



Charter Township of Meridian  
Downtown Development Authority (DDA)  
Central Fire Station, 5000 Okemos Road, Okemos, MI 48864  
Monday, May 1, 2023 – Minutes

**Members**

**Present:** Don Romain, Renee Korrey, Bill Cawood, Tom Stanko, Supervisor Jackson, and Angela Wright

**Members**

**Absent:** Peter Campbell and Jim Spanos

**Staff**

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

**Others**

**Present:** Planning Commissioner Mark Blumer and Commercial Business Banker from Independent Bank Alan Woodbury

1. CALL MEETING TO ORDER

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

2. APPROVAL OF THE AGENDA

**MOTION BY MEMBER KORREY TO APPROVE THE AGENDA. SUPPORTED BY MEMBER CAWOOD.  
MOTION APPROVED 6-0.**

3. APPROVAL MEETING MINUTES OF APRIL 3, 2023

**MOTION BY MEMBER CAWOOD TO APPROVE THE MINUTES. SUPPORTED BY MEMBER ROMAIN.  
MOTION APPROVED 6-0.**

4. PUBLIC REMARKS

None.

5. FINANCIAL REPORT

A. Monthly Financial Report

Director Clark reviewed the financials which included a revenue deposit of \$39,397.80. The financials were placed on file.

B. Final 2022 DDA Annual Report

Director Clark stated that the DDA Annual Report was approved by the Township Board and will be submitted to the State of Michigan.

6. AUTHORIZATION OF PAYMENTS

A. Consumers Energy Bill April 2023

**MOTION BY MEMBER ROMAIN TO APPROVE THE PAYMENT OF THE APRIL 2023 CONSUMERS ENERGY BILL OF \$28.81. SUPPORTED BY MEMBER CAWOOD. MOTION APPROVED 6-0.**

7. OLD BUSINESS

A. Douglas J-Match on Main Reimbursement Receipt Review

Director Clark explained that the Douglas J HVAC Project has been paid for in full and we are waiting for the reimbursement from the State. Ten percent of the grant amount is a match from the DDA.

The DDA had discussion regarding the Township's Redevelopment Ready Communities (RRC) certification. This grant was available due to the Township holding the certification. The certification is up for renewal and the Township Board is leery because of the use by right requirements that will be placed on the Township and it may lessen the involvement of the Planning Commission and Township Board in development projects. Director Clark mentioned that Staff will present a recommendation to the Township Board, in June, that she believes will make the process more palatable. Supervisor Jackson suggested that the DDA author a letter stating how they feel about the RRC recertification.

Member Romain obtained from voting due to a conflict of interest based on his position at Douglas J.

**MOTION BY SUPERVISOR JACKSON TO APPROVE THE 2022 MATCH ON MAIN REIMBURSEMENT GRANT OFFERED THROUGH MEDC TO DOUGLAS J SALON FOR \$25,000. SUPPORTED BY MEMBER KORREY. MOTION APPROVED 6-0-1.**

**MOTION BY MEMBER WRIGHT TO APPROVE THE 10% MATCH REIMBURSEMENT GRANT REQUIREMENT FOR THE MATCH ON MAIN PROGRAM IN SUPPORT OF THE HVAC EXPANSION PROJECT OF DOUGLAS J SALON IN THE AMOUNT OF \$2,500. SUPPORTED BY SUPERVISOR JACKSON. MOTION APPROVED 6-0-1.**

8. NEW BUSINESS

A. Micro Loan for Small Businesses

Director Clark stated that she had received a Match on Main Grant request from a new business for \$5,000. This was a small amount considering the grant will fund projects up to \$25,000. Hence, she invited Alan Woodbury, Community Business Banker from Independent Bank to join the group and discuss ideas for a small business loan/grant program. He discussed a program that Downtown Lansing, Inc. does for their starting entrepreneurs with loans up to \$25,000 and includes financial education and experts at their disposal. Often these loans have a \$10,000 minimum and are based on the business owner's credit score. There is usually a 20% down payment required. There was discussion that the DDA may consider helping with the down payment on these types of loans.

9. REPORTS

A. Township Board

Supervisor Jackson reported on the following:

- Sign ordinance update is completed
- A couple of property rezonings have taken place
- Getting ready for the 2024 Budget

B. Township Manager

None.

C. Planning Commission

Commissioner Blumer reported the Planning Commission is working on the Urban Services Boundary, Land Use Map and Master Plan Updates.

D. Chair Report

None.

E. Staff Report

May 9, 2023 at 6:00pm will be the Village of Okemos public conversation at the Town Hall. Crumbl Cookie will be coming near Plato's Closet.

10. OPEN DISCUSSION/BOARD COMMENTS

None.

11. PUBLIC REMARKS

None.

12. NEXT MEETING DATE

- a. June 5, 2023, 7:30am-Central Fire Station, Community Room, 5000 Okemos Road

13. ADJOURNMENT

The meeting was adjourned at 8:56am without objection.