



AGENDA
CHARTER TOWNSHIP OF MERIDIAN
TOWNSHIP BOARD – VIRTUAL REGULAR MEETING
January 5, 2021 6:00 pm

1. CALL MEETING TO ORDER
 2. PLEDGE OF ALLEGIANCE/INTRODUCTIONS
 3. ROLL CALL
 4. PRESENTATION
 - A. Introduction of New Police Officers-Sierra Alvarado & Megan Heinemann
 - B. Form Based Code Initiative-Scott Hendrickson, Planning Commission Chair
 - C. Redi-Ride Update

 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
 - A. Communications
 - B. Minutes
 - (1) November 23, 2020 Virtual Special Meeting
 - (2) December 8, 2020 Virtual Regular Meeting
 - (3) December 18, 2020 Virtual Special Meeting
 - C. Bills

 10. QUESTIONS FOR THE ATTORNEY
 11. HEARINGS (CANARY)
 12. ACTION ITEMS (PINK)
 - A. Township Board Liaisons to Boards and Commissions
 - B. Proposed Zoning Amendment for Car Dealerships
 - C. Appointment of Supervisor Pro-Tem

 13. BOARD DISCUSSION ITEMS (ORCHID)
 - A. Rezoning #20050 (DTN 2013 LLC) rezone 31.63 acres east of Central Park Drive and north of Grand River Avenue from RA (Single Family-Medium Density) to RD (Multiple Family-maximum eight units per acre)
 - B. Procurement Policy
 - C. Powell Road Paving Public Road Improvement SAD
 - D. Non-Discrimination and Fair Employment Practices Policy

 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 (VIRTUAL MEETING)



4.B.

To: Board Members
From: Scott Hendrickson
Date: December 21, 2020
Re: Form Based Code Presentation

Attached is a the power point presentation

Form Based Code

A Short Primer by
Meridian Township Planning Commission Chair
Scott Hendrickson



Overview



- Form Based Code History/Refresher
- Ask from the Planning Commission to Township Board
- General Overview of Features of Meridian Form Based Code

History of Form Based Code In Meridian Twp



- Desire to investigate using form based code (FBC) here
- Consultants to explore and draft an ordinance through a grant procured by CATA
 - "Shaping the Avenue"
- Draft Ordinance offered to Township officials
- Planning Commission takes on as a 2019-20 goal to 'personalize' the FBC ordinance presented for Meridian Township
- Initial feedback from Township Board last year
- Further Updates and Modifications

What is Form Based Code



- Form Based Code/Zoning is a departure from typical zoning that generally relies on demanding specific USES and instead demands specific FORM for new and updated development.
- Essentially says that a developer may build and mix different uses (found in varied zones) so long as they meet certain form standards as laid out in the ordinance.

Examples of Form Based Code



Appeal of Form Based Code



- For Planners/Elected Officials:
 - Allows the ability to craft *vision* for Meridian Township
 - Reduces need for full review of developments by setting vision ahead of time
- For Residents:
 - Blighted Properties may sit vacant for less time
 - Unified look-and-feel, generating more community-centric development
- For Developers:
 - Lays out 'rules of the road' early and clearly
 - Shortens development and redevelopment calendars

Form Based Code Board Feedback



- Feedback from previous presentation (February 18, 2020)
 - Township Board did not wish to abdicate all authority to review uses of projects as they are proposed
 - Unclear what the Township got from passing this
 - Developers got faster timeline
 - Township residents/Board got what?
 - Concerns about the state of the height and other form requirements
 - Will lead to major residential developments and no commercial

Updates Since Presenting/Changes Pending



- Approximately 3 weeks after that presentation, progress halted due to the beginnings of the COVID-19 pandemic
- When meetings began again, the Planning Commission met and completed work on the Use Table and did a full review of the ordinance language
- Determined that the Planning Commission needed increased Board involvement and graphic design to fully realize the ordinance

Form Based Code vs Vision Based Code



- Form Based Code as a principal considers form over use.
 - In its purest format, FBC does not care about uses at all
- The Township Board made it clear from their comments that they are not willing to allow uses to go completely unchecked
 - Planning Commission added the Use Table into the ordinance
- What resulted was a hybrid of current zoning ordinance and form based code
 - I have been calling it Vision Based Code to alleviate confusion

Planning Commission's Request



- We would like to transmit the ordinance, in its draft format, to the Township Board and schedule either a joint meeting of the full bodies OR create a subcommittee consisting of members of both groups to usher the ordinance forward to a final state
- We may also require some additional outside assistance from a graphic designer to bring the vision to life in the ordinance

Intro to Meridian Township's Draft Form Based Code



Terminology



- Form District
 - An overlay area where Form Based Code is the presiding regulation governing use, building standards, building placement, architectural elements, and related development aspects
- Regulating Plan
 - Map and related documentation showing where the boundaries of the Form District are, and which Building Form Standards, and Use Tables are used.
- Use Table
 - A listing of which uses are allowed by right or conditionally within a given Form District
- Building Form Standards
 - Establish basic parameters regarding regulating building form, including the building envelope, parking, height, and required building elements, etc.

Guide to Code References



Meridian Township Current Ordinances

General Form Based Code Ordinance Language

Use Table

Form Standards

Grand River Ave Form District
(Grand River from Park Lake
to Brookfield)

Regulating
Plan (Map)

Form
Standards

Use Table

TBD Next Form District ...

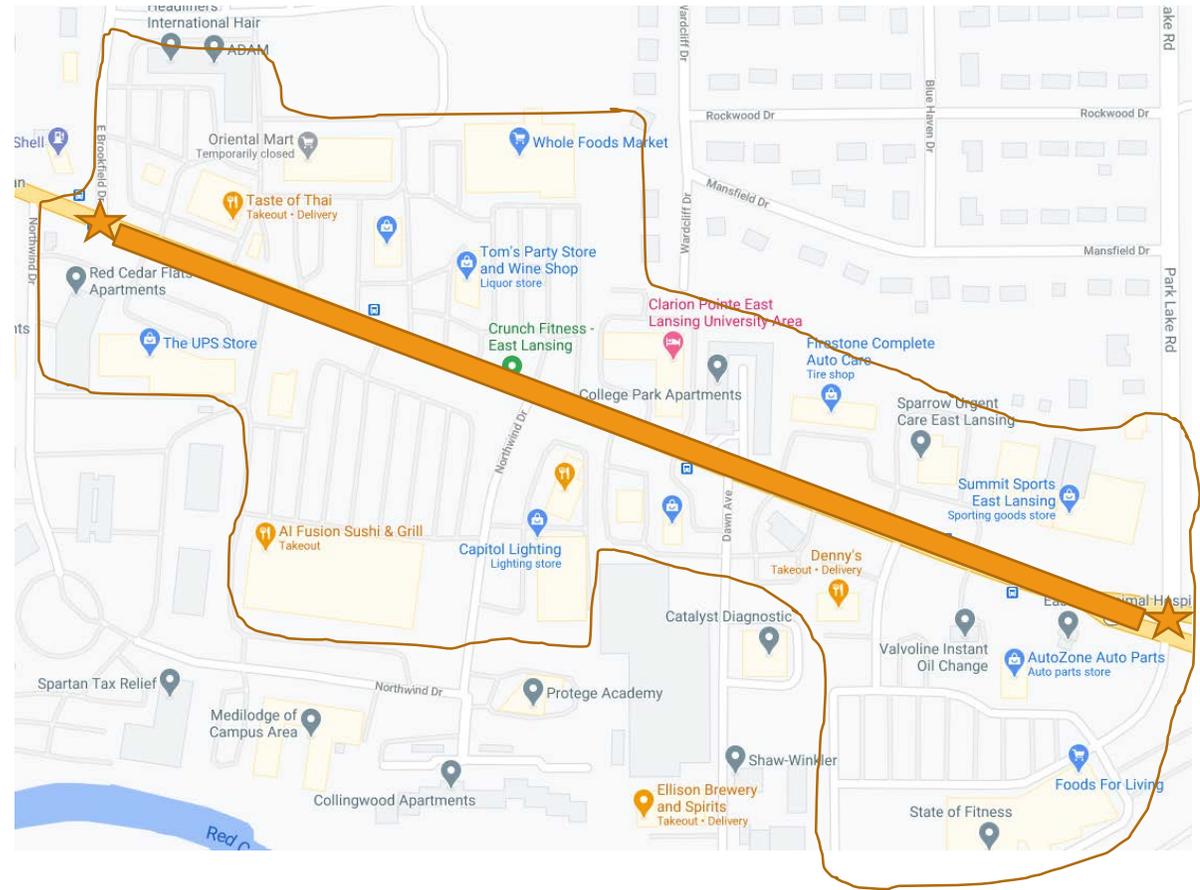
Regulating
Plan (Map)

Form
Standards

Use Table

Regulating Plan for Grand River Form District

- Grand River from Brookfield Dr in the West to Park Lake in the East in the East
- My suggestion is that we add mandatory service drives, define curb cuts, etc.



Sample Building Form Standards (partial)



- From the Grand River Form District
 - Maximum Height: 3 stories
 - Height Bonus to increase height to 5 stories
 - Requires amenities similar to MUPUD ordinance (but defined separately)
 - Placement: 20 feet from Right of Way on Grand River (25 feet from other streets)
 - Side Yard Setback: 0 feet
 - Rear Yard Setback (with/without shared driveway): 10 feet/25 feet
 - Ground Story Fenestration: 40-90% Fenestration
 - Parking: Side or Rear Yard only

Use Table (partial)



Use	By Right	Conditional
Banks, Credit Unions, Savings and Loan Establishments	X	
Retail Merchandise Establishments	X	
Bars, Taverns, Lounges and Brewpubs		X
Museums and Art Galleries	X	
Adult Care Centers		X
Athletic Clubs and Health Spas	X	
Personal Service Establishments	X	
Open Air Businesses		X
Offices	X	

Uses (Continued)



- Note: Current draft does not allow for residential uses
 - Per feedback from the board, the Planning Commission would like to discuss whether upper-floor residential is desired as part of the Township's vision for this area.
 - This area could function totally without residential uses, but it may suffer from lack of requested height
- Also Note: The Planning Commission has not yet defined what approval process 'Conditional' uses would need to go through
- Also Note: Anyone requesting Drive-Throughs would still follow the current Special Use Permit process

Next Steps



- Transmit the ordinance in its current format to the Township Board
- Township Board reviews the draft ordinance internally
- Township Board recommends further action:
 - Table the ordinance draft
 - Township Board amends the draft to a final state
 - Township Board refers the draft back to the Planning Commission with suggestions
 - Township Board holds joint meetings with Planning Commission to update ordinance
 - Township Board and Planning Commission create joint subcommittee with members from both to update ordinance*

Questions?





4.C

To: Township Board

From: Mark Kieselbach, Director of Community Planning and Development

Date: December 21, 2020

Re: Redi-Ride Update

The Transportation Commission met twice in 2020 with representatives from the Capital Area Transportation Authority (CATA) to discuss the Redi-Ride service in the Township. Chair Steve Vagnozzi will be present at the January 5, 2021 meeting to provide the Board with an update. Material on Redi-Ride has been attached.

Attachments

1. Redi-Ride Materials

G:\Community Planning & Development\Planning\TRANSPORTATION COMMISSION\REDI-RIDE\2021



Meridian Redi-Ride Overview

In September of 2019, service was increased to Meridian Township. Service was established as: three (3) full-time runs and two (2) part-time runs Monday through Friday and two (2) full-time runs and one (1) part-time run on Saturdays. The goal was to reduce capacity denials and to provide more efficient service during peak times.

From September of 2019 through February of 2020, there was an average of 1,937 trips booked monthly. In addition, there were no capacity denials during that period. Client refusals, cancelations and no-shows were reduced and efficiency was greatly improved.

The COVID pandemic has resulted in a stark reduction in ridership. From April of 2020 through October of 2020, booked rides have averaged 685 per month. There have been no capacity denials. Client refusals, cancels and no-shows have continued their downward trend.

Over the past seven months, rides have been booked primarily for shopping, medical appointments, personal care appointments and veterinary appointments.

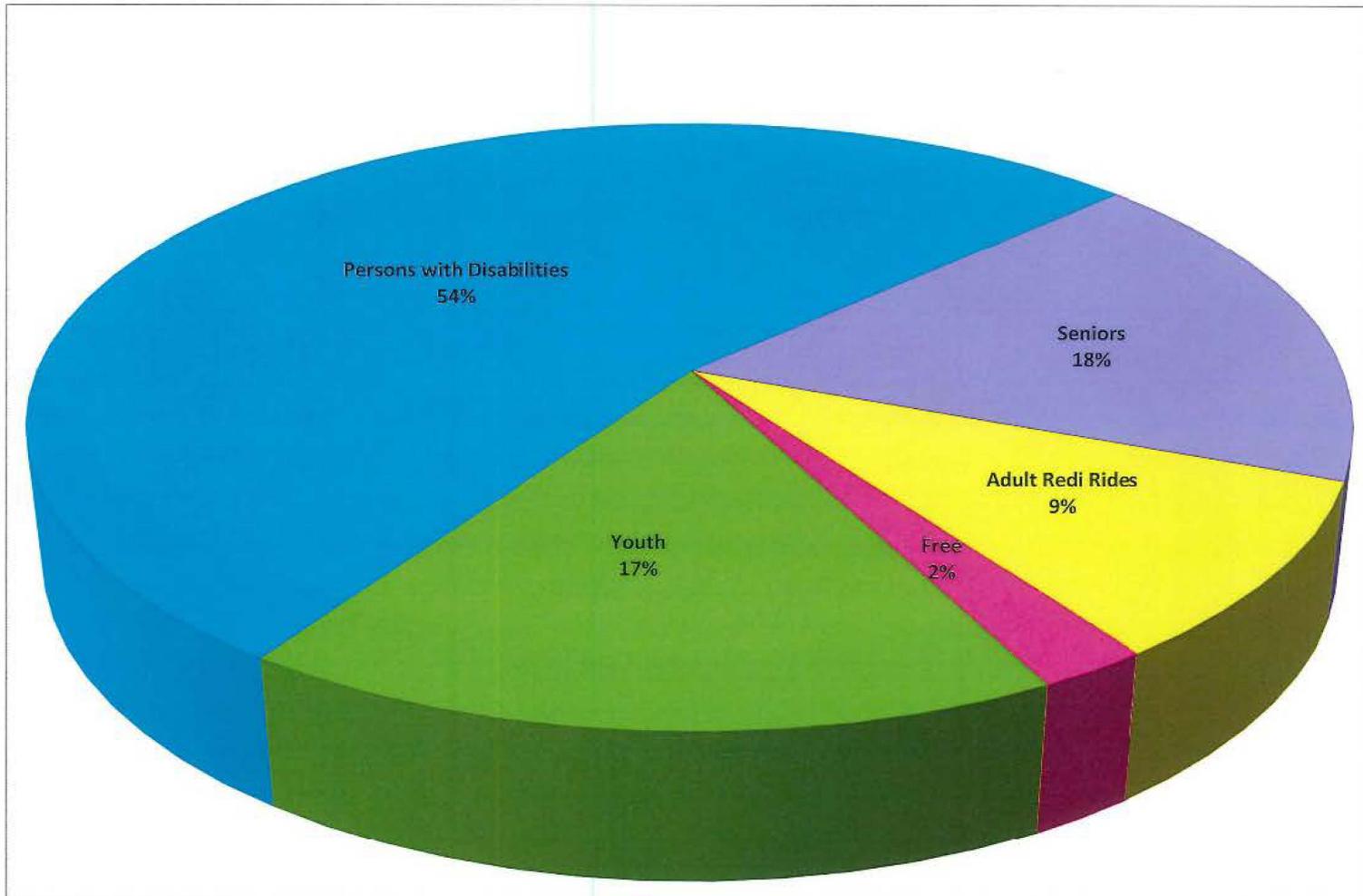
The level of service established in September of 2019 has proven to be appropriate based on the data and the fact that CATA has not logged one complaint since the increase. With our current level of service, we have the ability to “spread out” trips – reducing contact between clients and also the ability to provide trips with greatly reduced ride times.

Overall, our clients in Meridian Township are happy with the service that is being provided and many have voiced their appreciation for the service during the pandemic.

September 2018 - October 2020 Meridian Township Redi-Ride Booking Analysis

Month	Total Trips Booked	Capacity	% of Capacity Denials to Total Bookings	Client Refusal	Client Refusals as % of Total Bookings	Cancels	% Cancels	No Shows	% No Shows	Days of Operation this Month
Sep-18	1897	21	1.26%	8	0.48%	303	18.2%	92	5.54%	24
Oct-18	2227	21	1.11%	1	0.05%	312	16.4%	119	6.27%	27
Nov-18	1976	15	0.67%	6	0.27%	350	15.7%	121	5.43%	25
Dec-18	1933	17	0.86%	3	0.15%	297	15.0%	120	6.07%	25
Jan-19	2136	18	0.93%	1	0.05%	574	29.7%	121	6.26%	23
Feb-19	2074	13	0.61%	2	0.09%	437	20.5%	167	7.82%	24
Mar-19	2161	12	0.58%	5	0.24%	385	18.6%	171	8.24%	26
Apr-19	1968	6	0.28%	1	0.05%	346	16.0%	116	5.37%	26
May-19	2193	15	0.76%	2	0.10%	394	20.0%	133	6.76%	26
Jun-19	1753	6	0.34%	3	0.17%	496	29.00%	65	2.30%	25
Jul-19	1650	2	0.12%	3	0.18%	428	26.00%	43	2.60%	26
Aug-19	1689	6	0.36%	0	0.00%	211	12.50%	54	3.20%	27
Sep-19	1913	0	0.00%	3	0.15%	401	21.00%	78	4.10%	24
Oct-19	2121	0	0.00%	3	0.14%	386	18.10%	71	3.30%	27
Nov-19	1998	0	0.00%	0	0.00%	375	18.70%	58	2.90%	25
Dec-19	1946	0	0.00%	0	0.00%	367	18.80%	64	3.20%	25
Jan-20	2193	0	0.00%	0	0.00%	364	16.50%	67	3.00%	26
Feb-20	2101	0	0.00%	0	0.00%	466	22.10%	88	4.10%	25
Mar-20	1286	0	0.00%	0	0.00%	319	24.80%	46	3.50%	18
Apr-20	0	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0
May-20	514	0	0.00%	0	0.00%	52	10.10%	11	2.10%	23
Jun-20	813	0	0.00%	0	0.00%	100	12.30%	24	2.95%	26
Jul-20	941	0	0.00%	0	0.00%	80	8.50%	24	2.60%	26
Aug-20	874	0	0.00%	0	0.00%	108	12.40%	17	2.00%	26
Sep-20	839	0	0.00%	0	0.00%	83	9.80%	22	2.60%	25
Oct-20	818	0	0.00%	0	0.00%	115	14.00%	28	3.40%	27
Total	42014	165	0.39%	41	0.09%	7739	18.4%	1921	4.6%	627

Meridian Redi-Ride by type. August 1, 2018 – October 31, 2020



August 2018 through October 2020

Merdian Redi-Ride Ridership (Actual Rides)

August 2017 through October 2020

<u>Month</u>	<u>Rides</u>	<u>Month</u>	<u>Rides</u>
August, 2017	1458	April, 2019	1648
September, 2017	1684	May, 2019	1820
October, 2017	1891	June, 2019	1411
November, 2017	1805	July, 2019	1378
December, 2017	1714	August, 2019	1377
January, 2018	1766	September, 2019	1616
February, 2018	1668	October, 2019	1825
March, 2018	1856	November, 2019	1730
April, 2018	1637	December, 2019	1570
May, 2018	1841	January, 2020	1920
June, 2018	1446	February, 2020	1685
July, 2018	1160	March, 2020	978
August, 2018	1483	April, 2020	0
September, 2018	1585	May, 2020	352
October, 2018	1904	June, 2020	559
November, 2018	1717	July, 2020	728
December, 2018	1512	August, 2020	874
January, 2019	1597	September, 2020	839
February, 2019	1631	October, 2020	633
March, 2019	1785		

Meridian Redi-Ride Ridership August 2018 through October 2020

Time	Trips Booked	Taken	Cancel	No-Shows	Cap-Denials	Refusals
14:00-15:00	4505	3206	1035	242	17	4
15:01-16:00	4710	3450	857	354	40	9
Total	9214	6556	1892	576	57	13

Daily average of 14 students were picked up and/or dropped off at school on Meridian Redi-Ride during this time period. **Average since the start of the 2020/2021 school year has been 2 students per day

Meridian Redi-Ride Ridership Extended Hours August 2018 - October 2020

Time	Trips Booked	Taken	Cancel	No-Shows	Cap-Denials	Refusals
7:30 - 8:00	776	639	81	50	7	1
8:01 - 9:00	546	398	91	47	4	1
Total	1322	1037	172	97	11	2
17:00 - 18:00	234	146	66	19	0	0
18:01 - 18:30	13	6	1	3	0	0
Total	247	152	67	22	0	0

Meridian Redi-Ride Ridership Extended Hours May 2020 - November 2020

Time	Trips Booked	Taken	Cancel s	No-Shows	Cap-Denials	Refusals
7:00 - 7:30	38	33	5	0	0	0
7:31 - 8:30	227	165	17	16	0	0
Total	265	198	22	16	0	0
16:00 - 17:00	441	307	96	40	0	0
17:01 - 18:00	227	154	51	22	0	0
Total	668	461	147	62	0	0



9A

**CONSENT AGENDA
BOARD COMMUNICATIONS
January 5, 2021**

From: Charles Kotz <cdkotz73@gmail.com>
Sent: Monday, December 28, 2020 9:28 AM
To: Board <Board@meridian.mi.us>
Subject: homeownership-and-neighborhood-stability.pdf

Dear Meridian Board:

When the question of the impact of additional rental housing vs home ownership in the Township was raised during “Public Comments”, the point was rapidly dismissed by several Board Members as somehow being defamatory or discriminatory. Please read the analysis from the University at Chapel Hill. This literature review finds considerable support for an association between homeownership in both improved property maintenance and longer length of tenure.

On a procedural note regarding Township Board Meetings and “Public Comment”. I found it somewhat disconcerting that the developers, (with personal financial gain at stake), were allowed to have three of their Representatives call in...each given a full three minutes. The sales pitch they delivered was hardly a “public comment”. It was a sales pitch, to sell a project from which they have much to gain in dollars. In the future developers should be “on stand by” only to answer pertinent questions. They are not public citizens, but rather agents seeking financial gain.

Sincerely,

Charles Kotz
1282 Silverwood Dr.

Sent from my iPhone

Homeownership and Neighborhood Stability

William M. Rohe
University of North Carolina at Chapel Hill

Leslie S. Stewart
Research Triangle Institute

Abstract

A major objective of many neighborhood revitalization programs is to increase homeownership. Conventional wisdom holds that this is one of the best ways to stabilize areas in decline. This article questions convention by presenting a conceptual model of how homeownership rates might affect various indicators of neighborhood stability and by determining whether there is support for this model in the literature. The article also presents an original analysis of the relationship between homeownership rates and two measures of neighborhood stability.

The literature review finds considerable support for an association between homeownership and both improved property maintenance and longer lengths of tenure. The analysis of census data similarly indicates less residential mobility and greater property value appreciation in areas with greater homeownership. Although initial values and citywide value changes appear to have much stronger effects on changes in property values than the tract homeownership rate, modest changes in homeownership rates are clearly associated with increased property values.

Keywords: Community development/revitalization; Homeownership; Neighborhood

Introduction

Overwhelmingly the city dweller is not a homeowner, and since a transitory habit does not generate binding traditions and sentiments, only rarely is he truly a neighbor.
—Lewis Wirth (1937, 17)

For a man who owns his own home acquires with it a new dignity. He begins to take pride in what is his own, and pride in conserving and improving it for his children. He becomes a more steadfast and concerned citizen of his community. He becomes more self-confident and self-reliant. The mere act of becoming a

homeowner transforms him. It gives him roots, a sense of belonging, a true stake in his community and well being.
—Senator Charles Percy (1966, 2725B)

Expanding home ownership is vitally important to our country, because home ownership is critical both to individual economic opportunity and also to the building of strong communities.
—Henry Cisneros (1995, 3)

These three quotes typify the common, long-held belief that, compared with renters, homeowners are better citizens, better neighbors, and even better persons. This belief can be traced to the very beginning of American culture. The dominant view of the colonists was that property ownership was a good indication of a person's moral worth. In fact, tenants were not allowed to participate in federal elections until 1860 (Dreier 1982).

The view that property owners are better has persisted throughout the years. Today, government-supported homeownership programs are often justified on the grounds that they benefit society as well as the individuals involved. Homeowners are believed to be more involved in civic affairs and to maintain their properties at a higher standard. These activities, in turn, are thought to lead to more stable neighborhoods.

The relationship between homeownership and neighborhood stability is taken for granted by housing practitioners and others involved in neighborhood revitalization programs. A major objective of those programs is often to increase the proportion of homeowners to stabilize or upgrade the area.

Because it has been taken for granted, the purported relationship between homeownership rates and neighborhood stability has escaped close scrutiny. Many questions have no clear answers: What empirical support is there for a relationship between homeownership rates and various indicators of neighborhood stability? How does homeownership lead to greater stability? Are any stabilizing influences of increased homeownership a result of the persons who are attracted to that form of tenure, or is there something about homeownership that changes a person's behavior?

In this article, we explore the relationship between homeownership and neighborhood stability by (1) developing a conceptual model of the relationship, (2) reviewing the existing literature for support of the various links in the model, and

(3) presenting an original analysis of the relationship between homeownership and two measures of neighborhood stability.

Conceptual model of homeownership and neighborhood stability

In claims about homeownership and neighborhood stability, the terms *neighborhood* and *stability* are rarely defined; it is not clear what homeownership is supposed to be stabilizing. Studies of neighborhood-level issues have used a variety of definitions for *neighborhood*, and what people consider to be their neighborhood can include the area within a 10-minute walk of home or the area encompassing all of a resident's key nodes of activity (e.g., grocery store, school, bank, church) near home. Studies of specific cities or regions have sometimes used these more fluid definitions of a neighborhood or the definitions established by city planning departments. National studies, however, have usually relied on census tracts or other combinations of blocks as the best available proxy for a neighborhood.

Also, the term *neighborhood stability* is somewhat misleading. When people use this term in the context of the effects of homeownership, they are often referring to what might be more accurately termed *neighborhood health*. Although they may be concerned with stabilizing conditions in relatively problem-free areas, they certainly are not interested in stabilizing conditions in areas that have severe physical and social problems. Rather, they are interested in how increasing the homeownership rate might change these areas for the better. The argument seems to be that increased homeownership rates in areas that are experiencing problems will lead to neighborhood health, defined in terms of improved physical and social conditions and higher property values. For the purpose of this article, however, we will continue to use the term *neighborhood stability* because it is more commonly used.

At least four aspects of neighborhoods might be stabilized by homeownership:

1. Length of tenure of the current residents
2. Property values
3. Physical condition of properties
4. Social conditions in the neighborhood, such as school dropout or crime rates

Although these measures of stability may be positively correlated at the aggregate level, particular neighborhoods can be judged stable on some indicators and unstable on others. A neighborhood may have rapid turnover of residents, for example, but be stable in all other respects.

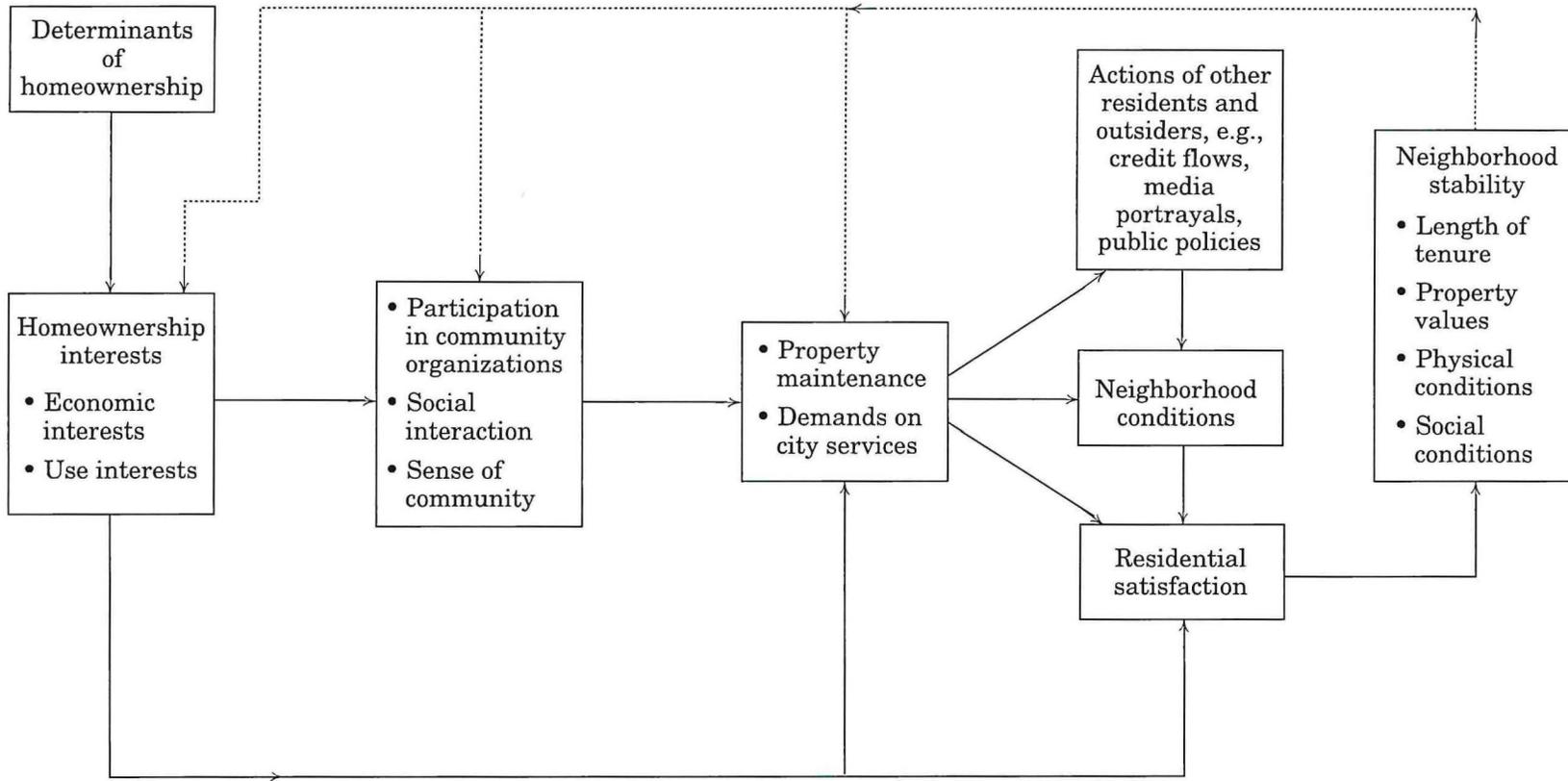
A related issue is that there are no clear criteria for defining stability and instability. Most neighborhoods are changing on at least one of these four indicators. What amount of change is within normal or acceptable limits, and what amount is beyond those limits? Also, should stability or change in a neighborhood be defined relative to some larger geographic unit, such as the city or metropolitan statistical area (MSA), or should it be defined in absolute terms? Finally, should we be as concerned about large positive changes in stability indicators, such as property values, as we are about negative changes? Increasing homeownership may result in displacement and gentrification, which negatively affect at least some of the households in a neighborhood. Most of the claims concerning homeownership and neighborhood stability ignore this possible consequence.

Building on a preliminary literature review, we developed a conceptual model linking homeownership with neighborhood stability (see figure 1). The model starts with the tenure decisions made by households. It is important to understand the factors that influence a household's decision to rent or own its dwelling unit. Those deciding to purchase their homes are different from renters in a number of social characteristics. Thus, any increase in neighborhood stability may be a result of the types of households that are drawn to homeownership rather than the experience of homeownership itself. The model also suggests that homeownership alters the domestic property interests of households. Unlike renters, homeowners have economic (or exchange) interests in their property. They may also have heightened use (or consumption) interests because it is more costly and difficult for homeowners to move.

These additional interests in domestic property, the model suggests, lead to greater social interaction within, and psychological identification with, the neighborhood. Homeowners may be more likely to participate in community organizations designed to protect their interests, more likely to get to know their neighbors, and more likely to develop a strong sense of community.

The additional property interests along with heightened social interaction and sense of community affect both the extent of property maintenance and the demands for public and private

Figure 1. Conceptual Model: Effect of Homeownership on Neighborhood Stability



services. Better maintenance and increased demands on institutions outside the neighborhood—such as city government, financial institutions, and real estate companies—affect neighborhood conditions directly and indirectly through their influence on the actions of outside institutions whose policies affect neighborhood conditions.

The model also suggests that improved neighborhood conditions lead to higher levels of residential satisfaction and ultimately to greater neighborhood stability, as defined by longer lengths of tenure, stable property values, improved property upkeep, and stable social conditions.

Testing the conceptual model through a review of the literature

We used this model to organize our review of the available literature. We searched for theoretical and empirical literature on each of the implied relationships, represented by arrows in figure 1.

Who becomes a homeowner?

One confounding factor in research on homeownership is the self-selection involved in who owns and who rents. Because households cannot be randomly assigned to one form of tenure or the other, it is difficult to determine whether differences in the behaviors of owners and renters result from their different property interests or from the characteristics that influence tenure decisions. Thus, these characteristics must be understood and taken into account in our consideration of the effects of homeownership on neighborhood stability.

The empirical literature on the determinants of homeownership points to three sets of factors underlying the homeownership decision: socioeconomic characteristics of the household, expectations of household mobility, and local market conditions. Virtually all the studies find that the decision to own is positively associated with household income, family size, marital status, and the age of the head of household, even after controlling for many other variables (Carliner 1974; Chambers and Diamond 1988; Cooperstein 1989; Dreier 1982; Henderson and Ioannides 1987; Linneman and Wachter 1989; Megbolugbe and Linneman 1993; Moore 1991; Ong and Grigsby 1988).

A smaller number of studies suggest that wealth, income tilt (a measure of the upward trend in income), and permanent income (a measure of the longer term stability of income) are also positively associated with the decision to purchase a home (Henderson and Ioannides 1986; Linneman and Wachter 1989; Wachter and Megbolugbe 1992). Age, marital status, and family size are components of the life cycle concept and indicate that families with or expecting children generally *prefer* to own a single-family home.¹ The income and wealth variables, on the other hand, indicate a *capacity* to own.

Race and ethnicity are also important predictors of homeownership, even when income, family status, and other socioeconomic variables are taken into account (Carliner 1974; Dreier 1982; Henderson and Ioannides 1987; Megbolugbe and Linneman 1993). Blacks and Hispanics are less likely to own, probably because of discrimination in the lending and real estate industries, but cultural differences in the importance placed on homeownership may also play a role.

Previous and expected mobility has also been found to influence the decision to purchase. Those who have moved often and those who plan on moving again in the near future are less likely to buy, other things being equal (Brown 1981; Chambers and Diamond 1988; Linneman and Wachter 1989; Shelton 1968; Wachter and Megbolugbe 1992). The most likely reason is the transaction costs associated with both buying and selling real estate. Given a moderately appreciating housing market, it often takes three or more years of residence to reach the break-even point (Shelton 1968).

Finally, local market factors can influence the decision to buy. The availability of units suitable for owner occupancy, the average price of dwelling units, housing price inflation, and the relative cost of owning versus renting all have been found to affect home purchase decisions (Brown 1981; Carliner 1974; Henderson and Ioannides 1987; Linneman and Wachter 1989; Megbolugbe and Linneman 1993). Homeownership is more likely where there is a high proportion of owner-occupied units; greater supply creates a greater opportunity to own. Homeownership is lower in areas with high housing costs; although if an area is

¹ This preference is largely due to the amenities typically associated with single-family units—such as more interior space and a yard—and to the high proportion of single-family units that are for sale, not for rent. According to the 1991 American Housing Survey, 84.9 percent of all single-family units were owner-occupied (or vacant and for sale), while only 15.1 percent were renter-occupied (or vacant and for rent).

also experiencing rapid price appreciation, homeownership may be higher because people see an opportunity to make a good investment. Finally, homeownership is higher in areas where there is a smaller gap between the cost of owning and the cost of renting.

Thus, homeowners and renters are clearly different in their socioeconomic characteristics and mobility expectations, and local market conditions are important in determining who owns and who rents. Although many studies on the effects of homeownership statistically control for some of these differences, the influence of self-selection is impossible to rule out. That is to say, causal relationships between homeownership and either individual behaviors or indicators of neighborhood stability are impossible to establish with confidence.

Homeownership and property interests

The potential effects of homeownership on neighborhood stability are influenced by the different interests that owners, landlords, and renters have in residential property. Each of the three groups gains different advantages by owning or occupying residential property.

Property interests can be divided into two general categories: economic interests and use interests. Economic interests relate to the potential for financial gain and wealth accumulation. Use interests relate to the enjoyment, satisfaction, and other noneconomic benefits of residing in a particular house or apartment. These two categories of interests can be divided. Davis (1991), for example, identifies three economic interests (equity, liquidity, and legacy) and three use interests (security, amenity, and autonomy).

Homeowners, landlords, and renters have different combinations of interests in residential property. Unlike either renters or landlords, homeowners are generally interested in both economic and use interests; they hope to build wealth through property appreciation and also to enjoy and socially benefit from their residence. Landlords, particularly nonresident landlords, are generally interested in the economic return through present income or property appreciation. Renters are mainly interested in the use value of property; they are primarily concerned with the enjoyment and other noneconomic benefits of residing in a particular dwelling.

The interests of these three groups suggest and explain differences in the behavior of their members. Homeowners might be expected to be the most active in maintaining or improving neighborhood conditions because they will benefit both economically and socially if these activities are successful. Moreover, the use interests of homeowners mean that they sometimes take actions that are not economically rational. They may, for example, make improvements whose costs will not be recouped at the time of sale. Or they may fight gentrification, even though it is in their economic self-interest.

With fewer interests at stake, both landlords and tenants might be expected to be less active in maintenance and improvement. Landlords have economic interests, but their everyday domestic experiences may not be directly affected by the condition of their properties or the surrounding neighborhoods. Tenants have use interests in their dwelling units, but their economic well-being is not as obviously affected by declining conditions in the dwelling unit or neighborhood. Also, moving is relatively easy for tenants, although the loss of social networks and familiar surroundings should not be undervalued.

In the sections that follow, we assess the empirical support for the behaviors predicted by the domestic property interest analysis.

Homeownership, social participation, and sense of community

One way that homeownership may influence neighborhood stability is through homeowners' social participation in and attachment to the local community. To protect their use and economic interests, homeowners may be more likely to participate in local neighborhood organizations and to associate informally with local residents. Participation in local organizations should bolster their capacity to ward off outside threats by both public and private entities and inside threats such as poor property maintenance by individual property owners. In addition, frequent interaction with neighbors may keep homeowners up to date on threats to neighborhood stability and result in social pressure to maintain property at some minimum standard.

The economic and use interests of homeowners, and their tendency to move less often than renters, may also lead them to feel a greater sense of commitment to their local communities. According to Davis (1991, 87), "the relational advantages of

domestic property link together neighboring parcels and neighboring actors in a 'community of fate'. Those who have a stake in property have a stake in place as well." What evidence is there for these claims of greater social participation and commitment to the community?

The empirical evidence indicates that homeowners are indeed more likely than renters to participate in local organizations, even after controlling for income, education, and other socioeconomic characteristics (Ahlbrandt and Cunningham 1979; Baum and Kingston 1984; Cox 1982; Ditkovsky and van Vliet 1984; Fischer et al. 1977; Hunter 1975; Jeffers and Dobos 1984; Kingston, Thompson, and Eichar 1984; Lyons and Lowery 1989; Rohe and Stegman 1994; Saunders 1990; Steinberger 1981; Taub et al. 1977; Wandersman 1981). Only one of the studies reviewed failed to find a statistically significant association between homeownership and participation (Kingston, Thompson, and Eichar 1984). These studies also suggest that participation increases with age, education, income, and the perception of neighborhood problems (Cox and McCarthy 1980; Hunter 1975; Rohe and Stegman 1994; Taub et al. 1977; Tomeh 1973).

The weight of the evidence also supports an association between homeownership and informal participation, such as frequency of interactions with neighbors, although this evidence is not as extensive or consistent as it is for participation in local organizations. We found five studies that report a positive relationship between homeownership and informal social participation (Baba and Austin 1989; Baum and Kingston 1984; Fischer 1982; Hunter 1975; Jeffers and Dobos 1984), two studies that show no statistically significant relationship (Fischer et al. 1977; Taub et al. 1977), and two studies that show a negative relationship between homeownership and informal social interaction (Rohe and Stegman 1994; Saunders 1990). Of these last two studies, one was conducted in Britain and relied on bivariate analysis only, and the other involved a group of relatively new homeowners in central-city neighborhoods. Over a longer time, their informal social interactions may more closely resemble those found in the majority of studies, since length of residence is associated with the amount of informal interaction (Baba and Austin 1989; Fischer 1982; Jeffers and Dobos 1984; Kasarda and Janowitz 1974).

Also, considerable evidence supports a positive association between participation in local organizations and informal interaction, although the direction of this relationship is not clear

(Ahlbrandt and Cunningham 1979; Greensberg, Rohe, and Williams 1985; Hunter 1975; Jeffers and Dobos 1984; Kasarda and Janowitz 1974). These two activities probably have a reciprocal influence, with one type of involvement leading to increased involvement in the other.

Research on the relationship between homeownership and neighborhood commitment (as measured by questions about effective attachment to the area) is relatively sparse but does indicate that homeowners have a stronger commitment to their local area than renters do (Ahlbrandt and Cunningham 1979; Austin and Baba 1990; Fischer et al. 1977). In addition, participation in local organizations has been found to be associated with higher levels of neighborhood commitment (Ahlbrandt and Cunningham 1979; Babchuk and Edwards 1965; Litwak 1961; Podolefsky and DuBow 1980; Wandersman, Jakubs, and Giamartino 1981).

Homeownership, property maintenance, and demands on public and private organizations

There are a variety of reasons that homeowners might be expected to maintain their dwelling units at a higher standard than landlords and tenants (Galster 1987a). First, the condition and overall attractiveness of a dwelling unit, particularly if it is owned, reflects the householder's social status and personal characteristics. As Downs (1981, 466) notes, "since these [non-housing-related] status symbols are not recognized in our society, a household's place of residence becomes a central manifestation of social status." Renters can blame poor property maintenance on their landlords, but homeowners must assume full responsibility for the condition of their dwelling units.

Second, as noted above, homeowners have stronger social ties to their neighbors than either tenants or landlords do and are more likely to be subject to social pressure to maintain their properties at some minimum level. As noted by Taub, Taylor, and Dunham (1984, 127), "people's actions are not entirely independent of the social context. . . . Many people are socially pressured into upkeep spending because they do not want their home to be one of the worst looking on the block."

Third, homeowners are more likely than landlords to rely on their own labor in making home repairs and improvements. Thus, the out-of-pocket costs of these repairs and improvements are reduced.

Fourth, homeowners can accurately predict the kinds of repairs and improvements that will enhance their enjoyment of the property. Given limited experience with a unit and its occupants, a landlord may have a more difficult time predicting what repairs and improvements will be valued by the tenants.

Finally, for homeowners, the connection between the care of their dwelling unit and financial return upon termination of occupancy is more direct. The financial effect of poor care for tenants is typically limited to the amount of their security deposit; homeowners have no such upper limit.

Research consistently shows that homeowners are more likely than landlords to undertake repairs and that they spend more on them (Galster 1983, 1987a; Grigsby 1963; Mayer 1981; Peterson et al. 1973). The studies by Galster and by Mayer provide the most convincing evidence because they control for the characteristics of the occupants as well as the properties. Some studies also indicate that resident landlords maintain their properties at a higher level than absentee landlords (Mayer 1981; Schafer 1977). These results have led Galster (1987a, 1990), Grigsby (1963), and others to recommend increasing the rate of homeownership to improve housing conditions in lower income areas. Galster (1987a, 296), after considering the evidence from a two-city study, concludes with the following:

If nontrivial numbers of previously rented dwellings are converted to owner-occupancy in a given neighborhood, one can predict that the overall levels of upkeep in that area will be enhanced greatly. The expected impact likely is of a much larger degree than would ensue even from dramatic increases in resident socioeconomic status, optimistic neighborhood expectation, or neighborhood cohesiveness. . . . Indeed, expanding the number of homeowners appears to be the single most potent means for encouraging the upkeep of dwellings in a neighborhood. And the differences are even more dramatic when considering low-income occupants.

The literature on maintenance expenditures among homeowners indicates that they increase with local social involvement, income, family size, and confidence in the future of the neighborhood (Ahlbrandt and Cunningham 1979; Galster 1983, 1987a; Goetze 1979; Pedone, Remch, and Case 1980; Shear 1983; Varady 1986b; Winger 1973). Factors that have been found to decrease maintenance expenditures include longer length of

residence and increased concern about racial change in the neighborhood (Mendelson 1977; Shear 1983; Varady 1986b).

Turning to the relationship between homeownership and demands on public and private organizations, we have already seen that homeowners are more likely to participate in local organizations, which in turn are often involved in lobbying and other activities designed to protect the interests of local property owners (Henig 1982; Lyons and Lowery 1989; O'Brien 1975; Rohe and Gates 1985). Although these lobbying efforts are not always effective, the literature on neighborhood groups contains many examples of successful efforts to ward off proposed projects seen as detrimental to the interests of neighborhood residents (Rohe and Mouw 1991; Taub, Taylor, and Dunham 1984). Neighborhood groups have also banded together to form umbrella organizations at both local and national levels to advocate for changes in government policy and in the practices of financial institutions, real estate firms, insurance companies, and other organizations whose activities affect neighborhood conditions. At the national level, the Home Mortgage Disclosure Act and the Community Reinvestment Act are clear evidence of the effectiveness of low- and moderate-income neighborhood organizations in getting Congress to outlaw practices, such as redlining, that contribute to the decline of neighborhoods. At the local level, many communities have passed laws against blockbusting² and other practices that undermine the stability of neighborhoods.

Homeownership and residential satisfaction

Homeownership might also be expected to have both direct and indirect positive effects on residential satisfaction. Homeownership may directly improve satisfaction through the greater control that owners generally have over their dwelling units. They can alter their units to better suit their needs, and as long as they are current on their mortgage and taxes and are not in the way of a new road or other public project, they have security of occupancy. Homeownership may have an indirect effect through its impact on local social involvement and property maintenance. To what extent is there evidence in the empirical literature for a positive relationship between homeownership and residential satisfaction?

² Blockbusting is the practice of real estate agents' aggressively soliciting the listing of owned units by emphasizing impending racial change in an area and its likely negative impact on housing values. In response, some communities have outlawed door-to-door solicitation of house listings or the placement of "for sale" signs in yards.

Researchers typically distinguish between two types of residential satisfaction: satisfaction with the housing unit and satisfaction with the surrounding neighborhood. We will discuss the findings on each in turn.

The literature on the determinants of housing satisfaction consistently reports that owner-occupants are more satisfied than renters with their dwelling units. Moreover, this relationship holds when the influences of household, dwelling unit, and neighborhood characteristics are controlled for (Danes and Morris 1986; Galster and Hesser 1981; Kinsey and Lane 1983; Lam 1985; Lane and Kinsey 1980; Morris, Crull, and Winter 1976; Rent and Rent 1978; Taub, Taylor, and Dunham 1981; Varady 1983). The other factors that are positively associated with housing satisfaction are education (Danes and Morris 1986; Galster 1987b; Ha and Weber 1991; Lane and Kinsey 1980; Varady 1983), age or life cycle stage (Danes and Morris 1986; Galster 1987a, 1987b; Galster and Hesser 1981; Kinsey and Lane 1983; Lane and Kinsey 1980), the adequacy of space within the unit (Davis and Fine-Davis 1981; Galster 1987a, 1987b; Morris, Crull, and Winter 1976; Varady 1983), the physical condition of the unit (Galster and Hesser 1981; Kinsey and Lane 1983; Morris, Crull, and Winter 1976; Varady 1983), and satisfaction with the surrounding neighborhood (Davis and Fine-Davis 1981; Kinsey and Lane 1983; Morris, Crull, and Winter 1976; Rent and Rent 1978; Varady 1983). Blacks (Galster 1987a; Ha and Weber 1991; Kinsey and Lane 1983; Lane and Kinsey 1980; Varady 1983) and those who live in older units (Galster 1987a; Ha and Weber 1991; Kinsey and Lane 1983; Varady 1983) tend to be less satisfied with their units. The results concerning the effects of income and gender on housing satisfaction have been mixed (Galster 1987a; Kinsey and Lane 1983; Lane and Kinsey 1980; Morris, Crull, and Winter 1976; Varady 1983).

Although the results are not as extensive as they are for housing satisfaction, homeownership has also been found to be positively related to neighborhood satisfaction, even after controlling for a variety of other explanatory variables (Austin and Baba 1990; Baba and Austin 1989; Baldassare 1982; Fried 1982; Galster and Hesser 1981). Other major factors positively associated with neighborhood satisfaction are age or life cycle stage (Austin and Baba 1990; Baba and Austin 1989; Davis and Fine-Davis 1981; Galster 1987a), social interaction in the local area (Ahlbrandt and Cunningham 1979; Davis and Fine-Davis 1981; Galster 1987a; Ha and Weber 1991; Marans and Rodgers 1975; Miller et al. 1980), satisfaction with current house (Fried 1982; Galster and Hesser 1981; Ha and Weber 1991; Marans and Rodgers

1975), and proportion of homeowners in the area (Galster 1987a; Lee and Guest 1983; Varady 1986b). Factors that have been found to lower neighborhood satisfaction are perceived problems in the neighborhood (Ahlbrandt and Cunningham 1979; Davis and Fine-Davis 1981; Fried 1982; Galster and Hesser 1981; Marans and Rodgers 1975; Miller et al. 1980) and a racial mix in the neighborhood (Galster 1987a; Stipak and Hensler 1983). The research results concerning the effects of income, education, race, and length of tenure on neighborhood satisfaction show either no effect or an inconsistent effect (Ahlbrandt and Cunningham 1979; Austin and Baba 1990; Baba and Austin 1989; Davis and Fine-Davis 1981; Galster 1987a; Miller et al. 1980; Stipak and Hensler 1983).

Homeownership and residential mobility

Of all the relationships suggested in our model, the one between homeownership and mobility (length of tenure) has been the most frequently studied. Moreover, the collective findings of these studies are the most consistent and the strongest. All but one of the studies reviewed found that homeowners are much less likely to be planning a move or to have moved recently (Ahlbrandt and Cunningham 1979; Goodman 1974; Hamnett 1991; Hanushek and Quigley 1978; Meyer, Yeager, and Burayidi 1994; Newman and Duncan 1979; Quigley and Weinberg 1977; Roistacher 1974a; Rossi 1955; Speare 1974). This relationship holds even when socioeconomic differences between owners and renters are taken into account. The one study that found homeowners more likely to move than renters involved residents in central-city neighborhoods that were experiencing rapid racial transition (Varady 1986b).

Several factors account for the relative residential stability among homeowners. Because of the greater transaction costs associated with both buying and selling a unit, those who expect to stay in an area for only a short time normally choose to rent. In other words, it is mainly those who plan on staying for an extended period who buy, and in most cases their predictions are correct. As stated by Roistacher (1974a, 50), "the fact that a family owns a home is to a great extent a statement of its commitment to maintaining its present employment and housing for a long period of time; hence, homeownership may be viewed as the result of other forces which discourage mobility." Purchasing a home might be seen as a symbolic act announcing that a household is committed to remaining in a community for a long time. In addition, once a home is purchased, the transaction costs

associated with moving also act to discourage mobility, at least in the short run.

Beyond tenure status, residential mobility or mobility plans are also affected by a variety of socioeconomic, attitudinal, and neighborhood characteristics. Mobility is positively associated with household income (Goodman 1974; Hamnett 1991; Newman and Duncan 1979; Roistacher 1974a), change in income (Quigley and Weinberg 1977; Roistacher 1974a), household size (Roistacher 1974b; Rossi 1955), change in household size (Roistacher 1974a; Rossi 1955), and minority status (Goodman 1974; Varady 1986b). It is negatively associated with the age of the head of household (Ahlbrandt and Cunningham 1979; Goodman 1974; Murie 1991; Roistacher 1974a; Rossi 1955). In addition, dwelling unit crowding (Goodman 1974; Newman and Duncan 1979; Roistacher 1974a), dissatisfaction with the neighborhood (Ahlbrandt and Cunningham 1979; Galster 1987a; Rossi 1955; Varady 1986b), lack of confidence in the future of the neighborhood (Varady 1986a, 1986b), and neighborhood racial change (Varady 1986a, 1986b) have been found to foster mobility, while social involvement has been found to reduce it (Ahlbrandt and Cunningham 1979; Connerly 1986; Rossi 1955; Varady 1986b).

Homeownership and other measures of neighborhood stability

Evidence about the relationship between homeownership and other measures of neighborhood stability—including property values, physical conditions, and social conditions—is less extensive. We have been unable to find, for example, any direct test of the relationship between homeownership and property values. Nor have we found studies of the association between the proportion of owner-occupied units in a neighborhood and property values.

We have, however, presented substantial evidence that owner-occupants are more likely to invest in dwelling unit maintenance and improvements. This investment should be reflected in the values of individual properties. In analyzing Canadian data on maintenance expenditure and housing value, Chinloy (1980, 105) concludes that “[lack of] maintenance represents a large portion of observed gross depreciation.” Moreover, given the interdependence of property values in an area, we should also expect proper maintenance to have some positive cumulative influence on the values of all properties in the immediate vicinity. The effect of the homeownership rate in a neighborhood, however, may be

small compared with other factors that affect property values. The effects of major public projects (such as a new highway or passenger rail system), for example, may overwhelm any change from an increase or decrease in the homeownership rate. Clearly, more research is needed on the full set of factors that affect housing values.

Turning to the relationship between homeownership and physical conditions, we find that homeowners are more likely to invest in the upkeep and improvement of their properties and more likely to participate in neighborhood organizations. Thus, we anticipate that individual owner-occupied units are typically in better condition than rental units and that areas with a higher proportion of homeowners are in better condition overall than areas with a higher proportion of rental units. Two studies that included direct observation of dwelling unit conditions did find that owner-occupied dwellings were 10 to 15 percent less likely to have interior, exterior, or structural problems even after controlling for a host of occupant, structural, and neighborhood characteristics (Jeffers and Dobos 1984; Kasarda and Janowitz 1974). These two studies, however, compared a sample of the owner-occupied units in the study areas with all renter-occupied units in those areas. They did not look specifically at the condition of units owned by low-income households. Thus, these studies tell us little about the relative condition of homes owned by low-income households.

In fact, Doling (1986) studied the condition of housing units owned by low-income persons in Britain and concluded that “owner-occupied houses now account for the major share of the total national cost of outstanding repairs. . . . There are many owner occupiers who, whatever the punitive incentive for maintaining their house, simply do not have sufficient resources to do so” (p. 185). He criticized low-cost ownership initiatives for failing to account for the “running costs” associated with ownership. Great caution should be exercised in assuming that units owned by persons in all income categories are in better condition than those of comparable renters.

We have found no direct evidence, however, of an association between the proportion of homeowners in a neighborhood and the level of property upkeep by owner-occupants. That is, do homeowners who live in neighborhoods with a higher proportion of owner-occupants maintain their properties at a higher level? The two studies that have addressed this issue found no association between the proportion of homeowners in a neighborhood

and investment in property upkeep or property condition (Galster 1987a; Varady 1986b).

Given the greater participation of homeowners in local organizations, one might also expect the public areas to be better maintained in neighborhoods with a high proportion of homeowners. This assumes, however, that these local organizations can influence the actions of city officials; that they can positively affect street maintenance, park maintenance, sanitation, and other services provided by city agencies; or that they sponsor self-help activities that improve neighborhood conditions. Although the evidence is not extensive and is based largely on case studies, many neighborhood organizations do seem to be effective in influencing the quality of service delivery to their areas (Henig 1982; Knoke and Wood 1981; Rohe and Gates 1985; Schoenberg and Rosenbaum 1980).

One might expect that homeownership, by itself, would have little impact on neighborhood social conditions such as crime, teen pregnancy, and the school dropout rate. Studies of these problems have focused on the influence of income, race, family composition, and other socioeconomic variables and have largely ignored the possible influence of homeownership. One recent study, however, suggests that homeownership may affect these behaviors. Green and White (1994) used four different data sets to test the influence of homeownership on dropout rates, arrest rates, and teen pregnancy rates. After controlling for race, sex, income, education, family composition, employment, length of tenure, and housing quality, they found that children of homeowners in each of the samples were less likely than children of renters to drop out of school, be arrested, or become pregnant. The explanation for this, they suggest, is that the homeowners may acquire transferable skills developed through managing their home environments (performing maintenance and becoming involved in the community). Although these results are intriguing, more research is needed to verify and explain these findings.

Reciprocal impact of neighborhood stability

As suggested in our model, the relationship between homeownership and neighborhood stability is likely to be reciprocal. That is, living in a relatively stable neighborhood will further encourage participation in community organizations, local social interaction and attachment, property maintenance, neighborhood

satisfaction, and positive expectations about the future of the neighborhood.

Empirical literature on neighborhood stability and these attitudes and behaviors is scant, primarily because it is difficult to collect data sets that contain both individual and neighborhood variables. Some studies, however, do provide evidence for reciprocal effects of neighborhood stability. Those who live in areas with lower turnover rates, for example, have been found to be more satisfied with their neighborhoods, to have more local friendship ties, and to have greater confidence in the future of the area (Galster 1987a; Sampson 1988; Varady 1986b). They may not, however, be more likely to participate in local community organizations or engage in housing improvement efforts (Sampson 1988; Varady 1986b).

The physical condition of neighborhoods is also associated with important attitudes. With other factors held constant, those who live in areas with better maintained housing units are more likely to be satisfied with their neighborhoods (Galster 1987a). The research findings on the relationship between neighborhood housing conditions and upkeep and repair, however, are mixed. Although one study found a positive relationship between housing conditions and improvement expenditures (Boehm and Ihlenfeldt 1986), three others found no such relationship (Galster 1987a; McConney 1985; Varady 1986b).

Finally, the limited evidence on the relationship between repair activity and perceived positive changes in the market value of properties in the neighborhood is mixed. One study reported a positive relationship between anticipated market value increases and improvement plans (Ahlbrandt and Cunningham 1979), while another found no relationship between the perception of rising market values and actual repair activity (Varady 1986b).

Testing the model through an original empirical analysis

To test the findings from the literature review, we constructed a database on homeownership and neighborhoods using U.S. census data for 1980 and 1990 and developed two original empirical models of neighborhood stability.

Description of the data set

Tract-level data from the Census of Population and Housing (Summary Tape File 3A [STF3A]) form the basis of our analysis file. From among the numerous geographic levels of aggregation the Census Bureau computes, the census tract was selected as the best available proxy for a neighborhood because it is the closest in size to a neighborhood. Tracts typically have populations between 1,000 and 7,500.

To examine neighborhood characteristics at a given time (1990) as well as over time (1980 to 1990), we constructed an analysis file using data from both censuses. Problems arose where tract boundaries were altered between 1980 and 1990, because there is no straightforward way to discern the changes in other variables in these tracts. Tracts where boundary changes affected 1990 population counts by more than 2.5 percent were excluded from our sample.³

Recognizing that neighborhoods are influenced by the conditions in the cities around them, we also accessed census data for MSAs from Summary Tape File 3C on several of the same measures used at the tract level.

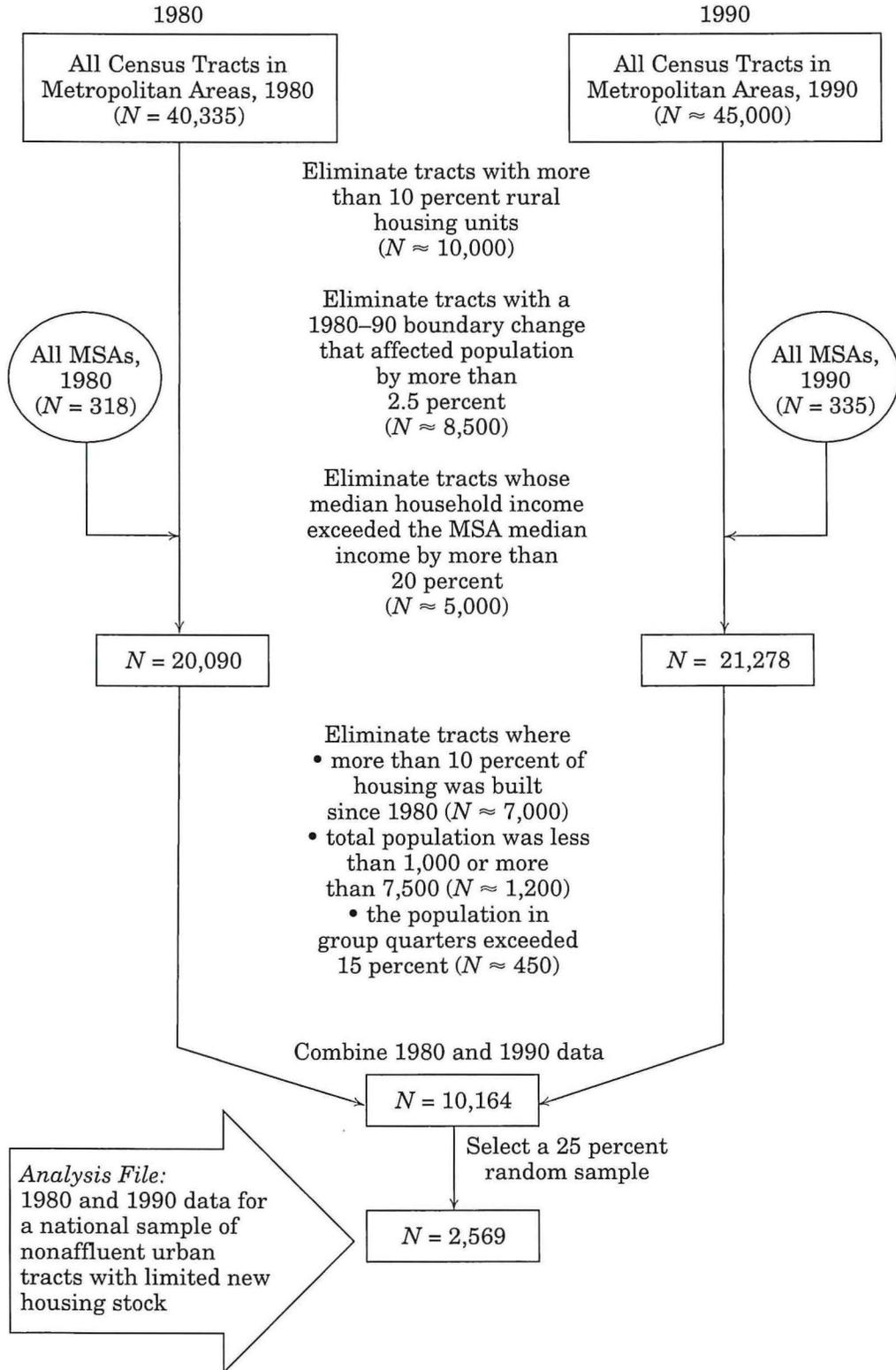
We identified and selected only nonaffluent urban neighborhoods (see figure 2), because these types of neighborhoods are of key policy interest to the U.S. Department of Housing and Urban Development and Fannie Mae. Our resulting analysis file contains 2,569 neighborhoods that (1) are located within the urbanized areas of cities across the United States, (2) are nonaffluent compared with their larger MSAs, (3) had limited growth in new housing stock between 1980 and 1990, and (4) have limited populations in group quarters such as nursing homes or prisons.

Measures of homeownership and neighborhood stability

Previous studies examined the determinants of homeownership, treating homeownership as an outcome. This analysis treats homeownership as a theoretical cause of neighborhood conditions. In the two models we present below, neighborhood stability is the outcome, or dependent variable, and homeownership is the key independent variable.

³ We identified these tracts with the Census Bureau's Topographically Integrated Geographic Encoding and Referencing (TIGER) System/Census Tract Comparability File for the Census of Population and Housing, 1990.

Figure 2. Analysis File Creation from U.S. Census Data



Homeownership rate is constructed for each census tract as follows:

$$\text{Homeownership rate} = \frac{(\text{owner-occupied housing units}) + (\text{vacant units for sale})}{(\text{occupied housing units}) + (\text{vacant units for sale or rent})}$$

This measure of ownership includes all owned properties in the neighborhood that are either occupied or vacant and on the market. The denominator excludes “other vacants” such as boarded-up properties.

Any of the measures of neighborhood stability described earlier would be interesting to examine. However, the two best measures of stability that can be constructed with census data are the length of tenure of the current householder and the property value of owner-occupied housing units.⁴ Therefore, we specified two models, each using one of these as the dependent variable.

In addition to the measures of homeownership and neighborhood stability, our models include several other independent variables as control variables. These are characteristics of the households, economy, and housing units that may also have effects on neighborhood stability, effects for which we want to control to isolate the effect of homeownership. The mix of control variables is slightly different for each model and is discussed separately below.

Model of homeownership’s effect on length of tenure

As the measure of length of tenure, we used the percentage of occupied units in the tract where the current householder had resided for five or more years,⁵ hypothesizing that neighborhoods where a high percentage of residents stay for that long would be more stable than neighborhoods where people move more often.⁶

⁴ The American Housing Survey (AHS) includes data that could be used to measure stability, but its geographic units of analysis (cities and 10-unit clusters) are not good approximations of a neighborhood. Only by linking AHS city or cluster data with census tract data could researchers access the AHS’s more qualitative data on neighborhood conditions.

⁵ Census data on length of tenure are in categories by the year the householder moved in, such as (in 1990) 1989 to March 1990, 1985 to 1988, and 1980 to 1984. These categories allow the construction of only a threshold measure of length of tenure, not a continuous measure such as mean length of tenure.

⁶ An alternative hypothesis is that length of tenure may work to the detriment of neighborhood conditions or vitality if residents stay a long time but do not keep up their properties. Length of tenure is thus an incomplete measure of neighborhood stability.

Because the length of tenure as of 1990 is the outcome of interest in this model, the causal factors (independent variables) should predate it. In other words, the decision to have stayed in one's current residence for five or more years by 1990 was influenced by household and housing characteristics that existed prior to that time. Therefore, we used 1980 values for each of our independent variables as potential predictors of the percentage of 1990 householders who stay at least five years. In addition to the key independent variable, which is the 1980 homeownership rate in the tract, the model includes several other variables to control for population and housing characteristics that may affect length of tenure.

First, we expect (in part from our review of the literature) that householders in the middle age range (30 to 61), when careers tend to stabilize, are likely to stay in one home longer than young adults and retirees. One control variable is thus the 1980 percentage of householders in the tract who are between the ages of 30 and 61.

Similarly, we expect that households with children, particularly school-age children, are more likely to stay in one home longer than those without children, provided the household does not run out of space. The 1980 percentage of households with children and the 1980 tract-level mean number of bedrooms per unit are included as covariates in predicting length of tenure.

Another characteristic expected to influence the mobility of households is income. While families of all incomes may tend to stay in one home longer during certain phases of their life cycle, those with higher incomes are in a better position to move if they choose to do so. Because mobility opportunities and patterns may differ among racial groups, we also included as a covariate the percentage of 1980 householders who are black.

In addition to the mean number of bedrooms, we included as covariates several other housing characteristics that may affect the length of tenure: the 1980 percentage of owner-occupied units that are condominiums, the 1980 vacancy rate, the percentage of 1980 housing units built before 1940, and the percentage of 1980 housing units without complete plumbing facilities.

To predict the effect of homeownership rate on length of tenure, controlling for the additional factors discussed above, we used an ordinary least squares (OLS) regression model and determined the means for each model variable (see table 1).

Table 1. Model of Homeownership's Effect on Length of Tenure, Parameter Estimates, 1980 to 1990

	Parameter Estimate	Significance	Mean Value
Homeownership ^a			
Percentage of housing units that are owner-occupied ^b	0.3634	0.0001	50.08
Control variables ^a			
Percentage of householders ages 30 to 61	0.7547	0.0001	34.50
Percentage of households with children	0.1407	0.0001	42.00
Percentage of householders who are black	0.0944	0.0001	24.18
Median household income in tract ^c	-0.000665	0.0001	\$14,563
Mean number of bedrooms per unit	3.795	0.0001	2.28
Percentage of housing units that are vacant	-0.4774	0.0001	6.15
Percentage of owner-occupied units that are condominiums	0.1437	0.0001	9.98
Percentage of occupied housing units built prior to 1940	-0.0147	0.3073	9.80
Percentage of housing units without complete plumbing	0.2296	0.0333	1.62
Intercept	2.070	0.2509	

Note: The dependent variable is the percentage of 1990 occupied housing units where the householder has resided for five or more years. Analysis of variance: Mean of dependent variable = 54.52 percent; $N = 2,442$; $F = 304.1$; probability $> F = 0.0001$; $R^2 = 0.5557$; adjusted $R^2 = 0.5538$.

^a 1980 data unless otherwise specified.

^b Includes units that are vacant and for sale.

^c 1979 data. Income data reported in each decennial census are annual figures for the previous full year.

Overall, this model explains more than half ($R^2 = 0.56$) of the variance in length of tenure. Clearly other factors, such as overall satisfaction with the neighborhood, neighborhood conditions (including crime), and the career situations of householders,

affect the decision to move, but these variables are not available in census data.

This model does provide some neighborhood-level evidence to corroborate the literature review finding at the individual level that homeowners tend to stay longer in one home than renters do, even after controlling for family life course and housing characteristics. The parameter estimate for the homeownership variable suggests that, holding all the other factors constant, a 10-percentage-point increase in owner-occupied housing units in a tract would be associated with a 3.6-percentage-point increase in households that stay in their homes for five or more years. The causal relationship between tenure and length of tenure is likely to work in both directions, however: Tracts where people stay longer also tend to be tracts where people buy homes.

As expected, the age of the householder and the presence of children also are positively associated with length of tenure. The prevalence of householders ages 30 to 61 has an especially strong relationship: For every 10-percentage-point increase in householders in this age group, tracts have about a 7.5-point increase in the percentage of householders who stay five or more years.

The model also suggests that black householders and households with lower incomes tend to have higher percentages who stay five or more years. Each \$10,000 increase in the median household income of the tract predicts a 6.7-point drop in the percentage of households that stay in their homes for five or more years. Presumably, households with higher incomes often move on to more expensive homes. The signs on the coefficients for the race and income covariates suggest that length of tenure sometimes reflects a lack of household mobility, not necessarily neighborhood stability.

The size of the housing unit, as expected, has a strong positive association with the length of tenure. The coefficient suggests that tracts where housing units have an average of three bedrooms might expect the percentage of their households that stay for five or more years to be 4 points higher than in tracts with an average of only two bedrooms per unit.

The model also suggests, as expected, that higher vacancy rates are a deterrent to remaining in a tract for a long time. The vacancy rate is our best available proxy measure for neighborhood housing conditions or markets. Again, however, the model does not establish the causal relationship: Tracts with a higher turnover rate may also have higher vacancy rates.

Other things being equal, tracts with condominiums in 1980 had greater proportions of householders who stayed at least five years. Tracts with condominiums tend to be concentrated in large cities with high home prices such as New York and San Francisco, where condominiums in 1980 were among the only affordable homes available to own. A higher proportion of residents in the tract may have stayed longer either because they could not afford to buy up or because they could not sell their condominiums after interest rates declined and made single-family starter homes more affordable.

The prevalence of older housing stock (built before 1940) in a tract might be expected to be a deterrent to longer tenure, but its effect is not statistically significant in our model. Similarly, though lack of plumbing facilities might be expected to prompt people to move, it shows a weakly significant positive association with length of tenure. Again, length of tenure may be reflecting the lack of mobility of persons living in substandard housing rather than being a complete and valid measure of neighborhood stability.

This model, though limited, does support the hypothesis that tracts where there are high proportions of homeowners and middle-aged householders with children tend to have higher proportions of people who stay in their homes longer. Tracts with high proportions of lower income, however, also have higher proportions of people who remain for five or more years, suggesting that some tracts' residents remain longer because of lack of mobility rather than commitment to the well-being of the neighborhood.

Model of homeownership's effect on property values

Recognizing the above limitations of length of tenure as a measure of neighborhood stability, we also developed a model using property value as the outcome measure. Like length of tenure, property values measure the desirability of a neighborhood, but they are a better indicator of the economic stability of neighborhoods.

The property value model is a longitudinal model of the effect of changes in homeownership rates on changes in property values over the 1980–90 period. The specific measure of property value we used as the dependent variable is the mean value of owner-occupied single-family dwelling units in the tract.⁷ The

⁷ The property value data on STF3A are limited to “specified” owner-occupied units, which exclude properties in multifamily dwelling units and those that share property with a commercial or medical office. Although the *median*

census data on property values are subject to some measurement error because values are estimated by property owners and may not coincide with appraised values.⁸ This bias may be especially important in cross-sectional models, but because it was used consistently in 1980 and 1990 it seems unlikely to affect change in value.⁹

Nearly all the tracts in our sample had some increase in single-family property values from 1980 to 1990. The mean and the median of the change in the property values of single-family owner-occupied units were \$50,915 and \$24,475, respectively. Changes in homeownership rates between 1980 and 1990, however, were small. The mean change in homeownership rate from 1980 to 1990 was -0.9 percent and the median was -1.06 percent. About 38 percent of tracts had an increase in homeownership from 1980 to 1990. Only 6 percent saw changes (up or down) of 10 percentage points or more in the proportion of homeowners in the tract. Thus, for most of our tracts the regression model estimates the effect of relatively small changes in the homeownership rate on changes in property values.

We constructed a cross-tabulation to examine the joint distribution of property value changes versus homeownership rate changes (see table 2). If the relationship were consistently positive, the distribution would be concentrated in the lower right and upper left cells of the table. There are clearly exceptions to this positive relationship.¹⁰

Moreover, evidence from our literature review suggests that changes in homeownership rates not only affect but also are

value of owner-occupied housing units is available for 1990, only the *mean* can be constructed from 1980 census data. For comparability, we used the mean for both years.

⁸ Nelson (1978) found that this error is relatively small. In a comparison of median owner estimates and those made by professional assessors in the Washington, DC, area, he found owner estimates were on average 3 to 6 percent higher. The simple correlation between the two estimates was 0.90.

⁹ In 1990 cross-sectional models run prior to developing the longitudinal model, we included a covariate for length of tenure, the same measure we used as the dependent variable in our first model: the percentage of 1990 housing units where the householder has lived there for five or more years. We expected (and found) that long-time residents may be lower estimators of the market value of their properties than those who bought them more recently.

¹⁰ In numerous early specifications of our regression model, both the 1980 homeownership rate and the 1980-90 change in homeownership rate showed a (sometimes significant) negative relationship with 1990 mean property values, 1980-90 changes in property values, and tract values relative to MSA values.

Table 2. Cross-Tabulation of Changes in Property Values by Changes in Homeownership Rate, 1980 to 1990

Change in Property Value	Change in Homeownership Rate (Percentage Points)				Total	Percent of Sample
	Dropped by > 3	Dropped by up to 3	Increased by up to 3	Increased by > 3		
Dropped or increased less than \$5,000	100	55	20	26	201	8
Increased \$5,000 to \$25,000	422	317	180	119	1,038	43
Increased \$25,000 to \$100,000	165	260	225	108	758	31
Increased more than \$100,000	72	123	107	130	432	18
Total	759	755	532	383	2,429	100
Percent of sample	31	31	22	16	100	

Source: STF3A data for selected census tracts.

affected by changes in property values. Neighborhoods with healthy property appreciation tend to attract more homeowners and perhaps also more rental conversions as landlords see a greater return in selling than in renting their property. Our primary independent variable and our dependent variable thus appear to be endogenously related, rendering OLS regression inadequate to estimate the relationship between them.¹¹ Therefore, we developed a two-stage least squares model that first predicts 1980–90 changes in homeownership rate using changes in property value as well as household and housing characteristics expected to influence homeownership rates.¹² The second stage of the model estimates the change in property value using

¹¹ A critical assumption of OLS is that the regressors are uncorrelated with the residual—or, in this case, that changes in homeownership are uncorrelated with the unexplained variance in property value changes. When an independent variable and the dependent variable are endogenously related (i.e., depend on each other), this assumption is violated and the OLS parameter estimates are biased and inconsistent.

¹² Specifically, the regressors for the first-stage equation included 1980 homeownership rate; median household income, 1979 and 1979–89 change; and 1980 value and 1980–90 change for proportion of housing units with one unit per dwelling, ratio of mean single-family property value to mean rent, proportion of housing units vacant, mean number of bedrooms per unit,

the predicted values of homeownership rate change from the first model rather than actual values.

To isolate the relationship of homeownership changes and property value changes, we included in our model a variety of control variables that we also expected to affect neighborhood property values. First, we included the 1980 homeownership rate and the 1980 mean property value as baseline measures.

Next, recognizing that neighborhood housing markets are influenced by market conditions in the larger urban areas, we included several covariates describing the economic conditions of the MSA where each tract is located: the 1980 single-family mean property value of the MSA and the 1980–90 change and the 1980 population of the MSA and the 1980–90 change. These variables attempt to control for local business cycle and market effects; for instance, tracts in cities with very high or rapidly increasing property values or with fast population growth may experience different change dynamics from tracts generally.¹³

Moreover, the model controls for several characteristics of tracts' households that may be related to property values. As an income measure we included the tract-level median household income relative to the MSA median, both the 1979–89 change measure and the 1979 value. To capture any differences in tract property values that may be associated with having a large elderly population, we included the 1980 percentage of householders age 62 or older as well as the change from 1980 to 1990. Change in value (as perceived by owners) may also be related to a tract's racial composition and change, measured here by the percentage of black householders in 1980 and the 1980–90 change. Another characteristic of households that may affect a tract's perceived property values is the householders' length of tenure; we included the percentage of householders who had lived in their unit five or more years in 1980, as well as the 1980–90 change in this percentage.

single-family mean property value of the MSA, homeownership rate of the MSA, population of the MSA, unemployment rate of the MSA, proportion of households with householder age 30 to 61, proportion of households with householder age 62 or older, proportion of householders who are married with children, and proportion of households with black householder. The R^2 for this first-stage equation is 0.43.

¹³ The inclusion of MSA-level variables in the model may result in some heteroskedasticity in the error terms, as the MSAs vary greatly in size. This is not likely to be a serious problem, however, since the differences in MSA size are not very large and the number of MSA-level variables in the model is small.

Finally, we included several covariates describing the housing stock of the tract in terms of supply, type, age, and size. The 1980 vacancy rate and 1980–90 change control for supply factors that might affect value. The percentage of units with a single dwelling (1980 and 1980–90 change) controls for the amount of and changes in single-family housing stock. The percentage of units built before 1940 and the average number of bedrooms per unit control in part for the age and size of the tract's housing stock.

Changes in homeownership rate do have a positive and significant relationship to changes in property values (see table 3). If all other variables could be held constant, each percentage point increase in the homeownership rate of a tract would yield about a \$1,600 increase in the property value of the average single-family home (which was \$42,529 in 1980) over a 10-year period. Since the majority of single-family properties are built for owner-occupants, however, changes in the percentage of single-family properties nearly always bring about changes in the homeownership rate. In effect, these variables are too highly correlated ($r = 0.70$) for their parameter estimates to be interpreted separately.

Rather, for every percentage point increase in the homeownership rate in a tract from 1980 to 1990, which often meant a corresponding unit increase in the percentage of single-family homes, the property value of an average single-family home increased by about \$800. A 10-percentage-point increase in the homeownership rate of a tract would be associated with about an \$8,000 increase in the mean single-family property value over a 10-year period.

This model suggests that current property owners will receive an added benefit whenever the homeownership rate in their neighborhood increases. The negative sign on the coefficient for change in single-family homes also suggests that homeownership programs need not focus entirely on single-family homes to increase the property values of the neighborhood.

The other variables whose relationships with property values are significant (at the 0.001 level) and the directions of the relationships (in parentheses) are property values in 1980 (+); the change in MSA-level values (+); the change in tract income relative to the MSA (+); the percentage of 1980 householders who had stayed in their unit five or more years (+) and the change in this percentage (+); the percentage of elderly residents (–); the

Table 3. Model of Homeownership's Effect on Property Values in Parameter Estimates from Two-Stage Least Squares Estimation, 1980 to 1990

	Parameter Estimate	Significance	Mean Value
Homeownership			
Change in percentage of housing units that are owned, 1980–90	1,641	0.0002	–0.996
Percentage of housing units that are owner-occupied, ^a 1980	–172.1	0.1549	52.46
Control variables			
Mean value of single-family, owner-occupied homes, 1980	1.184	0.0001	42,529
Mean value of single-family, owner-occupied homes in MSA, 1980	0.1764	0.0040	48,341
Change in mean value of single-family, owner-occupied homes in MSA, 1980–90	0.2768	0.0001	101,222
Population of MSA, 1980	–0.0004	0.5864	2,681,000
Change in population of MSA, 1980–90	–0.0012	0.0854	–1,654,000
Median household income in tract relative to MSA, 1979 ^b	201.4	0.0024	80.77
Change in median household income in tract relative to MSA, 1979–89 ^b	702.5	0.0001	–8.62
Percentage of householders age 62 or older, 1980	–523.0	0.0001	16.53
Change in percentage of householders age 62 or older, 1980–90	–356.6	0.1337	0.339
Percentage of householders who are black, 1980	–31.86	0.2491	22.91
Change in percentage of householders who are black, 1980–90	60.33	0.5163	3.22
Percentage of householders in unit five or more years, 1980	669.0	0.0001	53.39
Change in percentage of householders in unit five or more years, 1980–90	399.2	0.0003	1.158
Percentage of housing units with one unit per dwelling, 1980	–39.09	0.5373	57.01
Change in percentage of housing units with one unit per dwelling, 1980–90	–862.4	0.0001	1.186

Table 3. Model of Homeownership's Effect on Property Values in Parameter Estimates from Two-Stage Least Squares Estimation, 1980 to 1990 (continued)

	Parameter Estimate	Significance	Mean Value
Percentage of housing units that are vacant, 1980	240.9	0.1807	6.06
Change in percentage of housing units that are vacant, 1980–90	132.6	0.4261	2.01
Mean number of bedrooms per unit, 1980	-18,274	0.0001	2.31
Percentage of 1980 occupied housing units built prior to 1940	215.2	0.0001	43.10
Intercept	-28,618	0.0003	1.00

Note: The dependent variable is the 1980–90 change in the mean value of single-family, owner-occupied units in the tract. Analysis of variance: Mean of dependent variable = \$51,188; $N = 2,286$; $F = 349.3$; probability $> F = 0.0001$; $R^2 = 0.7641$; adjusted $R^2 = 0.7619$.

^a Includes units that are vacant and for sale.

^b Income data reported in each decennial census are annual figures for the previous full year.

percentage of pre-1940 housing in 1980 (+); and the mean number of bedrooms per unit (-).

As we hypothesized, tracts that enjoyed income growth relative to their MSAs experienced greater property value appreciation, as did tracts in MSAs that saw larger increases in value. Housing in tracts with higher 1980 values also tended to appreciate better. In addition, places where higher proportions of 1980 householders had stayed at least five years and where that proportion increased over time enjoyed greater value appreciation. Perhaps areas with longer householder tenure, and therefore less frequent turnover in the housing market, convey an image of stability and desirability that pushes up property values.

The direction of the other significant relationships requires further exploration to understand. For instance, tracts with a high proportion of elderly residents in 1980 tended to have lower value increases. Given the urban and nonaffluent nature of our sample, tracts with a preponderance of elderly residents are likely to be modest city neighborhoods where residents have lived for many years, not rural retirement havens for more affluent retirees. Property values may appreciate more slowly in these tracts partly because older residents have more difficulty with property maintenance.

We might expect tracts with substantial proportions of older housing stock to appreciate less rapidly; however, the simple relationship between value changes and proportions of pre-1940 housing is positive ($r = 0.11$). In nearly 40 percent of the tracts, the housing stock is relatively new, but other factors such as general economic downturn have held property value appreciation below average. These tracts are disproportionately located in Florida, Michigan, Oklahoma, and Texas. In addition, nearly 20 percent of the tracts with a high proportion of older housing experienced quite high value appreciation; these tend to be in Boston, New York City (and the surrounding areas of Connecticut and New Jersey), and the San Francisco Bay Area of California.

While values might be expected to rise with housing size, nearly 40 percent of the tracts are in areas that had higher than average (more than 2.31) bedrooms per unit in 1980 but where value increases between 1980 and 1990 were below average. Many urban tracts in the industrial belt states of Michigan, Ohio, Pennsylvania, and Wisconsin fit this pattern. Moreover, another 20 percent of the tracts had smaller than average units in 1980 but experienced higher than average increases in value. These tracts are concentrated in areas with very tight markets for starter homes, including Boston, New York City (and the surrounding areas of Connecticut and New Jersey), and the San Francisco Bay Area. For many of these tracts, in fact, increases in value may be a poor measure of neighborhood stability. Downs (1981) argues that healthy neighborhoods experience steady price appreciation and turnover, not dramatic shifts.

These patterns of appreciation between 1980 and 1990 are perhaps atypical of 10-year periods generally. The important point for interpreting the model is that it controls for these appreciation patterns by isolating the relationship of changes in homeownership and changes in value.

The change in homeownership rate was one of the strongest influences on change in property value; specifically, it ranked fourth in terms of standardized magnitude behind the change in MSA-level property values, 1980 property values at the tract level, and the change in tract-level household income relative to the MSA.¹⁴

¹⁴ The standardized coefficients are as follows: change in MSA-level mean property value, 0.505; 1980 mean tract value, 0.457; change in tract-level household income relative to MSA, 0.179; change in homeownership rate, 0.143.

Changes in homeownership are often assumed to be tied to changes in income, because of thresholds of home affordability. Most of the tracts where homeownership increased also had increases in median household income, but there are many exceptions (see table 4). About 38 percent of the tracts where homeownership increased by more than 3 percentage points from 1980 to 1990 had below-average increases (less than \$10,000) in median household income over that period.

Table 4. Cross-Tabulation of Changes in Homeownership Rate by Changes in Household Income, 1980 to 1990

Homeownership Rate (Percentage Points)	Change in Median Household Income				Total	Percent of Sample
	Under \$3,000	\$3,000 to \$9,999	\$10,000 to \$19,999	\$20,000 or More		
Dropped by more than 3	73	368	256	29	726	30
Dropped by up to 3	66	288	352	64	770	31
Increased by up to 3	53	171	266	67	557	23
Increased by more than 3	40	116	182	68	406	17
Total	232	943	1,056	228	2,459	100
Percent of sample	9	38	43	9	100	

Source: STF3A data for selected census tracts.

Note: Percentages may not add to 100 because of rounding.

Moreover, tracts with above-average growth (\$10,000 or more) in income account for 39 percent of the tracts where homeownership rates dropped by more than 3 percentage points, suggesting that high income growth occurs frequently in areas with rental growth as well. Although there is less coincidence of homeownership and income changes than we might have expected, increasing the homeownership rate in an area still may adversely affect or displace low-income tenants.

Conclusions

Our literature review provides substantial evidence that homeownership leads to greater neighborhood stability as measured by length of residence and property condition. Two processes seem to be at work. The first concerns the types of

households that are attracted to, and capable of affording, homeownership. These households tend to be higher income family households with older household heads. They anticipate staying in an area a longer time. Clearly, self-selection plays an important role in the stability of homeowners relative to renters.

The second process, however, seems to be related to the additional interests that homeowners have in their dwelling units and the transaction costs associated with buying and selling real estate. Studies that control for socioeconomic and other potentially important characteristics still find that homeowners are more likely to be stable, defined in terms of length of residence and property condition.

Homeowners, unlike renters and landlords, have both an economic and a use interest in their properties. This combination of interests seems to provide powerful incentives for owner-occupants to maintain their properties at a higher standard and to join organizations that protect the collective interests of homeowners in the area.

The owner-occupied dwelling unit has become a major source of wealth for many families, which they will work hard to protect. It has become an important indicator of status in our society and a visible indicator of success. It also offers greater control over one's living environment. A household's dwelling unit and neighborhood also provide important social and psychological benefits, which are closely guarded. Thus, threats to the condition of the house and the neighborhood may be interpreted as threats to the status and security of the occupants.

The original empirical analysis further supports an association between homeownership and neighborhood stability as defined by length of tenure. Census tracts with a higher proportion of homeowners have a lower turnover rate, even after controlling for family life course and housing characteristics. However, factors related to lack of mobility (especially income) also affect the length of tenure, and these may have mitigating effects on overall neighborhood health, especially in the long run. Householders without the means to make a move may also lack the resources to maintain their properties. The lack of turnover in an area may not translate into better property conditions.

The property value model suggests that changes in the homeownership rate in an area also have a positive association with changes in property values. After controlling for housing stock characteristics, household characteristics, and MSA-level

economic factors, a 5-percentage-point change in the homeownership rate of a tract would be associated with about a \$4,000 increase in mean single-family property value over a 10-year period. In terms of magnitude, initial property values and MSA-level changes in property values affect changes in tract property values much more than the homeownership rate does. Nonetheless, modest increases in homeownership rates, even in areas with a high proportion of multifamily dwelling units, may increase neighborhood property values over time.

The results of the literature review and analysis should not be interpreted as a condemnation of renters or of predominantly rental neighborhoods. Though higher rates of homeownership are associated with some measures of neighborhood stability, many predominantly rental neighborhoods are stable and attractive places to live. Not everyone is capable of owning a home, and others, for a variety of reasons, do not want to own. An adequate supply of affordable and attractive rental units and areas is needed. A major challenge, then, is to find ways to improve the stability of areas with a predominance of rental units without converting them to owner-occupied units.

An additional caveat is that increasing the proportion of homeowners in an area should not be seen as a magic elixir for neighborhood problems. First, as demonstrated in our empirical analysis, many other factors affect mobility and housing value. Second, the type of structures in the area and the amount of public subsidy restrict any increase in the proportion of homeowners in many urban areas. The homeownership rate may need to be increased by several percentage points to dramatically affect any measure of neighborhood stability. Third, even where there is an opportunity for a large increase in the homeownership rate in an area, such an increase may come at the expense of the original residents of the area. Thus, homeownership programs should focus on current renters who are both capable of and interested in buying a home. In this way, the neighborhood is stabilized but not at the expense of former low-income residents.

Housing policy makers and practitioners should exercise caution in qualifying home buyers, ensure that the units being sold are in good condition, and select neighborhoods that have a good chance of providing a livable environment. Encouraging families with highly variable or even flat income trajectories to purchase dwelling units is counterproductive: They are unlikely to be able to afford them over the long run. Encouraging low-income families to purchase units that they will not be able to maintain at a

reasonable standard is also harmful. In assessing the British experience with inner-city homeownership programs, Karn, Kemeny, and Williams (1985) described it as "the privatization of squalor." Certainly, we want to avoid this problem. Homeowners must be able to make repairs when needed. Finally, homeownership programs must be targeted to areas with a reasonable probability of stable or increasing property values and of positive social conditions. Encouraging households to buy in areas that are likely to continue to decline over time is unwise, if not unethical.

Future research needs

Because most research looks at middle- and upper-income homeowners, we do not know if low-income owners, particularly those with relatively small investments in their units, will behave in the same way with respect to maintenance, participation, and other actions as higher income homeowners do. Carefully designed longitudinal research is needed to assess how homeownership affects the relevant attitudes and behaviors of low-income owners. Their relative lack of income, for example, may depress the amount they can spend on repairs, and their units may be in greater disrepair. This, in fact, was the conclusion of a British study comparing the condition of owner-occupied dwellings and rental units with low-income occupants (Doling 1986).

The hedonic modeling literature has sought to both identify and quantify the effects of various housing characteristics on the price of housing. Although these models have included selected characteristics of the surrounding neighborhoods, such as the racial mix and the air pollution level, their developers ignored the potential effect of neighborhood tenure characteristics on housing prices (Anderson and Croker 1971; Freeman 1979; Kain and Quigley 1970; Muth and Goodman 1989; Quigley 1979). To further assess how tenure affects housing prices, future hedonic pricing studies should include the proportion of homeowners in the area as a predictor variable in their models.

In addition, there is very little literature on the relationship between homeownership and indicators of the social stability of an area. The recent study by Green and White (1994) showed surprisingly strong and consistent associations between owner occupancy and the incidence of several social problems. More research is needed to corroborate and explain the results of this study.

Another question worthy of further research attention is whether there is a threshold or tipping point associated with tenure as there is for the racial composition of households. Particularly in areas that are composed predominantly of single-family dwelling units, is there some percentage of rental units that will trigger the rapid conversion of most of the existing owner-occupied units to rental units? Is the percentage of rental units in an area seen as an indication that the neighborhood is going downhill, thus causing widespread conversion?

We also know very little about the process involved in the conversion of owner-occupied units to rental units. At what point do these units become attractive to investor-owners? What housing characteristics are associated with investor-ownership? What role do real estate agents play in this process?

In addition, our empirical analysis of census data raises questions that could be better answered through other sources of data. For instance, what do the National Board of Realtors data and the Fannie Mae–Freddie Mac data add to understanding the dynamics of actual property values at the neighborhood level? What do data on neighborhood conditions and neighborhood satisfaction (e.g., from the American Housing Survey) contribute to an understanding of neighborhood dynamics related to tenure? What do data about credit flows (e.g., from the Home Mortgage Disclosure Act data set) suggest about the effect of credit flows on neighborhood conditions, expectations, or stability?

Finally, from a policy standpoint, further research is needed on which actions of outsiders (including media portrayals, public policy programs, and credit flows) are most effective in changing neighborhood conditions or expectations.

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From: Frank Walsh <walsh@meridian.mi.us>
Sent: Friday, December 18, 2020 9:50 PM
To: Township Board <Townshipboard@meridian.mi.us>
Subject: Fwd: Thank you!!

Nice note.....

Sent from my iPhone

Begin forwarded message:

From: "ronstyka@gmail.com" <ronstyka@gmail.com>
Date: December 18, 2020 at 4:53:11 PM EST
To: KATHLEEN VEITH <kathleen8and10@gmail.com>
Cc: Frank Walsh <walsh@meridian.mi.us>
Subject: Re: Thank you!!

And thank you for the nice note & your support of the township & its programs.
The Marketplace is a gem.
Ron Styka
Supervisor

Sent from my iPhone

On Dec 18, 2020, at 1:21 PM, Meridian Township, MI <meridian-mi@enotify.visioninternet.com> wrote:

Message submitted from the <Meridian Township, MI> website.

Site Visitor Name: KATHLEEN VEITH
Site Visitor Email: kathleen8and10@gmail.com

My husband and I just explored your Marketplace on the Green for the first time and what a treasure it is! I have long loved all the well maintained running trails in the township but your newest addition is top notch!

You guys had many good ideas but our favorite was providing those HIGH TABLES! What fun that is! And with Covid still very much a factor, how lovely to have an OUTDOOR space to meet, socially distanced!, that is so awesome.

Thanks for spending our taxes so very well.
Gratefully,
Kathleen Veith
Okemos



**CONSENT AGENDA
PROPOSED BOARD MINUTES
January 5, 2021**

PROPOSED MOTION:

- (1) Move to approve and ratify the minutes of the Virtual Special Meeting of November 23, 2020, the Virtual Regular Meeting of December 8, 2020 and the Virtual Special Meeting of December 18, 2020 as submitted.**

ALTERNATE MOTION:

- (1) Move to approve and ratify the minutes of the Virtual Special Meeting of November 23, 2020, the Virtual Regular Meeting of December 8, 2020 and the Virtual Special Meeting of December 18, 2020 with the following amendment(s):**

[insert amendments]

CHARTER TOWNSHIP OF MERIDIAN
TOWNSHIP BOARD VIRTUAL REGULAR MEETING **-DRAFT-**
5151 Marsh Road, Okemos MI 48864-1198
517-349-1232, Special Meeting via Zoom
TUESDAY, NOVEMBER 23, 2020 6:00 pm

PRESENT: Supervisor Styka, Clerk Guthrie, Treasurer Deschaine, Trustees Jackson, Opsommer, Sundland, Wisinski

ABSENT: None

STAFF: Township Manager Walsh, Director of Public Works Perry, Fire Chief Hamel, Police Chief Plaga, Community Planning Director Kieselbach, Information Technology Director Gebes, Parks and Recreation Director Maisner, Finance Director Mattison, Human Resources Director Tithof, Economic Development and Neighborhoods Director Clark, Communications Manager Yates

1. CALL MEETING TO ORDER

Supervisor Styka called the meeting to order at 6:00 pm and welcomed new board member Clerk Guthrie.

2. PLEDGE OF ALLEGIANCE/INTRODUCTIONS

Supervisor Styka led the Pledge of Allegiance.

3. ROLL CALL

Clerk Guthrie called the roll of the Board.

4. CITIZENS ADDRESS AGENDA ITEMS AND NON-AGENDA ITEMS

Supervisor Styka opened public remarks at 6:03 pm.

No comment

Supervisor Styka closed public remarks at 6:04 pm.

5. APPROVAL OF AGENDA

Trustee Wisinski moved to add a discussion item to authorize Manager Walsh and Communications Department to issue a media advisory to support Governor Whitmer's Department of Health and Human Services and Ingham County Health Department recommended response to the increase in COVID cases and deaths.

Manager Walsh replied he recommended it be an agenda item.

Trustee Jackson moved to approve the Agenda as modified. Seconded by Treasurer Deschaine.

ROLL CALL VOTE: YEAS: Supervisor Styka, Clerk Guthrie, Treasurer Deschaine, Trustees Jackson, Opsommer, Sundland, Wisinski

NAYS: None

Motion carried: 7- 0

6. BOARD DISCUSSION ITEMS

A. 2020 Action Plan Review

Manager Walsh reviewed the 2020 Action Plan (10 Goals) and the accomplishments.

Discussion:

- Asked for before and after statics to the Pavement Surface Evaluation and Ratings (PASER) of the Roads; current graph only illustrates achieving an 8 rating beginning when the road millage was passed
- Outlined the actions the Township took to address the Pandemic, sending staff home to work when possible but with a need to have staff on site was able to address the safety needs of staff and residents and acknowledged these issues will continue into 2021
- Director Perry reported the crack seal that was placed on the roads should extend the its road life by at least five years but depends on the amount of traffic on the road and the need to use the PASER Ratings for the roads
- Director Perry summarized the proposed use of asphalt millings to upgrade the service drive into the recycling site. He stated a good example is the Towner Road Park axillary parking area.
- Although the replacement of the Okemos Road Bridge and work on Okemos Road are County projects, Director Perry reported the new timeline for these projects are 2022. Although funding will be available in 2021, the County does not want to start construction until spring 2022. The construction will be over a six or more month period.
- Township Manager Walsh stated with respect to diversity, equity and inclusion and the question of the functionality of the restrooms in the Municipal Building such as including a toe kick, those items are on the table for discussion by the group to assist in making the Township welcoming by all.
- Township Manager stated the unfunded liability is in three sections: retiree health care, Township pension and MERS pension. With respect to retiree health care, the Township is doing well at the 91% funding level. The Township Pension Fund is at 90% funded. In the MERS Pension Funds, the Township is at the 62-63% funding level but would like to get it up into the higher 67-69% funding level. Additional payments can be discussed during the budget process.

B. 2020 Department Year End Review

Manager Walsh summarized the 2020 Department Year End Review

C. 2021 M-Team Department Plan

Manager Walsh outlined the 2021 M-Team Department Plan

D. Develop 2021 Action Plan

Discussion:

- Language change to wording used in 2020 as it pertains to sustainable of solar energy
- Suggested tying adoption of revised sign ordinance with updating the township signage (with branding efforts and wayfinding signage); suggested looking at sign ordinance especially as it pertains to the new CATA advertising policy and restrictions to businesses; propose to have it as a future agenda discussion item for study session and not incorporate into the goals
- Include measuring the solar goal with a matrix
- Suggested looking at offering free or at a reduced rate broadband for the low income families
- Suggested looking at entire sustainability plan, not just solar energy but also transportation, water management especially the wetlands; Environmental Commission is developing green infrastructure issues to the Township Board
- Suggested adding to Goal C, Diversity, Equity and Inclusion, to be more specific: to develop a plan to broaden our opportunities for enhanced DEI with specific goals, objectives, outcomes and objectives
- Suggested bringing in competition such as with fiber optics; would like to see more than Comcast offered in the community; DTN developed their own fiber optic company; need community-wide broadband but it is expensive
- Suggested adding 2020 Goal D in with the 2021 Goals: “fulfill our promises made to voters in 2017 by allocating enhanced pension payments to MERS, maintaining 73 emergency responders and submitted our purchase order for a new ladder truck”; have ordered the ladder truck but need to track the other promises
- Suggested combining proposed Goal A with proposed Goal I to keep the goal number to ten
- Suggested replacing “allow” with “facilitate” in Goal F; the Communications Commission can assist with development of a plan
- Suggested looking at how the City of Marshall operates their broadband as a utility and Marshall is already looking to expand their coverage area to cover the townships in their area and Linden Township passed a millage to build out their broadband
- Suggested including accessibility in Goal C and question how accessible the Township is such as with restrooms, drop boxes, wayfinding signage, etc., need to address both physically and digitally; this is included under “equity”
- Suggested the need to revisit the Pathway Master Plan; suggested adding to Goal G “and review the Pathway Master Plan”

- E. Authorize Manager Walsh and Communications Department to issue a media advisory to support Governor Whitmer’s Department of Health and Human Services and Ingham County Health Department recommended response to the increase in COVID cases and deaths

Trustee Wisinski summarized the new COVID cases and deaths in the State and stated we all need to do our part to continue to protect each other. The Township has created a task force, secured personal protective equipment, required masks in public buildings, installed pods for payment access to limit access into the Township building, developing flexible work schedules, closed the buildings when necessary, increased the CARES funding, implemented the CARES hotline, implement water shutoff and utility payment delay, and issued grants to small businesses. She is suggesting to advise Township residents to support the following of State and County health directives.

Township Manager Walsh stated he is willing to create a media advisory but asked if the Board would like included that the Township Board strongly supports the State and Governor in their efforts and list what the Township has done to support them or just list what the Township has done.

Discussion:

- Suggested listing what the executive orders entail, list out what the health departments are recommending at this time and what the Township is doing to address these steps by the public health departments; with additional lock downs, may need to look at additional business grants

Treasurer Deschaine moved to suspend the rules and to adopt a motion to support the orders of the State and County Health Directors with regard to the Pandemic. Seconded by Trustee Jackson.

ROLL CALL VOTE: YEAS: Clerk Guthrie, Treasurer Deschaine, Trustees Jackson, Opsommer, Sundland, Wisinski, Supervisor Styka

NAYS: None

Motion carried: 7- 0

7. COMMENTS FROM THE PUBLIC

Supervisor Styka Opened Public Remarks at 7:47 pm.

None

Supervisor Styka Closed Public Remarks at 7:49 pm.

8. OTHER MATTERS AND BOARD MEMBER COMMENTS

Treasurer Deschaine stated during the summer, inside foot traffic was reduced by 90% due to the office pods. Due to the winter months beginning December 1, residents will be coming by to pay their tax payments. The drop boxes will be available and if you want a receipt mailed to you, check the box. The Town Hall Room has been set up if a resident needs to come into the building with their payment.

IT Director Gebes reported approximately 50 employees are using the “logmein” accounts to work from remote locations. His department is still working out details with the telephones including call forwarding and other hardware configurations. Staff is excited about the projects to make the workforce more flexible.

9. CLOSED SESSION

- A. Township Manager Annual Performance Review-Motion to go into a closed session to discuss the Township Manager’s annual performance review under MCL 15.268(a), based on the Township Manager’s request for a closed meeting. (This motion requires a simple majority roll call vote.)

Trustee Opsommer moved to go into closed session to discuss the Township Manager's annual performance review under MCL 15.268(a), based on the Township Manager's request for a closed meeting. Seconded by Trustee Jackson.

ROLL CALL VOTE: YEAS: Treasurer Deschaine, Trustees Jackson, Opsommer, Sundland, Wisinski, Supervisor Styka, Clerk Guthrie

NAYS:

Motion carried: 7 - 0

Supervisor Styka moved the meeting into closed session at 7:50 pm.

Trustee Jackson moved to return the meeting to open session. Seconded by Trustee Opsommer.

VOICE VOTE: Motion carried: 7 - 0

Supervisor Styka moved the meeting back into open session at 8:45 pm.

10. ADJOURNMENT

Trustee Jackson moved to adjourn the meeting. Seconded by Trustee Opsommer

VOICE VOTE: Motion carried: 7-0

Supervisor Styka adjourned the meeting at 8:46 pm.

RONALD J. STYKA,
TOWNSHIP SUPERVISOR

DEBORAH GUTHRIE,
TOWNSHIP CLERK

CHARTER TOWNSHIP OF MERIDIAN
TOWNSHIP BOARD VIRTUAL REGULAR MEETING **-DRAFT-**
5151 Marsh Road, Okemos MI 48864-1198
517-349-1232, Virtual Meeting via Zoom
TUESDAY, DECEMBER 8, 2020 **6:00 pm.**

PRESENT: Supervisor Styka, Clerk Guthrie, Treasurer Deschaine, Trustees Jackson, Opsommer, Sundland

ABSENT: Trustee Wisinski

STAFF: Township Manager Walsh, Director of Public Works Perry, Fire Chief Hamel, Police Chief Plaga, Community Planning Director Kieselbach, Information Technology Director Gebes, Parks and Recreation Director Maisner, Finance Director Mattison, Human Resources Director Tithof, Economic Development and Neighborhoods Director Clark, Communications Manager Yates, Principal Planner Menser

1. CALL MEETING TO ORDER

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

2. PLEDGE OF ALLEGIANCE/INTRODUCTIONS

Supervisor Styka led the Pledge of Allegiance.

3. ROLL CALL

Clerk Guthrie called the roll of the Board.

4. PRESENTATIONS

- A. 2021 Township Goals and Action Plan Presentation – Manager Walsh outlined the 2021 Township Goals and Action Plan
- B. 2021 Township Local Road Plan – Director Perry outlined the 2021 Township Local Road Plan
- C. Introduction of New Firefighter - Fire Chief Hamel introduced Firefighter Angela Kohls
- D. Woodward Way Tax Credit from MSHDA – Craig Patterson, Woda Cooper Companies, Inc. outlined the project for Woodward Way and the MSHDA funding they anticipate to receive for the project. Depending on the issuance of permits, they expect to break ground in April. Site construction should be completed within ten months and the total investment is \$11.3 million dollars.

5. CITIZENS ADDRESS AGENDA ITEMS AND NON-AGENDA ITEMS

Supervisor Styka opened public remarks at 6:28 pm.

Charles (Chuck) Holman, 1317 Coolidge Road, Vice President DTN Management, spoke in support of Rezoning #20050 (DTN 2013 LLC) and outlined the conditions of the request.

Raji Uppal, 6133 Cottage Drive, Haslett, Principal DTN Management, spoke in support of Rezoning #20050 (DTN 2013 LLC).

David Pierson, McClelland & Anderson LLP, 1142 S. Washington, Lansing, spoke in support of Rezoning #20050 (DTN 2013 LLC).

Charles Cotz, 1282 Silverwood Drive, spoke in opposition to Rezoning #20050 (DTN 2013 LLC) and suggest the parcel be placed into the land bank.

Supervisor Styka closed public remarks at 6:42 pm.

6. TOWNSHIP MANAGER REPORT

Manager Walsh reported

- Deer Management Program – 149 deer have been harvested; the Township has approval to expand the program in January with a specialized culling by the Police Department; the program goal is 300
- Marketplace on the Green received a design award from MParks
- Ladder Truck – Township is reviewing the agreement with the company prior to completing the purchase
- Citizen Survey – it has been three years since the last survey; he asked the Board to consider how to proceed with this project
- Working with Finance Department on the payroll reimbursement for the public safety equipment through the Treasury Department through CARES; he thanked Trustee Opsommer, Chief Hamel and Director Mattison for their work on this request
- Annual Report will be available on January 29
- Reopening of facilities – a hybrid approach to reopening is in place; a greeter is available at the door to direct the residents who are entering the Township Building; if a resident requires assistance, the resident is directed into the Town Hall Room where the resident will be met by an employee; masks are required; employees have their temperatures taken upon entrance for the work day; he thanked staff for setting up the interaction places in the Town Hall Room
- Director Perry has been nominated for the top assistant manager position for the State of Michigan; he is one of two finalists
- Through the Parks and Recreation Department, the Township has received an acknowledgement of the \$127,500 acquisition grant award from the DNR toward the purchase of the property on Okemos Road; this development will assist with the MSU/Lake Lansing pathway connector project.

7. BOARD MEMBER REPORTS AND ANNOUNCEMENTS

Treasurer Deschaine

- Attended the EDC meeting on December 3; received an update from the Meridian Mall
- Tax notices were mailed out to residents and/or mortgage companies on November 30
- Thanked the public for dropping off tax payments and having their receipt mailed to them; resident traffic for tax payments is down 95%; the residents who come in are directed into the Town Hall Room and are greeted by an employee to process their payment

Clerk Guthrie

- An Election Audit will be performed on December 9 on Precinct 6; this is a standard practice after than election
- Attending Elected Officials Training on December 9

Trustee Jackson

- Attend the Tri-County Regional Planning Commission Traffic Meeting on December 1 sponsored by MDOT
- Attended LEAP Board Meeting on December 8; received a report on their 2020 successes and reviewed the economic outlook for 2021 and 2022

Trustee Opsommer

- The CATA Board approved the advertising policy; the next step will be to reach out to jurisdictions on their right-of-way signage requirements and work with those jurisdictions to adopt changes to their sign ordinances if necessary

8. APPROVAL OF AGENDA

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

ROLL CALL VOTE: YEAS: Supervisor Styka, Clerk Guthrie, Treasurer Deschaine, Trustees Opsommer, Sundland, Jackson

NAYS: None

Motion carried: 6-0

Trustee Jackson left the meeting due to technical difficulties.

9. CONSENT AGENDA

Supervisor Styka reviewed the consent agenda.

Trustee Opsommer moved to adopt the Consent Agenda as presented. Seconded by Treasurer Deschaine

ROLL CALL VOTE: YEAS: Clerk Guthrie, Treasurer Deschaine, Trustees Opsommer, Sundland, Supervisor Styka

NAYS: None

Motion carried: 5-0

A. Communications

Trustee Opsommer moved that the communications be received and placed on file and any communications not already assigned for disposition be referred to the Township Manager or Supervisor for follow-up. Seconded by Treasurer Deschaine

ROLL CALL VOTE: YEAS: Clerk Guthrie, Treasurer Deschaine, Trustees Opsommer, Sundland, Supervisor Styka

NAYS: None

Motion carried: 5-0

B. Approval of Minutes – November 17, 2020 Virtual Regular Meeting

Trustee Opsommer moved to approve and ratify the minutes of the October 20, 2020 Virtual Regular Meeting, as submitted. Seconded by Treasurer Deschaine

ROLL CALL VOTE: YEAS: Clerk Guthrie, Treasurer Deschaine, Trustees Opsommer, Sundland, Supervisor Styka

NAYS: None

Motion carried: 5-0

C. Bills

Trustee Opsommer moved to approve that the Township Board approve the Manager’s Bills as follows: Seconded by Treasurer Deschaine

Common Cash	\$	503,211.41
Public Works	\$	600,745.29
Trust & Agency	\$	<u>1,758.91</u>
Total Checks	\$	1,105,715.61
Credit Card Transactions	\$	9,955.45
11/11/2020-12/2/2020		
Total Purchases	\$	<u>1,115,671.06</u>
ACH Payments	\$	<u>796,720.36</u>

ROLL CALL VOTE: YEAS: Clerk Guthrie, Treasurer Deschaine, Trustees Opsommer, Sundland, Supervisor Styka

NAYS: None

Motion carried: 5-0

D. 2021 Proposed Non-Union Wage Schedule

Trustee Opsommer moved to approve the 2021 Non-Union Wage Schedule, with a 2% wage adjustment, as presented. Seconded by Treasurer Deschaine.

ROLL CALL VOTE: YEAS: Clerk Guthrie, Treasurer Deschaine, Trustees Opsommer, Sundland, Supervisor Styka

NAYS: None

Motion carried: 5-0

10. QUESTIONS FOR THE ATTORNEY – NONE

Supervisor Styka stated he has reviewed the option of continuing to meet virtually with the attorney and with the provisions in the new law, he plans to continue meeting virtually after the first of the year.

11. HEARINGS

A. Commercial Planned Unit Development #20-13024 (Meridian Mall Limited Partnership)

Principal Planner Menser outlined Commercial Planned Unit Development #20-13024 (Meridian Mall Limited Partnership).

Supervisor Styka called the public hearing to order at 6:57 pm.

Bill McConnell, 4376 Manitou Drive, Okemos, voiced concern about the proposed bankruptcy of the Meridian Mall and installing the proposed bank in the green space in front of the Mall. He stated this project does not meet the shared vision for the proposed corridor development.

David Neuhoff, 212 Shadyridge Lane, Chattanooga, TN, applicant, spoke on behalf of the project. They are trying to add commerce along Grand River and redevelop the property.

Jeff Kyes, KEBS Inc., 2116 Haslett Road, Haslett, stated this redevelopment project was discussed during the Marketplace on the Green project. They have met with parties on the proposal and he would be available for questions.

Supervisor Styka closed the public hearing at 7:05 pm.

12. ACTION ITEMS

A. 1. Board and Commission Re-Appointments and Appointments

Trustee Opsommer moved to adopt Supervisor Styka's recommended appointments and re-appointments as presented on Agenda Item #12A. Seconded by Treasurer Deschaine.

Discussion:

- Volunteers were thanked for serving on the boards and commissions and for accepting appointments to openings on boards and commissions

ROLL CALL VOTE: YEAS: Treasurer Deschaine, Trustees Opsommer, Sundland, Supervisor Styka, Clerk Guthrie

NAYS: None

Motion carried: 5-0

Discussion:

- Manager Walsh stated the Township was not able to honor the 120 volunteers this year and staff suggested to give out a mask with the Township logo on it. He thanked Communications Manager Yates and the Communications Department for working on this project and Police Chief Plaga offer to have each mask delivered to the volunteers

2. Board and Commission Appointments

Discussion:

Suggested this topic be tabled until the first meeting in January
Asked if everyone has offered input on the appointments

Trustee Opsommer moved to table this item. Seconded by Treasurer Deschaine.

VOICE/HAND VOTE: Motion carried 5-0.

Trustee Jackson returned to the meeting

B. 4th Quarter Budget Amendments

Director Mattison outlined the 4th Quarter Budget Amendments.

Manager Walsh stated the Fund Balance at December 31, 2020 of \$8,404,229 includes \$700,000 assigned or earmarked for the Meridian Redevelopment Fund. This would leave a Fund Balance unassigned of approximately \$7.7 million.

Treasurer Deschaine moved to approve the 4th Quarter 2020 Budget Amendments with an increase in budgeted Fund Balance for the General Fund in the Amount of \$133,500 which projects a use of Fund Balance of \$2,088,190. Based on 2019 results, the projected Fund Balance at December 31, 2020 will be \$8,404,229. Seconded by Treasurer Deschaine.

Discussion:

- The increase in legal fees are due to labor issues, tax appeals, Walnut Hills demolition issue, Brownfield issues, etc.
- Did use some of the Fund Balance to fill in with COVID Business Grants and suggested the Board may want to look at offering again once the new round of grants have been awarded
- With respect to the payroll adjustment to the public safety lines was due to staffing levels; both departments are actively recruiting and a couple of new hires will be on board soon

ROLL CALL VOTE: YEAS: Trustees Opsommer, Sundland, Supervisor Styka, Clerk Guthrie, Treasurer Deschaine, Trustee Jackson

NAYS: None

Motion carried: 6-0

C. Loan Transfer from General Fund to Parks Fund

Director Maisner outlined the short-term loan from the General Fund to the Park Millage.

Director Mattison reported \$150,000 of the grant reimbursement funds were received today. This is a short-term loan because of a timing issue. This will avoid a deficit at the end of the year.

Treasurer Deschaine move to transfer up to \$700,000 to the Park Millage Fund from the General Fund to cover a temporary budget shortfall in 2020 due to delayed grant reimbursements totally \$522,500 and additional expenses associated with construction of Marketplace on the Green, these funds will be returned to the General Fund in the First

Quarter of 2021. Seconded by Trustee Jackson

Discussion:

- Park Commission, Director Maisner and staff were thanked for applying and receiving the grants that assisted with stretching the Park Millage funds
- Thanked residents for passing the Park Millage to allow for these park developments

ROLL CALL VOTE: YEAS: Trustees Jackson, Opsommer, Sundland, Supervisor Styka, Clerk Guthrie, Treasurer Deschaine,

NAYS: None

Motion carried: 6-0

D. 2021 Township Goals and Action Plan

Trustee Sundland move to adopt the attached 2021 Meridian Township Action Plan. Seconded by Trustee Jackson

Discussion:

- These are important, thoughtful, meaningful, and measureable goals
- There are new goals to find ways to expand broadband in the Township and upgrade and redesign of the communication portal
- Summarized the Sustainability Plan goal of 100% renewable energy use for Township facilities by 2035

ROLL CALL VOTE: YEAS: Trustees Opsommer, Sundland, Supervisor Styka, Clerk Guthrie, Treasurer Deschaine, Trustee Jackson

NAYS: None

Motion carried: 6-0

E. 2020 Township Manager Performance Review

Supervisor Styka summarized the performance review for Township Manager Walsh.

Treasurer Deschaine move to approve the 2020 Township Manager's performance review as presented. The review document shall be forwarded to the Human Resource Office for proper filing. Seconded by Trustee Jackson

Discussion:

- Appreciate Manager Walsh's work through this Pandemic
- Appreciate how Manager Walsh can illustrate how the Township ranks compared to other communities in the State

ROLL CALL VOTE: YEAS: Trustee Sundland, Supervisor Styka, Clerk Guthrie, Treasurer Deschaine, Trustees Jackson, Opsommer

NAYS: None

Motion carried: 6-0

Manager Walsh thanked his team for their work and leadership in the community.

F. Township Manager Employment Agreement

Trustee Opsommer move to approve extending the Township Manager's contract as presented on Tuesday evening. Seconded by Trustee Sundland

Discussion:

- Section F, vacation 15 days, is this self-reported; Manager Walsh replied he does report the days he takes to HR and was able to go to Florida twice before Pandemic
- Referred to page 2, item #3B, Other Activities, sentence " The Township Board acknowledges that Township Manager is authorized to conduct up to ten managerial searches per year"

Trustee Opsommer moved to remove the number ten, make it unlimited, but still require the Township Manager to report to the Township Supervisor. Seconded by Treasurer Deschaine.

Discussion:

- This item has been amended in the past; Manager Walsh has been available at all times; he does not use all of his vacation time; it is a great service for other communities around the State

ROLL CALL VOTE: YEAS: Clerk Dreyfus, Treasurer Deschaine, Trustees Jackson, Opsommer, Sundland, Supervisor Styka

NAYS: None

Motion carried: 6-0

Motion on contract with amendment:

ROLL CALL VOTE: YEAS: Supervisor Styka, Clerk Guthrie, Treasurer Deschaine, Trustees Jackson, Opsommer, Sundland

NAYS: None

Motion carried: 6-0

Manager Walsh thanked the Board for their trust in making the amendment but plan to remain at ten managerial searches per year.

13. BOARD DISCUSSION ITEMS

A. Commercial Planned Unit Development #20-13034 (Meridian Mall Limited Partnership)
Associate Planner Menser outlined the proposed project.

Discussion:

- When asked if the request was for three drive through lanes without a by-pass lane. Principal Planner Menser replied the applicant was asking for a waiver of the by-pass lane. Mr. Kyes

stated this it was not a typical bank set up. A visitor entering from the east would drive around the building to get into the drive through lane. Entering from the west side, a visitor would enter directly into the drive through lane or park to the side to enter the building.

- When asked if CBL/Mall Management had spoken with Macy's about their parking agreement or possible locations of surface parking for this project, Mr. Kyes replied he was unsure but it is difficult to work through Macy's management. Mr. Neuhoff stated they had spoken with Marcy's about previous projects and had thought about developing on the west side of the driveway but are unable to because of the soils. They are looking at difference scenarios and uses for the Mall but feel the bank on the front parcel would have a minimal impact. They will continue to work through the parking with the anchor stores.
- Concerned with the limited green space on the Marsh/Grand River Avenue corner and does not agree with adding more impervious surface; the Mall site ran into these same issues with the development of Marketplace on the Green; this proposal is opposite to what is referenced in the Corridor Plan and Master Plan for the Township; like to see something that will sustain and drive traffic into the mall; like to see more green space around the Mall.
- Mr. Neuhoff stated there will be opportunities over time to redevelop this site but does not want to put the bank in a position where it would inhibit future developments. It does look like there is a lot of parking but it is the goal to bring in more green space and walkability. They are developing a new sidewalk from Grand River to the ring road and adding benches and bike racks. He does not believe this 1.5-acre development will affect the front of the site.
- If you look at how the Twelve Oaks Mall site was developed and is surrounded by a hotel and restaurants, the Meridian Mall site has much more impervious surface and less green space.
- When the land swap occurred during the Marketplace on the Green project, the impervious surface was at the top of its threshold and the swap brought the ratio down.
- Acknowledge the need to find ways to save the Mall; it is part of the tax base; the Corridor Improvement Authority did endorse this proposal to help the Mall although the greenspace issue was raised.
- The applicant was asked to have a formal discussion with Macy's before the Board reviews this proposal further and the applicant may also need to discuss these issues with the bank.

Board consensus to place this item on a future Board meeting agenda.

- B. Rezoning #20050 (DTN 2013 LLC) rezone 31.63 acres east of Central Park Drive and north of Grand River Avenue from RA (Single Family-Medium Density) to RD (Multiple Family-maximum eight units per acre).

Associate Planner Menser outlined the proposed project.

Discussion:

- When asked about increasing the 85 foot buffer along Powell Road and include a forestry plan to create the rural beauty road feel; more than just a berm and a few Raji Uppal stated he supports installing a buffer. They plan to keep the east portion of the property at low density and develop single-family homes along Powell Road for a transition. For the project to be successful, need to have 200 apartment or rental homes with single-family houses, town houses and condominiums. It is tight because of the wetlands and there may be some additional requests made in order to create the buffer. Jeff Kyes stated the new lay out creates a 100 foot setback from the centerline of Powell Road and would create at least a 50 foot buffer from the road right-of-way. With respect to plantings, he will defer to a landscape architect but agrees with a reforesting of the area.

- When asked how many K-12 pupils do you anticipate moving into this development, Mr. Uppal stated with mixed use communities a wide variety of groups with incomes of \$8,000 a month. Based on his other developments, he believes 70-75 kids.
- When asked the density of the eastern 16 acres along Powell Road, Jeff Kyes stated 3 to 4 units per acre is planned for single-family houses. Mr. Uppal stated that is why they are developing single family along Powell Road. When it was suggested that density be lowered and eliminate the six and four-plex units in the center, Mr. Uppal stated they are willing to making the area in the center single family.
- Mr. Kieselbach outlined the LaFontaine dealership site and stated development on this site had stopped.
- Concern was raised on clear cutting, suggested reforestation on the site and further lowering the density and void labeling renters as transitory because people choose to rent instead of purchasing.
- This is a rezoning request not the actual plan for the site and should review the points from the Planning Commission.
- Support mix housing types but opposed to rezoning from RA to RD and there was another way to provide mixed use without this high-density request; RD allows for eight units per acre but the request is for six units per acre.
- Mr. Uppal stated they are asking for conditional zoning to avoid the high-density request of up to eight units per acre.
- Would like to know what the current housing and rental stock is; support the project but concerned about it in this location; walked the site and appreciated the habitat in this area
- When asked why the Township needs this type of rental property in the Township, Chuck Holman stated previously families would have purchased a home but now with the different family make-ups, families who normally would buy are renting. This is not an apartment project and it is not intended to be. This project could be a transition between commercial and residential developments. Although this zoning is on Master Plan, he will try to bring back a more specific plan for the next meeting.
- Suggested the voluntary conditions contain stronger language that no fewer than 25 single-family dwelling units are on the eastern portion of the property.
- Although Powell Road is not a natural beauty road, it is listed in the Greenspace Plan with an intent of preserving and enhancing the scenic road corridor on Powell Road. The land in question has not been determined as a priority in the future but would like to continue the conversation on it
- Reference the Newton Point area that came with four different regions that were part of a rezoning in the mid-2000s and suggested the applicant might want to look at that rezoning because there are two very distinct areas as part of this request. This plan does not seem to fit this area as it is currently proposed and would like to discuss it further

Board consensus to place this item on a future Board meeting agenda.

C. Proposed Zoning Amendment for Car Dealerships

Trustee Opsommer outlined the research on the previous zoning amendment and outlined the proposed zoning amendment for Car Dealerships. He suggested special care be taken when dealing with auto care/auto dealership requests, their site plans and special use permit (SUP) review. He also suggested these types of requests come before the Township Board for approval just like a commercial development request would.

Discussion:

- When asked how this zoning amendment would allow the Board to impact an issue such as impervious surface coverage through the SUP review process, Trustee Opsommer replied unlike a rezoning which has stricter standards under state law, the Board can deny a special use permit legally and not face legal ramifications for any reason. Director Kieselbach stated the special use permit is a discretionary decision. It is intended to allow those unique uses in a zoning district where they may be appropriate in one location but not appropriate in another location. The review of those projects make sure it is appropriate and conditions associated with the approval goes with the property. In the C-2 Zoning District, a new car dealerships is allowed by special use permit subject to Planning Commission approval. In C-3 Zoning District, new and used car dealerships are by right. This proposed zoning amendment would give the Board an opportunity to approve the special use permit whether the car dealership is in the C-2 or C-3 Zoning Districts. Trustee Opsommer stated he wanted to make this proposed zoning amendment to be more flexible and want to protect residential areas close to these zoning districts.
- Supports the proposed zoning amendment and agrees with being proactive with respect to development issues and this proposal will make sure issues such as the ones on the LaFontaine site do not occur in the future.
- This can be initiated by the Township Board and referred back to the Planning Commission for their consideration. The suggestion was made to place on the next agenda for the referral or the Board can suspends its rules and make the referral this evening.

Board consensus to place this item on a future Board meeting agenda.

D. Township Contracts with Community Groups

Director Mattison stated legal counsel and the auditor had recommended the Board adopt a formal contact with community groups that the Board designates public funds to. She is recommending three groups for this evening: Community Gardens, Community Band and Meals on Wheels and the Board has budgeted amounts to these groups for 2021.

Discussion:

- When asked if a representative had been contact at Meals on Wheels to see if they needed additional funding due to the Pandemic, Director Mattison replied she had been in contact with the representative who stated they would like to ask for an increase from \$4,000 to \$5,000 for 2021 because the cost of the meals have gone up.
- Manager Walsh stated approximately five years ago the Board doubled the contribution from \$2,000 to \$4,000.
- It was the consensus of the Board to increase Meals on Wheels to \$5,000
- When asked if the agreements need to be approved this evening, Manager Walsh stated he would recommend moving ahead with the decision this evening so that confirmation letters can be sent out before the first of the year.

Trustee Opsommer moved to suspend the rules so that Agenda Item #13D can be taken up for consideration this evening. Seconded by Trustee Sundland.

VOICE/HAND VOTE: Motion carried 6-0.

Trustee Opsommer moved to approve the contracts providing for public benefit to Community Gardens in the amount of \$5,000; Community Band in the amount of \$1,700 and Meals on Wheels in the amount of \$5,000. Seconded by Trustee Jackson.

Discussion:

- When asked if there are any other groups the Township makes yearly contributions to, Manager Walsh stated the Lake Lansing Watershed is being reviewed by counsel because they receive \$10,000.
- When asked if Meals on Wheels turns people away if they hit the \$5,000 threshold, Director Mattison replied no. The Board is committing to assistance with providing additional funds for the township residents and Meals on Wheels does receive funding from other sources.
- When asked why the need for a formal agreement, Manager Walsh replied this topic was discussed and recommended by the auditor and legal counsel confirmed it was needed.
- It was suggested this contract should be used for other group such as for the Chinese New Year event.

ROLL CALL VOTE: YEAS: Treasurer Deschaine, Trustees Jackson, Opsommer, Sundland, Supervisor Styka, Clerk Guthrie

NAYS: None

Motion carried: 6-0

14. COMMENTS FROM THE PUBLIC

Supervisor Styka Opened Public Remarks at 9:48 pm.

None

Supervisor Styka Closed Public Remarks at 9:49 pm.

15. OTHER MATTERS AND BOARD MEMBER COMMENTS

Treasurer Deschaine reminded the residents that the tax bills have been mailed. The Township Building is closed on December 24, 25, and 31 and January 1. He suggested everyone be safe during this holiday period.

Trustee Jackson wished everyone a joyful holiday and to stay safe and well.

Trustee Opsommer thanked Deputy Manager Perry, Manager Walsh and staff for completed the post 2021 road projects and protecting the 147 miles of Township roads.

Clerk Guthrie thanked Michelle Prinz and Robin Faust for their work on preparing and updating the board and commission list. Supervisor Styka also thanked the ladies for their work on this project.

Manager Walsh stated the only way to get through this Pandemic is with positivity such as Abby Tithof coming on board. The Board has been going through some very difficult issues and he has been texted about how the Board has been performing very cordially and with professional approach. He appreciated how well the Board interacted this evening. Supervisor Styka thanked Manager Walsh for the comments and agreed with his statements.

16. CLOSED SESSION - NONE

17. ADJOURNMENT

Trustee Opsommer moved to adjourn. Seconded by Treasurer Deschaine.

VOICE/HAND VOTE: Motion carried 6-0.

Supervisor Styka adjourned the meeting at 9:55 pm.

RONALD J. STYKA,
TOWNSHIP SUPERVISOR

DEBORAH GUTHRIE,
TOWNSHIP CLERK

CHARTER TOWNSHIP OF MERIDIAN
TOWNSHIP BOARD VIRTUAL REGULAR MEETING **-DRAFT-**
5151 Marsh Road, Okemos MI 48864-1198
517-349-1232, Special Meeting via Zoom
TUESDAY, DECEMBER 18, 2020 **12:00 pm**

PRESENT: Supervisor Styka, Clerk Guthrie, Treasurer Deschaine, Trustees Jackson, Opsommer, Wisinski

ABSENT: Trustee Sundland

STAFF: Township Manager Walsh, Director of Public Works Perry, Fire Chief Hamel, Police Chief Plaga, Community Planning Director Kieselbach, Information Technology Director Gebes, Parks and Recreation Director Maisner, Finance Director Mattison, Human Resources Director Tithof, Economic Development and Neighborhoods Director Clark, Communications Manager Yates

1. CALL MEETING TO ORDER

Supervisor Styka called the meeting to order at 12:02 pm.

2. PLEDGE OF ALLEGIANCE/INTRODUCTIONS

Supervisor Styka led the Pledge of Allegiance.

3. ROLL CALL

Clerk Guthrie called the roll of the Board.

4. PRESENTATION

None

5. CITIZENS ADDRESS AGENDA ITEMS AND NON-AGENDA ITEMS

Supervisor Styka opened public remarks at 12:03 pm.

No comment

Supervisor Styka closed public remarks at 12:04 pm.

6. APPROVAL OF AGENDA

Trustee Jackson moved to approve the Agenda. Seconded by Treasurer Deschaine

ROLL CALL VOTE: YEAS: Clerk Guthrie, Treasurer Deschaine, Trustees Jackson, Opsommer, Wisinski, Supervisor Styka

NAYS: None

Motion carried: 6 – 0

7. BOARD DISCUSSION ITEMS

A. Township's Ongoing COVID-19 Response

Manager Walsh asked Director's to give brief reports.

Human Resources Director Tithof reported the Work from Home Program began on December 9 and thanks to the Board and IT Department Staff, we were able to reduce the number of employees in the building while continuing operations and serving the public. Leadership and Staff have been observing the safety protocols such as wearing masks, social distancing and eliminating in person meetings by using Zoom. If an employee has symptoms, they have been contacting the HR Department immediately. She has been working with public safety staff to get them tested immediately if there is immediate need. As soon as protocols are in place, will be seeing employees receive the vaccine. Just received word from the Health Department that they will be eliminating neck gators, bandanas, and masks with vents on the side of them from the safety protocols and will send this information to employees when it has been officially received from the Health Department.

Parks and Recreation Director Maisner reported the department has continued to engage with the community through this Pandemic.

- The Fitness Over 50 senior exercise program of approximately 60 seniors moved from inside at the Meridian Mall Food Court to outside to the Nancy Moore Park basketball court. The seniors wear masks and bring their chairs for the exercise program and recently when the weather turned, they moved into the Central Park Pavilion where staff was available to install the walls. The group met for the last time today and will resume in the spring time next year.
- Stewardship Coordinator Campbell was able to continue the outside work days with individual families and offered virtual trainings. The Harris Nature Center offered private nature lessons for families following the curriculum from the area schools. They are also offering virtual Chipmunk Story Time for toddlers and walks in the woods such as Howl at the Moon with dogs.
- The Deer Management Program has 75 hunters on 2,000 acres and to date they have harvested 160 deer and donated 2,200 pounds of venison to the community.
- The Department has brought back the Drive Thru Santa Program under the direction of Recreation Specialist Devlin. Families register online, send information to Santa for their 12-minute car visit with him. The children stay in the car, are masked, visit with Santa and then are given a small gift and a picture is also sent of their visit. Staff is working with the Communications Department on a Santa video program where the children send in a video and then Santa sends a video back to the family.
- Since mid-May, the Farmers' Market has been operational outside in the Meridian Mall parking lot adjacent to the Marketplace on the Green site. Staff has successfully managed the necessary protocols with the vendors and visitors. There have been occasions when the Market has been visited by over 3,000 people.
- The small dog park was open last year and the large dog park was open this year with over 500 members. The seniors have continued to play Pickleball safely. The parks and land preserves have been open for visitors who needed to get outside for some recreation. Although the youth and adult sports were discontinued this year, the Department has successfully been engaging the community.

- The Meridian Senior Center has been hosting virtual celebrations, education and exercise programs and well-check phone calls to all the members every two weeks.

Police Chief Plaga reported six employees have contracted the COVID virus and five of them are back to work and one is on the mend. Although some of the tasks are hard to do remotely, they have been taking calls and utilizing on line services. They have been following safety protocols of wearing masks, cleaning vehicles after every shift, and adjusting the shifts to avoid overlap in officers where possible.

Fire Chief Hamel reported one confirmed COVID case who is back to work and one pending case. Have been successful in following the safety protocols in working with patients and assisting neighboring jurisdictions. The Department has been working with HR on testing the First Responders. Under the direction of EMS/Training Chief Priese, this program has been work well with Tri-County who oversees the safety protocols and this program has gone viral and copies around the State. They are working with a local facility to implement a rapid test program where employees are tested in the morning and by mid-morning will know if they are positive and can react accordingly. Staff is gearing up for the holidays and the run volume is up due to COVID.

Economic Development Director Clark reported the major project status for the Village of Okemos is they have started the demolition phase and plan to have it completed by end of January and hope to have occupancy permits by the end of 2021 and grand opening in January 2022. Klingemann's is on the same time line and have been suffering setbacks because they have not been able to receive product which is the same story for the Mattress Source. With respect to Buddy's Pizza, Staff has been waiting for word from the engineers since the November meeting but plan to reach out to them. Word is that Cooper Creek is working on their site plan submission and hope to start development in 2021.

Community Planning and Development Director Kieselbach reported the building season in 2020 has not been as anticipated from 2019. There was a two month shutdown this year and some of the project staff had anticipated would be completed this year have been postponed or will not be built. At the end of November in 2019, the Township was at \$55.4 million dollars in construction value and this year, the Township is at \$48.8 million dollars. What it relates to is permit fees which are based on construction value and this results in the Township being down \$158,000. There are two new single developments ready to submit plans after the first of the year, Cooper Creek on Haslett and Silverstone on Powell Road. Overall, the cost for construction has increased and the Township is even on single family starts but are down on the number of permits. Last year the average construction costs for a single family house was \$330,000 and this year, it is \$440,000. Manager Walsh stated it was a good decision not to fill the open Planning position this year.

Finance Director Mattison reported the House has voted on Thursday to extend the shutoff period to March 31 and believes the bills is on the Governor's desk and the Township will follow her protocols. It was believed the Township would be approximately \$500,000 short on State Revenue Sharing but with the changes and purchases, the Township may be down only \$50 - \$100,000 which is better than as anticipated at the beginning of the COVID process.

Treasurer Deschaine stated the 75 days from December 1 to February 14 are the days the Township collects the tax revenue and this goes to everyone but the non-education people. It is important that in spite of the lock-down, the Township has stayed open for these tax payments. Staff has created a new envelope for residents to use and residents can indicate if they want an electronic or a mailed receipt. The walk-in traffic is down 95% from last year which is what was

hoped. Thank you to the IT and DPW Departments a safe reception area has been set up in the Town Hall Room to be used by staff when interacting with residents and visitors. Staff is working with safe protocols to make sure it is safe for residents and employees.

Manager Walsh stated this is the report from staff on the Township's ongoing COVID response.

Discussion:

- When asked if there are any non-public safety employees who have tested positive for COVID, Manager Walsh replied yes, two or three employees and they have recovered.
- Supervisor Styka asked to be kept in the loop about water shutoffs and funding if the Governor does not sign the new bill.
- Trustee Opsommer proposed moving the water shutoff date until the end of June. The OMA extension for virtual meetings and water shutoffs have already been extended until March 31 and this appears to be the trend. The legislature has been conservative but suggested to extend Meridian water shutoffs until end of June. Supervisor Styka stated he can issue an emergency order in January for both virtual meetings and water shutoff.

B. Meridian Township Small Business Relief Fund

Manager Walsh asked the Board to consider round two of the Small Business Relief Fund Grants that the Board initiated several months ago. The core piece was around \$50,000 and the Township awarded \$37,400 grants to help small businesses. The requirements was stringent four months ago and the proposal today is less stringent. It is being recommended to use \$500,000 of the \$700,000 Meridian Redevelopment Fund with the same format as four months ago. If this is approved the funds could be in the hands of Meridian's small businesses within three to four weeks.

Director Clark stated the criteria changed so it could be extended to include as many businesses as possible. It does mean there may be many applications but the committee that was established for Round I will review them on a case by case determination of award.

Discussion:

- When asked why cap it at \$7,000, Manager Walsh replied the cap award in Round I was \$4,000 and it was recommended to increase it to \$7,000 which will allow the Township to help more businesses. If it was increased to \$10,000, then it limits the number of businesses that can be helped.
- When asked how many businesses staff believes will be assisted, Manager Walsh replied that is unknown because not all businesses will receive the full \$7,000 because it is based on the business size, number of employees, etc. He anticipates between 70-90 businesses.
- When asked how many were assisted in Phase I, Manager Walsh replied 37 businesses at \$4,000 each.
- When asked about the limit of 50 employees, Manager Walsh replied this has been discussed with staff and it was recommended if the employee cap was removed, then the grants be open to any business in the Township other than home-occupations that can apply. The committee will look at a large supermarket differently than a small mom-pop restaurant.
- Support removing item #2 and remove the cap on employees and have it open to franchises such as Douglas J and Biggby.
- When asked if any non-profit applied during Round I, Director Clark replied yes, Nokomis Learning Center received funds from Round I and from LEAP.

- It was suggest to add two questions to the application. Questions 1) please explain how your business has been adversely affected by the Pandemic. Director Clark stated they did not add this question because based on the recent business survey over 80% of the respondents indicated they had requested some sort of financial support and a majority of those responses were in the restaurants, bar or hospitality industry. They were concerned that a business may not be able to show proof of how negatively this has impacted their business but the question can be included. It was suggested a description on how their financial situation has changed could be included.
- The second question suggestion was what other relief funding has been received, the source, date and amount. The Township should know what other funding sources they have received to explain the specific and unique impact that the business has encountered.
- Supported the inclusion of the two questions because it will give the Township information on why they are asking and what other assistance they are receiving.
- Suggested a third question could be how will this keep you in business but this may be hard to define but the more information will assist in determining their grant amount.
- Support the first two questions because it will justified the financial award decision.
- When asked if Round II is discounting limits such as supporting employees, rent and utilities, Director Clark stated those items are not included in this round. Then the first two questions should be included.
- Supporting including question three because it will give additional information such as supporting employees and keeping the facility open and could help justify the grant award.
- Support including question three but suggest it be asked in such a way to not pressure or over think the answer because if the answer is operating in the red, that is an acceptable answer or if they need to take out credit loans to keep the business going, that is an acceptable answer.
- Suggest a general question asking how the use of the funds will be used to help the business may be enough because this would not put pressure on the business about answering such questions. We do not want to discourage them from applying but want them to share their information.
- Director Clark suggested: Please share in general how you plan to utilize the awarded funding. Your response will not affect the award determination.
- It was consensus to change the last phrase to say: Offsetting business loses does not deem businesses ineligible. This way we are not forcing businesses to have active payrolls because there is no demand for it.
- It appears that Round II is supporting local business in Meridian Township and that the owner does not have to live in the Township.
- Question was raised on whether any Board Member should be involved in the decision-making process. Support this suggestion but we are the ones hearing from the businesses. Manager Walsh stated the committee membership from Round I shared their thoughts, took votes and the process went well. If Board Members are removed, he will make recommendation to fill the seats with the Finance Director, Deputy Manager or someone in Community Development who deals with businesses.
- Support removing the board members and trust Manager Walsh to make the appointments.
- While do not believe the Round I was not influenced politically in any way, do think with increased funding amount in Round II, would like to suggest removing board members in order to avoid putting them in a difficult position. When asked, Manager Walsh stated that while this might mirror the Road Program, the Board is entrusted and elected to spend a budget of \$500,000, then it should be entrusted in making these decisions.
- It was the consensus not to remove Supervisor Styka or Trustee Jackson from the committee.

- Manager Walsh suggested the applications can be shared with all board members. Supervisor Styka replied he would be concerned about being in violation of the open meetings act.
- When asked what outreach will be used to notify about the grants, Director Clark stated she will be sending an email blast to the businesses that applied during Round I, will be sharing with the regional partners (LEAP, etc.) and on social media.

Trustee Wisinski moved to suspend the rules to act on this item today. Seconded by Trustee Opsommer.

VOICE/HAND VOTE: Motion passed: 6-0

Trustee Wisinski moved to strike eligibility criteria number #2 that requires businesses that have employees that have 50 or fewer and also move to add the three questions to the application with respect to impact the funds received and how they would use the funding. Seconded by Trustee Jackson.

Discussion:

- Suggested Director Clark change the method of how to get the word out since the Board is changing the criteria for applicants. Director Clark stated she will discuss it with the Communications Director. It was suggested to share the information with Chamber, LEAP, and networking all other organizations with directories.

ROLL CALL VOTE: YEAS: Treasurer Deschaine, Trustees Jackson, Opsommer, Wisinski, Supervisor Styka, Clerk Guthrie

NAYS: None

Motion carried: 6 - 0

Trustee Opsommer move to authorize use of \$500,000 of the Meridian Redevelopment Fund to fund Round II of the Meridian Small Business Relief Program and release the grant application on Monday, December 21, 2020 with the documents as amended during this meeting. Seconded by Trustee Jackson.

Discussion:

- When asked if the employee cap has been removed, Supervisor Styka replied yes.
- When asked if the application process will be the same as Round I, Supervisor Styka replied yes.
- Staff was thanked for their work on Round II of this program

ROLL CALL VOTE: YEAS: Trustees Jackson, Opsommer, Wisinski, Supervisor Styka, Clerk Guthrie, Treasurer Deschaine

NAYS: None

Motion carried: 6 - 0

8. COMMENTS FROM THE PUBLIC

Supervisor Styka Opened Public Remarks at 1:06 pm.

Supervisor Styka Closed Public Remarks at 1:08 pm.

9. OTHER MATTERS AND BOARD MEMBER COMMENTS

10. ADJOURNMENT

Trustee Deschaine moved to adjourn the meeting. Seconded by Trustee Wisinski.

VOICE/HAND VOTE: Motion carried: 6 - 0

Supervisor Styka adjourned the meeting at 1:09 pm.

RONALD J. STYKA,
TOWNSHIP SUPERVISOR

DEBORAH GUTHRIE,
TOWNSHIP CLERK



To: Board Members
From: Miriam Mattison, Finance Director
Date: December 23, 2020
Re: Board Bills

**Charter Township of Meridian
Board Meeting
1/5/2021**

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

COMMON CASH	\$	362,691.32
PUBLIC WORKS	\$	292,394.17
TRUST & AGENCY	\$	373,606.32
TOTAL CHECKS:	\$	1,028,691.81
CREDIT CARD TRANSACTIONS		
12/02/2020-12/23/2020	\$	21,133.92
TOTAL PURCHASES:	\$	<u>1,049,825.73</u>
ACH PAYMENTS	\$	<u>1,054,833.81</u>

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Vendor Name	Description	Amount	Check #
1. AIRGAS GREAT LAKES	MEDICAL OXYGEN - 8 CYL	96.70	104102
	MEDICAL OXYGEN	531.11	104102
	MEDICAL OXYGEN	131.49	104102
	TOTAL	759.30	
2. ALLGRAPHICS CORP	LOGO WIND JACKETS FOR DPW	600.00	104103
	LOGO T-SHIRTS FOR DPW	38.20	
	TOTAL	638.20	
3. AMERICAN RENTALS	PORTA POTTY RENTAL 11/21/20 TO 12/21/20 TRANSFER S	60.00	104104
4. APOLLO FIRE EQUIPMENT	FIREFIGHTING FOAM	900.00	104105
5. AT & T	SERVICES FOR DECEMBER 2020	32.34	104106
6. AT & T	SERVICES FROM NOV 2, 2020 TO DEC 1, 2020	166.01	104107
	SERVICES FROM NOV 2, 2020 TO DEC 1, 2020	317.93	104107
	SERVICES FROM NOV 2, 2020 TO DEC 1, 2020	365.58	104107
	SERVICES FROM NOV 2, 2020 TO DEC 1, 2020	294.89	104107
	MONTHLY SERVICE DEC 1 THRU DEC 31 2020	542.73	104107
	SERVICES FROM NOV 2, 2020 TO DEC 1, 2020	582.73	104107
	TOTAL	2,269.87	
7. AT & T MOBILITY	X12122020 - ACCOUNT #05214249	76.25	104108
8. BARYAMES CLEANERS	UNIFORM CLEANING - M. HAMEL	19.75	104109
9. BECKS PROPANE	PROPANE FOR VANATTA ROAD	182.79	104110
10. BLUE CROSS BLUE SHIELD OF MICHIGAN	COVERAGE PERIOD 01-01-2021 TO 01-31-2021	3,843.67	104170
11. BRD PRINTING, INC	WATER BILL ENVELOPES	195.71	104111
12. CATHERINE ADAMS	MILEAGE REIMBURSEMENT - C. ADAMS	18.40	104112
13. CDW	FALCON CROWDSTRIKE SECURITY SOFTWARE NOV 17 2020 -	3,965.00	104113
	15X CISCO MERAKI SYSTEMS MANAGERS LICENSES	525.00	104113
	MCAFFEE MVISION STANDARD & ENDPOINT SOFTWARE & SUPP	2,706.00	
	TOTAL	7,196.00	
14. CEDAR CREEK APARTMENTS	PAYMENT FOR HOUSING - M. JACKSON	100.00	104090
15. CINTAS CORPORATION #725	UNIFORMS WK #1 NOV 2020 - J. HANSEN & T. FRANK	48.35	104114
	UNIFORMS WK#2 NOV 2020 - J. HANSEN & T. FRANK	48.35	104114
	UNIFORMS WK 3 NOV 2020 - J. HANSEN & T. FRANK	48.35	104114
	UNIFORMS WK #4 NOV 2020 - J. HANSEN & T. FRANK	48.35	104114
	TOTAL	193.40	
16. CITY OF EAST LANSING	NOVEMBER 2020 SHARED ASSESSOR SERVICES	6,388.20	104115
17. COMCAST	SERVICES FROM DEC 16 2020 TO DEC 31 2020	81.78	104116
	SERVICES FROM JAN 1, 2021 TO JAN 15 2021	71.56	104116
	SERVICES FROM DEC 20 2020 TO DEC 31 2020	3.00	104116
	SERVICES FROM JAN 1 2021 TO JAN 19 2021	4.49	104116
	TOTAL	160.83	
18. CONSUMERS ENERGY	ACCOUNT #300000118335 - RENTAL BURCHAM DR/OKEMOS R	2,500.00	104117
19. CORBIN DESING	NOV 2020 ENTRYWAY, WAYFINDING, LOCATION SIGN DESIG	2,922.52	Multiple

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Vendor Name	Description	Amount	Check #
20. CRYSTAL FLASH	FLEET FUEL DEC 2020	5,582.26	104119
21. DBI	OFFICE SUPPLIES	127.92	104120
	OFFICE SUPPLIES	12.62	104120
	OFFICE SUPPLIES - PAPER	98.70	104120
	OFFICE SUPPLIES - PAPER	113.60	104120
	OFFICE SUPPLIES - DESK PLANNER	68.53	104120
	OFFICE SUPPLIES - BINDER CLIPS	7.92	104120
	OFFICE SUPPLIES CLERK'S OFFICE	68.27	
	OFFICE SUPPLIES - PAPER	29.95	104120
	TOTAL	527.51	
22. DELL MARKETING LP	POLICE LAPTOPS AND DOCKING STATIONS FOR LT. GRILLO	10,980.88	
	DELL ORDER TEST WORK FROM HOME LAPTOPS	4,480.00	104121
	TOTAL	15,460.88	
23. DUO-SAFETY LADDER CORP	ALUMINUM RUNG	45.65	104122
24. FD HAYES ELECTRIC	PUBLIC SAFETY BUILDING SWITCH REPAIRS	229.70	
25. FIRST COMMUNICATIONS	ACCOUNT #3142216 BILLING PERIOD NOV 2020	944.55	104123
26. FORESIGHT GROUP	WATER BILLS 11/30/20	1,574.17	104124
	#10 WINDOW ENVELOPES - WATER BILLS	477.71	104124
	TOTAL	2,051.88	
27. GALLAGHER BENEFIT SERVICES, INC	DEC 2020 MONTHLY CONSULTING FEE	2,777.14	104125
28. GENESEE COUNTY ASSN OF FIRE CHIEFS	FIREFIGHTER I/II ACADEMY - K. VIRGIN	500.00	104126
29. GOODYEAR COMMERCIAL TIRE	GOODYEAR TIRES 2020 - UNIT #7	584.00	104127
	DRIVE TIRES FOR UNT 30 SEWER VACTOR	2,266.92	104127
	TOTAL	2,850.92	
30. GRANGER	RUBBISH AND RECYCLING DISPOSAL SERVICES	114.33	104128
	RUBBISH AND RECYCLING DISPOSAL SERVICES	256.98	104128
	RUBBISH AND RECYCLING DISPOSAL SERVICES	74.26	104128
	RUBBISH AND RECYCLING DISPOSAL SERVICES	78.28	104128
	RUBBISH AND RECYCLING DISPOSAL SERVICES	87.00	104128
	TOTAL	610.85	
31. H.C. BERGER COMPANY	COPIER USAGE - 11/15/2020 TO 12/14/2020	522.92	
32. HASLETT PUBLIC SCHOOLS	MAINTENANCE FOR OCT/NOV/DEC 2020	4,434.39	104129
33. INGHAM COUNTY TREASURER	BD OF REVIEW/VARIOUS MI TAX TRIBUNAL TAXABLE VALUE	14,130.17	104130
34. INSIGHT DIRECT USA, INC	REPLACEMENT COMPUTER LENOVO X1 CARBON GEN 7	1,675.84	104131
35. JENNIFER FLOWER	REIMB JAN 2021 HIGHEST & BEST USE IN PANDEMIC WEBI	42.00	
36. KENT COUNTY DEPT OF PUBLIC WORKS	ACCOUNT #M493 SITE WE	90.00	104132
37. LAKEVIEW APARTMENTS	PMT OF RENT FOR Z. EVERETT	795.00	104096
	PMT OF RENT FOR C. SMITH	755.00	104097
	PMT TO AVOID EVICTION FOR M. HAVILAND	865.00	104095
	TOTAL	2,415.00	
38. LANSING JUNK REMOVAL	JOB #45126087 - KENT STREET	648.00	104133

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Vendor Name	Description	Amount	Check #
39. LANSING SANITARY SUPPLY INC	CLOROX SANTIZING WIPES	158.04	104134
	STATION CLEANING SUPPLIES/EQUIPMENT - VACUME BAGS	26.60	104134
	MISC SUPPLIES PAPERTOWELS, TOILTET TISSUE, WASTBAS	243.05	
	WASTBASKET TRASH CAN LINERS	16.04	
	CREDIT FOR OVERPAYMENT CK #103789	(75.00)	104134
	TOTAL	368.73	
40. LANSING UNIFORM COMPANY	POLICE UNIFORM PANTS - W. TALBOT	387.00	
	POLICE UNIFORM CADET PANTS/SHIRTS - E. GIACHINO	275.80	
	POLICE UNIFORM FEMALE PANTS/SHIRTS - N. TYNDALL	275.80	
	POLICE UNIFORM DUTY BELT/BOOTS - M. COLE	499.80	
	UNIFORMS - A. ARNETT	279.75	104135
	POLICE UNIFORM NAME TAGS - M. COLE	30.00	
	POLICE UNIFORM CADET PATCHES - STOCK	200.00	
	POLICE UNIFORM SOFTSHELL/OUTTER SHELL - M. COLE	539.80	
	POLICE UNIFORM SHIRT/PANTS/ALTERATIONS - L. PARKER	164.95	
	POLICE UNIFORM - A. MCCONAUGHY & STOCK DRESS PANTS	2,149.40	
	POLICE UNIFORM NAME TAGS - M. HEINEMANN	15.00	
	POLICE UNIFORM SHIRTS - M. HEINEMANN	125.85	
	POLICE UNIFORM PANTS/SHIRTS/SOFT SHELL - S. ALVARA	378.85	
	TOTAL	5,322.00	
41. LEAK PETROLEUM EQUIPMENT INC	BI-ANNUAL SC AIR COMPRESSOR SERVICE	290.86	104136
42. LOU WALLACE	OVRPMT FOR AMBULANCE FEE	77.78	104137
43. MADISON NATIONAL LIFE INS CO	BILL #1424018 - JAN 2021	3,035.77	
44. MANNIK AND SMITH	PROFESSIONALS SERVICES THRU NOVEMBER 27, 2020	2,075.25	104138
	SERVICES THRU NOV 27, 2020 ROAD PROG ENGINEERING &	11,027.75	104138
	TOTAL	13,103.00	
45. MAX R	2 RECYCLE BINS FOR NEW CENTRAL PARK REGIONAL PATHW	1,373.00	
46. MAYFAIR	5 - \$20 GIFT CARDS EMPLOYEE PARTY	100.00	104098
47. MCKESSON MEDICAL-SURGICAL GOC SOL	EMS SUPPLIES/EQUIPMENT - BLOOD GLUCOSE TESTS	210.49	104139
	MISC. EMS SUPPLIES	351.46	104139
	MISC. EMS SUPPLIES	390.03	104139
	EMS SUPPLIES/EQUIPMENT - GLOVES	48.00	104139
	EMS SUPPLIES/EQUIPMENT - EXAM GLOVES	34.83	104139
	EMS SUPPLIES - EXAM GLOVES	718.26	104139
	EMS SUPPLIES - EXAM GLOVES	489.60	104139
	EMS SUPPLIES/EQUIPMENT	232.00	104139
	EMS SUPPLIES	1,352.18	104139
	ELECTRODE, STRESS HOLTER	348.39	104139
	AIRWAY LTD W/PORT 6 EA	220.74	104139
	AIRWAY LTD W/PORT - EMS SUPPLIES/EQUIPMENT	73.58	104139
	TOTAL	4,469.56	
48. MEGHAN COLE	MILEAGE REIMBURSEMENT FOR NOV 2020 ELECTION	75.90	104140
49. MERIDIAN MEADOWS LLC	RENT FOR K. PRATT	850.00	104100
50. MERIDIAN TOWNSHIP	TRANSFER FLEX CHECKING FOR 12/18/2020 PAYROLL	550.69	104141
51. MERIDIAN TOWNSHIP PETTY CASH	L BOBB MILEAGE REIMB - ARGO CONF	30.82	104142
52. MERIDIAN TOWNSHIP RETAINAGE	CENTRAL MERIDIAN REGIONAL TRAIL CONNECTOR PROJECT	14,240.00	

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Vendor Name	Description	Amount	Check #
53. MERRILL FORD	NS PIPE REPAIRS UNIT #126	183.53	104143
	UNIT #132 REPAIRS	103.07	104143
	CREDIT FOR RETURNED PARTS INV #2951	(32.85)	104143
	TOTAL	253.75	
54. MICHIGAN ASSESSORS ASSOCIATION	2021 MEMBERSHIP RENEWAL 1/1/2021 - 12/31/2021 - J.	90.00	
	2021 MEMBERSHIP RENEWAL 1/1/2021 - 12/31/2021 - D.	90.00	
	2021 MEMBERSHIP NEW MEMBER 1/1/2021 - 12/31/2021 -	90.00	
	TOTAL	270.00	
55. MICHIGAN ASSOC OF MUNICIPAL CLERKS	2021 MEMBERSHIP RENEWAL - B. BIGSBY	60.00	
	2021 MEMBERSHIP RENEWAL AND PIN - D. GUTHRIE	66.00	
	2021 MEMBERSHIP RENEWAL AND PIN - R. KELLY	66.00	
	TOTAL	192.00	
56. MICHIGAN ECONOMIC DEVELOPERS ASSOC	2020 MEMBERSHIP DUES - A. CLARK	305.00	
	2020 FALL TOOLBOX	90.00	
	TOTAL	395.00	
57. MIDWEST POWER EQUIPMENT	2 X STIHL BACKPACK BLOWER FOR PARK MAINTENANCE	899.92	104144
	HONDA PORTABLE GENERATOR FOR PARKS MAINTENANCE	899.00	104144
	TOTAL	1,798.92	
58. MILLENNIA TECHNOLOGIES	5 YEAR MITEL PARTNER BRONZE SUPPORT	7,607.50	104145
59. OAK CONSTRUCTION CORP	CENTRAL MERIDIAN REGIONAL TRAIL CONNECOR PROJECT	128,160.00	104099
60. OKEMOS COMMUNITY EDUCATION	WARDCLIFF ELEMENTARY RENTAL - NOV 2020 ELECTION	200.00	104146
	WARDCLIFF GYM RENTAL - AUG & MARCH 2020 ELECTIONS	400.00	104146
	TOTAL	600.00	
61. OVERHEAD DOOR OF LANSING	SERVICE CENTER EXIT DOOR REPAIR	196.80	104147
62. PHOENIX SAFETY OUTFITTERS	FIRE HOSES AND FIRE HOSE PARTS	2,225.62	104148
63. PROTEC	2020/2021 ANNUAL MEMBERSHIP JULY 1, 2020 TO DEC 31	2,480.50	
	2020/2021 ANNUAL MEMBERSHIP JAN 1, 2021 TO JUNE 30	2,480.50	
	TOTAL	4,961.00	
64. PRO-TECH MECHANICAL SERVICES	SERVICE CENTER BOILER REPAIRS	302.98	104149
	HVAC REPAIRS PSB - CHIEFS OFFICE	1,386.00	104149
	TOTAL	1,688.98	
65. PURCHASE POWER	FINANCE AND OTHER CHARGES	138.29	104171
66. R & R FIRE TRUCK REPAIR INC	UNIT #140 FIRETRUCK REPAIRS	804.40	104150
	UNIT #137 FIRETRUCK PUMP TEST	180.00	104150
	UNIT #140 FIRETRUCK PUMP TEST	180.00	104150
	UNIT #138 FIRETRUCK PUMP TEST	303.00	104150
	UNIT #137 FIRETRUCK REPAIRS	1,289.50	104150
	TOTAL	2,756.90	
67. RECLAIMED BY DESIGN	DECEMBER 2020 RECYCLING CENTER	2,000.00	104151
68. RICHARD BROWN	RENT FOR J. DIFFENDARFER	440.00	104091

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Vendor Name	Description	Amount	Check #
69. ROMANOW BUILDING SERVICES	JANITORIAL SERVICES 12/01/2020 TO 12/31/2020	5,009.60	104152
70. RYAN COMPANY	ELECTRIC PERMIT 50% REFUND	72.50	104153
71. SNYDER'S LANDSCAPE INC	REFUND FOR BUILDING PERMIT	125.00	104154
72. SPARROW OCCUPATIONAL	NEW HIRE PHYSICALS	926.50	104155
73. SPENCER MANUFACTURING	UNIT #150 DOOR AJAR SENSOR	112.32	104156
74. ST MARTHA CONFERENCE OF	REIMB FOR PAYMENT TO MAINTAIN HOUSING - E. KAUFMAN	800.00	104093
	REIMB FOR PAYMENT TO MAINTAIN HOUSING - R. FIELDS	400.00	104093
	REIMB FOR PAYMENT TO MAINTAIN HOUSING - M. TREVINO	350.00	104093
	TOTAL	1,550.00	
75. ST THOMAS AQUINAS PARISH	PAYMENT FOR HOUSING FOR H. HUSSAINI	200.00	104094
	REIMB FOR PMT OF BACK RENT FOR T. HOBBS	828.00	104101
	TOTAL	1,028.00	
76. STATE OF MICHIGAN	QUALITY ASSURANCE ASSESSMENT 10-01-2020 TO 12-31-2	2,382.80	104157
	PRESORT HANDLING & PRESORT LETTER PERMITS	5,297.04	104158
	TOTAL	7,679.84	
77. SUMERA SUMBAL	REFUND OVRPMT FOR RENTAL PROPERTY M-78 HWY	5.00	104159
78. SUPREME SANITATION	NANCY MOORE PARK - PORTABLE TOILET RENTAL - 11/16/	127.50	104160
	FARMERS MKT PORTABLE TOILET RENTAL - 12/1/2020 TO	85.00	104160
	HNC PORTABLE TOILET RENTAL - 12/1/2020 TO 12/31/20	160.00	104160
	TOWNER RD PARK - PORTABLE TOILET RENTAL - 11/16/20	127.50	104160
	TOTAL	500.00	
79. SWAGIT PRODUCTIONS, LLC	VIDEO STREAMING SERVICES HOMTV - NOVEMBER 2020	2,613.75	104161
80. TELEFLEX LLC	EZ IO SUPPLIES/EQUIP.	562.50	104162
81. TOKIO MARINE HCC	HALES-SMITH INJURY SETTLEMENT CLAIM	8,500.00	104163
82. VARIPRO BENEFIT ADMINISTRATORS	FLEX ADMINISTRATION 01/21	12,308.30	
83. VERIZON CONNECT	BILLING PERIOD 11/01/20 TO 11/30/20	1,359.96	104164
84. VERIZON WIRELESS	SERVICES FROM OCT 24 TO NOV 23 2020	5,849.38	104165
85. VITAC CORPORATION	NOV 2020 CLOSED CAPTIONING TWP VIRTUAL MEETINGS	2,775.00	104166
86. WASTE MANAGEMENT	ANIMAL CARCASS REMOVAL - 12/1/20 - 12/31/20	126.81	104167
87. WEST SHORE FIRE INC	SCBA BOTTLES	4,476.00	104168
	SCBA FACEPIECE - SMALL	273.00	104168
	REGULATOR HOLDER FOR SCBA	33.10	104168
	NEW ALERT SIREN	24,200.00	104168
	TOTAL	28,982.10	
88. ZOLL MEDICAL CORP	SUPPLIES/REPAIRS FOR ZOLL HEART MONITORS	1,035.00	104169
TOTAL - ALL VENDORS		362,691.32	

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Vendor Name	Description	Amount	Check #
1. ALLGRAPHICS CORP	LOGO WIND JACKETS FOR DPW	610.00	28503
	LOGO T-SHIRTS FOR DPW	38.20	
	TOTAL	648.20	
2. BLUE CROSS BLUE SHIELD OF MICHIGAN	COVERAGE PERIOD 01-01-2021 THROUGH 01-31-2021	545.37	28512
3. CITY OF EAST LANSING	GENERAL OPERATIONS & HULET RD INTERCONNECT	274,846.66	
4. CORBIN DESING	NOV 2020 ENTRYWAY, WAYFINDING, LOCATION SIGN DESIG	1,461.26	Multiple
5. DIXON ENGINEERING	ENGINEERING SERVICES BWL N & S TOWER DRAIN	950.00	28505
6. FERGUSON WATERWORKS #3386	WATER METERS	9,144.87	28506
7. GALLAGHER BENEFIT SERVICES, INC	DECEMBER 2020 MONTHLY CONSULTING FEE	472.86	28507
8. HYDROCORP	CROSS CONNECTION CONTROL PROG SERVICES DEC 2020	2,430.00	28508
9. MADISON NATIONAL LIFE INS CO	BILL #1424018 - JAN 2021	373.39	
10. MERIDIAN TOWNSHIP PETTY CASH	J. ARNETT PARKING REIMB - JOINT WATER EXPO	20.00	28509
	R MACKENZIE PARKING REIMB - JOINT WATER EXPO	20.00	28509
	M ELLIS MILEAGE REIMB - ARGO CONF	30.82	28509
	C HOUCK MILEAGE REIMB - ARGO CONF	30.82	28509
	TOTAL	101.64	
11. MIDWEST POWER EQUIPMENT	GAS POWERED PUMP FOR PUMPING HYDRANTS & METER PIT	690.90	28510
12. PREMIER SAFETY	MISC REPAIRS SERIAL #KA416-1004830	230.42	
13. VERIZON WIRELESS	SERVICES FROM OCT 24 TO NOV 23 2020	498.60	28511
TOTAL - ALL VENDORS		292,394.17	

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1. HASLETT PUBLIC SCHOOLS	2020 WINTER TAX COLLECTION	45,921.14	13039
	2020 SUMMER/WINTER TAX COLLECTION & DELINQ PP	227,454.34	13047
	TOTAL	273,375.48	
2. LORI NAUGHTON	STATE TAX COMMISSION ORDER #154-20-0401	95.22	13038
3. NATAN ESPINOSA	OVRPMT WINTER PROP TAXES - SEVILLE	3.10	13048
4. NATIONALIINK LP	OVRPMT 2020 WINTER PROP TAXES - NEWMAN RD	430.65	13040
5. OKEMOS PUBLIC SCHOOLS	2020 WINTER TAX COLLECTION	96,608.92	13041
6. SERVICELINK LLC	OVRPMT 2020 WINTER PROP TAXES - BUCKINGHAM RD	449.49	13042
7. STEWART TITLE	OVRPMT OF WINTER PROP TAXES - BLYTHEFIELD	443.13	13049
8. STEWART TITLE COMPANY	OVRPMT 2020 WINTER PROP TAXES - RAINBOW CT	548.73	13043
9. TITLE RESOURCE AGENCY	OVRPMT 2020 WINTER PROP TAXES - LAC DU MONT	466.21	13044
10. TRANSNATION TITLE	OVRPMT 2020 WINTER PROP TAXES - MOHAWK RD	972.28	13045
11. WFG LENDER SERVICES LLC	OVRPMT 2020 WINTER PROP TAXES - PARK LAKE RD	213.11	13046
TOTAL - ALL VENDORS		373,606.32	

Credit Card Report 12/2/2020-12/23/2020

Posting Date	Merchant Name	Amount	Name
2020/12/03	THE HOME DEPOT #2723	\$14.66	TODD FRANK
2020/12/03	MENARDS LANSING SOUTH MI	\$46.98	ROBERT MACKENZIE
2020/12/04	AMZN MKTP US*LT0579293	\$29.10	KRISTEN COLE
2020/12/04	COMCAST	\$314.50	ANDREA SMILEY
2020/12/04	AMZN MKTP US*8S8N29TN3	\$259.50	ROBERT MACKENZIE
2020/12/04	WESCO - # 3255	\$180.07	KEITH HEWITT
2020/12/04	AMAZON.COM*OB7Q28MS3	\$27.99	MICHELLE PRINZ
2020/12/07	THE HOME DEPOT #2723	\$3.59	LAWRENCE BOBB
2020/12/07	THE HOME DEPOT #2723	\$128.62	LAWRENCE BOBB
2020/12/07	AMZN MKTP US*948X56E83	\$65.98	MIRIAM MATTISON
2020/12/07	REI*LEXISNEXIS EPIC	\$150.00	KRISTI SCHAEING
2020/12/07	AMZN MKTP US*MR52141P3	\$56.99	KRISTI SCHAEING
2020/12/07	AMZN MKTP US*856I93OV3	\$173.94	STEPHEN GEBES
2020/12/07	AMZN MKTP US*2B85I1ZE1	\$239.88	STEPHEN GEBES
2020/12/07	THE HOME DEPOT #2723	\$53.88	JANE GREENWAY
2020/12/07	THE HOME DEPOT #2723	\$31.85	DAVID LESTER
2020/12/07	AMAZON.COM*IS91V25E3 AMZN	\$72.50	ROBERT MACKENZIE
2020/12/07	HASLETT TRUE VALUE HARDW	\$15.92	TAVIS MILLEROV
2020/12/07	THE HOME DEPOT #2723	\$79.00	TAVIS MILLEROV
2020/12/07	THE HOME DEPOT #2723	\$116.10	TAVIS MILLEROV
2020/12/07	AMZN MKTP US*DE17N9CC3 AM	\$153.84	MICHELLE PRINZ
2020/12/07	AMAZON.COM*M27QQ0UQ3 AMZN	\$281.99	MICHELLE PRINZ
2020/12/07	AMZN MKTP US*DT5B444X3	\$28.99	MICHELLE PRINZ
2020/12/07	AMAZON.COM*EM2JU4R13	\$42.84	MICHELLE PRINZ
2020/12/07	ULINE *SHIP SUPPLIES	\$242.44	CATHERINE ADAMS
2020/12/08	AMZN MKTP US*VX7TC1BC3	\$79.75	MIRIAM MATTISON
2020/12/08	EIG*CONSTANTCONTACT.COM	\$780.00	ANDREA SMILEY
2020/12/08	AMZN MKTP US*7Q0FN6DY3	\$71.97	STEPHEN GEBES
2020/12/08	AMZN MKTP US*V43565O43	\$34.92	MICHELLE PRINZ
2020/12/08	AMAZON.COM*A63C35ML3	\$26.71	MICHELLE PRINZ
2020/12/08	AMZN MKTP US*4U65K1F43	\$6.39	MICHELLE PRINZ
2020/12/08	MAGID GLOVE SAFETY	\$211.45	WILLIAM PRIESE
2020/12/09	THE HOME DEPOT #2723	\$25.71	LAWRENCE BOBB
2020/12/09	THE HOME DEPOT #2723	\$25.97	LAWRENCE BOBB
2020/12/09	THE UPS STORE 0811	\$17.32	ROBERT STACY
2020/12/09	WAL-MART #2866	\$94.84	BRAD BACH
2020/12/09	AMZN MKTP US*Q494H8XD3	\$19.98	KRISTI SCHAEING
2020/12/09	ZOOM.US 888-799-9666	\$14.67	STEPHEN GEBES
2020/12/09	THE HOME DEPOT #2723	\$1,970.72	TAVIS MILLEROV
2020/12/09	THE HOME DEPOT #2723	\$48.27	KEITH HEWITT
2020/12/09	SANTASUITEXPRESS.COM	\$20.94	MICHAEL DEVLIN
2020/12/09	AMZN MKTP US*T93CM59O3 AM	\$110.41	MICHELLE PRINZ
2020/12/09	AMZN MKTP US*7W1YV9623	\$26.08	MICHELLE PRINZ
2020/12/10	THE HOME DEPOT #2723	\$131.90	LAWRENCE BOBB
2020/12/10	AMZN MKTP US*O70X45B53	\$19.29	KRISTI SCHAEING
2020/12/10	AMZN MKTP US*IG1PI0V03	\$17.92	KRISTI SCHAEING
2020/12/10	THE HOME DEPOT #2723	\$67.69	DAVID LESTER
2020/12/10	AMZN MKTP US*NE3JL8XA3	\$18.52	MICHELLE PRINZ
2020/12/10	ULINE *SHIP SUPPLIES	\$131.42	CATHERINE ADAMS
2020/12/11	MIDWEST POWER EQUIPMENT	\$39.98	LAWRENCE BOBB
2020/12/11	THE HOME DEPOT #2723	\$179.94	LAWRENCE BOBB
2020/12/11	FIVE BELOW 576	\$13.52	DEBBIE BUDZYNSKI

2020/12/11	AMZN MKTP US*G19N168R3	\$53.55	KRISTEN COLE
2020/12/11	WEB*NETWORKSOLUTIONS	\$15.99	BRANDIE YATES
2020/12/11	ZOOM.US 888-799-9666	\$4.50	STEPHEN GEBES
2020/12/11	MONTICELLO'S MARKET	\$75.00	JANE GREENWAY
2020/12/11	MEIJER # 025	\$300.00	DARLA JACKSON
2020/12/11	MEIJER # 025	\$67.45	DARLA JACKSON
2020/12/11	THE HOME DEPOT #2723	\$10.97	DAN PALACIOS
2020/12/11	AMZN MKTP US*MI2OP92A3	\$15.72	MICHELLE PRINZ
2020/12/11	AMZN MKTP US*ZY7QY5IN3	\$9.78	MICHELLE PRINZ
2020/12/14	THE HOME DEPOT #2723	\$22.49	LAWRENCE BOBB
2020/12/14	THE HOME DEPOT #2723	\$59.88	LAWRENCE BOBB
2020/12/14	044 BELLE TIRE CP	\$79.99	JIM HANSEN
2020/12/14	THE HOME DEPOT #2723	\$8.14	RYAN CAMPBELL
2020/12/14	HOBBY LOBBY #360	(\$9.58)	RUDY GONZALES
2020/12/14	OFFICEMAX/OFFICEDEPT#3379	\$39.99	ROBIN FAUST
2020/12/14	EB MSU BUSINESS AMP B	\$120.00	ROBIN FAUST
2020/12/14	AMZN MKTP US*SV12H2KV3	\$173.94	STEPHEN GEBES
2020/12/14	MEIJER # 023	\$179.92	DARLA JACKSON
2020/12/14	AMAZON.COM*CQ7BC9753 AMZN	\$43.50	ROBERT MACKENZIE
2020/12/14	STATE OF MI EMS	\$50.00	ANDREW MCCREADY
2020/12/14	DOLLAR TREE	\$267.25	MICHAEL DEVLIN
2020/12/14	DOLLAR TREE	\$98.00	MICHAEL DEVLIN
2020/12/14	PANERA BREAD #600715 O	\$99.02	MICHAEL DEVLIN
2020/12/14	MEIJER # 025	\$500.00	MICHAEL DEVLIN
2020/12/14	MICHIGAN MUNICIPAL LEAGUE	\$145.00	MICHELLE PRINZ
2020/12/14	AMZN MKTP US*PF6TZ5TB3	\$16.41	MICHELLE PRINZ
2020/12/14	AMZN MKTP US*FC6CL8WI3	\$54.89	MICHELLE PRINZ
2020/12/14	AMZN MKTP US*2Z2AN7KL3	\$17.88	MICHELLE PRINZ
2020/12/14	AMAZON.COM*Y92H598R3	\$22.01	MICHELLE PRINZ
2020/12/14	OFFICEMAX/OFFICEDEPT#3379	\$42.56	WILLIAM PRIESE
2020/12/14	FEDEX 781188487360	\$28.40	WILLIAM PRIESE
2020/12/14	THE HOME DEPOT #2723	\$11.94	WILLIAM PRIESE
2020/12/14	SOLDANS FEEDS & PET S	\$20.98	CATHERINE ADAMS
2020/12/14	AMZN MKTP US*4H78N49T3	\$89.00	CATHERINE ADAMS
2020/12/14	AMZN MKTP US*QU2NY6PX3	\$99.96	CATHERINE ADAMS
2020/12/14	AMZN MKTP US*N29976PL3	\$89.99	CATHERINE ADAMS
2020/12/14	AMZN MKTP US*TL3MI47H3	\$38.99	CATHERINE ADAMS
2020/12/15	GOODYEAR COMMERCIAL TIRE	\$239.86	TODD FRANK
2020/12/15	AMZN MKTP US*UF20W2RM3	\$46.43	MICHELLE PRINZ
2020/12/15	AMZN MKTP US*V771U65B3	\$219.53	MICHELLE PRINZ
2020/12/16	THE HOME DEPOT #2723	\$61.90	LAWRENCE BOBB
2020/12/16	WALMART.COM AV	\$146.28	BRAD BACH
2020/12/16	CORAL GABLES OF EAST LANS	\$100.00	MIRIAM MATTISON
2020/12/16	BASKIN #357895	\$60.00	MIRIAM MATTISON
2020/12/16	DUSTY'S CELLAR CORP	\$100.00	MIRIAM MATTISON
2020/12/16	STATE SIDE DELI	\$100.00	MIRIAM MATTISON
2020/12/16	BLONDIES BARN LLC	\$100.00	MIRIAM MATTISON
2020/12/16	SQ *T SHIRT GOODS, LLC	\$225.00	KYLE ROYSTON
2020/12/16	AMZN MKTP US*F64J715Z3	\$7.99	KRISTI SCHAEING
2020/12/16	AMZN MKTP US*7T4UQ9J93	\$203.85	KRISTEN COLE
2020/12/16	WALGREENS #11286	\$4.79	BRANDIE YATES
2020/12/16	CAMLOCKBOX	\$336.00	JANE GREENWAY
2020/12/16	GRAINGER	\$9.31	ROBERT MACKENZIE
2020/12/16	STATE OF MI MIDEAL	\$230.00	ROBERT MACKENZIE
2020/12/16	AMAZON.COM*NX0EP50K3 AMZN	\$88.88	DEREK PERRY

2020/12/16	AMAZON.COM*Y96DY1WF3 AMZN	\$21.63	MICHELLE PRINZ
2020/12/16	MICHIGAN TOWNSHIPS ASS	\$99.00	MICHELLE PRINZ
2020/12/16	FEDEX 781401198664	\$15.90	WILLIAM PRIESE
2020/12/16	TOM'S FOOD	\$6.98	CATHERINE ADAMS
2020/12/17	WAL-MART #2866	\$100.00	BRAD BACH
2020/12/17	WAL-MART #2866	\$800.00	BRAD BACH
2020/12/17	BLUE GILL GRILL	\$100.00	MIRIAM MATTISON
2020/12/17	MARK'S WATERSHED TAVER	\$100.00	MIRIAM MATTISON
2020/12/17	TST* SADDLEBACK BBQ OSHT	\$80.00	MIRIAM MATTISON
2020/12/17	GHB - OKEMOS	\$60.00	MIRIAM MATTISON
2020/12/17	STILLWATER GRILL - OKEMO	\$100.00	MIRIAM MATTISON
2020/12/17	CANCUN MEXICAN GRILL OKEM	\$80.00	MIRIAM MATTISON
2020/12/17	THE HOME DEPOT 2723	\$86.51	TYLER KENNEL
2020/12/17	COVERT SCOUTING	\$32.99	BART CRANE
2020/12/17	AMAZON.COM*LQ0L78V53 AMZN	\$115.16	KRISTI SCHAEING
2020/12/17	AMAZON.COM*9K8HA6A33	\$159.16	KRISTI SCHAEING
2020/12/17	AMZN MKTP US*Y65RW43P3	\$64.13	KRISTI SCHAEING
2020/12/17	AMZN MKTP US*BA7NJ47R3	\$59.95	KRISTI SCHAEING
2020/12/17	AMZN MKTP US*SS4GX1273	\$31.35	KRISTI SCHAEING
2020/12/17	AMZN MKTP US*AT2QK4WF3 AM	\$206.89	KRISTEN COLE
2020/12/17	AMZN MKTP US*5715B8ZX3	\$44.12	KRISTEN COLE
2020/12/17	AMZN MKTP US*YP9063AF3	\$1,097.12	DEREK PERRY
2020/12/17	THE HOME DEPOT #2723	\$30.46	MICHAEL DEVLIN
2020/12/17	SQ *T SHIRT GOODS, LLC	\$225.00	WILLIAM PRIESE
2020/12/17	AMZN MKTP US	(\$38.99)	CATHERINE ADAMS
2020/12/18	CHEEZY DS DELI AND DOG	\$119.57	MIRIAM MATTISON
2020/12/18	ASIAN BUFFET	\$207.00	MIRIAM MATTISON
2020/12/18	THE HOME DEPOT #2723	\$50.12	TYLER KENNEL
2020/12/18	AC&E RENTALS INC	\$36.52	CHAD HOUCK
2020/12/18	CATHEY COMPANY	\$29.60	CHAD HOUCK
2020/12/18	MICHIGAN TOWNSHIPS ASS	\$115.50	DEBORAH GUTHRIE
2020/12/18	AMZN MKTP US*KW9E76KR3	\$156.40	KRISTI SCHAEING
2020/12/18	AMAZON.COM*KR4NC7113	\$200.00	KRISTI SCHAEING
2020/12/18	AMZN MKTP US*2352Y0RM3	\$59.96	KRISTI SCHAEING
2020/12/18	AMZN MKTP US*DY2K62T43	\$104.64	KRISTI SCHAEING
2020/12/18	AMZN MKTP US*RB3PT2E33	\$62.99	KRISTI SCHAEING
2020/12/18	AMZN MKTP US*SS4893I43	\$43.47	MICHELLE PRINZ
2020/12/18	AMZN MKTP US*446OK74T3	\$122.23	MICHELLE PRINZ
2020/12/21	THE HOME DEPOT #2723	\$104.04	TYLER KENNEL
2020/12/21	THE HOME DEPOT #2723	\$51.94	KYLE FOGG
2020/12/21	AMAZON.COM*T002A71Y3 AMZN	\$120.00	KRISTI SCHAEING
2020/12/21	AMZN MKTP US*VP8S51UT3	\$100.00	KRISTI SCHAEING
2020/12/21	AMZN MKTP US*Q25Z21173	\$59.58	KRISTI SCHAEING
2020/12/21	AMAZON.COM*5C2IL2PV3	\$115.16	KRISTI SCHAEING
2020/12/21	OFFICEMAX/OFFICEDEPT#3379	\$70.97	ROBIN FAUST
2020/12/21	OFFICEMAX/OFFICEDEPT#3379	\$21.99	ROBIN FAUST
2020/12/21	ZOOM.US 888-799-9666	\$484.87	STEPHEN GEBES
2020/12/21	MEIJER # 025	\$100.00	DARLA JACKSON
2020/12/21	AXON	\$69.00	ANDREW MCCREADY
2020/12/21	CERTIFIED TRAINING INSTIT	\$291.60	MICHAEL DEVLIN
2020/12/21	AMZN MKTP US*XQ0WF0WJ3	\$34.13	MICHELLE PRINZ
2020/12/21	AMAZON.COM*ZF0TA9ZU3	\$149.99	MICHELLE PRINZ
2020/12/21	AMZN MKTP US*6368D7XT3	\$27.98	MICHELLE PRINZ
2020/12/21	BLT*PK SAFETY SUPPLY	(\$13.08)	WILLIAM PRIESE
2020/12/21	ZORO TOOLS INC	\$196.00	WILLIAM PRIESE

2020/12/21	AMZN MKTP US*ZR1248AW3	\$196.78	CATHERINE ADAMS
2020/12/22	AMAZON.COM*BR1FB1BH3 AMZN	\$150.00	KRISTI SCHAEDING
2020/12/22	SQ *HASLETT/OKEMOS ROTARY	\$140.00	KRISTI SCHAEDING
2020/12/22	AMZN MKTP US*YQ8NC5ZR3	\$156.40	KRISTI SCHAEDING
2020/12/22	AMZN MKTP US*Y12UR04P3	\$203.85	KRISTEN COLE
2020/12/22	WWW.FLIPSNACK.COM	\$420.00	BRANDIE YATES
2020/12/22	B&H PHOTO MOTO	\$636.60	LUANN MAISNER

Total	\$21,133.92
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ACH Transactions

Date	Payee	Amount	Purpose
12/3/2020	Nationwide	\$ 11,913.07	Payroll Deductions 12/04/2020
12/3/2020	ICMA	\$ 36,751.23	Payroll Deductions 12/04/2020
12/4/2020	IRS	\$ 105,293.98	Payroll Taxes 12/04/2020
12/4/2020	Various Financial Instutions	\$ 283,388.74	Direct Deposit 12/04/2020
12/8/2020	Health Equity	\$ 216.39	Employee Health Savings Contribution
12/8/2020	Invoice Cloud	\$ 1,378.45	Utility Transaction Fee
12/11/2020	Consumers Energy	\$ 50,928.04	Utilities
12/11/2020	Blue Care Network	\$ 37,230.85	Employee Health Insurance
12/14/2020	Delta Dental	\$ 13,448.73	Employee Dental Insurance
12/14/2020	MCT Utilities	\$ 1,275.14	Water/Sewer for MCT
12/15/2020	OPEB Transfer	\$ 105,000.00	Quarterly OPEB Payment
12/17/2020	ELAN	\$ 18,512.52	Credit Card Payment
12/18/2020	Blue Care Network	\$ 9,476.76	Employee Health Insurance
12/18/2020	IRS	\$ 90,378.61	Payroll Taxes 12/18/2020
12/18/2020	Various Financial Instutions	\$ 251,287.99	Direct Deposit 12/18/2020
12/18/2020	ICMA	\$ 33,686.97	Payroll Deductions 12/18/2020
12/18/2020	Nationwide	\$ 4,169.80	Payroll Deductions 12/18/2020
12/21/2020	IRS	\$ 496.54	Payroll Taxes 12/18/2020
	Total ACH Payments	<u>\$ 1,054,833.81</u>	



To: Board Members
From: Ronald J. Styka, Township Supervisor
Date: January 5, 2021
Re: Board and Commission Appointments

Board members serve as members of, or as liaisons to, the following Boards and Commissions. For discussion purposes, these are my recommendations for Board member assignments among the boards and commissions:

2021-2024 Proposed Appointments

Election Commission-	Wisinski & Sundland
Government Liaison-	Styka
Communications Commission-	Guthrie
CATA Board of Directors-	Deschaine
Downtown Development Authority-	Styka
Corridor Improvement Authority-	Styka
Economic Development Corporation-	Sundland & Deschaine
Groundwater Management Board-	Wisinski
Zoning Board of Appeals-	Opsommer
LEAP-	Jackson
Tri-County Regional Commission-	Jackson
Land Preservation Advisory Board-	Opsommer
Pension Trustees-	Guthrie
Schools Liaison-	Styka
Transportation Commission-	Opsommer
Brownfield Redevelopment Authority-	Walsh for Styka
Environmental Commission-	Wisinski
Community Resources Commission-	Guthrie

At Tuesday’s meeting we will review & determine who will serve in these capacities going forward.

The Board must approve appointments to these positions.

The following motion has been prepared for Board consideration:

MOVE TO APPROVE THE BOARD MEMBER ASSIGNMENTS AMONG THE BOARDS AND COMMISSIONS MADE BY SUPERVISOR STYKA



12.B

To: Township Board

From: Mark Kieselbach, Director of Community Planning and Development

Date: December 28, 2020

Re: Proposed Zoning Amendment for Car Dealerships

The Township Board discussed initiating a zoning amendment regarding car dealerships at its meeting on December 8, 2020. Currently new car dealerships are allowed by special use permit subject to Planning Commission approval in the C-2 (Commercial) zoning district and new or used car dealerships are allowed by right in the C-3 (Commercial) zoning district. The proposed amendment would continue to allow new car dealerships in C-2 by special use permit but the final decision on the special use permit would be made by the Township Board. In the C-3 zoning district new and used car dealerships would be allowed by special use permit subject to Township Board approval.

A motion to initiate the zoning amendment has been provided for the Board's consideration.

- **Move to initiate a zoning amendment to Section 86-404 (C-2 Commercial District) and Section 86-405 (C-3 Commercial District) requiring a special use permit subject to Township Board approval and refer the proposed zoning amendment to the Planning Commission to hold a public hearing and make a recommendation.**

G:\Community Planning & Development\Planning\ZONING AMENDMENTS (ZA)\2020\Zoning Amendment for Car Dealerships\car dealership memo.tb2.docx



To: Board Members
From: Ronald J. Styka, Township Supervisor
Date: January 5, 2021
Re: Appointment of Supervisor Pro Tem

In 2016, I recommended naming a Supervisor Pro Tem in advance to simplify the process when one is needed. The original proposal was to make one year appointments and rotate it through the Trustees.

The first person to serve in that position was Trustee Jackson, who did so for two years. That was followed by Trustee Opsommer, who served for the last two years.

It is time to appoint a Trustee as Supervisor Pro Tem for 2021.

The following motion has been prepared for Board consideration:

**MOVE THAT THE BOARD APPOINT, THROUGH DECEMBER 31, 2021, _____
TO ACT AS SUPERVISOR PRO TEM AT ANY MEETING OF THE TOWNSHIP BOARD
WHEREIN THE SUPERVISOR IS ABSENT.**



13.A

To: Township Board

From: Mark Kieselbach, Director of Community Planning and Development
Peter Menser, Principal Planner

Date: December 21, 2020

Re: Rezoning #20050 (DTN 2013 LLC), rezone 31.63 acres east of Central Park Drive and north of Grand River Avenue from RA (Single Family-Medium Density) to RD (Multiple Family-maximum eight units per acre) with conditions.

The Township Board last discussed Rezoning #20050 at its meeting on December 8, 2020. At the meeting the Board agreed to discuss the request further at its January 5, 2021 meeting.

As part of the 2017 Master Plan the Township consultant prepared a target housing analysis. The purpose of the target housing analysis was to determine the need for “missing middle housing” in the Township. Housing types in the “middle” include townhouses, small apartment buildings, garden bungalows, and other housing forms that are undersupplied. The analysis indicated there was a demand for this type of housing and the consultant recommended the Township plan for new types of neighborhoods and new types of housing. The consultant also indicated the missing middle housing was likely to be built as infill near existing activity centers such as Okemos, Haslett, Meridian Mall, or other locations on the Grand River Avenue and Okemos Road corridors.

Township Board Options

The Township Board may approve or deny the proposed rezoning from RA (Single Family-Medium Density) to RD (Multiple Family-maximum eight units per acre) with conditions. If the Board amends the proposal, the request may be referred back to the Planning Commission for a recommendation. A resolution will be provided at a future meeting.

Attachment

1. Target housing analysis.

G:\Community Planning & Development\Planning\REZONINGS (REZ)\2020\REZ 20050 (DTN 2013 LLC)\REZ 20050.tb2

Meridian Charter Township

Target Housing Analysis

Draft Target Housing Analysis

Introduction to Target Housing Analysis

In an era of low population growth rates, communities can no longer rely on growth alone to drive demand for new housing units. They have to plan to provide the types of housing that are undersupplied in the market in order to attract new households. Target Housing Analysis, a subset of Target Market Analysis, is designed to analyze the preferences for the type of housing desired by the “target market.” The analysis goes beyond simply the number of housing units that may be needed and determines the size, design, and neighborhood typology that is underserved.

Purpose of Target Housing Analysis – “Missing Middle Housing”

The housing market across the United States is overserved by housing types at opposite ends of the spectrum – single family homes and large multi-family buildings and complexes. The Greater Lansing area is an especially dramatic example of that trend, with over 80% of all housing units coming from one of those two categories (see below). Housing types in the “middle”, such as townhouses, small apartment buildings, garden bungalows, and other housing forms are undersupplied, and are therefore referred to as “missing middle housing.” One of the purposes of doing a Target Housing Analysis is to determine the need for missing middle housing in a particular community.

In the context of Meridian Township, missing middle housing is likely to be built as infill near existing activity centers, such as Okemos, Haslett, Meridian Mall, or other locations on the Grand River and Okemos corridors. The parts of the Township that border East Lansing are also candidates for this type of housing.

Missing middle housing is most popular when developed in conjunction with a Walkable Urban neighborhood typology (see description below). Meridian currently has some very small areas that fit this typology near Okemos and Haslett, but in order to attract the development of missing middle housing, the community should plan for additional density and walkability in specific places, as determined by this plan.

The purpose of this analysis is to determine if there is pent-up demand for housing in Walkable Urban neighborhoods in the Greater Lansing housing market. Anecdotal evidence and national real estate preference surveys suggest a trend towards smaller housing units in walkable neighborhoods across the life stage spectrum, but most notably with empty nesters and retirees (generally in the Baby Boom generation) and with young singles and couples without children (generally members of the Millennial generation, younger members of Generation X, and members of “Generation Z/Digital Natives” that are reaching adulthood). This analysis will determine whether that trend is occurring in Greater Lansing, and then attempt to quantify the number of new urban housing units that will be demanded region-wide, as well as their general price point. It will then analyze the impact on Meridian’s future and how the Township can attract its share of the latent market demand.

Description of Methodology

In order to analyze the supply of housing in the Greater Lansing housing market, this analysis will divide the region into three “neighborhood typologies,” which are described below and shown on the map in this chapter – Walkable Urban, Conventional Suburban, and Rural Large Lot. It will then determine how many housing units can be found in each neighborhood typology.

To analyze the demand for housing, this analysis will use “tapestry segments” provided by ESRI, a data provider described below. The concept of tapestry segments is described in more detail below, but each segment has a neighborhood typology preference determined by ESRI. While they have nine categories of neighborhood typology, for simplicities sake this analysis will combine those into the three mentioned above. The number of households preferring a particular neighborhood type will be compared to the availability of housing within that neighborhood type to determine the “gap” or unmet demand.

This analysis makes two major assumptions:

- Households will gravitate over time to a preferred type of neighborhood determined by their lifestyle, age, income, and family size. That housing preference can be predicted, at least for broad groups of people.
- Households live outside their preferred neighborhood because there is not adequate housing of their preferred neighborhood type near their job, family, or other consideration. Given the opportunity, they will move to a neighborhood that suits their preferences better.

Description of Data

Data for this analysis comes from the US Census, including its sampling-based American Community Survey, as also from ESRI. ESRI, a private demographic and business information company, derives their data from several sources, including the Census Bureau's sampling-based American Community Survey, records kept by the US Post Office, real estate analysis data, business data, and local sources. It also uses projections based on older information. For most geographic levels, ESRI data is considered very reliable, and has consistently been within 2% of Census headcounts. However, information for smaller geographic regions generally has a much higher margin of error, which is why this analysis was conducted on a regional level.

ESRI data is available for 2015, while the most recent Census data is 5-year estimates from the American Community Survey that cover 2009-2014. Therefore, in many cases ESRI data has been used because it is more recent.

Overall Greater Lansing Housing Market

The Overall Housing Market that Meridian Township is part of is defined for this analysis as a 30 minute drive from Meridian Mall. Generally, people from within this area could move to Meridian Township without changing jobs. The map in this chapter shows the Overall Housing Market, which covers most of the Greater Lansing area, from Grand Ledge in the west to Fowlerville in the east, and from St. Johns in the north to Leslie in the south.

The table below shows the characteristics of the Greater Lansing Housing market, based on 2015 data from ESRI.

Table X
Characteristics of the Greater Lansing Housing Market, 2015

Population	386,929
Households	155,979
Housing Units	169,692
Single Family Detached	63.8%
Single Family Attached	5.7%
Duplex	2.3%
Small Multiple Family (3-10 Units)	7.6%
Large Multiple Family (Over 10 Units)	17.0%
Mobile Home	3.6%

Source: ESRI Business Analyst 2016

The table demonstrates the “missing middle” in the housing market. Over 80% of all housing units are either single family homes or in large multiple family complexes. By planning for the missing middle, Meridian can attract new housing development despite slow regional growth.

Neighborhood Types – Walkable Urban, Conventional Suburban, and Rural Large Lot

The groups looking for missing middle housing aren’t just looking for smaller housing units. They’re looking for an experience around their home – with amenities, retail, and jobs in walking distance. This analysis will determine the “target market” for new missing middle housing in Meridian, based on preferences of different household types.

In order to perform the analysis, the Greater Lansing Housing Market has been divided into three “typologies” – i.e. places with similar characteristics. The three typologies are **Walkable Urban, Conventional Suburban, and Rural Large Lot**. Each typology has single and multiple family housing, but missing middle housing fits best within the Walkable Urban context.

The typologies are described below.

Walkable Urban

The Walkable Urban neighborhood typology is characterized by dense housing in an urban setting. Multiple-family buildings, including condominiums and apartments are very common, but single family homes are also available. Commercial or industrial properties that have been converted to residential are also common, as are mixed use buildings including office and/or retail along with housing.

Single family homes in this typology tend to either be townhouses/rowhomes or are clustered very close together with small yards and limited driveways. They may be mixed in with other types of housing or with commercial or institutional uses.

The Walkable Urban typology tends to have older housing, although renewed interest in central city living means that significant numbers of new units have been constructed in this typology within the last 10-20 years. Walkable Urban communities can be re-created with new construction if their density patterns and layouts are replicated. Additionally, infill and renovations are popular options to update the housing stock while maintaining the desirable “bones” of the neighborhoods.

In Greater Lansing, the Walkable Urban typology can be found in the City of Lansing (especially the north side), the City of East Lansing, in small towns like Mason, St. Johns and Williamston, and in historic enclaves like Okemos and Haslett.

Conventional Suburban

The Conventional Suburban typology began to be built in the decades following World War II, during a time of economic and population boom in the United States, and is still constructed on the outskirts of metro areas today. The homes in Conventional Suburban neighborhoods are on larger lots with larger yards than are found in the Walkable Urban typology.

Conventional Suburban neighborhoods are typified by homes on curvilinear streets with large yards. Developments are often self-contained, with one or two entrances from a major road to ensure privacy.

Multiple-family housing in the Conventional Suburban typology typically includes large, self-contained complexes with robust amenities. These are generally separated from the single-family homes.

While residential streets in Conventional Suburban neighborhoods frequently have sidewalks, major roads frequently do not (although many communities are working to install sidewalks and bike paths along their major corridors). There is very rarely retail within the reach of the connecting sidewalks. Schools and parks are sometimes available within walking distance but not always. Generally, it is easier to access amenities by car.

The Greater Lansing area has a broad swath of Conventional Suburban neighborhoods surrounding its historic centers. Most of Meridian Township currently falls into this typology.

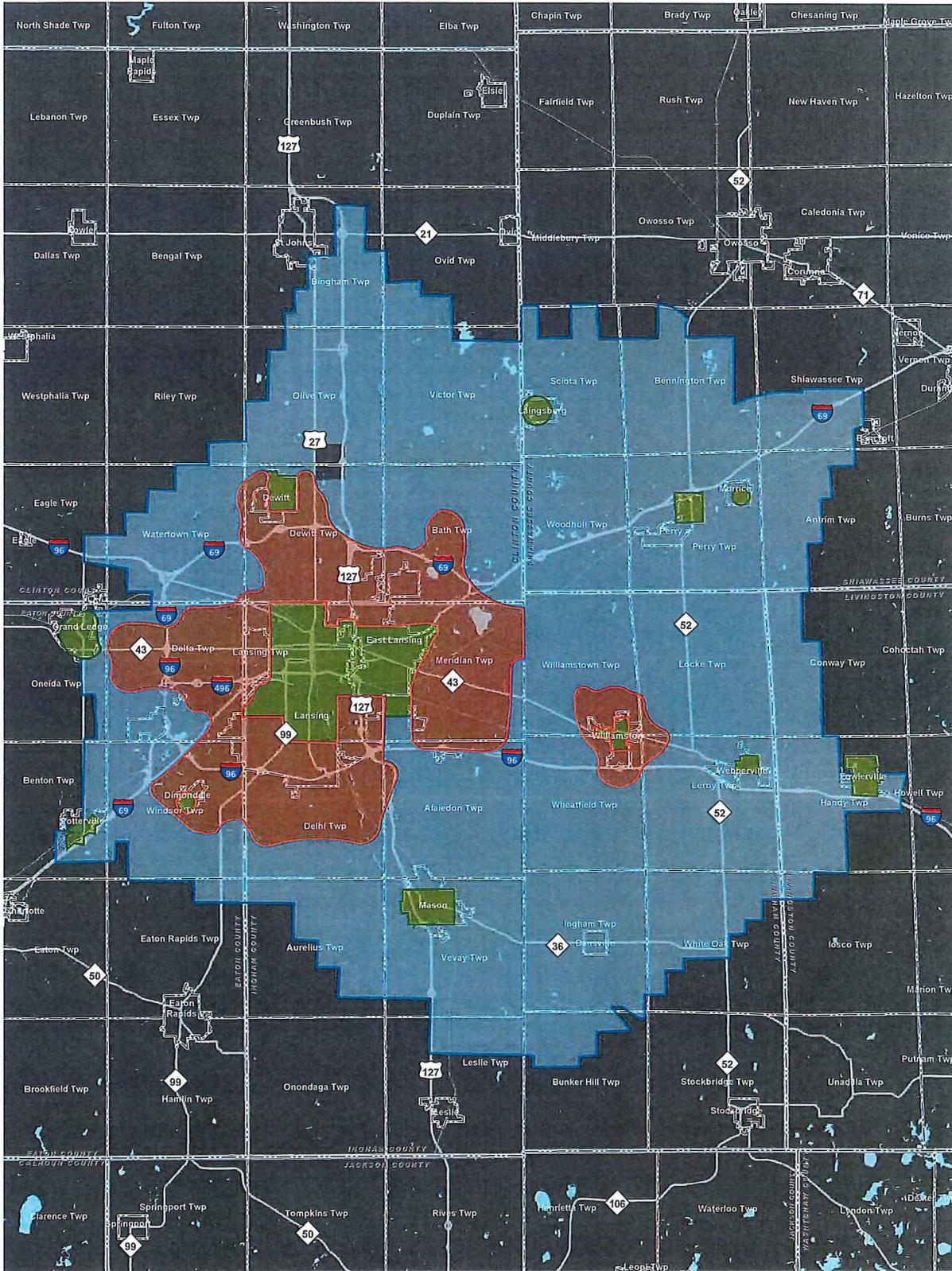
Rural Large Lot

The Rural Large Lot typology is the non-urbanized part of the housing market. Residential units in this area are either associated with agriculture or on very large “rural estate lots.” The age of housing can vary dramatically, from 100+ year old farmhouses to huge, modern homes built since 1990. Some lots are heavily wooded and include creeks or ponds.

Multiple-family housing is very rare, as available infrastructure generally doesn’t support it. Sidewalks and walkable destinations are also rare. Residents of the Rural Large Lot typology choose this typology because they value the natural environment, privacy, and open space, rather than urban amenities.

The Rural Large Lot typology covers the area within the Greater Lansing Housing Market that is not urbanized. The east end of the Meridian Township, beyond the urban services boundary, falls into this typology.

Map X Neighborhood Typologies in the Greater Lansing Housing Market



Neighborhood Typologies

Greater Lansing Housing market

- Walkable Urban
- Conventional Suburban
- Rural Large Lot

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Data Source: Michigan Ctr for Geographic Info, 2011
 Aerial Imagery Source: ESRI, Unknown date

Note: Housing Market is defined as half an hour drive from Meridian Mall

Overall Market Tapestry Segment Breakdown

In order to analyze the Target Market, this analysis uses ESRI’s “Tapestry Segment” analysis. Tapestry Segments are combinations of many demographic and economic factors (age, income, housing preferences, education, etc) that classify households into one of over 60 categories (which are then given catchy names). By combining demographic indicators into a single classification, tapestry segments give an at-a-glance description of a community.

The Greater Lansing Housing Market includes households in 35 Tapestry Segments, which are described below.

1. Traditional Living

Households in Market: 19,347

Median Age: 34.8

Average Household Size: 2.50

Median Income: \$37,000

Neighborhood Preference: Conventional Suburban

ESRI Description: Residents in this segment live primarily in low-density, settled neighborhoods in the Midwest. The households are a mix of married-couple families and singles. Many families encompass two generations who have lived and worked in the community; their children are likely to follow suit. The manufacturing, retail trade, and health care sectors are the primary sources of employment for these residents. This is a younger market—beginning householders who are juggling the responsibilities of living on their own or a new marriage, while retaining their youthful interests in style and fun.

2. Rustbelt Traditions

Households in Market: 12,260

Median Age: 38.4

Average Household Size: 2.46

Median Income: \$49,000

Neighborhood Preference: Conventional Suburban

ESRI Description: The backbone of older industrial cities in states surrounding the Great Lakes, Rustbelt Traditions residents are a mix of married-couple families and singles living in

older developments of single-family homes. While varied, the work force is primarily white collar, with a higher concentration of skilled workers in manufacturing, retail trade, and health care. Rustbelt Traditions represents a large market of stable, hard-working consumers with modest incomes but above average net worth (Index 111). Family oriented, they value time spent at home. Most have lived, worked, and played in the same area for years.

3. Comfortable Empty Nesters

Households in Market: 12,112

Median Age: 46.8

Average Household Size: 2.50

Median Income: \$68,000

Neighborhood Preference: Conventional Suburban

ESRI Description: Residents in this large, growing segment are older, with more than half of all householders aged 55 or older; many still live in the suburbs where they grew up. Most are professionals working in government, health care, or manufacturing. These Baby Boomers are earning a comfortable living and benefiting from years of prudent investing and saving. Their net worth is well above average (Index 363). Many are enjoying the transition from child rearing to retirement. They value their health and financial well-being.

4. Green Acres

Households in Market: 11,445

Median Age: 43.0

Average Household Size: 2.69

Median Income: \$72,000

Neighborhood Preference: Rural Large Lot

ESRI Description: The Green Acres lifestyle features country living and self-reliance. They are avid do-it-yourselfers, maintaining and remodeling their homes, with all the necessary power tools to accomplish the jobs. Gardening, especially growing vegetables, is also a priority, again with the right tools, tillers, tractors, and riding mowers. Outdoor living also features a

variety of sports: hunting and fishing, motorcycling, hiking and camping, and even golf. Self-described conservatives, residents of Green Acres remain pessimistic about the near future yet are heavily invested in it.

5. Midlife Constants

Households in Market: 9,571

Median Age: 45.9

Average Household Size: 2.30

Median Income: \$48,000

Neighborhood Preference: Conventional Suburban

ESRI Description: Midlife Constants residents are seniors, at or approaching retirement, with below average labor force participation and above average net worth. Although located in predominantly metropolitan areas, they live outside the central cities, in smaller communities. Their lifestyle is more country than urban. They are generous, but not spendthrifts.

6. In Style

Households in Market: 9,183

Median Age: 41.1

Average Household Size: 2.33

Median Income: \$66,000

Neighborhood Preference: Walkable Urban

ESRI Description: In Style denizens embrace an urbane lifestyle that includes support of the arts, travel, and extensive reading. They are connected and make full use of the advantages of mobile devices. Professional couples or single households without children, they have the time to focus on their homes and their interests. The population is slightly older and already planning for their retirement.

7. College Towns

Households in Market: 9,041

Median Age: 24.3

Average Household Size: 2.12

Median Income: \$28,000

Neighborhood Preference: Walkable Urban

ESRI Description: About half the residents of College Towns are enrolled in college, while the rest work for a college or the services that support it. Students have busy schedules, but make time between studying and part-time jobs for socializing and sports. Students that are new to managing their own finances tend to make impulse buys and splurge on the latest fashions. This digitally engaged group uses computers and cell phones for all aspects of life including shopping, school work, news, social media, and entertainment. College Towns are all about new experiences, and residents seek out variety and adventure in their lives.

8. Dorms to Diplomas

Households in Market: 8,818

Median Age: 21.5

Average Household Size: 2.20

Median Income: \$17,000

Neighborhood Preference: Walkable Urban

ESRI Description: On their own for the first time, Dorms to Diplomas residents are just learning about finance and cooking. Frozen dinners and fast food are common options. Shopping trips are sporadic, and preferences for products are still being established. Many carry a balance on their credit card so they can buy what they want now. Although school and part-time work take up many hours of the day, the remainder is usually filled with socializing and having fun with friends. They are looking to learn life lessons inside and outside of the classroom. This is the first online generation, having had lifelong use of computers, the Internet, cell phones, and MP3 players.

9. Hardscrabble Road

Households in Market: 8,470

Median Age: 31.7

Average Household Size: 2.64

Median Income: \$26,000

Neighborhood Preference: Walkable Urban

ESRI Description: Hardscrabble Road neighborhoods are in urbanized areas within central cities, with older housing, located chiefly in the Midwest and South. This slightly smaller market is primarily a family market, married couples (with and without children) and single parents. Younger, highly diverse (with higher proportions of black, multiracial, and Hispanic populations), and less educated, they work mainly in service, manufacturing, and retail trade industries. Unemployment is high (almost twice the US rate), and median household income is half the US median. Almost 1 in 3 households have income below the poverty level. Approximately 60% of householders are renters, living primarily in single-family homes, with a higher proportion of dwellings in 2–4 unit buildings. This market is struggling to get by.

10. Middleburg

Households in Market: 5,457

Median Age: 35.3

Average Household Size: 2.73

Median Income: \$55,000

Neighborhood Preference: Conventional Suburban

ESRI Description: Middleburg neighborhoods transformed from the easy pace of country living to semirural subdivisions in the last decade, when the housing boom reached out. Residents are conservative, family-oriented consumers. Still more country than rock and roll, they are thrifty but willing to carry some debt and are already investing in their futures. They rely on their smartphones and mobile devices to stay in touch and pride themselves on their expertise. They prefer to buy American and travel in the US. This market is younger but growing in size and assets.

11. Young and Restless

Households in Market: 5,150

Median Age: 29.4

Average Household Size: 2.02

Median Income: \$36,000

Neighborhood Preference: Walkable Urban

ESRI Description: Gen Y comes of age: Well-educated young workers, some of whom are still completing their education, are employed in professional/technical occupations, as well as sales and office/administrative support roles. These residents are not established yet, but striving to get ahead and improve themselves. This market ranks in the top 5 for renters, movers, college enrollment, and labor force participation rate. Almost 1 in 5 residents move each year. Close to half of all householders are under the age of 35, the majority living alone or in shared nonfamily dwellings. Median household income is still below the US. Smartphones are a way of life, and they use the Internet extensively. Young and Restless consumers are diverse, favoring densely populated neighborhoods in large metropolitan areas.

12. Set to Impress

Households in Market: 4,647

Median Age: 33.1

Average Household Size: 2.10

Median Income: \$29,000

Neighborhood Preference: Walkable Urban

ESRI Description: Set to Impress is depicted by medium to large multiunit apartments with lower than average rents. These apartments are often nestled into neighborhoods with other businesses or single-family housing. Nearly one in three residents is 20 to 34 years old, and over half of the homes are nonfamily households. Although many residents live alone, they preserve close connections with their family. Income levels are low; many work in food service while they are attending college. This group is always looking for a deal. They are very

conscious of their image and seek to bolster their status with the latest fashion. Set to Impress residents are tapped into popular music and the local music scene.

13. Old and Newcomers

Households in Market: 4,345

Median Age: 38.5

Average Household Size: 2.11

Median Income: \$39,000

Neighborhood Preference: Walkable Urban

ESRI Description: This market features singles' lifestyles, on a budget. The focus is more on convenience than consumerism, economy over acquisition. Old and Newcomers is composed of neighborhoods in transition, populated by renters who are just beginning their careers or retiring. Some are still in college; some are taking adult education classes. They support environmental causes and Starbucks. Age is not always obvious from their choices.

14. Bright Young Professionals

Households in Market: 4,097

Median Age: 32.2

Average Household Size: 2.40

Median Income: \$50,000

Neighborhood Preference: Walkable Urban

ESRI Description: Bright Young Professionals is a large market, primarily located in urban outskirts of large metropolitan areas. These communities are home to young, educated, working professionals. One out of three householders is under the age of 35. Slightly more diverse couples dominate this market, with more renters than homeowners. More than two-fifths of the households live in single-family homes; over a third live in 5+ unit buildings. Labor force participation is high, generally white-collar work, with a mix of food service and part-time jobs (among the college students). Median household income, median home value, and

average rent are close to the US values. Residents of this segment are physically active and up on the latest technology.

15. Salt of the Earth

Households in Market: 3,992

Median Age: 43.1

Average Household Size: 2.58

Median Income: \$53,000

Neighborhood Preference: Rural Large Lot

ESRI Description: Salt of the Earth residents are entrenched in their traditional, rural lifestyles. Citizens here are older, and many have grown children that have moved away. They still cherish family time and also tending to their vegetable gardens and preparing homemade meals. Residents embrace the outdoors; they spend most of their free time preparing for their next fishing, boating, or camping trip. The majority has at least a high school diploma or some college education; many have expanded their skill set during their years of employment in the manufacturing and related industries. They may be experts with DIY projects, but the latest technology is not their forte. They use it when absolutely necessary, but seek face-to-face contact in their routine activities.

16. Savvy Suburbanites

Households in Market: 3,647

Median Age: 44.1

Average Household Size: 2.83

Median Income: \$104,000

Neighborhood Preference: Conventional Suburban

ESRI Description: Savvy Suburbanites residents are well educated, well read, and well capitalized. Families include empty nesters and empty nester wannabes, who still have adult children at home. Located in older neighborhoods outside the urban core, their suburban

lifestyle includes home remodeling and gardening plus the active pursuit of sports and exercise. They enjoy good food and wine, plus the amenities of the city's cultural events.

17. Retirement Communities

Households in Market: 3,157

Median Age: 52.0

Average Household Size: 1.86

Median Income: \$35,000

Neighborhood Preference: Walkable Urban

ESRI Description: Retirement Communities neighborhoods are evenly distributed across the country. They combine single-family homes and independent living with apartments, assisted living, and continuous care nursing facilities. Over half of the housing units are in multiunit structures, and the majority of residents have a lease. This group enjoys watching cable TV and stays up-to-date with newspapers and magazines. Residents take pride in fiscal responsibility and keep a close eye on their finances. Although income and net worth are well below national averages, residents enjoy going to the theater, golfing, and taking vacations. While some residents enjoy cooking, many have paid their dues in the kitchen and would rather dine out.

18. Exurbanites

Households in Market: 2,933

Median Age: 49.6

Average Household Size: 2.84

Median Income: \$98,000

Neighborhood Preference: Conventional Suburban

ESRI Description: Ten years later, Exurbanites residents are now approaching retirement but showing few signs of slowing down. They are active in their communities, generous in their donations, and seasoned travelers. They take advantage of their proximity to large

metropolitan centers to support the arts, but prefer a more expansive home style in less crowded neighborhoods. They have cultivated a lifestyle that is both affluent and urbane.

19. Social Security Set

Households in Market: 2,321

Median Age: 44.2

Average Household Size: 1.72

Median Income: \$16,000

Neighborhood Preference: Walkable Urban

ESRI Description: *Social Security Set is an older market located in metropolitan cities across the country. Over one-third of householders here are aged 65 or older and dependent on low, fixed incomes, primarily Social Security. In the aftermath of the Great Recession, early retirement is now a dream for many approaching the retirement age; wages and salary income in this market are still earned. Residents live alone in low-rent, high-rise buildings, located in or close to business districts that attract heavy daytime traffic. But they enjoy the hustle and bustle of life in the heart of the city, with the added benefit of access to hospitals, community centers, and public transportation.”*

20. Down the Road

Households in Market: 2,128

Median Age: 34.3

Average Household Size: 2.74

Median Income: \$36,000

Neighborhood Preference: Rural Large Lot

ESRI Description: *Down the Road is a mix of low-density, semirural neighborhoods in large metropolitan areas; half are located in the South, with the rest chiefly in the West and Midwest. Almost half of householders live in mobile homes; approximately two-fifths live in single-family homes. These are younger, diverse communities, with the highest proportion of American Indians of any segment. These family-oriented consumers value their traditions.*

Workers are in service, retail trade, manufacturing, and construction industries, with higher proportions in agriculture and mining, compared to the US. This market has higher unemployment, much lower median household income and home value, and a fifth of households with income below poverty level.

21. Soccer Moms

Households in Market: 2,014

Median Age: 36.6

Average Household Size: 2.96

Median Income: \$84,000

Neighborhood Preference: Conventional Suburban

ESRI Description: Soccer Moms is an affluent, family-oriented market with a country flavor. Residents are partial to new housing away from the bustle of the city but close enough to commute to professional job centers. Life in this suburban wilderness offsets the hectic pace of two working parents with growing children. They favor time-saving devices, like banking online or housekeeping services, and family-oriented pursuits.

22. Emerald City

Households in Market: 1,946

Median Age: 36.6

Average Household Size: 2.05

Median Income: \$52,000

Neighborhood Preference: Walkable Urban

ESRI Description: Emerald City's denizens live in lower-density neighborhoods of urban areas throughout the country. Young and mobile, they are more likely to rent. Well educated and well employed, half have a college degree and a professional occupation. Incomes close to the US median come primarily from wages and self-employment. This group is highly connected, using the Internet for entertainment and making environmentally friendly purchases. Long hours on the Internet are balanced with time at the gym. Many embrace the

“foodie” culture and enjoy cooking adventurous meals using local and organic foods. Music and art are major sources of enjoyment. They travel frequently, both personally and for business.

23. Home Improvement

Households in Market: 1,827

Median Age: 37.0

Average Household Size: 2.86

Median Income: \$67,000

Neighborhood Preference: Conventional Suburban

ESRI Description: Married-couple families occupy well over half of these suburban households. Most Home Improvement residences are single-family homes that are owner occupied, with only one-fifth of the households occupied by renters. Education and diversity levels are similar to the US as a whole. These families spend a lot of time on the go and therefore tend to eat out regularly. When at home, weekends are consumed with home improvement and remodeling projects.

24. Southern Satellites

Households in Market: 1,214

Median Age: 39.7

Average Household Size: 2.65

Median Income: \$44,000

Neighborhood Preference: Rural Large Lot

ESRI Description: Southern Satellites is the second largest market found in rural settlements but within metropolitan areas located primarily in the South. This market is typically nondiverse, slightly older, settled married-couple families, who own their homes. Almost two-thirds of the homes are single-family structures; a third are mobile homes. Median household income and home value are below average. Workers are employed in a variety of industries, such as manufacturing, health care, retail trade, and construction, with higher proportions

in mining and agriculture than the US. Residents enjoy country living, preferring outdoor activities and DIY home projects.

25. Professional Pride

Households in Market: 1,089

Median Age: 40.5

Average Household Size: 3.11

Median Income: \$127,000

Neighborhood Preference: Conventional Suburban

ESRI Description: Professional Pride consumers are well-educated career professionals that have prospered through the Great Recession. To maintain their upscale suburban lifestyles, these goal oriented couples work, often commuting far and working long hours. However, their schedules are fine-tuned to meet the needs of their school age children. They are financially savvy; they invest wisely and benefit from interest and dividend income. So far, these established families have accumulated an average of 1.5 million dollars in net worth, and their annual household income runs at more than twice the US level. They take pride in their newer homes and spend valuable time and energy upgrading. Their homes are furnished with the latest in home trends, including finished basements equipped with home gyms and in-home theaters.

26. City Commons

Households in Market: 1,017

Median Age: 27.6

Average Household Size: 2.66

Median Income: \$17,000

Neighborhood Preference: Walkable Urban

ESRI Description: This segment is one of Tapestry's youngest and largest markets, primarily comprised of single-parent and single-person households living within large, metro cities. While more than a third have a college degree or spent some time in college, nearly a third

have not finished high school, which has a profound effect on their economic circumstance. However, that has not dampened their aspiration to strive for the best for themselves and their children.

27. Heartland Communities

Households in Market: 930

Median Age: 41.5

Average Household Size: 2.38

Median Income: \$39,000

Neighborhood Preference: Conventional Suburban

ESRI Description: Well settled and close-knit, Heartland Communities are semirural and semiretired. These older householders are primarily homeowners, and many have paid off their mortgages. Their children have moved away, but they have no plans to leave their homes. Their hearts are with the country; they embrace the slower pace of life here but actively participate in outdoor activities and community events. Traditional and patriotic, these residents support their local businesses, always buy American, and favor domestic driving vacations over foreign plane trips.

28. Golden Years

Households in Market: 897

Median Age: 51.0

Average Household Size: 2.05

Median Income: \$61,000

Neighborhood Preference: Conventional Suburban

ESRI Description: Independent, active seniors nearing the end of their careers or already in retirement best describes Golden Years residents. This market is primarily singles living alone or empty nesters. Those still active in the labor force are employed in professional occupations; however, these consumers are actively pursuing a variety of leisure interests—

travel, sports, dining out, museums, and concerts. They are involved, focused on physical fitness, and enjoying their lives. This market is smaller, but growing, and financially secure.

29. Family Foundations

Households in Market: 680

Median Age: 38.8

Average Household Size: 2.70

Median Income: \$40,000

Neighborhood Preference: Conventional Suburban

ESRI Description: Family and faith are the cornerstones of life in these communities. Older children, still living at home, working toward financial independence, are common within these households. Neighborhoods are stable: little household growth has occurred for more than a decade. Many residents work in the health care industry or public administration across all levels of government. Style is important to these consumers, who spend on clothing for themselves and their children, as well as on smartphones.

30. Enterprising Professionals

Households in Market: 581

Median Age: 34.8

Average Household Size: 2.46

Median Income: \$77,000

Neighborhood Preference: Walkable Urban

ESRI Description: Enterprising Professionals residents are well educated and climbing the ladder in STEM (science, technology, engineering, and mathematics) occupations. They change jobs often and therefore choose to live in condos, town homes, or apartments; many still rent their homes. The market is fast-growing, located in lower density neighborhoods of large metro areas. Enterprising Professionals residents are diverse, with Asians making up over one-fifth of the population. This young market makes over one and a half times more income than the US median, supplementing their income with high-risk investments. At

home, they enjoy the Internet and TV on high-speed connections with premier channels and services.

31. Metro Renters

Households in Market: 458

Median Age: 31.8

Average Household Size: 1.66

Median Income: \$52,000

Neighborhood Preference: Walkable Urban

ESRI Description: Residents in this highly mobile and educated market live alone or with a roommate in older apartment buildings and condos located in the urban core of the city. This is one of the fastest growing segments; the popularity of urban life continues to increase for consumers in their late twenties and thirties. Metro Renters residents income is close to the US average, but they spend a large portion of their wages on rent, clothes, and the latest technology. Computers and cell phones are an integral part of everyday life and are used interchangeably for news, entertainment, shopping, and social media. Metro Renters residents live close to their jobs and usually walk or take a taxi to get around the city.

32. Small Town Simplicity

Households in Market: 420

Median Age: 40.0

Average Household Size: 2.25

Median Income: \$27,000

Neighborhood Preference: Rural Large Lot

ESRI Description: Small Town Simplicity includes young families and senior householders that are bound by community ties. The lifestyle is down-to-earth and semirural, with television for entertainment and news, and emphasis on convenience for both young parents and senior citizens. Residents embark on pursuits including online computer games, scrapbooking, and

rural activities like hunting and fishing. Since almost 1 in 4 households is below poverty level, residents also keep their finances simple—paying bills in person and avoiding debt.

33. The Great Outdoors

Households in Market: 368

Median Age: 46.3

Average Household Size: 2.43

Median Income: \$53,000

Neighborhood Preference: Rural Large Lot

ESRI Description: These neighborhoods are found in pastoral settings throughout the United States. Consumers are educated empty nesters living an active but modest lifestyle. Their focus is land. They are more likely to invest in real estate or a vacation home than stocks. They are active gardeners and partial to homegrown and home-cooked meals. Although retirement beckons, most of these residents still work, with incomes slightly above the US level.

34. Top Tier

Households in Market: 345

Median Age: 46.2

Average Household Size: 2.82

Median Income: \$157,000

Neighborhood Preference: Conventional Suburban

ESRI Description: The residents of the wealthiest Tapestry market, Top Tier, earn more than three times the US household income. They have the purchasing power to indulge any choice, but what do their hearts' desire? Aside from the obvious expense for the upkeep of their lavish homes, consumers select upscale salons, spas, and fitness centers for their personal well-being and shop at high-end retailers for their personal effects. Whether short or long, domestic or foreign, their frequent vacations spare no expense. Residents fill their weekends and evenings with opera, classical music concerts, charity dinners, and shopping. These

highly educated professionals have reached their corporate career goals. With an accumulated average net worth of over 1.5 million dollars and income from a strong investment portfolio, many of these older residents have moved into consulting roles or operate their own businesses.

35. Up and Coming Families

Households in Market: 12

Median Age: 30.7

Average Household Size: 3.10

Median Income: \$64,000

Neighborhood Preference: Conventional Suburban

ESRI Description: Up and Coming Families is a market in transition—residents are younger and more mobile and ethnically diverse than the previous generation. They are ambitious, working hard to get ahead, and willing to take some risks to achieve their goals. The recession has impacted their financial well-being, but they are optimistic. Their homes are new; their families are young. And this is one of the fastest-growing markets in the country

Neighborhood Preferences of Tapestry Segments

The table below shows the total number of households in the Greater Lansing Area that prefer each type of neighborhood, according to ESRI. Optimally, the housing market would provide approximately enough housing units in each typology for the residents that desire each type of housing.

Table X
Number of Households Preferring Each Neighborhood Typology, by
Tapestry Segment, 2015

Neighborhood Typology	Number of Households
Walkable Urban	63,231 (40.5%)
In Style	9,183
College Towns	9,041
Dorms to Diplomas	8,818
Hardscrabble Road	8,470
Young and Restless	5,150
Set to Impress	4,647
Old and Newcomers	4,345
Bright Young Professionals	4,097
Retirement Communities	3,157
Social Security Set	2,321
Emerald City	1,946
City Commons	1,017
Enterprising Professionals	581
Metro Renters	458
Conventional Suburban	73,181 (46.9%)
Traditional Living	19,347
Rust Belt Traditions	12,260
Comfortable Empty Nesters	12,112
Midlife Constants	9,571
Middleburg	5,457
Savvy Suburbanites	3,647
Exurbanites	2,993
Soccer Moms	2,014
Home Improvement	1,827
Professional Pride	1,089
Heartland Communities	930
Golden Years	897
Family Foundations	680
Top Tier	345
Up and Coming Families	12

Neighborhood Typology	Number of Households
Rural Large Lot	19,567 (12.5%)
Green Acres	11,445
Salt of the Earth	3,992
Down the Road	2,128
Southern Satellites	1,214
Small Town Simplicity	420
The Great Outdoors	368

1700Source: ESRI Business Analyst 2016

Optimal vs Actual Neighborhood Mix

Based on the preferences described above, the optimal mix of housing units in the Greater Lansing area is approximately 40% in Walkable Urban neighborhoods, 47% in Conventional Suburban neighborhoods, and 13% in Rural Large Lot neighborhoods. There are just under 170,000 housing units in the market, so based on preferences, the optimal number of units would be 68,000 in Walkable Urban, 79,900 in Conventional Suburban, and 22,100 in Rural Large Lot. These units could be single family, multiple family, or any of the categories in the “missing middle”, so long as they match the preferred neighborhood type.

The actual mix of housing units, based on the geographic analysis, is 45,813 in Walkable Urban, 93,398 in Conventional Suburban, and 30,481 in Rural Large Lot. The table below compares the optimal and actual neighborhood mixes in Greater Lansing, showing the gap of additional units demanded. The data shows that Greater Lansing needs approximately 22,000 more housing units in Walkable Urban neighborhoods to meet the desires of its residents, and has approximately 13,500 too many housing units in Conventional Suburban neighborhoods and 8,300 too many units in Rural Large Lot area.

Table X

Optimal vs Actual Number of Housing Units Per Neighborhood Type

Neighborhood Type	Optimal Number of Units (Approximate)	Actual Number of Units	Gap (Units Desired or Oversupply of Units)
Walkable Urban	68,000	45,813	+22,187
Conventional Suburban	79,900	93,398	-13,498
Rural Large Lot	22,100	30,481	-8,381

Source: ESRI Business Analyst 2016

Affordability Analysis

The table below shows the price level of housing affordable to households in the tapestry segments that prefer Walkable Urban Neighborhoods. The income range is dramatic, and the segments have been grouped into four categories to show the types of housing that could be constructed to meet the market demands:

Downsized Luxury Housing is housing that replicates all the amenities of a large, luxurious single family home, but in a smaller package. Upscale finishes and appliances, technology, and manicured grounds are characteristics of these types of housing. Very frequently, this type of housing falls into the “missing middle” category in Walkable Urban neighborhoods, because small single family homes with luxury features are hard to find, and large luxury multi-family buildings are rare outside the richest urban neighborhoods in the country (Manhattan’s Upper East Side for instance).

Mid-Range Walkable housing is high-quality, but not luxury. Households in this category are not looking for luxurious finishes, but do want a basic standard of maintenance and quality. This level of affordability runs the full gamut of unit types in Walkable Urban settings, from Craftsman bungalows are other historic single family homes to small apartment buildings to large high-rise multiple family developments.

Student Housing is aimed specifically at college and graduate students, who are more likely to be interested in communal amenities and may be working with a tight budget. Students are also more likely to be willing to sacrifice quality for location or affordability than other groups. Student housing traditionally has taken the form of large apartment buildings/dormitories or single-family

homes re-purposed to have a large number of bedrooms. However, in recent years, other types of units have become more popular for students.

Affordable Housing is housing that, through public subsidies, non-profit programs, or market forces, is affordable to low-income households. Ideally, affordable housing should meet a basic standard of quality and, optimally, should be indistinguishable from market-rate housing. However, in reality much of the housing available to low-income families is substandard and undesirable.

Table X
Affordability Analysis for Households Preferring Walkable Urban
Neighborhoods

	Median Income	Monthly Income	Max Affordable Housing Payment	Home Buying Power
Downsized Luxury Housing				
Enterprising Professionals	\$77,000	\$6,417	\$1,604	\$407,094.0
In Style	\$66,000	\$5,500	\$1,375	\$345,600.0
Metro Renters	\$52,000	\$4,333	\$1,083	\$274,864.8
Emerald City	\$52,000	\$4,333	\$1,083	\$272,216.4
Bright Young Professionals	\$50,000	\$4,167	\$1,042	\$261,910.8
Mid-Range Walkable				
Old and Newcomers	\$39,000	\$3,250	\$813	\$204,350.4
Young and Restless	\$36,000	\$3,000	\$750	\$188,515.2
Retirement Communities	\$35,000	\$2,917	\$729	\$183,236.4
Set to Impress	\$29,000	\$2,417	\$604	\$151,818.0
Student Housing				
College Towns	\$28,000	\$2,333	\$583	\$146,539.2
Dorms to Diplomas	\$17,000	\$1,417	\$354	\$136,233.6
Affordable Housing				
Hardscrabble Road	\$26,000	\$2,167	\$542	\$89,014.8
City Commons	\$17,000	\$1,417	\$354	\$88,978.8
Social Security Set	\$16,000	\$1,333	\$333	\$83,701.2

Source: ESRI Business Analyst 2016

Assumptions: Max affordable housing payment = 25% of gross income, Home Buying Power assumes 20% down, 4% fixed interest and 30 year mortgage term

The table below shows the demand for new housing in Walkable Urban neighborhoods in the Greater Lansing area broken down by affordability level. In order to determine the number of units demanded, the proportion of the market for Walkable Urban housing that falls into each tapestry segment was calculated, then multiplied by the total number Walkable Urban housing units that are demanded.

25.7% of the households could afford Downsized Luxury Housing, for a demand of 5,702 units. 27.3% could afford Mid-Range Walkable Housing, for a demand of 6,057 units. 28.2% could afford Student Housing, for a demand of 6,257 units, and 18.7% could need Affordable Housing, or 4,149 units.

Table X
Breakdown of Demand for New Walkable Urban Housing by
Affordability Level

	Proportion of Households	New Housing Units Demanded*
Downsized Luxury Housing	25.7%	5,702
Enterprising Professionals	0.9%	200
In Style	14.5%	3,217
Metro Renters	0.7%	155
Emerald City	3.1%	688
Bright Young Professionals	6.5%	1,442
Mid-Range Walkable Housing	27.3%	6,057
Old and Newcomers	6.9%	1,531
Young and Restless	8.1%	1,797
Retirement Communities	5.0%	1,109
Set to Impress	7.3%	1,620
Student Housing	28.2%	6,257
College Towns	14.3%	3,173
Dorms to Diplomas	13.9%	3,084
Affordable Housing	18.7%	4,149
Hardscrabble Road	13.4%	2,973
City Commons	1.6%	355
Social Security Set	3.7%	821

Source: ESRI Business Analyst 2016

*Proportion of households x 22,187 new Walkable Urban Units desired.

Conclusion: Opportunities for Meridian

The above analysis indicates significant demand for additional housing in Walkable Urban neighborhoods in the Greater Lansing region. In order to capture its share of this demand, Meridian Township will need to plan for new types of neighborhoods and new types of housing.

The Township currently has approximately 11% of the region's total housing units. If that trend holds with regard to the growth in walkable housing, then there is a demand for approximately 2,500 walkable housing units in Meridian (Approximately 11% of the 22,000 walkable housing units demanded region-wide).

The designs for the PICA areas (Haslett, Okemos, and Carriage Hills) included just under 2,300 housing units, approximately 90% of the walkable housing demanded in the Township. Therefore, the amount of housing shown on the PICA plans is appropriate given the housing market in the Greater Lansing area.



13. B

To: Board Members
From: Miriam Mattison, Finance Director
Date: December 23, 2020
Re: Procurement Policy

The Finance Department is please to present to you the updated Procurement Policy. The current purchasing policy was last updated in 2002.

This policy will outline what is required for each level and type of purchase made by the Township employees. This policy will also address purchasing cards and disposal of surplus property.

The Finance Team looks forward to discussing this updated policy with you on January 5, 2021.

Attachment:

1. Procurement Policy



Meridian Township Procurement Policy

Purpose

- A. The purpose of this policy is to establish transparent and standard guidelines of the procurement function for the Charter Township of Meridian in coordination with established governmental best practices.
- B. The policy shall ensure the best overall value for the Township in the acquisition of goods and services through competition among qualified vendors. Policy adherence shall result in financial accountability and efficient use of funds.
- C. The policy shall be utilized for every expenditure by Meridian Township regardless of the funding source.
- D. This policy provides the process for the efficient means of disposal of surplus real and personal property.

Authority

- A. This policy is designed to serve as a guide for all purchases by Charter Township of Meridian employees and elected officials for the Township. All purchases are ultimately the responsibility of the Township Manager, and may be approved or disapproved by him/her or his/her designee, in accordance with the provision of this policy and the limitations of the Township budget. The interpretation of the requirements contained herein and any revision to this policy shall be made by the Township Board.
- B. The Finance Department shall serve as the principal procurement administrator for the Township and shall be responsible for the execution of procurement in accordance with this policy, as well as the management and disposal of surplus property. The Finance Department shall work cooperatively with departments in making determinations relative to procurements. The Finance Department shall adopt any necessary rules and procedures with respect to procurement and shall ensure their consistent application.
- C. The Charter Township of Meridian utilizes a decentralized purchasing system with individual Department Directors responsible for the actual purchasing for their departments. Department Directors must anticipate and plan for the purchasing needs of their departments. All purchases must be budgeted and properly documented. The procedure and documentation will vary depending upon the nature of the purchase as defined within this policy.

Ethical Standards and Professional Conduct

- A. The Charter Township of Meridian's decentralized purchasing system provides for responsive support to departments, and empowers Department Directors to procure their department's requirements timely and with minimal impediments. The Township places a high degree of trust in their employees with regard to proper purchasing ethics. Decentralized purchasing requires those employees in the approval and purchasing process to adhere to high ethical standards when engaged in purchasing tasks to ensure the integrity of township government and protect township assets. As such these employees must, at all times, avoid the appearance of impropriety and unethical conduct.
- B. Ethical Standards and Professional Conduct are detailed in the Purchasing Procedures Manual.

This expands on the following examples that are listed as a quick guide. Employees may not:

- a. Disclose, for financial gain for the employee's grandparent, parent, parent-in-law, stepparent, sibling, spouse, child, or stepchild (Immediate Family), any confidential information that is not available to members of the general public.
 - b. Engage in or agree to engage in, for financial gain of the employee's Immediate Family, any business transaction or private arrangement that accrues from or is based on the employee's official position or on confidential information gained by reason of the employee's position.
 - c. Solicit, accept, or agree to accept anything under any circumstances that could reasonably be expected to influence the manner in which the employee performs work or makes decisions.
 - d. Make available any consideration, treatment, advantage, or favor beyond that which is generally granted or made available to others under similar circumstances.
 - e. Represent or act as an agent for any private interests, whether for compensation or otherwise, in any transaction in which the township has a direct and substantial interest and which could reasonably be expected to result in a conflict between the employee's private interest's and official township responsibilities.
 - f. Exercise any decision-making authority of the Township regarding any purchasing with respect to any business or entity in which the employee or a member of the employee's Immediate Family has any financial interest.
- C. An employee may accept *advertising items* (contractor or vendor promotional items that contain contractor or vendor logo) that have a fair market value of less than \$20.00. The aggregate fair market value of any advertising items must not exceed \$80.00 in any three-month period. The \$80.00 limit is an aggregate cap across all advertising items, from any combination of contractors or vendors. Any item that does not have a company logo on it is considered a gift and cannot be accepted.
- D. All purchasing tasks, regardless of dollar amount, shall adhere to the listed standards and conduct. The Finance Department shall assist any employee with any questions in this regard.

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Chapter 1. Quick Reference Chart

	Amount (\$) or Type	Documents Required or Condition for Use	PCard ¹ & AP.Net Processing	Requisition & Purchase Order ²	Written Quote ³	Sealed Bid or Proposal	Manager Approval	Department Director Approval
Small Purchases	\$0 - \$999		YES or RQ/PO	YES or PCard				YES
	\$1,000 - \$4,999	Verbal Quote Record from 2 sources or 2 emailed quotations	YES or RQ/PO	YES or PCard	YES			YES
Competitive Purchases	\$5,000 - \$24,999 Request for Quotation (RFQ)	Written Quotation from 3 sources.		YES	YES			YES
	\$25,000 + Request For Bid (RFP)	When vendors are needed to develop or propose ideas or solutions to fulfill a need.		YES	YES	YES		YES
Exceptions to	Cooperative Procurement (e.g. SourceWell, MiDeal)	When a joint purchase with another governmental unit can be made or when the Board determines that the public interest will be best served without competitive bidding.		YES	YES ≥\$5,000		YES	YES
	Sole Source Procurement	When only 1 vendor can meet requirements.		YES	YES ≥\$5,000		YES	YES
	Emergency Procurement	When Township Manager directs as such.		YES	YES ≥\$5,000		YES	YES

Purchases may not be artificially divided such that lower levels of approval may be obtained.

¹Up to individual PCard limits. Thereafter a requisition is to be created.

²Requisition to be completed and purchase order created before order is placed. Purchase Order number to be included on all vendor invoices.

³Written quote includes Verbal Quote Record, RFQ, IFB, and RFP. Written quote number of bidders waived for Emergency Procurement

Chapter 2. Small Purchases

Preface: Any purchase less than \$5,000 shall be considered a Small Purchase. Small Purchases do not require a sealed bid or sealed proposal.

Required Approvals: All Small Purchases shall be approved by the Supervisor and Department Director.

Section 2.1. Purchases Less Than \$1,000

- A. Departments may make purchases less than \$1,000 without securing competitive quotes. Professional conduct and fiduciary duty of course still apply.
- B. Either PCard transactions (up to individual PCard limits) or Requisition & Purchase Order transactions are acceptable.

Section 2.2. Purchases or Contracts Between \$1,000 - \$4,999

- A. **Additional Required Approvals & Documentation:** Purchases and Contracts within this range shall require either a verbal quotation or email quote from two sources.
- B. Verbal quotations shall be transcribed on the available Verbal Quotation Record. Vendors submitting emailed quotations shall include all the mandatory information requested on the Verbal Quotation Record. Received quotation shall be made part of the purchasing electronic file.
- C. Either PCard transactions (up to individual PCard limits) or Requisition & Purchase Order transactions are acceptable.

Chapter 3. Competitive Purchases

Preface: Any purchase of \$5,000 or greater shall be considered a Competitive Purchase and is further distinguished by amount. A purchase between \$5,000 - \$24,999 shall require three written quotes. A purchase of \$25,000 or greater shall require a sealed bid. Request for Quotation (RFQ) and Request for Proposals (RFP) shall all qualify as Competitive Purchases. Board approval is not required to issue an RFQ, IFB, or RFP.

- A. Required Approvals & Documentation: All Competitive Purchases require a Purchase Requisition and a Purchase Order to effect a purchase. Competitive Purchases shall be approved by the Department Director.
- B. Specifications and Advertisement: The solicitation for quotes, bids, and proposals shall include a clear and accurate description of the requirements of the goods or services to be procured. The description should not contain features that unduly restrict competition. The performance requirements of a solicitation may be described by stating "brand name or equivalent" to convey functionality without requiring the specific brand. Solicitations for sealed bids shall be sent to prospective bidders, placed with trade sources, and posted on the township website.
- C. Evaluation & Final Award: All written quotes, bids, and proposals shall be technically evaluated and vendor responsibility shall be assessed. No criteria may be used in quote/bid/proposal evaluations that are not set forth in the solicitation. Also, failure of a vendor to supply information in connection with an inquiry may result in a determination of non-responsibility. The Township Manager reserves the right to accept or reject any and/or all quotes, bids, or proposals, to award the contract to other than the lowest bidder, to accept any or all alternates, to waive irregularities and/or informalities, and in general to make the award in any manner deemed by it, in its sole discretion, to be in the best interest of the Township. Quotes, bids and proposals will be available to the public after an award is made.

Section 3.1. Request for Quotation (RFQ): \$5,000 - \$24,999

- A. Additional Required Documentation: Comparative, written quotes are required from vendors for products and services except when the Department Director and Purchasing Manager determine that no advantage to the Township would result from acquiring multiple quotes, or when the purchase is for the acquisition of professional services from pre-qualified providers.
- B. Request for Quotation from prospective vendors may be made in person, by telephone, by written communication, or through an e-procurement system; however, the vendor's response must be written as specified.

- C. Quote Evaluation and Final Award: Quote evaluation will normally be executed by the Purchasing Manager with technical approval from the end-user. A purchase shall be made from the vendor who quotes the best overall value while meeting specifications.

Section 3.2. Purchases or Contracts \$25,000 +

Preface: Purchases or Contracts that are \$25,000 or greater will require a sealed Request for Proposal (RFP). The requirements below apply to the RFP. The RFP have additional unique requirements that shall be followed. The Conditions for Use statements will dictate when to use a RFP and the additional requirements for each are documented in Sections 3.2.B., and 3.2.C., respectively.

Section 3.2.A. All Purchases and Contracts \$25,000 +

- A. Solicitation Advertisement, Distribution, Posting, and Acceptance: Sealed Bids/proposals shall be solicited from a reasonable number of known, qualified, prospective vendors by distributing electronic and/or written notices, placed with trade sources, and posted on the township website. Bids/proposals shall be unconditionally accepted without alteration or correction.
- B. Bid Opening: Bids/proposals shall be opened publicly at the Township Hall and at the time designated in the notice requesting the bid/proposal. Minimally, a representative from the Clerk's office and a representative from the using department shall be present during the Bid Opening.
- C. Correction or Withdrawal of Bid/Proposal: Prior to Bid Opening, corrections or withdrawals of bids/proposals are permitted through written or e-mail notice to the initiating office. After award, if an awarded vendor alleges a mistake, the vendor must request in writing that the award be terminated or modified. The Board or designee may reject the request and hold the vendor to the awarded contract. The Board or designee may do otherwise when the mistake is alleged in writing and evidence of the mistake is clear and convincing. All decisions shall be documented through a written determination by the Board or designee.

- D. Failure to Execute a Contract: Security deposits shall be retained by the Township until a contract is awarded and signed by the selected vendor. If the selected vendor fails/refuses to enter into the proposed contract and/or fails to file a required bond within ten (10) Township business days after signing such contract, the deposit accompanying the bid shall be forfeited to the Township. The Board shall then consider the interests of the public when determining to award the contract to a different qualified bidder or re-post the solicitation.

Section 3.2.B. Request for Proposal (RFP): \$25,000 +

In addition to the requirements in the Chapter 3 Preface and in Section 3.2.A., the following procedures apply to sealed RFP's.

- A. Condition for Use: A Request for Proposal (RFP) is issued when
- There exists a complex need that is difficult to specify and the need may be expressed as a statement or scope of work to be done along with criteria to evaluate responses from potential vendors.
 - Requirements for the RFP are not clearly known and are qualitative rather than quantitative.
 - When supplier selection is being made based on a combination of non-price factors.
- B. Bid Opening: The amount of each proposal, the vendor name, and relevant information shall be recorded; however, only the vendor name shall be revealed to the public.
- C. Correction or Withdrawal of Proposal: Mistakes in proposals after bid opening and prior to award have little impact since discussions and corrections to proposals are permitted.

Chapter 4. Exceptions to Competitive Bid

Preface: Some procurements are exempt from competitive bidding. Utilize the Conditions for Use descriptions to determine if a purchase is exempt.

A. Required Approvals & Documentation: When exempt from competitive bidding, Department Director approval is required. Board approval is required for purchases and contracts as listed.

Section 4.1. Cooperative Purchase

- A. Condition for Use: For purchases which meet one of the following criteria:
1. When the Board determines that the public interest and cost effectiveness will be best served by purchase from or joint purchase with another unit of government.
 2. When cooperative contracts exist:
 - a. Michigan Department of Technology, Management and Budget (Member #: 890) MiDeal www.michigan.gov/dtmb/0,5552,7-358-82550_85753---,00.html
 - b. Sourcewell (Formerly NJPA) (Member #: 5167) www.sourcewell-mn.gov
 - c. Other governmental entities contracts offered as cooperatives and of value to the Township.
- B. Final Award: The Township may award a contract to a public entity or approved vendor of the cooperative contract. When applicable, an award will be made by complying with the terms of the stated cooperative contract.

Section 4.2. Sole Source Purchase

- A. Conditions for Use: For purchases or contracts that the Department Director determines in writing, after a good faith review of potential vendors, that there is only one vendor for the required product or service, especially when the procurement is for a product that is a part of a system in which selection of an alternative brand would alter the ability of the using department to operate and/or maintain the system.
- B. Sole Source Vendors: A list of current sole source vendors shall be kept by the Finance Department. The list shall include the sole source determination from the using Department which must be re-established every three years.

Section 4.3. Emergency Purchase

When an event occurs that is a threat to public health, maintenance of an essential Township service, welfare of persons or public property, or the security of the Township or its interests, the Township Manager in cooperation with the Township Supervisor, or in the Manager's absence, the Finance Director, may authorize purchases. The emergency need not be officially declared. Failure to plan does not constitute an emergency.

CHAPTER 5. Purchasing Types

Preface: The Township utilizes both Purchase Orders and PCard transactions to conduct business with vendors. Each have unique approval paths and usages.

A. Required Approvals & Documentation: Department Director approval is required for all purchases. Purchase Orders first require an approved purchase requisition, PCard transactions require approval post transaction.

Section 5.1. Purchase Order

A purchase order is the approval of a purchase for a specific item(s), from a specific vendor, at a specific rate. A purchase requisition is the departmental approval document to create a purchase order. Any significant change in the purchase order may void that purchase order, and the employee making the significant change in the purchase order may be held liable for that purchase. A significant change is a change in vendor, item(s) being purchased, or a change in price of greater than five percent (5%).

Section 5.1.A Blanket Purchase Order

- A. Blanket Purchase Orders: For some items, such as small hardware supplies, auto parts, or small plumbing supplies, which are purchased in large volume (as a class of item not as a specific item), a blanket purchase order may be placed with a vendor. The blanket purchase order eliminates the need to get a purchase order for each specific item purchased from the vendor. Department Directors are responsible for approving all invoices from purchases made on a blanket purchase order by their department.
- B. Employees making purchases either on a blanket purchase order shall submit to the Accounting Department a record of the purchase which shall include the same information as an invoice.

Section 5.2 Electronic Purchase Requisition and Purchase Order System

- A. Purpose: The electronic purchase requisition and purchase order system is designed to provide a method to screen and approve requests for purchase (purchase requisitions), to encumber available funds in the appropriate ledger accounts, to record the disbursement of funds, and keep track of purchases to be delivered (purchase orders). Purchase requisitions and purchase orders are to be used for all purchases, except procurement card purchases, and emergency needs as authorized by the Township Manager. Failure of an employee to secure approval for a purchase may result in that employee being held liable for that purchase.
- B. Guidelines: The purchase requisition is a request for a purchase. If the requisition is approved, a purchase order will be authorized and created. If not, the requisition will be returned to the department making the request. The purchase order is the authorization to make a purchase.
- C. Exceptions: Under normal circumstances, no purchase orders will be issued without a completed purchase requisition. In situations where an unforeseen need for services,

supplies, or materials arises, such as the need for emergency repairs on vehicles or complications in the course of normal maintenance, purchase requisitions may be approved by the Department Director. The Township Manager may, at his/her discretion, establish authorization levels for Department Director for approving such purchases. After the emergency purchase has concluded, the electronic requisition shall be completed, along with a note that a purchase has been made, and sent through the approval process for a purchase order to be created. The Department Director will approve the invoice for payment.

- D. Changes in Purchase Orders: If for any reason, a significant change must be made in a purchase order after it has been received by an employee, that employee must notify the Finance Director. A significant change shall be defined as a change that:
 - a. Switches the purchase order from one vendor to another vendor
 - b. Changes the item being ordered (i.e. from roofing nails to finishing nails)
 - c. Changes the price of the purchase order by more than 5% or price estimated on the purchase requisition.
- E. Failure of an employee to notify the Director's Office of a significant change in the purchase order may result in that employee being held liable for that purchase.
- F. Completion of Transaction: When an order has been filled, it is the responsibility of the Department Director to have the shipment or services requested inspected to ensure the proper quantity and quality of goods or services have been received.
- G. Invoices: An invoice is an itemized listing of quantities and charges for the purchase of supplies, materials, equipment, or services which have been furnished to the Township. An invoice is the means by which the vendor informs the purchaser of his obligation and it should contain the same basic information as the purchase order plus any conditions imposed by the vendor, such as discounts, time of expected payment, etc.
- H. Prompt processing of invoices for the settlement of obligations is very important because it may favorably affect the relationship between the purchaser and the vendor. An invoice should contain:
 - a. Purchase Order Number
 - b. Date of order
 - c. Date of delivery
 - d. Destination of delivery (building where shipped and who received it, if signed delivery)
 - e. Itemized list of materials or services rendered
 - f. Quantities, prices (both in unit and total), terms and any
 - g. Quantities, prices (both in unit and total), terms and any

Section 5.3. PCard

Purpose: The purpose of a purchasing card (also known as a procurement card or PCard) program is to provide an efficient, cost-effective method of purchasing and paying for small-dollar purchases. This program is used as an alternative to traditional requisitioning and purchase order process.

- A. The (Township Manager or designee (Finance Director)) is responsible for issuing, accounting for, monitoring, retrieving and generally overseeing compliance with the Township's procurement card policy.
- B. Township procurement cards may be used only by an officer or employee of the Township for

the purchase of goods or services for the official business of the Township.

- C. An official or employee who is issued a procurement card is responsible for its protection and custody. If a procurement card is lost or stolen, the (Township Manager or designee (Finance Director)) shall be notified. The entity issuing the lost or stolen procurement card shall be immediately notified to cancel the card.
 - D. An officer or employee issued a procurement card shall return the procurement card to (Township Manager or designee (Finance Director)) upon termination of his or her employment or service with the Township.
 - E. Each employee shall sign an agreement that the employee has received and read a copy of the PCard policy.
 - F. Officers and employees who use a Township procurement card in a manner contrary to this policy shall be subject to disciplinary action, including possible termination of employment, reimbursement to the Township for unauthorized expenditures, legal action or criminal liability.
-

Chapter 6. General Guidelines

Section 6.1. Fund Availability

- A. The Finance Director, or designee, shall certify that sufficient funds will be available for payment of a Purchase Order, contract or other agreement for purchases of \$5,000 and greater.
- B. In the case of a purchase order, contract, or other agreement that requires periodic payments in future fiscal years for the furnishing of a continuing service or the leasing of property, such certification need not cover those payments which will be due in future fiscal years. This exception shall not apply to a contract for purchase of construction being financed by an installment contract.

Section 6.2 Purchase of Unbudgeted Capital Outlay Items

- A. Capital Items Under \$5,000: Items of Capital Outlay not specifically authorized by Township Board approval may be purchased upon the approval of the Manager only if the cost of the unbudgeted Capital Outlay item is equal to or less than Five Thousand Dollars (\$5,000).
- B. Transfer to Other Line Items Within Activity: Amounts authorized for Capital Outlay by the Township Board may not be transferred to other line items within an Activity Budget without Township Board approval.
- C. Transfer between Activity Budgets: Amounts authorized for Capital Outlay by the Township Board may not be transferred to other Activity Budgets without Township Board approval.
- D. Related Activity Budget Policies: These actions shall replace all other existing policies relating to the purchase of Capital Outlay or Transfers within or between Activity Budgets.

CHAPTER 7. Disposal of Surplus Property

Whenever any Township property, real or personal, is no longer needed for Township or public purposes, the property may be disposed in accordance with this provision, except where the property is restricted by law.

A. Authority to Dispose of Surplus Property

1. Per Article IX, Section 18 of the Michigan Constitution and MCL 41.2(3) the Township “may not give away public property without a consideration”. “Consideration” must be something of sufficiently fair value”. The Township has the express legal authority to sell or lease property which has value that is no longer needed for public purposes. The Township also has the implied power to throw away property that is no longer needed and that has no value. The Township has no legal authority to make a gift or donation of the property to any individual or entity, public or private.
2. The Board or designee, in consultation with the Department Director, shall make the initial determination as to whether the surplus property has any value, or is without value.
3. The Board or designee is authorized to determine the permissible method of disposing of surplus Township property. The Township Board or designee, as the legislative or executive body of the Township government, is the judge of what constitutes “fair value”.
4. Surplus property that is used for trade-in purposes for new, similar or like items, is considered surplus property with value and can be disposed of to the vendor during the purchase and receiving process. The value received from the purchase process will be considered the value of the surplus property.

B. Methods for Disposal of Surplus Property without value

1. Surplus property without value shall be discarded or thrown away. Exceptions are items that could be recycled.
2. Surplus property shall not be “given away” to employees or the general public.

C. Methods for Disposal of Surplus Property with value

1. Disposal of surplus property with value shall be consistent with the fiduciary duty of public officials. In general, the sale of surplus property will be accomplished through online auction sites, such as Repocast, govdeal.com and eBay.

D. Unsold Surplus Property: If property with value remains unsold after reasonable attempts to obtain cash for the item, it may be discarded or thrown away.

E. Records: Records regarding the disposition of the property are to be on file in Accounting.

F. Real Property: Real Property is real estate and buildings owned by the Township. All Board of Trustee members shall, on the behalf of the constituents, have the right and the responsibility to thoroughly review all information relating to real property prior to any decision regarding its sale. Township Real Property:

1. Should not be sold when facts have been established that support prohibiting such sales;
2. Should not be sold when there have been no facts established that support consummating such sales;
3. May be sold when full fact-finding, with transparency to the Board and the public, demonstrates a compelling need to do so.



TO: Township Board Members

FROM: Derek N. Perry, Deputy Township Manager
Director of Public Works & Engineering

Younes Ishraidi, Chief Engineer

RE: Powell Road Public Road Improvement SAD #43

In early 2018, the developer of Silverstone Estates, Mayberry Homes, received approval for their Tentative Preliminary Plat. As part of that approval, a condition was placed that required the paving of Powell Road from the northern extent of the plat southward to Grand River. To facilitate this requirement, the developer has requested the implementation of a special assessment district (SAD).

As the Township Board is aware, we require the circulation of a petition to the potentially impacted residents with more than 50% being in support of the project prior to the consideration of a SAD. We have received a petition for the paving of Powell Road with signatures representing 54.34% of the total frontage amongst sixteen (16) parcels. This frontage along Powell Road represents 1,576 feet from Grand River Avenue to the northern plat line of the Silverstone Subdivision. A map is included for your reference.

The total estimated project cost is \$460,000. The road design has been completed by the developer's engineers, and approved by the Ingham County Road Department. The high cost for this small section of roadway are being driven by extremely poor soils in the existing roadbed. Using the \$460,000 estimate, we calculate that the assessments will range from \$8,849.40 to \$81,815.65 depending on the road frontage of each parcel. The specific assessment for each parcel can be found on the proposed attached assessment roll.

Typically, we utilize the Township Infrastructure Revolving Fund (TIRF) to provide the funding for a project and the fund is reimbursed over time by the individual assessments. With this project, the initial cost of constructing the road will be borne by the developer, Mayberry Homes doing business as Powell Road Holdings LLC. Upon completion of the paving project, the developer will be able to receive a portion of the construction costs back to them for the six (6) parcels that are used for commercial purposes or as rental property. Those parcels include: 3302-02-22-276-009, 3302-02-22-426-007, 3302-02-23-301-001, 3302-02-23-301-003, 3302-02-23-301-004, 3302-02-23-301-012. The total assessed amount eligible for reimbursement to the developer is \$204,002.27 and will be provide by the TIRF.



13. C.

The remaining ten (10) parcels will not be eligible for reimbursement and will be the financial responsibility of the developer. Those parcels include four (4) residential-non rental parcels (3302-02-22-276-006; 3302-02-22-276-007; 3302-02-22-426-003; 3302-02-22-426-004) and the six (6) future parcels (includes Silverstone Way road width) of the Silverstone Subdivision parent parcel (3302-02-23-151-001) totaling \$256,001.35.

Attached for discussion are resolutions #1 and #2. Resolution #1 calls for creation of a plan and cost estimate. Resolution #2 tentatively declares the Township Board's intention to make the public improvement and sets a date for a public hearing.

**POWELL ROAD PUBLIC ROAD IMPROVEMENT
SPECIAL ASSESSMENT DISTRICT NO. 43**

RESOLUTION NO. 1

At a regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, held at the Meridian Township Municipal Building, 5151 Marsh Road, Okemos, MI 48864-1198, (517) 853-4000, on Tuesday, January 19, 2021 at 6:00 p.m.

PRESENT: _____

ABSENT: _____

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

WHEREAS, a petition has been filed with the Township Board of the Charter Township of Meridian, Ingham County, Michigan, pursuant to Act 188, Public Acts of Michigan, 1954, as amended, signed by the record owners of more than fifty-percent (50%) of the total frontage upon Powell Road in Section 22 & 23, T4N, R1W, Meridian Township, Ingham County, MI; and,

WHEREAS, said petition of landowners requests the improvement of Powell Road, from Grand River Avenue north approximately 1576 feet to the north plat line of Silverstone Subdivision, by grading, graveling and paving; and

WHEREAS, said petition has been verified as to signature, ownership and percentage of ownership and frontage; and

WHEREAS, the Township Board desires to proceed on said petitions.

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

1. The Township Engineer is hereby ordered to prepare plans showing the improvement, the location thereof and estimates of the cost thereof, pursuant to the project as set forth in the petition of landowners and as previously set forth in this resolution.

YEAS: _____

NAYS: _____

STATE OF MICHIGAN)

) ss.

COUNTY OF INGHAM
,

I, the undersigned, the duly qualified and acting Clerk of the Charter Township of Meridian, Ingham County, Michigan, **DO HEREBY CERTIFY** that the foregoing is a true and complete copy of proceedings taken by the Township Board at a regular meeting held on Tuesday, January 19, 2021.

Deborah Guthrie, Township Clerk

**POWELL ROAD PUBLIC ROAD IMPROVEMENT
SPECIAL ASSESSMENT DISTRICT NO. 43**

RESOLUTION NO. 2

At a regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Township Municipal Building, 5151 Marsh Road, Okemos, Michigan, 48846-1198, on Tuesday, January 19, 2021, at 6:00 p.m.

PRESENT: _____

ABSENT: _____

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

WHEREAS, the Township Board of the Charter Township of Meridian deems it advisable and necessary for the public health, safety, and welfare of the Township and its inhabitants to construct the following described public road improvement:

Grade, gravel and pave Powell Road, from Grand River Avenue north approximately 1,576 feet to the north plat line of Silverstone Subdivision; and to be completed by the owner of Silverstone Subdivision; and to defray the cost thereof by special assessment against the properties specially benefitted thereby.

WHEREAS, The Powell Road Public Road Improvement Special Assessment District No. 43 is being established to partially reimburse the owner of Silverstone Subdivision (3302-02-23-151-001) for the construction of the Powell Road Public Road Improvement SAD #43.

WHEREAS, After road construction has been completed by the owner, Mayberry Homes doing business as Powell Road Holdings LLC, the Township will assess the following six (6) parcels: 3302-02-22-276-009, 3302-02-22-426-007, 3302-02-23-301-001, 3302-02-23-301-003, 3302-02-23-301-004, 3302-02-23-301-012 for their share of the Powell Road Public Road Improvement Special Assessment District #43, and reimburse the owner of Silverstone Subdivision for these six assessments. The owner of Silverstone Subdivision will not be reimbursed for the remaining four (4) parcels (3302-02-22-276-006; 3302-02-22-276-007; 3302-02-22-426-003; 3302-02-22-426-004) nor the 6 future parcels of the Silverstone Subdivision (parent parcel 3302-02-23-151-001) and shall be responsible for their portion of the assessment.

WHEREAS, the Township Board has caused to be prepared by the Township Engineer, plans showing the improvement and location thereof and an estimate of the cost thereof; in accordance with a resolution of the Township Board pursuant to Act 188, Public Acts of Michigan, 1954, as amended; and

WHEREAS, the Township Board desires to proceed further with the improvement.

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

1. The plans showing the improvement and location thereof and an estimate of the cost thereof be filed with the Township Clerk and be available for public examination.
2. The Township Board tentatively declares its intention to make the public road improvement and in the manner previously listed in this resolution.

3. There is hereby tentatively designated a special assessment district against which the cost of said improvement is to be assessed as stated above, consisting of the lots and parcels of land described as:

(SEE ATTACHED LEGAL DESCRIPTION)

4. The Township Board shall meet in the Meridian Township Municipal Building, 5151 Marsh Road, Okemos, MI on Tuesday, February 16, 2021 at 6:00 p.m. at which time and place the Township Board will hear objections to the improvement and to the special assessment district therefore. All objections must be raised in person at the hearing or filed in writing with the Clerk at or before the time of the hearing.
5. The Township Clerk is hereby ordered to cause notice of such hearing and the fact that the Township Board is proceeding on a proper petition to be published twice prior to said hearing in a newspaper of general circulation in the Township, the first publication to be at least ten (10) days before the time of the hearing, and pursuant to Act 188, Public Acts of Michigan, 1954, as amended, shall cause said notice to be mailed by first class mail to all record owners of, or parties in interest in, property in the special assessment district, at the addresses shown on the current tax records of the Township, at least ten (10) full days before the date of said hearing.
6. Said notice shall be in substantially the attached form.
7. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

ADOPTED:

YEAS: _____

NAYS: _____

Resolution declared adopted.

STATE OF MICHIGAN)

)ss.

COUNTY OF INGHAM)

I, the undersigned, the duly qualified and acting Clerk of the Charter Township of Meridian, Ingham County, **DO HEREBY CERTIFY** that the foregoing is a true and complete copy of proceedings taken by the Township Board at a regular meeting held on Tuesday, January 19, 2021.

Deborah Guthrie, Township Clerk

**POWELL ROAD PUBLIC ROAD IMPROVEMENTS
SPECIAL ASSESSMENT DISTRICT NO. 43**

LEGAL DESCRIPTION

3302-02-22-276-006 4777 POWELL

M22-5-1 BEG AT PT ON E LINE OF SEC 22 329.81 FT NORTH OF THE E ¼ COR SEC 22-S 89 DEG 20'42"W, 114.20 FT-N 15.45 FT-N 82 DEG 33'09"W, 62.33 FT- S 89 DEG 20'42"W, 125.99 FT-N 115.08 FT-N 89 DEG 20'42"E, 302 FT TO E SEC LN-S 139.31 FT ON E SEC LN TO THE POB SEC 22 T4NR1W .87 AC M/L.

3302-02-22-276-007 4777 POWELL

M22-5-1 BEG AT PT ON E LINE OF SEC 22 115.39 FT N OF E ¼ COR-S 89 DEG 20'42"W 302 FT-N 238.65 FT-N89 DEG 20'42"E, 125.99 FT-N 82 DEG 33'09"E, 62.33 FT - S 15.45 FT, -N89DEG 20'42"E, 114.20 FT-S ON E SEC LN 214.42 FT TO THE POB SEC 22 T4NR1W 1.58 AC M/L.

3302-02-22-276-009

THAT PART OF SE ¼ OF NE ¼ OF SEC 22, T4N, R1W DESC AS: BEG AT E ¼ COR OF SEC 22-N00D01'26"E ALG E SEC LN 115.39 FT-S89D39'17"W 302.01 FT-N00D 01'26"E 353.73 FT - N 89D39'17"E 302.01 FT TO E SEC LN-N00D01'26"E ALG SD E LN 647.57 FT - S89D 52'32"W 208 FT-N 00D 01' 26"E 208 FT TO S LN OF CENTRAL PARK ESTATES SUBD-S89D 52'32"W ALG SD S LN 416.03 FT - S00D 39'51W 438.26 FT-S89D52'32"W 580 FT- S00D 39'51"W 66.01 FT - S 89D 52'32"W 109.19 FT- S00D 02'20"E 818.62 FT TO EW ¼ LN - N 89D57'21"E ALG EW ¼ LN 1317.96 FT TO POB 29.494 A M/L.

3302-02-22-426-003 4719 POWELL

M22-17 BEG 164 FT S FROM E ¼ POST OF SEC 22-W265.6 FT-N 164 FT- W 476.4 FT - S 396 FT-E 742 FT TO E SEC LINE - N 232 FT TO BEG ON SE ¼ OF SEC 22, T4N, R1W - 5A M/L.

3302-02-22-426-004 4739 POWELL

M22-17-1 BEG AT E ¼ POST OF SEC - W 265.6 FT - S 164 FT - E 265.6 FT-N164 FT TO BEG., ON SE ¼ OF SEC 22, T4N R1W.

3302-02-22-426-007 1510 GRAND RIVER

M22-19 BEG 24 RDS S OF E ¼ POST OF SEC 22, - W PLL WITH E & W ¼ LINE 321 FT - S PLL WITH E LINE OF SAID SEC TO CEN LINE OF GRAND RIVER ROAD - SE'LY ALONG SAID CEN LINE TO E LINE OF SAID SEC - N'LY ALONG SAID E SEC LINE TO BEG ON SE ¼ OF SEC 22, T4N 41W = 4 A. M/L.

3302-02-23-301-001 4714 POWELL

M23-9-2 BEG ON W LINE OF SEC 23 AT PT 470 FT N OF N LINE OF GRAND RIVER AVE - N ALONG SAID W SEC LINE 110 FT - E 233 FT - S 110 FT - W 233 FT TO BEG ON SW ¼ OF SEC 23, T4N, R12.

3302-02-23-301-003 4684 POWELL

M23-12-2 BEG 152.68 FT N OF INTER OF N'LY LINE OF US-16 HWY & W LINE OF SEC 23 - N 117.32 FT - N 83 DEG E 158 FT-S 136.6 FT - W 156.07 FT TO BEG., ON SW ¼ OF SEC 23, T4N, R1W.

3302-02-23-301-004 1492 GRAND RIVER

M23-12-3 BEG AT INTER OF N'LY LINE OF US-16 HWY & W LINE OF SEC 23 - N 152.68 FT-E 156.07 FT - S 188 FT TO N'LY LINE OF US-16 HWY AT PT 158 FT FROM BEG - N 77 DEG W 158 FT TO BEG., ON SW ¼ OF SEC 23, T4N, R1W.

3302-02-23-301-012

(M23-9,23-10-1) PART OF SW ¼ OF SEC 23 T4N, R1W DESC AS: COM AT W ¼ COR OF SEC 23-S00D 19'35"E ALNG W SEC LN 493.12 FT TO POB -N89D 35'16"E 233 FT-N00D 22'30"W 110.32 FT - N89D35'16"E 435.17 FT - N00D 19'35"W 279.61 FT-N89D 51'33"E 691.98 FT-S00D 15'17"E 1180.22 FT TO N LN OF GRAND RIVER AVE-ALNG SD N LN N77D 00'07"W 373.91 FT-N12D59'53"E 200FT - N7D 00'07"W 100 FT-S12D 59'53"W 200 FT - N 77D00'07"W ALNG N LN OF GRAND RIVER AVE 235.69 FT - N 00D 19'35"W 510.28 FT-S82D40'24"W 673 FT-N00D 19'35"W ALNG W SEC LN 199.71 FT TO POB 20.53 A M/L.

**LOT 1, SILVERSTONE ESTATES
LOT 2, SILVERSTONE ESTATES
LOT 23, SILVERSTONE ESTATES
LOT 24, SILVERSTONE ESTATES
LOT 25, SILVERSTONE ESTATES
SILVERSTONE WAY ROW**

**POWELL ROAD PUBLIC ROAD IMPROVEMENTS
SPECIAL ASSESSMENT DISTRICT NO. 43**

NOTICE OF HEARING

**TO THE RECORD OWNERS OF, OR PARTIES IN INTEREST IN, THE FOLLOWING PROPERTY
CONSTITUTING THE PROPOSED SPECIAL ASSESSMENT DISTRICT:
(SEE LEGAL DESCRIPTION)**

PLEASE TAKE NOTICE that the Township Board of the Charter Township of Meridian, acting on a proper petition signed by the record owners of more than fifty percent (50%) of the total frontage above described, has determined to make the following described public road improvements: **Grade, gravel and pave Powell Road, from Grand River Avenue north 1,576 feet to the north plat line of Silverstone Subdivision; and to be completed by the owner of Silverstone Subdivision;** and to defray the cost thereof by special assessment against the properties specially benefitted thereby.

The Powell Road Public Road Improvement Special Assessment District No. 43 is being established to partially reimburse the owner of Silverstone Subdivision (3302-02-23-151-001) for the construction of the Powell Road Public Road Improvement SAD #43.

After road construction has been completed by the owner, Mayberry Homes doing business as Powell Road Holdings LLC, the Township will assess the following six (6) parcels: 3302-02-22-276-009, 3302-02-22-426-007, 3302-02-23-301-001, 3302-02-23-301-003, 3302-02-23-301-004, 3302-02-23-301-012 for their share of the Powell Road Public Road Improvement Special Assessment District #43, and reimburse the owner of Silverstone Subdivision for these six assessments. The owner of Silverstone Subdivision will not be reimbursed for the remaining four (4) parcels (3302-02-22-276-006; 3302-02-22-276-007; 3302-02-22-426-003; 3302-02-22-426-004) nor the 6 future parcels of the Silverstone Subdivision (parent parcel 3302-02-23-151-001) and shall be responsible for their portion of the assessment.

Plans and estimates have been prepared and are on file with the Township Clerk for public examination.

TAKE FURTHER NOTICE that the Township Board will meet Tuesday, February 16, 2021, at 6:00 p.m. at the Meridian Township Municipal Building, 5151 Marsh Road, Okemos, Michigan 48864-1198, for the purpose of hearing objections to the petition, the improvement and the special assessment district therefore. The Township Board is also interested in hearing those that favor the proposed project. To object to the improvements, you or your agent may appear in person at the hearing or you must file your objections in writing with the Township Clerk at or before the time of the hearing.

The Township Board may proceed with the improvement and special assessment district unless written objections from more than 20% of the property owners are filed with the Township Board at or before the hearing.

**'FOR PURPOSES OF THIS HEARING, THE AMOUNT TO BE ASSESSED AGAINST YOUR
PROPERTY IS ESTIMATED TO BE \$_____.'**

Dated: _____

Deborah Guthrie, Township Clerk
CHARTER TOWNSHIP OF MERIDIAN

**POWELL ROAD PUBLIC ROAD IMPROVEMENTS
SPECIAL ASSESSMENT DISTRICT NO. 43
SPECIAL ASSESSMENT ROLL**

The Powell Road Public Road Improvement Special Assessment District No. 43 is being established to partially reimburse the owner of Silverstone Subdivision (3302-02-23-151-001) for the construction of the Powell Road Public Road Improvement SAD #43.

After road construction has been completed by the owner, Mayberry Homes doing business as Powell Road Holdings LLC, the Township will assess the following six (6) parcels: 3302-02-22-276-009, 3302-02-22-426-007, 3302-02-23-301-001, 3302-02-23-301-003, 3302-02-23-301-004, 3302-02-23-301-012 for their share of the Powell Road Public Road Improvement Special Assessment District #43, and reimburse the owner of Silverstone Subdivision for these six assessments. The owner of Silverstone Subdivision will not be reimbursed for the remaining four (4) parcels (3302-02-22-276-006; 3302-02-22-276-007; 3302-02-22-426-003; 3302-02-22-426-004) nor the 6 future parcels of the Silverstone Subdivision (parent parcel 3302-02-23-151-001) and shall be responsible for their portion of the assessment.

3302-02-22-276-009

Owner: Newman EquitiesII LLC, HDI Builders,4217 Okemos Rd, Okemos, MI 48864

Frontage: 252.5

Assessment: \$37,241.23

THAT PART OF SE ¼ OF NE ¼ OF SEC 22, T4N, R1W DESC AS: BEG AT E ¼ COR OF SEC 22-N00D01'26"E ALG E SEC LN 115.39 FT-S89D39'17"W 302.01 FT-N00D 01'26"E 353.73 FT - N 89D39'17"E 302.01 FT TO E SEC LN-N00D01'26"E ALG SD E LN 647.57 FT - S89D 52'32"W 208 FT-N 00D 01' 26"E 208 FT TO S LN OF CENTRAL PARK ESTATES SUBD-S89D 52'32"W ALG SD S LN 416.03 FT - S00D 39'51W 438.26 FT-S89D52'32"W 580 FT- S00D 39'51"W 66.01 FT - S 89D 52'32"W 109.19 FT- S00D 02'20"E 818.62 FT TO EW ¼ LN - N 89D57'21"E ALG EW ¼ LN 1317.96 FT TO POB 29.494 A M/L.

3302-02-22-426-007

1510 GRAND RIVER

Owner: LAG Wixom, LLC, 4000 W. Highland Rd, Highland, MI 48357

Frontage: 554.72

Assessment: \$81,815.65

M22-19 BEG 24 RDS S OF E ¼ POST OF SEC 22, - W PLL WITH E & W ¼ LINE 321 FT - S PLL WITH E LINE OF SAID SEC TO CEN LINE OF GRAND RIVER ROAD - SE'LY ALONG SAID CEN LINE TO E LINE OF SAID SEC - N'LY ALONG SAID E SEC LINE TO BEG ON SE ¼ OF SEC 22, T4N 41W = 4 A. M/L.

3302-02-23-301-001

4714 POWELL

Owner: New China of MI, Inc., 2078 E. M-78, East Lansing, MI 48823

Frontage: 111.47

Assessment: \$16,440.71

M23-9-2 BEG ON W LINE OF SEC 23 AT PT 470 FT N OF N LINE OF GRAND RIVER AVE - N ALONG SAID W SEC LINE 110 FT - E 233 FT - S 110 FT - W 233 FT TO BEG ON SW ¼ OF SEC 23, T4N, R12.

3302-02-23-301-003

4684 POWELL

Owner: Frederick W. Beckett Jr. Trustee, 4684 Powell Rd, Okemos, MI 48864

Frontage: 112.11

Assessment: \$16,535.10

M23-12-2 BEG 152.68 FT N OF INTER OF N'LY LINE OF US-16 HWY & W LINE OF SEC 23 - N 117.32 FT - N 83 DEG E 158 FT-S 136.6 FT - W 156.07 FT TO BEG., ON SW ¼ OF SEC 23, T4N, R1W.

3302-02-23-301-004

1492 GRAND RIVER

Owner: LAG Wixom, LLC, 4000 W. Highland Rd, Highland, MI 48357

Frontage: 152.20

Assessment: \$22,447.98

M23-12-3 BEG AT INTER OF N'LY LINE OF US-16 HWY & W LINE OF SEC 23 - N 152.68 FT-E 156.07 FT - S 188 FT TO N'LY LINE OF US-16 HWY AT PT 158 FT FROM BEG - N 77 DEG W 158 FT TO BEG., ON SW ¼ OF SEC 23, T4N, R1W.

3302-02-23-301-012

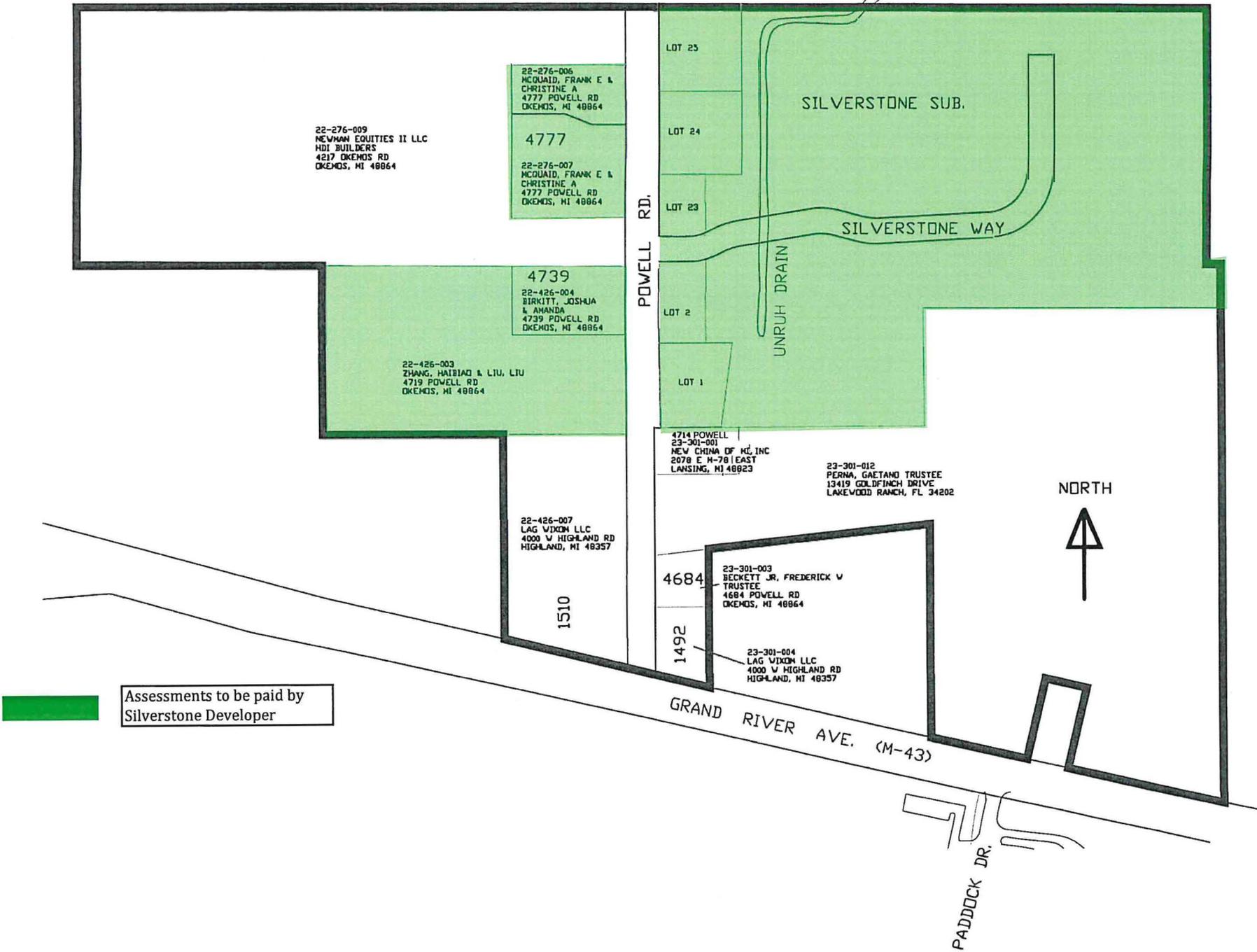
Owner: Gaetano Perna Trustee,13419 Goldfinch Dr, Lakewood Ranch, FL 34202

Frontage: 200.16

Assessment: \$29,521.60

(M23-9,23-10-1) PART OF SW ¼ OF SEC 23 T4N, R1W DESC AS: COM AT W ¼ COR OF SEC 23-S00D 19'35"E ALNG W SEC LN 493.12 FT TO POB -N89D 35'16"E 233 FT-N00D 22'30"W 110.32 FT -N89D35'16"E 435.17 FT - N00D 19'35"W 279.61 FT- N89D 51'33"E 691.98 FT-S00D 15'17"E 1180.22 FT TO N LN OF GRAND RIVER AVE-ALNG SD N LN N77D 00'07"W 373.91 FT- N12D59'53"E 200FT - N7D 00'07"W 100 FT-S12D 59'53"W 200 FT - N 77D00'07"W ALNG N LN OF GRAND RIVER AVE 235.69 FT - N 00D 19'35"W 510.28 FT-S82D40'24"W 673 FT-N00D 19'35"W ALNG W SEC LN 199.71 FT TO POB 20.53 A M/L.

POWELL ROAD PAVING SPECIAL ASSESSMENT DISTRICT





13.D.

To: Township Board

From: Trustees Courtney Wisinski and Dan Opsommer

Date: December 21, 2020

Re: Non-Discrimination and Fair Employment Practices Policy

Currently, four cities (Ann Arbor, Detroit, East Lansing and Kalamazoo) and two counties (Genesee and Muskegon) in Michigan have adopted a non-discrimination and fair employment practices policy, otherwise known as a “ban-the-box” policy. The state of Michigan also adopted a non-discrimination and fair employment practices policy in 2018.

The purpose of this policy is to ensure the hiring practices of the Township do not unfairly deny people with arrest and conviction records employment with the Township and further encouraging rehabilitation of people with records to strengthen communities.

People with records suffer from pervasive discrimination in many areas of life, including employment, housing, education, and eligibility for many forms of social service benefits.

Removing conviction inquiries from job applications is a simple policy change that eases hiring barriers and creates a fair opportunity to compete for jobs. This change allows the Township to judge applicants on their qualifications first, without the stigma of a record.

We believe fair-chance policies benefit everyone, not just people with records, because they reduced recidivism, strengthens families, and leads to safer communities.

Proposed Motion: Move to adopt the proposed Non-Discrimination and Fair Employment Practices Policy

**NON-DISCRIMINATION AND FAIR EMPLOYMENT PRACTICES POLICY
FOR THE CHARTER TOWNSHIP OF MERIDIAN**

Township Board Policy Resolution 2020-2

Non-Discrimination and Fair Employment Practices Policy

The purpose of this policy is to ensure the hiring practices of the Township do not unfairly deny people with arrest and conviction records employment with the Township and further encouraging rehabilitation of people with records to strengthen communities.

The ability of people with records to successfully reintegrate into their communities contributes to reduced recidivism, strengthens families, and leads to safer communities.

People with records suffer from pervasive discrimination in many areas of life, including employment, housing, education, and eligibility for many forms of social service benefits.

People of color are arrested, convicted, and incarcerated in numbers disproportionate to their representation in the population as a whole.

Many people with records in the Township are likely to be unemployed or underemployed.

People with records represent a workforce that have skills to contribute and a desire to add value to their community.

The Township seeks to assist the rehabilitation of people with records and ensure healthier, safer communities.

Studies indicate that stable employment is one of the best predictors of post-conviction success.

The U.S. Equal Employment Opportunity Commission, to maximize compliance with federal anti-discrimination law, recommends delaying inquiry of a job applicant's conviction history and considering the job-relatedness of the conviction taking into account length of time since conviction, and providing an individualized assessment affording the opportunity to correct any inaccuracies and to submit evidence of mitigation or rehabilitation.

The Township Human Resources Department shall adhere to this fair chance policy, which prohibits inquiry into conviction history information on all Township employment applications unless required by state or federal law.

The Township shall make a good faith determination as to which specific positions of employment are of such sensitivity that a background check is warranted or are required by law and shall conduct background checks for these positions only.

If it has been established that a position requires a background check, the Township shall not conduct the check until after the applicant has been provided a conditional offer of employment.

Unless required by state or federal law, the Township shall not use or access the following criminal records in relation to a background check: records of arrest not followed by a valid conviction, sealed, dismissed, or expunged convictions, misdemeanor convictions where no jail sentence can be imposed, and civil infractions.

The Township shall consider job-related convictions taking into account the length of time since the offense occurred, such that no person shall be disqualified from employment, solely or in part because of a prior conviction, unless it is a job-related conviction.

If an applicant has been convicted of an offense that is directly related to the position sought, the Township Human Resources Department shall notify the applicant and conduct an individualized assessment that permits the applicant to submit information regarding inaccuracy of the record and evidence of mitigation or rehabilitation, as appropriate.

The Township also urges private employers and government contractors to adopt fair hiring practices that encourage the rehabilitation and employment of people with records.