



**AGENDA**  
CHARTER TOWNSHIP OF MERIDIAN  
Downtown Development Authority  
December 1, 2025 7:30AM  
5151 Marsh Road, Okemos, MI  
Meridian Township – Township Hall



1. CALL MEETING TO ORDER
2. ROLL CALL
3. MISSION: The Meridian Township DDA mission is to beautify and revitalize downtown Okemos as a very desirable place to shop, live, and do business. It is a commitment to promoting and improved quality of life by creating a friendly, walkable community embracing the natural aesthetics of the river and parks.
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES
  - A. November 4, 2025 MEETING MINUTES
6. COMMUNICATIONS
7. PUBLIC REMARKS
8. AUTHORIZATION OF PAYMENTS
  - A. Consumers Energy Bill September 2025
  - B. Consumers Energy Bill October 2025
  - C. Consumers Energy Bill November 2025
9. OLD BUSINESS
10. NEW BUSINESS
  - A. 2026 Downtown Development Authority Meeting Schedule
  - B. DDA Administration Compensation Discussion
  - C. Meridian Township Youth Commission Beautification Project
11. OPEN DISCUSSION/BOARD COMMENTS
12. PUBLIC REMARKS
13. NEXT MEETING DATE
  - A. January 5, 2026 7:30am – Town Hall Room, 5151 Marsh Road, Okemos
14. ADJOURNMENT

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

Providing a safe and welcoming, sustainable, prime community.





Charter Township of Meridian  
Downtown Development Authority (DDA)  
Municipal Building, 5151 Marsh Road, Okemos, MI 48864  
Tuesday, November 4, 2025 – Minutes

**Members**

**Present:** Angela Wright, Bill Cawood, Tom Stanko, Renee Korrey, Ron Sdao, Lexi Denovich, and Srinivas Kandula

**Members**

**Absent:** Supervisor Hendrickson and Peter Campbell

**Staff**

**Present:** Neighborhoods & Economic Development Director Amber Clark, Township Manager Tim Dempsey, and Executive Assistant Michelle Prinz

**Others**

**Present:** None

1. CALL MEETING TO ORDER

Chair Wright called the meeting to order at 8:30 am.

2. APPROVAL OF THE AGENDA

**MOTION BY MEMBER STANKO TO APPROVE THE AGENDA. SUPPORTED BY MEMBER KORREY.  
MOTION APPROVED 7-0.**

3. APPROVAL MEETING MINUTES OF AUGUST 4, 2025

**MOTION BY MEMBER KORREY TO APPROVE THE MINUTES. SUPPORTED BY MEMBER CAWOOD.  
MOTION APPROVED 7-0.**

APPROVAL SUBCOMMITTEE MINUTES OF SEPTEMBER 8, 2025

**MOTION BY MEMBER KORREY TO APPROVE THE MINUTES. SUPPORTED BY MEMBER SDAO.  
MOTION APPROVED 7-0.**

4. PUBLIC REMARKS

None.

5. OLD BUSINESS

A. West Hamilton and Okemos Subcommittee Overview

As a result of the September 9, 2025 West Hamilton and Okemos Subcommittee meeting, Staff and the subcommittee discussed options of needed public road improvements. The improvements needed to Okemos Road and surrounding streets to support any kind of future development has an estimated cost of \$4 million. Hubbell, Roth & Clark, Inc. (HRC) is an engineering firm that was previously hired to design road improvements to Okemos Road in 2022. They are very knowledgeable about the condition of the

road/infrastructure. They put together a proposal to create and submit a BUILD grant in coordination with the Township and Ingham County Road Department. HRC has had previous success with these types of grant applications with the City of Jackson.

**MOTION BY MEMBER KORREY TO MOVE TO AUTHORIZE AND SIGN THE FY2026 BUILD GRANT PROPOSAL WITH HUBBELL, ROTH AND CLARK (HRC), FOR SUPPORT SERVICES TO SUBMIT THE BUILD GRANT FOR \$49,750. SUPPORTED BY MEMBER WRIGHT. MOTION APPROVED 7-0.**

6. OPEN DISCUSSION/BOARD COMMENTS

None.

7. NEXT MEETING DATE

a. December 1, 2025, 7:30am-Township Municipal Building, Town Hall Room, 5151 Marsh Road.

8. ADJOURNMENT

The meeting was adjourned at 8:58am without objection.



## Consumers Energy: Bill Ready

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

Date Thu 8/14/2025 2:21 PM

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



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

## Your Consumers Energy Bill Is Available

Amount Due  
**\$104.33**

Due Date: September 4, 2025

Your account is on Auto-pay.

LOG IN TO VIEW & PAY YOUR BILL

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

### August Energy Usage

Click below to access your energy dashboard

[Terms & Conditions](#)



## Consumers Energy: Bill Ready

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

Date Sat 9/13/2025 2:08 PM

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



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

## Your Consumers Energy Bill Is Available

Amount Due

# \$114.99

Due Date: October 6, 2025

Your account is on Auto-pay.

LOG IN TO VIEW & PAY YOUR BILL

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

### September Energy Usage

Click below to access your energy dashboard

[Terms & Conditions](#)



## Consumers Energy: Bill Ready

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

Date Wed 10/15/2025 2:41 PM

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



LOG IN BUTTON LOG IN

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

## Your Consumers Energy Bill Is Available

Amount Due  
**\$116.23**

Due Date: November 5, 2025

Your account is on Auto-pay.

LOG IN TO VIEW & PAY YOUR BILL

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

### October Energy Usage

Click below to access your energy dashboard

[Electric Usage Graph](#)

[Consumers Promotional Image](#)

[Terms & Conditions](#)



To: Downtown Development Authority

From: Amber Clark Director Neighborhoods & Economic Development

Date: November 3, 2025

Re: DDA 2026 Calendar Meeting Dates & Resolution

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Annually the Downtown Development Authority (DDA) by resolution, establishes the upcoming year meeting schedule of the body. The notices of public hearing are a requirement of the Open Meetings Act and a provision of the ACT 57 of 2018. All meetings will be in person at Meridian Township Hall or Central Fire Station unless otherwise indicated per State notification requirements. The Michigan Open Meetings Act restricts remote meeting participation of commissioners with limited exceptions. The dates approved by the body will be our regular meeting dates, the board has the ability to call a special meeting with a motion and support by two members of the commission. The schedule highlights July 5<sup>th</sup> 2026, and December 7<sup>th</sup>, 2026 as potential dates to remove from the DDA calendar. Meeting topics are generally light during these times.

A motion is prepared for you below:

MOVE TO ADOPT THE RESOLUTION AUTHORIZING THE 2026 MEETING SCHEDULE FOR THE DOWNTOWN DEVELOPMENT AUTHORITY OF MERIDIAN TOWNSHIP AS PROPOSED.

#### Attachments

- A. 2026 DDA Calendar Resolution

**Downtown Development Authority Meeting Dates  
2026 Schedule**

**RESOLUTION**

At a regular meeting of the Downtown Development Authority of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Municipal Building, in said Township on the 3rd day of November, 2025 at 7:30 AM., Local Time.

PRESENT:

ABSENT:

The following resolution was offered by \_\_\_\_\_ and supported by \_\_\_\_\_.

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

WHEREAS, the Downtown Development Authority (DDA) desires to announce the time, date, and place of all regular meetings of the DDA, pursuant to the provisions of Act 267 of the Public Act of 1976 and Public Act 57 of 2018.

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

1. The Downtown Development Authority will meet for at least 10 regular meetings on certain Mondays, January through December in 2026 in the Town Hall Room of the Township Municipal Building, 5151 Marsh Road, Okemos, MI 48864 517.853.4258.

2. The specific dates for meetings are as follows:

January	5 - regular meeting
February	2 - regular meeting
March	2 - regular meeting
April	6 - regular meeting
May	4 - regular meeting
June	1 - regular meeting
July	6 - regular meeting (Twp. 4 <sup>th</sup> observance?)
August	3 - regular meeting
September	14 - regular meeting
October	5 - regular meeting

**Downtown Development Authority Meeting Dates  
2026 Schedule**

November	2- regular meeting
December	7 - regular meeting

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

ADOPTED: YEAS:

NAYS:

STATE OF MICHIGAN)

)SS

COUNTY OF INGHAM)

I, the undersigned, the duly qualified Chairperson of the Downtown Development Authority of the Charter Township of Meridian, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of a resolution adopted at a regular meeting of the Downtown Development Authority held on the 3rd day of November 2025.

\_\_\_\_\_  
Chairperson Angela Wright  
Downtown Development Authority



To: Meridian Downtown Development Authority  
From: Amber Clark Neighborhoods & Economic Development Director  
Date: November 3, 2025  
Re: DDA Administrative Compensation Discussion

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In recent years, the Downtown Development Authority (DDA) has maintained a positive fund balance. Notably, the Township Board forgave a \$200,000 debt previously owed by the DDA to reimburse the County for back taxes following Meijer's successful tax appeal.

In 2021, as part of its initiative to stimulate downtown development, the Township Board forgave the remaining balance owed by the DDA. This action enabled the DDA to strengthen its financial position, and it now has access to over \$200,000 for district improvements. These funds may also be used to support administrative costs associated with managing the DDA.

Historically, developers have been granted direct access to staff for assistance with letters of support, grant applications, and other activities related to private development. These efforts should be tracked, and a portion of staff salaries should reflect the time and resources dedicated to supporting such initiatives. It is important that development incentives do not impose additional costs on the community. With strategic budgeting, most DDA activities can be managed with a net-zero impact on the Township's general fund, allowing continued financial support for other essential services.

Given the projected budget deficit for 2026, staff recommends allocating 15% of the Economic Development Director's salary from the DDA's general fund to cover administrative tasks related to DDA management.

Action Items for Approval:

- Authorization for Meridian Township to allocate 15% of DDA staff salary from the DDA administration fund, totaling \$24,915.80 in 2026.
- Payments will begin on January 1, 2026.

A recommendation is provided for your consideration:

**MOVE TO APPROVE THE ALLOCATION OF 15% OF THE ECONOMIC DEVELOPMENT DIRECTOR'S SALARY AND ASSOCIATED BENEFITS FROM THE DDA ADMINISTRATION FUND, IN SUPPORT OF TIME AND RESPONSIBILITIES DEDICATED TO THE MANAGEMENT OF THE DDA PROGRAM.**



To: Meridian Downtown Development Authority

From: Amber Clark Neighborhoods & Economic Development Director

Date: December 1, 2025

Re: Township Youth Commission Beautification Project

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The Township Board established a Youth Commission for the 2025-2026 year. The Youth Commission is comprised of both Okemos and Haslett Public School students aged 14-19. The students have just begun as an advisory committee to the Township Board. Their first public improvement project is to provide a beautification update in the downtown district and the Haslett Village Square area.

The Youth Commission have prioritized focus on the "Village of Okemos" site, noting that members to the public are eager to see some improvement. The Commission is hoping to construct a temporary permanent barrier on the exterior of the south block of the "Village of Okemos" site. The barricade itself will have small recyclable materials attached to the temporary fence, to cover the site until construction can commence. The idea is to create a temporary art piece that the public can enjoy until development occurs.

The Youth Commission is seeking community partners to design, coordinate, and implement the beautification project. Due to the location of the site, the Youth Commission's desire to host community events, to draw the community together around the site while plans are in the works for reconstruction. With no assigned funding, the Youth Commission is hoping that the DDA would be interested in supporting the Youth Commission financially.

Staff has spoken with the property owner and they have agreed to allow the community access to the site to create a beautification element. A chain link fence is an expensive piece of equipment. Neighboring communities like East Lansing have conducted similar projects and had to purchase the fencing to save on costs. As of now the Youth Commission is working to develop their budgets for materials. The Youth Commission would like to design and implement the beautification project prior the end of the school year May 2026.

Your concurrence is appreciated.