



Charter Township of Meridian
Downtown Development Authority (DDA)
Municipal Building, 5151 Marsh Rd., Okemos, MI 48864
Wednesday, October 10, 2018 – Minutes

Members

Present: Will Randle, Scott Weaver, Jim Raynak, Bill Cawood, Susan Fulk, Jim Spanos, and Supervisor Ron Styka

Members Renee Korrey

Absent:

Staff

Present: Economic Development Director Chris Buck, Community Planning and Development Director Mark Kieselbach, and Executive Assistant Michelle Prinz

Others

Present: Eric Helzer, Advanced Redevelopment Solutions and Emily Stivers Planning Commission

1. CALL MEETING TO ORDER

Chair Fulk called the meeting to order at 7:32 am.

2. APPROVAL OF THE AGENDA

Member Cawood suggested adding the future land use map for discussion under old business. Member Spanos requested adding DDA loan payment as item 8B.

MOTION BY MEMBER RAYNAK TO APPROVE THE AMENDED AGENDA. SUPPORTED BY MEMBER WEAVER. MOTION APPROVED 7-0.

3. APPROVAL OF MEETING MINUTES OF SEPTEMBER 10, 2018

MOTION BY SUPERVISOR STYKA TO APPROVE MINUTES. SUPPORTED BY MEMBER SPANOS. MOTION APPROVED 7-0.

4. COMMUNICATIONS

None.

5. PUBLIC REMARKS

None.

6. FINANCIAL REPORT

Staff provided a summary update on the August 2018 Financial Report. Report on file.

MOTION BY MEMBER RAYNAK TO APPROVE THE FINANCIAL REPORT. SUPPORTED BY SUPERVISOR STYKA. MOTION APPROVED 7-0.

7. AUTHORIZATION OF PAYMENTS

a. Snowflake Relighting and Installation

Discussed that public works will be refurbishing the snowflakes. The materials will cost \$825.36. Member Spanos and Member Weaver volunteered to donate the funds to cover this expense.

b. DDA Loan Payment

Discussed the DDA voted at the September 10, 2018 meeting to pay the minimum interest only loan payment of \$4,485.00 for this year. The DDA can revisit the payment schedule at any time to make additional payments.

8. OLD BUSINESS

a. Subcommittee Work Review and Timeline

Reviewed the DDA Plan Amendment adoption schedule.

MOTION BY MEMBER RAYNAK TO APPROVE THE DDA PLAN AMENDMENT, REQUESTING THE TOWNSHIP BOARD TO CALL FOR A PUBLIC HEARING REGARDING THE PLAN AMENDMENT, AND TO NOTIFY TAXING JURISDICTIONS AND PROVIDE AN OPPORTUNITY FOR A MEETING REGARDING THE PLAN AMENDMENT. SUPPORTED BY MEMBER WEAVER. MOTION APPROVED 7-0.

b. New DDA TIF Plan Draft Discussion

Discussion was had to update the following items in the DDA Plan: table of contents, addition of appendix A & B, list of parcels-legal description, estimated costs, and add source and dates on maps.

Member Cawood requested that the parcels he owns on the north side of Methodist currently zoned residential on the existing land use map in the 2017 Master Plan be changed to commercial to reflect the current use of the parcels. In addition, Member Cawood requested that these same parcels be changed to mixed use on the future land map from the 2017 Master Plan.

MOTION BY MEMBER WEAVER TO APPROVE RESOLUTION RECOMMENDING PROPOSED AMENDED DDA PLAN DRAFT AS OF 10/9/18. SUPPORTED BY MEMBER RAYNAK. MOTION APPROVED 7-0.

c. DDA Business Listing Update

Reviewed the current business listing. Still working on a database.

9. NEW BUSINESS

- a. New Board Member Application
Reviewed and discussed the public service application for Peter Campbell.

MOTION BY MEMBER CAWOOD TO APPROVE THE RECOMMENDATION OF PETER CAMPBELL TO THE DDA BOARD. SUPPORTED BY MEMBER WEAVER. MOTION APPROVED 7-0.

- b. 2019 Meeting Calendar
Discussed the calendar draft resolution.

MOTION BY MEMBER WEAVER TO APPROVE THE 2019 MEETING SCHEDULE RESOLUTION. SUPPORTED BY MEMBER RAYNAK. MOTION APPROVED 7-0.

10. TOWNSHIP BOARD REPORT

Supervisor Styka reported the Board has been discussing medical marihuana.

11. TOWNSHIP MANAGER REPORT

None.

12. CHAIR REPORT

None.

13. STAFF REPORT

- a. Development Projects Update
Director Buck reviewed the development projects.
- b. 2019 Goals and Officers
This item will be moved to the November meeting.

14. OPEN DISCUSSION/BOARD COMMENTS

CATA Board meeting next week and upcoming taxing jurisdiction meetings with LCC and Ingham County.

15. PUBLIC REMARKS

Discussed the demolition of the three vacant buildings downtown. A suggestion was made regarding holding the developers to an April 2019 timeline for demolition.

16. NEXT MEETING DATE

- a. November 5, 2018, 7:30am

17. ADJOURNMENT

The meeting adjourned without objection at 9:20 am.