developer. The total cost of activities eligible for Developer reimbursement from tax increment revenues is projected to be \$1,244,299. The eligible activities are summarized below:

Summary of Eligible Activities	
EGLE Eligible Activities	Cost
Pre-Approved Activities	\$8,810
Due Care Activities	\$488,225
Environmental Response Activities	\$140,220
Total Environmental Eligible Activities	\$637,255
MSF Eligible Activities	Cost
Asbestos and Lead Activities	\$18,050
Demolition	\$193,800
Total Non-Environmental Eligible Activities	\$211,850
Contingency (15%) *	\$122,039
Brownfield Plan Preparation	\$20,500
Brownfield Application Fees	\$10,000
Brownfield Plan Implementation	\$9,500
Interest (5% simple)	\$108,725
Total Eligible Cost for Reimbursement	\$1,244,299

* Contingency calculation excludes costs for pre-approved activities, asbestos survey, Brownfield Plan preparation and implementation.

A detailed breakdown in eligible activities is provided in Table 1, Brownfield Eligible Activities.

The costs listed above are estimated and may increase or decrease depending on the nature and extent of unknown conditions encountered on the property. The actual cost of those eligible activities encompassed by this Plan that will qualify for reimbursement from tax increment revenues captured by the BRA shall be governed by the terms of a Reimbursement Agreement. No costs of eligible activities will be qualified for reimbursement except to the extent permitted in accordance with the terms and conditions of the Reimbursement Agreement and Section 2 of Act 381 of 1996, as amended (MCL 125.2652). The Reimbursement Agreement and this Plan will dictate the total cost of eligible activities subject to payment. As long as the total cost limit described in this Plan is not exceeded, line item costs of eligible activities may be adjusted within Environmental eligible activities and Non-Environmental eligible activities after the date this Plan is approved by the Meridian Charter Township Board of Trustees.

6.2 Estimate of Captured Taxable Value, Tax Increment Revenues and Impact of Tax Increment Financing on Taxing Jurisdictions

The costs of eligible activities included in, and authorized by, this Plan will be reimbursed with incremental local tax revenues generated by the property and captured by the BRA.

The base taxable value for this Plan is \$287,900, which is based on the following.

Eligible Property – Base Taxable Value		
Address	Tax ID	2020 Taxable Value
1673 Haslett Road	33-02-02-10-401-007	\$287,900
TOTAL		\$287,900

The projected new taxable value is phased over 3 years with an estimated taxable value of \$15,950,000 in 2025. The actual taxable value will be determined by the Township Assessor after the development is completed. It is estimated that the BRA will capture tax increment revenues from 2023 through 2026 for BRA administrative fees and for deposits into the BRA’s Local Brownfield Revolving Fund (LBRF).

The following table presents a summary of the new tax revenues generated by the taxing jurisdictions whose millage is subject to capture by the BRA under this Plan. These are estimations based on the residential and commercial components of the proposed redevelopment.

Projected Impact to Taxing Jurisdictions			
Taxing Unit	New Taxes to Taxing Units*	New Taxes for BRA Administration, LBRF Deposits, and Developer Reimbursement	Total New Taxes
School Operating	\$597,334		\$597,334
State Education	\$199,111		\$199,111
Haslett School Debt	\$276,433		\$276,433
Road Improvement Debt	\$64,476		\$64,476
Fire Station Debt	\$6,637		\$6,637
Veterans Relief Fund		\$1,088	\$1,088
Land Preservation		\$3,319	\$3,319
Farmland Preservation		\$4,629	\$4,629
Community Services		\$4,921	\$4,921
CATA Redi Ride		\$6,564	\$6,564
ISD Operating		\$6,617	\$6,617
Animal Control		\$7,941	\$7,941
Elder Care		\$9,936	\$9,936
Pathways		\$10,978	\$10,978
Potter Park Zoo		\$16,546	\$16,546
Parks/Trails		\$16,546	\$16,546
Juvenile Justice		\$19,855	\$19,855
Public Transportation		\$19,871	\$19,871
Police Protection		\$19,964	\$19,964
Health Services		\$20,844	\$20,844
Fire Protection		\$21,036	\$21,036
Parks/Recreation		\$21,892	\$21,892
Airport Authority		\$23,196	\$23,196
Jail/Justice		\$28,128	\$28,128
911 System		\$28,151	\$28,151
ISD Vocational		\$42,872	\$42,872
Police/Fire		\$49,018	\$49,018
Library		\$51,530	\$51,530
School Building/Site		\$65,415	\$65,415
CATA		\$99,207	\$99,207
LCC		\$125,082	\$125,082

Projected Impact to Taxing Jurisdictions			
Taxing Unit	New Taxes to Taxing Units*	New Taxes for BRA Administration, LBRF Deposits, and Developer Reimbursement	Total New Taxes
Operating		\$137,977	\$137,977
ISD Spec ED		\$157,245	\$157,245
County Operating		\$223,930	\$223,930
Total	\$1,143,990 (47.90%)	\$1,244,299 (52.10%)	\$2,388,289

Impact to specific taxing jurisdictions is further presented in Table 2, Tax Increment Revenue Capture Estimates, and a schedule of tax increment revenue is presented in Table 3, Tax Increment Revenue Allocation Table.

The captured incremental taxable value and associated tax increment revenue will be based on the actual increased taxable value from all real and personal taxable improvements on the property as determined by the Township Assessor and the actual millage rates levied by the various taxing jurisdictions during each year of the plan. The actual tax increment captured will be based on taxable value set through the property assessment process by the local unit of government and the millage rates set each year by the taxing jurisdictions.

6.3 Method of Financing Plan Costs and Description of Advances by the Municipality

The Developer is ultimately responsible for financing the costs of its specific eligible activities included in this Plan. The BRA will not advance any funds to finance the Developer eligible activities described in this Plan. All Plan financing commitments and activities and cost reimbursements authorized under this Plan shall be governed by the Reimbursement Agreement. The inclusion of eligible activities and estimates of costs to be reimbursed in this Plan is intended to authorize the BRA to fund such reimbursements. The amount and source of any tax increment revenues that will be used for purposes authorized by this Plan, and the terms and conditions for such use and upon any reimbursement of the expenses permitted by the Plan, will be provided solely under the Reimbursement Agreement contemplated by this Plan.

Reimbursements under the Reimbursement Agreement shall not exceed the cost of eligible activities and reimbursement limits described in this Plan.

The BRA will capture 5% of the new local taxes per year for the duration of the Plan to cover its cost to administer the Plan. The LBRA will also deposit 5% of the new local taxes captured per year for the duration of the Plan for deposit into its LBRF. Total deposits into the LBRF will not exceed the sum total equivalent of 5 years of local tax increment revenue.

6.4. Maximum Amount of Note or Bonded Indebtedness

Eligible activities are to be financed by the Developer. The BRA will not incur any note or bonded indebtedness to finance Brownfield eligible activities outlined in this Plan.

6.5 Duration of Brownfield Plan

The duration of this Plan is projected to be 7 years including 4 years of tax capture starting in 2023. Total TIR capture for Developer reimbursement is estimated at 4 years.

The property will become a part of this Plan on the date this Plan is approved by the governing body. In no event shall the duration of the Plan exceed 35 years following the date of the resolution approving the Plan, nor shall the duration of the tax capture exceed the lesser of the period authorized under subsections (4) and (5) of Section 13 of Act 381 or 30 years, except as authorized by those subsections or other provisions of Act 381. Further, in no event shall the beginning date of the capture of tax increment revenues be later than five years after the date of the resolution approving the Plan.

6.6 Legal Description, Property Map, Property Characteristics and Personal Property

An ALTA/NSPS Land Title Survey and legal description of the property is provided in Attachment A.

The subject property includes all tangible personal property that now or in the future comes to be owned or installed on the property by the Developer or occupants.

6.7 Estimates of Residents and Displacement of Families

No occupied residences are involved in the redevelopment, no persons reside at the property, and no families or individuals will be displaced as a result of this development.

6.8 Plan for Relocation of Displaced Persons

No persons will be displaced as a result of this development. Therefore, a Plan for relocation of displaced persons is not applicable and is not needed for this Plan.

6.9 Provisions for Relocation Costs

No persons will be displaced as result of this development, and no relocation costs will be incurred. Therefore, provision for relocation costs is not applicable and is not needed for this Plan.

6.10 Strategy for Compliance with Michigan’s Relocation Assistance Law

No persons will be displaced as result of this development. Therefore, no relocation assistance strategy is needed for this Plan.

6.11 Description of the Proposed Use of Local Brownfield Revolving Fund

The BRA has established a LBRF. LBRF monies will not be used to finance or reimburse eligible activities incurred by the Developer as described in this Plan.

The LBRA will capture 5% of new local taxes generated from the property per year for the duration of the Plan for deposit into the BRA’s its LBRF. Total deposits into the LBRF will not exceed the sum total equivalent of 5 years of local tax increment revenue.

6.12 Other Material that the Authority or Governing Body Considers Pertinent

The Authority and the Township, as the governing body, in accordance with the Act, may amend this Plan in the future in order to fund additional eligible activities associated with the Project or subject property described herein.

FIGURES

Figure 1: Property Location Map

Figure 2: Eligible Property Boundary Map

Figure 3: Soil Sample Locations with Analytical Results

Figure 4: Soil Gas Sample Locations & Analytical Results

Figure 5: Soil and Soil Gas Exceedances

Figure 6: Utility Plan

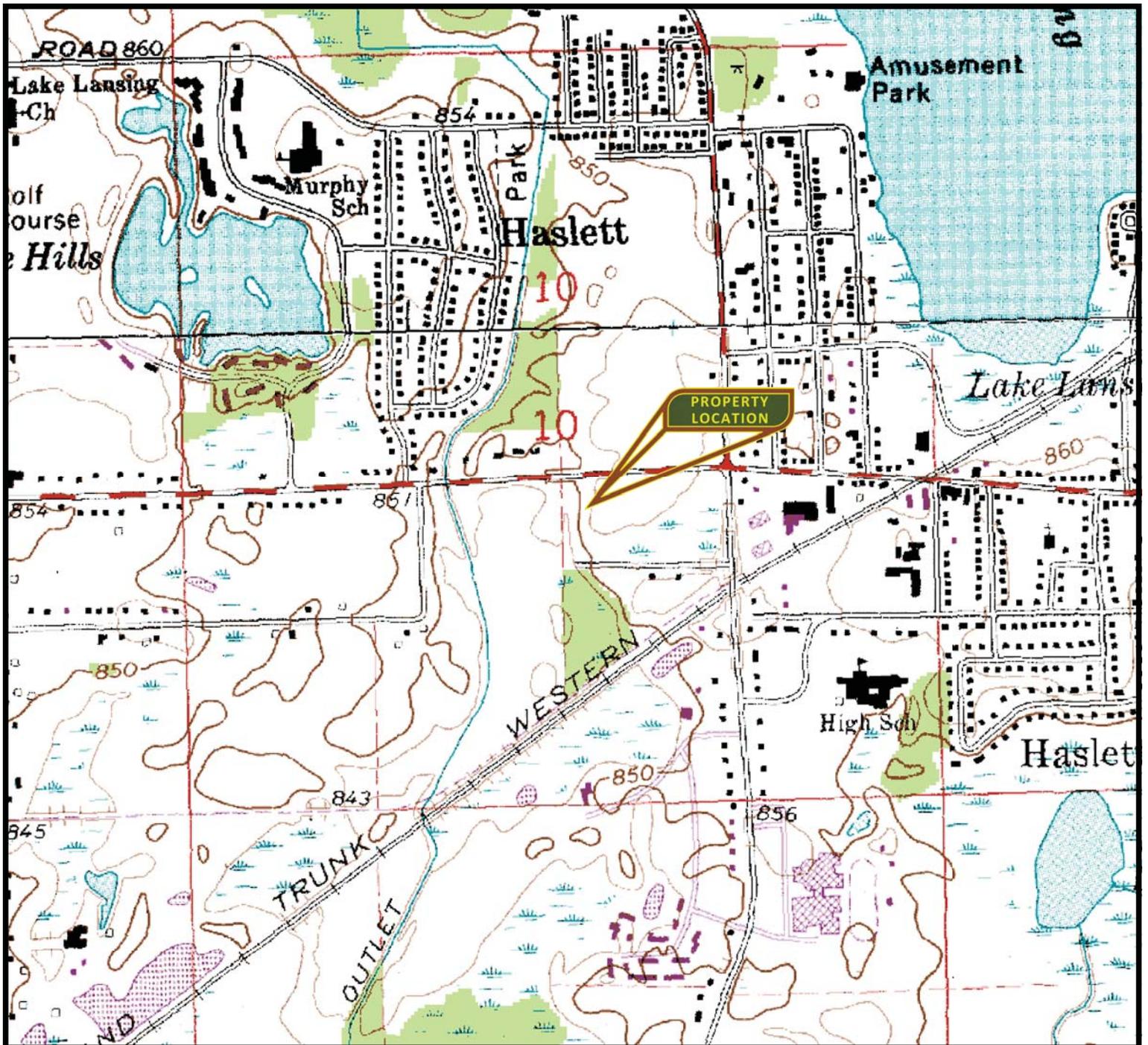


FIGURE 1
PROPERTY LOCATION

1673 Haslett Road

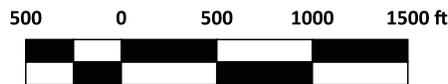
HASLETT, MICHIGAN 48840

INGHAM COUNTY
T4N, R1W, SECTION 10

PROJECT NUMBER: 19-2321

ADAPTED FROM MI GEOGRAPHIC DATA LIBRARY DRG

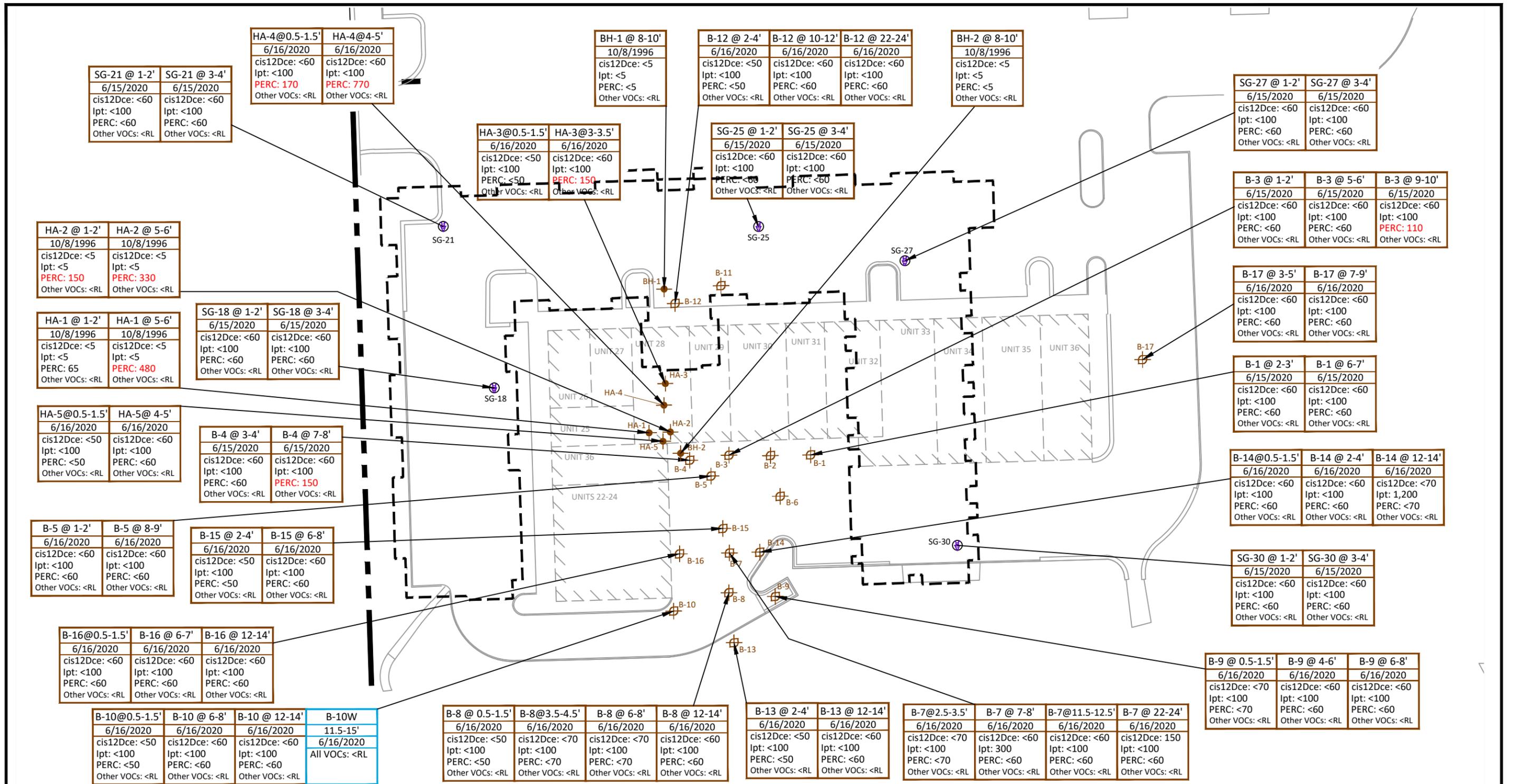
TRI TERRA



1:12000



	FIGURE 2	1673 HASLETT ROAD HASLETT, MICHIGAN 48840
	ELIGIBLE PROPERTY BOUNDARY	CREATED BY: CJZ 8/5/2022
	PROJECT NUMBER 19-2321	



CONSTITUENTS LEGEND

VOLATILES (VOCs)
 cis12Dce: cis-1,2-Dichloroethylene
 lpt: Isopropyltoluene
 PERC: Tetrachloroethylene

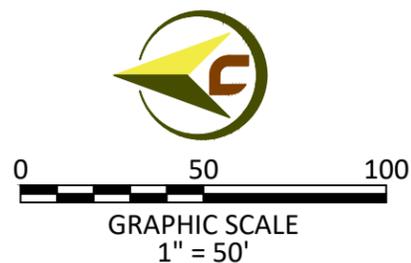
<RL: Result was below the laboratory reporting limits.

NOTES

1. Soil concentrations are in µg per kg (ppb).
2. GW concentrations are in µg per L (ppb).
3. All exceedances are highlighted in red.

SYMBOLS LEGEND

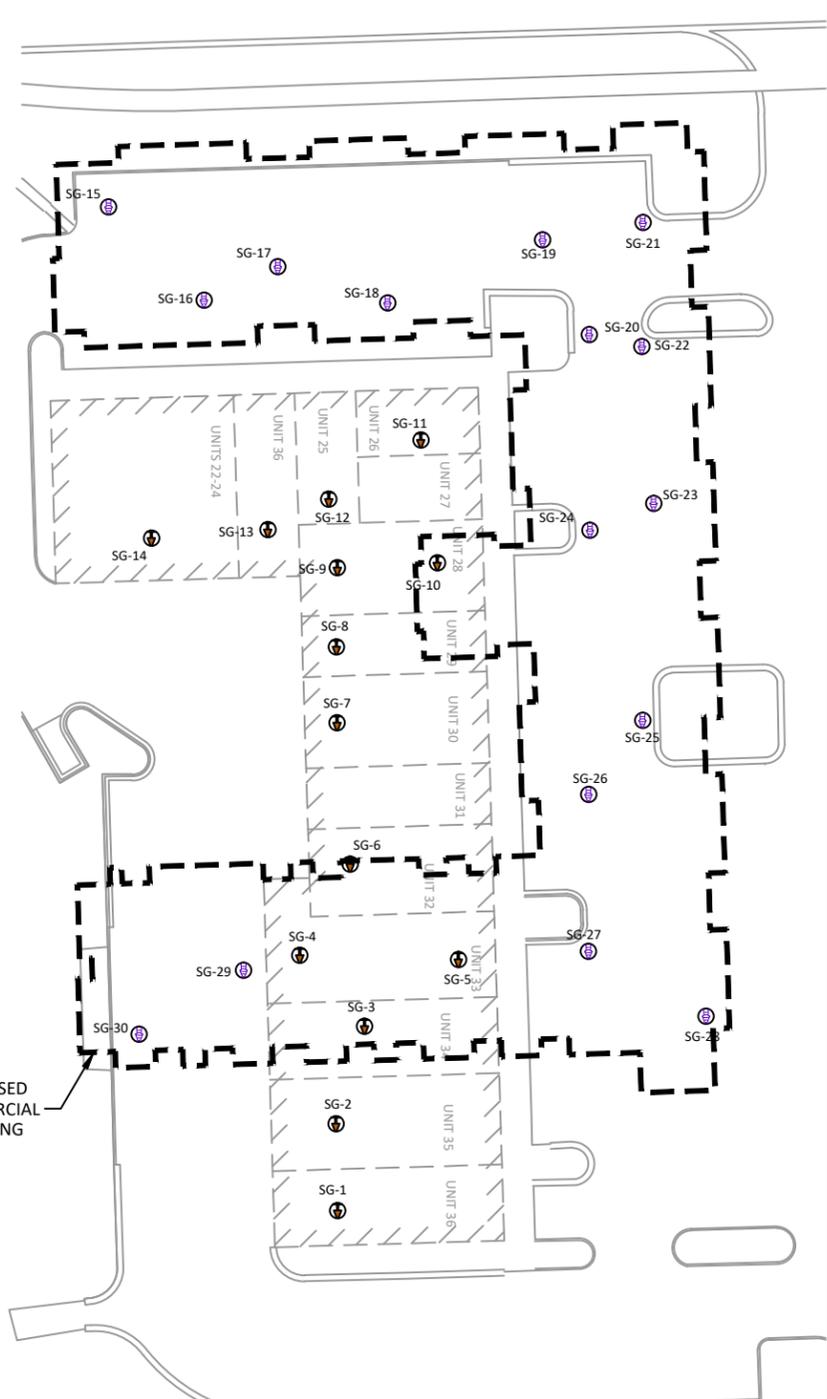
- SB-4 SOIL BORING LOCATION
- HA-4 SOIL SAMPLE LOCATION



 1305 South Washington, Suite 102, Lansing, MI 48910 Phone: 517-702-0470 Fax: 517-702-0477 www.triterra.us		SOIL SAMPLE LOCATIONS WITH ANALYTICAL RESULTS 1673 HASLETT ROAD & 1659 RABY ROAD HASLETT, MICHIGAN 48840	
Diagram is for illustrative purposes only. Exact locations of items shown on figure may vary slightly.		PROJECT NUMBER: 20-2340-05 FIGURE 3	
DATE: 7/18/2020	DRAWN BY: JWJ		
DATE: 8/9/2022	REVISED BY: JWJ		

SG-1	SG-2	SG-3	SG-4	SG-5	SG-6	SG-7	SG-8	SG-9 + DUP.	SG-10	SG-11	SG-12	SG-13	SG-14
6/15/2020	6/15/2020	6/16/2020	6/15/2020	6/15/2020	6/15/2020	6/15/2020	6/15/2020	6/16/2020	6/16/2020	6/15/2020	6/15/2020	6/15/2020	6/15/2020
DMK: 62 B: <6.4 CS2: <19 CE: <5.3 CL: <9.8 CMA: <4.1 Cyhex: <6.9 DCDFMA: 5,375 13Dcb: <12 EtOH: <47 E: <8.7 Hep: 16 Hex: 182 Hxn: <25 IPA: <59 MEK: <35 MIBK: <25 N: 16 PP: <100 124TMB: <45 135TMB: <9.8 224TMP: <9.3 PERC: <14 THF: <5.9 T: 19 TCE: <11 TCFMA: <11 VC: <5.1 X: <30 Others: <RL	DMK: 170 B: <16 CS2: <6.4 CE: <5.3 CL: <9.8 CMA: <4.1 Cyhex: 6.9 DCDFMA: 2,530 13Dcb: <12 EtOH: 87 E: 13 Hep: 16 Hex: 18 2Hxn: <20 IPA: <49 MEK: <29 MIBK: <20 N: 26 PP: <88 124TMB: <9.8 135TMB: <9.8 224TMP: <9.3 PERC: <14 THF: <5.9 T: 45 TCE: 16 TCFMA: 17 VC: <5.1 X: 22 Others: <RL	DMK: 290 B: <16 CS2: <16 CE: <5.3 CL: <9.8 CMA: <4.1 Cyhex: 17 DCDFMA: 1,330 13Dcb: <12 EtOH: <47 E: 13 Hep: 25 Hex: 35 2Hxn: <20 IPA: <49 MEK: 59 MIBK: <20 N: 26 PP: <86 124TMB: 9.8 135TMB: <9.8 224TMP: <9.3 PERC: <14 THF: <5.9 T: 53 TCE: <11 TCFMA: <11 VC: <5.1 X: 35 Others: <RL	DMK: <640 B: <96 CS2: <220 CE: <5.3 CL: <150 CMA: <62 Cyhex: <100 DCDFMA: 9,000 13Dcb: <180 EtOH: <640 E: <130 Hep: <120 Hex: <110 2Hxn: <290 IPA: <660 MEK: <380 MIBK: <290 N: <160 PP: <1,200 124TMB: <150 135TMB: <150 224TMP: <140 PERC: <200 THF: <5.9 T: <110 TCE: <160 TCFMA: <170 VC: <5.1 X: <350 Others: <RL	DMK: <48 B: <6.4 CS2: <16 CE: <5.3 CL: <9.8 CMA: <4.1 Cyhex: <6.9 DCDFMA: 1,700 13Dcb: <12 EtOH: <47 E: <8.7 Hep: <8.2 Hex: <7.0 2Hxn: <20 IPA: <49 MEK: <29 MIBK: <20 N: <10 PP: <86 124TMB: <9.8 135TMB: <9.8 224TMP: <9.3 PERC: 20 THF: <5.9 T: <7.5 TCE: <11 TCFMA: <11 VC: <5.1 X: <26 Others: <RL	DMK: 170 B: 16 CS2: <16 CE: <5.3 CL: <9.8 CMA: <4.1 Cyhex: 17 DCDFMA: 1,890 13Dcb: 12 EtOH: 280 E: 17 Hep: 29 Hex: 46 2Hxn: <20 IPA: <74 MEK: <29 MIBK: <20 N: 21 PP: <89 124TMB: 15 135TMB: <9.8 224TMP: <9.3 PERC: 27 THF: <5.9 T: 45 TCE: <11 TCFMA: 11 VC: <5.1 X: 35 Others: <RL	DMK: 120 B: 16 CS2: <16 CE: <5.3 CL: <9.8 CMA: <4.1 Cyhex: 6.9 DCDFMA: 2,200 13Dcb: 18 EtOH: <730 E: <130 Hep: <120 Hex: <110 2Hxn: <330 IPA: <760 MEK: <440 MIBK: <330 N: <160 PP: <1,300 124TMB: <150 135TMB: <150 224TMP: <140 PERC: 11,900 THF: <5.9 T: <110 TCE: <160 TCFMA: <170 VC: <77 X: <390 Others: <RL	DMK: <740 B: <96 CS2: <250 CE: <5.3 CL: <150 CMA: <62 Cyhex: <100 DCDFMA: 1,600 13Dcb: <180 EtOH: <680 E: <130 Hep: <120 Hex: <110 2Hxn: <290 IPA: <710 MEK: <410 MIBK: <290 N: <160 PP: <1,200 124TMB: <150 135TMB: <150 224TMP: <140 PERC: 71,900 THF: <88 T: 190 TCE: <160 TCFMA: <170 VC: <77 X: <390 Others: <RL	DMK: <620 B: <96 CS2: <220 CE: <5.3 CL: <150 CMA: <62 Cyhex: <100 DCDFMA: 4,100 13Dcb: <180 EtOH: <620 E: <130 Hep: <120 Hex: <1102 Hxn: <290 IPA: <640 MEK: <380 MIBK: <290 N: <160 PP: <1,100 124TMB: <150 135TMB: <150 224TMP: <140 PERC: 14,200 THF: <88 T: <110 TCE: <160 TCFMA: <170 VC: <77 X: <350 Others: <RL	DMK: 120 B: 35 CS2: <16 CE: <5.3 CL: <9.8 CMA: <4.1 Cyhex: 10 DCDFMA: 2,650 13Dcb: <12 EtOH: <47 E: <8.7 Hep: 25 Hex: 35 2Hxn: <20 IPA: <49 MEK: <29 MIBK: <20 N: 21 PP: <86 124TMB: <9.8 135TMB: <9.8 224TMP: <9.3 PERC: 88 THF: <5.9 T: 23 TCE: <11 TCFMA: 17 VC: <5.1 X: <26 Others: <RL	DMK: 310 B: 35 CS2: <16 CE: <5.3 CL: <9.8 CMA: <4.1 Cyhex: 52 DCDFMA: 623 13Dcb: <12 EtOH: <47 E: 78 Hep: 160 Hex: 270 2Hxn: <20 IPA: <49 MEK: 29 MIBK: <20 N: 52 PP: <243 124TMB: 49 135TMB: 15 224TMP: <9.3 PERC: 480 THF: <5.9 T: 190 TCE: <11 TCFMA: 34 VC: <5.1 X: 110 Others: <RL	DMK: 740 B: 9.6 CS2: <16 CE: <5.3 CL: <9.8 CMA: <4.1 Cyhex: 24 DCDFMA: 811 13Dcb: <12 EtOH: <89 E: 17 Hep: 100 Hex: 220 2Hxn: <20 IPA: <49 MEK: <29 MIBK: <20 N: 16 PP: <179 124TMB: 15 135TMB: <9.8 224TMP: <9.3 PERC: 180 THF: <5.9 T: 60 TCE: <11 TCFMA: 28 VC: <5.1 X: 35 Others: <RL	DMK: 48 B: <6.4 CS2: <16 CE: <5.3 CL: <9.8 CMA: <4.1 Cyhex: <6.9 DCDFMA: 2,790 13Dcb: <12 EtOH: <47 E: <8.7 Hep: <8.2 Hex: <7.0 2Hxn: <20 IPA: <49 MEK: <29 MIBK: <20 N: <10 PP: <86 124TMB: <9.8 135TMB: <9.8 224TMP: <9.3 PERC: <14 THF: <5.9 T: <7.5 TCE: <11 TCFMA: <11 VC: <5.1 X: <26 Others: <RL	

SG-15	SG-16	SG-17	SG-18	SG-19	SG-20	SG-21
6/16/2020	6/22/2020	6/16/2020	6/16/2020	6/22/2020	6/16/2020	6/22/2020
DMK: 590 B: 86 CS2: 427 CE: <5.3 CL: <9.8 CMA: 47 Cyhex: 86 DCDFMA: <9.9 13Dcb: <12 EtOH: <47 E: 13 Hep: 140 Hex: 340 2Hxn: <20 IPA: <49 MEK: 120 MIBK: <20 N: <10 PP: <1,040 124TMB: 15 135TMB: <9.8 224TMP: <9.3 PERC: <14 THF: <5.9 T: 57 TCE: <11 TCFMA: <11 VC: <5.1 X: 35 Others: <RL	DMK: 400 B: 67 CS2: 110 CE: <5.3 CL: 15 CMA: <4.1 Cyhex: 14 DCDFMA: <9.9 13Dcb: <12 EtOH: 49 E: 65 Hep: 29 Hex: 53 2Hxn: <20 IPA: <49 MEK: 120 MIBK: <20 N: <10 PP: 120 124TMB: 39 135TMB: 15 224TMP: 19 PERC: <14 THF: <5.9 T: 110 TCE: <11 TCFMA: <11 VC: <5.1 X: 130 Others: <RL	DMK: 550 B: 67 CS2: 638 CE: <5.3 CL: <9.8 CMA: 43 Cyhex: 34 DCDFMA: <9.9 13Dcb: <12 EtOH: <47 E: <8.7 Hep: 57 Hex: 160 2Hxn: <20 IPA: <49 MEK: 59 MIBK: <20 N: <10 PP: <639 124TMB: 15 135TMB: <9.8 224TMP: <9.3 PERC: <14 THF: 8.8 T: 23 TCE: <11 TCFMA: <11 VC: 20 X: 43 Others: <RL	DMK: 450 B: 26 CS2: 78 CE: <5.3 CL: <9.8 CMA: 21 Cyhex: 34 DCDFMA: <9.9 13Dcb: <12 EtOH: <47 E: <8.7 Hep: 41 Hex: 120 2Hxn: <20 IPA: <49 MEK: <29 MIBK: <20 N: <10 PP: <604 124TMB: 9.8 135TMB: <9.8 224TMP: <19 PERC: <14 THF: <5.9 T: 26 TCE: <11 TCFMA: <11 VC: <5.1 X: 17 Others: <RL	DMK: 550 B: 29 CS2: 25 CE: <5.3 CL: <9.8 CMA: 21 Cyhex: 28 DCDFMA: <9.9 13Dcb: <12 EtOH: <47 E: <8.7 Hep: 37 Hex: 170 2Hxn: <20 IPA: <49 MEK: <29 MIBK: <20 N: <10 PP: <595 124TMB: 15 135TMB: <9.8 224TMP: <9.3 PERC: <14 THF: <5.9 T: 26 TCE: <11 TCFMA: <11 VC: 10 X: <26 Others: <RL	DMK: 290 B: 19 CS2: 100 CE: <5.3 CL: <9.8 CMA: 45 Cyhex: 45 DCDFMA: <9.9 13Dcb: <12 EtOH: <47 E: <8.7 Hep: 49 Hex: 21 2Hxn: <20 IPA: <49 MEK: <29 MIBK: <20 N: <10 PP: <86 124TMB: 20 135TMB: <9.8 224TMP: 14 PERC: <14 THF: <5.9 T: 72 TCE: <11 TCFMA: <11 VC: <5.1 X: 82 Others: <RL	DMK: 480 B: 19 CS2: <16 CE: <5.3 CL: 9.8 CMA: <4.1 Cyhex: <6.9 DCDFMA: <9.9 13Dcb: <12 EtOH: <47 E: 17 Hep: 25 Hex: 21 2Hxn: 53 IPA: <49 MEK: 29 MIBK: 33 N: <10 PP: <86 124TMB: 20 135TMB: <9.8 224TMP: 14 PERC: <14 THF: <5.9 T: 72 TCE: <11 TCFMA: <11 VC: <5.1 X: 82 Others: <RL



CONSTITUENTS LEGEND

- VOLATILES (VOCs)**
DMK: Acetone
B: Benzene
CS2: Carbon disulfide
CE: Chloroethane
CL: Chloroform
CMA: Chloromethane
Cyhex: Cyclohexane
DCDFMA: Dichlorodifluoromethane
13Dcb: 1,3-Dichlorobenzene
EtOH: Ethanol
E: Ethylbenzene
Hep: Heptane
Hex: Hexane
2Hxn: 2-Hexanone
IPA: Isopropyl Alcohol
MEK: 2-Butanone (MEK)
MIBK: 4-Methyl-2-pentanone (MIBK)
N: Napthalene
PP: Propylene
124TMB: 1,2,4-Trimethylbenzene
135TMB: 1,3,5-Trimethylbenzene
224TMP: 2,2,4-Trimethylpentane
PERC: Tetrachloroethene
THF: Tetrahydrofuran
T: Toluene
TCE: Trichloroethene
TCFMA: Trichlorofluoromethane
VC: Vinyl chloride
X: Xylenes, Total

<RL: Result was less than the laboratory reporting limits.

NOTES

- Soil concentrations are in µg per kg (ppb).
- Groundwater concentrations are in µg per L (ppb).
- All exceedances are highlighted in red.

SYMBOLS LEGEND

- SUB-SLAB VAPOR PIN LOCATION
- VAPOR SCREEN LOCATION

SG-22 + DUP.	SG-23	SG-24	SG-25	SG-26	SG-27	SG-28	SG-29	SG-30
6/16/2020	6/16/2020	6/16/2020	6/22/2020	6/16/2020	6/22/2020	6/16/2020	6/16/2020	6/16/2020
DMK: 120 B: 51 CS2: 19 CE: <5.3 CL: <9.8 CMA: <4.1 Cyhex: <6.9 DCDFMA: <9.9 13Dcb: 18 EtOH: <47 E: 35 Hep: <12 Hex: 11 2Hxn: <20 IPA: <49 MEK: <29 MIBK: <20 N: <10 PP: <86 124TMB: <9.8 135TMB: <9.8 224TMP: <9.3 PERC: <14 THF: <5.9 T: 1,120 TCE: <11 TCFMA: <11 VC: <5.1 X: 150 Others: <RL	DMK: 480 B: 19 CS2: 69 CE: 5.3 CL: <9.8 CMA: 23 Cyhex: 52 DCDFMA: <9.9 13Dcb: 18 EtOH: <47 E: <8.7 Hep: 74 Hex: 210 2Hxn: <20 IPA: <49 MEK: <29 MIBK: <20 N: <10 PP: <1,220 124TMB: 15 135TMB: <9.8 224TMP: <9.3 PERC: <14 THF: <5.9 T: 23 TCE: <11 TCFMA: <11 VC: <5.1 X: 30 Others: <RL	DMK: 430 B: 22 CS2: 84 CE: <5.3 CL: <9.8 CMA: 17 Cyhex: 21 DCDFMA: <9.9 13Dcb: <12 EtOH: <47 E: <8.7 Hep: 33 Hex: 100 2Hxn: <20 IPA: <49 MEK: <29 MIBK: <20 N: <10 PP: <828 124TMB: 15 135TMB: <9.8 224TMP: <9.3 PERC: <14 THF: <5.9 T: 19 TCE: <11 TCFMA: <11 VC: <5.1 X: 17 Others: <RL	DMK: 380 B: 9.6 CS2: <16 CE: <5.3 CL: <9.8 CMA: <4.1 Cyhex: <6.9 DCDFMA: <9.9 13Dcb: <12 EtOH: <47 E: <8.7 Hep: 16 Hex: 21 2Hxn: <20 IPA: <49 MEK: 29 MIBK: <20 N: <10 PP: <86 124TMB: 15 135TMB: <9.8 224TMP: 9.3 PERC: <14 THF: <5.9 T: 26 TCE: <11 TCFMA: <11 VC: <5.1 X: 48 Others: <RL	DMK: 190 B: 22 CS2: 34 CE: <5.3 CL: <9.8 CMA: 29 Cyhex: 62 DCDFMA: <9.9 13Dcb: <12 EtOH: <47 E: <8.7 Hep: 70 Hex: 240 2Hxn: <20 IPA: <49 MEK: <29 MIBK: <20 N: <10 PP: <2,136 124TMB: <9.8 135TMB: <9.8 224TMP: <23 PERC: <14 THF: 5.9 T: 19 TCE: <11 TCFMA: <11 VC: <5.1 X: <26 Others: <RL	DMK: 570 B: 22 CS2: <16 CE: <5.3 CL: 15 CMA: <4.1 Cyhex: <6.9 DCDFMA: <9.9 13Dcb: <12 EtOH: <47 E: 8.7 Hep: 20 Hex: 28 2Hxn: 29 IPA: <49 MEK: <29 MIBK: 25 N: <10 PP: <86 124TMB: 20 135TMB: <9.8 224TMP: 14 PERC: <14 THF: <5.9 T: 30 TCE: <11 TCFMA: <11 VC: <5.1 X: 61 Others: <RL	DMK: 380 B: 29 CS2: 140 CE: <5.3 CL: <9.8 CMA: 23 Cyhex: 52 DCDFMA: <9.9 13Dcb: 18 EtOH: <47 E: <8.7 Hep: 53 Hex: 220 2Hxn: <20 IPA: <49 MEK: <29 MIBK: <20 N: <10 PP: <897 124TMB: <9.8 135TMB: <9.8 224TMP: <9.3 PERC: <14 THF: 8.8 T: 23 TCE: <11 TCFMA: <11 VC: <5.1 X: <26 Others: <RL	DMK: 640 B: 61 CS2: 140 CE: <5.3 CL: <9.8 CMA: 27 Cyhex: 59 DCDFMA: 59 13Dcb: <12 EtOH: 120 E: 26 Hep: 130 Hex: 340 2Hxn: <20 IPA: <49 MEK: 120 MIBK: <20 N: <10 PP: <1,170 124TMB: 15 135TMB: <9.8 224TMP: <19 PERC: <14 THF: 8.8 T: 94 TCE: <11 TCFMA: <11 VC: <5.1 X: 22 Others: <RL	DMK: 120 B: <6.4 CS2: <16 CE: <5.3 CL: <9.8 CMA: <4.1 Cyhex: <6.9 DCDFMA: <9.9 13Dcb: <12 EtOH: <47 E: <8.7 Hep: <8.2 Hex: <7.02 Hxn: <20 IPA: <49 MEK: <29 MIBK: <20 N: <10 PP: <86 124TMB: <9.8 135TMB: <9.8 224TMP: <9.3 PERC: <14 THF: <5.9 T: <7.5 TCE: <11 TCFMA: <11 VC: <5.1 X: <26 Others: <RL

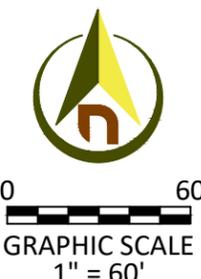


Diagram is for illustrative purposes only. Exact locations of items shown on figure may vary slightly.

DATE: 7/21/2020
DATE: 8/9/2022

DRAWN BY: JWL
REVISED BY: JWL

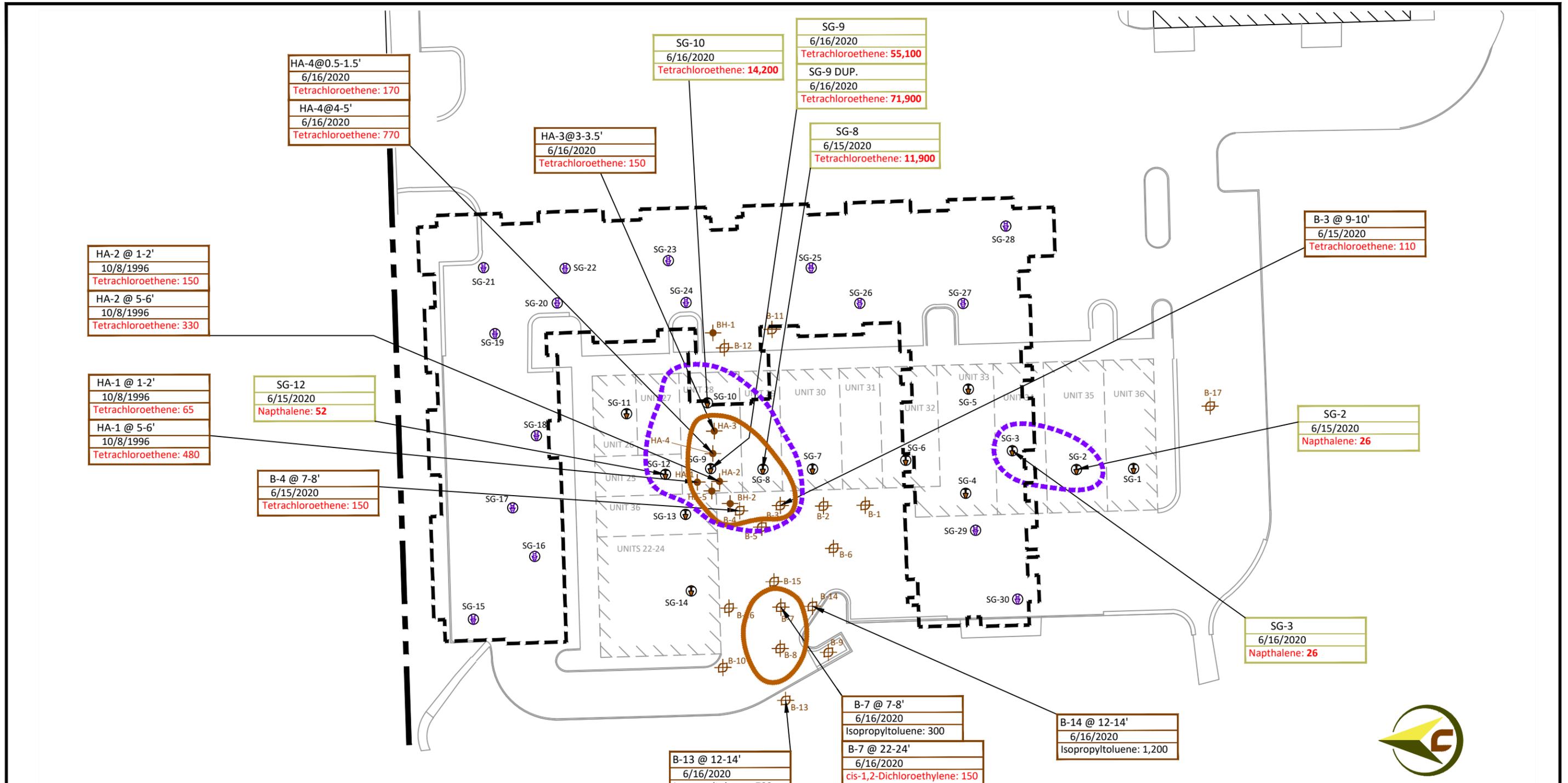
PROJECT NUMBER: 20-2340-05
FIGURE: 4

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TRITERRA

VAPOR SAMPLE LOCATIONS W/
ANALYTICAL RESULTS

1673 HASLETT ROAD & 1659 RABY ROAD
HASLETT, MICHIGAN 48840



HA-2 @ 1-2'
10/8/1996
Tetrachloroethene: 150
HA-2 @ 5-6'
10/8/1996
Tetrachloroethene: 330

HA-1 @ 1-2'
10/8/1996
Tetrachloroethene: 65
HA-1 @ 5-6'
10/8/1996
Tetrachloroethene: 480

SG-12
6/15/2020
Napthalene: 52

B-4 @ 7-8'
6/15/2020
Tetrachloroethene: 150

HA-4@0.5-1.5'
6/16/2020
Tetrachloroethene: 170
HA-4@4-5'
6/16/2020
Tetrachloroethene: 770

HA-3@3-3.5'
6/16/2020
Tetrachloroethene: 150

SG-10
6/16/2020
Tetrachloroethene: 14,200

SG-9
6/16/2020
Tetrachloroethene: 55,100
SG-9 DUP.
6/16/2020
Tetrachloroethene: 71,900

SG-8
6/15/2020
Tetrachloroethene: 11,900

B-3 @ 9-10'
6/15/2020
Tetrachloroethene: 110

SG-2
6/15/2020
Napthalene: 26

SG-3
6/16/2020
Napthalene: 26

B-13 @ 12-14'
6/16/2020
Isopropyltoluene: 700

B-7 @ 7-8'
6/16/2020
Isopropyltoluene: 300
B-7 @ 22-24'
6/16/2020
cis-1,2-Dichloroethylene: 150

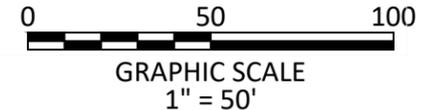
B-14 @ 12-14'
6/16/2020
Isopropyltoluene: 1,200

SYMBOLS LEGEND

- SB-4 SOIL BORING LOCATION
- HA-4 SOIL SAMPLE LOCATION
- SUB-SLAB VAPOR PIN LOCATION
- VAPOR SCREEN LOCATION
- ESTIMATED EXTENT OF SOIL GAS IMPACT
- ESTIMATED EXTENT OF SOIL IMPACT
- PROPOSED BUILDING LOCATION

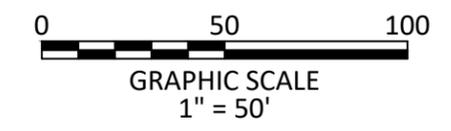
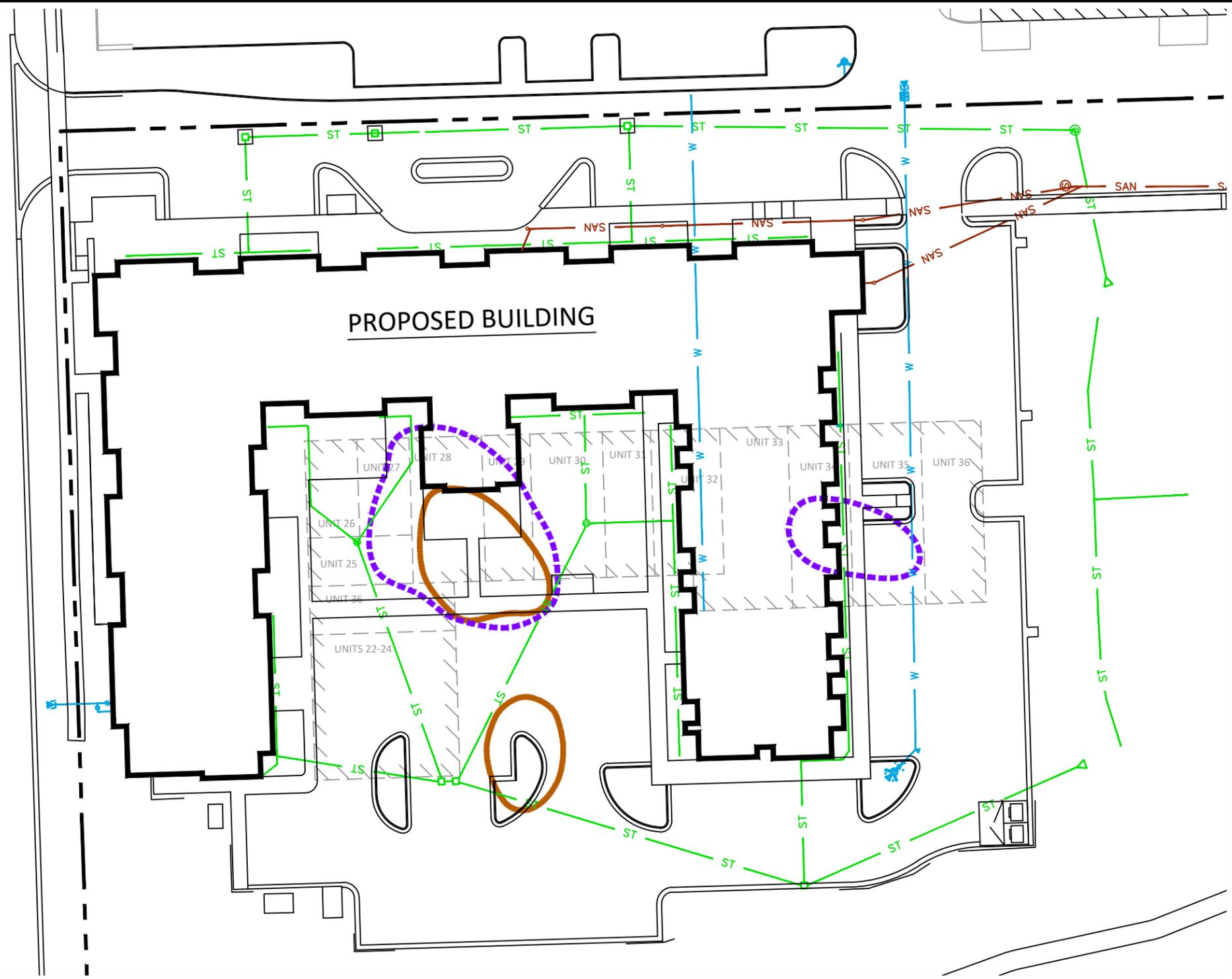
NOTES

1. Soil concentrations are in µg per kg (ppb).
2. Soil Gas concentrations are in µg per m³ (ppb).
3. All exceedances are highlighted in red.



		SOIL AND SOIL GAS EXCEEDANCES	
1305 South Washington, Suite 102, Lansing, MI 48910 Phone: 517-702-0470 Fax: 517-702-0477 www.triterra.us		1673 HASLETT ROAD HASLETT, MICHIGAN 48840	
DATE: 2/27/2022	DRAWN BY: JWJ	PROJECT NUMBER: 19-2321	FIGURE 5
DATE: 2/27/2022	REVISED BY: JWJ		

HASLETT ROAD



SYMBOLS LEGEND

- - - - - ESIMATED EXTENT OF SOIL GAS IMPACT
- ESTIMATED EXTENT OF SOIL IMPACT
- W — PROPOSED WATER SERVICE
- ST — PROPOSED STORM SEWER
- SAN — PROPOSED SANITARY LEAD



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Diagram is for illustrative purposes only. Exact locations of items shown on figure may vary slightly.

DATE: 7/5/2022	DRAWN BY: JWL
DATE: 7/5/2022	REVISED BY: JWL

UTILITY PLAN

1673 HASLETT ROAD
 HASLETT, MICHIGAN 48840

PROJECT NUMBER: 19-2321	FIGURE 6
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TABLES

Table 1: Brownfield Eligible Activities

Table 2: Tax Increment Revenue Capture Estimates

Table 3: Tax Increment Revenue Reimbursement Allocation Table

**Table 1
Brownfield Eligible Activities
1673 Haslett Road
Haslett, MI**

ELIGIBLE ACTIVITIES	NO. OF UNITS	UNIT TYPE	UNIT RATE	ESTIMATED TOTAL COST	REIMBURSEMENT ALLOCATION		
					DEQ ACTIVITIES	MSF ACTIVITIES	LOCAL-ONLY ACTIVITIES
EGLE ELIGIBLE ACTIVITIES							
Pre-Approved Activities							
Phase I Environmental Site Assessments	2	EA	\$ 2,100	\$ 4,200			\$ 4,200
Phase II Site Investigations (10% of EPA Grant)	1	LS	\$ 4,000	\$ 4,000			\$ 4,000
Baseline Environmental Assessments (10% of EPA Grant)	1	LS	\$ 360	\$ 360			\$ 360
Due Care Planning to meet Compliance with Section 2017a (10% of EPA Grant)	1	LS	\$ 250	\$ 250			\$ 250
Due Care Activities							
Environmental Soil Management Plan (SMP)	1	LS	\$ 5,250	\$ 5,250			\$ 5,250
Documentation of Due Care Compliance (DDCC)	1	LS	\$ 5,000	\$ 5,000			\$ 5,000
Gas Vapor Mitigation System - Design	1	LS	\$ 16,000	\$ 16,000			\$ 16,000
Gas Vapor Mitigation System - Installation	38,525	SF	\$ 6.70	\$ 258,275			\$ 258,275
Gas Vapor Mitigation System - Oversight & Testing	38,525	SF	\$ 1.49	\$ 57,500			\$ 57,500
Engineering Controls - Stormwater Management Controls	1	LS	\$ 10,000	\$ 10,000			\$ 10,000
Engineering Controls - Gaskets on Waterlines	1	LS	\$ 6,700	\$ 6,700			\$ 6,700
Soil Management - Transportation and Disposal (Non-Hazardous)	2,000	CY	\$ 45	\$ 90,000			\$ 90,000
Due Care - Environmental Project Management and Oversight	1	LS	\$ 12,000	\$ 12,000			\$ 12,000
Due Care - Soft Costs including Bidding, Contractor Procurement, Oversight	1	LS	\$ 27,500	\$ 27,500			\$ 27,500
Environmental Response Activities							
Excavation and Loading of Hazardous Soils / Importing and Placing Engineered Fill	200	CY	\$ 40	\$ 8,000			\$ 8,000
Transportation of Hazardous Soils	280	TN	\$ 75.00	\$ 21,000			\$ 21,000
Waste Profiling Fees	1	LS	\$ 250.00	\$ 250			\$ 250
Disposal of Hazardous Soils	280	TN	\$ 297.75	\$ 83,370			\$ 83,370
Engineered Backfill	200	CY	\$ 20.00	\$ 4,000			\$ 4,000
Env. Response - Environmental Project Management and Oversight	1	LS	\$ 15,000	\$ 15,000			\$ 15,000
Env. Response - Soft Costs including Bidding, Contractor Procurement, Oversight	1	LS	\$ 8,600	\$ 8,600			\$ 8,600
EGLE ELIGIBLE ACTIVITIES SUB-TOTAL				\$ 637,255	\$ -	\$ -	\$ 637,255
MSF ELIGIBLE ACTIVITIES							
Asbestos and Lead Activities							
Asbestos - Survey/Assessment (10% of EPA Grant)	1	LS	\$ 450	\$ 450			\$ 450
Asbestos - Abatement	1	LS	\$ 16,500	\$ 16,500			\$ 16,500
Asbestos Abatement - Soft Costs	1	LS	\$ 1,100	\$ 1,100			\$ 1,100
Subtotal Asbestos and Lead Activities				\$ 18,050	\$ -	\$ -	\$ 18,050
Demolition							
Demolition - Building & Site	1	LS	\$ 182,000	\$ 182,000			\$ 182,000
Demolition - Soft Costs	1	LS	\$ 11,800	\$ 11,800			\$ 11,800
Subtotal Demolition Activities				\$ 193,800	\$ -	\$ -	\$ 193,800
MSF ELIGIBLE ACTIVITIES SUB-TOTAL				\$ 211,850	\$ -	\$ -	\$ 211,850
MSF AND EGLE ELIGIBLE ACTIVITIES SUB-TOTAL				\$ 849,105	\$ -	\$ -	\$ 849,105
Contingency (15%)				\$ 122,039	\$ -	\$ -	\$ 122,039
Brownfield Plan Preparation	1	LS	\$ 20,500	\$ 20,500			\$ 20,500
Brownfield Application Fees	2	EA	\$ 5,000	\$ 10,000			\$ 10,000
Brownfield Plan Implementation	1	LS	\$ 9,500	\$ 9,500			\$ 9,500
Interest (5%, simple)				\$ 108,725			\$ 108,725
TOTAL ELIGIBLE COST FOR REIMBURSEMENT				\$ 1,119,869	\$ -	\$ -	\$ 1,119,869
State Brownfield Revolving Fund				\$ -			
BRA Administrative Fees				\$ 62,215			
Local Brownfield Revolving Fund (LBRF)				\$ 62,215			
GRAND TOTAL				\$ 1,244,299			
					0.00%	0.00%	100.00%

NOTES:
These costs and revenue projections should be considered approximate estimates based on expected conditions and available information.
It cannot be guaranteed that the costs and revenue projections will not vary from these estimates.
Costs for Phase I ESAs, Phase II ESAs, Asbestos Surveys, Brownfield Plan are excluded from contingency calculation.

Table 2
Tax Increment Revenue Capture Estimates
1673 Haslett Road
Haslett, MI

Plan Year (Original Plan Adopted in 2020) Capture Year	Estimated Taxable Value (TV) Increase Rate: 1% per year			
	2023 4 1	2024 5 2	2025 6 3	2026 7 4
Base Taxable Value (TV)	\$ 287,900	\$ 287,900	\$ 287,900	\$ 287,900
Estimated New TV	\$ 2,000,000	\$ 7,212,100	\$ 15,662,100	\$ 15,818,721
Incremental Difference (New TV - Base TV)	\$ 1,712,100	\$ 6,924,200	\$ 15,374,200	\$ 9,174,705

School Capture (Not-Captured)	Millage Rate					
School Operating	18.0000	\$	30,818	\$	124,636	\$ 165,145
State Education Tax (SET)	6.0000	\$	10,273	\$	41,545	\$ 55,048
School Total:	24.0000	39.03%	\$ 41,090	\$ 166,181	\$ 366,981	\$ 220,193

Total New Taxes	Pass-Through	Captured
\$ 597,334	\$ 597,334	\$ -
\$ 199,111	\$ 199,111	\$ -
\$ 796,445	\$ 796,445	\$ -

Local Capture	Millage Rate					
Veterans Relief Fund	0.0328	\$	56	\$	227	\$ 301
Land Preservation	0.1000	\$	171	\$	692	\$ 917
Farmland Preservation	0.1395	\$	239	\$	966	\$ 1,280
Community Services	0.1483	\$	254	\$	1,027	\$ 1,361
CATA Redi Ride	0.1978	\$	339	\$	1,370	\$ 1,815
ISD Operating	0.1994	\$	341	\$	1,381	\$ 1,829
Animal Control	0.2393	\$	410	\$	1,657	\$ 2,196
Elder Care	0.2994	\$	513	\$	2,073	\$ 2,747
Pathways	0.3308	\$	566	\$	2,291	\$ 3,035
Potter Park Zoo	0.4986	\$	854	\$	3,452	\$ 4,575
Parks/Trails	0.4986	\$	854	\$	3,452	\$ 4,575
Juvenile Justice	0.5983	\$	1,024	\$	4,143	\$ 5,489
Public Transportation	0.5988	\$	1,025	\$	4,146	\$ 5,494
Police Protection	0.6016	\$	1,030	\$	4,166	\$ 5,520
Health Services	0.6281	\$	1,075	\$	4,349	\$ 5,763
Fire Protection	0.6339	\$	1,085	\$	4,389	\$ 5,816
Parks/Recreation	0.6597	\$	1,129	\$	4,568	\$ 6,053
Airport Authority	0.6990	\$	1,197	\$	4,840	\$ 6,413
Jail/Justice	0.8476	\$	1,451	\$	5,869	\$ 7,776
911 System	0.8483	\$	1,452	\$	5,874	\$ 7,783
ISD Vocational	1.2919	\$	2,212	\$	8,945	\$ 11,853
Police/Fire	1.4771	\$	2,529	\$	10,228	\$ 13,552
Library	1.5528	\$	2,659	\$	10,752	\$ 14,246
School Building/Site	1.9712	\$	3,375	\$	13,649	\$ 18,085
CATA	2.9895	\$	5,118	\$	20,700	\$ 27,428
LCC	3.7692	\$	6,453	\$	26,099	\$ 34,581
Operating	4.1578	\$	7,119	\$	28,789	\$ 38,147
ISD Spec ED	4.7384	\$	8,113	\$	32,810	\$ 43,473
County Operating	6.7479	\$	11,553	\$	46,724	\$ 61,910
Local Total:	37.4956	60.97%	\$ 64,196	\$ 259,627	\$ 576,465	\$ 344,011
Total Capturable Taxes:	61.4956	100.00%	\$ 105,287	\$ 425,808	\$ 945,446	\$ 564,204

Total New Taxes	Pass-Through	Captured
\$ 1,088	\$ -	\$ 1,088
\$ 3,319	\$ -	\$ 3,319
\$ 4,629	\$ -	\$ 4,629
\$ 4,921	\$ -	\$ 4,921
\$ 6,564	\$ -	\$ 6,564
\$ 6,617	\$ -	\$ 6,617
\$ 7,941	\$ -	\$ 7,941
\$ 9,936	\$ -	\$ 9,936
\$ 10,978	\$ -	\$ 10,978
\$ 16,546	\$ -	\$ 16,546
\$ 16,546	\$ -	\$ 16,546
\$ 19,855	\$ -	\$ 19,855
\$ 19,871	\$ -	\$ 19,871
\$ 19,964	\$ -	\$ 19,964
\$ 20,844	\$ -	\$ 20,844
\$ 21,036	\$ -	\$ 21,036
\$ 21,892	\$ -	\$ 21,892
\$ 23,196	\$ -	\$ 23,196
\$ 28,128	\$ -	\$ 28,128
\$ 28,151	\$ -	\$ 28,151
\$ 42,872	\$ -	\$ 42,872
\$ 49,018	\$ -	\$ 49,018
\$ 51,530	\$ -	\$ 51,530
\$ 65,415	\$ -	\$ 65,415
\$ 99,207	\$ -	\$ 99,207
\$ 125,082	\$ -	\$ 125,082
\$ 137,977	\$ -	\$ 137,977
\$ 157,245	\$ -	\$ 157,245
\$ 223,930	\$ -	\$ 223,930
\$ 1,244,299	\$ -	\$ 1,244,299
\$ 2,040,744	\$ 796,445	\$ 1,244,299

Non-Capturable Millages	Millage Rate					
Haslett SchoolDebt	8.3300	\$	14,262	\$	57,679	\$ 76,425
Road Improvement Debt	1.9429	\$	3,326	\$	13,453	\$ 17,826
Firestation Debt	0.2000	\$	342	\$	1,385	\$ 1,835
Total Non-Capturable Taxes:	10.4729	\$	17,931	\$	72,516	\$ 96,086

\$ 276,433	\$ 276,433	\$ -
\$ 64,476	\$ 64,476	\$ -
\$ 6,637	\$ 6,637	\$ -
\$ 347,545	\$ 347,545	\$ -

Notes:

\$ 2,388,289	\$ 1,143,990	\$ 1,244,299
---------------------	---------------------	---------------------

Table 3
Tax Increment Revenue Reimbursement Allocation Table
1673 Haslett Road
Haslett, MI

Developer/City Projected Reimbursement	Proportionality	School & Local Taxes	Local-Only Taxes	Total
State	0.0%	\$ -	\$ -	\$ -
Local	100.0%	\$ -	\$ 1,119,869	\$ 1,119,869
TOTAL		\$ -	\$ 1,119,869	\$ 1,119,869
EGL	0.0%	\$ -		
MSF	0.0%	\$ -		

Estimated Total Years of Plan:	7
--------------------------------	----------

Administrative Fees & Loan Funds*	
State Brownfield Revolving Fund	\$ -
BRA Administrative Fees	\$ 62,215
Local Brownfield Revolving Fund	\$ 62,215

* During the life of the Plan

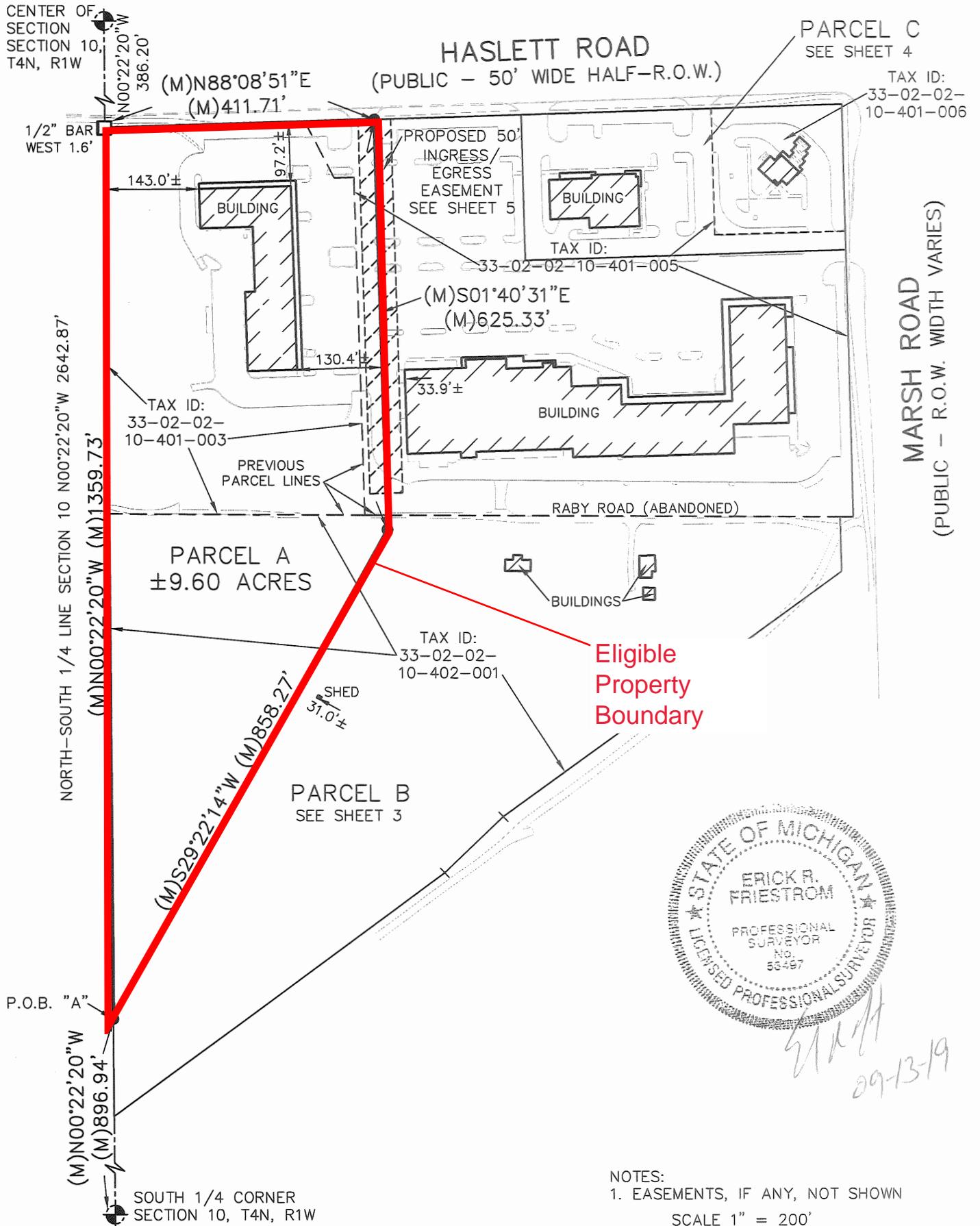
Plan Year (Original Plan Adopted in 2020) Capture Year	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTALS
	4	5	6	7	8	9	10	11	12	13	14	15	16	
Available Tax Increment Revenue (TIR)														
Total State Tax Capture Available	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Capture for State Brownfield Revolving Fund (3 mills of SET) (25-Yrs)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
State TIR Available for Reimbursement to Developer	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Local Tax Capture Available	\$ 64,196	\$ 259,627	\$ 576,465	\$ 344,011	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Capture for BRA Administrative Fees (5%)	\$ 3,210	\$ 12,981	\$ 28,823	\$ 17,201	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 62,215
Capture for Local Brownfield Revolving Fund (LBRF) (5% of available Local TIR)	\$ 3,210	\$ 12,981	\$ 28,823	\$ 17,201	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 62,215
Local TIR Available for Reimbursement to Developer	\$ 57,777	\$ 233,664	\$ 518,818	\$ 309,610	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total State & Local TIR Available for Reimbursement to Developer	\$ 57,777	\$ 233,664	\$ 518,818	\$ 309,610	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
DEVELOPER	Beginning Balance													
	\$ 1,119,869	\$ 1,062,093	\$ 828,428	\$ 309,610	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
MSF Eligible Activities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
State Tax Reimbursement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Local Tax Reimbursement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
EGL Eligible Activities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
State Tax Reimbursement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Local Tax Reimbursement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
LOCAL-ONLY Activities	\$ 1,119,869	\$ 1,062,093	\$ 828,428	\$ 309,610	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Local-Only Tax Reimbursement	\$ -	\$ 57,777	\$ 233,664	\$ 518,818	\$ 309,610	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,119,869
TOTAL ANNUAL DEVELOPER REIMBURSEMENT	\$ -	\$ 57,777	\$ 233,664	\$ 518,818	\$ 309,610	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
LOCAL BROWNFIELD REVOLVING FUND (LBRF)														
State	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Local	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
														\$ 1,244,299

ATTACHMENT A

Certified Boundary Survey and Legal Descriptions

CERTIFIED BOUNDARY SURVEY PARCEL A DETAIL

FOR: CYPRESS PARTNERS, LLC
HASLETT VILLAGE SQUARE, LLC



ERK
09-13-19

NOTES:
1. EASEMENTS, IF ANY, NOT SHOWN
SCALE 1" = 200'



LEGEND

- (M) = Measured Distance
- (R) = Record Distance
- = Set 1/2" Bar with Cap
- = Found Bar & Cap #53497 Unless Noted
- = Survey Boundary Line
- = Distance Not to Scale
- x—x— = Fence
- ← 0.0'± = Denotes Distance to the Survey Line

All Dimensions are in Feet and Decimals Thereof.

	KEBS, INC.	KYES ENGINEERING BRYAN LAND SURVEYS
	2116 HASLETT ROAD, HASLETT, MI 48840 PH. 517-339-1014 FAX. 517-339-8047 13432 PRESTON DRIVE, MARSHALL, MI 49068 PH. 269-781-9800 FAX. 269-781-9805	
DRAWN BY SSF	SECTION 10, T4N, R1W	
FIELD WORK BY NAW	JOB NUMBER:	
SHEET 2 OF 8	95688.BND	

CERTIFIED BOUNDARY SURVEY

(Continued from Page 6)

and that we have found or set, as noted hereon, permanent markers to all corners and angle points of the boundaries of said parcels and that the more particular legal descriptions of said parcels are as follows:

PARCEL A: "Eligible Property"

A parcel of land in the Southeast 1/4 of Section 10, T4N, R1W, Meridian Township, Ingham County, Michigan, the surveyed boundary of said parcel described as: Commencing at the South 1/4 corner of said Section 10; thence N00°22'20"W along the North-South 1/4 line of said Section 10 a distance of 896.94 feet to the point of beginning of this description; thence continuing N00°22'20"W along said North-South 1/4 line 1359.73 feet to the South right-of-way line of Haslett Road, said South line being South of and 50.00 feet measured perpendicularly to the centerline of Haslett road; thence N88°08'51"E along said South line 411.71 feet; thence S01°40'31"E 625.33 feet; thence S29°22'14"W 858.27 feet to the point of beginning; said parcel containing 9.60 acres more or less; said parcel subject to all easements and restrictions if any.

PARCEL B:

A parcel of land in the Southeast 1/4 of Section 10, T4N, R1W, Meridian Township, Ingham County, Michigan, the surveyed boundary of said parcel described as: Commencing at the South 1/4 corner of said Section 10; thence N00°22'20"W along the North-South 1/4 line of said Section 10 a distance of 746.99 feet to the point of beginning of this description; thence continuing N00°22'20"W along said North-South 1/4 line 149.95 feet; thence N29°22'14"E 858.27 feet; thence N01°40'31"W 625.33 feet to the South right-of-way line of Haslett Road, said South line being South of and 50.00 feet measured perpendicularly to the centerline of Haslett road; thence N88°08'51"E along said South line 224.29 feet; thence S01°25'28"E parallel with the West right-of-way line of Marsh Road 222.14 feet; thence N88°08'51"E parallel with said South line 488.95 feet to the West right-of-way line of Marsh Road, said West line being West of and 60.00 feet measured perpendicularly to the centerline of Marsh Road; thence along said West line S01°25'28"E 407.01 feet to the centerline of former Raby Road and a jog in the West right-of-way line of said Marsh Road; thence N89°45'31"W along said centerline and jog in right-of-way 20.01 feet to a point being West of and 80.00 feet measured perpendicularly to the centerline of Marsh Road; thence S01°25'28"E along said West line 83.28 feet to the Northerly line of a Consumers Energy tower line easement; thence along said Northerly line the following three courses: S54°02'30"W 638.21 feet, S46°14'05"W 124.14 feet; S53°35'08"W 628.79 feet to the point of beginning; said parcel containing 16.54 acres more or less; said parcel subject to all easements and restrictions if any.

Parcel C:

A parcel of land in the Southeast 1/4 of Section 10, T4N, R1W, Meridian Township, Ingham County, Michigan, the surveyed boundary of said parcel described as: Commencing at the South 1/4 corner of said Section 10; thence N00°22'20"W along the North-South 1/4 line of said Section 10 a distance of 2256.67 feet to the South right-of-way line of Haslett Road, said South line being South of and 50.00 feet measured perpendicularly to the centerline of Haslett road; thence N88°08'51"E along said South line 636.00 feet to the point of beginning; thence N88°08'51"E continuing along said South line 488.95 feet to the West right-of-way line of Marsh Road, said West line being West of and 60.00 feet measured perpendicularly to the centerline of Marsh Road; thence S01°25'28"E along said West line 222.14 feet; thence S88°08'51"W parallel with said South line 488.95 feet; thence N01°25'28"W parallel with said West line 222.14 feet to the point of beginning; said parcel containing 2.49 acres more or less; said parcel subject to all easements and restrictions if any.

(Continued on Page 8)



	KEBS, INC.	KYES ENGINEERING BRYAN LAND SURVEYS
	2116 HASLETT ROAD, HASLETT, MI 48840 PH. 517-339-1014 FAX. 517-339-8047 13432 PRESTON DRIVE, MARSHALL, MI 49068 PH. 269-781-9800 FAX. 269-781-9805	
DRAWN BY	SSF	SECTION 10 , T4N, R1W
FIELD WORK BY	NAW	JOB NUMBER:
SHEET	7 OF 8	95688.BND

ATTACHMENT B

December 3, 2020, BEA Acknowledgment Letter



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF
ENVIRONMENT, GREAT LAKES, AND ENERGY
LANSING DISTRICT OFFICE



LIESL EICHLER CLARK
DIRECTOR

December 3, 2020

**ACKNOWLEDGEMENT OF RECEIPT OF A BASELINE ENVIRONMENTAL
ASSESSMENT**

BEA ID: 33010087-BEA-1

Legal Entity: Hudson Haslett LLC, 280 West Maple Road, Suite 230, Birmingham,
Michigan 48009

Property Address: 1673 Haslett Road, Haslett, Ingham County

On November 19, 2020, the Michigan Department of Environment, Great Lakes, and Energy (EGLE) received a Baseline Environmental Assessment (BEA) dated October 26, 2020, for the above legal entity and property. This letter is your acknowledgement that EGLE has received and recorded the BEA. EGLE maintains an administrative record of each BEA as received.

This BEA was submitted pursuant to Section 20126(1)(c) of Part 201, Environmental Remediation, and/or Section 21323a(1)(b) of Part 213, Leaking Underground Storage Tanks, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended (NREPA). A BEA is submitted for the purpose of establishing an exemption to liability for a new owner or operator of property that has been demonstrated to be a facility or property as defined by Section 20101(1)(s) of Part 201, Environmental Remediation, and/or property as defined by Section 21303(d) of Part 213, Leaking Underground Storage Tanks, of the NREPA. Pursuant to Sections 20126(1)(c) and 21323a(1)(b), the conditions of this exemption require the legal entity to disclose the BEA to a subsequent purchaser or transferee of the property.

The BEA is only for the legal entity and property identified in the BEA and on the BEA Submittal Form. Each new legal entity that becomes the owner or operator of this facility must submit their own BEA.

EGLE is not making any findings about the adequacy of the submittal or whether the submitter is liable or is eligible to submit. The submitted BEA does not alter liability with regard to a subsequent release, threat of release, or exacerbation of existing conditions that is the responsibility of the legal entity submitting the BEA.

The legal entity, as the owner and/or operator of a facility or property, may have Due Care responsibilities under Section 20107a of Part 201, Environmental Remediation, and/or Section 21304c of Part 213, Leaking Underground Storage Tanks, of the NREPA. The legal entity may also have responsibility under applicable state and federal laws, including, but not limited to, Part 201, Environmental Remediation; Part 111, Hazardous

Waste Management; Part 211, Underground Storage Tank Regulations; Part 213, Leaking Underground Storage Tanks; Part 615, Supervisor of Wells, of the NREPA; and the Michigan Fire Prevention Code, 1941 PA 207, as amended.

Pursuant to Section 20112a(6) of Part 201, Environmental Remediation, the property(s) identified in the BEA will be placed on the inventory of facilities, which is updated daily and posted on EGLE's website: <https://secure1.state.mi.us/FacilitiesInventoryQueries>.

Authorized signature:



David LaBrecque, District Supervisor
Lansing District Office
Remediation and Redevelopment Division
Michigan Department of Environment, Great Lakes, and Energy
525 West Allegan Street
P.O. Box 30242
Lansing, Michigan 48909
517-285-7889
labrecqued@michigan.gov

Enclosure
cc: Triterra



To: Township Board

**From: Timothy R. Schmitt, AICP
Community Planning and Development Director**

Date: December 9, 2022

Re: Text Amendment 2022-15 – Daycare Regulations Update

Text Amendment #2022-15 is an ordinance update initiated by the Planning Staff to update the number of children permitted in home daycares, based on a recent change to the State law. Currently, up to six children are permitted in a family childcare home and 12 group child care home. Public Act 106 of 2022 updated these limits to 7 and 14 respectively, based on feedback from the industry and families during the return to work after the worst of the Covid19 pandemic. In order to qualify for the higher number, providers do have to meet some State guidelines, but existing providers with a good track record should be able to easily qualify.

The Planning Commission reviewed the matter at their September 12th, October 10th, and October 24th meetings and had no major comments. At the October 24th meeting, the Planning Commission unanimously recommended the ordinance for approval.

Township Board Options

The Township Board may approve or deny the proposed text amendment. If the Board amends the proposal, the request may be referred back to the Planning Commission for further analysis and recommendation. A resolution will be provided at a future meeting to Introduce the Ordinance for potential adoption.

Attachments

1. Clean version of Ordinance 2022-15 – Day Care Definition Update
2. Redlined version of Ordinance 2022-15 – Day Care Definition Update
3. Planning Commission resolution recommending approval to the Township Board
4. October 24th Planning Commission packet information
5. Planning Commission minutes dated October 10th and October 24, 2022



ORDINANCE NO. 2022-15

AN ORDINANCE TO AMEND THE ZONING ORDINANCE OF THE CHARTER TOWNSHIP OF MERIDIAN AT SECTION 86-2, DEFINITIONS, TO UPDATE DAY CARE DEFINITIONS IN COMPLIANCE WITH RECENT STATE LAW CHANGES

THE CHARTER TOWNSHIP OF MERIDIAN ORDAINS:

Section 1. Section 86-2, Definitions, is hereby amended at the following locations to read as follows:

FAMILY CHILD CARE HOME

A single-family dwelling in which not more than seven minor children, who are not related to an adult member of the household by blood, marriage, or adoption, are given care and supervision for periods of less than 24 hours a day, for more than four weeks during a calendar year, unattended by a parent or legal guardian.

GROUP CHILD CARE HOME

A single-family dwelling in which more than seven, but not more than 14, minor children, who are not related to an adult member of the household by blood, marriage, or adoption, are given care and supervision for periods of less than 24 hours a day for more than four weeks during a calendar year, unattended by a parent or legal guardian.

Section 2. Validity and Severability. The provisions of this Ordinance are severable and the invalidity of any phrase, clause or part of this Ordinance shall not affect the validity or effectiveness of the remainder of the Ordinance.

Section 3. Repealer Clause. All ordinances or parts of ordinances in conflict therewith are hereby repealed only to the extent necessary to give this Ordinance full force and effect.

Section 4. Savings Clause. This Ordinance does not affect rights and duties matured, penalties that were incurred, and proceedings that were begun, before its effective date.

Section 5. Effective Date. This Ordinance shall be effective seven (7) days after its publication or upon such later date as may be required under Section 402 of the Michigan Zoning Enabling Act (MCL 125.3402) after filing of a notice of intent to file a petition for a referendum.

ADOPTED by the Charter Township of Meridian Board at its regular meeting this XXth day of XXXXXXX, 2022.

Patricia Herring Jackson, Township Supervisor

Deborah Guthrie, Township Clerk

ORDINANCE NO. 2022-15

AN ORDINANCE TO AMEND THE ZONING ORDINANCE OF THE CHARTER TOWNSHIP OF MERIDIAN AT SECTION 86-2, DEFINITIONS, TO UPDATE DAY CARE DEFINITIONS IN COMPLIANCE WITH RECENT STATE LAW CHANGES

THE CHARTER TOWNSHIP OF MERIDIAN ORDAINS:

Section 1. Section 86-2, Definitions, is hereby amended at the following locations to read as follows:

FAMILY CHILD CARE HOME

A single-family dwelling in which not more than ~~six~~seven minor children, who are not related to an adult member of the household by blood, marriage, or adoption, are given care and supervision for periods of less than 24 hours a day, for more than four weeks during a calendar year, unattended by a parent or legal guardian.

GROUP CHILD CARE HOME

A single-family dwelling in which more than ~~six~~seven, but not more than ~~12~~14, minor children, who are not related to an adult member of the household by blood, marriage, or adoption, are given care and supervision for periods of less than 24 hours a day for more than four weeks during a calendar year, unattended by a parent or legal guardian.

Section 2. Validity and Severability. The provisions of this Ordinance are severable and the invalidity of any phrase, clause or part of this Ordinance shall not affect the validity or effectiveness of the remainder of the Ordinance.

Section 3. Repealer Clause. All ordinances or parts of ordinances in conflict therewith are hereby repealed only to the extent necessary to give this Ordinance full force and effect.

Section 4. Savings Clause. This Ordinance does not affect rights and duties matured, penalties that were incurred, and proceedings that were begun, before its effective date.

Section 5. Effective Date. This Ordinance shall be effective seven (7) days after its publication or upon such later date as may be required under Section 402 of the Michigan Zoning Enabling Act (MCL 125.3402) after filing of a notice of intent to file a petition for a referendum.

ADOPTED by the Charter Township of Meridian Board at its regular meeting this XXth day of XXXXXXX, 2022.

Patricia Herring Jackson, Township Supervisor

Deborah Guthrie, Township Clerk

RESOLUTION TO RECOMMEND APPROVAL

**Zoning Amendment #2022-15
Daycare Numbers**

RESOLUTION

At the regular meeting of the Planning Commission of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Municipal Building, in said Township on the 24th day of October, 2022 at 7:00 p.m., Local Time.

PRESENT: Chair Blumer, Vice-Chair Trezise, Commissioners Premoe, Cordill, McConnell, Richards, Shrewsberry, and Snyder

ABSENT: None

The following resolution was offered by Commissioner McConnell and supported by Commissioner Premoe.

WHEREAS, the Zoning Ordinance includes definitions for family child care homes and group child care homes; and

WHEREAS, family child care homes currently allow not more than six minor children; and

WHEREAS, group child care homes currently allow more than six but not more than twelve minor children; and

WHEREAS, the State of Michigan has recently signed Public Act 106 of 2022 into law; and

WHEREAS, PA 106 allows a family child care home to allow not more than seven minor children and a group child care home to allow more than six and not more than fourteen minor children.

NOW THEREFORE BE IT RESOLVED THE PLANNING COMMISSION OF THE CHARTER TOWNSHIP OF MERIDIAN hereby recommends approval of Zoning Amendment #2022-15, to update the definitions for family day care home and group day care homes to conform to the new standards as signed into law by the State of Michigan with the passage of Public Act 106 of 2022.

ADOPTED: YEAS: Chair Blumer, Vice-Chair Trezise, Commissioners Premoe, Cordill, McConnell, Richards, Shrewsberry, and Snyder

NAYS: None

STATE OF MICHIGAN)
) ss
COUNTY OF INGHAM)

I, the undersigned, the duly qualified and acting Chair of the Planning Commission 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 Planning Commission on the 24th day of October, 2022.


Mark Blumer
Planning Commission Chair



To: Members of the Planning Commission

From: Brian Shorkey, AICP, Senior Planner

Date: October 21, 2022

Re: Text Amendment #2022-15 – Day Care Numbers Amendment

Planning Staff discussed the changes to the state’s day care regulations with the Planning Commission at their regular meeting on September 12, 2022. Public Act 106 of 2022 was recently signed into law. PA 106 allows a family home provider to expand from six children to seven children. It also allows a group home provider to serve 14 children instead of 12. These changes were summarized in Township Focus, August 2022.

The Planning Commission held a public hearing on the ordinance amendment at their regular meeting on October 10, 2022. No public comment has been received and Staff recommend that the Planning Commission recommend approval of the ordinance amendment.

Planning Commission Options

The Planning Commission may recommend approval as written, recommend approval of a revised version, or recommend denial of the proposed zoning amendment. A resolution to recommend approval of the proposed zoning amendment is provided.

Motion to adopt the resolution recommending approval of Zoning Amendment 2022-15 in accordance with the revised draft ordinance language dated October 24, 2022.

Attachments

1. Resolution recommending approval to the Township Board
2. Page 13 from Township Focus, August 2022
3. Day Care definitions – Redline
4. Day Care definitions – Clean

RESOLUTION TO RECOMMEND APPROVAL

**Zoning Amendment #2022-15
Daycare Numbers**

RESOLUTION

At the regular meeting of the Planning Commission of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Municipal Building, in said Township on the 24th day of October, 2022 at 7:00 p.m., Local Time.

PRESENT:

ABSENT:

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

WHEREAS, the Zoning Ordinance includes definitions for family child care homes and group child care homes; and

WHEREAS, family child care homes currently allow not more than six minor children; and

WHEREAS, group child care homes currently allow more than six but not more than twelve minor children; and

WHEREAS, the State of Michigan has recently signed Public Act 106 of 2022 into law; and

WHEREAS, PA 106 allows a family child care home to allow not more than seven minor children and a group child care home to allow more than six and not more than fourteen minor children.

NOW THEREFORE BE IT RESOLVED THE PLANNING COMMISSION OF THE CHARTER TOWNSHIP OF MERIDIAN hereby recommends approval of Zoning Amendment #2022-15, to update the definitions for family day care home and group day care homes to conform to the new standards as signed into law by the State of Michigan with the passage of Public Act 106 of 2022.

ADOPTED: YEAS:

NAYS:

STATE OF MICHIGAN)

) ss

COUNTY OF INGHAM)

I, the undersigned, the duly qualified and acting Chair of the Planning Commission 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 Planning Commission on the 24th day of October, 2022.

Mark Blumer
Planning Commission Chair

to Treasury a copy of a denial. The measure also adds the requirement that the county treasurer's denial shall be on Form 4075. The county treasurer must retain a copy of Form 4075 and would have to forward a copy upon Treasury's request.

Finally, the provision stating that an affidavit filed by an owner for a PRE rescinds all previous exemptions filed by that owner for any other property was eliminated. The Department of Treasury and State Tax Commission will update all existing guidance related to boards of review and the PRE, as needed.

Natural Resources Trust Fund dollars approved for local projects

Townships with development and land acquisition projects approved by the Michigan Natural Resources Trust Fund Board now have the funds approved. Public Act 151 of 2022, signed into law with immediate effect on July 19, appropriates \$45.6 million for 117 projects across the state. The bill was sponsored by Sen. Mark Huizenga (R-Walker).

Changes to State Revolving Fund enacted

Changes to streamline and modernize the Drinking Water and Clean Water State Revolving Fund, making it easier for local units to apply, were signed into law. Public Act 132, sponsored by Rep. Beth Griffin (R-Mattawan), PA 133, sponsored by Rep. David Martin (R-Davison Twp.), and PA 134, sponsored by Rep. Sara Cambensy (D-Marquette), allow preexisting documents to be used for applications, streamline the programs by ensuring they follow the same procedures and add flexibility into the scoring process to address pressing needs. The bills were signed into law on June 30 with immediate effect.

Increased capacity for childcare homes

If your township has an ordinance specifying the number of children permitted for a family care home or a group childcare home, you may need to check your ordinance. Public Act 106 of 2022, sponsored by Rep. Jack O'Malley (R-Almira Twp.), allows a family home provider to expand from six children to seven children. It also allows a group home provider to serve 14 children, instead of 12. The new law is part of a bipartisan package recently enacted to prioritize safety while increasing access to quality childcare and allow home-based childcare providers with a proven record of success to serve more children. The change took effect on June 23, 2022.

New setbacks on underground storage tanks from drinking water sources

To further protect drinking water, new setback requirements for underground storage tanks from drinking water sources are now in place. Public Act 160 of 2022, sponsored by Sen. Rick Outman (R-Belvidere Twp.), also allows a waiver of those setbacks only for upgraded tanks with better leak prevention systems. The measure was signed into law on July 19 with immediate effect.

COVID-19 provisions to be repealed

Three new public acts limit the effectiveness of the certain COVID-19-related provisions beginning Jan. 1, 2022 and repeal those provisions effective Jan. 1, 2023. Public Acts 138, 139 and 140 of 2022 affect the following COVID-related provisions previously established:

- PA 238 of 2020, which provides requirements for employees who are diagnosed with COVID-19, who display the principal symptoms of the disease or who have had close contact with someone else who tests positive.
- Sections 85 and 85a of the Michigan Occupation Safety and Health Act (MIOSHA), which establish conditions for immunity from civil liability for an employer whose employee is exposed to COVID-19.
- The COVID-19 Response and Reopening Liability Assurance Act, which establishes standards for immunity.

The bills were signed by the governor on July 11.

Extension for neighborhood enterprise zone certificate

The holder of a neighborhood enterprise zone certificate issued before March 23, 2020, may soon request a one-year automatic extension. House Bill 6017 was passed and is pending signature by the governor. The bill amends the Neighborhood Enterprise Zone Act to allow the holder of a neighborhood enterprise zone certificate to request in writing to the qualified assessing authority not later than one year after the certificate expired a one-year automatic extension of the deadline, in addition to any extensions already used by the holder. If signed, a loss of state and local property taxes could occur due to the one-year extension, and the potential loss would depend on the specific characteristics of the projects eligible for the extension.

Change on housing transfers from charitable nonprofit housing organization

The presumptive true cash value of eligible nonprofit housing property transferred from a charitable nonprofit housing organization to a low-income individual after Dec. 31, 2021, now changes from the purchase price to the loan amount on the closing disclosure form. The change is incorporated in Public Act 156 of 2022, sponsored by Rep. Julie Alexander (R-Hanover Twp.), which was recently signed into law. Previously, for transfers of eligible nonprofit housing property, the purchase price paid in a transfer of the property from a charitable nonprofit housing organization to a low-income person that occurred after Dec. 31, 2010, was the presumptive true cash value of the property transferred.

The new law also expands the number of individuals who would qualify as low-income individuals eligible by raising the income limit from 60% of the statewide median gross income to 80%. The statutory change was approved on July 19 with immediate effect.

**CHARTER TOWNSHIP OF MERIDIAN
PLANNING COMMISSION
REGULAR MEETING MINUTES**

APPROVED

**October 10, 2022
5151 Marsh Road, Okemos, MI 48864-1198
517.853.4000, Town Hall Room, 7:00 P.M.**

PRESENT: Chair Blumer, Vice-Chair Trezise, Commissioners McConnell, Shrewsbury, Snyder, Premoe

ABSENT: Commissioners Cordill, Richards

STAFF: Director of Community Planning & Development Timothy Schmitt, Senior Planner Brian Shorkey, Communications Manager Samantha Diehl

1. CALL MEETING TO ORDER

Chair Blumer called the regular meeting to order at 7:00 pm.

2. ROLL CALL

Chair Blumer called the roll of the Planning Commission, all are present except Commissioners Richards and Cordill.

3. PUBLIC REMARKS

Chair Blumer opened public remarks at 7:01 pm.

NONE

Chair Blumer closed public remarks at 7:01 pm.

4. APPROVAL OF AGENDA

Vice-Chair Trezise moved to approve the agenda. Seconded by Commissioner Snyder.

VOICE VOTE: Motion approved unanimously.

5. APPROVAL OF MINUTES

A. September 12, 2022 Regular Meeting

Vice-Chair Trezise moved to approve the Minutes of the September 12, 2022 Planning Commission Regular Meeting as amended. Seconded by Commissioner McConnell.

Commissioner McConnell noted Commissioner Cordill was titled vice-chair in item 4. He also noted under item 8.A the word "moved" was missing from the written motion after his name.

VOICE VOTE: Motion approved unanimously.

6. COMMUNICATIONS

- A. MUPUD Minor Amendment #22-19024 – Lynn Page

7. PUBLIC HEARINGS

A. Text Amendment #2022-15 – Day Care Definitions Update

Director Schmitt outlined Text Amendment #2022-15 - Day Care Definitions Update for Public Hearing.

Chair Blumer opened the Public Hearing at 7:03

No public commented during the hearing.

Chair Blumer closed the Public Hearing at 7:05 pm.

8. MASTER PLAN UPDATE

- A. 2021 Survey Results

Director Schmitt gave an update on the Master Plan and provided the results of a citizen survey that was held in 2021 for the Planning Commission to discuss.

9. UNFINISHED BUSINESS

- A. Planning Commission – By-Law Update

Director Schmitt outlined Planning Commission By-Law Updates.

Commissioner Snyder noted several numbering changes that should be made.

Chair Blumer noted section 5.1 should include language stating work sessions should also comply with the Open Meetings Act.

Commissioner Shrewsbury noted section 5.1 should not include language about the Freedom of Information Act as it deals with meetings and not records.

Commissioner Premoe moved to approve the 2022 amended Planning Commission bylaws. Seconded by Vice-Chair Trezise.

ROLL CALL VOTE: YEAS: Chair Blumer, Commissioners McConnell, Vice-Chair Trezise, Commissioners Shrewsbury, Snyder, Premoe

NAYS: None

Motion carried: 6-0

**CHARTER TOWNSHIP OF MERIDIAN
PLANNING COMMISSION
REGULAR MEETING MINUTES**

DRAFT

**October 24, 2022
5151 Marsh Road, Okemos, MI 48864-1198
517.853.4000, Town Hall Room, 7:00 P.M.**

PRESENT: Chair Blumer, Vice-Chair Trezise, Commissioners McConnell, Cordill, Shrewsbury, Richards, Snyder, Premoe

ABSENT: None

STAFF: Director of Community Planning & Development Timothy Schmitt, Senior Planner Brian Shorkey, Communications Manager Samantha Diehl

1. CALL MEETING TO ORDER

Chair Blumer called the regular meeting to order at 7:00 pm.

2. ROLL CALL

Chair Blumer called the roll of the Planning Commission, all present.

3. PUBLIC REMARKS

Chair Blumer opened public remarks at 7:01 pm.

NONE

Chair Blumer closed public remarks at 7:01 pm.

4. APPROVAL OF AGENDA

Commissioner Cordill moved to approve the agenda. Seconded by Commissioner Richards.

VOICE VOTE: Motion approved unanimously.

5. APPROVAL OF MINUTES

A. October 10, 2022 Regular Meeting

Vice-Chair Trezise moved to approve the Minutes of the October 10, 2022 Planning Commission Regular Meeting as amended. Seconded by Commissioner Snyder.

VOICE VOTE: Motion approved unanimously.

6. COMMUNICATIONS

A. SUP #22091 – Grand Reserve – Charles Kotz

Chair Blumer noted Kathleen Murphy-Keedy, Dondra Kirk, and Joshua Burkitt all have submitted communications relevant to SUP#22091.

7. PUBLIC HEARINGS

A. SUP #22091 – Grand Reserve

Senior Planner Shorkey outlined SUP#22091 – Grand Reserve for Public Hearing.

Representative of DTN Management, Joel Locricchio, 316 Birchwood Ave, Traverse City, MI further outlined SUP#22091 – Grand Reserve for Public Hearing.

Chair Blumer opened the public hearing at 7:17 pm.

Ann Perkins 5972 Village Dr., Haslett, MI asked if there was a need for this type of development.

Raji Uppal, Dewitt, MI explained there is a need for this type of development.

The Planning Commission discussed the following topics with DTN's development team and management:

- Wetland buffers
- Walkability in the community
- Affordable housing
- Impact on Local Schools

Chair Blumer called for a Straw Vote on the concept plan as it has been presented.

STRAW VOTE: YEAS: Chair Blumer, Vice-Chair Trezise, Commissioners McConnell, Cordill, Shrewsbury, Richards

NAYS: None

ABSTAIN: Commissioners Snyder, Premoe

RESULTS: 6-0-2

Chair Blumer closed the public hearing at 8:12 pm.

B. 2022 Master Plan Kickoff

Director Schmitt outlined the 2022 Master Plan Kickoff for public hearing.

Chair Blumer opened the public hearing at 8:13 pm.

Cecilia Kramer, 4560 Oakwood Dr., Okemos, MI spoke about using a four acre section of Faith Lutheran Church property for residential use.

Greg Fedewa, 7030 Coleman Rd., East Lansing, MI spoke about using a four acre section of Faith Lutheran Church property for residential use.

Chair Blumer closed the public hearing at 8:21 pm.

8. MASTER PLAN UPDATE

A. Bath township Response to Notice of Intent

The Planning Commission and Director Schmitt discussed the Bath Township Response to Township's Notice of Intent to Plan.

9. UNFINISHED BUSINESS

A. Text Amendment #2022-15 – Day Care Definitions Update

Senior Planner Shorkey outlined Text Amendment #2022-15 – Day Care Definitions Update.

Chair Blumer offered an amendment to the resolution, correcting a minor typo.

Commissioner McConnell moved to adopt the resolution recommending approval of Zoning Amendment 2022-15 in accordance with the revised draft ordinance language dated October 24, 2022 as amended. Seconded by Commissioner Premoe.

ROLL CALL VOTE: YEAS: Chair Blumer, Vice-Chair Trezise, Commissioners McConnell, Cordill, Shrewsbury, Richards, Snyder, Premoe

NAYS: None

MOTION CARRIED: 8-0

10. OTHER BUSINESS

A. Recreational Marijuana – Discussion

Director Schmitt outlined Recreational Marijuana for discussion. He noted this will take part in two pieces. First being the Zoning Ordinance text, which will include update to the overlay map, and the second will be a Text Amendment to address licensing.

Robert Baldori, 2719 Mount Hope Rd., Okemos, MI spoke in support of Recreational Marijuana.

Marcus Baldori, 2267 Mount Hope Rd., Okemos, MI spoke in support of Recreational Marijuana.

11. REPORTS AND ANNOUNCEMENTS

A. Township Board Update

Director Schmitt reported the Township Board has held the public hearing for the Village of Okemos Brownfield plan, and will either approve or deny the plan next week. The deletion of the RRA district will be before the board next week.

B. Liaison Reports-NONE