



**AGENDA**  
CHARTER TOWNSHIP OF MERIDIAN  
Downtown Development Authority  
July 11, 2022 7:30AM  
Municipal Building  
5151 Marsh Road, Okemos



1. CALL MEETING TO ORDER
2. ROLL CALL
3. MISSION: The Meridian Township DDA mission is to beautify and revitalize downtown Okemos as a very desirable place to shop, live, and do business. It is a commitment to promoting and improved quality of life by creating a friendly, walkable community embracing the natural aesthetics of the river and parks.
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES – JUNE 2, 2022
6. PUBLIC REMARKS
7. FINANCIAL REPORT
  - A. Monthly Financials
  - B. 2022 DDA Annual Report
8. AUTHORIZATION OF PAYMENTS
  - A. Consumers Energy Bill October 2021
9. OLD BUSINESS
10. NEW BUSINESS
  - A. 2022 DDA Annual Report
  - B. New Match on Main Application
11. REPORTS
  - A. Township Board
  - B. Township Manager
  - C. Planning Commission
  - D. Chair
  - E. Staff
12. OPEN DISCUSSION/BOARD COMMENTS
13. PUBLIC REMARKS
14. NEXT MEETING DATE
  - A. August 1, 2022, 7:30am – Town Hall Room, 5151 Marsh Road, Okemos
15. ADJOURNMENT

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

Providing a safe and welcoming, sustainable, prime community.





Charter Township of Meridian  
Downtown Development Authority (DDA)  
Municipal Building, 5151 Marsh Rd., Okemos, MI 48864  
Monday, June 6, 2022 – Minutes

**Members**

**Present:** Don Romain, Bill Cawood, Tom Stanko, Supervisor Jackson, and Susan Fulk

**Members**

**Absent:** Jim Raynak, Renee Korrey, Peter Campbell, and Jim Spanos

**Staff**

**Present:** Neighborhoods & Economic Development Director Amber Clark, Township Manger Frank Walsh and Executive Assistant Michelle Prinz

**Others**

**Present:** Planning Commissioner Mark Blumer

1. CALL MEETING TO ORDER

Chair Stanko called the meeting to order at 7:31am and read the mission statement.

2. APPROVAL OF THE AGENDA

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

3. APPROVAL MEETING MINUTES OF APRIL 4, 2022

**MOTION BY MEMBER FULK TO APPROVE THE MINUTES. SUPPORTED BY SUPERVISOR JACKSON.  
MOTION APPROVED 5-0.**

4. PUBLIC REMARKS

None.

5. FINANCIAL REPORT

A. Monthly Financials

Director Clark reviewed the financials. The fund balance is \$94,723.13. The financials were placed on file.

6. AUTHORIZATION OF PAYMENTS

A. Consumers Energy Bill April 2022

**MOTION BY MEMBER CAWOOD TO APPROVE THE PAYMENT OF THE APRIL 2022 CONSUMERS ENERGY BILL IN THE AMOUNT OF \$104.85. SUPPORTED BY MEMBER FULK. MOTION APPROVED 5-0.**

B. Consumers Energy Bill May 2022

**MOTION BY MEMBER CAWOOD TO APPROVE THE PAYMENT OF THE MAY 2022 CONSUMERS ENERGY BILL IN THE AMOUNT OF \$79.52. SUPPORTED BY MEMBER FULK. MOTION APPROVED 5-0.**

7. OLD BUSINESS

A. Village of Okemos Update

Director Clark reviewed the current status of the Village of Okemos development. Last Friday, the developers submitted a revitalization and placemaking grant to the Michigan Economic Development Corporation (MEDC). Working with our legal team on the draft agreement between the developers and the Township for the Meridian Redevelopment Fund dollars. Township Community Planning and Development Office is still awaiting a complete site plan from the developer to review. The developers are addressing the parking shortfall with a parking deck. Discussion that they may have difficulties meeting the landscaping requirements for the project.

B. Shop Local Major Construction Sign Campaign Payment

Director Clark mentioned the 11 signs that were created for a total of \$395 of which four signs belong to the DDA. The DDA will reimburse the EDC \$144 for those signs.

**MOTION BY MEMBER FULK TO APPROVE PAYMENT TO THE MERIDIAN ECONOMIC DEVELOPMENT CORPORATION FOR \$144 FOR THE COST OF THE SHOP LOCAL SIGN CAMPAIGN IN DOWNTOWN OKEMOS. SUPPORTED BY MANAGER ROMAIN. MOTION APPROVED 5-0.**

8. NEW BUSINESS

A. Economic Development Strategy

Director Clark stated that an updated Economic Development Strategy is needed to stay in compliance with our Redevelopment Ready Certification with MEDC. The last study was produced in 2018 for Haslett. Director Clark is suggesting a study is needed for the entire township to support future redevelopment. She will be working on developing a Request for Quote (RFQ) for a company to update the strategy utilizing regional and local data. The Master Plan update occurs this year and it may be possible to combine this project with that one, when seeking a consultant.

**MOTION BY MEMBER FULK TO SUPPORT STAFF PLANNING AND IMPLEMENTING AN UPDATED ECONOMIC DEVELOPMENT STRATEGY TO MAINTAIN COMPLIANCE WITH RRC STATUS WITH MEDC AND SUPPORT FUTURE REDEVELOPMENT OF MERIDIAN TOWNSHIP. SUPPORTED BY MEMBER CAWOOD. MOTION APPROVED 5-0.**

B. Authorization of Payment 2164 Hamilton Streetlight

**MOTION BY MEMBER CAWOOD TO AUTHORIZE THE PAYMENT OF \$5,000 TO H & R ELECTRIC FOR THE REMOVAL OF THE DDA STREETLIGHT. SUPPORTED BY MEMBER FULK. MOTION APPROVED 5-0.**

### C. DDA Streetlight Maintenance and Contract

Discussion was had that H & R Electric have a lot of knowledge of the DDA Streetlights and the infrastructure in that area. If further electrical work is needed, it was suggested to contact H & R Electric; however, no agreement will be formed.

## 9. REPORTS

### A. Township Board

Supervisor Jackson reported on the following:

- Tomorrow night there will a public hearing for the Commercial Rehabilitation District for the Haslett Development Project
- At the Board meeting they will support Pride Month, Gun Violence Prevention, and Juneteenth
- The 2021 Audit will be reviewed

### B. Township Manager

- The local road projects costs are up 40%
- Honoring the Haslett Robotics Club at the next Board meeting
- Sponsorship of a paramedic candidate and two police candidates
- ARP funds will be spent on local roads and IT infrastructure
- June 25<sup>th</sup> Celebrate Meridian Event
- Juneteenth will be celebrated on Saturday at Studio C and Sunday at the Historical Village
- The Township Offices will close at noon on Monday, June 20<sup>th</sup> to recognize Juneteenth with an event at the Marketplace on the Green
- Recreational marijuana will be on the August ballot
- Police awards will be at the Marketplace on the Green on June 16<sup>th</sup>
- New Finance Director has been hired with a CPA

### C. Planning Commission

Commissioner Blumer reported the Planning Commission approved the Haslett development project. It is supposed to be built in phases over the next six years and will include ties to the trail, pickleball, commercial space and residential townhomes.

### D. Chair Report

Chair Stanko and Director Clark will be checking in with members who have not attended a meeting recently.

### E. Staff Report

Director Clark shared there will be an upcoming ribbon cutting for the new Evergreen Clinic.

There was discussion regarding the old Hydroponic building that is for sale.

## 10. OPEN DISCUSSION/BOARD COMMENTS

None.

## 11. PUBLIC REMARKS

None.

12. NEXT MEETING DATE

a. July 11, 2022, 7:30am

13. ADJOURNMENT

The meeting was adjourned at 8:57am without objection.

**Meridian Twp DDA**  
**Preliminary Financial Statements**  
**Period Ending 5/31/2022 - UNAUDITED**

**BALANCE SHEET**

Year to Date

ASSETS		
Cash		\$94,723.13
Due from General Fund		\$0.00
Taxes Receivable		\$0.00
Accounts Receivable		\$0.00
Prepaid Expense		\$0.00
TOTAL ASSETS		\$94,723.13
LIABILITIES		
Accrued Interest Payable		\$0.00
Due to General Fund		\$0.00
Unearned Revenue		\$0.00
Deferred Inflows of Revenue		\$0.00
LT Note Payable		\$0.00
TOTAL LIABILITIES		\$0.00
FUND BALANCE		
Fund Balance 12/31/21 * Year not closed yet		\$66,865.04
2022 YTD Net Income		\$27,947.53
TOTAL FUND BALANCE		\$94,723.13
TOTAL LIABILITIES & FUND BALANCE		\$94,723.13

**INCOME STATEMENT**

REVENUES	<u>April</u>	May	<u>Year to Date</u>
Tax Capture	\$2.96	\$ 0.00	\$28,187.87
PPT Reimbursement	\$0.00	\$0.00	\$0.00
Grants	\$0.00	\$0.00	\$0.00
DDA Downtown Events/Donations	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00
Investment Gain/Losses	\$0.00	\$0.00	\$0.00
TOTAL REVENUE	\$2.96	\$0.00	\$28,187.87
EXPENDITURES			
Operating Costs	\$128.22	\$112.12	\$240.34
Professional Consultant/Contractual Services	\$0.00	\$0.00	\$0.00
Community Projects	\$0.00	\$0.00	\$0.00
Communications	\$0.00	\$0.00	\$0.00
Conferences	\$0.00	\$0.00	\$0.00
Special Events - Celebrate Expenses	\$0.00	\$0.00	\$0.00
Tax Appeal Refunds	\$0.00	\$0.00	\$0.00
Interest on Loan	\$0.00	\$0.00	\$0.00
TOTAL EXPENDITURES	\$128.22	\$112.12	\$240.34
<b>2022 Net Income</b>	<b>\$(125.26)</b>	<b>(\$112.12)</b>	<b>\$27,947.53</b>



230 W Main St  
Ionia, MI 48846

**Statement Ending 05/31/2022**

MERIDIAN CHARTER TOWNSHIP

Page 1 of 2

Account Number: XXXXXXX5474

>002376 2224600 0001 93443 10Z

00163057  
P304

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

**Managing Your Accounts**



Okemos



800 355 0641



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**Summary of Accounts**

Account Type	Account Number	Ending Balance
Business Freedom Checking	XXXXXXXX5474	\$94,478.84

**Business Freedom Checking-XXXXXXXX5474**

**Account Summary**

Date	Description	Amount
05/01/2022	Beginning Balance	\$94,723.13
	2 Credit(s) This Period	\$4.56
	2 Debit(s) This Period	\$248.85
05/31/2022	Ending Balance	\$94,478.84

**Other Credits**

Date	Description	Amount
05/13/2022	Deposit	\$2.23
05/31/2022	Deposit	\$2.33

**Other Debits**

Date	Description	Amount
05/06/2022	Point Of Sale Withdrawal CONSUMERS ENERGY CO800-477-5050 MIUS	\$104.85

**Checks Cleared**

Check Nbr	Date	Amount
1139	05/31/2022	\$144.00

\* Indicates skipped check number

**Daily Balances**

Date	Amount	Date	Amount
05/01/2022	\$94,723.13	05/13/2022	\$94,620.51
05/06/2022	\$94,618.28	05/31/2022	\$94,478.84



Consumers Energy: Bill Ready  
Consumers Energy <noreply@alerts.consumersenergy.com>  
Mon 5/16/2022 3:24 PM  
To:

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



LOG IN BUTTON LOG IN

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

## Your Consumers Energy Bill Is Available

Amount Due  
**\$79.52**

Due Date: June 6, 2022

Your account is on Auto-pay.

LOG IN TO VIEW & PAY YOUR BILL

Thank you for your last payment of \$104.85 on May 5.

[View Bill Inserts & Other Important Information](#)

May Energy Usage

April 13 - May 12 (30 Days)

Electric Usage Graph

[Consumers Promotional Image](#)

[Terms & Conditions](#)



**To: Meridian Township DDA Members**

**From: Amber Clark, Neighborhoods & Economic Development Director**

**Date: July 11, 2022**

**Re: 2021 Downtown Development Authority Annual Report**

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The Recodified Tax Increment Financing Act (2018 PA 57, as amended, MCL 125.4101 *et seq*) requires any municipal authority capturing tax increment revenues to submit an annual report to its governing body (township board, village council, etc), the Michigan Department of Treasury, and all entities subject to tax capture.

In accordance with this requirement, attached for your review is the fiscal year 2019 report for the Meridian Township Downtown Development Authority (“DDA”). The attached report has been reviewed and approved by the DDA.

In 2021, the DDA captured \$39,252.09. 2021 DDA expenditures totaled \$1,973 focused in payment to Consumers Energy for streetlights and \$520 in loan payments. The forgiveness of the DDA debt to the Township’s General Fund gave a boost to the available capital of the authority in support of redevelopment. Our expectation is for increased capture as development occurs over the coming years.

The following motion is proposed for Board consideration:

**MOVE TO APPROVE THE 2021 DOWNTOWN DEVELOPMENT AUTHORITY ANNUAL REPORT AND APPROVE DISSEMINATION TO THE PUBLIC, STATE TREASURY, AND REQUIRED TAXING JURISDICTIONS AS REQUIRED BY THE RECODIFIED TAX INCREMENT FINANCING ACT.**

**Attachments:**

1. 2021 Meridian Township Downtown Development Authority Annual Report



## PERIOD ENDING 12/31/2021

GL NUMBER	DESCRIPTION	2021 AMENDED BUDGET	ACTIVITY FOR MONTH 12/31/2021	YTD BALANCE 12/31/2021
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY				
Revenues				
Dept 000.000				
248-000.000	CURRENT PROPERTY TAXES	6,500.00	9,319.41	26,291.82
#248-000.	INVESTMENT GAINS AND LOSSES	0.00	0.00	124,500.00
Total Dept 000.000		6,500.00	9,319.41	150,791.82
TOTAL REVENUES		6,500.00	9,319.41	150,791.82
Expenditures				
Dept 000.000				
248-000.000-0	OPERATING SUPPLIES	3,000.00	384.97	1,453.42
248-000.000-00	DEBT SERVICE-INTEREST	3,735.00	0.00	(934.00)
Total Dept 000.000		6,735.00	384.97	519.42
TOTAL EXPENDITURES		6,735.00	384.97	519.42
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:				
TOTAL REVENUES		6,500.00	9,319.41	150,791.82
TOTAL EXPENDITURES		6,735.00	384.97	519.42
NET OF REVENUES & EXPENDITURES		(235.00)	8,934.44	150,272.40



**To:** Meridian Township DDA Members  
**From:** Amber Clark, Neighborhoods & Economic Development Director  
**Date:** July 11, 2022  
**Re:** New Match on Main Grant Application – Douglas J Salon Renovation

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### Summary

The Michigan Economic Development Corporation (MEDC) manages the “Match on Main” program, a reimbursement grant program that serves as a tool to support new or expanding place based businesses by providing up to \$25,000 in funding to support an eligible small business through an application submitted, administered and managed by a local unit of government, DDA or other DDA management board. The Program requires a 10% funding match from the applicant, to meet the requirements the DDA could grant eligible businesses based on our included

### History

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

The work for the DDA today is to come to a consensus to support this local business owner with a Match on Main grant. The applicant for the grant would be the Meridian Township Downtown Development Authority on behalf of the local business. A determination of support could support the necessary projects overall funding.

Your concurrence is appreciated.

### Attachments:

Application from Douglas J

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

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

Mon 6/6/2022 11:37 AM

To:

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

#### Meridian Township DDA "Match on Main" Program Application

**Submission #:** 1715052  
**IP Address:** 69.176.136.199  
**Submission Date:** 06/06/2022 11:37  
**Survey Time:** 53 minutes, 42 seconds

You have a new online form submission.

Note: all answers displaying "\*\*\*\*\*" are marked as sensitive and must be viewed after your login.

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

#### Section Break

#### Point of Contact

#### Full Name

Don Romain

#### Email

don.romain@douglasj.com

#### Cell Phone

5178974618

#### Office Phone

5178533913

#### Best way to contact:

Office Phone

#### Business role:

Employee

If selected "other" above, please describe role:

#### Section Break

#### Business Information

#### Legal Business Name:

Village Hair Shoppe, Inc.

#### dba (if applicable):

Douglas J Salon / Spa

**Business Address:**

4663 Ardmore Ave  
Okemos, MI 48864  
Ingham

**Employer Identification Number (EIN):**

38-1982790

**Date of Business Formation (filed with LARA):**

01/03/1967 12:00 AM

**If sole proprietor, check here:****Business Type:**

Service

**If selected "other" above, please describe business type:****Please select the 4-digit NAICS Code that best represents your industry:**

8121 Personal Care Services

**If selected "other" above, please identify 4-digit NAICS if not listed above:****Is your business a for-profit entity?**

Yes

**Proposed project start date:**

05/02/2022 12:00 AM

**Proposed project completion date:**

08/31/2022 12:00 AM

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

Other:

**If selected "other" above, please describe:**

Replace HVAC

**Project Budget****Grant Request Amount:**

\$25,000

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

\$51,125

**Source(s) of matching funds:**

Business cash reserves

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

\*Vendor - Systemp \*Total Cost - \$76,125 \*items and work to be performed: • 5 - Ton rooftop units (5) • 7.5 – Ton rooftop unit • Reclaim freon and dispose of rooftop units (6), condenser, coil & furnace • Curb adaptors (6) • Four ton condensing unit • Four ton cased coil • 120K BTU Furnace • Pad for condensing unit • Line set for condensing unit • Ductwork modifications for new furnace & coil • Reconnect & modify gas piping for new unit orientations • Reconnect & modify electrical for new unit orientations

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

Client and staff experience is critical in the personal services industry. Air quality (temp / humidity, etc) within the building where those services are rendered is critical to that experience. Douglas J is working diligently to enhance and ensure that experience for existing guests, staff and new guests (business growth), however, our aged and non-functional HVAC system is hampering that environment & experience. A poor quality client experience will taint the market for business growth, as will a poor quality staff (working) environment. HVAC is an elemental component in creating a quality environment for attracting new clients and growing the business.

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

Resources (staff time and money) that are currently diverted for the perpetual maintenance and repair of our aged HVAC system will be freed-up to pursue other elements of business operational need, including new client attraction and service offering expansion.

**Section Break****Private Investment**

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

\$51,125 of business cash reserves

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

\$51,125

#### Section Break

#### Narrative Questions

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

The MoM match funds will facilitate Douglas J in certain critical upgrading of our aged existing facility, and uplift the experience Douglas J strives to create for business clients and shoppers in the Downtown Okemos area.

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

We have considered debt financing and / or full cash reserve funding.

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

The recent pandemic had detrimental economic impact on businesses throughout the region, and resulted in hard and unanticipated business choices for many, including Douglas J. We are hoping to avoid debt financing or full cash reserve funding for this project , as to reduce erosion of our economic build-back pathway.

**Is your business headquartered in Michigan?**

Yes

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

0

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

78 (54-FT, 22-PT, 2 seasonal)

#### Section Break

**For New Businesses (in operation 12 months or less)**

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

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

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

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

#### Section Break

**For Existing Businesses (in operation more than 12 months)**

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

9,500

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

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

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

#### Section Break

#### Required Business Plan Submission

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

#### Business Plan Attachment

#### Business Location

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

Yes

**Does the business lease the space it resides in?**

No

**If yes, what is the remaining lease term?**

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

Yes

**What is the current taxable value of the property?**

Taxable Value \$461,410 / SEV \$572,000

### Section Break

#### Project Scope

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

Replacement of aged and failed HVAC system. Project includes removal and disposal of existing system and replacement with new.

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

By offering a work environment that is comfortable, safe and pleasing, our staff are more apt to feel engaged and motivated to stay and grow their career with Douglas J in Okemos. By providing such a solid, reliable and comfortable work environment, Douglas J is better positioned to attract new industry professionals to develop and grow their clientele in Okemos.

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

Business cash reserves

### Section Break

#### Additional MEDC Program Requirements

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

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

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

I understand.

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

I have reviewed the MOM Program Guide.

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

I understand.

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

I understand.

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

I understand.

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

I have included these as part of my application submission.

#### Project Cost Estimate Attachment

6 Rooftop Units, Condenser, Furnace & Coil HVAC Proposal Revised 4-7-22.pdf

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

I have included these as part of my application submission.

#### Photo Attachment

IMG\_1511.jpg

IMG\_1526.jpg

OKS Second Floor Split Unit.jpg

### Section Break

#### Local Questions & Considerations

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

Use of MoM Match funds for this project will support the "revitalize downtown Okemos as a very desirable place to shop, live, and do business" portion of the DDA Mission by contributing to and improving the quality of experience for current and new Downtown Okemos shoppers and guests.

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

The grant will allow Douglas J to continue to provide a luxury level of experience for Downtown Okemos shoppers and guests, with the desired goal of attracting new shoppers and guests to the Downtown Okemos district and thus growing Douglas J business volume. In

addition, it will create resource efficiencies whereby facilitating more financial devotion to growing the business.

Thank you,  
**Meridian Township, MI**

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