



**AGENDA**  
CHARTER TOWNSHIP OF MERIDIAN  
TOWNSHIP BOARD – REGULAR MEETING  
April 26, 2022 5:00 PM

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1. CALL MEETING TO ORDER
  2. PLEDGE OF ALLEGIANCE/INTRODUCTIONS
  3. ROLL CALL
  4. AMERICAN RESCUE PLAN FUNDING DISCUSSION
  5. PRESENTATION
    - A. Introduction of New Full Time Paramedic/Firefighter - Timothy Brighton
  
  6. CITIZENS ADDRESS AGENDA ITEMS AND NON-AGENDA ITEMS
  7. TOWNSHIP MANAGER REPORT
  8. BOARD MEMBER REPORTS OF ACTIVITIES AND ANNOUNCEMENTS
  9. APPROVAL OF AGENDA
  10. CONSENT AGENDA (SALMON)
    - A. Communications
    - B. Minutes-April 12, 2022 Regular Meeting
    - C. Bills
    - D. First Quarter 2022 Treasurer's Investment Report
    - E. Lake Lansing Advisory Board Reappointments
  
  11. QUESTIONS FOR THE ATTORNEY
  12. HEARINGS (CANARY)
    - A. Village of Okemos LLC, Meridian Redevelopment Fund Request No. 2
  
  13. ACTION ITEMS (PINK)
    - A. Rezoning 21-060 – 2260 Jolly Oak Drive – PO to C-2 – **Introduction**
    - B. Ordinance 2022-02 – Zoning Board Of Appeals Standards for Review – **Introduction**
    - C. Ordinance 2022-03 – Lake Lansing Residential Overlay, Front Yard Lot Coverage – **Introduction**
    - D. Ordinance 2022-04 – Lake Lansing Residential Overlay, Front Yard Setbacks – **Introduction**
    - E. Juneteenth Holiday
    - F. 1<sup>st</sup> Quarter 2022 Budget Amendments
    - G. Waiving Sec. 50-84, Subsection (4) for Preventative Maintenance Work on the North Water Tower
  
  14. BOARD DISCUSSION ITEMS (ORCHID)
    - A. Village of Okemos LLC, Meridian Redevelopment Fund Request No. 2
    - B. Rental Restriction Overlay Zoning Districts
    - C. Police Recruitment & Retention Program
  
  15. COMMENTS FROM THE PUBLIC
  16. OTHER MATTERS AND BOARD MEMBER COMMENTS
  17. CLOSED SESSION -Motion to go into a closed session for collective bargaining strategy discussions under MCL 15.268(1)(c). Successful entry into closed session will require a simple majority approval, though we still recommend a roll call vote. MCL 15.267(1).
  
  18. ADJOURNMENT
- 

All comments limited to 3 minutes, unless prior approval for additional time for good cause is obtained from the Supervisor. Appointment of Supervisor Pro Tem and/ or Temporary Clerk if necessary. Individuals with disabilities requiring auxiliary aids or services should contact the Meridian Township Board by contacting: Township Manager Frank L. Walsh, 5151 Marsh Road, Okemos, MI 48864 or 517.853.4258 - Ten Day Notice is Required.

Meeting Location: 5151 Marsh Road, Okemos, MI 48864 Township Hall

Providing a safe and welcoming, sustainable, prime community.





**To: Board Members**  
**From: Frank L. Walsh, Township Manager**  
**Date: April 22, 2022**  
**Re: American Rescue Plan Funding Discussion**

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Board,

I've carefully reviewed all of the requests for allocating the \$4.5M in American Rescue Plan (ARP) funds. My mindset is to fix what we have first, before building new.

After much thought, and a careful review of our current budget, I offer the following recommendations.

**LOCAL ROADS \$1,400,000**

Given the unforeseen pandemic and rising costs of commodities, our local road program is suffering. As compared to the previous year, most road projects are coming in 22%-25% higher. Better local roads are near, or at the top, of our residents' wish list. I recommend we augment our 2023 local road program with an additional \$1,400,000 in ARP funds.

**IT IMPROVEMENTS \$900,000**

We have an IT system that is unreliable and severely outdated. This is effecting team production. Some of our equipment that we rely on is soon to enter its third decade. We currently have \$500,000 budgeted in the general fund for IT enhancements. According to the professionals, we really need about \$900,000 to bring our system from a D- to an A. Although this is not a reflection of our dedicated IT team, we have suffered enough IT challenges over the course of the last 5-10 years. It's time to heavily invest in our infrastructure. The \$500,000 currently in the general fund will be used to support other critical challenges within the township.

**BROADBAND IMPROVEMENTS \$1,500,000**

I'm not an expert in this arena. However, I recognize the challenges and believe we should set aside \$1,500,000 to support Ingham County's efforts to further broadband in Meridian Township. I don't know what that looks like going forward, but I do know we should be a player at the table.

**FIRE DEPARTMENT POWER COTS \$240,000**

I fully support the purchase of the power cots as outlined by Chief Hamel. If there is anything we can do to support the paramedics' health, and the safety of our patients, we should act.

**Memo to Township Board**  
**April 22, 2022**  
**Re: American Rescue Plan Funding Discussion**  
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**ACCESS CONTROL AND ENHANCED VIDEO SURVEILLANCE SECURITY SYSTEM \$300,000**

At the advice of Chief Plaga, I support adding an advanced security system in all of our facilities. There is nothing more critical that we can do as an organization than protecting our team and our residents who traverse our facilities. On Tuesday evening, the Chief will have more information on the scope of the project.

**WINDSCREENS AT MARKETPLACE \$175,000**

The community's use and appreciation of the Marketplace on the Green is growing. Our new venue is fast becoming the community center for the entire region. We now have one of the most attractive farmers' market in the state. However, on windy days it is a "hot mess." I support Director Maisner's request to enhance our Marketplace ambience by installing windscreens. The addition will add much value to the use of the Marketplace over the next two decades.

TOTAL RECOMMENDED EXPENSES \$4,515,500

TOTAL ANTICIPATED ARP FUNDS \$4,521,263

Thank you for your consideration



**To: Board Members**  
**From: Melissa Massie, Director of Project Management & Operations**  
**Date: April 26, 2022**  
**Re: Discussion of American Rescue Plan Act (ARP) Funding**

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Meridian Township is able to use our \$4,521,263 in ARP funds for anything that falls within the services we traditionally provide. This memo outlines how and why we are able to do this, and the deadlines we must meet for obligating and spending our ARP funds.

ARP funds can be spent upon receipt and must be obligated (i.e. appropriated) by December 31, 2024. Funds must be expended (i.e. spent) by December 31, 2026.

Funds can be used for costs incurred from March 3, 2021, through December 31, 2024 (except premium pay for essential employees can be retroactive to January 27, 2020). For instance, under this retroactive provision, we would use ARP funding to reimburse the Township's general fund for the two rounds hazard pay for police and fire.

[An overview of the Final Rule for ARP funding issued by the U.S. Department of Treasury in January of 2022 can be accessed at this link and is also included as an attachment to this memo.](#)

Recipients of ARP funds may determine their revenue loss by choosing one of two options:

1. A standard allowance of up to \$10 million in aggregate lost revenue, not to exceed their award amount (Meridian Township's award amount is \$4,521,263).
2. Calculating their jurisdiction's specific revenue loss each year using Treasury's formula, which compares actual revenue to a counterfactual trend.

Since Meridian Township did not experience a revenue loss of over \$10 million, we have elected to take the standard allowance. Under this option, Treasury presumes that up to \$10 million in revenue has been lost due to the public health emergency and we are allowed to use our \$4,521,263 in ARP funds for "government services." Under the final rule, "government services" generally include any service traditionally provided by a government, unless Treasury has stated otherwise.

Therefore, Meridian Township is able to use our \$4,521,263 in ARP funds for anything that falls within the services we traditionally provide. Government services is the most flexible eligible use category under the Final Rule, and we have a streamlined reporting and compliance requirements.

There are some restrictions for ARP funding, which are covered under pages 41-42 of the overview of the Final Rule. The restrictions include:

## Memo to Township Board

April 26, 2022

### Re: Discussion of American Rescue Plan Act (ARP) Funding

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- No recipients except Tribal governments may use this funding to make a deposit to a pension fund.
- No debt service or replenishing financial reserves. Since SLFRF funds are intended to be used prospectively, recipients may not use SLFRF funds for debt service or replenishing financial reserves (e.g., rainy day funds).
- No satisfaction of settlements and judgments. Satisfaction of any obligation arising under or pursuant to a settlement agreement, judgment, consent decree, or judicially confirmed debt restructuring in a judicial, administrative, or regulatory proceeding is itself not an eligible use. However, if a settlement requires the recipient to provide services or incur other costs that are an eligible use of SLFRF funds, SLFRF may be used for those costs.

**The big question for the Township to consider is: how do we maximize the use of our one-time ARP funds? Here is a breakdown, by department, as to how we believe the ARP funds could be utilized across the Township:**

#### Assessing

1. Digitizing old parcel records. This would require manpower and could be accomplished hiring an outside firm (\$7-10k) or ordering 4 high quality desktop scanners (\$900 each, \$3,600 total) for assessing staff to complete this process during off peak times. There would also be the expense of digital storage as there could be over 100,000 scanned images. The public benefit is the ease of locating and sharing historic information for public requests and FOIAs.
2. Re-inspection program. These are budgeted items but could be eligible for these funds instead: 2 computers for interns, measuring wheel, dedicated pool car for summer use (our department has 1 car that is already in use by our appraisers).
3. Office desks/department beautification. We understand the public benefit beyond employee retention is limited and believe the first 2 options are the best use of funds.

#### Communications

1. Free WI-FI in Township parks (help with broadband initiatives for community access)
2. Television streaming equipment at Central Fire Station and/or other township buildings (smaller version of the Town Hall A/V project – allows HOMTV to televise/stream meeting coverage from other locations outside of the Municipal Building. This will also allow for press conference coverage/streaming from other locations.)
3. Equipment/software to continue to streamline processes and going paperless (there's agenda management/building software and digital forms services we should look in to. These can be added on the Township website and help drive more digital services).

#### Community Planning

1. Upgraded BS&A software to implement paperless permitting (~\$30,000)

## **Memo to Township Board**

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**Re: Discussion of American Rescue Plan Act (ARP) Funding**

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2. Plan Review hardware to implement paperless permitting (~\$20,000 if we're covering Fire and Engineering)

### **Economic Development**

1. Burial of the High Voltage Distribution Line: The HVD at the corners of Hamilton and Okemos Road should be buried prior to additional growth in Downtown. The burial of the line will be completed by Consumers Energy and paid for by the Township. The exact burial is to occur from North of Methodist Street to South of Clinton on Okemos Road.
2. Home Improvement or First Time Buyer Loan Program: Low interest revolving loan fund (fund to start at \$250,000) for residents to apply for major home improvement updates such as roof, HVAC, plumbing or foundational work (the list can be expanded). Interest could be used to continue to maintain the fund. Also, this loan could be used as first-time homebuyer down payment assistance.
3. Small Business Development Loan: qualifying Meridian Township small businesses may apply to the Township for a low-interest loan to make improvements to their businesses. Façade, staffing, payroll, permits, development, etc. would be qualifying expenses. The small interest payments may be forgiven if the business is developed in a PICA and stays in business for an extended amount of time.

### **Fire Department**

1. Power Cots – Stryker Power Load Pro2
  - Many organizations are updating to power cots to support decrease in back injuries, knee injuries, hernias and other strains. With our current cots, each patient is lifted three times (loaded on cot, cot into ambulance, and cot taken out of ambulance at hospital) to transport to a hospital of choice. Because of safety requirements, cot weights have increased creating more strain on each paramedic, thus injuries occur.

Stryker guarantees at least a 50% reduction in cot-related injuries pertaining to raising, lowering, loading and unloading cots and 100% reduction in missed safety hooks while unloading cots with the Power-PRO and Power-LOAD in full operation. If not, Stryker will refund the price paid for the Power-PRO cots and Power-LOAD cot fastening systems. These cots as well can support heavier bariatric patients, current cots have a 600 lb. weight capacity. Three departments in Metro Lansing have already made the changes and one just ordered (East Lansing, NEISA, Delta and Delhi). Lastly, during a mass casualty incident, these cots would be interchangeable between our partner agencies and used in any ambulance.

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### Re: Discussion of American Rescue Plan Act (ARP) Funding

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- To purchase Power Cots, we would need the cot and the loading mechanism in the ambulance:
  - Power Pro2 Cots -  $\$26,158 \times 4 = \$104,632$
  - Power Load mechanism in ambulance -  $\$24,244 \times 4 = \$96,976$
  - Battery, charger, cords -  $\$1,552 \times 4 = \$6,208$
  - Annual service agreement after 2 years -  $\$5,287 \times 4 = \$21,148$ 
    - Total project = \$234,251

#### 2. Updating our SCBA's:

- At the time of purchase of the units in our SCBA cache, the projected life expectancy was 10 (ten) years. The new replacement SCBA units have a 15 (fifteen) year life expectancy.
- In addition to the age of our current SCBA, the soft goods parts (straps, material shoulder harnesses, waist belt) cannot be detached to be decontaminated. Therefore, our current SCBA cannot be completely decontaminated.
- As part of our initiative to reduce cancer, we have ordered a pumper and ladder with the clean cab concept to reduce our exposure to the cancer-causing byproducts of fire. SCBAs are an essential part of firefighter personal protection equipment when operating in environments that are Immediate Dangerous to Life and Health (IDLH). These environments include all fires, hazardous materials incidents, low oxygen level areas, confined spaces and fire investigations.
- All of the demo SCBA units were evaluated for:
  - Total weight
  - Comfort
  - Fit
  - Universal fittings
  - Range of vision of the face piece/mask
  - Range of motion
  - Adjustability of SCBA frame to fit staff of varying sizes and stature
  - SCBA bottle weight
  - Ease of soft goods detachment for decontamination
  - Training needed to service SCBA
  - Evaluated in real-life scenarios at our live fire training building
- Based upon physical evaluation of the three SCBA manufacturers, the SCOTT Self Contained Breathing Apparatus are the preferred SCBA to purchase by the Meridian Township Fire Department through West Shore Fire. These new design

## **Memo to Township Board**

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### **Re: Discussion of American Rescue Plan Act (ARP) Funding**

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SCBA will work with our current cylinders so we only need to replace 20 cylinders that will be out of life expectancy in 2 years.

- Harness - \$5,929 x 34 = \$201,586
- SCBA Cylinders - \$1,140 x 20 = \$22,800
  - Total project = \$224,386

### **Human Resources**

None at this time.

### **Information Technology**

Improvements to bandwidth and items in the interest of network health:

- Firewall & SD WAN \$170,000 (Network Protection & Internet Performance)
- LAN Switches – \$250,000 (420k) (Internal network performance & stability)
- SAN - \$140,000 (560k) (Network Storage)
- Wi-Fi access - \$80,000 (640k) (Connection for wireless devices)
- Workstations - \$75,000/year (715k) (End user workstations)
- Backup Server - \$28,000 (\$743k) (Onsite backup and point to push backups to cloud)
- 2023 Workstations \$75,000 (\$817k) (End User workstations)
- (Dirty Switch & VPN device) +5k (Fast track important improvements)
- etc. (we have five years of expenditures we can adjust if we so choose)

### **Parks & Recreation**

1. Heavy duty retractable windscreens for Marketplace on the Green - \$170,000
2. Building maintenance and repair of structures in the Historical Village - \$100,000
3. Restrooms at Marketplace – Upgrade for year-round use - \$10,000
4. New park signs - \$400,000

### **Police Department**

1. Access control and video surveillance – This will include the Municipal Building, the police department and all 3 fire department buildings. I would also suggest the service center. Adding video to all major parks (Towner Road, Nancy Moore and Hartrick). Vehicle access control to PD back lot fencing off back police lot.
2. Building maintenance – our building needs painting, shades, office equipment (tables, desks, chairs, flooring). Town Hall needs updating and maintenance.

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### Re: Discussion of American Rescue Plan Act (ARP) Funding

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3. Computer infrastructure – our network is imperative to completing our mission. I would like to be on an independent network for police that allows for access to our public safety applications in a stable and secure manner.

#### Public Works & Engineering

1. **2023 and/or 2024 Local Road Program (\$1 million to \$4 million):** We could more than double our 2023 local road program by utilizing ARP funding. As you can see from the attached PASER rating map, 77.55 out of our 147 miles of Township roads are in poor condition today (i.e. Red), or 52.75%.

One big benefit of investing ARP money into roads is that we will be able to limit how much we inconvenience residents with road construction. The ARP money would help us get in and get out of some neighborhoods in one year, as opposed to multiple years, and advance every road that needs to be reconstructed by one year.

We get bids in for the 2022 local road program on Friday, April 22. We expect to see very high inflation, which will profoundly reduce the number of miles we are able to reconstruct under the 2019 10-year road millage.

Inflation in the construction industry is reaching historic highs right now due to the influx of federal stimulus funding. We used to be unique in having significant funding for road and infrastructure projects.

Now, due to the federal stimulus, every community has more money than they know what to do with. These contractors are inundated with work to bid on now, so they are bidding extremely high for many reasons, including:

1. They can afford to lose the bid.
2. They will struggle to find enough labor and equipment if they do get the contract, so they bid high knowing they will have to pay extremely well to get the labor necessary and it will be very difficult to acquire additional equipment due to supply chain issues.
3. There are very few contractors who work on public roads due to the state of Michigan's poor investment in roads. We only have three contractors who are qualified and located in our region to bid on our road projects.

Therefore, if we do not invest ARP funding in roads, we are likely going to fall short of our goal of achieving an average PASER rating of 8 (on the 1-10 PASER rating scale) by 2029 (i.e. the final year of the new 10-year road millage).

I will have a tentative 2023 road plan with and without ARP funding to present to the Board Tuesday evening. I can't finalize this until we get our bids in on Friday, April 22 to assess the extent of the inflation we are experiencing.

**Memo to Township Board**

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- 2. The Eastern-Third and Van Atta Road to Okemos Road Trail Loop (\$200,000-\$400,000 in Township Funds; \$2 million to \$3 million Total Construction Cost; Township share would be about 10-13% of Total Construction Costs):** Using ARP funds for pathway and trail projects would be the best way to obtain additional funding. Pathway and trail projects always yield the best funding match. About 90% of the Okemos Road boardwalk was funded by the Ingham County Trails and Parks Millage.

With these pathway projects, we can pursue funding from the Natural Resources Trust Fund and federal TAP grants from MDOT. So for every \$1 dollar in ARP money we invest, we will get \$7-\$10 in match funding from these other funding sources (i.e. bringing our state and federal tax dollars back to Meridian Township).

Utilizing the Consumers Energy right-of-way (ROW), we can build two major trails that are part of our 2021 Pathway Master Plan (both of these trails are new ideas that were put into the Pathway Master Plan during the 2021 update):

1. A north-south trail running between and parallel to Cornell Road and Van Atta Rd. The trail would start at Haslett Road and go to the south end of the Township ending at Legg Park. We have very few good trail connections in the "Eastern-Third" of the Township, so this would fill a huge gap in non-motorized connectivity.

However, every Township resident who uses our trails would use this pathway as it creates loops or circles with our existing trails and pathways that our residents can use.

2. At the south end of this new trail, we would then go east all the way to Okemos Road using the Consumers Energy ROW.

Together, these two trails will create loops that all of our residents can use and access. For instance, you could ride your bike on a loop from Haslett Road where the trail begins on the north end all the way to Okemos Rd. You could then take Okemos Road north to the existing interurban pathway, which takes you back to Haslett Road at the Marsh Road intersection, where we will eventually have a trail head with a bathroom. Loops or circular routes are ideal because resident don't have to just double back at the end of the pathway, they can creates interconnected routes for their enjoyment.

These trails would be very similar to the construction of the interurban pathway, meaning they would be 10-foot wide asphalt pathways with very scenic views. The 2021 Pathway Master Plan with these proposed two connected trails highlighted in pink are attached for your review. We have already begun negotiating easements with Consumers Energy for these trails.

**Memo to Township Board**

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**Re: Discussion of American Rescue Plan Act (ARP) Funding**

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3. **Investing in our water and sewer systems (Township cost would be 50% of the construction costs listed below):** This allows us to seek and obtain additional funding from the state's Drinking Water State Revolving Fund (DWSRF) and the Clean Water State Revolving Fund (CWSRF). These are traditionally 50/50 matching grants, so we receive \$1 in grant funding from the state for every \$1 we invest.

Here are a list of projects in our current capital improvement plan (CIP) that we could fund with ARP. Depending on how much ARP money we invest, we could potentially freeze water rates for 1-3 years and pass the savings on to our residents via their water bills. At a minimum, we would be able pass the cost savings to our residents by limiting the increase in our water rates.

- \$700,000: 2023 County Park North Lift Station (Sewer Fund)
- \$560,000: 2023 Replace 16" Water Main Valves (Water Fund)
- \$425,000: 2023 Sanitary Sewer Rehab (Sewer Fund)
- \$530,000: 2024 Kinawa Water Main Replacement (Water Fund)
- \$120,000: 2024 Cornel Lift Station Generator and Electrical Panel (Sewer Fund)
- \$350,000: 2024 Sanitary Sewer Rehab (Sewer Fund)
- \$280,000: 2025 Replace 16" Water Main Valves (Water Fund)
- \$175,000: 2025 South Water Tower Exterior Maintenance (Water Fund)
- \$400,000: 2025 Sanitary Sewer Rehab (Sewer Fund)
- \$55,000: 2025 Woodhill Lift Station Onsite Backup Generator (Sewer Fund)
- \$1.4 million: 2026 Okemos Road, Tamarack, Shawnee Water Main Rep. (Water Fund)
- \$700,000: 2026 Forest Hills Lift Station Replacement (Sewer Fund)

This is a total of \$5.695 million in water and sewer projects that we have in the Township's CIP over the next four years. These cost estimates do not reflect the inflation we are seeing in the construction industry right now. The costs are likely 15-30% higher now and will continue to increase annually.

The Meridian Township Water Division maintains, repairs and operates the water distribution system; which includes 158 miles of water mains, over 12,000 water services, 15,000+ water meters, 15,000+ remote readers, 2,000+ water distribution valves, 1,900+ fire hydrants, 1,900+ fire hydrant valves and two 500,000 gallon elevated storage tanks.

The Meridian Township Sewer Division is responsible for the maintenance, repair and operation of approximately 190 miles of sanitary sewer collection lines, 4,050 Township owned sanitary manholes and 31 sanitary sewage pumping stations ranging in size from 3.5 million gallons per day to a few thousand gallons per day. Maintenance items include: main line sewer cleaning, grease and debris removal in sewer lines, manhole cleaning and repairs, manhole inspections, closed circuit television (CCTV) inspections, inspections and cleaning of sanitary sewage pumping stations, pump repair and maintenance and electrical repairs of pump control panels.

**Memo to Township Board**

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**Re: Discussion of American Rescue Plan Act (ARP) Funding**

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**Attachments:**

1. Overview of the Final Rule for ARP funding issued by the U.S. Department of Treasury in January of 2022
2. 2021 Post-Construction PASER Ratings for the 147 Miles of Township Roads
3. Post-Construction PASER Rating Report
4. 2020 (Year 1) Township Road Program
5. 2021 (Year 2) Township Road Program
6. 2022 (Year 3) Township Road Program
7. 2021 Pathway Master Plan



# **Coronavirus State & Local Fiscal Recovery Funds: Overview of the Final Rule**

U.S. DEPARTMENT OF THE TREASURY

January 2022



**The Overview of the Final Rule provides a summary of major provisions of the final rule for informational purposes and is intended as a brief, simplified user guide to the final rule provisions.**

The descriptions provided in this document summarize key provisions of the final rule but are non-exhaustive, do not describe all terms and conditions associated with the use of SLFRF, and do not describe all requirements that may apply to this funding. Any SLFRF funds received are also subject to the terms and conditions of the agreement entered into by Treasury and the respective jurisdiction, which incorporate the provisions of the final rule and the guidance that implements this program.



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## Introduction

The Coronavirus State and Local Fiscal Recovery Funds (SLFRF), a part of the American Rescue Plan, delivers \$350 billion to state, local, and Tribal governments across the country to support their response to and recovery from the COVID-19 public health emergency. The program ensures that governments have the resources needed to:

- Fight the pandemic and support families and businesses struggling with its public health and economic impacts,
- Maintain vital public services, even amid declines in revenue, and
- Build a strong, resilient, and equitable recovery by making investments that support long-term growth and opportunity.

### EARLY PROGRAM IMPLEMENTATION

In May 2021, Treasury published the Interim final rule (IFR) describing eligible and ineligible uses of funds (as well as other program provisions), sought feedback from the public on these program rules, and began to distribute funds. The IFR went immediately into effect in May, and since then, governments have used SLFRF funds to meet their immediate pandemic response needs and begin building a strong and equitable recovery, such as through providing vaccine incentives, development of affordable housing, and construction of infrastructure to deliver safe and reliable water.

As governments began to deploy this funding in their communities, Treasury carefully considered the feedback provided through its public comment process and other forums. Treasury received over 1,500 comments, participated in hundreds of meetings, and received correspondence from a wide range of governments and other stakeholders.

### KEY CHANGES AND CLARIFICATIONS IN THE FINAL RULE

The final rule delivers broader flexibility and greater simplicity in the program, responsive to feedback in the comment process. Among other clarifications and changes, the final rule provides the features below.

#### Replacing Lost Public Sector Revenue

The final rule offers a standard allowance for revenue loss of up to \$10 million, allowing recipients to select between a standard amount of revenue loss or complete a full revenue loss calculation. Recipients that select the standard allowance may use that amount – in many cases their full award – for government services, with streamlined reporting requirements.

#### Public Health and Economic Impacts

In addition to programs and services, the final rule clarifies that recipients can use funds for capital expenditures that support an eligible COVID-19 public health or economic response. For example, recipients may build certain affordable housing, childcare facilities, schools, hospitals, and other projects consistent with final rule requirements.



In addition, the final rule provides an expanded set of households and communities that are presumed to be “impacted” and “disproportionately impacted” by the pandemic, thereby allowing recipients to provide responses to a broad set of households and entities without requiring additional analysis. Further, the final rule provides a broader set of uses available for these communities as part of COVID-19 public health and economic response, including making affordable housing, childcare, early learning, and services to address learning loss during the pandemic eligible in all impacted communities and making certain community development and neighborhood revitalization activities eligible for disproportionately impacted communities.

Further, the final rule allows for a broader set of uses to restore and support government employment, including hiring above a recipient’s pre-pandemic baseline, providing funds to employees that experienced pay cuts or furloughs, avoiding layoffs, and providing retention incentives.

### **Premium Pay**

The final rule delivers more streamlined options to provide premium pay, by broadening the share of eligible workers who can receive premium pay without a written justification while maintaining a focus on lower-income and frontline workers performing essential work.

### **Water, Sewer & Broadband Infrastructure**

The final rule significantly broadens eligible broadband infrastructure investments to address challenges with broadband access, affordability, and reliability, and adds additional eligible water and sewer infrastructure investments, including a broader range of lead remediation and stormwater management projects.

### **FINAL RULE EFFECTIVE DATE**

The final rule takes effect on April 1, 2022. Until that time, the interim final rule remains in effect; funds used consistently with the IFR while it is in effect are in compliance with the SLFRF program.

However, recipients can choose to take advantage of the final rule’s flexibilities and simplifications now, even ahead of the effective date. Treasury will not take action to enforce the interim final rule to the extent that a use of funds is consistent with the terms of the final rule, regardless of when the SLFRF funds were used. Recipients may consult the *Statement Regarding Compliance with the Coronavirus State and Local Fiscal Recovery Funds Interim Final Rule and Final Rule*, which can be found on Treasury’s website, for more information on compliance with the interim final rule and the final rule.



## Overview of the Program

The Coronavirus State and Local Fiscal Recovery Funds (SLFRF) program provides substantial flexibility for each jurisdiction to meet local needs within the four separate eligible use categories. This Overview of the Final Rule addresses the four eligible use categories ordered from the broadest and most flexible to the most specific.

Recipients may use SLFRF funds to:

- **Replace lost public sector revenue**, using this funding to provide government services up to the amount of revenue loss due to the pandemic.
  - Recipients may determine their revenue loss by choosing between two options:
    - A standard allowance of up to \$10 million in aggregate, not to exceed their award amount, during the program;
    - Calculating their jurisdiction's specific revenue loss each year using Treasury's formula, which compares actual revenue to a counterfactual trend.
  - Recipients may use funds up to the amount of revenue loss for government services; generally, services traditionally provided by recipient governments are government services, unless Treasury has stated otherwise.
- **Support the COVID-19 public health and economic response** by addressing COVID-19 and its impact on public health as well as addressing economic harms to households, small businesses, nonprofits, impacted industries, and the public sector.
  - Recipients can use funds for programs, services, or capital expenditures that respond to the public health and negative economic impacts of the pandemic.
  - To provide simple and clear eligible uses of funds, Treasury provides a list of enumerated uses that recipients can provide to households, populations, or classes (i.e., groups) that experienced pandemic impacts.
  - Public health eligible uses include COVID-19 mitigation and prevention, medical expenses, behavioral healthcare, and preventing and responding to violence.
  - Eligible uses to respond to negative economic impacts are organized by the type of beneficiary: assistance to households, small businesses, and nonprofits.
    - Each category includes assistance for "impacted" and "disproportionately impacted" classes: impacted classes experienced the general, broad-based impacts of the pandemic, while disproportionately impacted classes faced meaningfully more severe impacts, often due to preexisting disparities.
    - To simplify administration, the final rule presumes that some populations and groups were impacted or disproportionately impacted and are eligible for responsive services.

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- Eligible uses for assistance to impacted households include aid for re-employment, job training, food, rent, mortgages, utilities, affordable housing development, childcare, early education, addressing learning loss, and many more uses.
- Eligible uses for assistance to impacted small businesses or nonprofits include loans or grants to mitigate financial hardship, technical assistance for small businesses, and many more uses.
- Recipients can also provide assistance to impacted industries like travel, tourism, and hospitality that faced substantial pandemic impacts, or address impacts to the public sector, for example by re-hiring public sector workers cut during the crisis.
- Recipients providing funds for enumerated uses to populations and groups that Treasury has presumed eligible are clearly operating consistently with the final rule. Recipients can also identify (1) other populations or groups, beyond those presumed eligible, that experienced pandemic impacts or disproportionate impacts and (2) other programs, services, or capital expenditures, beyond those enumerated, to respond to those impacts.
- **Provide premium pay for eligible workers performing essential work**, offering additional support to those who have and will bear the greatest health risks because of their service in critical sectors.
  - Recipients may provide premium pay to eligible workers – generally those working in-person in key economic sectors – who are below a wage threshold or non-exempt from the Fair Labor Standards Act overtime provisions, or if the recipient submits justification that the premium pay is responsive to workers performing essential work.
- **Invest in water, sewer, and broadband infrastructure**, making necessary investments to improve access to clean drinking water, to support vital wastewater and stormwater infrastructure, and to expand affordable access to broadband internet.
  - Recipients may fund a broad range of water and sewer projects, including those eligible under the EPA’s Clean Water State Revolving Fund, EPA’s Drinking Water State Revolving Fund, and certain additional projects, including a wide set of lead remediation, stormwater infrastructure, and aid for private wells and septic units.
  - Recipients may fund high-speed broadband infrastructure in areas of need that the recipient identifies, such as areas without access to adequate speeds, affordable options, or where connections are inconsistent or unreliable; completed projects must participate in a low-income subsidy program.

While recipients have considerable flexibility to use funds to address the diverse needs of their communities, some restrictions on use apply across all eligible use categories. These include:

- **For states and territories:** No offsets of a reduction in net tax revenue resulting from a change in state or territory law.

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- **For all recipients except for Tribal governments:** No extraordinary contributions to a pension fund for the purpose of reducing an accrued, unfunded liability.
- **For all recipients:** No payments for debt service and replenishments of rainy day funds; no satisfaction of settlements and judgments; no uses that contravene or violate the American Rescue Plan Act, Uniform Guidance conflicts of interest requirements, and other federal, state, and local laws and regulations.

Under the SLFRF program, funds must be used for costs incurred on or after March 3, 2021. Further, funds must be obligated by December 31, 2024, and expended by December 31, 2026. This time period, during which recipients can expend SLFRF funds, is the “period of performance.”

In addition to SLFRF, the American Rescue Plan includes other sources of funding for state and local governments, including the [Coronavirus Capital Projects Fund](#) to fund critical capital investments including broadband infrastructure; the [Homeowner Assistance Fund](#) to provide relief for our country’s most vulnerable homeowners; the [Emergency Rental Assistance Program](#) to assist households that are unable to pay rent or utilities; and the [State Small Business Credit Initiative](#) to fund small business credit expansion initiatives. Eligible recipients are encouraged to visit the Treasury website for more information.



## Replacing Lost Public Sector Revenue

The Coronavirus State and Local Fiscal Recovery Funds provide needed fiscal relief for recipients that have experienced revenue loss due to the onset of the COVID-19 public health emergency. Specifically, SLFRF funding may be used to pay for “government services” in an amount equal to the revenue loss experienced by the recipient due to the COVID-19 public health emergency.

Government services generally include any service traditionally provided by a government, including construction of roads and other infrastructure, provision of public safety and other services, and health and educational services. Funds spent under government services are subject to streamlined reporting and compliance requirements.

In order to use funds under government services, recipients should first determine revenue loss. They may, then, spend up to that amount on general government services.

### DETERMINING REVENUE LOSS

Recipients have two options for how to determine their amount of revenue loss. Recipients must choose one of the two options and cannot switch between these approaches after an election is made.

- 1. Recipients may elect a “standard allowance” of \$10 million to spend on government services through the period of performance.**

Under this option, which is newly offered in the final rule Treasury presumes that up to \$10 million in revenue has been lost due to the public health emergency and recipients are permitted to use that amount (not to exceed the award amount) to fund “government services.” The standard allowance provides an estimate of revenue loss that is based on an extensive analysis of average revenue loss across states and localities, and offers a simple, convenient way to determine revenue loss, particularly for SLFRF’s smallest recipients.

All recipients may elect to use this standard allowance instead of calculating lost revenue using the formula below, including those with total allocations of \$10 million or less. Electing the standard allowance does not increase or decrease a recipient’s total allocation.

- 2. Recipients may calculate their actual revenue loss according to the formula articulated in the final rule.**

Under this option, recipients calculate revenue loss at four distinct points in time, either at the end of each calendar year (e.g., December 31 for years 2020, 2021, 2022, and 2023) or the end of each fiscal year of the recipient. Under the flexibility provided in the final rule, recipients can choose whether to use calendar or fiscal year dates but must be consistent throughout the period of performance. Treasury has also provided several adjustments to the definition of general revenue in the final rule.

To calculate revenue loss at each of these dates, recipients must follow a four-step process:



- a. Calculate revenues collected in the most recent full fiscal year prior to the public health emergency (i.e., last full fiscal year before January 27, 2020), called the *base year revenue*.
- b. Estimate *counterfactual revenue*, which is equal to the following formula, where  $n$  is the number of months elapsed since the end of the base year to the calculation date:

$$\text{base year revenue} \times (1 + \text{growth adjustment})^{\frac{n}{12}}$$

The *growth adjustment* is the greater of either a standard growth rate—5.2 percent—or the recipient’s average annual revenue growth in the last full three fiscal years prior to the COVID-19 public health emergency.

- c. Identify *actual revenue*, which equals revenues collected over the twelve months immediately preceding the calculation date.

Under the final rule, recipients must adjust actual revenue totals for the effect of tax cuts and tax increases that are adopted after the date of adoption of the final rule (January 6, 2022). Specifically, the estimated fiscal impact of tax cuts and tax increases adopted after January 6, 2022, must be added or subtracted to the calculation of actual revenue for purposes of calculation dates that occur on or after April 1, 2022.

Recipients may subtract from their calculation of actual revenue the effect of tax increases enacted prior to the adoption of the final rule. Note that recipients that elect to remove the effect of tax increases enacted before the adoption of the final rule must also remove the effect of tax decreases enacted before the adoption of the final rule, such that they are accurately removing the effect of tax policy changes on revenue.

- d. Revenue loss for the calculation date is equal to *counterfactual revenue* minus *actual revenue* (adjusted for tax changes) for the twelve-month period. If actual revenue exceeds counterfactual revenue, the loss is set to zero for that twelve-month period. Revenue loss for the period of performance is the sum of the revenue loss on for each calculation date.

The supplementary information in the final rule provides an example of this calculation, which recipients may find helpful, in the Revenue Loss section.



## SPENDING ON GOVERNMENT SERVICES

Recipients can use SLFRF funds on government services up to the revenue loss amount, whether that be the standard allowance amount or the amount calculated using the above approach. **Government services generally include *any service traditionally provided by a government***, unless Treasury has stated otherwise. Here are some common examples, although this list is not exhaustive:

- ✓ Construction of schools and hospitals
- ✓ Road building and maintenance, and other infrastructure
- ✓ Health services
- ✓ General government administration, staff, and administrative facilities
- ✓ Environmental remediation
- ✓ Provision of police, fire, and other public safety services (including purchase of fire trucks and police vehicles)

Government services is the most flexible eligible use category under the SLFRF program, and funds are subject to streamlined reporting and compliance requirements. Recipients should be mindful that certain restrictions, which are detailed further in the Restrictions on Use section and apply to all uses of funds, apply to government services as well.



## Responding to Public Health and Economic Impacts of COVID-19

The Coronavirus State and Local Fiscal Recovery Funds provide resources for governments to meet the public health and economic needs of those impacted by the pandemic in their communities, as well as address longstanding health and economic disparities, which amplified the impact of the pandemic in disproportionately impacted communities, resulting in more severe pandemic impacts.

The eligible use category to respond to public health and negative economic impacts is organized around the types of assistance a recipient may provide and includes several sub-categories:

- public health,
- assistance to households,
- assistance to small businesses,
- assistance to nonprofits,
- aid to impacted industries, and
- public sector capacity.

In general, to identify eligible uses of funds in this category, recipients should (1) identify a COVID-19 public health or economic impact on an individual or class (i.e., a group) and (2) design a program that responds to that impact. Responses should be related and reasonably proportional to the harm identified and reasonably designed to benefit those impacted.

To provide simple, clear eligible uses of funds that meet this standard, Treasury provides a non-exhaustive list of enumerated uses that respond to pandemic impacts. Treasury also presumes that some populations experienced pandemic impacts and are eligible for responsive services. In other words, recipients providing enumerated uses of funds to populations presumed eligible are clearly operating consistently with the final rule.<sup>1</sup>

Recipients also have broad flexibility to (1) identify and respond to other pandemic impacts and (2) serve other populations that experienced pandemic impacts, beyond the enumerated uses and presumed eligible populations. Recipients can also identify groups or “classes” of beneficiaries that experienced pandemic impacts and provide services to those classes.

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<sup>1</sup> However, please note that use of funds for enumerated uses may not be grossly disproportionate to the harm. Further, recipients should consult the Capital Expenditures section for more information about pursuing a capital expenditure; please note that enumerated capital expenditures are not presumed to be reasonably proportional responses to an identified harm except as provided in the Capital Expenditures section.



Step	1. Identify COVID-19 public health or economic impact	2. Design a response that addresses or responds to the impact
<b>Analysis</b>	<ul style="list-style-type: none"> <li>• Can identify impact to a specific household, business or nonprofit or to a class of households, businesses, or nonprofits (i.e., group)</li> <li>• Can also identify disproportionate impacts, or more severe impacts, to a specific beneficiary or to a class</li> </ul>	<ul style="list-style-type: none"> <li>• Types of responses can include a program, service, or capital expenditure</li> <li>• Response should be related and reasonably proportional to the harm</li> <li>• Response should also be reasonably designed to benefit impacted individual or class</li> </ul>
<b>Simplifying Presumptions</b>	<ul style="list-style-type: none"> <li>• Final Rule presumes certain populations and classes are impacted and disproportionately impacted</li> </ul>	<ul style="list-style-type: none"> <li>• Final Rule provides non-exhaustive list of enumerated eligible uses that respond to pandemic impacts and disproportionate impacts</li> </ul>

To assess eligibility of uses of funds, recipients should first determine the sub-category where their use of funds may fit (e.g., public health, assistance to households, assistance to small businesses), based on the entity that experienced the health or economic impact.<sup>2</sup> Then, recipients should refer to the relevant section for more details on each sub-category.

While the same overall eligibility standard applies to all uses of funds to respond to the public health and negative economic impacts of the pandemic, each sub-category has specific nuances on its application. In addition:

- Recipients interested in using funds for capital expenditures (i.e., investments in property, facilities, or equipment) should review the Capital Expenditures section in addition to the eligible use sub-category.
- Recipients interested in other uses of funds, beyond the enumerated uses, should refer to the section on “Framework for Eligible Uses Beyond Those Enumerated.”

<sup>2</sup> For example, a recipient interested in providing aid to unemployed individuals is addressing a negative economic impact experienced by a household and should refer to the section on assistance to households. Recipients should also be aware of the difference between “beneficiaries” and “sub-recipients.” Beneficiaries are households, small businesses, or nonprofits that can receive assistance based on impacts of the pandemic that they experienced. On the other hand, sub-recipients are organizations that carry out eligible uses on behalf of a government, often through grants or contracts. Sub-recipients do not need to have experienced a negative economic impact of the pandemic; rather, they are providing services to beneficiaries that experienced an impact.



## RESPONDING TO THE PUBLIC HEALTH EMERGENCY

While the country has made tremendous progress in the fight against COVID-19, including a historic vaccination campaign, the disease still poses a grave threat to Americans' health and the economy. Providing state, local, and Tribal governments the resources needed to fight the COVID-19 pandemic is a core goal of the Coronavirus State and Local Fiscal Recovery Funds, as well as addressing the other ways that the pandemic has impacted public health. Treasury has identified several public health impacts of the pandemic and enumerated uses of funds to respond to impacted populations.

- **COVID-19 mitigation and prevention.** The pandemic has broadly impacted Americans and recipients can provide services to prevent and mitigate COVID-19 to the general public or to small businesses, nonprofits, and impacted industries in general. Enumerated eligible uses include:
  - ✓ Vaccination programs, including vaccine incentives and vaccine sites
  - ✓ Testing programs, equipment and sites
  - ✓ Monitoring, contact tracing & public health surveillance (e.g., monitoring for variants)
  - ✓ Public communication efforts
  - ✓ Public health data systems
  - ✓ COVID-19 prevention and treatment equipment, such as ventilators and ambulances
  - ✓ Medical and PPE/protective supplies
  - ✓ Support for isolation or quarantine
  - ✓ Ventilation system installation and improvement
  - ✓ Technical assistance on mitigation of COVID-19 threats to public health and safety
  - ✓ Transportation to reach vaccination or testing sites, or other prevention and mitigation services for vulnerable populations
  - ✓ Support for prevention, mitigation, or other services in congregate living facilities, public facilities, and schools
  - ✓ Support for prevention and mitigation strategies in small businesses, nonprofits, and impacted industries
  - ✓ Medical facilities generally dedicated to COVID-19 treatment and mitigation (e.g., ICUs, emergency rooms)
  - ✓ Temporary medical facilities and other measures to increase COVID-19 treatment capacity
  - ✓ Emergency operations centers & emergency response equipment (e.g., emergency response radio systems)
  - ✓ Public telemedicine capabilities for COVID-19 related treatment



- **Medical expenses.** Funds may be used for expenses to households, medical providers, or others that incurred medical costs due to the pandemic, including:
  - ✓ Unreimbursed expenses for medical care for COVID-19 testing or treatment, such as uncompensated care costs for medical providers or out-of-pocket costs for individuals
  - ✓ Paid family and medical leave for public employees to enable compliance with COVID-19 public health precautions
  - ✓ Emergency medical response expenses
  - ✓ Treatment of long-term symptoms or effects of COVID-19
  
- **Behavioral health care, such as mental health treatment, substance use treatment, and other behavioral health services.** Treasury recognizes that the pandemic has broadly impacted Americans' behavioral health and recipients can provide these services to the general public to respond. Enumerated eligible uses include:
  - ✓ Prevention, outpatient treatment, inpatient treatment, crisis care, diversion programs, outreach to individuals not yet engaged in treatment, harm reduction & long-term recovery support
  - ✓ Enhanced behavioral health services in schools
  - ✓ Services for pregnant women or infants born with neonatal abstinence syndrome
  - ✓ Support for equitable access to reduce disparities in access to high-quality treatment
  - ✓ Peer support groups, costs for residence in supportive housing or recovery housing, and the 988 National Suicide Prevention Lifeline or other hotline services
  - ✓ Expansion of access to evidence-based services for opioid use disorder prevention, treatment, harm reduction, and recovery
  - ✓ Behavioral health facilities & equipment
  
- **Preventing and responding to violence.** Recognizing that violence – and especially gun violence – has increased in some communities due to the pandemic, recipients may use funds to respond in these communities through:
  - ✓ Referrals to trauma recovery services for victims of crime
  - ✓ Community violence intervention programs, including:
    - Evidence-based practices like focused deterrence, with wraparound services such as behavioral therapy, trauma recovery, job training, education, housing and relocation services, and financial assistance
  - ✓ In communities experiencing increased gun violence due to the pandemic:
    - Law enforcement officers focused on advancing community policing
    - Enforcement efforts to reduce gun violence, including prosecution
    - Technology & equipment to support law enforcement response



## RESPONDING TO NEGATIVE ECONOMIC IMPACTS

The pandemic caused severe economic damage and, while the economy is on track to a strong recovery, much work remains to continue building a robust, resilient, and equitable economy in the wake of the crisis and to ensure that the benefits of this recovery reach all Americans. While the pandemic impacted millions of American households and businesses, some of its most severe impacts fell on low-income and underserved communities, where pre-existing disparities amplified the impact of the pandemic and where the most work remains to reach a full recovery.

The final rule recognizes that the pandemic caused broad-based impacts that affected many communities, households, and small businesses across the country; for example, many workers faced unemployment and many small businesses saw declines in revenue. The final rule describes these as “impacted” households, communities, small businesses, and nonprofits.

At the same time, the pandemic caused disproportionate impacts, or more severe impacts, in certain communities. For example, low-income and underserved communities have faced more severe health and economic outcomes like higher rates of COVID-19 mortality and unemployment, often because pre-existing disparities exacerbated the impact of the pandemic. The final rule describes these as “disproportionately impacted” households, communities, small businesses, and nonprofits.

To simplify administration of the program, the final rule presumes that certain populations were “impacted” and “disproportionately impacted” by the pandemic; these populations are presumed to be eligible for services that respond to the impact they experienced. The final rule also enumerates a non-exhaustive list of eligible uses that are recognized as responsive to the impacts or disproportionate impacts of COVID-19. Recipients providing enumerated uses to populations presumed eligible are clearly operating consistently with the final rule.

As discussed further in the section Framework for Eligible Uses Beyond Those Enumerated, recipients can also identify other pandemic impacts, impacted or disproportionately impacted populations or classes, and responses.

However, note that the final rule maintains that general infrastructure projects, including roads, streets, and surface transportation infrastructure, would generally not be eligible under this eligible use category, unless the project responded to a specific pandemic public health need or a specific negative economic impact. Similarly, general economic development or workforce development – activities that do not respond to negative economic impacts of the pandemic but rather seek to more generally enhance the jurisdiction’s business climate – would generally not be eligible under this eligible use category.



## Assistance to Households

### *Impacted Households and Communities*

Treasury presumes the following households and communities are impacted by the pandemic:

- ✓ Low- or-moderate income households or communities
- ✓ Households that experienced unemployment
- ✓ Households that experienced increased food or housing insecurity
- ✓ Households that qualify for the Children’s Health Insurance Program, Childcare Subsidies through the Child Care Development Fund (CCDF) Program, or Medicaid
- ✓ *When providing affordable housing programs:* households that qualify for the National Housing Trust Fund and Home Investment Partnerships Program
- ✓ *When providing services to address lost instructional time in K-12 schools:* any student that lost access to in-person instruction for a significant period of time

Low- or moderate-income households and communities are those with (i) income at or below 300 percent of the Federal Poverty Guidelines for the size of the household based on the most recently published poverty guidelines or (ii) income at or below 65 percent of the area median income for the county and size of household based on the most recently published data. For the vast majority of communities, the Federal Poverty Guidelines are higher than the area’s median income and using the Federal Poverty Guidelines would result in more households and communities being presumed eligible. Treasury has provided an easy-to-use spreadsheet with Federal Poverty Guidelines and area median income levels on its website.

Recipients can measure income for a specific household or the median income for the community, depending on whether the response they plan to provide serves specific households or the general community. The income thresholds vary by household size; recipients should generally use income thresholds for the appropriate household size but can use a default household size of three when easier for administration or when measuring income for a general community.

The income limit for 300 percent of the Federal Poverty Guidelines for a household of three is \$65,880 per year.<sup>3</sup> In other words, recipients can always presume that a household earning below this level, or a community with median income below this level, is impacted by the pandemic and eligible for services to respond. Additionally, by following the steps detailed in the section Framework for Eligible Uses Beyond Those Enumerated, recipients may designate additional households as impacted or disproportionately impacted beyond these presumptions, and may also pursue projects not listed below in response to these impacts consistent with Treasury’s standards.

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<sup>3</sup> For recipients in Alaska, the income limit for 300 percent of the Federal Poverty Guidelines for a household of three is \$82,350 per year. For recipients in Hawaii, the income limit for 300 percent of the Federal Poverty Guidelines for a household of three is \$75,780 per year.



Treasury recognizes the enumerated projects below, which have been expanded under the final rule, as eligible to respond to impacts of the pandemic on households and communities:

- ✓ Food assistance & food banks
- ✓ Emergency housing assistance: rental assistance, mortgage assistance, utility assistance, assistance paying delinquent property taxes, counseling and legal aid to prevent eviction and homelessness & emergency programs or services for homeless individuals, including temporary residences for people experiencing homelessness
- ✓ Health insurance coverage expansion
- ✓ Benefits for surviving family members of individuals who have died from COVID-19
- ✓ Assistance to individuals who want and are available for work, including job training, public jobs programs and fairs, support for childcare and transportation to and from a jobsite or interview, incentives for newly-employed workers, subsidized employment, grants to hire underserved workers, assistance to unemployed individuals to start small businesses & development of job and workforce training centers
- ✓ Financial services for the unbanked and underbanked
- ✓ Burials, home repair & home weatherization
- ✓ Programs, devices & equipment for internet access and digital literacy, including subsidies for costs of access
- ✓ Cash assistance
- ✓ Paid sick, medical, and family leave programs
- ✓ Assistance in accessing and applying for public benefits or services
- ✓ Childcare and early learning services, home visiting programs, services for child welfare-involved families and foster youth & childcare facilities
- ✓ Assistance to address the impact of learning loss for K-12 students (e.g., high-quality tutoring, differentiated instruction)
- ✓ Programs or services to support long-term housing security: including development of affordable housing and permanent supportive housing
- ✓ Certain contributions to an Unemployment Insurance Trust Fund<sup>4</sup>

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<sup>4</sup> Recipients may only use SLFRF funds for contributions to unemployment insurance trust funds and repayment of the principal amount due on advances received under Title XII of the Social Security Act up to an amount equal to (i) the difference between the balance in the recipient's unemployment insurance trust fund as of January 27, 2020 and the balance of such account as of May 17, 2021, plus (ii) the principal amount outstanding as of May 17, 2021 on any advances received under Title XII of the Social Security Act between January 27, 2020 and May 17, 2021. Further, recipients may use SLFRF funds for the payment of any interest due on such Title XII advances. Additionally, a recipient that deposits SLFRF funds into its unemployment insurance trust fund to fully restore the pre-pandemic balance may not draw down that balance and deposit more SLFRF funds, back up to the pre-pandemic balance. Recipients that deposit SLFRF funds into an unemployment insurance trust fund, or use SLFRF funds to repay principal on Title XII advances, may not take action to reduce benefits available to unemployed workers by changing the computation method governing regular unemployment compensation in a way that results in a reduction of average weekly benefit amounts or the number of weeks of benefits payable (i.e., maximum benefit entitlement).



### ***Disproportionately Impacted Households and Communities***

Treasury presumes the following households and communities are disproportionately impacted by the pandemic:

- ✓ Low -income households and communities
- ✓ Households residing in Qualified Census Tracts
- ✓ Households that qualify for certain federal benefits<sup>5</sup>
- ✓ Households receiving services provided by Tribal governments
- ✓ Households residing in the U.S. territories or receiving services from these governments

Low-income households and communities are those with (i) income at or below 185 percent of the Federal Poverty Guidelines for the size of its household based on the most recently published poverty guidelines or (ii) income at or below 40 percent of area median income for its county and size of household based on the most recently published data. For the vast majority of communities, the Federal Poverty Guidelines level is higher than the area median income level and using this level would result in more households and communities being presumed eligible. Treasury has provided an easy-to-use spreadsheet with Federal Poverty Guidelines and area median income levels on its website.

Recipients can measure income for a specific household or the median income for the community, depending on whether the service they plan to provide serves specific households or the general community. The income thresholds vary by household size; recipients should generally use income thresholds for the appropriate household size but can use a default household size of three when easier for administration or when measuring income for a general community.

The income limit for 185 percent of the Federal Poverty Guidelines for a household of three is \$40,626 per year.<sup>6</sup> In other words, recipients can always presume that a household earning below this level, or a community with median income below this level, is disproportionately impacted by the pandemic and eligible for services to respond.

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<sup>5</sup> These programs are Temporary Assistance for Needy Families (TANF), Supplemental Nutrition Assistance Program (SNAP), Free- and Reduced-Price Lunch (NSLP) and/or School Breakfast (SBP) programs, Medicare Part D Low-Income Subsidies, Supplemental Security Income (SSI), Head Start and/or Early Head Start, Special Supplemental Nutrition Program for Women, Infants, and Children (WIC), Section 8 Vouchers, Low-Income Home Energy Assistance Program (LIHEAP), and Pell Grants. For services to address educational disparities, Treasury will recognize Title I eligible schools as disproportionately impacted and responsive services that support the school generally or support the whole school as eligible.

<sup>6</sup> For recipients in Alaska, the income limit for 185 percent of the Federal Poverty Guidelines for a household of three is \$50,783 per year. For recipients in Hawaii, the income limit for 185 percent of the Federal Poverty Guidelines for a household of three is \$46,731 per year



Treasury recognizes the enumerated projects below, which have been expanded under the final rule, as eligible to respond to disproportionate impacts of the pandemic on households and communities:

- ✓ Pay for community health workers to help households access health & social services
- ✓ Remediation of lead paint or other lead hazards
- ✓ Primary care clinics, hospitals, integration of health services into other settings, and other investments in medical equipment & facilities designed to address health disparities
- ✓ Housing vouchers & assistance relocating to neighborhoods with higher economic opportunity
- ✓ Investments in neighborhoods to promote improved health outcomes
- ✓ Improvements to vacant and abandoned properties, including rehabilitation or maintenance, renovation, removal and remediation of environmental contaminants, demolition or deconstruction, greening/vacant lot cleanup & conversion to affordable housing<sup>7</sup>
- ✓ Services to address educational disparities, including assistance to high-poverty school districts & educational and evidence-based services to address student academic, social, emotional, and mental health needs
- ✓ Schools and other educational equipment & facilities

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<sup>7</sup> Please see the final rule for further details and conditions applicable to this eligible use. This includes Treasury's presumption that demolition of vacant or abandoned residential properties that results in a net reduction in occupiable housing units for low- and moderate-income individuals in an area where the availability of such housing is lower than the need for such housing is ineligible for support with SLFRF funds.



### Assistance to Small Businesses

Small businesses have faced widespread challenges due to the pandemic, including periods of shutdown, declines in revenue, or increased costs. The final rule provides many tools for recipients to respond to the impacts of the pandemic on small businesses, or disproportionate impacts on businesses where pre-existing disparities like lack of access to capital compounded the pandemic’s effects.

Small businesses eligible for assistance are those that experienced negative economic impacts or disproportionate impacts of the pandemic and meet the definition of “small business,” specifically:

1. Have no more than 500 employees, or if applicable, the size standard in number of employees [established](#) by the Administrator of the Small Business Administration for the industry in which the business concern or organization operates, and
2. Are a small business concern as defined in section 3 of the Small Business Act<sup>8</sup> (which includes, among other requirements, that the business is independently owned and operated and is not dominant in its field of operation).

### Impacted Small Businesses

Recipients can identify small businesses impacted by the pandemic, and measures to respond, in many ways; for example, recipients could consider:

- ✓ Decreased revenue or gross receipts
- ✓ Financial insecurity
- ✓ Increased costs
- ✓ Capacity to weather financial hardship
- ✓ Challenges covering payroll, rent or mortgage, and other operating costs

Assistance to small businesses that experienced negative economic impacts includes the following enumerated uses:

- ✓ Loans or grants to mitigate financial hardship, such as by supporting payroll and benefits, costs to retain employees, and mortgage, rent, utility, and other operating costs
- ✓ Technical assistance, counseling, or other services to support business planning

### Disproportionately Impacted Small Businesses

Treasury presumes that the following small businesses are disproportionately impacted by the pandemic:

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<sup>8</sup> 15 U.S.C. 632.



- ✓ Small businesses operating in Qualified Census Tracts
- ✓ Small businesses operated by Tribal governments or on Tribal lands
- ✓ Small businesses operating in the U.S. territories

Assistance to disproportionately impacted small businesses includes the following enumerated uses, which have been expanded under the final rule:

- ✓ Rehabilitation of commercial properties, storefront improvements & façade improvements
- ✓ Support for microbusinesses, including financial, childcare, and transportation costs
- ✓ Technical assistance, business incubators & grants for start-up or expansion costs for small businesses



### **Assistance to Nonprofits**

Nonprofits have faced significant challenges due to the pandemic’s increased demand for services and changing operational needs, as well as declines in revenue sources such as donations and fees.

Nonprofits eligible for assistance are those that experienced negative economic impacts or disproportionate impacts of the pandemic and meet the definition of “nonprofit”—specifically those that are 501(c)(3) or 501(c)(19) tax-exempt organizations.

#### ***Impacted Nonprofits***

Recipients can identify nonprofits impacted by the pandemic, and measures to respond, in many ways; for example, recipients could consider:

- ✓ Decreased revenue (e.g., from donations and fees)
- ✓ Financial insecurity
- ✓ Increased costs (e.g., uncompensated increases in service need)
- ✓ Capacity to weather financial hardship
- ✓ Challenges covering payroll, rent or mortgage, and other operating costs

Assistance to nonprofits that experienced negative economic impacts includes the following enumerated uses:

- ✓ Loans or grants to mitigate financial hardship
- ✓ Technical or in-kind assistance or other services that mitigate negative economic impacts of the pandemic

#### ***Disproportionately Impacted Nonprofits***

Treasury presumes that the following nonprofits are disproportionately impacted by the pandemic:

- ✓ Nonprofits operating in Qualified Census Tracts
- ✓ Nonprofits operated by Tribal governments or on Tribal lands
- ✓ Nonprofits operating in the U.S. territories

Recipients may identify appropriate responses that are related and reasonably proportional to addressing these disproportionate impacts.



## Aid to Impacted Industries

Recipients may use SLFRF funding to provide aid to industries impacted by the COVID-19 pandemic. Recipients should first designate an impacted industry and then provide aid to address the impacted industry's negative economic impact.

This sub-category of eligible uses does not separately identify disproportionate impacts and corresponding responsive services.

**1. Designating an impacted industry.** There are two main ways an industry can be designated as “impacted.”

1. If the industry is in the travel, tourism, or hospitality sectors (including Tribal development districts), the industry is impacted.
2. If the industry is outside the travel, tourism, or hospitality sectors, the industry is impacted if:
  - a. The industry experienced at least 8 percent employment loss from pre-pandemic levels,<sup>9</sup> or
  - b. The industry is experiencing comparable or worse economic impacts as the national tourism, travel, and hospitality industries as of the date of the final rule, based on the totality of economic indicators or qualitative data (if quantitative data is unavailable), and if the impacts were generally due to the COVID-19 public health emergency.

Recipients have flexibility to define industries broadly or narrowly, but Treasury encourages recipients to define narrow and discrete industries eligible for aid. State and territory recipients also have flexibility to define the industries with greater geographic precision; for example, a state may identify a particular industry in a certain region of a state as impacted.

**2. Providing eligible aid to the impacted industry.** Aid may only be provided to support businesses, attractions, and Tribal development districts operating prior to the pandemic and affected by required closures and other efforts to contain the pandemic. Further, aid should be generally broadly available to all businesses within the impacted industry to avoid potential conflicts of interest, and Treasury encourages aid to be first used for operational expenses, such as payroll, before being used on other types of costs.

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<sup>9</sup> Specifically, a recipient should compare the percent change in the number of employees of the recipient's identified industry and the national Leisure & Hospitality sector in the three months before the pandemic's most severe impacts began (a straight three-month average of seasonally-adjusted employment data from December 2019, January 2020, and February 2020) with the latest data as of the final rule (a straight three-month average of seasonally-adjusted employment data from September 2021, October 2021, and November 2021). For parity and simplicity, smaller recipients without employment data that measure industries in their specific jurisdiction may use data available for a broader unit of government for this calculation (e.g., a county may use data from the state in which it is located; a city may use data for the county, if available, or state in which it is located) solely for purposes of determining whether a particular industry is an impacted industry.



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Treasury recognizes the enumerated projects below as eligible responses to impacted industries.

- ✓ Aid to mitigate financial hardship, such as supporting payroll costs, lost pay and benefits for returning employees, support of operations and maintenance of existing equipment and facilities
- ✓ Technical assistance, counseling, or other services to support business planning
- ✓ COVID-19 mitigation and infection prevention measures (see section Public Health)

As with all eligible uses, recipients may pursue a project not listed above by undergoing the steps outlined in the section Framework for Eligible Uses Beyond Those Enumerated.



## PUBLIC SECTOR CAPACITY

Recipients may use SLFRF funding to restore and bolster public sector capacity, which supports government’s ability to deliver critical COVID-19 services. There are three main categories of eligible uses to bolster public sector capacity and workforce: Public Safety, Public Health, and Human Services Staff; Government Employment and Rehiring Public Sector Staff; and Effective Service Delivery.

### Public Safety, Public Health, and Human Services Staff

SLFRF funding may be used for payroll and covered benefits for public safety, public health, health care, human services and similar employees of a recipient government, for the portion of the employee’s time spent responding to COVID-19. Recipients should follow the steps below.

#### 1. Identify eligible public safety, public health, and human services staff. Public safety staff include:

- ✓ Police officers (including state police officers)
- ✓ Sheriffs and deputy sheriffs
- ✓ Firefighters
- ✓ Emergency medical responders
- ✓ Correctional and detention officers
- ✓ Dispatchers and supervisor personnel that directly support public safety staff

Public health staff include:

- ✓ Employees involved in providing medical and other physical or mental health services to patients and supervisory personnel, including medical staff assigned to schools, prisons, and other such institutions
- ✓ Laboratory technicians, medical examiners, morgue staff, and other support services essential for patient care
- ✓ Employees of public health departments directly engaged in public health matters and related supervisory personnel

Human services staff include:

- ✓ Employees providing or administering social services and public benefits
- ✓ Child welfare services employees
- ✓ Child, elder, or family care employees

#### 2. Assess portion of time spent on COVID-19 response for eligible staff.

Recipients can use a variety of methods to assess the share of an employees’ time spent responding to COVID-19, including using reasonable estimates—such as estimating the share of time based on discussions with staff and applying that share to all employees in that position.

For administrative convenience, recipients can consider public health and safety employees entirely devoted to responding to COVID-19 (and their payroll and benefits fully covered by SLFRF) if the



employee, or his or her operating unit or division, is “primarily dedicated” to responding to COVID-19. Primarily dedicated means that more than half of the employee, unit, or division’s time is dedicated to responding to COVID-19.

Recipients must periodically reassess their determination and maintain records to support their assessment, although recipients do not need to track staff hours.

3. **Use SLFRF funding for payroll and covered benefits for the portion of eligible staff time spent on COVID-19 response.** SLFRF funding may be used for payroll and covered benefits for the portion of the employees’ time spent on COVID-19 response, as calculated above, through the period of performance.

### Government Employment and Rehiring Public Sector Staff

Under the increased flexibility of the final rule, SLFRF funding may be used to support a broader set of uses to restore and support public sector employment. Eligible uses include hiring up to a pre-pandemic baseline that is adjusted for historic underinvestment in the public sector, providing additional funds for employees who experienced pay cuts or were furloughed, avoiding layoffs, providing worker retention incentives, and paying for ancillary administrative costs related to hiring, support, and retention.

- **Restoring pre-pandemic employment.** Recipients have two options to restore pre-pandemic employment, depending on the recipient’s needs.
  - *If the recipient simply wants to hire back employees for pre-pandemic positions:* Recipients may use SLFRF funds to hire employees for the same positions that existed on January 27, 2020 but that were unfilled or eliminated as of March 3, 2021. Recipients may use SLFRF funds to cover payroll and covered benefits for such positions through the period of performance.
  - *If the recipient wants to hire above the pre-pandemic baseline and/or would like to have flexibility in positions:* Recipients may use SLFRF funds to pay for payroll and covered benefits associated with the recipient increasing its number of budgeted FTEs up to 7.5 percent above its pre-pandemic baseline. Specifically, recipients should undergo the following steps:
    - a. Identify the recipient’s budgeted FTE level on January 27, 2020. This includes all budgeted positions, filled and unfilled. This is called the *pre-pandemic baseline*.
    - b. Multiply the pre-pandemic baseline by 1.075. This is called the *adjusted pre-pandemic baseline*.
    - c. Identify the recipient’s budgeted FTE level on March 3, 2021, which is the beginning of the period of performance for SLFRF funds. Recipients may, but are not required to, exclude the number of FTEs dedicated to responding to the COVID-19 public health emergency. This is called the *actual number of FTEs*.
    - d. Subtract the *actual number of FTEs* from the *adjusted pre-pandemic baseline* to calculate the number of FTEs that can be covered by SLFRF funds. Recipients do not have to hire for the same roles that existed pre-pandemic.

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Recipients may use SLFRF funds to cover payroll and covered benefits through the period of performance; these employees must have begun their employment on or after March 3, 2021. Recipients may only use SLFRF funds for additional FTEs hired over the March 3, 2021 level (i.e., the *actual number of FTEs*).

- **Supporting and retaining public sector workers.** Recipients can also use funds in other ways that support the public sector workforce.<sup>10</sup> These include:
  - **Providing additional funding for employees who experienced pay reductions or were furloughed** since the onset of the pandemic, up to the difference in the employee’s pay, taking into account unemployment benefits received.
  - **Maintaining current compensation levels to prevent layoffs.** SLFRF funds may be used to maintain current compensation levels, with adjustments for inflation, in order to prevent layoffs that would otherwise be necessary.
  - **Providing worker retention incentives, including reasonable increases in compensation** to persuade employees to remain with the employer as compared to other employment options. Retention incentives must be entirely additive to an employee’s regular compensation, narrowly tailored to need, and should not exceed incentives traditionally offered by the recipient or compensation that alternative employers may offer to compete for the employees. Treasury presumes that retention incentives that are less than 25 percent of the rate of base pay for an individual employee or 10 percent for a group or category of employees are reasonably proportional to the need to retain employees, as long as other requirements are met.
- **Covering administrative costs associated with administering the hiring, support, and retention programs above.**

### Effective Service Delivery

SLFRF funding may be used to improve the efficacy of public health and economic programs through tools like program evaluation, data, and outreach, as well as to address administrative needs caused or exacerbated by the pandemic. Eligible uses include:

- **Supporting program evaluation, data, and outreach through:**

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<sup>10</sup> Recipients should be able to substantiate that these uses of funds are substantially due to the public health emergency or its negative economic impacts (e.g., fiscal pressures on state and local budgets) and respond to its impacts. See the final rule for details on these uses.



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- ✓ Program evaluation and evidence resources
  - ✓ Data analysis resources to gather, assess, share, and use data
  - ✓ Technology infrastructure to improve access to and the user experience of government IT systems, as well as technology improvements to increase public access and delivery of government programs and services
  - ✓ Community outreach and engagement activities
  - ✓ Capacity building resources to support using data and evidence, including hiring staff, consultants, or technical assistance support
- **Addressing administrative needs, including:**
    - ✓ Administrative costs for programs responding to the public health emergency and its economic impacts, including non-SLFRF and non-federally funded programs
    - ✓ Address administrative needs caused or exacerbated by the pandemic, including addressing backlogs caused by shutdowns, increased repair or maintenance needs, and technology infrastructure to adapt government operations to the pandemic (e.g., video-conferencing software, data and case management systems)



### CAPITAL EXPENDITURES

As described above, the final rule clarifies that recipients may use funds for programs, services, and capital expenditures that respond to the public health and negative economic impacts of the pandemic. Any use of funds in this category for a capital expenditure must comply with the capital expenditure requirements, in addition to other standards for uses of funds.

Capital expenditures are subject to the same eligibility standard as other eligible uses to respond to the pandemic’s public health and economic impacts; specifically, they must be related and reasonably proportional to the pandemic impact identified and reasonably designed to benefit the impacted population or class.

For ease of administration, the final rule identifies enumerated types of capital expenditures that Treasury has identified as responding to the pandemic’s impacts; these are listed in the applicable sub-category of eligible uses (e.g., public health, assistance to households, etc.). Recipients may also identify other responsive capital expenditures. Similar to other eligible uses in the SLFRF program, no pre-approval is required for capital expenditures.

To guide recipients’ analysis of whether a capital expenditure meets the eligibility standard, recipients (with the exception of Tribal governments) must complete and meet the requirements of a written justification for capital expenditures equal to or greater than \$1 million. For large-scale capital expenditures, which have high costs and may require an extended length of time to complete, as well as most capital expenditures for non-enumerated uses of funds, Treasury requires recipients to submit their written justification as part of regular reporting. Specifically:

<b>If a project has total capital expenditures of</b>	<b>and the use is enumerated by Treasury as eligible, then</b>	<b>and the use is beyond those enumerated by Treasury as eligible, then</b>
Less than \$1 million	No Written Justification required	No Written Justification required
Greater than or equal to \$1 million, but less than \$10 million	Written Justification required but recipients are not required to submit as part of regular reporting to Treasury	Written Justification required and recipients must submit as part of regular reporting to Treasury
\$10 million or more	Written Justification required and recipients must submit as part of regular reporting to Treasury	

A Written Justification includes:

- *Description of the harm or need to be addressed.* Recipients should provide a description of the specific harm or need to be addressed and why the harm was exacerbated or caused by the public health emergency. Recipients may provide quantitative information on the extent and the type of harm, such as the number of individuals or entities affected.



- *Explanation of why a capital expenditure is appropriate.* For example, recipients should include an explanation of why existing equipment and facilities, or policy changes or additional funding to pertinent programs or services, would be inadequate.
- *Comparison of proposed capital project against at least two alternative capital expenditures and demonstration of why the proposed capital expenditure is superior.* Recipients should consider the effectiveness of the capital expenditure in addressing the harm identified and the expected total cost (including pre-development costs) against at least two alternative capital expenditures.

Where relevant, recipients should consider the alternatives of improving existing capital assets already owned or leasing other capital assets.

Treasury presumes that the following capital projects are generally ineligible:

- ✘ Construction of new correctional facilities as a response to an increase in rate of crime
- ✘ Construction of new congregate facilities to decrease spread of COVID-19 in the facility
- ✘ Construction of convention centers, stadiums, or other large capital projects intended for general economic development or to aid impacted industries

In undertaking capital expenditures, Treasury encourages recipients to adhere to strong labor standards, including project labor agreements and community benefits agreements that offer wages at or above the prevailing rate and include local hire provisions. Treasury also encourages recipients to prioritize in their procurements employers with high labor standards and to prioritize employers without recent violations of federal and state labor and employment laws.



**FRAMEWORK FOR ELIGIBLE USES BEYOND THOSE ENUMERATED**

As described above, recipients have broad flexibility to identify and respond to other pandemic impacts and serve other populations that experienced pandemic impacts, beyond the enumerated uses and presumed eligible populations. Recipients should undergo the following steps to decide whether their project is eligible:

Step	1. Identify COVID-19 public health or economic impact	2. Design a response that addresses or responds to the impact
Analysis	<ul style="list-style-type: none"> <li>• Can identify impact to a specific household, business or nonprofit or to a class of households, businesses or nonprofits (i.e., group)</li> <li>• Can also identify disproportionate impacts, or more severe impacts, to a specific beneficiary or to a class</li> </ul>	<ul style="list-style-type: none"> <li>• Types of responses can include a program, service, or capital expenditure</li> <li>• Response should be related and reasonably proportional to the harm</li> <li>• Response should also be reasonably designed to benefit impacted individual or class</li> </ul>

**1. Identify a COVID-19 public health or negative economic impact on an individual or a class.**

Recipients should identify an individual or class that is “impacted” or “disproportionately impacted” by the COVID-19 public health emergency or its negative economic impacts as well as the specific impact itself.

- “Impacted” entities are those impacted by the disease itself or the harmful consequences of the economic disruptions resulting from or exacerbated by the COVID-19 public health emergency. For example, an individual who lost their job or a small business that saw lower revenue during a period of closure would both have experienced impacts of the pandemic.
- “Disproportionately impacted” entities are those that experienced disproportionate public health or economic outcomes from the pandemic; Treasury recognizes that pre-existing disparities, in many cases, amplified the impacts of the pandemic, causing more severe impacts in underserved communities. For example, a household living in a neighborhood with limited access to medical care and healthy foods may have faced health disparities before the pandemic, like a higher rate of chronic health conditions, that contributed to more severe health outcomes during the COVID-19 pandemic.

The recipient may choose to identify these impacts at either the individual level or at a class level. If the recipient is identifying impacts at the individual level, they should retain documentation supporting the impact the individual experienced (e.g., documentation of lost revenues from a small business). Such documentation can be streamlined in many cases (e.g., self-attestation that a household requires food assistance).

Recipients also have broad flexibility to identify a “class” – or a group of households, small businesses, or nonprofits – that experienced an impact. In these cases, the recipients should



first identify the class and the impact that it faced. Then, recipients only need to document that the individuals served fall within that class; recipients do not need to document a specific impact to each individual served. For example, a recipient could identify that restaurants in the downtown area faced substantial declines in revenue due to decreased foot traffic from workers; the recipient could develop a program to respond to the impact on that class and only needs to document that the businesses being served are restaurants in the downtown area.

Recipients should keep the following considerations in mind when designating a class:

- **There should be a relationship between the definition of the class and the proposed response.** Larger and less-specific classes are less likely to have experienced similar harms, which may make it more difficult to design a response that appropriately responds to those harms.
  - **Classes may be determined on a population basis or on a geographic basis,** and the response should be appropriately matched. For example, a response might be designed to provide childcare to single parents, regardless of which neighborhood they live in, or a response might provide a park to improve the health of a disproportionately impacted neighborhood.
  - **Recipients may designate classes that experienced disproportionate impact,** by assessing the impacts of the pandemic and finding that some populations experienced meaningfully more severe impacts than the general public. To determine these disproportionate impacts, recipients:
    - May designate classes based on academic research or government research publications (such as the citations provided in the supplementary information in the final rule), through analysis of their own data, or through analysis of other existing data sources.
    - May also consider qualitative research and sources to augment their analysis, or when quantitative data is not readily available. Such sources might include resident interviews or feedback from relevant state and local agencies, such as public health departments or social services departments.
    - Should consider the quality of the research, data, and applicability of analysis to their determination in all cases.
  - **Some of the enumerated uses may also be appropriate responses to the impacts experienced by other classes of beneficiaries.** It is permissible for recipients to provide these services to other classes, so long as the recipient determines that the response is also appropriate for those groups.
  - **Recipients may designate a class based on income level, including at levels higher than the final rule definition of "low- and moderate-income."** For example, a recipient may identify that households in their community with incomes above the final rule threshold for low-income nevertheless experienced disproportionate impacts from the pandemic and provide responsive services.
2. **Design a response that addresses or responds to the impact.** Programs, services, and other interventions must be reasonably designed to benefit the individual or class that experienced



the impact. They must also be related and reasonably proportional to the extent and type of impact experienced. For example, uses that bear no relation or are grossly disproportionate to the type or extent of the impact would not be eligible.

“Reasonably proportional” refers to the scale of the response compared to the scale of the harm, as well as the targeting of the response to beneficiaries compared to the amount of harm they experienced; for example, it may not be reasonably proportional for a cash assistance program to provide a very small amount of aid to a group that experienced severe harm and a much larger amount to a group that experienced relatively little harm. Recipients should consider relevant factors about the harm identified and the response to evaluate whether the response is reasonably proportional. For example, recipients may consider the size of the population impacted and the severity, type, and duration of the impact. Recipients may also consider the efficacy, cost, cost-effectiveness, and time to delivery of the response.

For disproportionately impacted communities, recipients may design interventions that address broader pre-existing disparities that contributed to more severe health and economic outcomes during the pandemic, such as disproportionate gaps in access to health care or pre-existing disparities in educational outcomes that have been exacerbated by the pandemic.



## Premium Pay

The Coronavirus State and Local Fiscal Recovery Funds may be used to provide premium pay to eligible workers performing essential work during the pandemic. Premium pay may be awarded to eligible workers up to \$13 per hour. Premium pay must be in addition to wages or remuneration (i.e., compensation) the eligible worker otherwise receives. Premium pay may not exceed \$25,000 for any single worker during the program.

Recipients should undergo the following steps to provide premium pay to eligible workers.

- 1. Identify an “eligible” worker.** Eligible workers include workers “needed to maintain continuity of operations of essential critical infrastructure sectors.” These sectors and occupations are eligible:

- ✓ Health care
- ✓ Emergency response
- ✓ Sanitation, disinfection & cleaning
- ✓ Maintenance
- ✓ Grocery stores, restaurants, food production, and food delivery
- ✓ Pharmacy
- ✓ Biomedical research
- ✓ Behavioral health
- ✓ Medical testing and diagnostics
- ✓ Home and community-based health care or assistance with activities of daily living
- ✓ Family or child care
- ✓ Social services
- ✓ Public health
- ✓ Mortuary
- ✓ Critical clinical research, development, and testing necessary for COVID-19 response
- ✓ State, local, or Tribal government workforce
- ✓ Workers providing vital services to Tribes
- ✓ Educational, school nutrition, and other work required to operate a school facility
- ✓ Laundry
- ✓ Elections
- ✓ Solid waste or hazardous materials management, response, and cleanup
- ✓ Work requiring physical interaction with patients
- ✓ Dental care
- ✓ Transportation and warehousing
- ✓ Hotel and commercial lodging facilities that are used for COVID-19 mitigation and containment

Beyond this list, the chief executive (or equivalent) of a recipient government may designate additional non-public sectors as critical so long as doing so is necessary to protecting the health and wellbeing of the residents of such jurisdictions.

- 2. Verify that the eligible worker performs “essential work,”** meaning work that:

- Is not performed while teleworking from a residence; and
- Involves either:
  - a. regular, in-person interactions with patients, the public, or coworkers of the individual that is performing the work; or
  - b. regular physical handling of items that were handled by, or are to be handled by, patients, the public, or coworkers of the individual that is performing the work.



**3. Confirm that the premium pay “responds to” workers performing essential work during the COVID-19 public health emergency.** Under the final rule, which broadened the share of eligible workers who can receive premium pay without a written justification, recipients may meet this requirement in one of three ways:

- Eligible worker receiving premium pay is earning (with the premium included) at or below 150 percent of their residing state or county’s average annual wage for all occupations, as defined by the Bureau of Labor Statistics’ [Occupational Employment and Wage Statistics](#), whichever is higher, on an annual basis; or
- Eligible worker receiving premium pay is not exempt from the Fair Labor Standards Act overtime provisions; or
- If a worker does not meet either of the above requirements, the recipient must submit written justification to Treasury detailing how the premium pay is otherwise responsive to workers performing essential work during the public health emergency. This may include a description of the essential worker’s duties, health, or financial risks faced due to COVID-19, and why the recipient determined that the premium pay was responsive. Treasury anticipates that recipients will easily be able to satisfy the justification requirement for front-line workers, like nurses and hospital staff.

Premium pay may be awarded in installments or lump sums (e.g., monthly, quarterly, etc.) and may be awarded to hourly, part-time, or salaried or non-hourly workers. Premium pay must be paid in addition to wages already received and may be paid retrospectively. A recipient may not use SLFRF to merely reimburse itself for premium pay or hazard pay already received by the worker, and premium pay may not be paid to volunteers.



## Water & Sewer Infrastructure

The Coronavirus State and Local Fiscal Recovery Funds may be used to make necessary investments in water and sewer infrastructure. State, local, and Tribal governments have a tremendous need to address the consequences of deferred maintenance in drinking water systems and removal, management, and treatment of sewage and stormwater, along with additional resiliency measures needed to adapt to climate change.

Recipients may undertake the eligible projects below:

### PROJECTS ELIGIBLE UNDER EPA'S CLEAN WATER STATE REVOLVING FUND (CWSRF)

Eligible projects under the CWSRF, and the final rule, include:

- ✓ Construction of publicly owned treatment works
- ✓ Projects pursuant to implementation of a nonpoint source pollution management program established under the Clean Water Act (CWA)
- ✓ Decentralized wastewater treatment systems that treat municipal wastewater or domestic sewage
- ✓ Management and treatment of stormwater or subsurface drainage water
- ✓ Water conservation, efficiency, or reuse measures
- ✓ Development and implementation of a conservation and management plan under the CWA
- ✓ Watershed projects meeting the criteria set forth in the CWA
- ✓ Energy consumption reduction for publicly owned treatment works
- ✓ Reuse or recycling of wastewater, stormwater, or subsurface drainage water
- ✓ Security of publicly owned treatment works

Treasury encourages recipients to review the EPA handbook for the [CWSRF](#) for a full list of eligibilities.

### PROJECTS ELIGIBLE UNDER EPA'S DRINKING WATER STATE REVOLVING FUND (DWSRF)

Eligible drinking water projects under the DWSRF, and the final rule, include:

- ✓ Facilities to improve drinking water quality
- ✓ Transmission and distribution, including improvements of water pressure or prevention of contamination in infrastructure and lead service line replacements
- ✓ New sources to replace contaminated drinking water or increase drought resilience, including aquifer storage and recovery system for water storage
- ✓ Green infrastructure, including green roofs, rainwater harvesting collection, permeable pavement
- ✓ Storage of drinking water, such as to prevent contaminants or equalize water demands
- ✓ Purchase of water systems and interconnection of systems
- ✓ New community water systems

Treasury encourages recipients to review the EPA handbook for the [DWSRF](#) for a full list of eligibilities.

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## ADDITIONAL ELIGIBLE PROJECTS

With broadened eligibility under the final rule, SLFRF funds may be used to fund additional types of projects— such as additional stormwater infrastructure, residential wells, lead remediation, and certain rehabilitations of dams and reservoirs — beyond the CWSRF and DWSRF, if they are found to be “necessary” according to the definition provided in the final rule and outlined below.

- ✓ Culvert repair, resizing, and removal, replacement of storm sewers, and additional types of stormwater infrastructure
- ✓ Infrastructure to improve access to safe drinking water for individual served by residential wells, including testing initiatives, and treatment/remediation strategies that address contamination
- ✓ Dam and reservoir rehabilitation if primary purpose of dam or reservoir is for drinking water supply and project is necessary for provision of drinking water
- ✓ Broad set of lead remediation projects eligible under EPA grant programs authorized by the Water Infrastructure Improvements for the Nation (WIIN) Act, such as lead testing, installation of corrosion control treatment, lead service line replacement, as well as water quality testing, compliance monitoring, and remediation activities, including replacement of internal plumbing and faucets and fixtures in schools and childcare facilities

A “necessary” investment in infrastructure must be:

- (1) responsive to an identified need to achieve or maintain an adequate minimum level of service, which may include a reasonable projection of increased need, whether due to population growth or otherwise,
- (2) a cost-effective means for meeting that need, taking into account available alternatives, and
- (3) for investments in infrastructure that supply drinking water in order to meet projected population growth, projected to be sustainable over its estimated useful life.

Please note that DWSRF and CWSRF-eligible projects are generally presumed to be necessary investments. Additional eligible projects generally must be responsive to an identified need to achieve or maintain an adequate minimum level of service. Recipients are only required to assess cost-effectiveness of projects for the creation of new drinking water systems, dam and reservoir rehabilitation projects, or projects for the extension of drinking water service to meet population growth needs. Recipients should review the supplementary information to the final rule for more details on requirements applicable to each type of investment.

## APPLICABLE STANDARDS & REQUIREMENTS

Treasury encourages recipients to adhere to strong labor standards, including project labor agreements and community benefits agreements that offer wages at or above the prevailing rate and include local hire provisions. Treasury also encourages recipients to prioritize in their procurements employers with high labor standards and to prioritize employers without recent violations of federal and state labor and employment laws.

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## Broadband Infrastructure

The Coronavirus State and Local Fiscal Recovery Funds may be used to make necessary investments in broadband infrastructure, which has been shown to be critical for work, education, healthcare, and civic participation during the public health emergency. The final rule broadens the set of eligible broadband infrastructure investments that recipients may undertake.

Recipients may pursue investments in broadband infrastructure meeting technical standards detailed below, as well as an expanded set of cybersecurity investments.

### BROADBAND INFRASTRUCTURE INVESTMENTS

Recipients should adhere to the following requirements when designing a broadband infrastructure project:

1. **Identify an eligible area for investment.** Recipients are encouraged to prioritize projects that are designed to serve locations without access to reliable wireline 100/20 Mbps broadband service (meaning service that reliably provides 100 Mbps download speed and 20 Mbps upload speed through a wireline connection), but are broadly able to invest in projects designed to provide service to locations with an identified need for additional broadband investment. Recipients have broad flexibility to define need in their community. Examples of need could include:

- ✓ Lack of access to a reliable high-speed broadband connection
- ✓ Lack of affordable broadband
- ✓ Lack of reliable service

If recipients are considering deploying broadband to locations where there are existing and enforceable federal or state funding commitments for reliable service of at least 100/20 Mbps, recipients must ensure that SLFRF funds are designed to address an identified need for additional broadband investment that is not met by existing federal or state funding commitments. Recipients must also ensure that SLFRF funds will not be used for costs that will be reimbursed by the other federal or state funding streams.

2. **Design project to meet high-speed technical standards.** Recipients are required to design projects to, upon completion, reliably meet or exceed symmetrical 100 Mbps download and upload speeds. In cases where it is not practicable, because of the excessive cost of the project or geography or topography of the area to be served by the project, eligible projects may be designed to reliably meet or exceed 100/20 Mbps and be scalable to a minimum of symmetrical 100 Mbps download and upload speeds.

Treasury encourages recipients to prioritize investments in fiber-optic infrastructure wherever feasible and to focus on projects that will achieve last-mile connections. Further, Treasury encourages recipients to prioritize support for broadband networks owned, operated by, or affiliated with local governments, nonprofits, and co-operatives.



3. **Require enrollment in a low-income subsidy program.** Recipients must require the service provider for a broadband project that provides service to households to either:

- ✓ Participate in the FCC’s Affordable Connectivity Program (ACP)
- ✓ Provide access to a broad-based affordability program to low-income consumers that provides benefits commensurate to ACP

Treasury encourages broadband services to also include at least one low-cost option offered without data usage caps at speeds sufficient for a household with multiple users to simultaneously telework and engage in remote learning. Recipients are also encouraged to consult with the community on affordability needs.

### **CYBERSECURITY INVESTMENTS**

SLFRF may be used for modernization of cybersecurity for existing and new broadband infrastructure, regardless of their speed delivery standards. This includes modernization of hardware and software.

### **APPLICABLE STANDARDS & REQUIREMENTS**

Treasury encourages recipients to adhere to strong labor standards, including project labor agreements and community benefits agreements that offer wages at or above the prevailing rate and include local hire provisions. Treasury also encourages recipients to prioritize in their procurements employers with high labor standards and to prioritize employers without recent violations of federal and state labor and employment laws.



## Restrictions on Use

While recipients have considerable flexibility to use Coronavirus State and Local Fiscal Recovery Funds to address the diverse needs of their communities, some restrictions on use of funds apply.

### OFFSET A REDUCTION IN NET TAX REVENUE

- **States and territories may not use this funding to directly or indirectly offset a reduction in net tax revenue resulting from a change in law, regulation, or administrative interpretation beginning on March 3, 2021, through the last day of the fiscal year in which the funds provided have been spent.** If a state or territory cuts taxes during this period, it must demonstrate how it paid for the tax cuts from sources other than SLFRF, such as by enacting policies to raise other sources of revenue, by cutting spending, or through higher revenue due to economic growth. If the funds provided have been used to offset tax cuts, the amount used for this purpose must be repaid to the Treasury.

### DEPOSITS INTO PENSION FUNDS

- **No recipients except Tribal governments may use this funding to make a deposit to a pension fund.** Treasury defines a “deposit” as an extraordinary contribution to a pension fund for the purpose of reducing an accrued, unfunded liability. While pension deposits are prohibited, recipients may use funds for routine payroll contributions connected to an eligible use of funds (e.g., for public health and safety staff). Examples of extraordinary payments include ones that:
  - ✗ Reduce a liability incurred prior to the start of the COVID-19 public health emergency and occur outside the recipient's regular timing for making the payment
  - ✗ Occur at the regular time for pension contributions but is larger than a regular payment would have been

### ADDITIONAL RESTRICTIONS AND REQUIREMENTS

Additional restrictions and requirements that apply across all eligible use categories include:

- **No debt service or replenishing financial reserves.** Since SLFRF funds are intended to be used prospectively, recipients may not use SLFRF funds for debt service or replenishing financial reserves (e.g., rainy day funds).
- **No satisfaction of settlements and judgments.** Satisfaction of any obligation arising under or pursuant to a settlement agreement, judgment, consent decree, or judicially confirmed debt restructuring in a judicial, administrative, or regulatory proceeding is itself not an eligible use. However, if a settlement requires the recipient to provide services or incur other costs that are an eligible use of SLFRF funds, SLFRF may be used for those costs.
- **Additional general restrictions.** SLFRF funds may not be used for a project that conflicts with or contravenes the purpose of the American Rescue Plan Act statute (e.g., uses of funds that

*Coronavirus State & Local Fiscal Recovery Funds: Overview of the Final Rule*



## U.S. DEPARTMENT OF THE TREASURY

undermine COVID-19 mitigation practices in line with CDC guidance and recommendations) and may not be used in violation of the Award Terms and Conditions or conflict of interest requirements under the Uniform Guidance. Other applicable laws and regulations, outside of SLFRF program requirements, may also apply (e.g., laws around procurement, contracting, conflicts-of-interest, environmental standards, or civil rights).



## Program Administration

The Coronavirus State and Local Fiscal Recovery Funds final rule details a number of administrative processes and requirements, including on distribution of funds, timeline for use of funds, transfer of funds, treatment of loans, use of funds to meet non-federal match or cost-share requirements, administrative expenses, reporting on use of funds, and remediation and recoupment of funds used for ineligible purposes. This section provides a summary for the most frequently asked questions.

### TIMELINE FOR USE OF FUNDS

Under the SLFRF, funds must be used for costs incurred on or after March 3, 2021. Further, costs must be obligated by December 31, 2024, and expended by December 31, 2026.

### TRANSFERS

Recipients may undertake projects on their own or through subrecipients, which carry out eligible uses on behalf of a recipient, including pooling funds with other recipients or blending and braiding SLFRF funds with other sources of funds. Localities may also transfer their funds to the state through section 603(c)(4), which will decrease the locality's award and increase the state award amounts.

### LOANS

Recipients may generally use SLFRF funds to provide loans for uses that are otherwise eligible, although there are special rules about how recipients should track program income depending on the length of the loan. Recipients should consult the final rule if they seek to utilize these provisions.

### NON-FEDERAL MATCH OR COST-SHARE REQUIREMENTS

Funds available under the "revenue loss" eligible use category (sections 602(c)(1)(C) and 603(c)(1)(C) of the Social Security Act) generally may be used to meet the non-federal cost-share or matching requirements of other federal programs. However, note that SLFRF funds may not be used as the non-federal share for purposes of a state's Medicaid and CHIP programs because the Office of Management and Budget has approved a waiver as requested by the Centers for Medicare & Medicaid Services pursuant to 2 CFR 200.102 of the Uniform Guidance and related regulations.

SLFRF funds beyond those that are available under the revenue loss eligible use category may not be used to meet the non-federal match or cost-share requirements of other federal programs, other than as specifically provided for by statute. As an example, the Infrastructure Investment and Jobs Act provides that SLFRF funds may be used to meet the non-federal match requirements of authorized Bureau of Reclamation projects and certain broadband deployment projects. Recipients should consult the final rule for further details if they seek to utilize SLFRF funds as a match for these projects.

### ADMINISTRATIVE EXPENSES

SLFRF funds may be used for direct and indirect administrative expenses involved in administering the program. For details on permissible direct and indirect administrative costs, recipients should refer to Treasury's [Compliance and Reporting Guidance](#). Costs incurred for the same purpose in like circumstances must be treated consistently as either direct or indirect costs.

*Coronavirus State & Local Fiscal Recovery Funds: Overview of the Final Rule*



## REPORTING, COMPLIANCE & RECOUPMENT

Recipients are required to comply with Treasury's [Compliance and Reporting Guidance](#), which includes submitting mandatory periodic reports to Treasury.

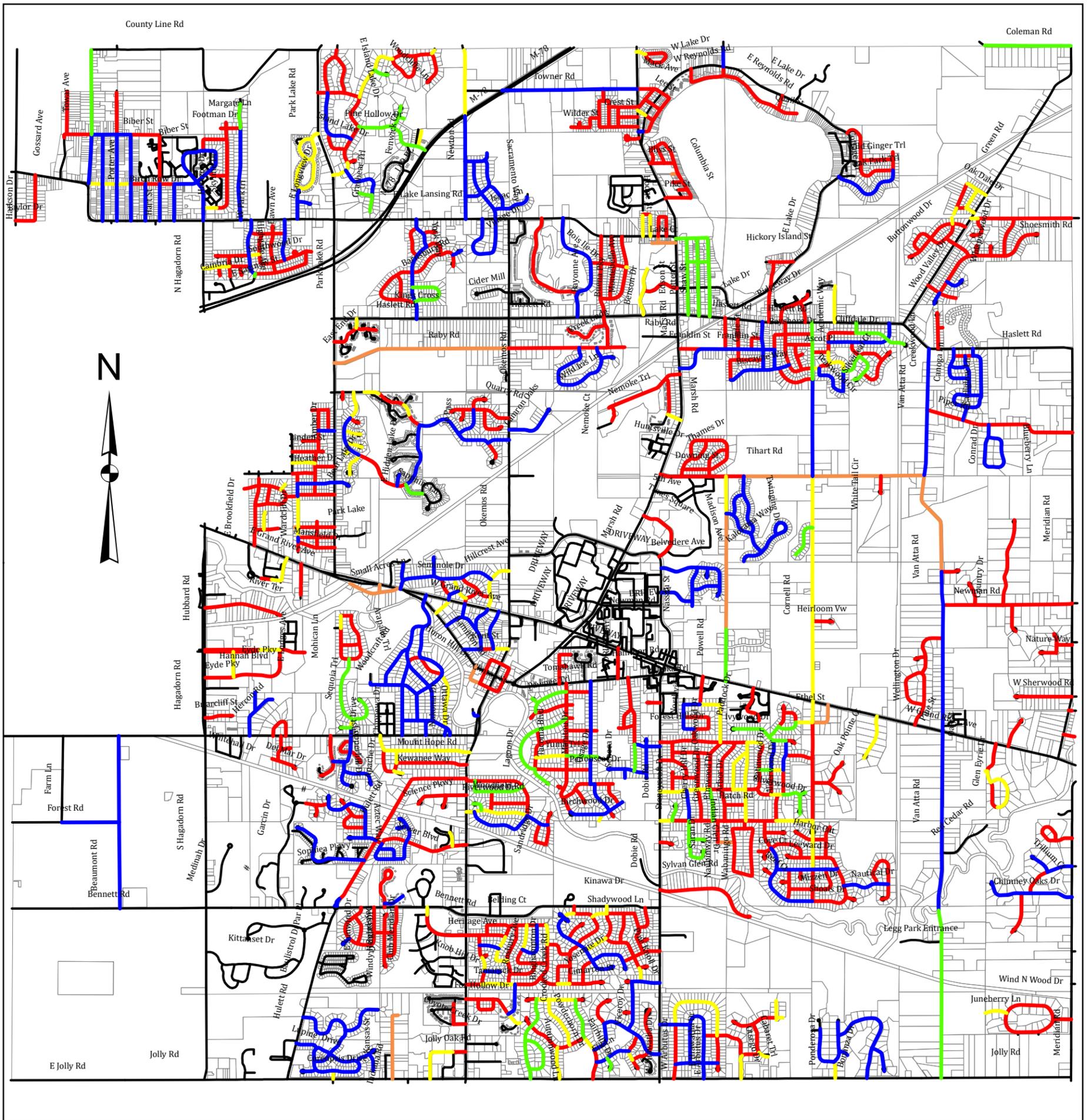
Funds used in violation of the final rule are subject to remediation and recoupment. As outlined in the final rule, Treasury may identify funds used in violation through reporting or other sources. Recipients will be provided with an initial written notice of recoupment with an opportunity to submit a request for reconsideration before Treasury provides a final notice of recoupment. If the recipient receives an initial notice of recoupment and does not submit a request for reconsideration, the initial notice will be deemed the final notice. Treasury may pursue other forms of remediation and monitoring in conjunction with, or as an alternative to, recoupment.

---

### REVISIONS TO THE OVERVIEW OF THE FINAL RULE:

- January 18, 2022 (p. 4, p. 16): Clarification that the revenue loss standard allowance is “up to” \$10 million under the Replacing Lost Public Sector Revenue eligible use category; addition of further information on the eligibility of general infrastructure, general economic development, and worker development projects under the Public Health and Negative Economic Impacts eligible use category.

# MERIDIAN TOWNSHIP LOCAL ROAD RATINGS



PASER Rating & Mileage	
<span style="color: green;">—</span>	10-9 (Excellent) - 11.609 mi
<span style="color: blue;">—</span>	8-6 (Very Good : Good) - 45.465 mi
<span style="color: yellow;">—</span>	5-4 (Fair) - 16.194 mi
<span style="color: red;">—</span>	3-1 (Poor : Failed) - 75.098 mi
<span style="color: orange;">—</span>	Gravel - 4.731 mi
<span style="color: black;">—</span>	Non-Local (i.e. Private; State; Primary; etc.)

# Current PASER Rating Mileage Summary

## Meridian Twp (Ingham)

**Report Module:** Road Surface Management Analysis

**Today's Date:** Wednesday, December 8, 2021

**Grouped By:**

### Report Filter

<b>Field Name</b>	<b>Operator</b>	<b>Value(s)</b>
Legal System	=	3-County Local
Surface Type	=	Asphalt

# Current PASER Rating Mileage Summary

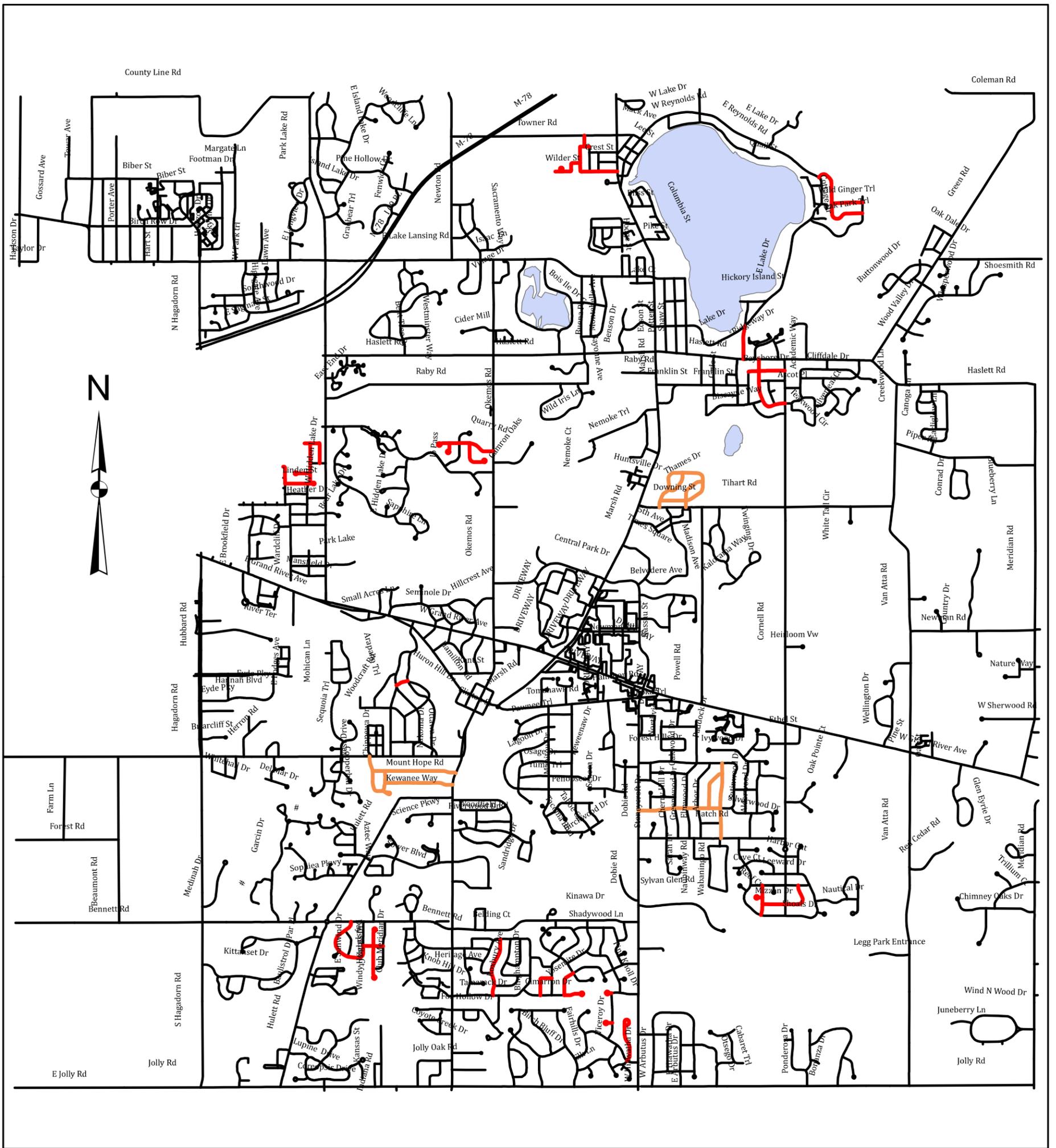
Surface Subtype	PASER Rating											Total Centerline Mileage	APR*
	10	9	8	7	6	5	4	3	2	1	Not Rated		
Asphalt-Standard	10.588	0.000	19.023	19.867	0.973	10.313	9.304	33.771	26.811	16.969	0.000	<b>147.619</b>	4.496
<b>Total Centerline Mileage</b>	<b>10.588</b>	<b>0.000</b>	<b>19.023</b>	<b>19.867</b>	<b>0.973</b>	<b>10.313</b>	<b>9.304</b>	<b>33.771</b>	<b>26.81</b>	<b>16.969</b>	<b>0.000</b>	<b>147.619</b>	<b>4.496</b>

\*APR=Average Paser Rating calculated by weighting the mileage with the paser value





# MERIDIAN TOWNSHIP 2022 LOCAL ROAD CONSTRUCTION



2022 Local Road Construction	
<span style="color: red;">—</span>	2022 Resurfacing - 6.84 mi
<span style="color: orange;">—</span>	2022 Cape Seal - 3.74 mi





**10.A**

**CONSENT AGENDA  
BOARD  
COMMUNICATIONS  
APRIL 26, 2022**

To: Meridian Township Board

From: Ari and Jessi Adler, 1580 Hillside Drive, Okemos. Parcel 33-02-02-427-006

Re: Protesting Daniels Drain Assessment

Date: April 2022

To the Meridian Township Trustees:

For the official record, we, the homeowners of 1580 Hillside Drive (Parcel 33-02-02-427-006) object to the Daniels Drain Special Assessment for our parcel in the estimated amount of \$6,589.23 based on the factors listed below (Note: this amount is higher than the amount you provided us in the fall of 2021). Through this letter we are reserving our right to file an appeal to the State Tax Tribunal and also request that the entire assessment roll and factors be looked at more closely for the sake of the entire neighborhood and the township to ensure equity and legality.

The residents of Forest Hills, Cornell Woods and other property owners in the Daniels Drain district NEVER asked for this drain project and in fact were unaware of it until it began in summer of 2021. The request for the project came solely from the Board of Directors of the Walden Ponds Cooperative Homes, Inc. Had they not petitioned for this project and the ICDC and/or the township decided to do this project on their own, we would not be paying such outrageous amounts for this project – again, a project the overwhelming majority of residents did not ask for, nor knew anything about until it began. **Therefore, the residents of the Forest Hills neighborhood believe the Ponds Cooperative Homes should be the sole responsible party to pay for this project.**

Or, it should be Meridian Township's responsibility to pay for the entirety of it. We don't disagree with the need for repair due to the collapsing tile and gunk-filled pond, but this township has made numerous zoning, rezoning, and property development mistakes since the drain/pond installation dating back to the 1940s that run contrary to the master plan (and even basic common sense). These decisions made by the township have been negatively impacting this drain and surrounding developments for decades, yet the township has turned a blind eye to the consequences in favor of more money from developers. The pond and drains were too small and falling apart for the number of houses in Forest Hills, New Forest Hills, Cornell Woods, and on Dobie Road, that the township continued to approve for building. And, yet, they never required developers or the ICDC to fix the drains or build a new retention pond to take the load off the current pond, even when they knew our pipes and pond couldn't handle the current water load. Every bit of new road, driveway, and rooftop added more runoff that wasn't being absorbed into the ground and instead dumped into the Daniels Drain pipes and pond that were not infrastructurally capable of handling that much. **Therefore, it should not be the current homeowners' responsibility to pay for all of the development and infrastructure mistakes made by township officials that have led to the drain's failure.**

We also do not agree with the so-called “benefits” and “proximity to tangible improvements,” which the assessment indicates for our property. In fact, this project is more detrimental than beneficial for the following reasons:

- We have never had any issues with flooding or water on our property.
- We have a completely fine culvert pipe under our driveway and a deep and clean ditch in our yard. (But just last week someone came to cut off the end of our driveway to tear it all up and put in a new pipe and tear up the road – again, we didn’t need this, ours was working fine, yet, we are being forced to pay for a new road and pipe that we didn’t need, and at an expense we cannot afford and that gives us no new benefits.)
- We back up to the natural area and water on our yard soaks in to the ground and helps replenish the aquifer to our well that we rely on for daily water.
- We have no curb or gutter on our street, thus no driveway approach. The only pavement on our property is our driveway.
- The project removed an unnecessary, massive number of trees directly behind our house that not only helped with runoff and filtration, but will result in a loss of property/resale value for us because, as the realtors say “location, location, location.” The destruction of the nature and privacy we enjoyed by having thick woods behind our house in the natural areas is a significant blow to any future sale of our house.
- The so-called “landscaping improvements” to the pond and planned sidewalks around the pond will be off-limits to the residents of Forest Hills such since that is private property owned by the Ponds Cooperative and there are no trespassing signs everywhere. So, we will get NO benefit from the landscaping improvements.
- Trees and plantings? You cut down at least 600, 50+ year old mature trees and are only replacing them with a handful of small trees. This is NOT an improvement of any kind and does not benefit my property in any way. In fact, now I can see directly into the windows of the condos, and they can see into my backyard – this is a detriment to both sides who used to enjoy privacy.

**Therefore, considering all of the above, the special assessment dollar amount for our property is not reasonably proportionate to the so-called “benefits” and we would like it reconsidered and lowered to reflect reality. Ideally, the appropriate parties (the Ponds Co-Op and Meridian Township) should pay for the entirety of this project that we never asked for and has caused undue harm to our property with no tangible benefits for the debt we are being forced to incur against our will.**

Thank you,  
Jessi and Ari Adler

[Township Board](#); [PW](#); [BJ Markham](#) Daniels Drain

From:  
To:  
Subject:  
Date:  
Attachments:

assessment

Tuesday, April 12, 2022 11:33:18 AM

[Daniels Drain.pdf](#)

---

Relative to the Daniels drain assessments:

We submitted the letter below to the board after the meeting last October. We did have a meeting with the DPW engineer to review our concerns.

However, we received no feedback as to any adjustments or lack thereof and our assessment went up without explanation.

Attached are a few slides that I would like to present at today's board meeting.

Thank you

Brian Markham

This email is to request a review of the data and calculation used to determine the Daniels drain assessment for 4424 Satinwood Drive per the offer made at the public hearing on November 16, 2021.

We are generally around except for around the Thanksgiving holiday and Tuesday's tend to be one our better availability days.

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Screen Shot 2021-11-18 at 11 25 22 AM.png

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Some notes for the discussion:

In our effort to try to understand the assessment, we extracted the NLCD 2016 Land Cover for the Daniels Drain area (attached). The map clearly shows the influence of the wide roads in the Cornell Woods Neighborhood on the development intensity classifications. Pixels abutting the road are generally classified as medium density and those not adjacent to the road as low density or lower. The pixel size data product is around 1/4 acre and the classification of an individual pixel is influenced by an area considerably larger than the pixel size. With the average lot size in the area around 1/3 acre, almost all the pixels assigned to a given plot will be mixture of different land cover elements and many will be influenced by the road. Houses at the four corners of an intersection will be influenced by roads on two sides, tending to give them (unfairly) a higher intensity rating. Other factors, like where the pixels actually fall relative to a plot, mis-registration errors and classification errors in the product will have localized effects as well. I expect that there is no easy answer on a way to make the land cover classification fairer, though, as was suggested in the meeting, using the zoning classification might be better. The Cornell Woods neighborhood looks relatively uniform in aerial images.

We detailed in our other letter our concern over the proximity classification (P2) of our lot, which we would like to discuss as well. We would be less unhappy with the P2 designation if the road had actually been repaved next to our house as opposed to being damaged by the work being done (oil stains and surface scrapings, etc).

---

# Comments on Daniels Drain Assessments

- Commend team for developing a reasonable plan to fairly assign assessments to properties in the region
  - Nearly impossible task
- Despite best efforts, inequities remain
  - Land cover classification
  - Proximity

# NLCD 2016 Product

- Based on Landsat 8 imagery
  - Landsat 8 (and NLCD) Pixel size 30 meters by 30 meters (**0.22 acres**)
  - Light measured by Landsat 8 sensor comes from larger area (up to 60 by 60 meters – **0.89 acres**)
- Impact on Daniels Drain assessment
  - Typical lots in assessment area are ~0.33 acre
  - Any NLCD pixel will be influenced by the surrounding area, that is, it will not be purely the target of interest (even if perfectly centered in the lot)
    - Lots adjacent to roads will tend to be marked as higher development intensity
    - Lots adjacent to fields and forests will tend to be marked as lower development intensity
    - This is evident in the Land use classification in the Daniel Drain assessment
      - Houses on corners usually have higher intensity classification (roads on two sides)
      - One side of street has higher assessment than other (location of original pixels)

# Propensity of Corner lots to be higher assessment also one side of street more than other

Hickorywood	0.322		0.300	Satinwood	0.334		0.312	Alderwood
	0.313		0.300		0.340		0.328	
	0.306		0.300		0.329		0.301	
	0.387	0.320	0.332		0.375	0.356	0.355	
		Silkwood						
	0.360	0.333	0.434		0.400	0.400	0.400	

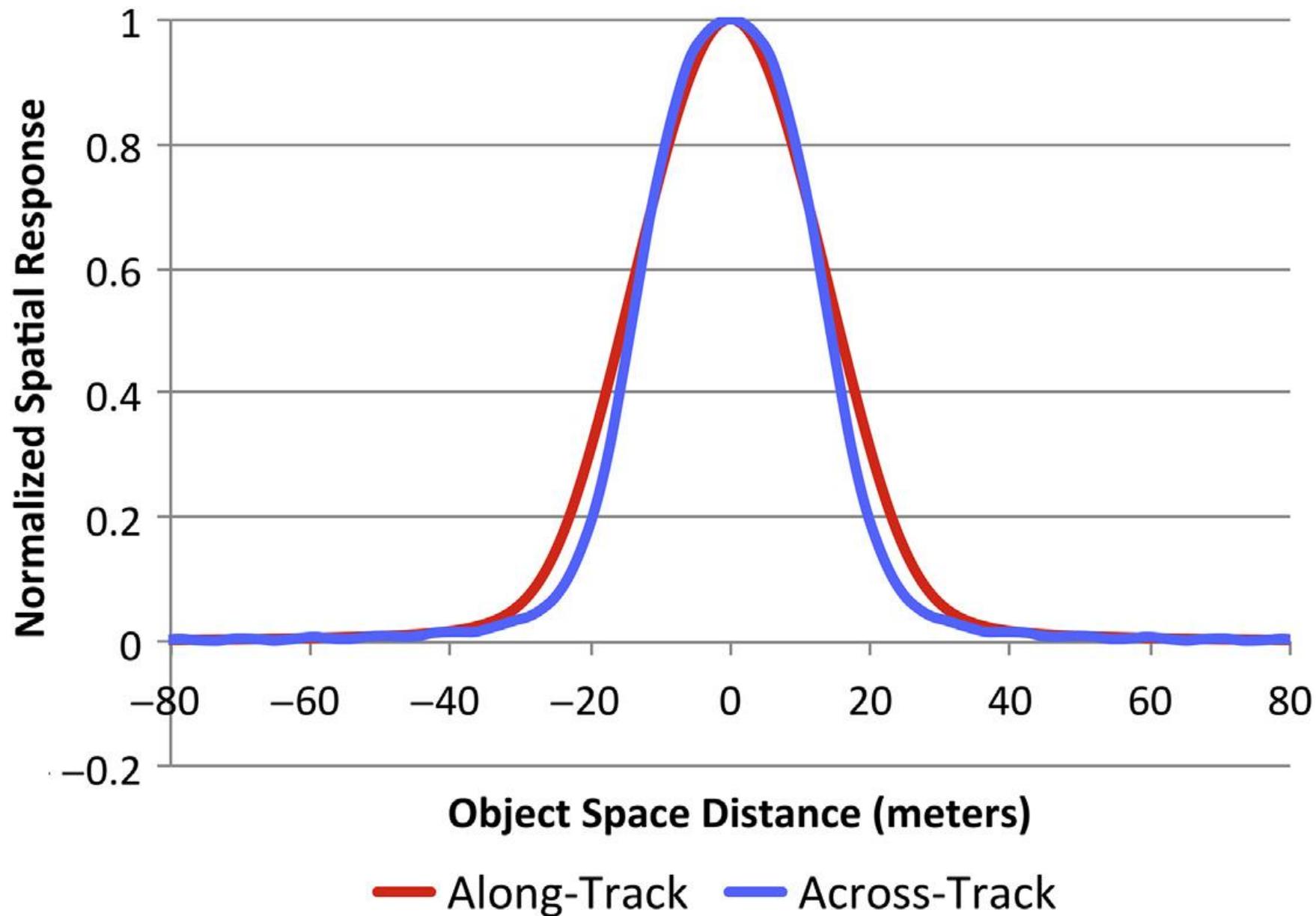
Up to ~35% difference in assessment for Land Cover for similar lots and houses – is this reasonable?  
 Consider treating all equally or Not to exceed value, e.g. 0.30 maximum (allows undeveloped land to be lower)

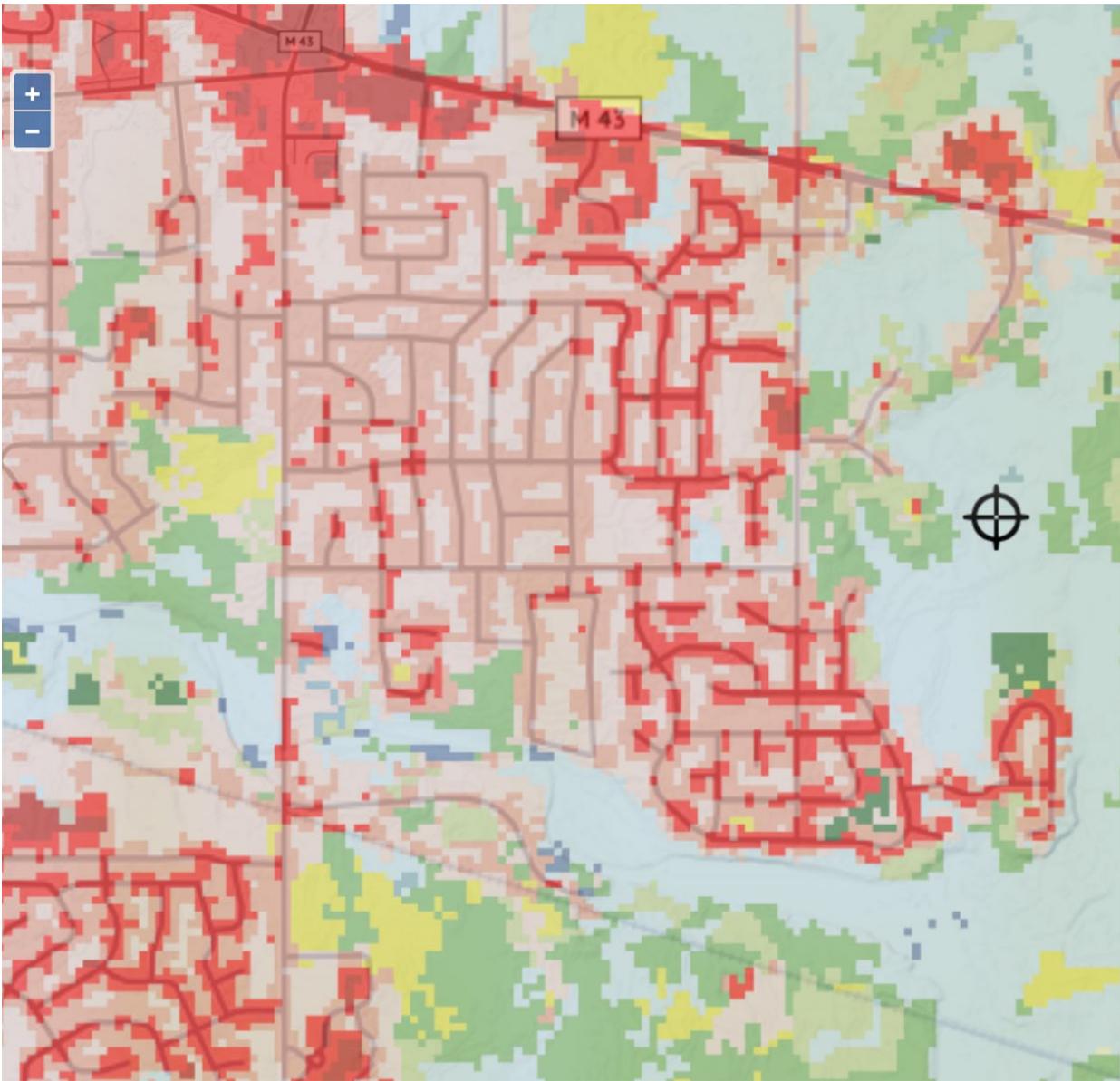
# Proximity Factor

- Current approach appears to assign a proximity factor of 1.20 for all property that touches any of the replaced pipe regions (includes new main pipe (benefits everyone), perhaps new connections to pipe and replaced pavement)
  - Same 1.20 factor if area fully repaved in front of house to 1 foot replaced
  - Is this reasonable?
- Consider scaling improvement factor based on how much of road frontage was improved, say in increments of 10% (this does not look like a big effort as most sites have all road front replaced (or none)).

Backup

# Landsat Pixel Response





Screen Shot 2021-11-18 at 11 13 42 AM.png

-  Open Water (11)
-  Perennial Ice/Snow/ (12)
-  Developed, Open Space (21)
-  Developed, Low Intensity (22)
-  Developed, Medium Intensity (23)
-  Developed, High Intensity (24)
-  Barren Land (Rock/Sand/Clay) (31)
-  Deciduous Forest (41)
-  Evergreen Forest (42)
-  Mixed Forest (43)
-  Dwarf Scrub(AK only) (51)
-  Shrub/Scrub (52)
-  Grasslands/Herbaceous (71)
-  Sedge/Herbaceous(AK only) (72)
-  Lichens (Ak only) (73)
-  Moss (AK only) (74)
-  Pasture/Hay (81)
-  Cultivated Crops (82)
-  Woody Wetlands (90)
-  Emergent Herbaceous Wetlands (95)

Attachments:



FOR IMMEDIATE RELEASE  
April 12, 2022

CONTACT: LeRoy Harvey, Environmental Programs Coordinator  
517.853.4466 | [harvey@meridian.mi.us](mailto:harvey@meridian.mi.us)

## Spring Clean and Recycle Unwanted Items

*Local Organizations & Businesses Partner to Reduce, Reuse and Recycle*

**Meridian Township, MI** – On Saturday, April 30 from 9:00 am to 2:00 pm at the Chippewa Middle School (4000 Okemos Road, Okemos), the parking lot will be filled with volunteers accepting items to be recycled. All residents in the region can safely recycle a variety of unwanted items.

### Accepted Items:

- **Metals:**
  - Washers, dryers, stoves, water heaters, air conditioners, fridges/freezers, dehumidifiers, mowers, snow blowers. Including bikes and bike parts.
  - Can be working or non-working.
  - \$10 fee if item contains Freon.
- **Document Shredding:**
  - Staples, paper clips and small spiral binders accepted.
  - Placed in confidential locked storage until shredded.
- **Egg Cartons:**
  - Dozen-size egg cartons only.
- **Paint:**
  - Latex and oil based/stains only. Can be liquid or dry.
  - \$2/quart can, \$3/gallon can, \$10/bucket.
  - Please keep in original can, don't mix colors.

### Non-Accepted Items:

- No gasoline, oil or light bulbs in metal appliances. No x-rays, 3-ring binders, large binder clips, VHS tapes or CDs. No electronics.
- **NOTE:** An electronics collection will be held on October 8, 2022.
- Visit [www.midmichiganrecycles.org](http://www.midmichiganrecycles.org) for where to recycle these items.

The event is generously supported by sponsors Absolute Solar, Clerical Technical Union of MSU, Delta Dental, Granger Waste Services, Hammond Farms Landscape Supply and My Green Michigan Food Scrap Management.

For additional information or to sign up as a volunteer, visit [www.meridian.mi.us/GreenMeridian](http://www.meridian.mi.us/GreenMeridian). For questions, email [recycle@meridian.mi.us](mailto:recycle@meridian.mi.us) or call 517.853.4466.

###

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



**From:** [Brad Lewis](#)  
**To:** [Board](#)  
**Subject:** Roads  
**Date:** Wednesday, April 13, 2022 10:39:06 AM

---

Good morning,

My name is Brad Lewis and I live at 1843 Birchwood Dr Okemos. We are in the back of Tacoma Hills subdivision. I grew up in this house and recently moved in after my father, Ben Lewis passed away in 2018. Our circle on the corner of Manitou and Birchwood is in horrible shape. On your scale it is a 1-3, which as you know is the worst. They were here last year paving Manitou. They paved all the way up to our circle and stopped! I asked the workers why they are not doing our circle and I didn't get an answer.

I understand that the American Rescue Plan have Meridian Township 4.3 million and I would really appreciate if some of that money was used for roads, especially our circle on Manitou and Birchwood. The reason I am pushing so hard for this is because all of us who live in the circle have small children ages 2-9. Right now because the road is so bad, the kids can't ride their bikes, skateboard or simply play. Growing up here we loved playing in the circle and never had an issue with bad pavement.

Thank you for listening and hopefully before too long, maybe even this summer you will be able to us some of that 4.3 million to pave the circle so the kids can enjoy before they are too old.

Thanks again

***Brad Lewis***  
***Executive Recruiter, Managing Partner***  
TALENT ACQUISITION PARTNERS, LLC



From:  
To:  
Subject:  
Date:  
Attachments:

[Board](#); [PW](#); [BJ Markham](#)

Re: Daniels Drain assessment Wednesday, April 13, 2022

1:11:47 PM

---

Thank you for the opportunity to present at last evening's board meeting. I found the drain commissions and dpws (and consultants) presentations useful for understanding how we got to where we are. I have a couple remaining questions/comments that were not addressed:

- 1) The DPW's consultant, Spicer, I think, indicated in last evening's presentation relative to the "C" value determination, something to the effect of " a previous version of the assessments used the zoning classification to determine the C factor, but it was decided that this was not representative of the land use (by discussion with property owners, I think). It was therefore decided to use the NLCD to perform the determination" **I personally have not seen a version of the assessments based on zoning; the version I saw from last fall's meeting used the NLCD methodology. I would like to see this earlier version and understand why it was not acceptable. I do not find the NLCD appropriate, at least by itself, to use for the C factor determination either, as indicated in my presentation last evening.** The NLCD, for a number of parcels, indicates that the development density is higher than the zoning classification would allow. This implies that either the parcel owner is violating the zoning or the NLCD is not measuring what is needed. I believe it is the latter, i.e., the NLCD is too coarse to provide a reliable land cover measure for the typical size of lots in the assessment region. Perhaps a hybrid approach would be more appropriate, e.g., assign a zoning based classification to each parcel (presumably what was used in the initial classification), but allow the value to be lower if the NLCD indicates such, which would generally be the case if the owner had not developed the lot as intensely as allowed. But don't allow the number to be higher than the zoning classification. Not perfect by any means, but perhaps better.
- 2) The DPW's consultant also showed an example of how the "C" value was calculated for a sample parcel. This was not clear to me. **I've attached a chart that shows my interpretation of how the C value was determined for an example parcel. Please indicate if this is correct. Note that how the parcel is located relative to the NLCD grid and what the parcel's neighbors are (e.g., roads), the calculated C value will vary and not represent well the actual parcel land cover.**

Relative to the Daniels drain assessments:

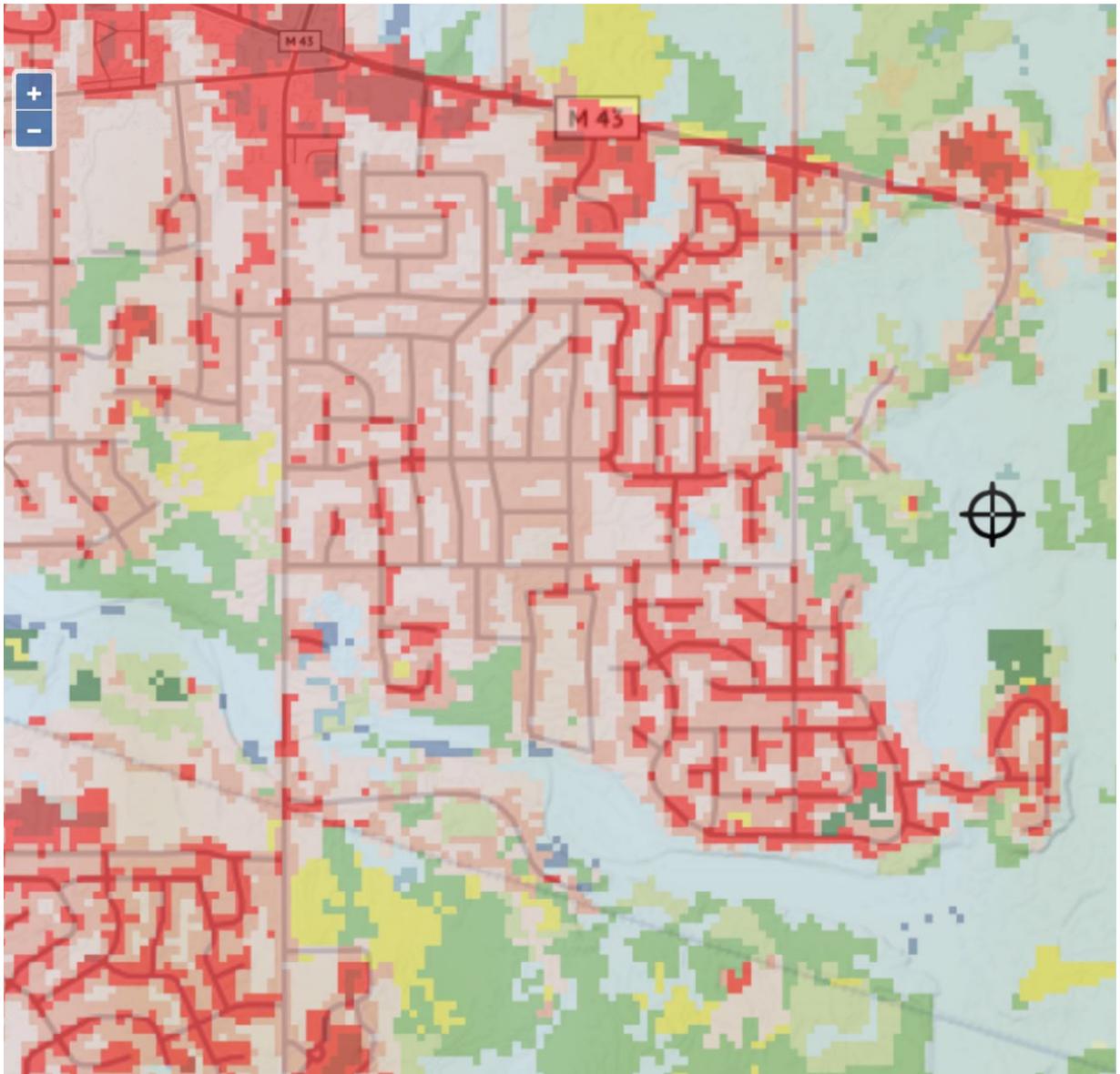
We submitted the letter below to the board after the meeting last October. We did have a meeting with the DPW engineer to review our concerns.

However, we received no feedback as to any adjustments or lack thereof and our assessment went up without explanation.

Attached are a few slides that I would like to present at today's board meeting.

Thank you

Brian Markham This email is to request a review of the data and calculation used to determine the Daniels drain assessment for 4424 Satinwood Drive per the offer made at the public hearing on November 16, 2021. We are generally around except for around the Thanksgiving holiday and Tuesday's tend to be one our better availability days.



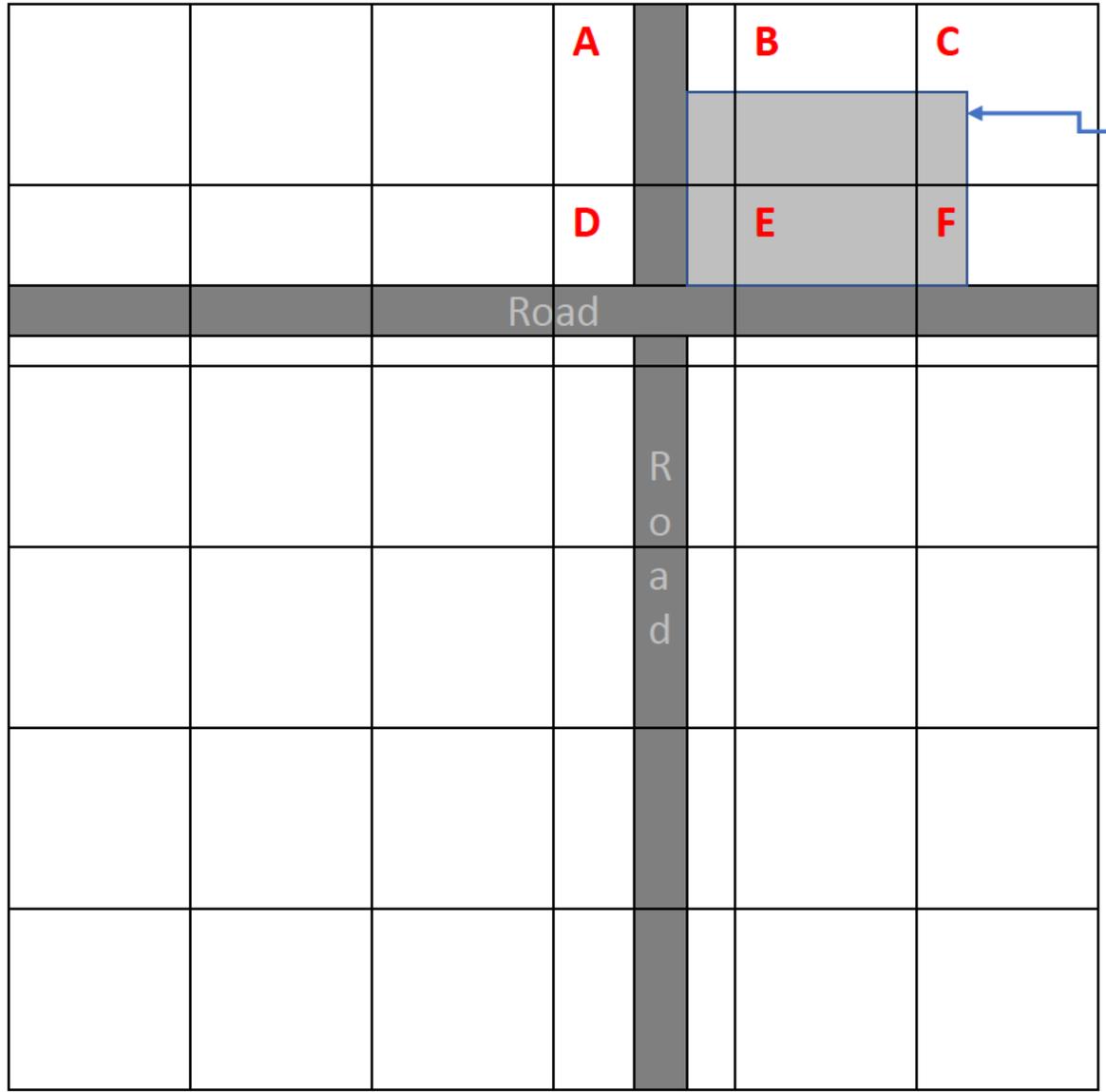
Screen Shot 2021-11-18 at 11 13 42 AM.png

-  Open Water (11)
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-  Pasture/Hay (81)
-  Cultivated Crops (82)
-  Woody Wetlands (90)
-  Emergent Herbaceous Wetlands (95)

Attachments:

# Example C factor calculation – not real lot and approximate numbers

30 m by 30 m NLCD pixel grid  
(0.22 acres each)



Sample 1/3 acre parcel

Even if sensor were perfect, no pixels are “purely” within the lot; Pixel B is half neighbors lot; Pixels A, E and F are ~ 1/3 road Pixel D is ~1/2 road, etc.

Pixels A, D, E, F likely labeled lower permeability class in NLCD causing C factor for parcel To be higher.

Any given parcel will have a Different alignment with the NLCD grid and different influences From varying adjacent neighbors And roads.

$$\text{Parcel "C" value} \approx 0.1 A + 0.3 B + 0.1 C + 0.1 D + 0.3 E + 0.1 F$$



April 7, 2022

Ms. Brandie Yates, Communications Manager  
Meridian Township  
5151 Marsh Road  
Okemos, MI 48864

RE: Programming Advisory

Dear Ms. Yates:

As part of our ongoing commitment to keep you and our customers informed about changes to Xfinity TV services, we wanted to inform you of the following changes:

Effective May 12, 2022, Fox Sports 1 will no longer be offered as part of Digital Economy. These channels are available as part of Popular TV, Sports & News, and Digital Starter.

Please feel free to contact me at 734-359-2077 if you have any questions.

Sincerely,

A handwritten signature in black ink that reads "Ben Miller".

Benjamin Miller  
Director, External Affairs  
Comcast, Heartland Region  
1401 E. Miller Rd.  
Lansing, MI 48911

April 15, 2022

Supervisor Pat Jackson  
And Meridian Township Board  
5151 Marsh Road  
Okemos, MI 48864

RE: Daniels Drain Drainage District Project  
Commons Areas Drain Assessments

Dear Supervisor Jackson and Board:

This letter is to request a review of the methodology on a portion of the assessment on the Daniels Drain Drainage District project. What is the thinking behind removing the commons areas from the drain assessment and taking that amount of assessment and spreading it only to those parcels within the drainage district also within that particular HOA?

Let me start with the fact that I am not certain how assessments are divided under Act 188, but under the Drain Code, it is not possible to spread an assessment on a parcel not located within the Drain District boundary. In this case, the Township has tentatively offered to spread the commons area assessment only onto those parcels in that development which are also within the drainage district boundary.

That brings up the question: There are other parcels within that development whose owners also have use of that commons area for enjoyment, yet they are paying nothing for that privilege. That is not right either.

I can certainly agree that the commons areas should not be rolled back into the whole roll which would result in my having to pay for part of the Whispering Oaks Commons without having any privilege to picnic there. But by the same token, the other members of that development who do have use of that commons should also pay their fair share for the commons. That would only happen if you send the bill to the HOA and let them decide how to divide that charge—evenly, or apportionately, whatever. All effected development parcels would then be paying for the use of that commons not just those directly benefiting from the redesigned, improved drain.

Sincerely,



Cecelia Kramer  
4560 Oakwood  
Okemos, MI 48864

**Lansing**  
313 S. Washington Square  
Lansing MI 48933

**Detroit**  
333 W. Fort Street – Suite 1400  
Detroit MI 48226

Walter S. Foster  
1878-1961  
Richard B. Foster  
1908-1996  
Theodore W. Swift  
1928-2000  
John L. Collins  
1926-2001

Webb A. Smith  
Scott A. Storey  
Charles A. Janssen  
Charles E. Barbieri  
Scott L. Mandel  
Michael D. Sanders  
Brent A. Titus

Brian G. Goodenough  
Matt G. Hrebec  
Deanna Swisher  
Thomas R. Meagher  
Douglas A. Mielock  
Scott A. Chernich  
Dirk H. Beckwith  
Brian J. Renaud  
Lynwood P. VandenBosch  
Lawrence Korolewicz  
James B. Doezema  
Anne M. Seurynck  
Michael D. Homier  
Scott H. Hogan  
Richard C. Kraus

**Southfield**  
28411 Northwestern Highway – Suite 500  
Southfield MI 48034

**Holland**  
151 Central Avenue – Suite 260  
Holland MI 49423

Benjamin J. Price  
Michael R. Blum  
Jonathan J. David  
Andrew C. Vredenburg  
Julie I. Fershtman  
Todd W. Hoppe  
Jennifer B. Van Regenmorter  
Thomas R. TerMaat  
Frederick D. Dilley  
David R. Russell  
Joel C. Farrar  
Laura J. Genovich  
Karl W. Butterer, Jr.  
Mindi M. Johnson  
Ray H. Littleton, II  
Jack L. Van Coevering

Anna K. Gibson  
Patricia J. Scott  
Nicholas M. Oertel  
Alicia W. Birach  
Adam A. Fadly  
Michael J. Liddane  
Ryan E. Lamb  
Clifford L. Hammond  
Matthew S. Fedor  
Andrea Badalucco  
John W. Mashni  
Stefania Gismondi  
Leslie A. Abdo  
Julie L. Hamlet  
Michael C. Zahrt  
Gilbert M. Frimet

Stephen W. Smith  
Mark T. Koerner  
Warren H. Krueger, III  
Sarah J. Gabis  
Amanda Afton Martin  
Steven J. Tjapkes  
Jacquelyn A. Dupler  
Daniel S. Zick  
Scott R. Forbush  
Taylor A. Gast  
Rachel G. Olney  
Tyler J. Olney  
Mark J. DeLuca  
Thomas K. Dillon  
Robert A. Hamor  
Michael A. Cassar

**Grand Rapids**  
1700 E. Beltline NE – Suite 200  
Grand Rapids MI 49525

**St. Joseph**  
800 Ship Street – Suite 105  
St. Joseph MI 49085

Hilary J. McDaniel Stafford  
Emily R. Wisniewski  
Amanda J. Dernovshek  
Lydia H. Kessler  
Brandon M. H. Schumacher  
Alexander J. Thibodeau  
Cody A. Mott  
Alaina M. Nelson  
Caroline N. Renner  
Joseph B. Gale  
Sydney T. Steele  
Kaitlyn E. Manley  
Kathrine A. Ruttkofsky  
Anthony M. Dalimonte  
Jim W. Scales  
Benjamin C. Dilley

Writer's Direct Phone: 517.371.8155

Fax: 517.367.7155

Reply To: Lansing

Email: CBarbieri@fosterswift.com

April 15, 2022

Township Board Members  
Charter Township of Meridian  
5151 Marsh Road  
Okemos, MI 48864



**Email  
First Class Mail**

To Whom It May Concern:

Re: Continued Objection to Daniels Drain Project Special Assessment Roll

As you know, we represent The Ponds Cooperative Homes, Inc. (“The Ponds”). We previously wrote to you on November 11, 2021 and February 22, 2022 to raise objections to the Township’s proposed assessment for funding the ongoing improvements to the Daniels Drain. We write now, subsequent to Board Member of The Ponds having attended the Township’s April 12, 2022 meeting.

We are very concerned by Treasurer Deschaine’s comments as it relates to The Ponds. Treasurer Deschaine indicated that he did not feel that the 1.4 P Value for The Ponds was an appropriate place for The Ponds to “end up,” suggesting that The Ponds should be assessed higher. Treasurer Deschaine’s comments appear to be in response to The Ponds having denied his request to open access to Walden Pond, the docks and pathways around Walden Pond.

In addition, we are also concerned by Assistant Township Manager Opsommer’s statement that there would be “internal meetings” to discuss the P Values for the properties in the Daniels Drain Special Assessment and that there could be adjustments to the proposed assessments after that meeting. Moreover, Trustee Hendrickson commented that he was glad that those internal meetings were to be had as he believed that The Ponds’ P Value should be “dramatically reevaluated” because The Ponds have “been unwilling to make concessions to allow access” to Waldon Pond to nearby neighborhoods.

Township Board Members  
April 15, 2022  
Page 2

The comments of Treasurer Deschaine and Trustee Hendrickson suggest a “substantial” or “dramatic” increase in The Ponds’ assessments based upon The Ponds’ refusal to provide public access to its private property. The “threat” of a substantially higher assessment for failure to provide access to private property could be construed as an attempted taking of private property for public use without just compensation, in violation of the Fifth Amendment to the Michigan Constitution. In addition, the internal meetings the Township is conducting to address the P Values of the special assessments, including the assessment of The Ponds, could be in violation of Michigan’s Open Meetings Act.

As we previously indicated to Treasurer Deschaine and the Township, The Ponds’ Bylaws prohibit public access to its private common features. The Ponds, like any public citizen who owns property, has the right to protect its property and to ensure the safety and security of its residents. The limitation on public access is consistent with that right. This is also in accordance with The Ponds’ obligation to limit potential liabilities and to avoid undesired increases in insurance premiums. The Ponds’ position of limiting access is also consistent with the responsibilities that The Ponds has for purposes of complying with the easement that it has agreed to with the drainage district and drain commissioner in connection with the drain improvements.

Further, while Treasurer Deschaine and Trustee Hendrickson would like the assessment increased, they have provided no factual basis to establish that any proposed increase is reasonably proportionate to the benefit derived from the improvement. *Kadzban v City of Grandville*, 442 Mich 495, 505; 502 NW2d 299 (1993). Moreover, as stated by GEI Consultants at the meeting, Waldon Pond is a regional detention basin taking all the water from the surrounding properties within the drainage district. Waldon Pond is 2.6-acre storage basis for stormwater from the Daniels Drain Drainage District. Each and every property within the Daniels Drain Drainage District contributes stormwater to Waldon Pond, and, as a result, each and every property within the drainage district receives a benefit.

In addition, The Ponds has executed various easements in 2019, as well as in 2021, over both its parcels, without receipt of any payment, which provide the Ingham County Drain Commissioner the right to unlimited temporary and permanent access to perform maintenance work needed to expand and maintain Walden Pond. This, again, benefits all property owners in the Daniels Drain Drainage District. In addition, while The Ponds continues to own the property, all of its property on Parcel 1 and Parcel 2 not covered by a building is encumbered by the existence of the easements which amounts to about 50% of the combined parcels. The easements prevent The Ponds from constructing non-movable or permanent structures in the entirety of the easement area. It also is required as part of the easement for The Ponds to assume the obligation to maintain the pathway for future access by the Drainage District. In addition, it is our understanding that the current design is expanding Waldon Pond beyond its current boundaries estimated to be about 1.5 acres in size, limiting the amount of land usable by The Ponds. The plans also include a forebay/wetland feature which would further restrict the available land for The Ponds’ use. As a result, these encumbered areas are not benefited by the Daniels Drain Project, as their use is limited by the project; thus, they should be removed from the assessment area.

Township Board Members  
April 15, 2022  
Page 3

At the Township Board meeting, Trustee Hendrickson further indicated that the assessment on the Ponds should be greater as its two parcels represent “189 units of the total of 335 units in the special assessment district.” This is inaccurate. The Ponds represents only 144, not 189, of the total 335 units in the special assessment district.

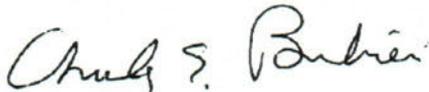
Finally, a substantially higher special assessment on The Ponds, coupled with the recent increase in property taxes levied on The Ponds by the Township, will create financial hardships of The Ponds’ low income or fixed-income residents resulting in the potential loss of their homes, with no comparable housing available in the area.

In short, The Ponds objects to the Township conducting “internal meetings” to adjust the special assessments in the Daniels Drain Special Assessment District, to the extent they would be violative of the Open Meetings Act. The Ponds further objects to the increase of the assessment to The Ponds based upon a failure to grant access to Waldon Pond, and objects to the proposed special assessment based upon the fact that it is not reasonably related to the benefit received by The Ponds. An attempt to change the assessment will be viewed as arbitrary and capricious conduct.

Thank you for your attention to this matter.

Sincerely,

FOSTER SWIFT COLLINS & SMITH PC



Charles E. Barbieri

CEB/MTK

April 16, 2022

Dear Ms. Guthrie and Members of the Meridian Township Board,

Based on the information we have been provided through media and the Meridian Township public hearing on April 12, 2022, we believe the Township has been duped to petition the Ingham County Drain Commission (ICDC) for a project that was unnecessary. As a result, the Township and residents in the Daniels Drainage District are responsible for paying the price.

Here are the facts as we see them.

- The entity who owns the pond (whether this be the ICDC or Ponds Cooperative Homes) is responsible for maintaining the pond. Removing sediment periodically (generally once it reaches 40-50% the height of the basin) is part of maintenance. Therefore, dredging should have been occurring on a regular basis and this has not appeared to have been the case.
- We have not observed or heard any evidence suggesting that flooding has been occurring at the pond or other areas of the drainage district. However, it has often been mentioned that the capacity of the pond has been decreased due to accumulated sediment. Other improvements, such as the addition of 2 sediment forebays, are being made instead of relying on necessary maintenance. The pond can be maintained by the IDCD or Ponds Cooperative Homes without the addition of the forebays.
- There have been complaints of algal blooms and odor (likely due to decaying vegetation and the blooms senescing). Excessive nutrients (primarily phosphorus) are a prime cause of algal blooms and because phosphorus binds to the sediments and continues to release, the only way to completely address this issue is to dredge the sediment. This appears to be a driving factor in wanting this project to proceed.
- Although the pond was dredged, piles of sediment currently can be observed in the center of the pond above the water level.
- Some of the improvements being made do not appear to be related to drainage (ex. walking path around the pond, fishing docks on the pond, replacing roadside ditches with swales and catch basins). Yet these improvements are being allocated to all residents in the drainage district.
- It was stated that some of the sewer work was a result of poor condition of the storm sewer (the size did not change). However, they should have a useful life of 50 – 100 years.
- Sections 535 and 480, respectively, of Chapter 20 of the Drain Code states in part that work can be done for public health or to “locate, establish and construct the drain or to improve or supplement the same, including bridges and culverts and any lands or rights of way necessary thereto”. Much of the work performed under this project does not relate to the protection of public health or to improve drainage.
- Section 490 of Chapter 20 of the Drain Code states that land especially benefitting by the drain projects may be assessed a greater amount of the cost. However, as has been documented during the latest public hearing, the owner of the condominiums where the pond is located is not being assessed any cost of the project.
- It appears that Section 468 of Chapter 20 of the drain code provides a mechanism for the County to assume cost of the drain project if 2/3 of the members elect of the county board of commissioners vote in favor thereof.

Based on the above and information presented at the public hearing, we have the following questions/comments:

1. We would like to see sewer maps of the area to see how the drainage district was created.
2. It is apparent that items outside of drainage are included in the project. We would like a complete project description with cost breakdown of the project. Additionally, we would like an explanation for all costs assessed to our property that do not directly impact its drainage.
3. How old was the sewer relaced in Cornell Woods and Whispering Oaks? What was the NASSCO Pipeline Assessment Certification Program (PACP) rating? It is highly questionable that sewers under 50 years of age with a PACP under 4 should need replacing in-kind.
4. Provide flow data showing that increasing the size of the sewers was necessary for drainage.
5. There appears to have been a lot of mistakes when determining the assessment of properties (ex. using the correct C factor). We would like an explanation of how the assessment for our property was calculated.
6. Which sewers were televised as part of the drainage project? The owners of the sewer should be responsible for televising the sewers and it is questionable whether this cost should have been part of the project.
7. What will be done to address the sediment still remaining in the pond?

Although it is too late to stop this project, it is not too late to ensure the appropriate parties are assessed equitably.

Thank you for your assistance in correcting this situation.

Jon and Cheri Meyer  
1486 Ivywood Drive  
Okemos, MI 48864

April 19, 2022

Supervisor Pat Jackson  
And Meridian Township Board  
5151 Marsh Road  
Okemos, MI 48864

RE: Daniels Drain Drainage District Project  
Dobie Road Parcels; Oakwood/Forest Hills Drive; Commons Areas

Dear Supervisor Jackson and Board:

A second look at the Drain assessment for the Daniels Drain reveals the several parcels on Dobie Road who have received a remarkable reduction in their assessment based on their parcels being underserved by the drain from a lack of driveway culvert and drainage ditch.

It would appear that the Drain Project is looking to rectify that problem with monies in the contingency outside the currently-drafted project. A culvert and ditch system should allow their front yards use of the drainage provided by the Daniels. I would assume that the original assessment obligation (as adjusted by other successful appeals throughout the roll) would then be restored in full or part. As it stands now, that additional assessment money was spread to the remainder of the 328 parcels. Once Dobie Road parcels receive full benefit of the drainage for their parcels, their parcels should be recalculated using a "new" proximity factor.

Further, it would be my hope that the length of road outside the drain district, but used as a haul route for the loaded trucks (some double bottom), backhoes and other machinery, namely Oakwood and west Forest Hills Drive could receive some re-pavement/resurfacing attention after the project, paid for not out of Subdivision Road Millage, but from the project contingency. These two subdivision streets were in good condition prior to the project startup, but have been beaten up with the weight of the project equipment being run multiple trips per day.

I continue in my opposition to having a small number of parcels pay for the whole subdivision's commons property drainage assessment. All parcel-owners within that subdivision will use and enjoy the drainage offered by the Daniels for their commons area even if they personally-own property outside the district. They have an interest in the commons area. While you cannot legally levy to parcels outside the district, you can levy to the HOA which owns the commons. It is unfair to assess only those parcels within the district for their portion of the project plus the commons portion of the project. All parcels within that subdivision own a portion of the commons, they all should be responsible for that area's upkeep. It is the duty of the HOA Board to handle the maintenance and upkeep for that parcel as fee-simple owner of that parcel. Should the Board not be fully constituted until the subdivision is all sold, the developer as the

parcel owner of the remaining unsold parcels would sit on the board and represent those currently absent owners until the subdivision land sales are closed out. The Board would continue to pay the annual fee along with the In-district parcel owners for their portion of the commons and the developer would recoup any paid funding from new purchasers at the change of ownership. You cannot have only the current owners pay for the entire commons, nor should the commons go "free" with its assessment spread to the remainder of the district.

Thank you for your continued efforts to make the assessment on this very complex project fair and equitable for all parcels in the district.

Sincerely,

A handwritten signature in cursive script that reads "Cecelia Kramer".

Cecelia Kramer  
4560 Oakwood  
Okemos, MI 48864

# EAST LANSING – MERIDIAN WATER AND SEWER AUTHORITY

2470 BURCHAM DRIVE – EAST LANSING, MICHIGAN 48823

PHONE: (517) 337-7535 FAX: (517) 337-7240

## Agenda

East Lansing-Meridian Water and Sewer Authority

April 21, 2022

11:00 A.M.

### BOARD OF TRUSTEES

NICOLE MCPHERSON  
Chair

DAN OPSOMMER  
Vice-Chair

CHUCK PETERSON  
Secretary

BRADLEY BROGREN  
Trustee

JAMES CLELAND  
Trustee

JAMES ECKLUND  
Trustee

•

JILL FELDPAUSCH  
Treasurer

•

CLYDE DUGAN  
Operator/Manager

1. Roll call.
2. Approval of minutes of the March 17, 2022 meeting.  
A. Motion to approve.
3. Communications.
4. Public Comments.
5. Treasurer's Report.
6. Resolution 2022-4-1.  
A. Motion to Authorize Issuance of Water Supply System Junior Lien Revenue Bonds, Series 2022.
7. Resolution 2022-4-2.  
A. Motion to Tentatively Award Construction Contractor for the Okemos Rd. Raw Water Main project.
8. Resolution 2022-4-3.  
A. Motion to Tentatively Award Construction Contractor for the Backwash Recovery System.
9. Long Term Planning update.
10. Manager's Report.  
A. Expenditure list (Motion to acknowledge).
11. Other Business.
12. Adjournment.



**FOR IMMEDIATE RELEASE**  
**April 20, 2022**

**CONTACT:** Ken Plaga, Police Chief  
517.853.4896 | [plaga@meridian.mi.us](mailto:plaga@meridian.mi.us)

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**Meridian Township Police Donates to Small Talk Children's Advocacy Center**  
*\$5,000 of Police Forfeiture Money to Support Abused Children and Their Families*

**Meridian Township, MI** – The Meridian Township Police Department (MTPD) has announced a \$5,000 donation will go to the Small Talk Children's Advocacy Center in recognition of Child Abuse Prevention Month.

Small Talk Children's Advocacy Center is a non-profit organization dedicated to providing hope, healing and justice for children and families impacted by abuse in Ingham and Eaton counties. MTPD works closely with Small Talk Children's Advocacy Center and celebrates their strong commitment to the community.

"The Meridian Township Police are happy to support Small Talk Advocacy Center and the work they do with children who have been the victims of abuse. Small Talk assists law enforcement in seeking justice and healing for these children," stated Police Chief Ken Plaga.

The donation will come from the Police Department's Forfeiture Fund. It is a requirement of the State of Michigan that 25% of the criminal forfeiture fund revenue be utilized toward victims. According to the letter from the Small Talk Children's Advocacy Center, this donation would be equal to supporting 75 abused children through their first counseling session.

"We can't thank Chief Plaga and our valued partners at the Meridian Township Police Department enough for this generous donation. The impact this donation is hard to quantify because the financial support allows Small Talk to continue to provide a safe space for children to heal from trauma. It's truly a gift to have partners who care like the Meridian Township Police Department," stated Alex Brace, Executive Director for Small Talk Children's Advocacy Center.

The Township Board approved the donation at their April 12 meeting.

According to the 2020 Child Maltreatment Report, child abuse reports involved 7.1 million children. Residents are reminded to report suspected abuse or neglect at any time by calling the Michigan Department of Health and Human Services, Children's Protective Services hotline at 855.444.3911. For emergencies, dial 9-1-1.

###

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





10.B

**CONSENT AGENDA  
PROPOSED BOARD MINUTES  
April 26, 2022**

**PROPOSED MOTION:**

- (1) Move to approve and ratify the minutes of the Regular Meeting of April 12, 2022, as submitted.**

**ALTERNATE MOTION:**

- (1) Move to approve and ratify the minutes of the Regular Meeting of April 12, 2022 with the following amendment(s):**

**[insert amendments]**

CHARTER TOWNSHIP OF MERIDIAN  
REGULAR MEETING TOWNSHIP BOARD 2022 **-DRAFT-**  
5151 Marsh Road, Okemos MI 48864-1198  
853-4000, Township Hall Room  
TUESDAY, April 12<sup>th</sup>, 2022 **6:00 pm**

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

ABSENT: Trustees Wisinski, Sundland

STAFF: Assistant Township Manager and Director of Public Works Opsommer, Fire Chief Hamel, Chief of Police Plaga, Community Planning and Development Director Schmitt, Human Resources Director Tithof, IT Director Gebes, Economic Development Director Clark, Director of Project Management and Operations Massie, Clerk's Assistant Zachary Lemaster

1. CALL MEETING TO ORDER

Supervisor Jackson called the meeting to order at 6:01 pm.

2. PLEDGE OF ALLEGIANCE/INTRODUCTIONS

Supervisor Jackson led the Pledge of Allegiance.

3. ROLLCALL

Clerk's Assistant Lemaster called the roll of the Board.

Trustees Wisinski and Sundland Absent. All others Present.

Supervisor Jackson introduced new board members Trustee Marna Wilson and Trustee Scott Hendrickson.

4. PRESENTATION - NONE

5. CITIZENS ADDRESS AGENDA ITEMS AND NON-AGENDA ITEMS

Supervisor Jackson opened public remarks at 6:04 pm

Amy Salisbury, 1585 Picadilly Dr., Haslett, MI introduced herself as a candidate for the Ingham County Commission.

Supervisor Jackson closed public remarks at 6:09 pm

6. TOWNSHIP MANAGER REPORT

7. BOARD MEMBER REPORTS OF ACTIVITIES AND ANNOUNCEMENTS

Treasurer Deschaine

- Welcomed Trustees Wilson and Hendrickson to the Township Board

8. APPROVAL OF AGENDA

**Trustee Hendrickson moved to approve the agenda as presented. Seconded by Treasurer Deschaine.**

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

NAYS: None

Motion carried: 5-0

9. CONSENT AGENDA

Supervisor Jackson reviewed the Consent Agenda.

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

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

NAYS: None

Motion carried: 5-0

A. Communications

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

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

NAYS: None

Motion carried: 5-0

B. Approval of Minutes – March 15<sup>th</sup>, 2022 Special Meeting and March 15<sup>th</sup> 2022 Regular Meeting

**Treasurer Deschaine moved to approve and ratify the minutes of March 15<sup>th</sup> Regular Meeting and March 15<sup>th</sup> Special Meeting, as presented. Seconded by Trustee Wilson.**

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

NAYS: None

Motion carried: 5-0

C. Bills

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

Common Cash	\$	392,076.07
Public Works	\$	777,673.13
Trust & Agency	\$	<u>668.74</u>
<b>Total Checks</b>	\$	<b>1,170,417.94</b>
Credit Card Transactions	\$	36,064.14
09/16/2021 to 09/29/2021		
<b>Total Purchases</b>	\$	<b><u>1,206,482.08</u></b>
<b>ACH Payments</b>	\$	<b><u>3,021,746.38</u></b>

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

NAYS: None

Motion carried: 5-0

D. MDOT Performance Resolution

**Treasurer Deschaine moved to adopt the 2022 MDOT performance resolution and authorize the following positions to apply to MDOT for the necessary permits to Work within the State Highway Right of Way on behalf of the Charter Township of Meridian: Director of Public Works and Engineering, Chief Engineer, Superintendent of Public Works, Senior Project Engineer, and Project engineer. Seconded by Trustee Wilson.**

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

NAYS: None

Motion carried: 5-0

E. Ratification of New Full Time Paramedic/Firefighter

**Treasurer Deschaine moved to authorize the Fire Department to appoint Timothy Brighton to Full-Time Paramedic/Firefighter. Seconded by Trustee Wilson.**

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

NAYS: None

Motion carried: 5-0

F. Fireworks Display Permit – Celebrate Meridian

**Treasurer Deschaine moved to approve the fireworks permit for celebrate meridian festival on Saturday, June 25, 2022, by pyrotechnic operator night magic displays. Seconded by Trustee Wilson.**

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

NAYS: None

Motion carried: 5-0

G. Liquor License- Celebrate Meridian

**Treasurer Deschaine moved to approve the Parks & Recreation request to apply for One-Day Liquor License from the Michigan Liquor Control Commission (MLCC) for the Celebrate Meridian event on June 25, 2022. Seconded by Trustee Wilson.**

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

NAYS: None

Motion carried: 5-0

10. QUESTIONS FOR THE ATTORNEY – NONE

11. HEARINGS

A. Daniels Drain Public Drain Improvement SAD#21

Supervisor Jackson opened the Public Hearing at 6:14 pm.

Assistant Manager Opsommer gave a presentation on the Daniels Drain Public Drain Improvement SAD#21 for Public Hearing. He explained recent changes to the assessment roll and stated the cost of the project has been reduced by 5.38%.

Cecelia Kramer, 4560 Oakwood Dr., Okemos, MI spoke in opposition of the handling of the Daniels Drain project as it relates to Forest Hills.

Ronald Potterpin, 1250 Ethel St., Okemos, MI spoke in opposition of the Daniels Drain Assessment Roll and Project.

John Leone, 4544 Dobie Rd., Okemos, MI spoke in opposition of the Daniels Drain Assessment Roll and provided letters to the board.

Marlene Osborn, 1494 Forest Hills Dr., Okemos, MI spoke in opposition of the Daniels Drain Assessment Roll and Project.

Michael Osborn, 1494 Forest Hills Dr., Okemos, MI spoke in opposition of the Daniels Drain Assessment Roll and project.

Sabir Biswas, 4504 Mistywood Dr., Okemos, MI spoke in opposition of the Daniels Drain Assessment Roll and Project.

Brian Markham, 4424 Satinwood Dr., Okemos, MI spoke about the Daniels Drain Assessment Roll and explained the specifics and mechanics of the Assessment Roll.

Ross Lucas, 4555 Cornell Rd., Okemos, MI spoke in opposition of the Daniels Drain Assessment Roll.

Quenda Story, 4526 Marlborough Rd., Okemos, MI spoke in opposition of the Daniels Drain Assessment Roll.

Mike Zavadil, 1378 Ivywood Dr., Okemos, MI spoke in opposition of the Daniels Drain Assessment Roll.

Koray Gurbus 4562 N. Spicewood Dr., Okemos, MI spoke in opposition of how the Daniels Drain project has been administrated.

Kim-Van T. Beers 1406 Ivywood Dr., Okemos, MI spoke about the Daniels Drain Assessment Roll.

Todd Cordill, 1484 Forest Hills Dr., Okemos, MI spoke in opposition of the Daniels Drain Assessment Roll.

Piotr Pawlak 1441 Ivywood Dr., Okemos, MI spoke in opposition of the Daniels Drain Assessment Roll.

Ludmilla Wilson 4590 Marlborough Dr., Okemos, MI spoke in opposition of the Daniels Drain Assessment Roll.

Brian Harris, 4597 Marlborough Rd., Okemos, MI spoke in opposition of the Daniels Drain Assessment Roll.

Paul Doher, 4451 Satinwood Dr., Okemos, MI spoke in opposition of the Daniels Drain Assessment Roll.

Sabir Biswas, 4504 Mistywood Dr., Okemos, MI asked what happens if someone sells their property that is on the assessment roll.

Todd Cordill, 1484 Forest Hills Dr., Okemos, MI stated he believes this project should be paid for with ARPA funds.

Mike Osburn, 1494 Forest Hills Dr., Okemos spoke in opposition of the Daniels Drain Project.

Ken Bills, 4566 Mistywood Dr., Okemos, MI spoke about benefits received by the Daniels Drain Project and should be paid for with ARPA funds.

Hiroshi Tanimoto, 4417 Hickorywood Dr., Okemos, MI, spoke in opposition of the Daniels Drain Assessment Roll.

Supervisor Jackson closed the Public Hearing at 7:16 pm.

## 12. ACTION ITEMS

### A. Economic Development Corporation Member Appointment

Director Clark outlined Economic Development Corporation Member Appointment and introduced Trisha Bird to the board.

Trisha Bird, 5625 Ventura Pl., Haslett, MI spoke about her credentials and why she should become a member of the Economic Development Corporation.

**Clerk Guthrie moved to appoint Trisha Bird to the Economic Development Corporation for a term ending 12/31/27. Seconded by Trustee Wilson.**

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

NAYS: None

Motion carried: 5-0

### B. Letter of Agreement between the Township and the DPW and the DPR Technical, Professional and Officeworkers Association of Michigan (TPOAM)

Assistant Manager Opsommer outlined the letter of Agreement between the Township and the DPW and the DPR Technical, Professional and Officeworkers Association of Michigan.

**Treasurer Deschaine moved to adopt the letter of agreement between the Charter Township of Meridian and the Department of Public Works and the Department of Parks and Recreation Technical, Professional and Officeworkers Association of Michigan (TPOAM) union effective March 17, 2022. Seconded by Trustee Hendrickson.**

Treasurer Deschaine spoke in support of this item.

Clerk Guthrie spoke in support of this item.

Supervisor Jackson further explained this item and explained it is an amendment to the current contract and is being presented as a trial run.

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

NAYS: None

Motion carried: 5-0

C. Ingham County Broadband Task Force Appointment

Supervisor Jackson outlined the County Broadband Task Force Appointment.

**Trustee Hendrickson moved to appoint Clerk Guthrie to replace Patricia Herring Jackson to serve as Meridian Township's representative on the Ingham County's Broadband Task Force. The appointment is contingent on the approval of Ingham County officials. Seconded by Treasurer Deschaine.**

Trustee Hendrickson spoke in support of this item.

Trustee Wilson spoke in support of this item.

VOICE VOTE: YEAS: Treasurer Deschaine Trustee Wilson Trustee Hendrickson, Supervisor Jackson, Clerk Guthrie

NAYS: None

Motion carried: 5-0

Clerk Guthrie spoke about her credentials that make her a good candidate for the County Broadband task Force.

D. 2021 Order to Maintain Sidewalk Resolution #4 - Set Public Hearing for May 3, 2022

Assistant Manager Opsommer outlined 2021 Order to Maintain Sidewalk Resolution #4.

**Clerk Guthrie moved to approve the 2021 Order to Maintain Sidewalk Special Assessment District #19 Resolution #4, which files the proposed Special Assessment Roll with the office**

**of the Township Clerk and sets the date for a Public Hearing on Tuesday, May 3, 2022. Seconded by Trustee Wilson.**

Clerk Guthrie spoke in support of this item.

Trustee Hendrickson asked if this is a maintenance program and not an improvement program.

Assistant Manager Opsommer stated that is correct.

Treasurer Deschaine stated the residents also have the opportunity to repair the sidewalk themselves.

Supervisor Jackson asked what areas are being repaired.

Assistant Manager Opsommer replied the areas being repaired are located at Briarwood; Briarwood #3, #4, #5; East Meadows Condominium, Heritage Hills; Heritage Hills #2, #3, #4.

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

NAYS: None

Motion carried: 5-0

E. Imposing Escrow Conditions for Permitted Work by Telecommunication Within the ROW

Assistant Manager Opsommer outlined Imposing Escrow Conditions for Permitted Work by Telecommunication within the Right-Of-Way.

**Trustee Wilson moved to authorize the Director of Public Works and Engineering to require telecommunication providers who are applying for permitted work within the public rights-of-way to deposit escrow amounts that are of reasonable cost per permit as a condition of their permit to cover performance standards and compliance with permit requirements and specifications to ensure that the public rights-of-way are returned to their original condition during and after the telecommunications provider's access and use, as provided under Section 70-184, permit application procedures, in the code of ordinances. Seconded by Treasurer Deschaine.**

Clerk Guthrie asked about the difference between escrow and performance bond.

Assistant Manager Opsommer stated they are predominantly interchangeable terms, but went into the specifics of what is different.

Clerk Guthrie asked if the township has more leverage using this method.

Assistant Manager Opsommer replied that is correct.

Clerk Guthrie asked what some of the costs are.

Assistant Manager Opsommer stated it takes 4-5 Department of Public Works employees and takes 4-5 hours.

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

NAYS: None

Motion carried: 5-0

### 13. BOARD DISCUSSION ITEMS

#### A. Daniels Drain Public Drain Improvement SAD #21

Assistant Manager Opsommer outlined Daniels Drain Public Drain Improvement SAD #21 for discussion. He explained what has changed from the last assessment roll, and how each assessment was made.

Max Clever from Spicer group further outlined Daniels Drain Public Drain Improvement SAD #21 for discussion. He explained what has changed from the last assessment roll, and how each assessment was made explaining the calculations used for C-values. He stated he would look at the parcel for each person that spoke today.

He outlined how the A-Values were found using assessing records and P-Values were set by proximity to drainage pipes.

Assistant Manager Opsommer stated staff is having an internal meeting about P factors and stated if you increase the P-value of any parcel that the other parcels will have their assessment lowered.

Clerk Guthrie asked if residents could see the reason against for their assessment.

Opsommer stated the hours required to write the formulae used would be very high and he would need a team to do that.

Clerk Guthrie asked if this is the normal process.

Assistant Manager Opsommer stated Spicer was chosen because they have experience in this kind of assessment. He further stated the drain boundary is set by the county and the township has no authority to set drain boundaries. He showed how some residents have had their assessments lowered by concerns they raised.

Clerk Guthrie asked if there is another methodology that can be used for an assessment like this.

Assistant Manager Opsommer stated the P-value is not always used, but the C and A-values are standard. He further stated the contract is with Hoffman, and the county drain office.

Trustee Hendrickson asked how many units are in the ponds.

Assistant Manager Opsommer replied around 189.

Trustee Hendrickson stated the P value of The Ponds properties should be reevaluated.

Trustee Wilson asked if there is a deadline to finalize the assessment roll.

Assistant Manager Opsommer replied the deadline is April 26<sup>th</sup> meeting or the May 3<sup>rd</sup> meeting.

Trustee Wilson asked if the assessment cost is attached to the property in case of a sale.

Assistant Manager Opsommer stated the assessment would have to be paid off when closing on a home.

Assistant Manager Opsommer explained the Whispering Oaks assessment changes. He encouraged people to email him or come in to see their unique parcel number and that he can explain your assessment cost to the cent.

Supervisor Jackson asked how we got to this point of the project.

Assistant Manager Opsommer stated this is a Chapter-20 drain meaning the only part of the drain work that is the responsibility of the township is the assessment roll and stated residents are paying 40.5% of the total cost of the project. He stated ARPA funds could not cover the cost of the drain work as it is considered a debt from the county.

Paul Pratt Deputy Drain Commissioner addressed the board and stated he is proud of this project and feels it is necessary.

Mr. Cenci went over the history of Daniel's Drain, explaining previous construction started by petition, the age of the infrastructure, the regional water detention system, improving the regional water detention system to hold more water, why the drain tile hasn't been replaced in almost 100 years, the loss of depth and volume of the retention system. He broke down cost sharing among the three parties involved in a Chapter-20 drain. He detailed the process the drain office goes through to improve all drainage systems in the county. He detailed each area that would be worked on, why it would be worked on, what kind of repairs would be done and with what kind of materials. He addressed some citizen questions, such as taxes not being used to pay for drains, and that it is not normal to know exact costs before work in drain work.

Trustee Wilson asked why the benefitted area is so irregular.

Mr. Censie stated the border line comes from the lidar map which is based on where the watershed is located and is then confirmed during field work.

Trustee Wilson asked if you could have a higher assessment because of your driveway.

Assistant Manager Opsommer stated driveways were taken into account only by satellite imagery.

Treasurer Deschaine asked about communicating this presentation to residents.

Mr. Censie stated he did communicate some information to residents.

Assistant Manager Opsommer asked about overlapping drain district boundaries.

Mr. Censie stated it's not uncommon to be in multiple drain districts.

Clerk Guthrie asked if a fence can be added to a portion of the pond.

Mr. Censie stated the area will be screened, and the pathway will be moved.

Trustee Hendrickson asked if the construction is on schedule and if the project is on budget.

Mr. Censie stated it is.

Trustee Hendrickson asked what happens if the project goes over or under budget.

Mr. Censie stated if it went over budget you would have to borrow more money but this has never happened in the 200+ drains he's worked on. If it goes under budget there will likely not be any kind of any refund but the extra money should be used for maintenance in future assessments of this drain over a 21-year period.

Paul Pratt Deputy Drain Commissioner spoke about Chapter-20 drains, their history of being mostly established in the 70's, how they've worked in the past, and how the Drain Commission is established to perform assessment rolls. He stated it is unfortunate the township must perform their own assessment in this case and under normal circumstances the drain commission would address citizens long before construction begins. He further stated contingency is limited to 10%, or just under \$600,000 in this project. He further stated Drain Code states contingency could be refunded to the payers, but not until the bonds are paid, however it usually is left for maintenance.

Assistant Manager Opsommer stated this item will come back.

B. Ordinance 2022-09 – Rezone 2260 Jolly Oak Drive – PO to C-2

Director Schmitt outlined for discussion Ordinance 2022-09 – Rezone 2260 Jolly Oak Drive – PO to C-2.

**Clerk Guthrie moved to suspend the rules to handle new business after 10:00 pm. Seconded by Trustee Wilson.**

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

NAYS: None

Motion carried: 5-0

Applicant Becky Beauchine spoke to the board about her application.

Trustee Hendrickson asked if there is any concern of inserting Professional Office Zoning into a portion on Commercial Office.

Director Schmitt stated there is not.

Trustee Hendrickson asked if the applicant plans on making any renovations to the building.

Ms. Beauchine states they will remove their drive-through, and make an addition for a goldsmith and storage.

Clerk Guthrie asked for the timeline on this project.

Applicant stated it should be done by December, or during the first quarter of next year.

C. Zoning Ordinance Updates

Director Schmitt outlined Zoning Ordinance Updates for discussion.

Trustee Hendrickson spoke in support of these updates.

Treasurer Deschaine spoke in support of these updates.

D. Juneteenth

Clerk Guthrie outlined Juneteenth for discussion.

Trustee Wilson spoke in support of this item.

Treasurer Deschaine spoke in support of this item.

E. Small Talk Children's Advocacy Center Donation

Chief Plaga outlined Small Talk Children's Advocacy Center Donation for discussion.

**Treasurer Deschaine moved to suspend the rules and take action on this item tonight. Seconded by Clerk Guthrie.**

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

NAYS: None

Motion carried: 5-0

**Treasurer Deschaine moved to move to authorize the donation of \$5,000.00 of police forfeiture money to the small talk children's advocacy center to support abused children and their families. Seconded by Trustee Hendrickson.**

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

NAYS: None

Motion carried: 5-0

14. COMMENTS FROM THE PUBLIC

Supervisor Jackson Opened Public Remarks at 10:24 pm.

NONE

Supervisor Jackson Closed Public Remarks at 10:24 pm.

15. OTHER MATTERS AND BOARD MEMBER COMMENTS-NONE

16. ADJOURNMENT

**Clerk Guthrie moved to adjourn. Seconded by Trustee Wilson.**

VOICE/HAND VOTE: Motion carried 5-0

**Supervisor Jackson adjourned the meeting at 10:25 pm.**

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PATRICIA H. JACKSON,  
TOWNSHIP SUPERVISOR

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DEBORAH GUTHRIE  
TOWNSHIP CLERK



**To: Board Members**  
**From: Miriam Mattison, Finance Director**  
**Date: April 26, 2022**  
**Re: Board Bills**

**Charter Township of Meridian  
Board Meeting  
4/26/2022**

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

<b>COMMON CASH</b>	<b>\$</b>	<b>595,788.71</b>
<b>PUBLIC WORKS</b>	<b>\$</b>	<b>18,522.84</b>
<b>TRUST &amp; AGENCY</b>	<b>\$</b>	<b>-</b>

**TOTAL CHECKS: \$ 614,311.55**

**CREDIT CARD TRANSACTIONS**

**04/07/22 to 04/20/2022**

**\$ 10,413.45**

**TOTAL PURCHASES: \$ 624,725.00**

**ACH PAYMENTS**

**\$ 612,419.62**

Vendor Name	Description	Amount	Check #
1. AIRGAS GREAT LAKES	ACCT #1456978 - MEDICAL OXYGEN	627.24	
	ACCT #145678 - MEDICAL OXYGEN	162.17	
	TOTAL	789.41	
2. ASAP PRINTING	BUSINESS CARDS - S. HENDERICKSON/M. WILSON	62.76	
	TOWNSHIP BUSINESS CARDS - D. BUDZYNSKI & J. BARROW	62.76	
	TOTAL	125.52	
3. AT & T	APR 7 2022 THRU MAY 6 2022 - TEL + 100 MB INT 831-	1,182.80	
4. AT & T	APRIL 2022 LEGACY TELEPHONE NUMBERS - 517.349.1200	31.49	
	MAR 2 - APR 1, 2022 - HVAC @THB 517.347.1710 201	50.10	
	MAR 2 - APR 1, 2022 - PSB FAX 517 347-4285 924 0	52.00	
	MAR 2 - APR 1, 2022 - THB HVAC 517 347.6021 564 8	145.00	
	MAR 2 - APR 1, 2022 - PSB FAX 517 347 6826 173 5	51.74	
	MAR 2 - APR 1, 2022 - S-1 TO FIRE#92 - 517 R01-163	318.14	
	MAR 2 - APR 1, 2022 - THB DS1 TO COEL 517 R01 560	365.20	
	TOTAL	1,013.67	
5. AT & T MOBILITY	MAR 5 2022 - APR 4 2022 DISPATCH NON-EMERGENCY - 2	76.05	
	MAR 7 - APR 6, 2022 - AT&T FIRST NET 22 CELL SERVI	42.29	
	TOTAL	118.34	
6. BARBARA L. CATERINO	REIMB FOR AMBULANCE OVERPAYMENT	82.13	
7. BECKS PROPANE	GLENDAL - PROPANE 2022	459.11	106994
8. BINGHAM ARS INC	ARBITRAGE REBATE COMPLIANCE BOND YR 2 & FEE	900.00	
9. BLUE CROSS BLUE SHIELD OF MICHIGAN	BCBS PPO 5/1/22 - 5/31/22 HEALTH INS PMT	4,372.50	
10. BOYNTON FIRE SAFETY SERVICE	2022 ANNUAL BACKFLOW INSPECTION/RE-CERTIFICATION	65.00	
	BUILDINGS - 2022 ANNUAL FIRE EQUIPMENT INSPECTIONS	370.00	
	POLICE BLDG 2022 SPRINKLER/BACKFLOW INSP RE-CERTIF	540.00	
	TOTAL	975.00	
11. BRIGHTLINE TECHNOLOGIES	COMPREHENSIVE IT NETWORK TECHNOLOGY ASSESSMENT	27,000.00	
12. BS&A SOFTWARE	TRAINING FOR TREASURER & UB STAFF	1,200.00	
13. CBT NUGGETS, LLC	APR 12 2022 - APR 12 2023 - ONLINE I.T TRAINING C	1,198.00	
14. CDW	GETAC A140 COMPUTER FOR 2022 POLICE FLEET UPGRADE	1,832.70	
	GETAC A140 COMPUTER FOR 2022 POLICE FLEET UPGRADE	2,331.06	
	TOTAL	4,163.76	
15. CEI MICHIGAN LLC	BUILDINGS- CENTRAL FIRE - EMERGENCY ROOF LEAK REPA	1,391.00	
16. CENTRALSQUARE TECHNOLOGIES LLC	CENTRALSQUARE SUPPORT FOR POLICE RMS/CAD 2022	5,279.60	
17. CMP DISTRIBUTORS INC.	PATROL RIFLE PURCHASE	1,933.44	
18. COLUMBIA COLLISION CENTER LLC	MOTOR POOL - REPAIRS TO UNIT 667	6,022.89	
19. COMCAST	APR 15 2022 TO MAY 13 2022 - HOM TV	323.41	
	APR 16 2022 TO MAY 15 2022 - FIRE #91 TV + INET 85	166.85	
	APR 20 2022 TO MAY 19 2022 - FD 'FREE' DROP	9.11	
	TOTAL	499.37	

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Vendor Name	Description	Amount	Check #
20. CORECOMM INTERNET SERVICES	DNS HOSTING SEMI-ANNUAL 4/14/22 TO 10/13/22	59.95	106991
21. DAVID BORNEMAN, LLC	LAKE LANSING NORTH PRESCRIBED BURN	6,975.00	
22. DOMINION VOTING SYSTEMS, INC	ADJUDICATOR & SCANNER FOR ELECTIONS - BUDGETED FOR	35,496.12	
23. FAHEY SCHULTZ BURZYCH RHODES PLC	LEGAL FEES - MARCH 2022	412.50	
	LEGAL FEES - MARCH 2022	2,991.00	
	LEGAL FEES MARCH 2022	916.00	
	LEGAL FEES - MARCH 2022	1,062.50	
	LEGAL FEES - MARCH 2022	1,800.00	
	LEGAL FEES MARCH 2022	5,836.00	
	LEGAL FEES MARCH 2022	315.00	
	LEGAL FEES - MARCH 2022	3,327.00	
	LEGAL FEES MARCH 2022	5,265.00	
	LEGAL FEES - MARCH 2022	552.34	
	LEGAL FEES - MARCH 2022	1,549.79	
	LEGAL FEES MARCH 2022	2,828.47	
	LEGAL FEES - MARCH 2022	819.40	
	LEGAL FEES - MARCH 2022	2,736.00	
	LEGAL FEES - MARCH 2022	444.50	
	LEGAL FEES MARCH 2022	45.00	
	LEGAL FEES MARCH 2022	330.50	
	LEGAL FEES - MARCH 2022	45.00	
	LEGAL FEES - MARCH 2022	616.00	
	LEGAL FEES - MARCH 2022	112.50	
	LEGAL FEES - MARCH 2022	784.50	
	TOTAL	32,789.00	
24. FAMILY GRADE & GRAVEL	LIMESTONE INSTALLED AROUND RECYCLING CENTER & ACCE	3,500.00	
25. FIRST COMMUNICATIONS	MARCH 2022 ANALOG TELEPHONE LINES # 3142216	1,442.12	
26. FISHBECK, THOMPSON, CARR & HUBER	WUP 18-01 SERVICES RENDERED THROUGH 11/28/2021	1,295.85	
27. FORESIGHT GROUP	TOWNSHIP ENVELOPES	325.98	
	WATER BILLS AND POSTAGE 4/1/2022	1,336.98	
	TOTAL	1,662.96	
28. GALLAGHER BENEFIT SERVICES, INC	APRIL 2022 HEALTH INS CONSULTING FEES	2,741.69	106992
29. GOODYEAR COMMERCIAL TIRE	MOTOR POOL - TIRES UNIT #137	294.48	
30. GRANGER	ACCT #17334070 - APRIL 2022 RECYCLING SERVICES	86.96	
	APR 2022 - ACCT #1106100 & #2706910 - RUBBISH SERV	114.33	
	ACCT #1106200 - APRIL 2022 RECYCLING/RUBBISH SERVI	260.50	
	ACCT #1106300 - APRIL 2022 RUBBISH SERVICES	76.00	
	ACCT #2509750 - APRIL 2022 RUBBISH SERVICES	89.00	
	DISPOSE OF POLE BARN ROOF - 5280 OKEMOS RD	268.00	
	TOTAL	894.79	
31. GREGORY & BRENDA LEMANSKI	REIMB DMG INVISIBLE FENCE @ KINGS CROSS NORTH	165.00	
32. HASLETT-OKEMOS ROTARY	2022 2ND QTR MEMBERSHIP FEE FOR D. GUTHRIE	145.00	
	ROTARY 2022 2ND QTR DUES - F. WALSH	145.00	
	TOTAL	290.00	
33. HAWORTH INC	ZODY TASK CHAIR FOR JOHN HINES	532.05	
34. I.C.M.A.	JULY 1, 2022 - JUNE 30, 2023 MEMBERSHIP RENEWAL -	1,387.84	
35. INGHAM COUNTY DRAIN COMMISSIONER	ASSESSMENT DANIELS DRAIN MAY 1 2022 ICDC	308,802.58	

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Vendor Name	Description	Amount	Check #
36. INGHAM COUNTY HEALTH DEPT	2022 SURFACE WATER SAMPLING (MAY THRU SEPT- 22 WEE	2,481.60	
37. JERRY FEDEWA HOMES, INC	OVRPMT BUILDING PERMIT FEES	9.00	
38. JOHNSON CONTROLS	BUILDINGS - JOHNSON CONTROLS HVAC CONTROLS APRIL	4,497.00	
39. LAFONTAINE AUTOMOTIVE GROUP	UNIT #116 - REPAIR PARTS	91.75	
40. LANSING SANITARY SUPPLY INC	CUSTODIAL SUPPLIES - MAR 31 2022 ORDER	287.32	
	CUSTODIAL SUPPLIES - APR 7 2022 ORDER	286.34	
	MISC CLEANING SUPPLIES - APRIL 8 2022 ORDER	161.37	
	TOTAL	735.03	
41. LANSING UNIFORM COMPANY	BOOTS - D. KING	199.95	
	UNIFORM ITEMS - T. BOOMS	252.85	
	UNIFORM ITEMS - BRIGHTON/ULMAN & STOCK	359.75	
	BOOTS - B. ANDERSON	199.95	
	TOTAL	1,012.50	
42. LEAK PETROLEUM EQUIPMENT INC	MOTOR POOL - FUEL ISLAND REAPIRS	162.00	
43. LEXISNEXIS CLAIMS SOLUTIONS INC	LEXIS NEXIS IEYTEK ANNUAL MAINTENANCE FOR POLICE E	2,003.40	
44. LOGICALIS	LOGICALIS IT HELP DESK SERVICE APRIL 2022	3,345.00	
45. MANNIK AND SMITH	NEPA CLEARANCE, SHPO COORD & PROJ MGT	641.15	
	PLANT SURVEY MAP, CORRESPONDENCE & PROJ MGT	294.00	
	TOTAL	935.15	
46. MCKESSON MEDICAL-SURGICAL	GOC SOL		
	ORDER #62685428 - MEDICAL SUPPLIES/EQUIPMENT	196.84	
	ORDER #54757244 - MEDICAL SUPPLIES/EQUIPMENT	237.09	
	TOTAL	433.93	
47. MORGAN C. ARNOUTS	REFUND OVRPMT AMBULANCE FEE	141.10	
48. PRINT MAKERS SERVICE INC	2022 KIP COPIER SERVICE CONTRACT & METER CHARGES	38.56	
49. PROGRESSIVE AE	L. LANSING MGT SERVICES THRU MAR 25 2022	2,600.81	
50. QUALITY TIRE INC	UNIT #87 TIRES	501.04	
51. R & R FIRE TRUCK REPAIR INC	MOTOR POOL - FIRE - REPAIRS UNIT #137	1,629.23	
52. RICHARD JANKA PSY.D	PROFESSIONAL PSYCHOLOGICAL EVALUATION SERVICES	600.00	
53. SAVE-A-SHAKE	ROOF REPAIR FROM WIND DAMAGE AT HISTORICAL VILLAGE	4,772.50	
54. SIGNATURE FORD INC.	2022 POLICE INTERCEPTOR UTILITY AWD (TWO)	65,508.00	
	2022 FORD POLICE INTERCEPTOR UTILITY AWD	33,369.00	
	TOTAL	98,877.00	
55. SUZANNE MUMY	REIMB FOR AMBULANCE OVERPAYMENT	290.00	
56. TOP HAT CRICKET FARM	MARCH 2022 LIVE ANIMAL FOOD HNC	42.68	
57. TRAVERSE FULLER	REIMB FOR CDL TEST ON 4/17/2022	175.00	
58. TRI-COUNTY REGIONAL PLANNING	GREATER LANSING REGIONAL COMM FOR STORMWATER MGMT	5,917.65	
59. UNITED STATES POSTAL SERVICE	POSTAGE FOR 2022 PRIME MERIDIAN MAGAZINE	4,894.72	106995
60. VARIPRO BENEFIT ADMINISTRATORS	MARCH 2022 FLEX SPENDING ADMINISTRATION COST	154.00	

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Vendor Name	Description	Amount	Check #
61. VERIZON CONNECT	03/01/22-03/31/22 - VEHICLE DATA UPLINK - MERI07	1,359.96	
62. WASTE MANAGEMENT	2100 GAYLORD C SMITH CT - 4/1/22-4/30/22	178.21	
63. YOUNG ST JOHNS CHEVROLET	MOTOR POOL - FIRE - UNIT 135	760.35	
64. ZACHARY LEMASTER	AUGUST 2021 MILEAGE REIMBURSEMENT - REISSUED	37.41	
	MILEAGE REIMBURSEMENT MAMC CONF - REISSUED CHECK	76.16	
	TOTAL	<u>113.57</u>	
TOTAL - ALL VENDORS		595,788.71	

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Vendor Name	Description	Amount	Check #
1. FERGUSON WATERWORKS #3386	ORDER #000055740 - BRASS CUSTOMER INSTALLATION	9,100.00	
	ORDER #000055901 - BRASS FOR CUSTOMER INSTALLATION	512.20	
	WATER - MAIN REPAIR CLAMPS	1,935.00	
	TOTAL	11,547.20	
2. GALLAGHER BENEFIT SERVICES, INC	APRIL 2022 HEALTH INS CONSULTING FEES	508.31	28946
3. KALAN BRIGGS	RETURN COST OF WATER CONNECTION - 630 PIPER. OWNER	812.66	
4. SCARLETT EXCAVATING	GRAND RIVER 16 INCH GATE VALVE REPLACEMENT PROJECT	3,930.00	
5. SME	1/2/2022 TO 2/6/22 MISC TESTING SME PROJ #088686.	1,183.00	
6. VERMEER OF MICHIGAN, INC	WATER - VERMEER BORE MACHINE REPLACEMNET RODS	541.67	
TOTAL - ALL VENDORS		18,522.84	

## Credit Card Report 04/07/2022 - 04/20/2022

Posting Date	Merchant Name	Transaction Amount	Name
2022/04/08	MIDWEST POWER EQUIPMENT	\$37.98	MARK VROMAN
2022/04/08	CDW GOVT #V571894	\$470.80	STEPHEN GEBES
2022/04/08	AMZN MKTP US*1A6K53TB1	\$21.55	MICHELLE PRINZ
2022/04/08	PIONEER ATHLETICS	\$717.25	CATHERINE ADAMS
2022/04/11	THE HOME DEPOT #2723	\$79.72	LAWRENCE BOBB
2022/04/11	THE HOME DEPOT #2723	\$34.97	LAWRENCE BOBB
2022/04/11	THE HOME DEPOT #2723	\$19.12	TYLER KENNEL
2022/04/11	WESCO - # 3255	\$105.60	TYLER KENNEL
2022/04/11	WAL-MART #2866	\$32.38	ALLISON GOODMAN
2022/04/11	THE HOME DEPOT #2723	\$9.80	JACOB FLANNERY
2022/04/11	THE HOME DEPOT #2723	\$11.89	JACOB FLANNERY
2022/04/11	ELECTRICAL TERMINAL SERVI	\$199.63	TODD FRANK
2022/04/11	MEIJER # 025	\$47.24	DARLA JACKSON
2022/04/11	AMZN MKTP US*1H51V5SE2	\$53.07	MICHELLE PRINZ
2022/04/11	AMAZON.COM*1H1PD9SU2 AMZN	\$31.98	MICHELLE PRINZ
2022/04/12	LOCAL DIFFERENCE LLC	\$100.00	BRIDGET CANNON
2022/04/12	AMZN MKTP US*1A7TV6601	\$49.69	KRISTI SCHAEDING
2022/04/12	IN *JOHNSON, ROBERTS, & A	\$17.50	KRISTI SCHAEDING
2022/04/12	PAS*PASSPT LANSING PR	\$0.52	ED BESONEN
2022/04/13	THE HOME DEPOT #2723	\$169.59	LAWRENCE BOBB
2022/04/13	MITA, INC.	\$75.00	NYAL NUNN
2022/04/13	SOLDAN S PET SUPPLIES	\$10.74	ALLISON GOODMAN
2022/04/13	MEIJER # 113	\$30.50	BRIDGET CANNON
2022/04/13	PP*MOURER FOSTER	\$51.63	DANIEL OPSOMMER
2022/04/13	AMZN MKTP US*1A2K55NF0	\$30.98	DANIEL OPSOMMER
2022/04/13	4ALLPROMOS	\$212.93	KRISTI SCHAEDING
2022/04/13	PANERA BREAD #600715 O	\$32.00	MARK VROMAN
2022/04/13	MID MICHIGAN EMERGENCY E	\$105.00	TODD FRANK
2022/04/13	ZEEDIAMEDIA.COM	\$297.00	BRANDIE YATES
2022/04/13	MEIJER # 025	\$232.09	MICHAEL DEVLIN
2022/04/14	GRAND TRAV RESORT	(\$174.00)	MIRIAM MATTISON
2022/04/14	MTU-CASHIERS OFFICE WEB	\$30.00	NYAL NUNN
2022/04/14	GALLS	\$81.35	KYLE ROYSTON
2022/04/14	HAMMOND FARMSLANDSCAPE SU	\$170.00	KYLE FOGG
2022/04/14	SP FIREHOSEDIRECTCOM	\$216.00	WILLIAM RICHARDSON
2022/04/14	4ALLPROMOS	\$318.76	KRISTI SCHAEDING
2022/04/14	LEOS CONEY ISLAND	\$18.55	ROBIN FAUST
2022/04/14	WAL-MART #2866	\$62.62	LUANN MAISNER
2022/04/14	WAL-MART #2866	(\$10.32)	LUANN MAISNER
2022/04/14	MICHIGAN TOWNSHIPS ASS	(\$189.00)	MICHELLE PRINZ
2022/04/14	PAS*PASSPT LANSING PR	\$0.52	ED BESONEN
2022/04/15	THE HOME DEPOT #2723	\$165.31	LAWRENCE BOBB
2022/04/15	MENARDS LANSING SOUTH MI	\$159.98	LAWRENCE BOBB
2022/04/15	ADMIRAL #181	\$17.01	LAWRENCE BOBB
2022/04/15	THE HOME DEPOT #2723	\$41.30	ROBERT STACY
2022/04/15	THE HOME DEPOT #2723	\$37.94	ROBERT STACY
2022/04/15	WESCO - # 3255	\$77.44	TYLER KENNEL
2022/04/15	MACOMB COMMUNITY COLLEGE	\$1,300.00	ANDREW MCCREADY
2022/04/15	THE HOME DEPOT #2723	\$175.10	EMMA CAMPBELL
2022/04/15	PANERA BREAD #600715 O	\$14.38	CHRISTINE CASSIDY
2022/04/15	MI ASSOC B* INV-2591	\$300.00	BRANDIE YATES
2022/04/15	ATT*BILL PAYMENT	\$202.46	DARLA JACKSON
2022/04/15	ALDI 67018	\$4.75	LUANN MAISNER
2022/04/15	HORROCKS FARM MARKET LA	\$518.23	LUANN MAISNER

2022/04/15	HAMMOND FARMSLANDSCAPE SU	\$235.00	DAN PALACIOS
2022/04/15	PAS*PASSPT LANSING PR	\$0.52	ED BESONEN
2022/04/18	EATON FARM COOP MASON	\$545.50	ROBERT STACY
2022/04/18	THE HOME DEPOT #2723	\$32.93	TYLER KENNEL
2022/04/18	OLIVE GARDEN 0021187	\$195.00	MICHAEL HAMEL
2022/04/18	MEIJER # 253	\$3.39	ALLISON GOODMAN
2022/04/18	FREEP.COM	\$9.99	MICHELLE PRINZ
2022/04/18	LANSINGSTATE JOURNAL	\$9.99	MICHELLE PRINZ
2022/04/18	COVERT SCOUTING	\$32.99	ED BESONEN
2022/04/19	UNIQUE TAILOR AND CLEANER	\$15.45	TIMOTHY BOOMS
2022/04/19	AMAZON.COM*1O23K76A1 AMZN	\$52.38	KRISTI SCHAEDING
2022/04/19	WAL-MART #2866	\$12.36	KENNITH PHINNEY
2022/04/19	HEARST NEWSPAPERSMIDWEST	\$9.95	MICHELLE PRINZ
2022/04/19	PAS*PASSPT LANSING PR	\$0.52	ED BESONEN
2022/04/20	THE HOME DEPOT 2723	\$283.22	LAWRENCE BOBB
2022/04/20	AC&E RENTALS INC	\$31.50	ROBERT STACY
2022/04/20	PANERA BREAD #606120 P	\$32.77	MICHAEL HAMEL
2022/04/20	MICHIGAN ELECTRIC SUPPLY	\$42.00	KYLE FOGG
2022/04/20	NATIOAL ASSOCIATION OF	\$335.00	SAMANTHA DIEHL
2022/04/20	NATIOAL ASSOCIATION OF	\$65.00	SAMANTHA DIEHL
2022/04/20	POLICE RECORDS MGMT	\$259.00	ANDREW MCCREADY
2022/04/20	POLICE RECORDS MGMT	\$259.00	ANDREW MCCREADY
2022/04/20	SOLDAN S PET SUPPLIES	\$10.14	ALLISON GOODMAN
2022/04/20	MEIJER # 025	\$30.26	TIMOTHY BOOMS
2022/04/20	LUCKY'S STEAKHOUSE - OKEM	\$102.19	FRANK L WALSH
2022/04/20	HUTSON OF MI WILLIAMSTON	\$286.13	TODD FRANK
2022/04/20	ZOOM.US 888-799-9666	\$514.85	STEPHEN GEBES
2022/04/20	OFFICEMAX/OFFICEDEPT#3379	\$9.49	TAVIS MILLEROV
2022/04/20	COURTYARD OKEMOS	\$132.50	KEN PLAGA
2022/04/20	AMZN MKTP US*1O1RT0KW1	\$37.90	CATHERINE ADAMS

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Total

\$10,413.45

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ACH Transactions

Date	Payee	Amount	Purpose
4/7/2022	ICMA	\$ 39,596.61	Payroll Deductions 04/08/2022
4/8/2022	Invoice Cloud	\$ 1,250.90	Utility Transaction Fees
4/8/2022	Nationwide	\$ 6,084.91	Payroll Deductions 04/08/2022
4/8/2022	IRS	\$ 103,759.13	Payroll Taxes 04/08/2022
4/8/2022	Various Financial Institutions	\$ 283,108.20	Direct Deposit 04/08/2022
4/8/2022	State of Michigan	\$ 15,378.86	MI Business Tax
4/11/2022	Delta Dental	\$ 14,056.86	Employee Dental Insurance
4/13/2022	Consumers Energy	\$ 55,610.32	Utilities
4/13/2022	MCT Utilities	\$ 739.21	Water/Sewer for MCT
4/14/2022	Blue Care Network	\$ 30,998.38	Employee Health Insurance
4/18/2022	ELAN	\$ 35,427.15	Credit Card Payment
4/20/2022	Blue Care Network	\$ 26,409.09	Employee Health Insurance
<b>Total ACH Payments</b>		<b>\$ 612,419.62</b>	



10-D

**To: Board Members**  
**From: Phil Deschaine, Treasurer**  
**Date: April 21, 2022**  
**Re: First Quarter 2022 Investment Report**

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Attached is the third quarter of 2022 Investment Report from the Treasurer's office. It lists the current fixed and non-fixed Meridian Township investments, transfers and the financial institutions that are holding Township investments. With interest rates currently increasing due to the Federal Reserve's recent actions, we are likely to see better returns in the three remaining quarters of 2022.

## CURRENT NON-FIXED INVESTMENTS

3/31/2022

PURCH. DATE	FUND	ACCOUNT NUMBER	INVESTMENT	PRINCIPAL	CURRENT RATE	INVESTMENT TYPE
08/01/02	GF	RMB-005463	MBS	\$ -	0.00%	money market
05/12/08	GF	0289-0001	MI Class	\$ 6,654,360.18	0.4547%	pooled funds
12/23/21	GF	0289-E001	MI Class Edge	\$ 2,996,602.51	0.6161%	pooled funds
05/20/09	GF	367213-06	MSU Fed. CU	\$ 5.00	0.00%	savings
05/28/09	GF	367213-26	MSU Fed. CU	\$ 758,841.58	0.20%	money market
	GF	CASH	MBS	\$ 2,052,289.51	0.00%	cash
			<b>Total</b>	<b>\$ 12,462,098.78</b>		
08/01/02	LP	RMB-007923	MBS	\$ -	0.00%	money market
05/12/08	LP	0289-0006	MI Class	\$ 1,707,528.41	0.4547%	pooled funds
	LP	CASH	MBS	\$ 146,592.11	0.00%	cash
			<b>Total</b>	<b>\$ 1,854,120.52</b>		
08/01/02	LP-R	RMB-008103	MBS	\$ -	0.00%	money market
01/16/09	LP-R	7602000113	Horizon	\$ 209,624.10	0.180%	money market
05/12/08	LP-R	0289-0008	MI Class	\$ -	0.00%	pooled funds
			<b>Total</b>	<b>\$ 209,624.10</b>		
08/01/02	PM	RMB-008145	MBS	\$ -	0.00%	money market
09/30/08	PM	0289-0007	MI Class	\$ 5.36	0.4547%	pooled funds
			<b>Total</b>	<b>\$ 5.36</b>		
08/01/02	SF	RMB-007907	MBS	\$ -	0.00%	money market
			<b>Total</b>	<b>\$ -</b>		
12/01/09	PA	RMB-027657	MBS	\$ -	0.00%	money market
			<b>Total</b>	<b>\$ -</b>		
02/08/13	TA	0289-0003	MI Class	\$ -	0.00%	pooled funds
			<b>Total</b>	<b>\$ -</b>		
08/01/02	WF	RMB-007915	MBS	\$ -	0.00%	money market
05/22/09	WF	0289-0005	MI Class	\$ 513,971.69	0.4547%	pooled funds
			<b>Total</b>	<b>\$ 513,971.69</b>		
03/09/17	BP	0289-0009	MI Class	\$ 424,649.24	0.4547%	pooled funds
			<b>Total</b>	<b>\$ 424,649.24</b>		
03/09/17	RDS	0289-0010	MI Class	\$ -	0.00%	pooled funds
			<b>Total</b>	<b>\$ -</b>		
12/6/2019	RDIMP	RMB-039025	MBS	\$ -	0.00%	money market
			<b>Total</b>	<b>\$ -</b>		
			<b>Total Non-Fixed Investments</b>	<b>\$ 15,464,469.69</b>		
			<b>Total Fixed and Non-Fixed Investments</b>	<b>\$ 25,572,084.34</b>		

3/31/2022

**CURRENT FIXED MATURITY INVESTMENTS**

<b>Maturity</b>	<b>Fund</b>	<b>Investment</b>	<b>Principal</b>	<b>Purc Date</b>	<b>Int. Rate</b>	<b>Certificate</b>
10/01/23	general fund	FNMA (MBS)	389,377.91	07/30/19	2.030%	3138LFWK0
07/31/30	general fund	JP Morgan Chase (MBS)	90,000.00	07/31/20	1.200%	48128UHQ5
09/30/26	general fund	First Natl Bk Amer (MBS)	1,000,000.00	09/23/21	0.850%	32110YUJ2
			<u>1,479,377.91</u>			
10/01/24	land pres res	FNMA (MBS)	893,712.64	07/30/19	2.470%	3138LK5L7
09/01/31	land pres res	FNMA (MBS)	948,610.00	10/28/19	2.305%	3140HVYK4
10/28/26	land pres res	Federal Home Ln (MBS)	500,000.00	12/01/21	1.150%	3130APGT6
12/30/24	land pres res	Federal Home Ln (MBS)	330,000.00	12/30/21	1.000%	3130QA37
			<u>2,672,322.64</u>			
09/29/28	public works	First Natl Bk Amer (MBS)	2,000,000.00	9/23/2021	1.100%	32110YUG8
			<u>2,000,000.00</u>			
07/06/22	road imp	MSUFCU	1,045,388.36	03/06/20	2.145%	C0
08/06/22	road imp	MSUFCU	1,045,388.36	03/06/20	2.145%	C1
09/06/22	road imp	MSUFCU	1,045,388.36	03/06/20	2.145%	C2
10/06/22	road imp	MSUFCU	819,749.02	03/06/20	2.145%	C3
			<u>3,955,914.10</u>			
<b>Total Fixed Investments \$</b>			<b>10,107,614.65</b>			

Bank	Amount Fixed	Amount Non-Fixed	Total Investment
Horizon	\$ -	\$ 209,624.10	\$ 209,624.10
MBS	\$ 6,151,700.55	\$ 2,198,881.62	\$ 8,350,582.17
MI Class	\$ -	\$ 12,297,117.39	\$ 12,297,117.39
Commercial Bank		\$ -	\$ -
MSU Federal CU	\$ 3,955,914.10	\$ 758,846.58	\$ 4,714,760.68
First Nat'l Bank of Amer	\$ -	\$ -	\$ -
Independent	\$ -	\$ -	\$ -
PNC	\$ -	\$ -	\$ -
Totals	\$ 10,107,614.65	\$ 15,464,469.69	\$ 25,572,084.34
% of total investment	39.52597104	60.47402896	100

Each investment institution has received and signed the Meridian Charter Township Investment Policy and Agreement to Comply.

The signed agreement specifies that they are adhering to Public Act 20.

**FIXED MATURITY INVESTMENT TRANSACTIONS FOR JANUARY - MARCH 2022**

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<b>1/25/2022</b>	<b>GENERAL FUND</b>		
	Principal payment received on MBS agency fund	\$	711.02
<b>1/25/2022</b>	<b>GENERAL FUND</b>		
	Final Principal payment received on MBS agency fund	\$	2,037,976.29
<b>1/25/2022</b>	<b>LAND PRESERVATION</b>		
	Final Principal payment received on MBS agency fund	\$	146,592.11
<b>1/31/2022</b>	<b>ROAD DEBT IMPROVEMENT</b>		
	Monthly interest received on 4 MSU CD's	\$	7,168.82
<b>2/25/2022</b>	<b>GENERAL FUND</b>		
	Principal payment received on MBS agency fund	\$	713.10
<b>2/28/2022</b>	<b>ROAD DEBT IMPROVEMENT</b>		
	Monthly interest received on 4 MSU CD's	\$	6,486.88
<b>3/25/2022</b>	<b>GENERAL FUND</b>		
	Principal payment received on MBS agency fund	\$	826.00
<b>3/31/2022</b>	<b>ROAD DEBT IMPROVEMENT</b>		
	Monthly interest received on 4 MSU CD's	\$	7,163.72

**NON FIXED INVESTMENT TRANSACTIONS FOR OCTOBER - DECEMBER 2021**

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<b>1/25/2022</b>	<b>GENERAL FUND</b>		
	Ach'd funds from MBS money market to Horizon Checking	\$	7,667.13
<b>1/25/2022</b>	<b>LAND PRESERVATION</b>		
	Ach'd funds from MBS money market to Horizon Checking	\$	357.25
<b>1/25/2022</b>	<b>LAND PRESERVATION RESERVE</b>		
	Ach'd funds from MBS money market to Horizon Checking	\$	3,882.10
<b>1/25/2022</b>	<b>PUBLIC WORKS</b>		

Ach'd funds from MBS money market to Horizon Checking	\$	1,868.49
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**2/25/2022 GENERAL FUND**

Ach'd funds from MBS money market to Horizon Checking	\$	2,075.40
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**2/25/2022 LAND PRESERVATION RESERVE**

Ach'd funds from MBS money market to Horizon Checking	\$	3,882.10
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**2/25/2022 PUBLIC WORKS**

Ach'd funds from MBS money market to Horizon Checking \$ 1,747.94

**3/25/2022 GENERAL FUND**

Ach'd funds from MBS money market to Horizon Checking \$ 2,143.99

**3/25/2022 LAND PRESERVATION RESERVE**

Ach'd funds from MBS money market to Horizon Checking \$ 3,506.41

**3/25/2022 PUBLIC WORKS**

Ach'd funds from MBS money market to Horizon Checking \$ 1,808.22



**To: Township Board Members**

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

**Younes Ishraidi, P.E., Chief Engineer**

**Date: April 21, 2022**

**Re: Re-appointments to the Lake Lansing Watershed Advisory Committee**

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The plan adopted for the Lake Lansing Watershed Management Special Assessment District created an Advisory Committee. It consists of four lakefront property owners (Tier 1), two off-lake (Tier 2) property owners, the Ingham County Drain Commissioner, Ingham County Parks, and a Township staff person.

The purpose of the committee is to implement the watershed management plan. The six property owners serve staggered 2-year terms, ending April 30, with 50% overlap. Meetings are informal and are held in the Meridian Township Municipal Building, voluntarily promulgated under the Open Meetings Act.

The following members will continue to serve until April 30, 2023:

Susan Andrews	6076 Columbia St	Tier One
Ronald Rowe	6247 E Lake Dr	Tier One
Larry Wagenknecht	6097 Partridge St	Tier Two

The Lake Lansing Advisory Committee recommends the following persons be re-appointed to the Lake Lansing Advisory Committee for terms expiring April 30, 2024. Their qualifications and past applications are already on file with the Clerk's office:

Roger Taylor	6089 E Lake Dr	Tier One
Curtis Armbruster	6411 E Reynolds Rd	Tier One
Steven Culling	6193 Columbia St	Tier Two

**Proposed Motion:**

**“Move to re-appoint the following property owners to the Lake Lansing Watershed Advisory Committee for terms expiring April 30, 2024: Curtis Armbruster, 6411 E Reynolds Rd; Roger Taylor, 6089 E Lake Dr; Steven Culling, 6193 Columbia St.”**



**To: Meridian Township Board Members**

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

**Date: April 26, 2022**

**RE: Village of Okemos LLC, Meridian Redevelopment Fund Request No. 2**

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### Summary

April 26, 2022 the Township Board will receive comments regarding the Village of Okemos, LLC's request for the use of the Meridian Redevelopment Fund for public infrastructure improvements on Clinton, Ardmore, Hamilton, and Methodist streets around the project site. The recommendation from the Meridian Economic Development Corporation is to support the public infrastructure with costs not to exceed \$1,250,000. The public hearing granted members of the community the opportunity to review the request and give comments. After the public hearing, the Township Board will have the final authority to approve, partially approve or deny the request.

### History

The Village of Okemos, LLC submitted a request of \$3.3M to the Meridian Economic Development Corporation (EDC) through the Meridian Redevelopment Fund (MRF) application process. The Meridian EDC members recommended the creation of a subcommittee with two members elected from the Meridian Township Board governing body, to review the application request. The Township Board at their February 15th meeting, elected Supervisor Patricia Jackson and Treasurer Phil Deschaine to join the executive members of the Meridian EDC as the creation of the "Village of Okemos, LLC Subcommittee". The subcommittee reviewed the application to the Meridian Redevelopment Fund, for the intent of the MRF, which approves, partially approves, or denies the request to utilize the funds for public infrastructure improvements for the project.

The Village of Okemos, LLC Meridian Redevelopment Request No. 2 Subcommittee, held its first meeting **Tuesday, March 1, 2022** to review the application and discuss approval, partial approval or denial of the request. The developers requested \$3.3M in funding to address underground water, sewer, utility work and repaving of Ardmore, Clinton, Hamilton, and Methodist at the project site. The Village of Okemos, LLC Subcommittee after discussion, formally recommended to the Meridian EDC board at their regular meeting **Thursday, March 3, 2022** to support the Village of Okemos, LLC MRF request for an amount not to exceed \$1,250,000. The Meridian EDC also moved to support an additional review of the use of the Redevelopment fund later in the budget cycle for the Township. **Tuesday, March 15, 2022** the Meridian Township board made the motion for



the Economic Development Director to set a public hearing date according to the Economic Development Corporation Act to hear public comment on the request for the Village of Okemos LLC, for the use of the MRF for public infrastructure improvements.

### **Budgetary Considerations**

The DDA Tax Increment Financing (TIF) may serve as a reimbursement avenue to the Meridian Redevelopment Fund (MRF) after the project is complete and the property taxes have been evaluated. The DDA TIF is a reimbursement financing tool for a developer to use to support redevelopment in the district. The DDA TIF was written to support funding for public improvements near the project site. Allowing the use of the MRF assists the developer to have a flow of funding resources upfront to complete the necessary utility work for the site. The initial ask for the use of the MRF was about \$3.3M and the Meridian Economic Development Corporation moved to approve the suggested amount of \$1.25M of the fund for the project. Due to the public street improvements being held off to a later phase of the development project, it is their recommendation to apply what is necessary for the State approvals for gap financing of the project. At a later time, the developer may submit a request for additional funding for the Township Board(s) to review.

### **Township Board Actions**

The request for the Township board today is to discuss approval of the use of the MRF to support improvements of public infrastructure within the right of way on the project. The Board may suspend its rules and move to action to approve the recommended amount of \$1,250,000 for public infrastructure improvements. The Board after adopting the attached resolution will give final authorization for the creation of a Development Agreement to set the terms of the funding with the developer.

**Township Board Motion:** Move approve the request of the Village of Okemos, LLC and adopt the attached resolution authorizing Township Staff to create a Development Agreement with the Village of Okemos, LLC for the use of the Meridian Redevelopment Fund; and set the terms of the funding request with the developer not to exceed \$1,250,000.

**RESOLUTION TO RECOMMEND APPROVAL**

**Meridian Redevelopment Fund  
Village of Okemos, LLC  
Request No. 2  
Township Board**

**RESOLUTION**

At the regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held in said Township on the \_\_\_th day of \_\_\_\_\_, 2022 at 6:00 p.m., Local Time.

PRESENT:

ABSENT:

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

WHEREAS, the Township Board, at its meeting on April 26, 2021, held a public hearing to receive comments regarding the request of the Village of Okemos, LLC to use the Meridian Redevelopment Fund in support of public infrastructure improvements near the project site; and

WHEREAS, an application to the Meridian Redevelopment Fund dated January 31, 2022 was submitted by the Village of Okemos, LLC. The Meridian Economic Development Corporation requested the creation of a subcommittee comprised of the executive offices of the Meridian Economic Development Corporation and two members of the Township Board. This initiated the Village of Okemos, LLC MRF Subcommittee; and

WHEREAS, the Village of Okemos, LLC Meridian Redevelopment Fund Subcommittee held a public meeting on Tuesday March 1, 2022 to review the application from the Village of Okemos, LLC. The Village of Okemos, LLC requested the use of the Meridian Redevelopment Fund to support public infrastructure improvements for \$3,286,262. The improvements will stormwater management, gas and electric utility connection, address water, sewer, utility updates all within the public right of way surrounding the project site. The funding will also address repaving of Ardmore, Clinton, Hamilton and Methodist roads at the project site.

WHEREAS, the Village of Okemos, LLC subcommittee made a motion to recommend to the Meridian Economic Development Corporation the use of the Meridian Redevelopment Fund, not to exceed \$1,250,000. At the regular meeting of the Meridian Economic Development Corporation on March 3, 2021, the Meridian Economic Development Corporation Board heard the request for the use of the Meridian Redevelopment Fund and recommended approval of the proposal from the Village of Okemos LLC, Subcommittee to authorize the use of \$1,250,000; and

WHEREAS, the Meridian Economic Development Corporation submitted a formal recommendation to the Township Board for their review of the request. The Township Board at their regular meeting March 15, 2022 made the motion authorizing staff to set a public hearing to receive public comment regarding the recommendation from the Meridian Economic Development Corporation in support of public infrastructure improvements around the project site; and

WHEREAS, Pursuant to PA 338 of 1974, the Meridian Township Board after passing of this resolution formally adopt the proposed project plan for the use of the Meridian Redevelopment





CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY

LEGAL AD NOTICE: Public Hearing Meridian Redevelopment Fund  
Village of Okemos, LLC Request  
(Village of Okemos, LLC)

Tuesday, April 5, 2022

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CHARTER TOWNSHIP OF MERIDIAN  
LEGAL NOTICE  
Meridian Redevelopment Fund Request  
Village of Okemos, LLC  
Public Hearing

Notice is hereby given that the Township Board of the Charter Township of Meridian will hold a public hearing on Tuesday April 26<sup>th</sup>, 2022 at 6:00 p.m. in the Meridian Municipal Building, Town Hall Room, 5151 Marsh Road, Okemos, MI 48864 (phone 517-853-4560) to hear all persons interested in a request from Village of Okemos, LLC for the use of the Meridian Redevelopment Fund in support of public infrastructure improvements.

The developer introduced the request for the use of the Meridian Redevelopment Fund to address infrastructure improvements in public right of ways and easements (i.e. water, sewer, other utility work, and repaving) of Ardmore, Clinton, Hamilton and Methodist streets February 3, 2022. A subcommittee established by the Township Board met Tuesday March 1, 2022 to hear the request of the development team. The subcommittee recommended a partial approval not to exceed \$1,250,000 of the Meridian Redevelopment Fund to the Township Board. At the regular Township Board meeting Tuesday March 15, 2022, the Township Board made a motion for a public hearing to be set according to the requirements as established in the Economic Development Corporation Act, to hear public comment regarding the Village of Okemos, LLC request of the Meridian Redevelopment Fund not to exceed \$1,250,000 for infrastructure improvements on Ardmore, Hamilton, Clinton and Methodist near the project site. The following parcels are included in the project: 21-405-008, 21-405-009, 21-405-005, 21-405-010, 21-409-001, 21-409-002, 21-409-003, 21-409-004, 21-409-008, 21-409-006, and 21-409-009.

Information may be examined at the Department of Economic Development, 5151 Marsh Road, Okemos, Michigan 48864-1198, between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday and on the Township website at <https://www.meridian.mi.us/government/at-your-fingertips/current-applications-before-meridian-township>.

Written comments may be sent prior to the public hearing to Amber Clark, Neighborhoods & Economic Development Director, Charter Township of Meridian, 5151 Marsh Road, Okemos, Michigan, 48864, or by email to [Clark@meridian.mi.us](mailto:Clark@meridian.mi.us).

Publish:

Lansing State Journal  
Friday April 8, 2022

Deborah Guthrie  
Township Clerk

1 Affidavit, please



Charter Township of Meridian

Meridian Economic Development Corporation (EDC)-Subcommittee Village of Okemos, LLC

5151 Marsh Road, Okemos, MI 48864

Tuesday, March 1, 2022- Minutes -DRAFT

**Members**

**Present:** Assistant Manager Dan Opsommer (for Township Manager Frank Walsh), Chair Kim Thompson, Treasurer Phil Deschaine, Vice Chair Brenda Chapman, and Supervisor Jackson

**Members**

**Absent:** None

**Others**

**Present:** Neighborhoods & Economic Development Director Amber Clark, Executive Assistant Michelle Prinz, and Eric Helzer, Advanced Redevelopment Solutions

1. CALL MEETING TO ORDER

Chair Thompson called the meeting to order at 8:00 am.

2. APPROVAL OF THE AGENDA

Discussion to remove the consent agenda from the agenda.

**MOTION BY VICE CHAIR CHAPMAN TO APPROVE THE AMENDED AGENDA. SUPPORTED BY TREASURER DESCHAIINE. MOTION PASSES 5-0.**

3. PUBLIC REMARKS

None.

4. NEW BUSINESS

a. Village of Okemos, LLC Redevelopment Fund Request No. 2 Discussion

Mr. Helzer reviewed the recent history of the project and the previous meetings. In September, a meeting was held and determined that the project had a shortfall of funding of \$2,469,153. This total included all public improvements. Since that meeting, the project shortfall has grown to \$3,200,000. This is just the estimate and only includes public infrastructure. The project still has to go through the bidding process. There is a new grant through the MEDC WRAP Program that will fund up to \$1,000,000 for development as it relates to placemaking and infrastructure. This project has been identified as a strong grant candidate. The Township would partner with the developer on the grant.

There was discussion that there is \$2,000,000 in the Meridian Redevelopment Fund and that is for both Okemos and Haslett. With the current \$3,200,000 shortfall in the project and a possible \$1,000,000 grant from the MEDC, discussion centered on what would be a reasonable Meridian Redevelopment Fund grant amount? A recommendation of a \$1,250,000 grant for the year 2022 was suggested. It was discussed that the DDA TIF could reimburse the Township for these funds. This would allow for an additional grant application in 2023 for the approximately \$950,000 shortfall.

**MOTION BY CHAIR THOMPSON TO RECOMMEND TO THE EDC AN AWARD NOT TO EXCEED \$1.25 MILLION FOR THE VILLAGE OF OKEMOS LLC, NO. 2 MERIDIAN REDEVELOPMENT FUND REQUEST. SUPPORTED BY TREASURER DESCHAIINE. MOTION PASSES 5-0.**

**MOTION BY MANAGER OPSOMMER TO ADVISE THE VILLAGE OF OKEMOS, LLC, THAT THE SUBCOMMITTEE WILL CONSIDER A NO. 3 MERIDIAN REDEVELOPMENT FUND REQUEST FROM THE VILLAGE OF OKEMOS, LLC DEPENDENT UPON THE FUNDING COMMITMENT LEVEL FROM THE MEDC'S WRAP AND PUBLIC SPACE PLACE BASED INFRASTRUCTURE GRANT PROGRAM. SUPPORTED BY SUPERVISOR JACKSON. MOTION PASSES 5-0.**

5. OPEN DISCUSSION/BOARD COMMENTS

Vice Chair Chapman suggested that Pat Smith's name be added to the grant application as the "Principal."

6. PUBLIC REMARKS

None.

7. NEXT MEETING DATE

- Tentative March 8, 2022 at 8:00am

8. ADJOURNMENT

Hearing no objection, Chair Thompson adjourned the meeting at 10:06am.



## MERIDIAN REDEVELOPMENT FUND (MRF) APPLICATION

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**Step 1.** Create a development plan with renderings that describe the project, purpose of the request, why it is needed and important to the community, and the nature of the enterprise. The development plan should include all elements of the project plan as defined under MCL 125.1608.

**Step 2.** Submit a completed application, including supporting materials and renderings, to the Economic Development Director (EDD). The EDD will review your application for completeness.

**Step 3.** Staff will determine eligibility and feasibility of the project. The EDD may also work with the applicant to clarify any ambiguity.

**Step 4.** If the application meets the criteria as determined by the EDD, the project will be placed on an upcoming meeting agenda of the Meridian Township Economic Development Corporation (EDC). The EDC meets on a monthly basis.

**Step 5.** With the assistance of the EDD, the applicant will present the project funding request to the EDC Board at the scheduled meeting. Depending on the size and scope of the request, the Board may require multiple meetings to garner support for the project. The EDC Board will then make a decision about your application.

**Step 6.** If the EDC votes to proceed with the funding request, the EDD will add the project to an upcoming Township Board meeting agenda, where the EDD, the EDC Board Chair and/or the applicant will present the project and funding request. The Township Board typically meets twice per month. The Township Board will assess the public purpose of the project and, if approved, hold a public hearing as required by the State Act. Depending on the size and scope of the request, the Board may require multiple meetings to garner support for the project.

**Step 7.** If the funding request is approved, Township attorneys and staff will prepare the appropriate loan or grant documents. Applicants will receive a commitment letter summarizing the conditions of the funding agreement, including the required use of the funds, whether the funds are a grant or loan, and repayment terms, where applicable.

**Step 8.** The grant or loan closing will occur and the project can begin.

**Section 1:**

---

Company Name: Village of Okemos, LLC

Primary Contact: Eric P. Helzer of Advanced Redevelopment Solutions

Title: Authorized Agent on behalf of the Village of Okemos, LLC

Address: 4700 Ardmore Ave., Okemos, MI 48864

Office Phone: NA

Mobile Phone: (517) 648-2434

E-Mail:

Corporate Form: (LLC, S-Corp, C-Corp, Sole Proprietorship, Partnership, Other):

LLC

Corporate Officers & Titles:

NA

Company Description (who are you and what do you do?):

Real Estate Development special purpose entity

**Section 2:**

---

Describe the project in its entirety (location, extent, character, etc.) and why it benefits Meridian Township and its residents. Include the component you are requesting funding for:

See Exhibit A - Memorandum from Advanced Redevelopment Solutions, 1-31-2022.

What is your estimate cost for the entire project? Provide, in detail, your personal financial position and general funding or financing sources for this project:

See Exhibit A - Memorandum from Advanced Redevelopment Solutions, 1-31-2022.

When do you plan to commence and complete work?

MTRF Grant Application #2 work tasks completion estimated mid 2025.

Will your end product create jobs? How many, part-time or full-time? Wage range?

Full-time: estimated at over 100, Tenant Based. Part-time: Unknown, Tenant Based.

Please provide the names and municipalities of any projects you've completed within the past five years:

Bath Township- The Rocks student housing apartments/ Meridian Township- Elevati

List three professional references of people who understand or are involved in your current or past projects:

Name: A J Patrick  
Organization: KEBS Engineering  
Phone: (517) 339-1014  
E-Mail: ajpatrick@kebs.com

Name: Eric Helzer  
Organization: Advanced Redevelopment Solutions  
Phone: (517) 648-2434  
E-Mail: ephelzer@msn.com

Name: Greg Presley  
Organization: Presley Architecture  
Phone: (248) 320-0785  
E-Mail:

### **Section 3:**

---

#### **Project Plan Requirements:**

The location of existing streets and other public facilities within the project:

See Exhibit A and Exhibit B

The location, character, and extent of the categories of public and private land uses both currently and any proposed changes within the project, including residential, recreational, commercial, industrial, educational, and other uses:

See Exhibit A and Exhibit B

The legal description of the project real estate:

See Exhibit A

Meridian Redevelopment Fund (MRF)

Application

4

Describe any existing structure, amenity, or feature to be demolished, repaired, or altered:

See Exhibit A - Memorandum from Advanced Redevelopment Solutions dated January 31, 2022.

Describe the repairs or alterations, and an estimate of the time required for completion:

See Exhibit A - Memorandum from Advanced Redevelopment Solutions dated January 31, 2022.

Describe any construction stages planned and the estimated time of completion of each stage:

See Exhibit A - Memorandum from Advanced Redevelopment Solutions dated January 31, 2022

Describe any parts of the project to be left as open space and the use contemplated for the space:

See Exhibit A and Exhibit B

Describe any desired zoning changes and changes in streets, street levels, intersections, and utilities:

See Exhibit A

List any persons who will manage or be associated with the management of the project for at least one year:

Eric Helzer and John Peckham of Advanced Redevelopment Solutions as Authorized Representatives for the Village of Okemos, LLC

Will the project will be leased or sold at completion?

Leased

Will there be any sale or lease of municipal property?

No

Name of person or entity who will own or lease the project and for whose benefit the project is being undertaken (if other than the applicant):

Village of Okemos, LLC is the planned entity.

Estimate of the number of persons residing in the project area and the number of families and individuals to be displaced:

Residents Currently in Project Area - 450+

Residents that will be Displaced in Project Area - 0

If any families or individuals are to be displaced, provide required demographic information and a housing relocation plan:

NA

Please add any additional information that will help the EDC or Township Board evaluate your request:

The requested \$3,286,262 from MTRF will help support the \$691,304 from EGLE Grant being used toward the Asbestos Abatement/Demolition. Additionally, the Owner has committed up to \$231,511 towards the Asbestos Abatement/Demolition. See attached Memorandum from Advanced Redevelopment Solutions dated 01/31,2022.

Construction projects must commit to paying the prevailing wage and fringe benefit rates for the same or work as determined under 1965 PA 166, MCL 408.551 *et seq.*

My signature below certifies that all the information contained in this application is true and complete. I authorize the Meridian Township staff to verify the information contained on this application by contacting the references given.



Applicant Signature

01-31-2022

Date

**Eric P. Helzer**

Applicant Printed Name

# **EXHIBITS**

Village of Okemos, LLC

# **EXHIBIT A**

Advanced Redevelopment Solutions  
Memorandum dated January 31, 2022  
Request for the use of the Meridian  
Township Redevelopment Fund (MTRF)  
Grant #2  
Village of Okemos  
Blocks 1 and 2

**ADVANCED REDEVELOPMENT SOLUTIONS**

PO Box 204, Eagle MI 48822  
Tel 517.648.2434  
ephelzer@msn.com

**MEMORANDUM**

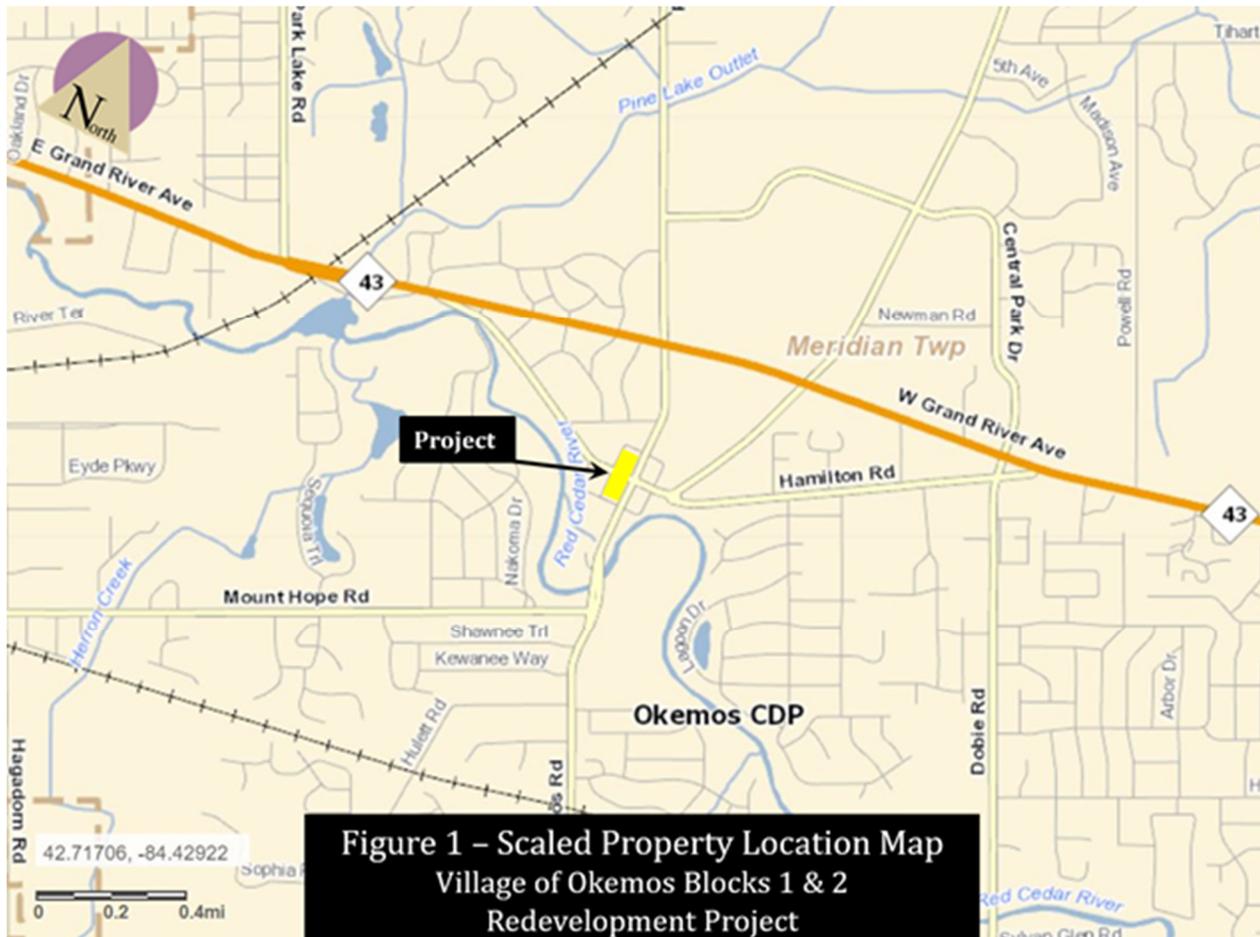
To: Amber Clark – Neighborhoods & Economic Development Director, Meridian Township

From: Eric P. Helzer, EDFP, Principal – Advanced Redevelopment Solutions (ARS)

Date: January 31, 2022

**Subject: Request for the use of the Meridian Township Redevelopment Fund (MTRF) Grant #2  
Village of Okemos Blocks 1 & 2 Redevelopment Project – Hamilton and Okemos Roads  
Meridian Township, Okemos, MI 48864**

Per the request of Village of Okemos, LLC (VoO), Advanced Redevelopment Solutions (ARS) as the VoO Authorized Agent has prepared a summary for the request to the Meridian Township Economic Development Corporation (EDC) for use of the Meridian Township Redevelopment Fund (MTRF) Grant #2 towards tasks and costs in support of activities to protect public infrastructure and to support the Village of Okemos's (Village) infrastructure and improvements needed around the proposed Village of Okemos Blocks 1 & 2 Redevelopment Project (Project).



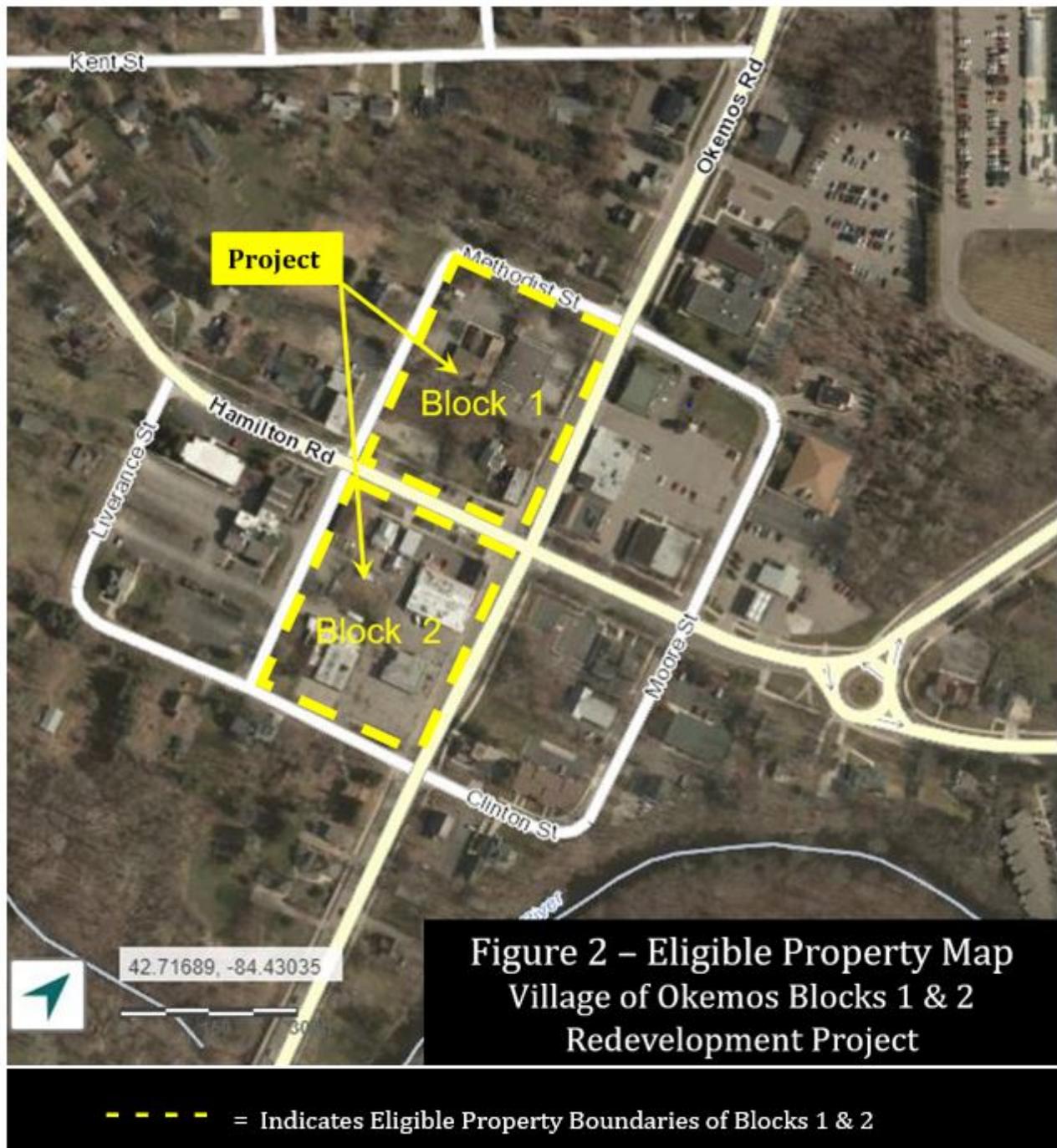
## **BACKGROUND**

The proposed mixed-use redevelopment Project is on two underutilized, abandoned, vacant and contaminated Village blocks. The Project blocks are located at the intersection of Okemos Road and Hamilton Road have been designated as “Block 1” (northwest of the intersection) and “Block 2” (southwest of the intersection), respectively, and will be comprised of an estimated 257,534 gross area square feet of residential and commercial business spaces in four (4) newly constructed mixed-use buildings. The mixed-use recreation of the Village of Okemos with major Infrastructure Improvements is transformative in nature and will bring Retail, Restaurant, Commercial, Office and Residential Uses, adding over 100 jobs, and adding approximately up to \$85 million in new capital investment to the Village. This MTRF Grant Project Application #2, consists of the redevelopment of Blocks 1 and 2. See attached Attachment A - Eligible Property Legal Descriptions and Eligible Property Boundary Map for the Project Property Blocks 1 & 2 made part of the redevelopment effort and Attachment B - Aerial Photos of Blocks 1 & 2 for existing building and site conditions.

Over the past few years, and more recently due to the recent COVID-19 pandemic outbreak, the economy has shifted significantly, and the township has identified Downtown Okemos as:

- a critical redevelopment area in need of blight elimination;
- an area with businesses closing, resulting in a dwindling tax base;
- having parcels with environmental contamination that pose as a threat to human health and the environment and are barriers to support safe and economical redevelopment, and;
- an area where previously proposed redevelopment projects have failed on key Village blocks due to the aforementioned issues.

The proposed redevelopment Project will help position Downtown Okemos toward becoming a great downtown destination and place to live, shop and work. Upon completion of the proposed Project, other new developments and increases in value due to private investments/improvements beyond the proposed two (2) Block area is certain to occur thus increasing taxable value and adding even more jobs.



## **REQUEST MTRF GRANT #2**

The Village of Okemos Blocks 1 & 2 Redevelopment Project has before it large and difficult to finance costs to ready these properties for redevelopment. In an effort to address a large portion of these costs, with the support and at the request of the Meridian Township Brownfield Redevelopment Authority, the Project received a direct source area removal of contaminants with State contractors estimated at approximately \$700,000, an award of a \$1.3 million Brownfield Grant and a \$1 million Brownfield Loan from the Michigan Department of Environment, Great Lakes and Energy (EGLE) to revitalize and safely reuse the Project properties. A majority of the awarded EGLE funds will be used to address soil and groundwater contamination by leaks from former gas station’s underground storage tanks and a former dry cleaner and through a Grant/Loan Amendment a portion of these EGLE funds will be allocated to address Asbestos Abatement and Demolition costs. The balance of the Asbestos Abatement and Demolition costs needed will be funded by the Developer. However, there were and are certain costs that are for public benefit during the direct source area removal and during and after the Demolition work that are the subject of the request to use the MTRF.

This MTRF Grant Request #2 includes two (2) primary uses of funds:

1. **Sheeting and Shoring** to protect utilities and roads along Hamilton Road and Ardmore Avenue that occurred when EGLE completed its source area removal of contaminated hazardous soils due to the past drycleaners operations at the northwest corner of Block 2. The funds will be utilized to repay the hard costs of Sheeting and Shoring and related soft costs such as engineering & professional fees and project management & application/inspection fees.
  
2. **Infrastructure Improvements in Public Rights-of-Ways and Easements** surrounding Blocks 1 & 2. The funds will be utilized to pay for the hard costs of infrastructure and related soft costs such as engineering & professional fees and project management & application/inspection fees.

A breakdown of the total funds being requested is in the below table. Attachment C – Site Plans, identifies in detail the areas for uses of funds requested.



## OFF-SITE (PUBLIC ROW/EASEMENT) COSTS DEVELOPMENT BUDGET TRACKING DETAIL

Project Name: Village of Okemos Blocks 1 & 2  
 Project Description: Mixed-Use Development  
 Date: January 27, 2022

Cost Item	Final Budget
<b>HARD COSTS</b>	
<b>Construction Costs</b>	
Stormwater Requirements County Drain - Blocks 1 & 2	280,000
<b>BLOCK 1</b>	
Utilities - Okemos Road	24,640
Utilities - Ardmore Avenue	183,354
Utilities - Methodist Street	38,475
Gas	25,000
Electric	25,000
Road Improvements Demo / Paving / Repairs (Asphalt) & Sidewalks Demo / Curb & Gutter / Paving (Concrete) - Okemos Road	30,000
Road Improvements Demo / Paving / Repairs (Asphalt) & Sidewalks Demo / Curb & Gutter / Paving (Concrete) - Ardmore Avenue	163,671
Road Improvements Demo / Paving / Repairs (Asphalt) & Sidewalks Demo / Curb & Gutter / Paving (Concrete) - Methodist Street	93,912
Traffic Control	15,000
<b>BLOCK 2</b>	
Preconstruction Labor and Sheeting/Shoring Protection of Ardmore/Hamilton Corner for DEQ Work (On Private Property for Public Infrastructure protection)	444,323
Sidewalk Closure/Traffic Control, Project Management and Engineering & Design for Sheeting/Shoring Protection of Ardmore/Hamilton Corner for DEQ Work	125,677
Utilities - Clinton Street	233,143
Utilities - Ardmore Avenue	183,354
Utilities - Hamilton Road	112,450
Utilities - Okemos Road	8,960
Gas	25,000
Electric	25,000
Road Improvements Demo / Paving / Repairs (Asphalt) & Sidewalks Demo / Curb & Gutter / Paving (Concrete) - Clinton Street	93,912
Road Improvements Demo / Paving / Repairs (Asphalt) & Sidewalks Demo / Curb & Gutter / Paving (Concrete) - Ardmore Avenue	163,671
Road Improvements Demo / Paving / Repairs (Asphalt) & Sidewalks Demo / Curb & Gutter / Paving (Concrete) - Hamilton Road	155,786
Road Improvements Demo / Paving / Repairs (Asphalt) & Sidewalks Demo / Curb & Gutter / Paving (Concrete) - Okemos Road	30,000
Traffic Control	15,000
<b>Subtotal - Construction Costs</b>	<b>\$ 2,495,329</b>
<b>TOTAL HARD COSTS</b>	<b>\$ 2,495,329</b>
<b>SOFT COSTS</b>	
<b>Engineering &amp; Project Management</b>	
Inspection Fees (Utility)	25,000
Site Civil Engineering & Surveying	69,150
Site Civil & Traffic Engineering	47,000
Geotechnical Engineering and Material Testing	100,000
Project Management - Preliminary Site Construction	132,240
Project Management - Site Development Services (Construction Period)	214,611
<b>Subtotal - Engineering &amp; Project Management</b>	<b>\$ 588,001</b>
<b>Project Approval Fees</b>	
Application & Permit Fee - Road Right-of-Way	25,000
<b>Subtotal - Project Approval Fees</b>	<b>\$ 25,000</b>
<b>Due Diligence Reports</b>	
Surveying (Utility As-Builts)	100,000
<b>Subtotal - Due Diligence Reports</b>	<b>\$ 100,000</b>
<b>Owner's Contingency (3%)</b>	<b>77,932</b>
<b>TOTAL SOFT COSTS</b>	<b>\$ 790,933</b>
<b>TOTAL OFF-SITE (PUBLIC ROW/EASEMENT) COSTS</b>	<b>\$ 3,286,262</b>

***All costs shown in the above table are for budgetary purposes only and are a preliminary engineers and contractors estimates of probable costs that are subject to competitive bidding in the future to secure the lowest most competitive costs and thus the estimates in the above table will change.***

## **SCHEDULE**

The planned schedule is to start the infrastructure work in the Summer 2022, subject to Township and governing agencies Site Plan approval, EGLE Act 381 Work Plan Approval, EGLE Grant Amendment and Work Plan approvals, and the Michigan Economic Development Corporation approval process of a Michigan Community Redevelopment Program application.

If additional information is needed, please contact Advanced Redevelopment Solutions.

## **ATTACHMENTS:**

A – Eligible Property – Legal Descriptions and Eligible Property Boundary Map

B – Aerial Photos – Blocks 1 & 2

C – Site Plans:

- Demolition Plan (Public Infrastructure, Sheet 12)
- Road & Utilities Plan & Profile Clinton St & Hamilton Rd (Profile Sheet 8)
- Road & Utilities Plan & Profile Methodist St (Profile Sheet 9)
- Road & Utilities Plan & Profile Ardmore Ave (Profile Sheet 10)
- Drain Outlet Mitigation Plan (Stormwater Public Easement Infrastructure, Figure A)

# **ATTACHMENTS**

# **ATTACHMENT A**

Eligible Property –

Legal Descriptions and Eligible Property Boundary Map

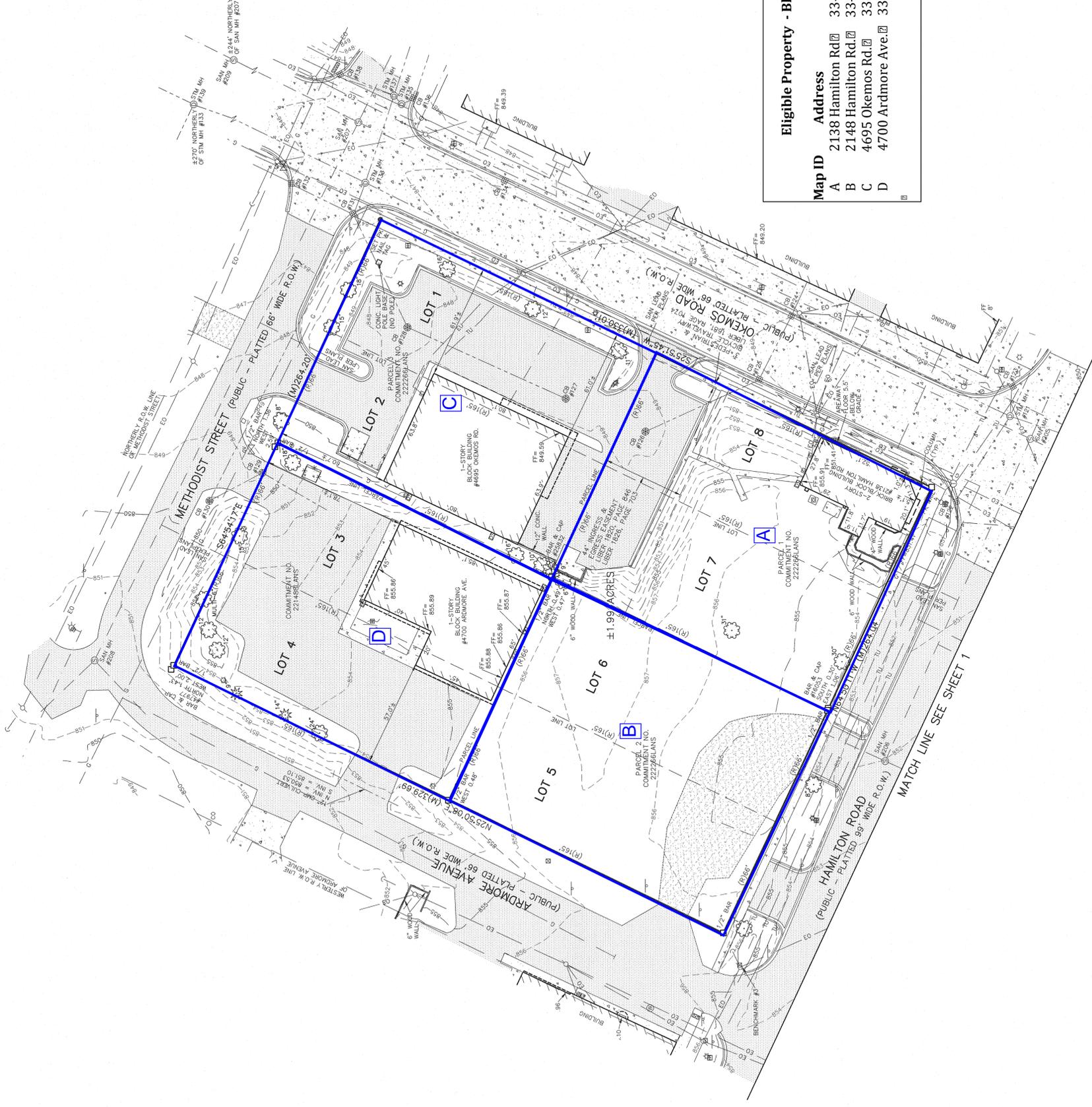
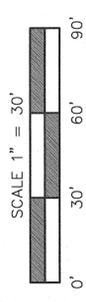
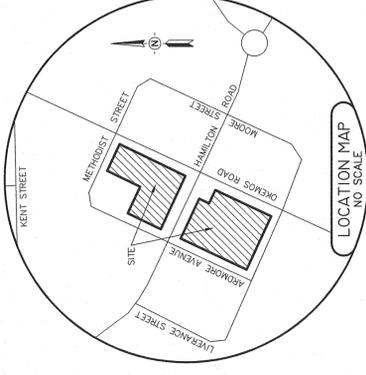
Blocks 1 and 2 Parcels

ALTA/NSPS Land Title Survey

# BLOCK 1

# ALTA/NSPS LAND TITLE SURVEY

## "OKEMOS VILLAGE"



**Eligible Property - Block 1**

Map ID	Address	Tax ID
A	2138 Hamilton Rd	33-02-02-21-405-010
B	2148 Hamilton Rd	33-02-02-21-405-005
C	4695 Okemos Rd	33-02-02-21-405-009
D	4700 Ardmore Ave	33-02-02-21-405-008

**BENCHMARKS**

BENCHMARK #1 ELEV. = 852.30 (NAVD88)  
PK NAIL, WEST SIDE UTILITY POLE, WEST SIDE OF OKEMOS ROAD,  
±42' SOUTH OF BUILDING #4661 OKEMOS ROAD.

BENCHMARK #2 ELEV. = 846.57 (NAVD88)  
PK NAIL, SOUTHEAST SIDE UTILITY POLE, WEST SIDE OF ARDMORE  
AVENUE, ON LINE WITH SOUTHERLY PARCEL LINE.

BENCHMARK #3 ELEV. = 856.59 (NAVD88)  
RAILROAD SPIKE, NORTHWEST SIDE UTILITY POLE, NORTHEAST  
QUADRANT OF ARDMORE AVENUE AND HAMILTON ROAD.

- LEGEND**
- SET 1/2" BAR WITH CAP
  - FOUND IRON AS NOTED
  - DEED LINE
  - DISTANCE NOT TO SCALE
  - FENCE
  - ASPHALT
  - CONCRETE
  - GRAVEL
  - ADA PLATE
  - EXISTING SPOT ELEVATION
  - EXISTING CONTOUR ELEVATION
  - BUILDING OVERHANG
  - SANITARY SEWER
  - STORM SEWER
  - WATER LINE
  - GAS LINE
  - UNDERGROUND TELEPHONE
  - UNDERGROUND TELEVISION
  - UNDERGROUND ELECTRIC
  - OVERHEAD WIRES
  - DECIDUOUS TREE
  - CONIFEROUS TREE
  - ⊙ SANITARY MANHOLE
  - ⊙ DRAINAGE MANHOLE
  - ⊙ ELECTRIC MANHOLE
  - ⊙ TELEPHONE MANHOLE
  - ⊙ CATCH-BASIN
  - ⊙ SANITARY CLEANOUT
  - ⊙ FIRE HYDRANT
  - ⊙ VALVE
  - ⊙ UTILITY POLE
  - ⊙ LIGHT POLE
  - ⊙ GROUND LIGHT
  - ⊙ TRAFFIC SIGNAL
  - ⊙ GUY WIRE
  - ⊙ UTILITY PEDESTAL
  - ⊙ TRANSFORMER
  - ⊙ HANDHOLE
  - ⊙ ELECTRIC METER
  - ⊙ GAS METER
  - ⊙ WATER METER
  - ⊙ SIGN
  - ⊙ POST
  - ⊙ AIR CONDITIONING UNIT



*ERF*

ERICK R. FRIESTROM  
PROFESSIONAL SURVEYOR  
NO. 53497

REVISIONS	COMMENTS
06/21/2018	ORIGINAL

KEBS, INC. ENGINEERING AND LAND SURVEYING  
2116 HASLETT ROAD, HASLETT, MI 48840  
PH. 517-358-3333 WWW.KEBS.COM

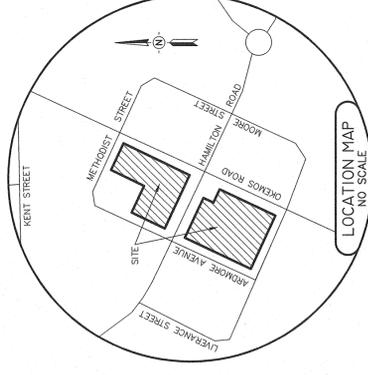
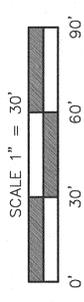
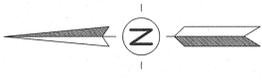
Marshall Office - Ph. 269-781-9800

DRAWN BY: SSF SECTION: 21, T4N, R1W  
FIELD WORK BY: NAW/SL JOB NUMBER:  
SHEET 2 OF 3 93725-ALT

# BLOCK 2

# ALTA/NSPS LAND TITLE SURVEY

## "OKEMOS VILLAGE"



### BENCHMARKS

- BENCHMARK #1 ELEV. = 852.30 (NAVD88)  
PK NAIL, WEST SIDE UTILITY POLE, WEST SIDE OF OKEMOS ROAD,  
±42' SOUTH OF BUILDING #4661 OKEMOS ROAD.
- BENCHMARK #2 ELEV. = 846.57 (NAVD88)  
PK NAIL, SOUTHEAST SIDE UTILITY POLE, WEST SIDE OF ARDMORE  
AVENUE, ON LINE WITH SOUTHERLY PARCEL LINE.
- BENCHMARK #3 ELEV. = 856.59 (NAVD88)  
RAILROAD SPIKE, NORTHWEST SIDE UTILITY POLE, NORTHEAST  
QUADRANT OF ARDMORE AVENUE AND HAMILTON ROAD.

NONEXCLUSIVE EASEMENT OVER PARKING  
AREAS, DRIVEWAYS AND ACCESS DRIVES  
LIBER 1605 PAGE 455  
LIBER 1607 PAGE 477  
LIBER 3032 PAGE 88  
INSTRUMENT NO. 2013-022311



- ### LEGEND
- SET 1/2" BAR WITH CAP
  - FOUND IRON AS NOTED
  - DEED LINE
  - DISTANCE NOT TO SCALE
  - FENCE
  - ASPHALT
  - CONCRETE
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  - OVERHEAD WIRES
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  - ⊙ DRAINAGE MANHOLE
  - ⊙ ELECTRIC MANHOLE
  - ⊙ TELEPHONE MANHOLE
  - ⊙ CATCH-BASIN
  - ⊙ SANITARY CLEANOUT
  - ⊙ FIRE HYDRANT
  - ⊙ VALVE
  - ⊙ UTILITY POLE
  - ⊙ LIGHT POLE
  - ⊙ GROUND LIGHT
  - ⊙ TRAFFIC SIGNAL
  - ⊙ GUY WIRE
  - ⊙ UTILITY PEDESTAL
  - ⊙ TRANSFORMER
  - ⊙ HANDHOLE
  - ⊙ ELECTRIC METER
  - ⊙ GAS METER
  - ⊙ WATER METER
  - ⊙ SIGN
  - ⊙ POST
  - ⊙ AIR CONDITIONING UNIT

Eligible Property - Block 2		
Map ID	Address	Tax ID
E	4661 Okemos Rd. ☐	33-02-02-21-409-008
F	2143 Hamilton Rd. ☐	33-02-02-21-409-003 ☐
G	2149 Hamilton Rd. ☐	33-02-02-21-409-002 ☐
H	2153 Hamilton Rd. ☐	33-02-02-21-409-001
I	2137 Hamilton Rd. ☐	33-02-02-21-409-004 ☐
J	2150 Clinton St. ☐	33-02-02-21-409-006
K	4675 Okemos Rd. ☐	33-02-02-21-409-009



ERICK B. FRIESTROM  
PROFESSIONAL SURVEYOR  
NO. 53497

REVISIONS	COMMENTS
06/27/2018	ORIGINAL

ENGINEERING AND LAND SURVEYING	KEBS, INC.
2116 HASLETT ROAD, HASLETT, MI 48840	
PH. 517-338-4444	
WWW.KEBS.COM	
Marshall Office - Ph. 269-781-9800	
DRAWN BY: SSF	SECTION: 21, 14N, R1W
FIELD WORK BY: NAW/SL	JOB NUMBER: 93725-ALT
SHEET 1 OF 3	

# ALTA/NSPS LAND TITLE SURVEY

## "OKEMOS VILLAGE"

**LEGAL DESCRIPTION:**  
(As provided by Transnation Title Agency, underwritten by Fidelity National Title Insurance Company, Commitment No. 222266LANS, dated August 15, 2017)

PARCEL 1:  
Lots 7 and 8, Block 3, Village of Okemos (formerly Village of Hamilton), Meridian Township, Ingham County, Michigan, as recorded in Liber 11 of Deeds, Page 2.

PARCEL 2:  
Lots 5 and 6, Block 3, Village of Okemos (formerly Village of Hamilton), Meridian Township, Ingham County, Michigan, as recorded in Liber 11 of Deeds, Page 2.

PARCEL 3:  
Lots 7 and 8, Block 3, Village of Okemos (formerly Village of Hamilton), Meridian Township, Ingham County, Michigan, as recorded in Liber 11 of Deeds, Page 2.

(As provided by Transnation Title Agency, underwritten by Fidelity National Title Insurance Company, Commitment No. 241264LANS, Revision No. 2, dated April 25, 2018)

PARCEL 1:  
Lots 7 and 8, Block 6, and the Southerly 9 feet of Lots 1 and 2, Block 6, Village of Okemos (formerly Village of Hamilton), Meridian Township, Ingham County, Michigan, as recorded in Liber 11 of Deeds, Page 2.

PARCEL 2:  
The Northerly 76 feet in width of the Southerly 85 feet in width of Lots 1 and 2, Block 6, Village of Okemos (formerly Village of Hamilton), Meridian Township, Ingham County, Michigan, as recorded in Liber 11 of Deeds, Page 2.

PARCEL 3:  
Lot 2, EXCEPT the South 85 feet thereof, Block 6, Village of Okemos (formerly Village of Hamilton), Meridian Township, Ingham County, Michigan, as recorded in Liber 11 of Deeds, Page 2.

The North 30 feet of the South 115 feet of Lot 1, Block 6, Village of Okemos (formerly Village of Hamilton), Meridian Township, Ingham County, Michigan, as recorded in Liber 11 of Deeds, Page 2.

PARCEL 4:  
Lots 4, EXCEPT the East 6 feet, Block 6, Village of Okemos (formerly Village of Hamilton), Meridian Township, Ingham County, Michigan, as recorded in Liber 11 of Deeds, Page 2.

PARCEL 5:  
The entire of Lot 3 and the East 6 feet of Lot 4, Block 6, Village of Okemos (formerly Village of Hamilton), Meridian Township, Ingham County, Michigan, as recorded in Liber 11 of Deeds, Page 2.

PARCEL 6:  
Lots 5 and 6, Block 6, Village of Okemos (formerly Village of Hamilton), Meridian Township, Ingham County, Michigan, as recorded in Liber 11 of Deeds, Page 2.

(As provided by Transnation Title Agency, Commitment No. 221491LANS, dated August 15, 2017)

Lot 1, Block 6, EXCEPT the South 115 feet thereof, Village of Okemos (formerly Village of Hamilton), Meridian Township, Ingham County, Michigan, as recorded in Liber 11 of Deeds, Page 2.

(As provided by Transnation Title Agency, Commitment No. 221488LANS, dated August 15, 2017)

Lots 3 and 4, Block 3, Village of Okemos (Formerly Village of Hamilton), Meridian Township, Ingham County, Michigan, as recorded in Liber 11 of Deeds, Page 2.

### SCHEDULE B - SECTION II, EXCEPTIONS:

(As provided by Transnation Title Agency, underwritten by Fidelity National Title Insurance Company, Commitment No. 222266LANS, dated August 15, 2017)

Item 9. Grant of Easement recorded in Liber 1681, Page 1074, crosses parcel, is plottable and shown hereon.

Item 10. Easement Agreement recorded in Liber 1820, Page 846, crosses parcel, is plottable and shown hereon.

Item 11. Agreement Relating to Easement recorded in Liber 1826, Page 703, crosses parcel, is plottable and shown hereon.

Item 12. Affidavit Regarding Parking Agreement recorded in Liber 2443, Page 1184, and Liber 2443, Page 1186. Re-recorded in Liber 2461, Page 276, crosses parcel, is blanket in character, therefore not shown hereon.

Item 13. Oil, gas and mineral rights as set forth in the instrument recorded in Liber 1487, Page 734, crosses parcel, is blanket in character over Lots 7 & 8, Block 3, therefore not shown hereon.

Item 14. Oil, gas and mineral rights as set forth in the instrument recorded in Liber 1560, Page 92, crosses parcel, is blanket in character over Lots 7 & 8, Block 3, therefore not shown hereon.

Item 15. Oil, gas and mineral rights as set forth in the instrument recorded in Liber 1660, Page 493, crosses parcel, is blanket in character over Lots 7 & 8, Block 3, therefore not shown hereon.

Item 16. Oil, gas and mineral rights as set forth in the instrument recorded in Liber 1899, Page 977, crosses parcel, is blanket in character over Lots 7 & 8, Block 3, therefore not shown hereon.

Item 17. Oil, gas and mineral rights as set forth in the instrument recorded in Liber 2989, Page 819, crosses parcel, is blanket in character over Lots 7 & 8, Block 3, therefore not shown hereon.

(As provided by Transnation Title Agency, underwritten by Fidelity National Title Insurance Company, Commitment No. 241264LANS, Revision No. 2, dated April 25, 2018)

Item 10. Survey of the Okemos Tile Drain recorded in Liber 70 of Misc. Records, Page 567, crosses parcel, is plottable and shown hereon.

Item 11. Release of Right of Way recorded in Liber 70 of Misc. Records, Page 570, may cross parcel, provided document is illegible.

Item 12. Release of Right of Way recorded in Liber 70 of Misc. Records, Page 576, crosses parcel, is plottable and shown hereon.

Item 13. Intentionally omitted.

Item 14. Easement granted to Michigan Bell Telephone Company recorded in Liber 1398, Page 440, crosses parcel, is plottable and shown hereon.

Item 15. Easement Agreement recorded in Liber 1457, Page 1117. Amendment recorded in Liber 3062, Page 88 and in instrument No. 2013-022311, crosses parcel, is plottable and shown hereon.

Item 16. Quit Claim Deed recorded in Liber 1605, Page 455, crosses parcel, is plottable and shown hereon.

Item 17. Grant of Easement recorded in Liber 3381, Page 1207, crosses parcel, is plottable and shown hereon.

Item 18. Declaration of Restrictive Covenant recorded in Liber 3381, Page 1208, crosses parcel, is plottable and shown hereon.

Item 19. Intentionally omitted.

(As provided by Transnation Title Agency, Commitment No. 221491LANS, dated August 15, 2017)

There are no easements or restrictions of record per the title commitment provided.

(As provided by Transnation Title Agency, Commitment No. 221488LANS, dated August 15, 2017)

Item 10. Easements for overflow parking in the instrument recorded in Liber 2443, Page 1186, and re-recorded on May 22, 1997 in Liber 2461, Page 276, cross parcel; no easements are defined and therefore are not shown hereon.

### SEWER INVENTORIES

CATCH BASIN #117  
RIM ELEV. = 850.01  
8" RCP W INV. = 847.69  
TOP OF DEBRIS ELEV. = 845.88  
SUMP ELEV. = 846.19

STORM MANHOLE #118  
RIM ELEV. = 849.82  
12" RCP E INV. = 845.66  
12" RCP SW INV. = 845.77  
TOP OF DEBRIS ELEV. = 845.86

CATCH BASIN #119  
RIM ELEV. = 849.25  
12" RCP W INV. = 845.94  
SUMP ELEV. = 844.75

STORM MANHOLE #120  
RIM ELEV. = 849.59  
12" RCP E INV. = 844.58  
12" RCP SE INV. = 845.08  
SW 12" SQUARE OPENING INV. = 848.13  
SUMP ELEV. = 844.09

STORM MANHOLE #121  
RIM ELEV. = 849.28  
12" RCP N INV. = 841.45  
12" RCP E INV. = 833.92  
12" RCP NE INV. = 844.49  
12" RCP S INV. = 840.65  
12" RCP SW INV. = 840.85  
12" RCP W INV. = 843.19  
8" RCP W INV. = 845.02

CATCH BASIN #122  
RIM ELEV. = 849.72  
8" RCP E INV. = 845.86  
SUMP ELEV. = 843.42

CATCH BASIN #123  
RIM ELEV. = 849.30  
8" RCP SW INV. = 844.59  
TOP OF DEBRIS ELEV. = 844.33

CATCH BASIN #124  
RIM ELEV. = 848.90  
8" METAL E INV. = 841.49  
12" RCP S INV. = 841.49  
8" RCP W INV. = 845.11  
SUMP ELEV. = 841.49

CATCH BASIN #125  
RIM ELEV. = 848.84  
8" RCP E INV. = 845.44  
6" PVC NW INV. = 845.49  
SUMP ELEV. = 845.24

CATCH BASIN #126  
RIM ELEV. = 848.50  
6" PVC SE INV. = 846.15  
TOP OF DEBRIS ELEV. = 846.10

CATCH BASIN #127  
RIM ELEV. = 848.24  
8" RCP N INV. = 844.49  
SUMP ELEV. = 844.04

CATCH BASIN #128  
RIM ELEV. = 847.24  
8" VCP NE INV. = 844.05  
8" VCP S INV. = 844.05  
TOP OF DEBRIS ELEV. = 844.04

CATCH BASIN #129  
RIM ELEV. = 848.81  
4" S INV. = 845.28  
12" RCP NW INV. = 845.19  
SUMP ELEV. = 844.81

CATCH BASIN #130  
RIM ELEV. = 848.88  
12" RCP E INV. = 844.91  
12" RCP SE INV. = 844.93  
SUMP ELEV. = 843.68

CATCH BASIN #131  
RIM ELEV. = 846.24  
15" RCP E INV. = 840.99  
15" RCP SE INV. = 839.05  
6" PVC SW INV. = 842.60  
12" RCP W INV. = 843.06  
SUMP ELEV. = 838.86

CATCH BASIN #132  
RIM ELEV. = 846.01  
12" RCP NE INV. = 846.01  
15" RCP S INV. = 833.91  
SUMP ELEV. = 836.70

STORM MANHOLE #133  
RIM ELEV. = 846.50  
12" RCP N INV. = 838.88  
12" RCP E INV. = 834.69  
12" RCP S INV. = 840.04  
15" RCP W INV. = 838.23

CATCH BASIN #134  
RIM ELEV. = 846.71  
TOP OF DEBRIS ELEV. = 845.41

STORM MANHOLE #135  
RIM ELEV. = 846.61  
12" RCP SE INV. = 840.73  
12" RCP W INV. = 842.62  
SUMP ELEV. = 838.56

CATCH BASIN #136  
RIM ELEV. = 846.68  
12" RCP E INV. = 843.69  
12" RCP NW INV. = 842.89  
SUMP ELEV. = 840.92

STORM MANHOLE #137  
RIM ELEV. = 846.59  
12" RCP N INV. = 841.45  
12" RCP E INV. = 833.92  
12" RCP SE INV. = 833.83  
12" RCP SW INV. = 840.56  
15" RCP W INV. = 834.37

CATCH BASIN #138  
RIM ELEV. = 846.01  
12" RCP S INV. = 841.59  
12" RCP SE INV. = 840.09

SANITARY MANHOLE #200  
RIM ELEV. = 845.36  
8" VCP N INV. = 836.58  
8" VCP SE INV. = 836.72

SANITARY MANHOLE #201  
RIM ELEV. = 851.97  
8" VCP E INV. = 844.36  
8" VCP S INV. = 835.34  
8" VCP SW INV. = 835.23  
8" VCP W INV. = 835.13

SANITARY MANHOLE #202  
RIM ELEV. = 844.30  
8" VCP N INV. = 832.60  
8" VCP E INV. = 831.28  
8" VCP S INV. = 833.77  
8" VCP W INV. = 831.17

SANITARY MANHOLE #203  
RIM ELEV. = 847.01  
8" VCP S INV. = 834.83  
8" VCP W INV. = 835.03

SANITARY MANHOLE #204  
RIM ELEV. = 852.05  
8" VCP N INV. = 840.56

SANITARY MANHOLE #205  
RIM ELEV. = 849.65  
8" VCP N INV. = 838.88  
8" VCP E INV. = 838.97  
8" VCP S INV. = 839.51  
8" VCP W INV. = 839.58

SANITARY MANHOLE #206  
RIM ELEV. = 852.02  
8" VCP N INV. = 840.63  
8" VCP E INV. = 840.33  
8" VCP S INV. = 840.71

SANITARY MANHOLE #207  
RIM ELEV. = 846.39  
8" VCP N INV. = 835.95  
8" VCP E INV. = 837.75  
8" VCP S INV. = 837.70  
8" VCP W INV. = 837.61

SANITARY MANHOLE #208  
RIM ELEV. = 851.62  
8" VCP E INV. = 840.11  
8" VCP S INV. = 840.41  
8" VCP NW INV. = 840.54

SANITARY MANHOLE #209  
RIM ELEV. = 842.15  
8" VCP N INV. = 833.91  
8" VCP S INV. = 833.91

### SURVEYOR'S NOTES:

1. This plan was made at the direction of the parties named hereon and is intended solely for their immediate use. Survey prepared from fieldwork performed in June 2018.

2. All bearings and distances on the survey are record and measured unless otherwise noted. All bearings are Michigan State Plane South Zone grid bearings obtained from GPS observations using corrections obtained from the Lansing CORS.

3. All dimensions are in feet and decimals thereof.

4. All elevations are North American Vertical Datum of 1988 (NAVD88).

5. No building tie dimensions are to be used for establishing the property lines.

6. There are no observable potential encroachments onto the subject property from adjoining lands, or from the subject property onto adjoining lands, except as shown hereon.

7. Parcel has direct access to public Okemos Road, public Hamilton Road, public Clinton Street, public Methodist Street, and public Ardmore Avenue.

### ALTA/NSPS LAND TITLE SURVEY - TABLE "A" REQUIREMENTS:

Item 1: Shown on the survey map.

Item 2: Addresses of the surveyed property, 4700 Ardmore Avenue, 2150 Hamilton Street, 2150 Hamilton Street, 2150 Hamilton Street, 2150 Hamilton Street, 2149 Hamilton Road, 2149 Hamilton Road, 2153 Hamilton Road, 4661 Okemos Road, 4675 Okemos Road, and 4695 Okemos Road, Okemos, MI 48864.

Item 3: By scaled map location and graphic plotting only, this property lies entirely within Flood Zone "X", areas outside the 1% annual chance floodplain, according to the National Flood Insurance Program, Flood Insurance Rate Map for the Charter Township of Meridian, Ingham County, Michigan, Community Panel No. 260093 0158 D, dated August 16, 2011.

Item 4: 3.99 Acres (173,987 square feet)

Item 5: Shown on the survey map.

Item 7a: Shown on the survey map.

Item 8: Shown on the survey map.

Item 9: Parking:  
Regular Parking Spaces: 0  
Disabled Parking Spaces: 0  
Total on-site Parking Spaces: 0

Item 10: There were no party walls designated by client.

Item 11: Utility information as shown was obtained from available public records and utility field notes. The utility field notes were subject to verification in the field by the appropriate authorities prior to use for construction. MISS DIG was not contacted to mark utilities on site for this survey, but previous MISS DIG underground utility markings from previous surveys have been incorporated where possible.

Item 13: Shown on the survey map.

### CERTIFICATION:

To Downtown Okemos, LLC; Transnation Title Agency; and Fidelity National Title Insurance Company;

This is to certify that this map or plot and the survey on which it is based were made in accordance with the 2016 "Minimum Standard Detail Requirements for ALTA/NSPS Land Title Surveys," jointly established and adopted by ALTA and NSPS, and includes Items 1, 2, 3, 4, 5, 7a, 8, 9, 10, 11, and 13 of Table A thereof. The fieldwork was completed on June 3, 2018.



Erick R. Priestrom Date of Plot or Map:  
Professional Surveyor No. 53497  
epriestrom@kebs.com

REVISIONS	COMMENTS	ENGINEERING AND LAND SURVEYING
06/21/2018	ORIGINAL	216 HASLETT ROAD, HASLETT, MI 48840 PH: 517-338-3399-8047 WWW.KEBS.COM
		Marshall Office - Ph. 269-781-9800
		DRAWN BY: SSF SECTION: 21, TAN, RTW
		FIELD WORK BY: NAW/SL JOB NUMBER:
		SHEET 3 OF 3 93725-ALT

# **ATTACHMENT B**

Aerial Photos  
Blocks 1 and 2 Parcels



**Current Eligible Property Aerial Photo - Blocks 1 & 2**



**Current Eligible Property Aerial Photo - Block 1**



**Current Eligible Property Aerial Photo - Block 2**

# **ATTACHMENT C**

## Site Plans

### Blocks 1 and 2 Parcels

- Demolition Plan (Public Infrastructure, Sheet 12)
- Road & Utilities Plan & Profile Clinton St & Hamilton Rd (Profile Sheet 8)
- Road & Utilities Plan & Profile Methodist St (Profile Sheet 9)
- Road & Utilities Plan & Profile Ardmore Ave (Profile Sheet 10)
- Drain Outlet Mitigation Plan (Stormwater Public Easement Infrastructure, Figure A)

**EX. STORM SEWER INVENTORIES**

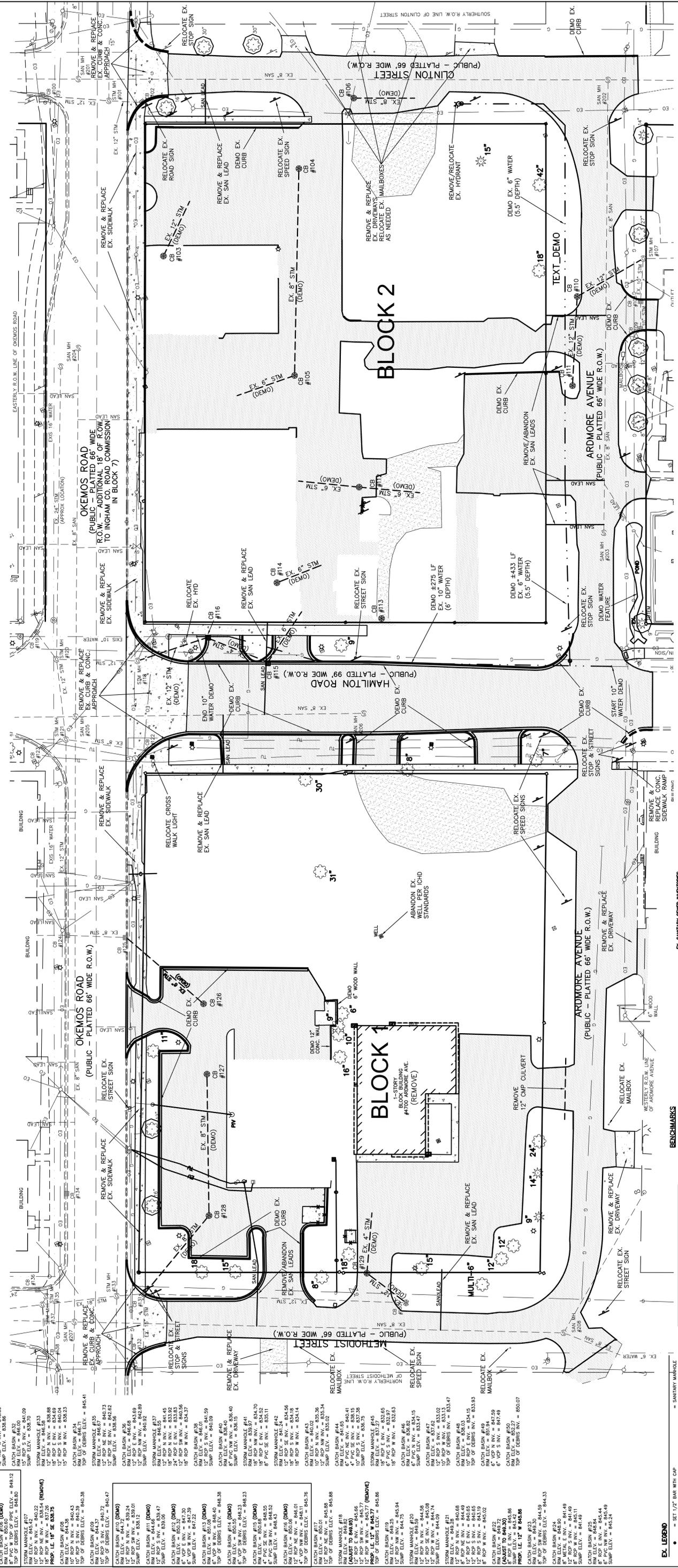
CATCH BASIN #100 RM ELEV. = 851.98 TOP OF DEBRIS ELEV. = 846.10 SUMP ELEV. = 846.19	CATCH BASIN #126 (DEM) RM ELEV. = 845.50 TOP OF DEBRIS ELEV. = 846.10 SUMP ELEV. = 846.19	CATCH BASIN #127 (DEM) RM ELEV. = 845.24 TOP OF DEBRIS ELEV. = 846.04 SUMP ELEV. = 846.19	CATCH BASIN #128 (DEM) RM ELEV. = 845.24 TOP OF DEBRIS ELEV. = 846.04 SUMP ELEV. = 846.19	CATCH BASIN #129 (DEM) RM ELEV. = 845.24 TOP OF DEBRIS ELEV. = 846.04 SUMP ELEV. = 846.19	CATCH BASIN #130 RM ELEV. = 845.24 TOP OF DEBRIS ELEV. = 846.04 SUMP ELEV. = 846.19	CATCH BASIN #131 RM ELEV. = 845.24 TOP OF DEBRIS ELEV. = 846.04 SUMP ELEV. = 846.19	CATCH BASIN #132 RM ELEV. = 845.24 TOP OF DEBRIS ELEV. = 846.04 SUMP ELEV. = 846.19	CATCH BASIN #133 RM ELEV. = 845.24 TOP OF DEBRIS ELEV. = 846.04 SUMP ELEV. = 846.19	CATCH BASIN #134 RM ELEV. = 845.24 TOP OF DEBRIS ELEV. = 846.04 SUMP ELEV. = 846.19	CATCH BASIN #135 RM ELEV. = 845.24 TOP OF DEBRIS ELEV. = 846.04 SUMP ELEV. = 846.19	CATCH BASIN #136 RM ELEV. = 845.24 TOP OF DEBRIS ELEV. = 846.04 SUMP ELEV. = 846.19	CATCH BASIN #137 RM ELEV. = 845.24 TOP OF DEBRIS ELEV. = 846.04 SUMP ELEV. = 846.19	CATCH BASIN #138 RM ELEV. = 845.24 TOP OF DEBRIS ELEV. = 846.04 SUMP ELEV. = 846.19	CATCH BASIN #139 RM ELEV. = 845.24 TOP OF DEBRIS ELEV. = 846.04 SUMP ELEV. = 846.19	CATCH BASIN #140 RM ELEV. = 845.24 TOP OF DEBRIS ELEV. = 846.04 SUMP ELEV. = 846.19	CATCH BASIN #141 RM ELEV. = 845.24 TOP OF DEBRIS ELEV. = 846.04 SUMP ELEV. = 846.19	CATCH BASIN #142 RM ELEV. = 845.24 TOP OF DEBRIS ELEV. = 846.04 SUMP ELEV. = 846.19	CATCH BASIN #143 RM ELEV. = 845.24 TOP OF DEBRIS ELEV. = 846.04 SUMP ELEV. = 846.19	CATCH BASIN #144 RM ELEV. = 845.24 TOP OF DEBRIS ELEV. = 846.04 SUMP ELEV. = 846.19	CATCH BASIN #145 RM ELEV. = 845.24 TOP OF DEBRIS ELEV. = 846.04 SUMP ELEV. = 846.19	CATCH BASIN #146 RM ELEV. = 845.24 TOP OF DEBRIS ELEV. = 846.04 SUMP ELEV. = 846.19	CATCH BASIN #147 RM ELEV. = 845.24 TOP OF DEBRIS ELEV. = 846.04 SUMP ELEV. = 846.19	CATCH BASIN #148 RM ELEV. = 845.24 TOP OF DEBRIS ELEV. = 846.04 SUMP ELEV. = 846.19	CATCH BASIN #149 RM ELEV. = 845.24 TOP OF DEBRIS ELEV. = 846.04 SUMP ELEV. = 846.19	CATCH BASIN #150 RM ELEV. = 845.24 TOP OF DEBRIS ELEV. = 846.04 SUMP ELEV. = 846.19	CATCH BASIN #151 RM ELEV. = 845.24 TOP OF DEBRIS ELEV. = 846.04 SUMP ELEV. = 846.19	CATCH BASIN #152 RM ELEV. = 845.24 TOP OF DEBRIS ELEV. = 846.04 SUMP ELEV. = 846.19	CATCH BASIN #153 RM ELEV. = 845.24 TOP OF DEBRIS ELEV. = 846.04 SUMP ELEV. = 846.19	CATCH BASIN #154 RM ELEV. = 845.24 TOP OF DEBRIS ELEV. = 846.04 SUMP ELEV. = 846.19	CATCH BASIN #155 RM ELEV. = 845.24 TOP OF DEBRIS ELEV. = 846.04 SUMP ELEV. = 846.19	CATCH BASIN #156 RM ELEV. = 845.24 TOP OF DEBRIS ELEV. = 846.04 SUMP ELEV. = 846.19	CATCH BASIN #157 RM ELEV. = 845.24 TOP OF DEBRIS ELEV. = 846.04 SUMP ELEV. = 846.19	CATCH BASIN #158 RM ELEV. = 845.24 TOP OF DEBRIS ELEV. = 846.04 SUMP ELEV. = 846.19	CATCH BASIN #159 RM ELEV. = 845.24 TOP OF DEBRIS ELEV. = 846.04 SUMP ELEV. = 846.19	CATCH BASIN #160 RM ELEV. = 845.24 TOP OF DEBRIS ELEV. = 846.04 SUMP ELEV. = 846.19
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**CONSTRUCTION PLANS FOR:  
Village of Okemos  
MERIDIAN TOWNSHIP, INGHAM COUNTY, MICHIGAN**

**DEMOLITION NOTES:**

- CARE SHALL BE TAKEN TO AVOID DAMAGE TO ACTIVE EXISTING UTILITIES. THAT CROSS OR ARE OTHERWISE EXPOSED IN PROJECT EXCAVATIONS. HAND EXCAVATE IN THE VICINITY OF THE INDICATED UTILITIES TO EXPOSE EXACT LOCATIONS PRIOR TO BEGINNING MASS EXCAVATION.
- SOIL EROSION CONTROL MEASURES MUST BE IN PLACE PRIOR TO STARTING REMOVALS AND DEMOLITION.
- THE LOCATIONS OF EXISTING UTILITIES SHOWN HAVE BEEN DETERMINED FROM THE BEST INFORMATION AVAILABLE AND ARE GIVEN FOR REFERENCE. FIELD VERIFY CRITICAL INVERT INFORMATION PRIOR TO BEGINNING CONSTRUCTION.

**NOTE: REMOVE/REPLACE/RELOCATE EXISTING STREET LIGHTS ON OKEMOS RD, METHODIST ST, ARDMORE AVE, HAMILTON RD, & CLINTON ST. MAKE ANY STREET LIGHTS NOT RELOCATED FOR OKEMOS DDA USE.**



**EX. LEGEND**

- SET 1/2" BAR WITH GAP
- FOUND IRON AS NOTED
- DIAMETER NOT TO SCALE
- FENCE
- ASPHALT
- GRAVEL
- DECK
- ADA PLATE
- EXISTING SPOT ELEVATION
- EXISTING FINISH ELEVATION
- BUILDING OVERLAP
- GAS LINE
- UTILITY FURNISH
- UNDERGROUND TELEPHONE
- UNDERGROUND CABLE
- OVERHEAD WIRE
- GUARDRAIL
- GAS METER
- WATER METER
- POST
- AIR CONDITIONING UNIT

**PROPOSED LEGEND**

- SANITARY MANHOLE
- DRAINAGE MANHOLE
- ELECTRIC MANHOLE
- TELEPHONE MANHOLE
- DOWNSPOUT
- SANITARY CLEANOUT
- FIRE HYDRANT
- VALVE
- MANHOLE (NEW)
- MANHOLE (EX)
- UTILITY EASEMENT
- CITY WIRE
- UTILITY FURNISH
- UNDERGROUND TELEPHONE
- UNDERGROUND CABLE
- OVERHEAD WIRE
- GUARDRAIL
- GAS METER
- WATER METER
- POST
- AIR CONDITIONING UNIT

**EX. SANITARY SEWER INVENTORIES**

SANITARY MANHOLE #200 RM ELEV. = 838.88 TOP OF DEBRIS ELEV. = 833.91 SUMP ELEV. = 833.91	SANITARY MANHOLE #201 RM ELEV. = 844.36 TOP OF DEBRIS ELEV. = 838.58 SUMP ELEV. = 838.58	SANITARY MANHOLE #202 RM ELEV. = 844.36 TOP OF DEBRIS ELEV. = 838.58 SUMP ELEV. = 838.58	SANITARY MANHOLE #203 RM ELEV. = 844.36 TOP OF DEBRIS ELEV. = 838.58 SUMP ELEV. = 838.58	SANITARY MANHOLE #204 RM ELEV. = 844.36 TOP OF DEBRIS ELEV. = 838.58 SUMP ELEV. = 838.58	SANITARY MANHOLE #205 RM ELEV. = 844.36 TOP OF DEBRIS ELEV. = 838.58 SUMP ELEV. = 838.58	SANITARY MANHOLE #206 RM ELEV. = 844.36 TOP OF DEBRIS ELEV. = 838.58 SUMP ELEV. = 838.58	SANITARY MANHOLE #207 RM ELEV. = 844.36 TOP OF DEBRIS ELEV. = 838.58 SUMP ELEV. = 838.58	SANITARY MANHOLE #208 RM ELEV. = 844.36 TOP OF DEBRIS ELEV. = 838.58 SUMP ELEV. = 838.58	SANITARY MANHOLE #209 RM ELEV. = 844.36 TOP OF DEBRIS ELEV. = 838.58 SUMP ELEV. = 838.58	SANITARY MANHOLE #210 RM ELEV. = 844.36 TOP OF DEBRIS ELEV. = 838.58 SUMP ELEV. = 838.58	SANITARY MANHOLE #211 RM ELEV. = 844.36 TOP OF DEBRIS ELEV. = 838.58 SUMP ELEV. = 838.58	SANITARY MANHOLE #212 RM ELEV. = 844.36 TOP OF DEBRIS ELEV. = 838.58 SUMP ELEV. = 838.58	SANITARY MANHOLE #213 RM ELEV. = 844.36 TOP OF DEBRIS ELEV. = 838.58 SUMP ELEV. = 838.58	SANITARY MANHOLE #214 RM ELEV. = 844.36 TOP OF DEBRIS ELEV. = 838.58 SUMP ELEV. = 838.58	SANITARY MANHOLE #215 RM ELEV. = 844.36 TOP OF DEBRIS ELEV. = 838.58 SUMP ELEV. = 838.58	SANITARY MANHOLE #216 RM ELEV. = 844.36 TOP OF DEBRIS ELEV. = 838.58 SUMP ELEV. = 838.58	SANITARY MANHOLE #217 RM ELEV. = 844.36 TOP OF DEBRIS ELEV. = 838.58 SUMP ELEV. = 838.58	SANITARY MANHOLE #218 RM ELEV. = 844.36 TOP OF DEBRIS ELEV. = 838.58 SUMP ELEV. = 838.58	SANITARY MANHOLE #219 RM ELEV. = 844.36 TOP OF DEBRIS ELEV. = 838.58 SUMP ELEV. = 838.58	SANITARY MANHOLE #220 RM ELEV. = 844.36 TOP OF DEBRIS ELEV. = 838.58 SUMP ELEV. = 838.58
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**EX. BENCHMARKS**

- BENCHMARK #1 ELEV. = 862.30 (NAD83) PK WALL WEST SIDE UTILITY POLE, WEST SIDE OF OKEMOS ROAD, 447 SOUTH OF BUILDING #461 OKEMOS ROAD.
- BENCHMARK #2 ELEV. = 846.57 (NAD83) PK WALL, SOUTHEAST SIDE UTILITY POLE, WEST SIDE OF ARDMORE AVENUE, ON LINE WITH SOUTHERLY PARCEL LINE.
- BENCHMARK #3 ELEV. = 856.59 (NAD83) RAILROAD SPIKE, NORTHWEST SIDE UTILITY POLE, NORTHEAST QUADRANT OF ARDMORE AVENUE AND HAMILTON ROAD.

**REVISIONS**

1-11-22	SUBMITTAL
---------	-----------

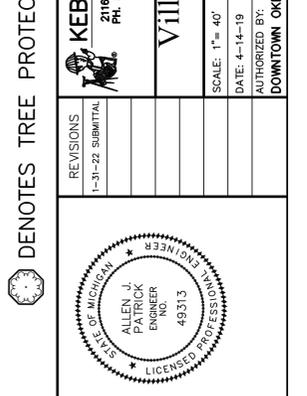
**DESIGNER:** ALLEN J. PATRICK, ENGINEER, NO. 49313  
**APPROVED BY:** [Signature]

**KEBS, INC. BRYAN LAND SURVEYS**  
2116 HASLETT ROAD, HASLETT, MI 48840  
PH. 517-339-1014 FAX. 517-339-8047

**Village of Okemos**  
Professional Engineer  
No. 49313

**APPROVED PLAN**  
DATE: 4-14-19  
SCALE: 1" = 40'  
SHEET 12 OF 14  
JOB # 99191  
AUTHORIZED BY: DOWNTOWN OKEMOS, LLC

**DEMOTES TREE PROTECTION**



**REVISIONS**

1-11-22	SUBMITTAL
---------	-----------

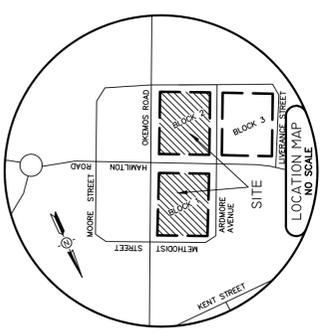
**ASPHALT DEMO**  
**CONCRETE DEMO**  
**GRAVEL DEMO**

**12 HOURS (3 WORKING DAYS) BEFORE YOU DIG CALL 800-421-7111 (TOLL-FREE)**

**EX. LEGEND**

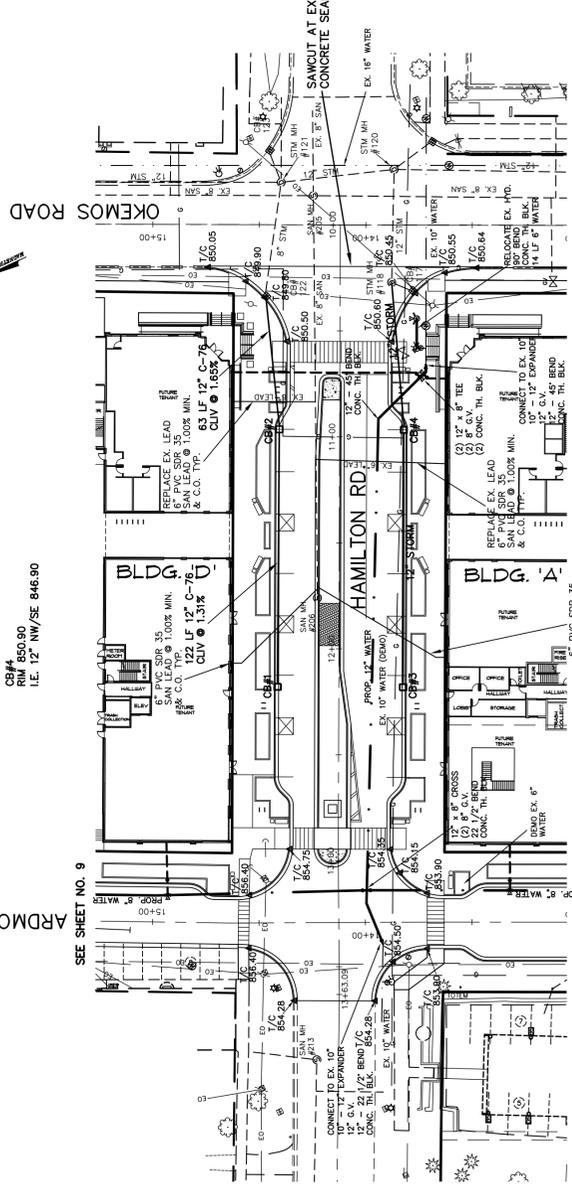
- SET 1/2" BAR WITH GAP
- FOUND IRON AS NOTED
- DIAMETER NOT TO SCALE
- FENCE
- ASPHALT
- GRAVEL
- DECK
- ADA PLATE
- EXISTING SPOT ELEVATION
- EXISTING FINISH ELEVATION
- BUILDING OVERLAP
- GAS LINE
- UTILITY FURNISH
- UNDERGROUND TELEPHONE
- UNDERGROUND CABLE
- OVERHEAD WIRE
- GUARDRAIL
- GAS METER
- WATER METER
- POST
- AIR CONDITIONING UNIT

NOTE: WATER SHALL HAVE 10" HORIZONTAL SEPARATION & 18" VERTICAL SEPARATION FROM ALL SEWERS.



- PROPOSED STORM INVENTORY:
- CB#1 RIM 852.50 I.E. 12" SE 848.50
  - CB#2 RIM 850.90 I.E. 12" NW/SE 846.90
  - CB#3 RIM 852.50 I.E. 12" SE 848.50
  - CB#4 RIM 850.90 I.E. 12" NW/SE 846.90

ARMORE AVE.



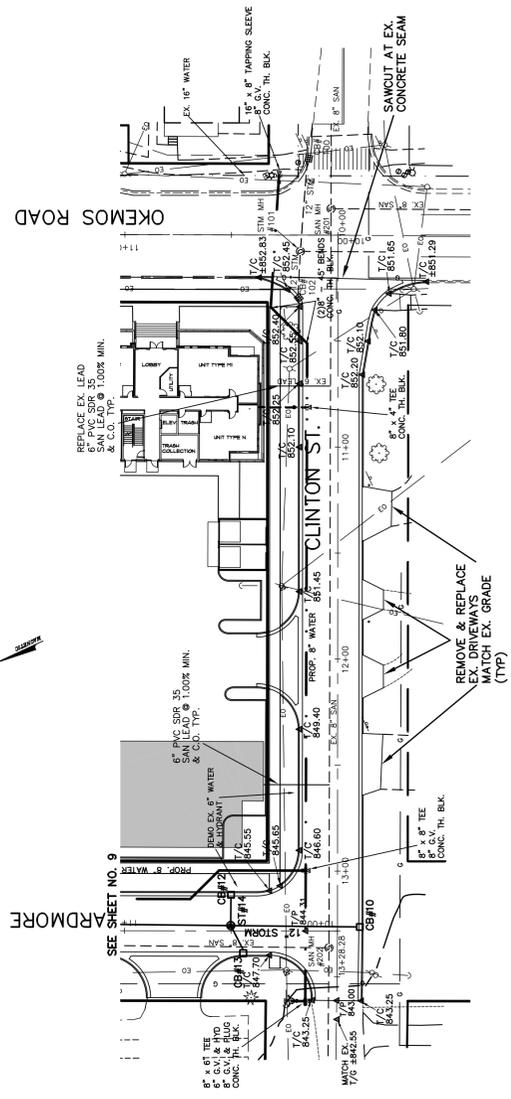
SEE SHEET NO. 9

SEE SHEET NO. 9

NOTE: SEE GRADING PLAN (SHEET 5) FOR DETAILED PROPOSED CURB & SIDEWALK GRADES



ARMORE AVE.

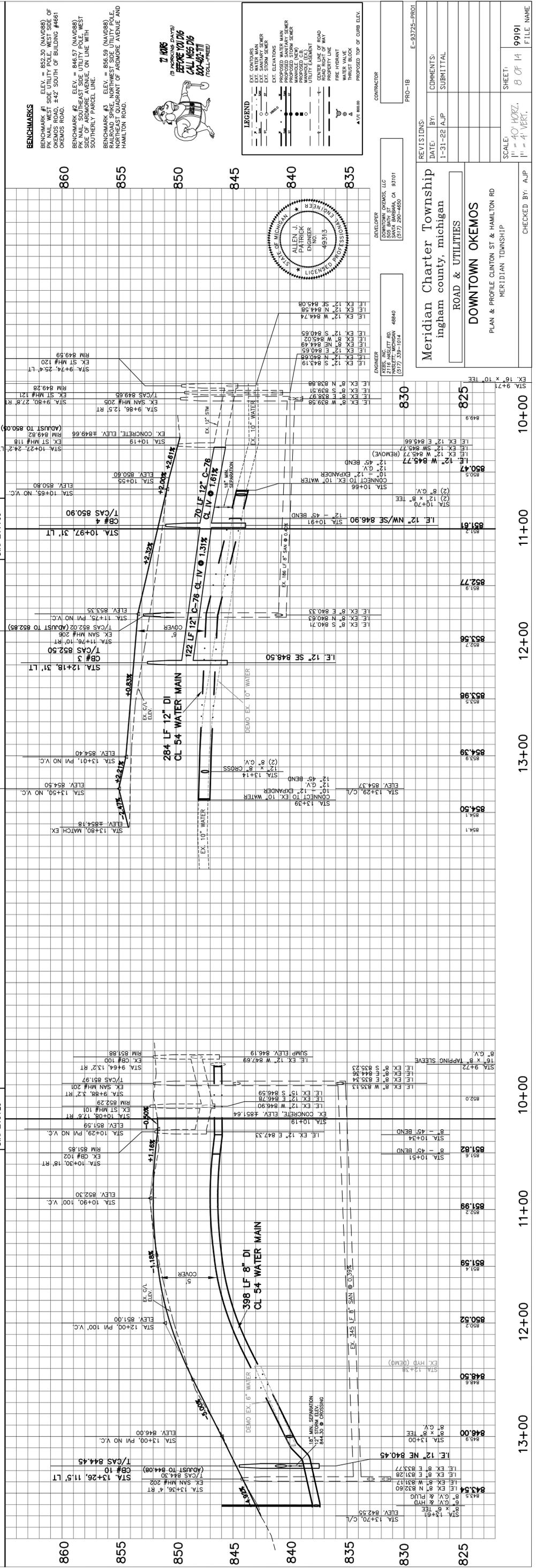


SEE SHEET NO. 9

SEE SHEET NO. 9

WARNING!!!  
CL 54 WATER MAIN  
STA. 11+00

WARNING!!!  
CL 54 WATER MAIN  
STA. 11+00



**BENCHMARKS**  
 BENCHMARK #1 ELEV. = 850.20 (NAVD83)  
 PK NAIL WEST SIDE UTILITY POLE, WEST SIDE OF OKEMOS ROAD, 342' SOUTH OF BUILDING #461  
 BENCHMARK #2 ELEV. = 846.57 (NAVD83)  
 PK NAIL SOUTHEAST SIDE UTILITY POLE, WEST SIDE OF ARMORE AVENUE, ON LINE WITH SOUTHERLY PARCEL LINE.  
 BENCHMARK #3 ELEV. = 856.59 (NAVD83)  
 PK NAIL SOUTHWEST CORNER OF THE NEARLY NORTH-EAST QUADRANT OF ARMORE AVENUE AND HAMILTON ROAD.



**LEGEND**

---	EXT. CONTOURS
---	EXT. SANITARY SEWER
---	EXT. STORM SEWER
---	EXT. ELEVATIONS
---	PROPOSED SANITARY SEWER
---	PROPOSED STORM SEWER
---	MANHOLE (NEW)
---	MANHOLE (EXIST.)
---	UTILITY EASMENT
---	CENTER LINE OF ROAD
---	PROPERTY LINE
---	FIRE HYDRANT
---	WATER VALVE
---	PROPOSED TOP OF CURB ELEV.

**CONTRACTOR**  
 TOWNSHIPS OKEMOS, LLC  
 505 SOUTH ST. #4, CA 93010  
 (917) 290-4650

**ENGINEER**  
 ALLEN J. PATRICK  
 ENGINEER  
 483313

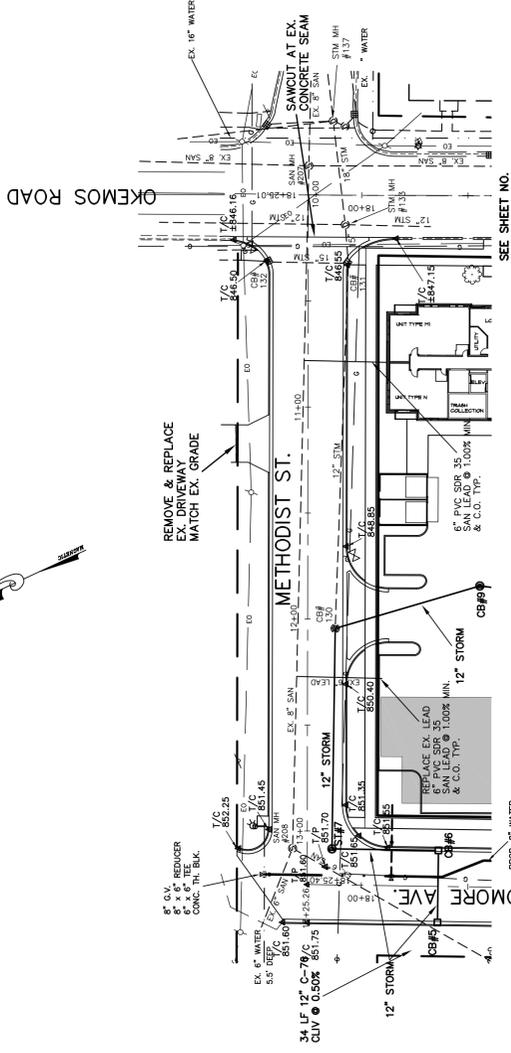
**REVISIONS:**  
 DATE: BY: COMMENTS:  
 1-31-22 AJP SUBMITTAL

**Meridian Charter Township**  
 Ingham county, michigan  
**ROAD & UTILITIES**  
**DOWNTOWN OKEMOS**  
 PLAN & PROFILE CLINTON ST. & HAMILTON RD  
 MERIDIAN TOWNSHIP

CHECKED BY: AJP  
 SHEET: 8 OF 14  
 FILE NAME: 99191

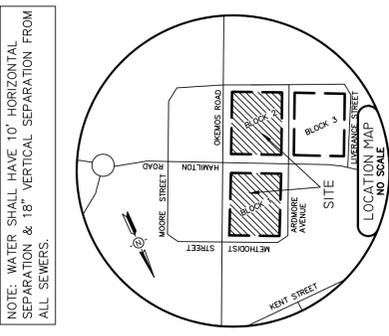
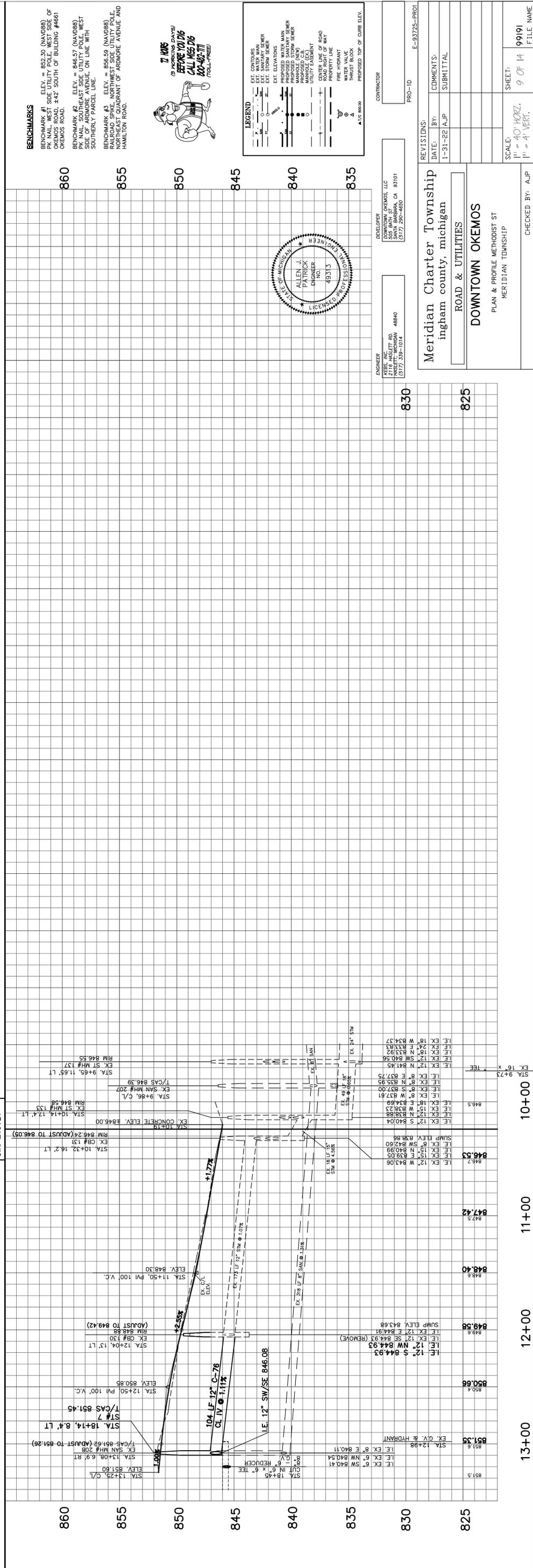
I:\99191\dwg\99191-PROJ.dwg, 1/31/2022 3:37 PM, ajpatrick

NOTE: SEE GRADING PLAN (SHEET 5) FOR DETAILED PROPOSED CURB & SIDEWALK GRADES



SEE SHEET NO. 7  
WARNING!!!  
EX. SAN MH# 207  
STA. 10-14, 12.4' LT  
RM 846.58  
EX. ST. MH# 135  
STA. 9+65, 11.65' LT  
RM 846.55

SEE SHEET NO. 7  
WARNING!!!  
EX. SAN MH# 208  
STA. 13+08, 6.9' RT  
ELEV. 851.60  
T/CAS 851.62 (ADJUST TO 851.26)

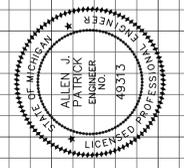


- BENCHMARKS**
- BENCHMARK #1 ELEV. = 850.20 (NAVD83)  
PK NAIL WEST SIDE UTILITY POLE, WEST SIDE OF OKEMOS ROAD, 342' SOUTH OF BUILDING #4661 OKEMOS ROAD.
  - BENCHMARK #2 ELEV. = 846.57 (NAVD88)  
PK NAIL SOUTHEAST SIDE UTILITY POLE, WEST SIDE OF ARMORE AVENUE, ON LINE WITH SOUTHERLY PARCEL LINE.
  - BENCHMARK #3 ELEV. = 856.59 (NAVD88)  
PK NAIL INTERSECTION OF OKEMOS ROAD AND HAMILTON ROAD.



**LEGEND**

- EX. CONTOURS
- EX. SANITARY SEWER
- EX. STORM SEWER
- EX. ELEVATIONS
- PROPOSED SANITARY SEWER
- PROPOSED STORM SEWER
- MANHOLE (NEW)
- MANHOLE (EX.)
- UTILITY EASEMENT
- CENTER LINE OF ROAD
- PROPERTY LINE
- FIRE HYDRANT
- WATER VALVE
- PROPOSED TOP OF CURB ELEV.



**ENGINEER**  
PATRICK, LLC  
2116 HASLETT RD.  
MERRIDIAN, MI 48840  
(267) 339-1014

**DEVELOPER**  
DOWNTOWN OKEMOS, LLC  
505 SOUTH ST. #A  
OKEMOS, MI 48860  
(313) 290-4650

**CONTRACTOR**  
E-93775-PROJ.

**REVISIONS:**

DATE:	BY:	COMMENTS:
1-31-20	AJP	SUBMITTAL

**Meridian Charter Township**  
Ingham county, michigan  
**ROAD & UTILITIES**  
**DOWNTOWN OKEMOS**  
PLAN & PROFILE METHODIST ST  
MERRIDIAN TOWNSHIP

CHECKED BY: AJP

SCALE: 1" = 40' HORZ., 1" = 4' VERT.

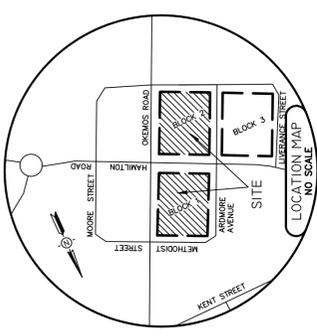
SHEET: 9 OF 14

FILE NAME: 99191

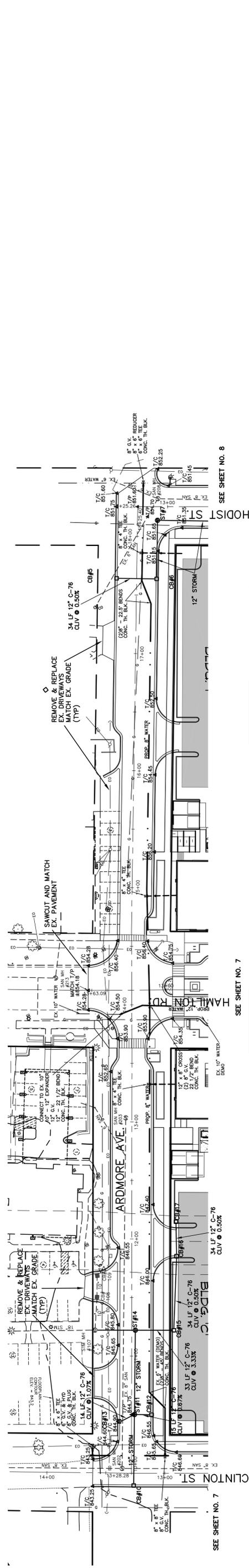
PROPOSED STORM INVENTORY:

- CB#5 12" SW 840.50
- IE. 12" SE 846.50
- CB#6 12" NW/NE 846.33
- IE. 12" E 840.40
- ST#4 12" SW 839.70
- IE. 12" SW 839.70
- CB#10 12" NE 840.45
- IE. 12" NE 840.45
- ST#11 12" SW/NE 840.10
- IE. 12" W/SE 840.25
- CB#17 12" SW 845.05
- IE. 12" SW 845.05

NOTE: WATER SHALL HAVE 10" HORIZONTAL SEPARATION & 18" VERTICAL SEPARATION FROM ALL SEWERS.



NOTE: SEE GRADING PLAN (SHEET 5) FOR DETAILED PROPOSED CURB & SIDEWALK GRADES

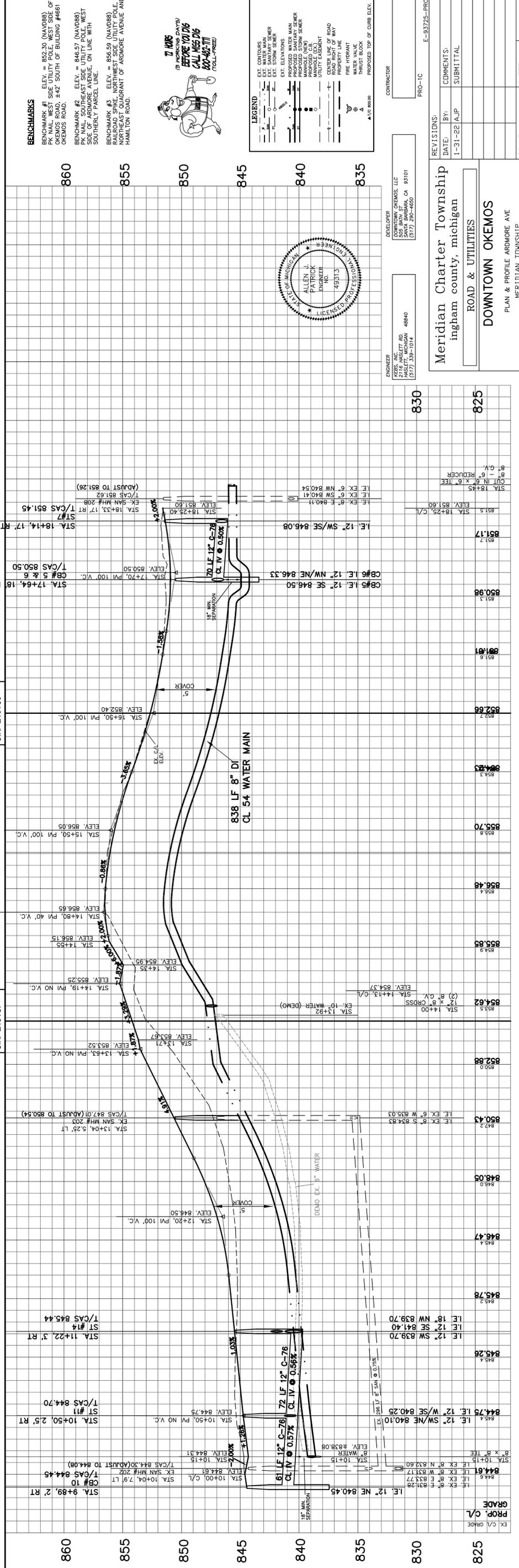


SEE SHEET NO. 7

WARNING!!!  
CLIP  
STA. 413+87

WARNING!!!  
CLIP  
STA. 414+50

SEE SHEET NO. 8



WARNING!!!  
CLIP  
STA. 414+50

WARNING!!!  
CLIP  
STA. 414+50

WARNING!!!  
CLIP  
STA. 414+50

WARNING!!!  
CLIP  
STA. 414+50

SEE SHEET NO. 8

**BENCHMARKS**

- BENCHMARK #1 ELEV. = 850.20 (NAVD83)  
PK NAIL WEST SIDE UTILITY POLE, WEST SIDE OF OKEMOS ROAD, 442' SOUTH OF BUILDING #4681
- BENCHMARK #2 ELEV. = 846.57 (NAVD83)  
PK NAIL SOUTHEAST SIDE UTILITY POLE, WEST SIDE OF ARDMORE AVENUE, ON LINE WITH SOUTHERLY PARCEL LINE.
- BENCHMARK #3 ELEV. = 856.59 (NAVD83)  
NAIL WEST SIDE UTILITY POLE, NORTHWEST QUADRANT OF ARDMORE AVENUE AND HAMILTON ROAD.

**LEGEND**

- EXT. CONTOURS
- EXT. SANITARY SEWER
- EXT. STORM SEWER
- EXT. ELEVATIONS
- PROPOSED SANITARY SEWER
- PROPOSED STORM SEWER
- MANHOLE (NEW)
- MANHOLE (EXIST.)
- UTILITY EMBANKMENT
- CENTER LINE OF ROAD
- PROPERTY LINE
- FIRE HYDRANT
- WATER VALVE
- PROPOSED TOP OF CURB ELEV.

**72 HRS (9 AM - 5 PM) BEFORE TOLLING CALL MRS. DUG 800-427-7111 (TOLL-FREE)**

**ENGINEER**  
ALLEN J. PATRICK  
ENGINEER  
NO. 49313  
LICENSED PROFESSIONAL ENGINEER

**CONTRACTOR**  
DOWNTOWN OKEMOS, LLC  
505 SOUTH ST. #4  
OKEMOS, MI 48860  
(517) 296-4650

**REVISIONS:**

DATE:	BY:	COMMENTS:
1-31-22	AJP	SUBMITTAL

**Meridian Charter Township**  
Ingham county, Michigan  
**ROAD & UTILITIES**  
**DOWNTOWN OKEMOS**  
PLAN & PROFILE ARDMORE AVE  
MERIDIAN TOWNSHIP

CHECKED BY: AJP

SCALE: 1" = 40' HORZ., 1" = 4' VERT.

SHEET: 10 OF 14

FILE NAME: 99191

# **EXHIBIT B**

Project Overview

and

Approved Drawings  
Village of Okemos  
Blocks 1 and 2

Site Plan and required Building Plans  
submitted for Township Review  
01-31-2022 and not yet approved

# **Village of Okemos**

## **Project Overview and Approved MUPUD Drawings**

As of January 31, 2022

The Village of Okemos is a proposed, mixed-use development occupying two blocks on the West side of Okemos Road in Downtown Okemos. The project proposes to build 290,206 square feet in five, four and five story buildings on the two blocks. The current usage calls for an estimated 257,534 gross area square feet of residential and commercial business spaces in four (4) newly constructed mixed-use buildings. The mixed-use recreation of the Village of Okemos with major Infrastructure Improvements is transformative in nature and will bring Retail, Restaurant, Commercial, Office and Residential Uses, adding over 100 jobs, and adding approximately up to \$85 million in new capital investment to the Village.

# **EXHIBIT C**

Consents for Access to Property  
Village of Okemos  
Blocks 1 and 2

Developer/Applicant is the Owner of All  
Real Property being improved thus Site  
Control is Secured and Access  
Agreements are not Required



**To: Board Members**

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

**Date: April 19, 2022**

**Re: Rezoning #21060 – Becky Beauchine Kulka – 2260 Jolly Oak Drive  
PO, Professional and Office, to C-2, Commercial**

---

Rezoning #21060 is a request to rezone approximately one acre of land at 2260 Jolly Oak Drive from PO, Professional and Office to C-2, Commercial. The Planning Commission held a public hearing on the rezoning at its meeting on March 28, 2022 and voted unanimously to recommend approval at of the request to the Township Board. The Township Board discussed the matter at their April 12, 2022 meeting and raised no major issues at that time.

The Township Board may approve or deny the proposed rezoning from PO, Professional and Office, to C-2, Commercial. If the Board amends the proposal, the request should be referred back to the Planning Commission for a recommendation and new public hearing. At this time, Staff would **recommend approval** of the proposed rezoning, as it is consistent with the Township’s Master Plan. A resolution to approve the introduction of the rezoning request is included with this memo, along with the proposed ordinance. A final vote on the rezoning will request will come back to the Township Board at the May 6<sup>th</sup> meeting.

**Move to adopt the resolution approving for introduction Rezoning #21060 to rezone the approximately one-acre parcel located at 2260 Jolly Oak Drive from PO, Professional and Office, to C-2, Commercial.**

**Attachments**

1. Resolution to approve Ordinance 2022-09 for introduction
2. Ordinance 2022-09 – Final Version

**RESOLUTION TO APPROVE - Introduction**

**Rezoning #21060  
Becky Beauchine Kulka Inc.**

**RESOLUTION**

At a regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Municipal Building, in said Township on the 26th day of April, 2022, at 6:00 p.m., Local Time.

PRESENT: \_\_\_\_\_  
\_\_\_\_\_

ABSENT: \_\_\_\_\_

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

WHEREAS, Becky Beauchine Kulka Inc. requested the rezoning of an approximately one acre parcel located at 2260 Jolly Oak Road from PO (Professional Office) to C-2 (Commercial); and

WHEREAS, the Planning Commission held a public hearing and discussed at its regular meeting on March 28, 2022; and

WHEREAS, the Township Board discussed the proposed rezoning at its meeting on April 12, 2022, and has reviewed the staff and Planning Commission materials provided under cover memorandums dated April 4, 2022; and

WHEREAS, the subject property is adjacent to Commercial zoning on the south side and is not adjacent to any residentially zoned property; and

WHEREAS, the proposed rezoning to C-2, Commercial, is consistent with the Master Plan for Meridian Township, which calls for Commercial uses on the site; and

WHEREAS, public water and sanitary sewer are available to serve the subject property; and

WHEREAS, the subject property meets or exceeds the minimum standards for lot area and lot width in the C-2, Commercial zoning district; and

WHEREAS, approving the rezoning would allow the applicant to redevelop the vacant building currently on the site.

NOW THEREFORE, BE IT RESOLVED THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN hereby INTRODUCES FOR PUBLICATION AND SUBSEQUENT ADOPTION Ordinance No. 2022-09, entitled "Ordinance Amending the Zoning District Map of Meridian Township pursuant to Rezoning Petition #21060" from PO (Professional Office) to C-2 (Commercial).

**Resolution to Approve  
Rezoning #21060 (Becky Beauchine Kulka Inc.)  
Page 2**

BE IT FURTHER RESOLVED that the Clerk of the Charter Township of Meridian is directed to publish the Ordinance in the form in which it is introduced at least once prior to the next regular meeting of the Township Board.

ADOPTED:      YEAS:      \_\_\_\_\_

                    NAYS:      \_\_\_\_\_

STATE OF MICHIGAN )

) ss

COUNTY OF INGHAM )

I, the undersigned, the duly qualified and acting Clerk of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of a resolution adopted at a regular meeting of the Township Board on the 26th day of April, 2022.

\_\_\_\_\_  
Deborah Guthrie  
Township Clerk

**ORDINANCE NO. 2022-09**

AN ORDINANCE AMENDING THE ZONING DISTRICT MAP OF MERIDIAN TOWNSHIP

**THE CHARTER TOWNSHIP OF MERIDIAN ORDAINS:**

**Section 1.** Amending the Zoning District Map.

The Zoning District Map of Meridian Township, as adopted in Section 86-312 of the Code of the Charter Township of Meridian, Michigan, as previously amended, is hereby amended by changing the PO (Professional Office) District symbol and indication as shown on the Zoning District Map, for 2260 Jolly Oak Road for the land legally described as:

UNIT #4 OKEMOS + OAKS PARK.

to that of C-2 (Commercial).

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

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

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

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

ADOPTED by the Charter Township of Meridian Board at its regular meeting this 6th day of May, 2022.

\_\_\_\_\_  
Patricia Herring Jackson, Township Supervisor

\_\_\_\_\_  
Deborah Guthrie, Township Clerk



**To:** Board Members

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

**Date:** April 19, 2022

**Re:** Text Amendment 2022-02 – ZBA Standards of Review

---

At the April 12, 2022 Township Board meeting, the Board Members discussed the potential changes to the Zoning Board of Appeals standards of review. At the meeting, no concerns were raised. The ordinance has previously been reviewed by the Planning Commission, who held a public hearing on the change, and the Zoning Board of Appeals. Both bodies recommended that the Township Board adopt the changes.

The ordinance proposes to change the standards of review for a variance to more closely mirror the general standards for a practical difficulty (the basis for a non-use variance) that have been established through legislation and case law in Michigan. This will streamline the ZBA's work and make their decisions more defensible, should a decision ever be challenged in Court. Specifically, the ordinance would combine the ZBA's existing criteria one and two into one criterion pertaining to unique circumstances. Criteria three and four would be combined into one criterion specific to practical difficulties. Criterion seven would be eliminated to place the burden of updating the Ordinance on the Township and not the applicant.

Staff **recommends approval** of the proposed ordinance at this time, as it will substantially improve the processes for the Zoning Board of Appeals to review a request for a variance. Staff has provided the following recommended motion/resolution to introduce the ordinance.

**Move to adopt the resolution approving for introduction Zoning Amendment 2022-02 to amend Section 86-221 of the Charter Township of Meridian Zoning Code, an ordinance to update the Zoning Board of Appeals standards of review.**

#### **Attachments**

1. Resolution to approve Ordinance 2022-02 for introduction
2. Ordinance 2022-02 – Final Version

**RESOLUTION TO APPROVE - Introduction**

**Text Amendment 2022-02  
Zoning Board of Appeals Standards of Review**

**RESOLUTION**

At a regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Municipal Building, in said Township on the 26<sup>th</sup> day of April, 2022, at 6:00 p.m., Local Time.

PRESENT: \_\_\_\_\_  
\_\_\_\_\_

ABSENT: \_\_\_\_\_

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

WHEREAS, the Zoning Board of Appeals currently has eight, sometimes conflicting, standards of review for any variance request; and

WHEREAS, the Zoning Board of Appeals asked Staff to review the standards against the State enabling legislation and determine if potentially streamlining of the local ordinance was possible; and

WHEREAS, the Planning Commission held a public hearing on the proposed zoning amendment at its regular meeting on March 14, 2022 and recommended approval of the proposed zoning amendment at their March 28, 2022 regular meeting; and

WHEREAS, the Zoning Board of Appeals reviewed the matter at their February 16, 2022 meeting and recommended approval of the proposed amendment; and

WHEREAS, the Township Board reviewed the matter at their April 12<sup>th</sup> and April 26<sup>th</sup> meetings; and

WHEREAS, the proposed zoning amendment will clarify and shorten the standards for the Zoning Board of Appeals to review variance requests, making their discussion more clear and defensible.

NOW THEREFORE, BE IT RESOLVED THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN hereby INTRODUCES FOR PUBLICATION AND SUBSEQUENT ADOPTION Ordinance No. 2022-02, entitled "Ordinance to Amend Section 86-221, Review Criteria, of the Charter Township of Meridian Zoning Code to update the standards therein"; and

BE IT FURTHER RESOLVED that the Clerk of the Charter Township of Meridian is directed to publish the Ordinance in the form in which it is introduced at least once prior to the next regular meeting of the Township Board.

**Page 2**

ADOPTED:      YEAS: \_\_\_\_\_

                    NAYS: \_\_\_\_\_

STATE OF MICHIGAN )

) ss

COUNTY OF INGHAM )

I, the undersigned, the duly qualified and acting Clerk of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of a resolution adopted at a regular meeting of the Township Board on the 26<sup>th</sup> day of April, 2021.

\_\_\_\_\_  
Deborah Guthrie  
Township Clerk

ORDINANCE NO. 2022-02

AN ORDINANCE TO AMEND SECTION 86-221, REVIEW CRITERIA, OF THE CHARTER TOWNSHIP OF MERIDIAN ZONING CODE TO UPDATE THE STANDARDS THEREIN

THE CHARTER TOWNSHIP OF MERIDIAN ORDAINS:

Section 1. Section 86-221, Review criteria, is hereby amended to read as follows:

In the review of an application for a variance, the Zoning Board of Appeals should determine if the following criteria are satisfied:

- (1) Unique circumstances exist that are peculiar to the land or structure, that are not applicable to other land or structures in the same zoning district and these unique circumstances are not self-created.
- (2) Strict interpretation and enforcement of the literal terms and provisions of this chapter would result in practical difficulties that would prevent the owner from using the property for a permitted purpose.
- (3) Granting the variance is the minimum action necessary which would carry out the spirit of this zoning ordinance, secure public safety, and provide substantial justice.
- (4) Granting the variance will not adversely affect adjacent land or the essential character in the vicinity of the property.
- (5) Granting the variance will be generally consistent with public interest and the purposes and intent of this chapter.

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

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

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

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

ADOPTED by the Charter Township of Meridian Board at its regular meeting this 3<sup>rd</sup> day of May, 2022.

\_\_\_\_\_  
Patricia Herring Jackson, Township Supervisor

\_\_\_\_\_  
Deborah Guthrie, Township Clerk



**To: Board Members**

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

**Date: April 19, 2022**

**Re: Text Amendment 2022-03 – Lake Lansing Residential Overlay District, Front Yard Lot Coverage**

---

At the April 12, 2022 Township Board meeting, the Board Members discussed the potential changes to the lot coverage in the Lake Lansing Residential Overlay zoning district that covers the properties around Lake Lansing. At the meeting, no concerns were raised. The ordinance has previously been reviewed by the Planning Commission, who held a public hearing on the change and recommended that the Township Board adopt the changes.

The ordinance arose out of a continuing series of variance requests that were presented to the Zoning Board of Appeals for properties around the lake. As more and more homes are built or renovated around the lake, the ZBA was faced with additional requests for variances. The ZBA asked Staff to review the ordinance and determine if changes could be made to allow for additional flexibility, in line with the variances that were being granted. Staff proposed increasing the front yard lot coverage for both lots under 65 feet in width and over 65 feet in width, allowing additional flexibility for all homeowners, not just those on smaller lots.

This will not be a panacea for the issue, as there will inevitably be people who want even more lot coverage. But this will put the ZBA in stronger position to review new requests with a very critical eye now that the ordinance has been amended to provide additional flexibility. Staff continues to believe a full overhaul of the Lake Lansing Residential Overlay District is overdue and will work to begin that review in the upcoming year.

Staff **recommends approval** of the proposed ordinance at this time, as it will provide homeowners flexibility in adding on or building a new home around the lake. Staff has provided the following recommended motion and attached resolution to introduce the ordinance.

**Move to adopt the resolution approving for introduction Zoning Amendment 2022-03 to amend Section 86-442 of the Charter Township of Meridian Zoning Code, an ordinance to update the front yard lot coverage standards in the Lake Lansing Residential Overlay District.**

#### **Attachments**

1. Resolution to approve Ordinance 2022-03 for introduction
2. Ordinance 2022-03 – Final Version

**RESOLUTION TO APPROVE - Introduction**

**Text Amendment 2022-03  
Lake Lansing Residential Overlay district  
Front Yard Lot Coverage**

**RESOLUTION**

At a regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Municipal Building, in said Township on the 26<sup>th</sup> day of April, 2022, at 6:00 p.m., Local Time.

PRESENT: \_\_\_\_\_  
\_\_\_\_\_

ABSENT: \_\_\_\_\_

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

WHEREAS, the Lake Lansing Residential Overlay district allows for up to 50% of the front yard to be impervious surface, under certain circumstances; and

WHEREAS, the Zoning Board of Appeals has approved a number of variances for new or expanded structures and driveways for lots around Lake Lansing; and

WHEREAS, the matter has come to the Zoning Board of Appeals enough to be a generally recurring variance and the Board asked Staff to review the ordinance and recommend potential changes; and

WHEREAS, the Planning Commission reviewed the matter at their March 14, 2022 and March 28, 2022 meeting and recommended approval of the proposed amendment; and

WHEREAS, the Township Board reviewed the matter at their April 12<sup>th</sup> and April 26<sup>th</sup> meetings; and

WHEREAS, the proposed zoning amendment will allow additional flexibility for properties in the Lake Lansing Residential Overlay district for making improvements to their properties and will reduce the number of variance requests submitted to the Zoning Board of Appeals.

NOW THEREFORE, BE IT RESOLVED THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN hereby INTRODUCES FOR PUBLICATION AND SUBSEQUENT ADOPTION Ordinance No. 2022-03, entitled "Ordinance to Amend Section 86-442, Lake Lansing Residential Overlay District, of the Charter Township of Meridian Zoning Code to update the standards therein (LOT COVERAGE)"; and

BE IT FURTHER RESOLVED that the Clerk of the Charter Township of Meridian is directed to publish the Ordinance in the form in which it is introduced at least once prior to the next regular meeting of the Township Board.

**Resolution to Approve - INTRODUCTION**

**Text Amendment 2022-03  
Lake Lansing Residential Overlay district  
Front Yard Lot Coverage**

**Page 2**

ADOPTED:      YEAS:      \_\_\_\_\_

                    NAYS:      \_\_\_\_\_

STATE OF MICHIGAN    )

  ) ss

COUNTY OF INGHAM    )

I, the undersigned, the duly qualified and acting Clerk of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of a resolution adopted at a regular meeting of the Township Board on the 26<sup>th</sup> day of April, 2021.

\_\_\_\_\_  
Deborah Guthrie  
Township Clerk

ORDINANCE NO. 2022-03

AN ORDINANCE TO AMEND SECTION 86-442, LAKE LANSING RESIDENTIAL OVERLAY DISTRICT,  
OF THE CHARTER TOWNSHIP OF MERIDIAN ZONING CODE TO UPDATE THE STANDARDS  
THEREIN (LOT COVERAGE)

**THE CHARTER TOWNSHIP OF MERIDIAN ORDAINS:**

**Section 1.** Section 86-442, Lake Lansing Residential Overlay District, is hereby amended at subsection (f)(9) to read as follows:

(9) Maximum driveway coverage.

- a. A driveway shall not occupy more than 65% of the total area of the front yard for residential lots that are less than 65 feet in width at the street line and created and recorded prior to October 5, 1960.
- b. A driveway shall not occupy more than 40% of the total area of the front yard for residential lots 65 feet or greater in width at the street line.
- c. A driveway shall not be permitted in the street right-of-way where the street has not been built.

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

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

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

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

ADOPTED by the Charter Township of Meridian Board at its regular meeting this 3<sup>rd</sup> day of May, 2022.

\_\_\_\_\_  
Patricia Herring Jackson, Township Supervisor

\_\_\_\_\_  
Deborah Guthrie, Township Clerk



**To: Board Members**

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

**Date: April 19, 2022**

**Re: Text Amendment 2022-04 – Lake Lansing Residential Overlay District, Front Yard Setbacks**

---

At the April 12, 2022 Township Board meeting, the Board Members discussed the potential changes to the front yard setbacks in the Lake Lansing Residential Overlay zoning district that covers the properties around Lake Lansing. At the meeting, no concerns were raised. The ordinance has previously been reviewed by the Planning Commission, who held a public hearing on the change and recommended that the Township Board adopt the changes.

The ordinance arose out of a continuing series of variance requests that were presented to the Zoning Board of Appeals for properties around the lake. As more and more homes are built or renovated around the lake, the ZBA was faced with additional requests for variances. The ZBA asked Staff to review the ordinance and determine if changes could be made to allow for additional flexibility, in line with the variances that were being granted.

The current ordinance has two sets of standards for front yard setbacks, depending on where the lot is located. Given that there are many structures that predate the current ordinance standards or have received a variance, Staff is recommending allowing a setback averaging option for the front yard, based on the setbacks on adjacent properties. This would keep the proposed structure generally in line with the existing structures, while not requiring the Zoning Board of Appeals to take action on every application.

Staff **recommends approval** of the proposed ordinance at this time, as it will provide homeowners flexibility in adding onto an existing home or building a new home around the lake. Staff has provided the following recommended motion and attached resolution to introduce the ordinance.

**Move to adopt the resolution approving for introduction Zoning Amendment 2022-04 to amend Section 86-442 of the Charter Township of Meridian Zoning Code, an ordinance to update the front yard setback standards in the Lake Lansing Residential Overlay District.**

#### **Attachments**

1. Resolution to approve Ordinance 2022-04 for introduction
2. Ordinance 2022-04 – Final Version

**RESOLUTION TO APPROVE - Introduction**

**Text Amendment 2022-04  
Lake Lansing Residential Overlay district  
Front Yard Setbacks**

**RESOLUTION**

At a regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Municipal Building, in said Township on the 26<sup>th</sup> day of April, 2022, at 6:00 p.m., Local Time.

PRESENT: \_\_\_\_\_  
\_\_\_\_\_

ABSENT: \_\_\_\_\_

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

WHEREAS, the Lake Lansing Residential Overlay district requires a setback of 20 feet from the property line or 85 feet from the road centerline, depending on the location and street frontage; and

WHEREAS, the Zoning Board of Appeals has approved a number of variances for new or expanded structures and driveways for lots around Lake Lansing, with reduced front yard setbacks; and

WHEREAS, the matter has come to the Zoning Board of Appeals enough to be a generally recurring variance and the Board asked Staff to review the ordinance and recommend potential changes; and

WHEREAS, the Planning Commission reviewed the matter at their March 14, 2022 and March 28, 2022 meeting and recommended approval of the proposed amendment; and

WHEREAS, the Township Board reviewed the matter at their April 12<sup>th</sup> and April 26<sup>th</sup> meetings; and

WHEREAS, the proposed zoning amendment will allow substantial flexibility for properties in the Lake Lansing Residential Overlay district for making additions to their houses or reconstructing houses and will reduce the number of variance requests submitted to the Zoning Board of Appeals.

NOW THEREFORE, BE IT RESOLVED THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN hereby INTRODUCES FOR PUBLICATION AND SUBSEQUENT ADOPTION Ordinance No. 2022-04, entitled "Ordinance to Amend Section 86-442, Lake Lansing Residential Overlay District, of the Charter Township of Meridian Zoning Code to update the standards therein (FRONT YARD SETBACKS)"; and

**Page 2**

BE IT FURTHER RESOLVED that the Clerk of the Charter Township of Meridian is directed to publish the Ordinance in the form in which it is introduced at least once prior to the next regular meeting of the Township Board.

ADOPTED: YEAS: \_\_\_\_\_

NAYS: \_\_\_\_\_

STATE OF MICHIGAN )

) ss

COUNTY OF INGHAM )

I, the undersigned, the duly qualified and acting Clerk of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of a resolution adopted at a regular meeting of the Township Board on the 26<sup>th</sup> day of April, 2021.

\_\_\_\_\_  
Deborah Guthrie  
Township Clerk

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ORDINANCE NO. 2022-04

AN ORDINANCE TO AMEND SECTION 86-442, LAKE LANSING RESIDENTIAL OVERLAY DISTRICT,  
OF THE CHARTER TOWNSHIP OF MERIDIAN ZONING CODE TO UPDATE THE STANDARDS  
THEREIN (FRONT YARD SETBACKS)

**THE CHARTER TOWNSHIP OF MERIDIAN ORDAINS:**

**Section 1.** Section 86-442, Lake Lansing Residential Overlay District, is hereby amended at subsection (f)(5)a. to read as follows:

Front Yards. The front yard setback shall not be less than 20 feet from the street line, except that it may be reduced to the average front yard setback of the homes within 150 feet on the same side of the road.

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

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

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

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

ADOPTED by the Charter Township of Meridian Board at its regular meeting this 6th day of May, 2022.

\_\_\_\_\_  
Patricia Herring Jackson, Township Supervisor

\_\_\_\_\_  
Deborah Guthrie, Township Clerk



**To: Board Members**  
**From: Deborah Guthrie, Clerk and Trustee Courtney Wisinski**  
**Date: April 22, 2022**  
**Re: Designation of Juneteenth for all Township Employees**

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As part of the DEI Committee, Supervisor Jackson, Clerk Guthrie, and Trustee Wisinski would like to discuss Juneteenth as a paid holiday.

The last holiday adopted by the Township Board was Martin Luther King Jr. Day in January of 2001. We would like the Personnel Policy – Holiday Pay to include Juneteenth as a paid holiday for all employees for the following reasons:

1. Juneteenth honors the emancipation of enslaved African Americans in the US and we would like to see Meridian honor that as well each year by designating it as a holiday
2. Juneteenth meets the Township Board’s DEI objective to foster a workplace that adheres to the highest standards of diversity, equity and inclusion
3. Juneteenth not only commemorates the past, it calls us to action today
4. Congress passed Juneteenth as a federal holiday in 2021
5. Juneteenth has become a State of Michigan holiday
6. Juneteenth is observed as a State of Michigan paid holiday:  
<https://www.michigan.gov/som/government/state-holidays>
7. Juneteenth is observed as a City of East Lansing paid holiday as of June 22, 2021  
[Statements, Resolutions and Ordinances | East Lansing, MI - Official Website \(cityofeastlansing.com\)](https://www.cityofeastlansing.com/Statements,ResolutionsandOrdinances/EastLansingMIOfficialWebsite)
8. Honoring Juneteenth meets the Board’s goal of focusing on retention, recruitment and well-being

**The following motion is offered for your consideration:**

**Move to approve the attached resolution celebrating and designating Juneteenth as an official Meridian Township government holiday by closing administrative offices in observance of this Federal and State Holiday and to amend all contracts and the Personnel Policy to include Juneteenth as a paid holiday for all employees.**

**RESOLUTION TO APPROVE**

**IN RECOGNITION AND CELEBRATION OF  
JUNETEENTH AND DESIGNATED AS A TOWNSHIP HOLIDAY**

**RESOLUTION**

At a regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Municipal Building, 5151 Marsh Road, Okemos, MI 48864, in said Township on the 26<sup>th</sup> day of April, 2022, at 6:00 p.m., Local Time.

PRESENT:

ABSENT:

The following resolution is offered by \_\_\_\_\_ and supported by \_\_\_\_\_

**WHEREAS**, Juneteenth is the oldest celebration of the emancipation of African American slaves, and is so named for the June 19, 1866 adoption of Black Independence Day in Galveston, Texas; and,

**WHEREAS**, Juneteenth celebrates America’s commitment to liberty and equality in accordance with the Constitution of the United States, along with the Emancipation Declaration issued by President Lincoln on September 22, 1862, later became effective on January 1, 1863; and,

**WHEREAS**, the 13<sup>th</sup> Amendment to the Constitution abolished slavery, ratified by Congress on December 6, 1865; and,

**WHEREAS**, the history of African Americans is a study of resilience for the plight of slavery in our history, and today, for the over 45 million people in forced labor and other forms of human trafficking; and,

**WHEREAS**, Congress passed Juneteenth as a US Federal holiday commemorating the end of slavery in the United States; and,

**WHEREAS**, in 2021 the State of Michigan passed Juneteenth as a State paid holiday beginning in 2022; and,

**WHEREAS**, in 2021 the City of East Lansing passed Juneteenth as a City of Lansing paid holiday in 2021; and,

**WHEREAS**, Juneteenth meets the Township Board’s DEI objective to foster a workplace that adheres to the highest standards of diversity, equity and inclusion; and,

**WHEREAS**, the Meridian Township Board encourages the entire community, region, state and country to celebrate Juneteenth; and,

**WHEREAS**, the Meridian Township Board passed a resolution of support on June 15, 2021 encouraging the entire community, region, state and country to recognize and celebrate Juneteenth; and,

Resolution to Approve  
In Recognition and Celebration of Juneteenth  
And Designation as a Township Holiday  
April 26, 2022  
Page 2

**WHEREAS**, the signed resolution also recognized, adopted and proclaimed the resolution to underscore the freedom with dignity of every human being, opposing and rejecting any form of oppression and pledging to support our residents, churches and organizations working to achieve social justice, genuine equality and protecting the human rights for all people of Meridian Township; and,

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY, MICHIGAN**, that the Meridian Township Board recognizes, adopts and proclaims this Resolution to underscore the freedom with dignity of every human being and as a governmental body, we oppose and reject any form of oppression and pledge to support our residents, churches and organizations working to achieve social justice, genuine equality and protect the human rights for all people of Meridian Township; and,

**FURTHER RESOLVE** to designate Juneteenth as an official Township government holiday by closing administrative offices in observance of this Federal holiday and to amend all contracts and the Personnel Policy – Holiday Pay to include Juneteenth as a paid holiday for all employees.

ADOPTED:  
YEAS:  
NAYS:

Resolution is declared

STATE OF MICHIGAN )  
                                  )ss:  
COUNTY OF INGHAM )

I, the undersigned, the duly qualified and acting Clerk of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of a resolution adopted at a regular meeting of the Township Board on the 26th day of April, 2022.

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Deborah Guthrie  
Meridian Township Clerk



To: Board Members  
From: Frank L. Walsh, Township Manager  
Date: April 22, 2022  
Re: 2022 1st Quarter Budget Amendments

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The April 2022 Amended Budget is attached. It reflects the recommended budget amendments that are detailed in Exhibit A. These amendments result from revenue and expenditures that were unknown during the original budget process.

Amendments to the 2022 General Fund include revenue increases for State Revenue Sharing of \$1,100,000 this is from the increase from the census data. Expenditure requests are from the proposed SIP program of \$340,000, insurance cost of \$15,000, election supplies \$5,200, salaries for the Project Manager position \$83,700, folding machine \$21,100 and \$122,980 in carryover item from the 2021 budget.

The projected Fund Balance for General Fund is based on **preliminary** financial results at year-end. Final numbers for 2021 will not be available until after the audit.

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

Fund Balance at 12/31/21 per audited	\$13,165,516
Original Budgeted Use of Fund Balance 2022	(\$2,694,359)
1 <sup>st</sup> Qtr. budget amendments	<u>\$507,250</u>
Projected Use of Fund Balance	<u>(\$2,187,109)</u>
Projected Fund Balance at 12/31/22	<u>\$10,978,407</u>
Fund Balance/Average Monthly Expenditures	<u>4.28</u>

Amendments to the Special Funds consists of \$12,700 in carryover items for the Local Roads Project. The Parks Millage has carryover items of \$16,950. The Park Restricted Fund has carryover of \$4,100 for trail maps. The pedestrian Bikepath has carryover amounts of \$295,800 for the sign project and Dawn Avenue to MSU Pathway. The Cable Fund is requesting use of \$63,400 for upgrades to the Town Hall AV. Sewer Fund has \$9,300 carryover for the sign project. The Water Fund has \$20,400 in carryover funds for signs, water valve turner and Eco Works and the Motor Pool are requesting and additional \$16,000 for insurance costs and \$895,000 to carryover the cost of the new Ladder Fire Truck.

The following motion is proposed:

**MOVE TO APPROVE THE 1<sup>st</sup> QUARTER 2022 BUDGET AMENDMENTS WITH A INCREASE IN BUDGETED FUND BALANCE FOR THE GENERAL FUND IN THE AMOUNT OF \$507,250 WHICH PROJECTS A USE OF FUND BALANCE OF \$2,187,109. BASED ON 2021 RESULTS, THE PROJECTED FUND BALANCE AT DECEMBER 31, 2022 WILL BE \$10,978,407.**

**Attachment:**

1. April 2022 Budget Amendment Financial Information

Beginning of Year Budget Amendments  
2022 Budget  
Charter Township of Meridian

Department	Amount	Explanation	Account
<b>GENERAL FUND</b>			
<b>Revenue</b>			
State Revenue Sharing	<u>\$1,100,000.00</u> \$1,100,000.00	Higher than anticipated due to census data	101-000.000-574.000
<b>Expenditures</b>			
<b>General Government</b>			
Administrative Services - Salaries	340,000.00	Employee compensation plan	101-170.173-701.000
Administrative Services - Insurance	15,000.00	Higher than anticipated	101-170.173-812.000
IT - Contractual Services	56,300.00	Carryover - Brightline contract, Digital file conversion and Access control system software	101-170.228-820.000
Elections - Operating Supplies	5,200.00	Unbudgeted item - Rolling ballot bags	101-170.262-728.000
Building Maintenance - Contractual Services	2,300.00	Carryover - Sign Project	101-170.265-828.000
Building Maintenance - Building Repairs	5,300.00	Carryover - Hot Water circulation pump	101-170.265-930.000
Admin & Human Resources	83,700.00	Unbudgeted item - Project Manager position and Salary increases	101-170.270-701.000
Grounds Maintenance - Contractual Services	2,300.00	Carryover - Sign Project	101-170.271-820.000
Watershed Management - Contractual Services	11,150.00	Carryover - Daniels Drain assessment	101-170.445-820.000
Police - Computer Service/Supplies	5,000.00	Carryover - Traffic Solutions Software	101-300.301-826.000
Park Maintenance - Contractual Services	12,300.00	Carryover - Resurface lots and Sign project	101-750.758-820.000
Park Maintenance - Operating supplies	4,000.00	Carryover - 72" seeder	101-750.758-979.000
Cable - TV - Publications	4,000.00	Carryover - HOMTV Re-Engineering project	101-750.806-820.000
Capital Outlay - Construction/Improvements	25,100.00	Carryover - Exterior Doors and LED Light conversion	101-900.901-974.000
Capital Outlay - Office Equipment & Furniture	21,100.00	Unbudgeted item - Folder/Inserter/sealer	101-900.901-980.000
<b>Total General Government</b>	<u><b>592,750.00</b></u>		
<b>Total Expenditures for General Fund</b>	<u><b>592,750.00</b></u>		
<b>Net to (from) Fund Balance</b>	<u><b>\$507,250.00</b></u>		
<b>SPECIAL REVENUE FUNDS</b>			
<b>Local Roads</b>			
<i>Expenditures</i> - Construction/Improvements	12,700.00	Carryover - Paving of Roseland and Brookfield catch basin	204-000.000-974.000
<b>Net from Fund Balance</b>	<u><b>-\$12,700.00</b></u>		
<b>Park Millage</b>			
<i>Expenditures</i> - Harris Nature Center	4,000.00	Budget Shift from General Fund	208-750.756-820.000
<i>Expenditures</i> - Park Maintenance - Contractual Services	8,950.00	Carryover - Striping of lots	208-750.758-820.000
<i>Expenditures</i> - Park Maintenance - Machinery and Equipment	4,000.00	Carryover - Seeder	208-750.758-979.000
<b>Net from Fund Balance</b>	<u><b>-\$16,950.00</b></u>		
<b>Park Restricted/Designated</b>			
<i>Expenditures</i>			
Park Development	4,100.00	Carryover - Trail Maps	211-000.000-975.000
<b>Total Expenditures</b>	<u><b>\$4,100.00</b></u>		
<b>Net from Fund Balance</b>	<u><b>-\$4,100.00</b></u>		
<b>Pedestrian Bikepath</b>			
<i>Expenditures</i>			
Contractual Services	2,300.00	Carryover - Sign project	216-440.450-820.000
Construction/Improvement	295,800.00	Carryover - Dawn Avenue and MSU to LL Pathway	216-440.450-974.000
<b>Total Expenditures</b>	<u><b>\$295,800.00</b></u>		
<b>Net from Fund Balance</b>	<u><b>-\$295,800.00</b></u>		
<b>Cable TV</b>			

**Expenditures**

Video Production Equipment	<u>63,400.00</u>	Unbudgeted - Town Hall AV Upgrades	230-750.806-974.000
<b>Total Expenditures</b>	<b><u>\$63,400.00</u></b>		
<b>Net from Fund Balance</b>	<b><u>-\$63,400.00</u></b>		

**Sewer Fund**

**Expenditures**

Sewer Maintenance - Contractual Services	<u>9,300.00</u>	Carryover - Sign project and Spring Lake sewer main repair	590-440.538-820.000
<b>Total Expenditures</b>	<b><u>\$9,300.00</u></b>		
<b>Net from Fund Balance</b>	<b><u>-\$9,300.00</u></b>		

**Water Fund**

**Expenditures**

Water Maintnace - Contractual Services	2,300.00	Carryover - Sign project	591-440.537-820.000
Water Maintnace - Machinery and Equipment	21,725.00	Carryover - water vlave turner	591-440.537-979.000
Capital Outlay - Construction/Improvements	<u>20,400.00</u>	Carryover - EcoWorks Energy monitoring	591-900.901-974.000
<b>Total Expenditures</b>	<b><u>\$20,400.00</u></b>		
<b>Net from Fund Balance</b>	<b><u>-\$20,400.00</u></b>		

**Motorpool**

**Expenditures**

Insurance	16,000.00	Higher than anticipated	661-000.000-981.000
Vehicles	<u>895,000.00</u>	Carryover - Ladder Fire Truck	661-000.000-981.000
<b>Total Expenditures</b>	<b><u>\$895,000.00</u></b>		
<b>Net from Fund Balance</b>	<b><u>-\$895,000.00</u></b>		



**To: Board Members**

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

**Date: April 26, 2022**

**Re: Waiving Sec. 50-84, Subsection (4) for preventative maintenance work on the North Water Tower**

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We need to waive Sec. 50-84, subsection (4) in a narrow manner for the North Water Tower preventative maintenance construction project in order to get our North Water Tower operational again within 30 days.

This subsection in our code of ordinances restricts construction hours to 7 a.m. to 9 p.m. Monday through Saturday. It prohibits construction work at all hours of the day on Sundays and holidays. Here is the specific subsection in question:

*(4) Construction. Operating or permitting the operation of any tools or equipment used in construction, excavation, demolition, alteration, or repair of any building, street, or highway between the hours of 7:00 p.m. and 7:00 a.m. the following day or on Sundays or federal holidays such that the sound therefrom is plainly audible in any dwelling, hotel, hospital, office, or residence or on any residential property other than the property from which the noise emanates or originates with the following exceptions:*

*a. Noise from the operation of any tools or equipment used in construction, excavation, demolition, alteration, or repair of any building, street, or highway that does not exceed 50 dBA as measured at the property line of the closest residential use shall be permitted between 7:00 p.m. and 9:00 p.m., not including Sundays or federal holidays.*

There are no residential parcels near this site, and the contractor is not using any equipment that generates high decibel levels. The loudest equipment being used is power washers. This work will be completed next week prior to Sunday. All paint is being applied by hand, no sprayers are being used.

The Department of Public Works and Engineering is asking the Board to waive this provision in a narrow manner for this project as we require the contractor to have the tower operational again within 30 days under the contract. Our contract terms, including this 30-day provision, were reviewed by the Michigan Department of Environment, Great Lakes, and Energy (EGLE) when they approved our permit for this project, so we cannot change this contract provision without going back to EGLE. It is also in the best interest of our water distribution system to get the tower operational again as soon as we can.

**Memo to Township Board**

**April 26, 2022**

**Re: Waiving Sec. 50-84, Subsection (4) for preventative maintenance work on the North Water Tower**

**Page 2**

With Michigan's unpredictable weather, the contractor is concerned that weather delays could make it difficult to meet this 30-day deadline.

As part of this project, our new Township logo will be prominently displayed on the north water tower.

**The following motion has been prepared for Board consideration:**

**MOVE TO WAIVE SECTION 50-84, SUBSECTION (4) IN OUR CODE OF ORDINANCES TO PERMIT THE DEPARTMENT OF PUBLIC WORKS AND ENGINEERING AND ITS CONTRACTOR WORKING ON THE NORTH WATER TOWER PROJECT TO CONDUCT CONSTRUCTION WORK BETWEEN THE HOURS OF 7 A.M. AND 7 P.M. ON SUNDAYS UNTIL MAY 22, 2022.**



**To:** Board Members

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

**Date:** April 19, 2022

**Re:** Rental Restriction Overlays

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Staff has received an increasing number of requests about limiting rental properties within neighborhoods zoned for single-family residential uses. This is an extremely difficult thing to regulate and has been a source of land use litigation for years both statewide and nationally.

The City of East Lansing has successfully regulated this issue through a Rental Restriction Overlay (RRO) ordinance, a copy of which is attached. This ordinance was upheld by the courts after extensive litigation. The RRO is the only way Staff has seen rentals prohibited in single-family residential neighborhoods through legislation. The other common way is for a deed restriction to be placed on a property or subdivision by the original developer.

In the RRO ordinance, the City of East Lansing takes an extremely hands-off approach to the request. They provide any petitioner an information sheet about the RRO, a map, and a petition form. The entire process is then up to the individual homeowner(s) to gather the legal signatures of the property owners that are necessary for the ordinance to be considered. Once the signatures are gathered, they are submitted to the City where they are verified as owners of record in the proposed district. Once the signatures are verified, since the RRO functions as a zoning ordinance overlay, it is treated the same as a rezoning request from a process perspective, requiring a public hearing and ordinance adoption to put in place.

By design, the Planning Commission and the City Council in East Lansing rarely opine on the positives or negatives of an RRO request. They simply process the matter as an item that was requested by the homeowners and do not take any position on it. This keeps political or other outside influences to a minimum and allows the homeowners as much agency as possible to direct the use of homes their neighborhood.

One of the most important parts of the ordinance that East Lansing adopted was that the City Council established a strong basis for the governmental interest that was being advanced through the ordinance. This led to a positive outcome in the court system when the ordinance was challenged all the way to the Michigan Supreme Court. If the Township chooses to move forward with an ordinance of this nature, we will need to make sure that we establish a very strong legal foundation for the governmental interest that is being advanced through the adoption of the ordinance. East Lansing's basis for adopting this ordinance will be substantially different than Meridian Township's, so this should be articulated early and often and be fully incorporated into any ordinance.

Staff expects that an ordinance of this nature may be controversial and will invite legal challenge, so this will take some time and resources to implement fully and effectively. We look forward to any conversation with the Township Board on this matter.

# **City of East Lansing Code of Ordinances**

## **Chapter 50 – Zoning Code Excerpt**

### **DIVISION 5. - RESIDENTIAL RENTAL RESTRICTION OVERLAY DISTRICTS**

Sec. 50-772. - Residential rental restriction overlay districts R-O-1, R-O-2 and R-O-3.

Residential rental restriction overlay districts R-O-1, R-O-2 and R-O-3 are hereby established.

(Ord. No. 1035C, 4-7-2004)

Sec. 50-773. - Purpose and objectives.

The residential rental restriction overlay districts R-O-1, R-O-2 and R-O-3 are zoning classifications which permit owners of property within R-1, R-2 and RM-8 residential zoning districts to petition city council to establish an overlay district, and district use regulations in their residential neighborhood, which would prohibit or restrict the rental uses of one-family dwellings within the neighborhood. These districts establish three levels of restrictions which operate to preserve the attractiveness, desirability, and privacy of residential neighborhoods by precluding all or certain types of rental properties and thereby preclude the deleterious effects rental properties can have on a neighborhood with regard to property deterioration, increased density, congestion, noise and traffic levels and reduction of property values. The goal of the overlay district is to allow owners of property within residential neighborhoods to control the types of rental properties, if any, that are permitted in one-family dwellings within their neighborhood. It is also the purpose of the districts to achieve the following objectives:

- (1) To protect the privacy of residents and to minimize noise, congestion, and nuisance impacts by regulating the types of rental properties;
- (2) To maintain an attractive community appearance and to provide a desirable living environment for residents by preserving the owner occupied character of the neighborhood;
- (3) To prevent excessive traffic and parking problems in the neighborhoods.

(Ord. No. 1035C, 4-7-2004)

Sec. 50-774. - Uses permitted.

Uses permitted in the R-O-1, R-O-2, and R-O-3 residential rental restriction overlay district are as follows:

- (1) In the R-O-1 residential rental restriction overlay district, permitted uses are all uses in the underlying zoning district except the use or occupancy of a one-family dwelling unit so as to require a rental housing license pursuant to section 6-175 (Article 10) of the Code of the City of East Lansing.

- (2) In the R-O-2 residential rental restriction overlay district, permitted uses are all uses in the underlying zoning district except the use or occupancy of a one-family dwelling unit so as to require a rental housing license pursuant to section 6-175 (Article 10) of the Code of the City of East Lansing unless the use or occupancy is in accordance with a Class I rental license and the owner of the property owned it on the date the overlay district ordinance was approved by city council.
- (3) In the R-O-3 residential rental restriction overlay district, permitted uses are all uses in the underlying zoning district except the use or occupancy of a one-family dwelling unit so as to require a rental housing license pursuant to section 6-175 (Article 10) of the Code of the City of East Lansing unless the use or occupancy is in accordance with a Class I rental license.

(Ord. No. 1035C, 4-7-2004)

Sec. 50-775. - Procedures.

The following procedures must be complied with in order to establish a residential overlay district:

- (1) A petition requesting an overlay district must be submitted to the city clerk on forms provided by the city clerk. The petition requirements are as follows:
  - a. At least two days prior to circulating a petition, the circulator(s) of the petition must distribute a rental restriction overlay district information sheet, approved and created by the city, to each property owner of record within the area to be petitioned, a copy of which shall be available in the city clerk's office for review.
  - b. The petition must identify the specific overlay district that is sought by specifying either an R-O-1, R-O-2 or R-O-3 overlay district.
  - c. Each petition must be circulated by a person who owns property within the proposed district and be signed by the circulator.
  - d. The petition must contain the signature and address of two-thirds of the parcel owners within the proposed boundary of the overlay district, exclusive of public property. Jointly owned parcels will be considered owned by a single person for purpose of petitioning and any co-owner may sign a petition for such parcel. Only one owner of each parcel will count towards the two-thirds requirement. If a person owns more than one parcel of property within the proposed district, they may sign the petition for each parcel they own.
  - e. Each person signing the petition must also enter, on the petition, adjacent to their signature, the date that the person signed the petition.
  - f. The petition must accurately advise the signer of what restrictions would be imposed on the property if the overlay district is established. The

circulator(s) of the petitions shall verify on the petition that the required information sheet was distributed to each property of record at least two days prior to circulation of the petition and those signing the petition must acknowledge that they received the required information sheet at least two days prior to signing the petition by marking the appropriate box next to their signature.

- g. The proposed boundaries of the overlay district must be described in the petition and the boundaries must, if practicable, consist of streets, alleys, platted subdivision boundaries or existing zoning district lines which totally enclose the proposed district.
  - h. There must be at least 50 separate lots or parcels within the proposed district as described in the petition or the proposed district must constitute a discrete neighborhood geographic area.
  - i. The proposed boundaries of the overlay district must be entirely within R-1, R-2, or RM-8 zoning districts and the parcels within the proposed district must be contiguous.
  - j. The proposed boundaries may not overlap a boundary of existing overlay districts or the boundary of an overlay district that is already the subject of an introduced ordinance pursuant to this section.
  - k. When submitted, no signature dated earlier than six months prior to the time the petition is filed with the city clerk shall be counted in determining the validity of the petition.
- (2) Upon presentation to the city clerk for review, the clerk shall verify the signatures on the petitions. If insufficient signatures are presented, the clerk shall return the petitions to the person filing the petitions and identify the valid and invalid signatures. If sufficient valid signatures are presented, the clerk shall refer the petitions to the zoning department which shall then, within 30 days, determine whether the petitions are in conformity with the remaining conditions of this section.
- a. If the petition is determined to be in conformity with the requirements of this section, the zoning administrator shall draft an appropriate ordinance and forward it to city council for introduction in accordance with the petition procedures set forth in section 50-31. All procedures set forth in section 50-31 for zoning changes by petition shall thereafter be followed.
  - b. If the petition is not in conformity with the requirements of this section, the zoning administrator shall reject the petition and return it to the clerk with a written explanation as to why the petition does not meet the requirements of this section. The clerk shall then forward the petitions, and the explanation, to the person who filed the petitions.
  - c. If the petition is rejected for failure to comply with the boundary requirements, it may be resubmitted with the proper boundary lines if it is accompanied by certification that a copy of the petition and written notice

was mailed to each property affected by the change, notifying them that their property was either added to or deleted from the petition and if by the correction of the boundary line the petition still meets all other requirements of the code.

- d. If the petition is rejected for an insufficient number of valid signatures, it may be resubmitted with the additional signatures necessary to have it comply as long as the other signatures remain valid.
  - e. If an ordinance is forwarded to city council pursuant to this section, after consideration of the petition and the recommendations of the zoning administrator, if any, the city council may make additions or changes in the boundaries of the proposed overlay district to prevent spot zoning, to include or exclude areas that logically should have been included or excluded in the petition, to make the boundaries of the proposed overlay district abut boundary lines of other zoning districts and overlay districts, and to adopt an alternate ordinance in conformity with the suggested changes whether or not the two-thirds majority requirement of property owners would still be met with the proposed changes.
  - f. If the city council, in adopting an ordinance for an overlay district, applies the ordinance to fewer parcels of property than the petition sought, the owners of at least two-thirds of the parcels remaining in the overlay district must have signed the original petition.
- (3) Subsequent to the introduction of an ordinance proposing to establish an overlay district, the circulator(s) of the petition for the overlay district or a majority of those persons who signed the petition for an overlay district may file a written request with the city council to table consideration or further proceedings toward the adoption of the ordinance for 60 days in order to allow the submission of an alternate petition for a different type of restriction for the same proposed overlay district. If such a petition is submitted during the 60-day period, city council may introduce an alternate ordinance in conformity with the subsequent petition and the ordinances shall, to the extent possible, be processed simultaneously. The planning commission shall include in its recommendations which ordinance it concludes, after public hearing, has the majority of the support of the property owners in the proposed district.
- (4) No earlier than one year after the adoption of an ordinance establishing an overlay district, a petition for a change of the type of overlay district may be submitted by following the procedures for establishing an initial overlay district.

(Ord. No. 1035C, 4-7-2004; Ord. No. 1091, 11-16-2004; Ord. No. 1251, 2-15-2011)

Sec. 50-776. - Effect of overlay district ordinance.

- (a) Upon introduction of an ordinance to create an overlay district and at all times while the ordinance is pending final decision, there shall be a moratorium on the issuance of initial rental unit licenses to the extent that no initial rental housing

license shall be issued within the proposed overlay district to the owner of a one family dwelling unit that would be precluded if the overlay district was adopted, regardless of whether the license was applied for prior to or subsequent to the ordinance's introduction. If more than one ordinance is pending seeking alternate types of overlay districts pursuant to subsection 50-775(3), no initial license shall be issued within the proposed district that would be precluded if the most restrictive ordinance was adopted, regardless of whether the license was applied for prior to or subsequent to the ordinance's introduction.

- (b) Upon passage of an ordinance by city council establishing an overlay district, no initial rental unit license shall be issued to an owner of property in the overlay district inconsistent with the restrictions of the overlay district and it shall be unlawful to use or allow any property to be used except in conformity with the requirements of the underlying zoning district and overlay district. Any property in the overlay district that has an existing rental housing license, or has had a rental housing license within one year of adoption of the overlay district, shall be allowed to continue its use and occupancy in accordance with the law existing prior to the date of the adoption of the overlay district. No existing rental housing use or occupancy in an overlay district shall be considered to be a nonconforming use as the result of adoption of an overlay district unless the rental license expires for more than one year. If an owner surrenders an existing license or allows, either intentionally or unintentionally, a license to remain expired for more than one year, any subsequent use of the property shall be subject to the restrictions imposed by the overlay district.
- (c) Except as set forth in subsection 50-775(3), if an ordinance introduced pursuant to this section is denied, a subsequent ordinance for an overlay district that includes the same parcels may not be introduced for one year following introduction of the previous ordinance.
- (d) Any ordinance which is not adopted within six months of its introduction shall be deemed denied unless the ordinance was tabled or otherwise delayed for 60 days pursuant to subsection 50-775(3), in which case it shall be deemed denied if not adopted within eight months of its introduction.

(Ord. No. 1035C, 4-7-2004; Ord. No. 1091, 11-16-2004)



**To: Board Members**  
**From: Frank L. Walsh, Township Manager**  
**Date: April 22, 2022**  
**Re: Police Recruitment & Retention Program**

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One of the greatest challenges facing Meridian Township, and almost every law enforcement department across the nation, is recruiting and retaining police officers. Ten years ago, the only thing we needed to do was post a job opening on a web site and 200 applicants would line up seeking to join our police department. Today, there are over 200 Michigan police departments seeking only 30-50 available candidates. Communities across the nation are seeking creative ways to not only recruit officers, but to retain the officers we have.

Meridian Township is approved to employ 41 officers. In my nine years in Meridian Township, for a short period of time in 2015, we reached 39 sworn officers. At this very moment, we employ 33 officers, with two off on injuries. One officer is currently assigned to Williamstown Township. Two officers are assigned to the schools. It is preposterous to rely on 28 officers to fully protect a community of 45,000 residents. The question is “Why is Meridian Township struggling to recruit police officers?” While there may be a variety of responses to this question, one gander at our union contract leads to the nub of the issue.

Our starting wage is more in line with a city of 3,500 residents. It’s a battle to attract officers with a \$20.22 hourly wage. Our first year officers earn a yearly wage of \$42,057. The purpose of the Meridian Township Police Officers Recruitment & Retention Program (MTPRRP) is aimed at improving our staffing levels which is reaching an unprecedented floor.

The plan before you is to eliminate the first two levels of the current wage scale included in the current contract. Thus, the new starting hourly wage would increase from \$20.22 to \$23.53. If approved, the starting annual police officer salary would jump from \$42,057 to \$48,942. In addition, this plan also aims to retain our current officers. For those 12 officers with five years or less seniority, they will see their annual pay jump two levels. Hence, if I’m at level two on the scale, I would jump to level four.

The annual cost of the MTPRRP is approximately \$68,000-\$72,000. In addition to the wage scale, we also plan to implement a recruitment bonus program. Under this arm of the program, any team member who successfully recruits (sworn-in) a new officer to Meridian will receive a one-time bonus of \$1,500. Also, to create the synergy that we are seeking, with the addition of each successful recruitment, each sworn officer will receive a one-time bonus of \$100. The estimated cost of this program is \$10,000 per year.

**Attachment:**

1. Memorandum of Understanding between POAM and the Township December 22, 2021

**MEMORANDUM OF UNDERSTANDING**

This Memorandum of Understanding is entered this 22<sup>nd</sup> day of December 2021, by and between the Police Officers Association of Michigan ("Union") and the Charter Township of Meridian ("Employer") (collectively, "parties"). The parties hereby agree to this Memorandum of Understanding regarding a one-year wage increase for employees in the Union's bargaining unit in recognition and appreciation for their continuing efforts during the ongoing COVID-19 pandemic.

The parties agree that, in addition to the 2% increase memorialized in the parties' Collective Bargaining Agreement, all employees within the Union's bargaining unit will receive a 1.5% wage increase from January 1, 2022 through December 31, 2022. In total, employees within the Union's bargaining unit will receive a 3.5% wage increase effective January 1, 2022.

After the expiration of this Memorandum of Understanding, the wages previously agreed to in the parties' Collective Bargaining Agreement shall remain in effect, and the additional 1.5% shall not be included in the employees' base wage when calculating wage rates beginning on January 1, 2023.

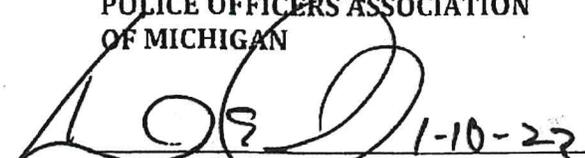
Appendix A of the parties' Collective Bargaining Agreement shall be modified as follows:

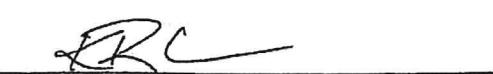
	1-1-20 2%	1-1-21 2%	1-1-22 2% plus 1.5%	1-1-23 2%	1-1-24 2%
Start - 1 year	\$19.15	\$19.53	\$20.22	\$20.32	\$20.73
1 year - 2 years	\$20.48	\$20.89	\$21.63	\$21.74	\$22.17
2 years - 3 years	\$22.28	\$22.73	\$23.53	\$23.64	\$24.11
3 years - 4 years	\$25.43	\$25.94	\$26.86	\$26.99	\$27.53
4 years - 5 years	\$28.65	\$29.22	\$30.25	\$30.40	\$31.01
5 years and over	\$30.18	\$30.78	\$31.87	\$32.03	\$32.67

No other provisions of the contract shall be modified for purposes of effectuating this Memorandum of Understanding.

This Memorandum of Understanding will automatically expire on December 31, 2022 unless the parties mutually agree to extend it.

**POLICE OFFICERS ASSOCIATION  
OF MICHIGAN**

  
Kenneth Grabowski, Business Agent

  
Kyle Royston, Quartermaster

**CHARTER TOWNSHIP OF MERIDIAN**

  
Frank Walsh, Township Manager

  
Abigail Titthof, Human Resources Director