



Charter Township of Meridian
Downtown Development Authority (DDA)
Municipal Building, 5151 Marsh Rd., Okemos, MI 48864
Monday, March 4, 2019 – Minutes

Members

Present: Will Randle, Jim Raynak, Bill Cawood, Jim Spanos, Peter Campbell, Renee Korrey, and Supervisor Ron Styka

Members

Absent: Susan Fulk and Scott Weaver

Staff

Present: Community Planning and Development Director Mark Kieselbach, Economic Development Director Chris Buck

Others

Present: Phil Deschaine, Township Treasurer and Peter Trezise, Planning Commission

1. CALL MEETING TO ORDER

Vice-Chair Korrey called the meeting to order at 7:30am.

2. MISSION – Vice Chair Korrey read the DDA Mission

3. APPROVAL OF THE AGENDA

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

4. APPROVAL OF MEETING MINUTES OF FEBRUARY 4, 2019

Vice-Chair Korrey noted that the minutes indicate that Member Spanos was absent from the meeting, but also reflects that he supported the motion to approve the agenda. She requested that staff review the notes and correct the error.

MOTION BY MEMBER RAYNAK TO APPROVE THE AMENDED MINUTES. SUPPORTED BY MEMBER CAWOOD. MOTION APPROVED 7-0.

5. PUBLIC REMARKS - none

6. FINANCIAL REPORT

Staff provided a summary update on the February 2019 Financial Report.

Member Spanos voiced several questions regarding the report and requested clarity on beginning balances, revenue and expenses as they didn't add up according to his math. Staff agreed to provide a more comprehensive explanation including supporting bank statements moving forward.

Vice Chair Korrey questioned the process of motioning to formally approve the financial reports. Her history shows that the prior DDA boards noted the report was received and is to be placed on file. After board discussion it was agreed to acknowledge the receipt of the financials and place the report on file.

7. AUTHORIZATION OF PAYMENTS

- a. Reviewed Consumers Energy 2.2019 bill totaling \$159.86.
- b. Reviewed the RCPD Braille invoice totaling \$513.00.

MOTION BY MEMBER CAWOOD TO APPROVE PAYMENT TO CONSUMERS AND RCPD. SUPPORTED BY MEMBER RANDLE. MOTION APPROVED 7-0.

8. OLD BUSINESS

a. Interlocal Agreement Status Update

Director Buck explained the stats of the legal agreements between the Township and the Taxing Jurisdictions (LCC, CRAA, CATA and Ingham County). They are all in the process and meetings are occurring this month to solidify these agreements.

b. TIF Policies and Procedures Update

Director Buck announced that a subcommittee of the DDA has been convened. Chair Fulk, and Members Korrey and Raynak will service in this capacity along with Township Supervisor Styka and Treasurer Deschaine. Meetings will be March 5th and March 19th. A presentation of the results will be made to the full DDA Board at its April meeting.

9. NEW BUSINESS

a. DDA Bank Resolution – Update Signature Cards

Director Buck explained that the signature cards needed to be updated and presented a resolution to be considered. Member Raynak questioned why DDA Treasurer Spanos is left off and Director Buck is listed as a signer.

MOTION BY VICE-CHAIR KORREY TO APPROVE THE RESOLUTION REPLACING DIRECTOR BUCK WITH TREASURER SPANOS. SUPPORTED BY MEMBER RANDLE. MOTION APPROVED 7-0.

During discussion on the Okemos Village Concept Plan Vice-Chair Korrey requested that staff reach out to the Ingham County Road Department to attend the next DDA meeting to update the board on their plans not only for the village, but the bridge work which is also within the DDA. Director Buck agreed to do so.

10. TOWNSHIP BOARD REPORT

Supervisor Styka reported the following Board progress:

- Medical Marihuana ordinance to be discussed in a joint meeting of the Township Board and Planning Commission on March 12th

- Staff is researching the details regarding a possible road millage to create a 10-year plan to bring all roads up to a score of “good” with a plan to sustain them
- Redi Ride funding
- Farmers Market relocation is progressing
- The Fire Department ISO rating has been improved from a score of 4 to a score of 3, which should reduce the insurance costs for residents
- According to Niche.com, Okemos is among the top 10 places in the US to live

11. PLANNING COMMISSION REPORT

Planning Commissioner Peter Trezise provided a summary of recent Planning Commission activities including revising the senior care ordinance and approving a rezoning of a parcel north of Whole Foods.

12. TOWNSHIP MANAGER REPORT - none

13. CHAIR REPORT - none

14. STAFF REPORT

Director Buck reviewed the January update of development projects. The mall representatives recently toured the vacant Younkers sites with prospective tenants so there is some cause for optimism.

15. OPEN DISCUSSION/BOARD COMMENTS

Member Spanos asked if the Personal Property Taxes will still be captured under the new TIF plan. Director Buck responded yes, but that the base has been reset and the values will be very low until development occurs.

16. PUBLIC REMARKS

James Hart representing the Masons made the following comments:

- The DDA should consider televising discussion regarding payouts of the DDA TIF money
- The Developer should consider extending the improvement on Hamilton past Ardmore to Liverance during phase one
- He would like to know what the extent of the environmental contamination is under the Douglas J and Masons block, what the clean-up would look like and when it would occur, the Masons own 45% of that third block.
- He is generally in support of the development but wants to remain apprised of how and when the Mason’s building may fit into the overall development project.

17. NEXT MEETING DATE

- a. April 8, 2019, 7:30am

18. ADJOURNMENT

The meeting adjourned without objection at 8:22 am.