



**AGENDA**  
CHARTER TOWNSHIP OF MERIDIAN  
TOWNSHIP BOARD – REGULAR MEETING  
September 19, 2017 6:00 PM



1. CALL MEETING TO ORDER
2. PLEDGE OF ALLEGIANCE/INTRODUCTIONS
3. ROLL CALL
4. PRESENTATION
  - A. Dave Hall, Chief of Police-Introduction of New Police Officers
  - B. Fred Cowper, Fire Chief – Executive Fire Officer Battalion Chief Mark Vroman
  - C. Stormwater, Asset Management, and Wastewater (SAW) Program
  - D. Climate Sustainability Plan-LeRoy Harvey, Recycling Coordinator
5. CITIZENS ADDRESS AGENDA ITEMS AND NON-AGENDA ITEMS
6. TOWNSHIP MANAGER REPORT
7. BOARD MEMBER REPORTS AND ANNOUNCEMENTS
8. APPROVAL OF AGENDA
9. CONSENT AGENDA (SALMON)
  - A. Communications
  - B. Minutes-September 5, 2017 Regular Meeting
  - C. Bills
  - D. Welcoming Resolution-In Honor of Welcome Week
10. QUESTIONS FOR THE ATTORNEY
11. HEARINGS (CANARY)
  - A. Grand River Ave. Water Main Extension SAD #49
12. ACTION ITEMS (PINK)
  - A. 2018 Recommended Budget
  - B. Brownfield Redevelopment Authority By-Laws
13. BOARD DISCUSSION ITEMS (ORCHID)
  - A. Grand River Ave. Water Main Extension SAD #49
  - B. Sleepy Hollow Proposed SAD
  - C. CPUD #17014 Haslett Marathon Streetscape Plan
14. COMMENTS FROM THE PUBLIC
15. OTHER MATTERS AND BOARD MEMBER COMMENTS
16. CLOSED SESSION-Pending Litigation
17. ADJOURNMENT

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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

TOWNSHIP BOARD REGULAR MEETING COMMUNICATIONS, SEPTEMBER 19, 2017

(1) Board Deliberations (BD)

- BD 4D-1 Roger Eberhardt, 812 Piper Road, Haslett; RE: Climate Sustainability Plan
- BD 4D-2 John Sarver, 2218 Burcham Drive, East Lansing; RE: Climate Sustainability Plan
- BD13C-1 Stephen Wickens, Wickens Group, 2510 Kerry Street, Suite #102, Lansing; RE: Haslett Marathon Revised Site Plans

(2) Board Information (BI)

- BI-1 George Nastas, 5943 Summerfield Lane, Haslett; No vote on Meridian Township Millage
- BI-2 Mark Reckase, 1584 Mojave Court, Okemos; RE: Problem with walk light at Dobie and Hatch Roads
- BI-3 Richard Child, RE/MAX Real Estate Professionals, 300 W. Lake Lansing Road, East Lansing; RE: Request for a new ordinance which would limit the number of licensed vehicles which a single household may park on a residential street
- BI-4 Donna Rose, 6207 Cobblers Drive, East Lansing; RE: Redi-Ride Special Work Session
- BI-5 Donna Rose, 6207 Cobblers Drive, East Lansing; RE: Shaping the Avenue Planning and Accessibility
- BI-6 Neil Bowlby, 6020 Beechwood Drive, Haslett; RE: Proposed Vacant Property Registration Ordinance
- BI-7 Neil Bowlby, 6020 Beechwood Drive, Haslett; RE: On-line article from Gloucester County addressing lawsuit challenging the legality of a vacant housing registry
- BI-8 Shaping the Avenue; RE: Invitation to attend Shaping East Lansing on September 18<sup>th</sup> at the East Lansing Hannah Community Center from 4:00 P.M. until 7:00 P.M.

(3) Commission Linkage (CL)

- CL-1 Brett DeGross; RE: Resignation from the Planning Commission effective August 14, 2017
- CL-2 Joyce VanCoevering; RE: Resignation from the Brownfield Redevelopment Authority and Pension Board

(4) Staff Communications

- SC-1 Director Kieselbach; RE: Site Plan Review Approvals (as of August 31, 2017)

Material handed out at the August 22, 2017 Board Meeting

Donna Rose, 6207 Cobblers Drive, East Lansing; RE: Marijuana Regulation

Donna Rose, 6207 Cobblers Drive, East Lansing; RE: National Aging and Disability Transportation Center (NADTC)'s *Providing Person-Centered Transportation Information to Older Adults and People with Disabilities* Webinar on August 23, 2017 at 2:00 P.M.

**CLERK'S OFFICE  
BOARD COMMUNICATIONS  
SEPTEMBER 19, 2017**

**Board Deliberations (BD)**

**Sandy Otto**

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**From:** Roger <roger\_eberhardt@hotmail.com>  
**Sent:** Wednesday, September 13, 2017 9:26 PM  
**To:** Board  
**Subject:** Climate Sustainability Plan

I am writing to ask the Township Board to adopt the recently developed Meridian Township Climate Sustainability Plan and to incorporate it by reference into the Township's Master Plan. As a citizen member of the Energy Team in the Township since 2007, I have had the pleasure of working with a number of township staff and interested citizens on the Climate Sustainability Plan from first inception to final product. The inclusive interactions throughout the community on development of the Climate Sustainability Plan were broad and deep and there were many people interested in participating. The objectives and strategies in the Climate Sustainability Plan provide a roadmap for climate protection actions recommended to help keep the Township the wonderful place it is to live, work, and play for the long term.

Thank you for consideration of the Climate Sustainability Plan. I look forward to continuing local climate protection efforts with the Township and with my family. It is important that we all do what we can; there are few things that affect us more than our climate.

Roger Eberhardt  
812 Piper Road  
Haslett, MI 48840

SEP 19 2017

4D-1

SEP 19 2017

## Sandy Otto

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**From:** John Sarver <johnsarver3@gmail.com>  
**Sent:** Thursday, September 14, 2017 11:31 AM  
**To:** Board  
**Cc:** LeRoy Harvey  
**Subject:** Climate Sustainability Plan

I am writing to encourage the Township Board to adopt the recently developed Meridian Township Climate Sustainability Plan and to incorporate it by reference into the Township's Master Plan. As a citizen member of the Meridian Energy Team, I have had the pleasure of working with a number of township staff and interested citizens on the Climate Sustainability Plan. Experts like the state climatologist, township boards, township staff, and many interested residents have helped develop a plan that will save the township dollars, make the township a better place to live, and make a contribution to mitigating climate change.

Thank you for consideration of the Climate Sustainability Plan. I look forward to working with township staff to implement the plan.

John Sarver  
2218 Burcham Dr.  
East Lansing, MI 48823

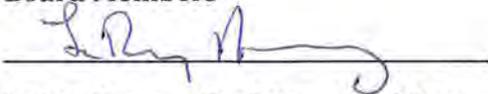
SEP 19 2017

4D-2

SEP 19 2017



4. D

**To:** Board Members  
**From:**   
LeRoy Harvey, Environmental Programs Coordinator  
**Date:** September 14, 2017  
**Re:** Climate Sustainability Plan

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Thank you for your interest in a Climate Sustainability Plan for Meridian! This draft plan describes progress to date as well as goals and strategies related to:

- energy efficiency,
- renewable energy,
- recycling,
- transportation, and
- water management

The Plan has benefited from involvement and input from our Transportation, Planning, and Environmental Commissions. It also includes suggestions from members of Michigan's Green Communities (Climate Work Group) and other state and local partners.

Meridian's Energy Team and Commission on the Environment now invite you to consider adopting the Plan and refer to it "by reference" in the Master Plan. Your comments, questions, suggestions, and support are also welcome – on the Plan – and/or any of its goals and strategies.

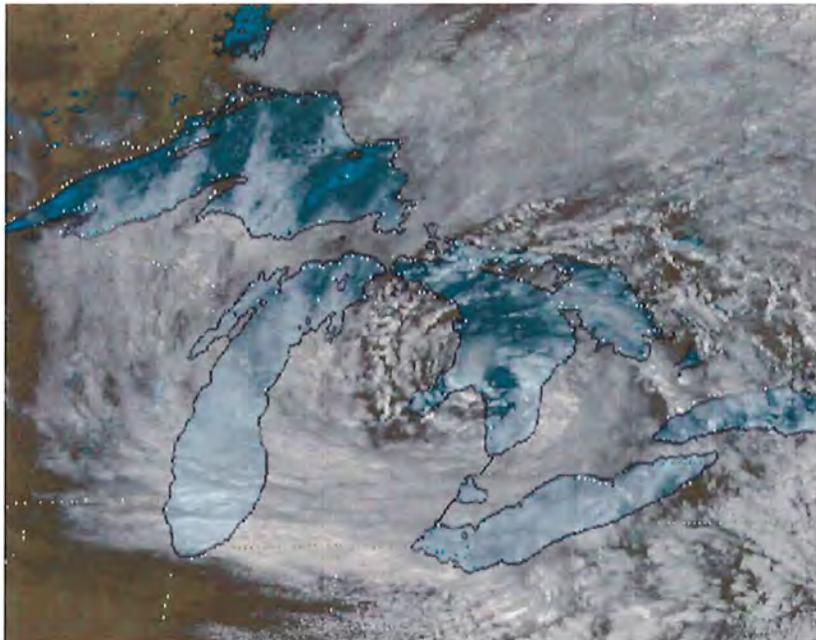
Thank you for your stewardship and efforts like this that will help the Township reduce pollution, save money, reduce waste, and serve as an example for neighboring jurisdictions.



*Meridian Township*

# Climate Sustainability Plan

*Meeting Our Climate Action and Green Community Goals*



Draft  
8/3/2017

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## Executive Summary

In 2007, Meridian Township joined over 1000 communities in signing the U.S. Mayors Climate Protection Agreement. This plan describes many of the activities that have been done during the past 10 years to implement that agreement. The Meridian Township Board adopted a resolution of support for the Paris Climate Accord on June 20, 2017. Consistent with the Accord, many national, state, and local governments have established goals to reduce greenhouse gas emissions by 80% or more by 2050 compared to 2005 levels with an objective of a maximum global average temperature rise of 1.5°C to 2°C.<sup>1</sup> This is also the long-term goal of this plan.

Climate change is largely attributed to greenhouse gases, such as CO<sub>2</sub>, released from burning fossil fuels. Climate change is predicted to have many impacts on our weather, our health, and our economy. These include flooding, poor air quality, negative impact on trees, and increased infectious diseases. One of the most significant impacts in Meridian Township will be more major rain events that lead to flooding.

Meridian Township has a long history of environmental stewardship. The Climate Sustainability Plan provides a framework for continuing and expanding this legacy. Implementation of this plan will enable Meridian Township to:

- Contribute to the worldwide efforts to curb greenhouse gas emissions.
- Make our community a more sustainable, resilient, affordable, and vibrant place to live.
- Make our township government operations more energy and resource efficient and better prepared to deal with the impacts of climate change.

This plan requires many actions related to energy efficiency, renewable energy, recycling and waste reduction, transportation, and water management. This plan includes objectives to:

- Achieve significant energy and water cost savings in township facilities and vehicle fleet.
- Obtain 50% of electricity used for township operations from renewable energy sources by 2025 and 100% by 2035.
- Reduce the amount of materials sent to landfills by 10% in 5 years.

The Township Manager will work with township staff, Meridian Township Energy Team, Environmental Commission, Transportation Commission, and other township boards and commissions to define responsibilities for implementing the plan. Monitoring will be important to determine plan impacts and what is working. Objectives and strategies in this plan should be revisited at least every 5 years.

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<sup>1</sup> [https://en.wikipedia.org/wiki/Paris\\_Agreement](https://en.wikipedia.org/wiki/Paris_Agreement)

## Introduction

The Meridian Township Board adopted a resolution of support for the Paris Climate Accord on June 20, 2017. Consistent with the Accord, many national, state, and local governments have established goals to reduce greenhouse gas emissions by 80% or more by 2050 compared to 2005 levels with an objective of a maximum global average temperature rise of 1.5°C to 2°C.<sup>2</sup> This is also the long-term goal of this plan. Implementation of this plan will enable Meridian Township to:

- Contribute to the worldwide efforts to curb greenhouse gas emissions.
- Make our community a more sustainable, resilient, affordable, and vibrant place to live.
- Make our township government operations more energy and resource efficient and better prepared to deal with the impacts of climate change.

Achievement of this goal will require many actions related to energy efficiency, renewable energy, recycling and waste reduction, transportation, and water management. This plan includes objectives to:

- Achieve significant energy and water cost savings in township facilities and vehicle fleet.
- Obtain 50% of electricity used for township operations from renewable energy sources by 2025 and 100% by 2035.
- Reduce the amount of materials sent to landfills by 10% in 5 years.

In light of the urgency to mitigate climate change and the imperative to use tax dollars wisely, a plan to use resources as economically and efficiently as possible is essential.

## Climate Action

In 2007, Meridian joined over 1000 communities in signing the U.S. Mayors Climate Protection Agreement. More recently, East Lansing, Grand Rapids, Ann Arbor, Traverse City, and others have developed Climate Action, Energy, and Resiliency Plans. Many of these are integrated in Comprehensive Plans. The Michigan Municipal League, Michigan Townships Association, State of Michigan, and others have launched a Green Communities Network to assist local governments in addressing environmental challenges including climate change.

Climate change is largely attributed to greenhouse gases, such as CO<sub>2</sub>, released from burning fossil fuels such as coal, oil, and natural gas. Climate change is predicted to have many impacts on our weather, our health, and our economy. These include flooding (see Figure 1), poor air quality, negative impact on trees, increased infectious diseases, and increased wildfire risk. One of the most significant impacts in Meridian Township will be more major rain events that lead to flooding.

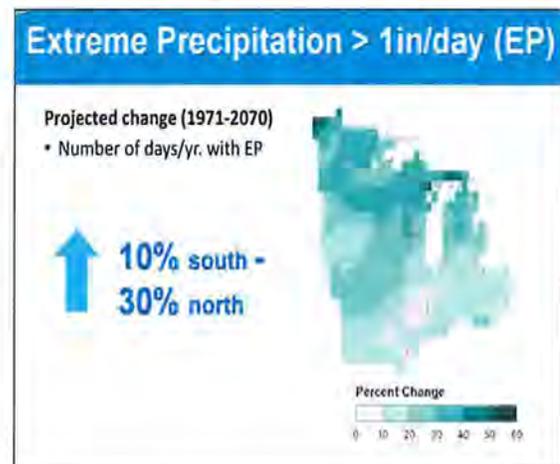


Figure 1: Great Lakes Integrated Sciences & Assessments (GLISA)

<sup>2</sup> [https://en.wikipedia.org/wiki/Paris\\_Agreement](https://en.wikipedia.org/wiki/Paris_Agreement)

## Predicted Changes in Michigan

Key Health Outcome	Biophysical Parameter Changes	Predicted Change
Respiratory Diseases	Air Pollutants increase with high temps; Pollen, Mold levels increase with longer growing season & more moisture	↑
Heat Morbidity, Mortality	More frequent, longer Heat Events; Warmer minimum temperatures	↑
Injury, CO Poisoning	More frequent Ice Storms, Extreme Rain leading to more Power Outages & Cleanup; changes in other storm types unclear	↑ ?
Waterborne Diseases, Toxins	Algal blooms, other Flood-related contaminations more frequent	↑
Vector borne Diseases	Impact on Mosquito & Tick lifecycle unclear	?

Figure 2: MI Climate & Health Adaptation Program

While exact impacts cannot be predicted, long term trends are evident (see Figure 2) and call for an organized response – especially when climate adaptation and mitigation actions make communities more vibrant, affordable, sustainable, and resilient places to live.

This Plan includes strategies that can help reduce climate change impacts while saving money, saving energy, saving resources, and improving landscapes. These “actions of no regret” offer win-win opportunities that should be carried out regardless of opinions about the nature and threat of climate change.

*“The climate is changing and we need to be more dynamic in our planning, especially in terms of extremes”*

– Jeff Andresen, MSU Professor of meteorology/climatology and State Climatologist

### Purpose, Scope, and Process

Meridian Township has a long history of environmental stewardship. The adoption of a Climate Sustainability Plan provides a framework for continuing and expanding this legacy. This Plan helps nurture this culture of environmental stewardship that influences all Township policies and actions.

The Plan focuses on five areas: Energy Efficiency, Renewable Energy, Recycling and Waste Reduction, Transportation, and Water Management. It offers a list of positive steps we can take now and lays out long-range objectives. It is intended to stimulate conversation, generate ideas, and evolve as new information and ideas emerge, and as more people become involved. Education and communication will be an important part of all areas of the Plan. The Township will use the web page, HOM-TV, public forums, and other means to make residents aware of current and proposed policies, programs and incentives.

As incorporated by reference in the Township’s Master Plan, the Climate Sustainability Plan is integrated with all Township government activities. Resource usage is a part of everything the Township and its staff does, so everyone is a partner in efforts to achieve a sustainable future. The Township Manager will work with township staff, Meridian Township Energy Team, Environmental Commission, Transportation Commission, and other township boards and commissions to define responsibilities for implementing the plan. The Plan should be revisited at least at 5 year intervals and updated as needed.

## Sustainability Plan, Programs, Policies, and Progress to Date

### a. Energy Efficiency

Meridian residents spend over \$100,000,000 each year on energy.<sup>3</sup> The majority of this, consisting of non-renewable coal, oil, and natural gas, is imported from outside of Michigan. Most energy efficiency investments are dollars spent in our community and they have a multiplier effect. A 2011 report on the “Economic Impacts of PA 295 Energy Optimization Investments in Michigan” indicated that for each dollar spent on energy efficiency there is a net increase of over seven dollars in the cumulative Gross State Product (GSP).

Past and Current Energy Efficiency Efforts:

Energy efficiency remains one of the quickest and most economical paths to sustainability and resilience. Meridian government has made great strides in reducing energy consumption in its operations, saving over \$100,000 during the past 5 years. These energy improvements have more than paid for themselves and a portion of this savings has been allocated to a Revolving Energy Fund to support new investments in efficiency.

A “Phase II” Energy Study was completed in 2015<sup>4</sup> (<http://bit.ly/phase-II>). In addition to seeking bids on the items recommended in this report, an engineering study is underway to explore major HVAC (heating, ventilating, & air conditioning) system replacements and/or retrofits for the Municipal Building. A recent benchmarking study by Consumers Energy shows we still have energy savings potential in our Township buildings<sup>5</sup>. (see Figure 3 and <http://bit.ly/energy-performance-17>).

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<sup>3</sup> <http://energy.gov/articles/how-much-do-you-spend> downloaded 9-12-16

<sup>4</sup> Meridian Township Phase II Energy Efficiency Project - Part 1 Final Report submitted by Bob Tinker, RA, LEED AP, May 18, 2015

<sup>5</sup> Consumers Energy Building Performance with Energy Star®: Energy Efficiency Walk Through and Behavioral Assessment Report submitted by Consumers Energy, May 2017

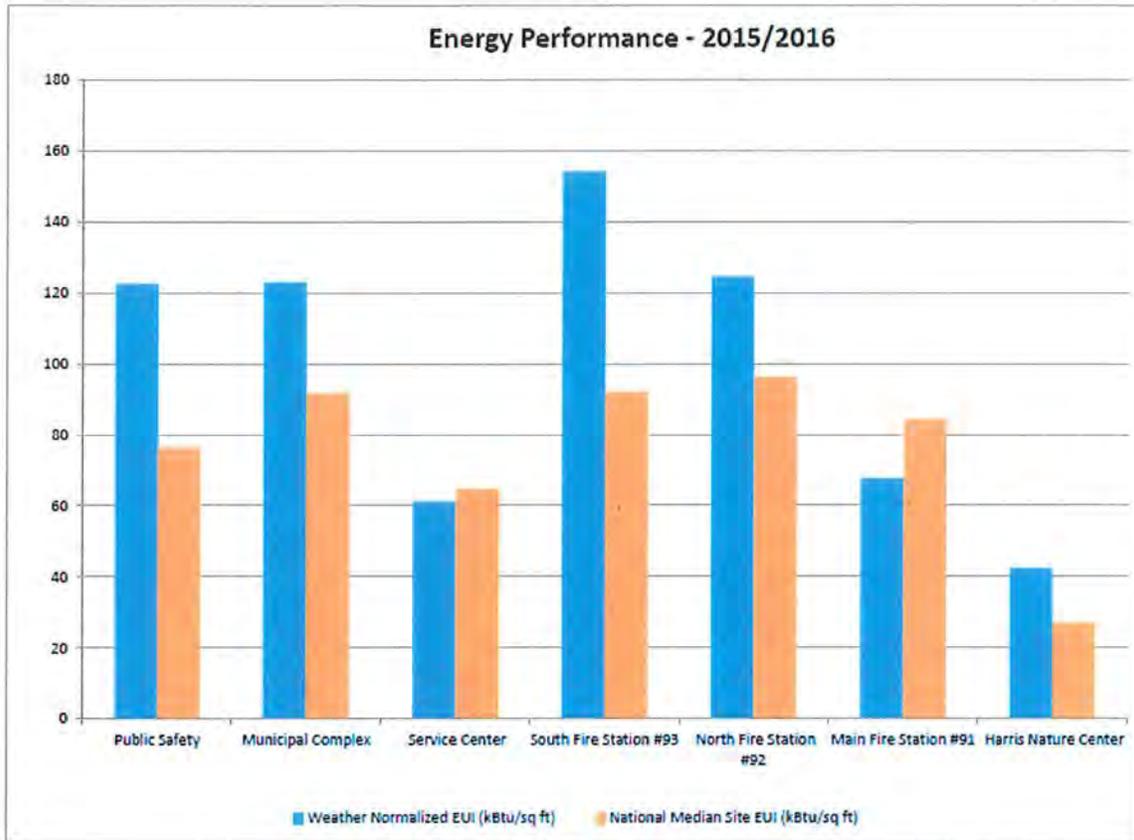


Figure 3 [How Meridian's Top-Consuming Buildings Compare to National Median](#)

Objective a.1: Achieve significant energy cost savings and carbon emission reductions in Township facilities.

Strategies:

1. Implement recommendations from the Consumers Energy [Building Performance with Energy Star Study](#) including development and adoption of a Meridian Energy Policy.
2. Implement [Phase II Energy Recommendations](#) and HVAC Engineering Study and include major HVAC upgrades in Capital Improvement Plans.
3. Obtain Energy Star designation for township buildings where possible.
4. Use LEED Gold criteria or the equivalent for all projects undertaken by the Township. LEED criteria include measures related to energy efficiency, renewable energy, recycling and waste management, transportation, and water management.
5. Monitor energy savings and return 80% of savings to Revolving Energy Fund.
6. Budget funds for energy efficiency assessments a minimum of once every five years.
7. Address sustainability implications in proposals for capital improvements. Township Manager will consider criteria related to energy efficiency, renewable energy, waste management, transportation, and water management when developing a capital improvement plan.

Objective a.2: Explore other opportunities and partnerships to achieve energy savings.

Strategies:

1. Identify and pursue State and Federal grant funding, pilot programs, and utility programs.
2. Further build partnerships such as Michigan Green Community Network, Clean Cities, Sustainability Forums, and expand collaboration with other local governments in our region.
3. Establish incentives to builders to exceed the energy efficiency provisions of the state building code.
4. Increase tree canopy throughout the township and especially in business areas to reduce cooling loads. Consider the potential for future solar energy installations when deciding placement of trees. Propose ordinance changes and provide incentives for existing businesses to upgrade their parking lots and landscaping to increase tree cover and shade to be energy efficient and environmentally friendly.
5. Create incentives for the use of white roofs or green roofs to reduce cooling loads.
6. Identify opportunities and remove barriers to support the construction of "tiny houses."
7. Review parking requirements and provide incentives to reduce and remove asphalt.

Objective a.3: Provide educational opportunities for Township staff and residents about energy consumption, energy savings opportunities, and utility incentives.

Strategies:

1. Improve delivery of information and data on energy consumption to building managers, Township staff, accounting/budgeting staff, and financial managers.
2. Provide Information to Township residents so they are aware of Township efforts and utility and other programs that can assist them.

## **b. Renewable Energy**

Renewable energy systems are becoming more cost effective as technology advances lead to increased efficiencies and system cost decreases, while the cost of traditional power sources increase. Meridian Township will develop and identify opportunities to install solar, wind, geothermal, and other renewable energy systems at Township facilities and to facilitate installations elsewhere. The focus will be on solar energy in the near term because many opportunities exist.

Past and Current Renewable Energy Efforts:

Meridian Township adopted a wind energy ordinance in May 2011 (Ord. No. 2011-05) to provide standards and regulations pertaining to the location, construction, design, maintenance, and abandonment of wind energy systems and anemometer towers.

The Township worked with Peninsula Solar, Michigan Energy Options, U.S. Dept. of Energy, and Consumers Energy to create a solar demonstration and educational project at Harris Nature Center. The demonstration includes a solar-powered webcam system and a grid-connected photovoltaic (PV)

system. The main panels are mounted on a racking system on the roof (right photo) and a micro-inverter rests behind each panel. The two 250 watt roof-mounted solar panels were made in Michigan by Global Watt. These provide an average of 1.76 kWh on a sunny day. A separate 135 watt PV panel (left photo) powers two webcams pointed at the bird-feeding area and hawk cage. Energy production can be viewed at [https://enlighten.enphaseenergy.com/pv/public\\_systems/Uwam100679/overview](https://enlighten.enphaseenergy.com/pv/public_systems/Uwam100679/overview)



The Meridian Township Energy Team has been identifying opportunities to encourage more solar energy use in the Township. The Lansing Board of Water & Light (LBW&L) is developing a 300 kW Community Solar project in Burcham Park on the border of Meridian Township. Since the Township does have LBWL street lighting accounts, the Township Board authorized leasing ten 300 watt solar panels at the Burcham Park PV array. The Township will get utility bill credits for 25 years based on the electric production from the leased solar panels.

Objective b.1: Develop Township policies and procedures that encourage the use of renewable energy.

#### Strategies

1. Revise Township ordinances and procedures to ensure that they encourage energy conservation and the use of renewable energy.
2. Develop renewable energy and other practices that reduce greenhouse gas emissions that can be included in the list of amenities allowed in mixed use and commercial planned unit developments (PUDs).

Objective b.2: Increase the use of renewable energy at Township facilities.

#### Strategies

1. Obtain 50% of Township electricity from renewable energy by 2025 and 100% by 2035. The Township receives almost all of its electricity from Consumers Energy and indirectly will get 15% of its electricity from renewables due to the state Renewable Portfolio Standard (RPS) requiring the 15%.
2. Pursue the installation of solar electric systems at Township facilities by Dec. 31 2018. Identify and evaluate options to fund solar energy installations on Township facilities.
3. Participate in Community Solar or other green purchasing programs where possible.
4. Identify and seek grant funding for demonstrations of new renewable energy technologies.
5. Identify opportunities for non-grid connected applications like solar street lighting and solar lighting for signs.
6. Explore benefits and costs of using a solar electric system as backup power for Township buildings.

Objective b.3: Provide educational opportunities regarding renewable energy options and encourage the installation of renewable energy at private and public facilities throughout the Township.

### Strategies

1. Obtain 25% of total community electric use from renewable energy resources by 2025. This includes the 15% due to Michigan’s Renewable Portfolio Standard (RPS) requirements.
2. Provide educational opportunities on current and proposed policies, programs and incentives that could help Township residents, businesses, and institutions utilize renewable energy.
3. Share information about funding and vendors with residents and business owners.
4. Provide incentives to developers to employ renewable energy in site plan and construction of new development. Identify and adopt incentives to encourage greater use of renewable energy, e.g. incentives for net zero homes or PV systems, elimination of permit fees for PV systems.
5. Collaborate with schools and other institutions on joint purchasing of renewable energy systems.
6. Inventory, highlight, and promote Meridian homes and businesses that feature net-zero, renewable, LEED, and related features.

### **c. Recycling and Waste Reduction**

Recycling is an important environmental action taken by most Meridian Township residents and businesses. Recycling saves resources, prevents pollution, supports public health, and creates jobs. Harmful chemicals and greenhouse gasses are released from rubbish in landfill sites. It takes less energy to create new items from recycled materials than it does to create new products from raw materials.

#### Past and Current Recycling and Waste Reduction Efforts

For over a decade Meridian Township has partnered with citizen groups and waste haulers and recycling providers to provide recycling options to residents. During this time, Meridian has offered drop-off for yard waste, paper, metal, glass, and #1-#2 plastic at its Recycling Center and Transfer Station at 5976 E. Lake Drive in Haslett. This has been expanded to include electronics, Styrofoam/expanded polystyrene, green glass, and batteries. In addition, useable household furniture and knick-knacks are often reclaimed and refinished for resale.

In 2005, Granger, who serves the majority of single-family residential customers in the Township, began providing curbside recycling at no charge to their customers in 1-5 unit

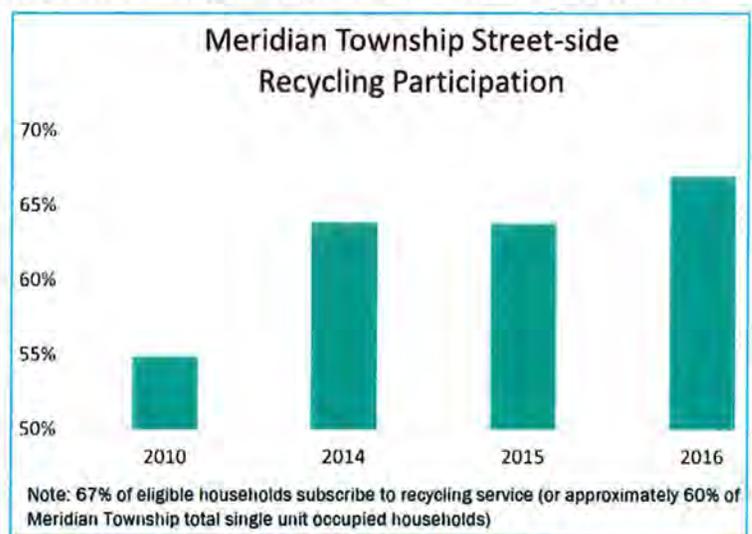


Figure 4. [Granger 2016 Recycling Report](#)

single-family dwellings. Also, in 2006, the Meridian Township Citizen's Recycling Advisory Committee formed and offered the first bi-annual community-wide recycling day. In 2007, Meridian hired a Recycling Coordinator to assist with recycling efforts in the township. Figure 4 illustrates increases in curbside recycling rates during the past six years.

In 2015, larger residential recycling carts were offered, which helped increase recycling rates in the residential sector in 2016. In addition, more materials were collected at our drop off center.

Objective c.1: Increase recycling in owner-occupied dwelling units. Reduce the amount of materials sent to landfills by 10% in 5 years.

#### Strategies

1. Work with Granger and others to expand the use of 96 gallon carts and remove disincentives for recycling.
2. Evaluate having a single hauler in the township.
3. Launch a collaborative marketing and outreach program in the Township to promote existing recycling services and options.
4. Conduct regional education and promotion opportunities in collaboration with the Regional Recycling Coordinating Committee (R2C2), Capital Area Local First (CALF) and other neighborhoods, organizations, and partners.

Objective c.2: Expand recycling in multi-family housing, township departments, and in other commercial settings. Reduce the amount of materials sent to landfills by 10% in 5 years.

#### Strategies

1. Promote and expand current recycling efforts in multi-family housing.
2. Revise ordinances and policies as necessary to encourage recycling.
3. Provide technical assistance to managers and occupants of multi-family housing/apartments.
4. Implement a recycling campaign for all township departments.

Objective c.3: Offer community- and region-wide recycling events and other partnerships

#### Strategies

1. Partner with local business, schools, neighborhoods, governments, churches, and others to promote and offer recycling events.
2. Promote Ingham County household hazardous waste collections.
3. Explore collaborative processing and/or transfer of recyclables locally and/or in the region.
4. Identify and implement food, cooking oil/grease, composting, and related organic material recycling options.
5. Provide educational opportunities concerning the 5 R's: Refuse, Reduce, Reuse, Repurpose, & Recycle.
6. Consider a ban on plastic bags for single use purposes. Promote re-usable bags, bottles, etc.

#### d. Transportation

Transportation produced 26% of greenhouse gases in 2014<sup>6</sup>. Public and non-motorized alternatives can reduce the impacts from these greenhouse gases. The most accessible alternative to petroleum is often overlooked -- walking and biking. Transportation fuel use reduction measures decrease emissions, save the Township and residents money, enhance environmental quality, and promote public health. The Township will focus on its own fleet, walking and biking, and land use decisions. Land use decisions that lead to infill development and a greater use of public and non-motorized transportation can significantly impact petroleum use.

##### Past and Current Efforts:

A Complete Streets Ordinance was adopted by the Meridian Township Board on Sept. 18, 2012. The ordinance is intended to provide safe, convenient, and comfortable routes for multiple modes of transportation including but not limited to walking, bicycling, personal vehicles and public transportation.

The Township has 20 miles of trails and 80 miles of pedestrian/bicycle paths. The development and maintenance of the trails and pathways are funded through the Park Millage and Pedestrian/Bicycle Pathway Millage. They are maintained by Township Parks and Grounds Maintenance Staff. The purpose of the pedestrian/bicycle pathway system is to provide a network of interconnected pathways throughout Meridian Township that connect destination points including schools; libraries; parks; public buildings; commercial areas; and connecting routes outside the Township.

Smart Commute competitions, coordinated by the Mid-Michigan Environmental Action Council, encourage trips involving alternatives to single-occupancy motor vehicles. Meridian Township staff has participated in the competitions for a number of years and in 2015 placed first among 23 teams participating. The 34-member Primed Meridian team won with 1,083 smart commutes, up from the previous year when the team had 927 trips. The Township has also offered bikes and bike helmets to employees and volunteers for the past three years.

The Meridian Energy Team partnered with the Greater Lansing Area Clean Cities Coalition and ChargePoint to purchase and install an electric vehicle charging station at Studio C in 2012. The Township has also explored clean diesel technology and experimented with biodiesel in its vehicles.

The Meridian Transportation Commission began meeting in January 2017. The purpose of the commission is to review transportation services, both public and private, within the township as to their efficiency, sufficiency, and costs and make recommendations, if necessary, for improvements.



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<sup>6</sup> Fast Facts on Transportation Greenhouse Gas Emissions, U.S. Environmental Protection Agency, December 1, 2016

Objective d.1: Encourage employee and citizen participation in Smart Commute competitions and encourage Township employees and citizens to be smart commuters year round.

Strategies

1. Continue to expand the bike and pedestrian pathways network throughout the Township.
2. Incentivize employee participation in Clean Commute competitions and encourage employees to be smart commuters year round.
3. Partner with Capital Area Transportation Authority and others to promote "Clean Commute" options and identify efficient paratransit and Redi-Ride efficiency improvements.

Objective d.2: Decrease the use of petroleum in the Township vehicle fleet.

Strategies

1. Choose the cleanest and most fuel-efficient vehicle that meets the department's needs.
2. Use electric or hybrid vehicles whenever possible.
3. Use efficient trip-planning to reduce the use of fuel.
4. Conduct an efficiency inventory and audit of the Township vehicle fleet.
5. Adopt a fuel efficiency target for the Township vehicle fleet, including an implementation plan for reaching this target. The plan should incorporate vehicle efficiency and life cycle cost analysis as well as highlight opportunities for purchasing or converting vehicles to be more efficient.
6. Review and update the idling policy for the government fleet and/or a community-wide policy.
7. Identify and seek funding for alternative fuel vehicles and electric charging infrastructure.

Objective d.3: Use land-use planning to reduce vehicle miles traveled and petroleum use.

Strategies

1. Accelerate implementation of the Township's Complete Streets policy to ensure that entire roadways are designed and operated with all users in mind - including bicyclists, public transportation vehicles and riders, and pedestrians of all ages and abilities.
2. Use the Urban Services Boundary to reduce vehicle miles traveled and encourage infill and redevelopment.
3. Encourage cluster developments, mixed use and other compact residential choices closer to shopping, public transit and other services.
4. Offer fast tracking and technical assistance for sustainable developments.

Objective d.4: Provide educational opportunities on transportation alternatives that can reduce petroleum use.

Strategies

1. Provide educational opportunities concerning public transit, car sharing, smart commuting, and transportation-efficient communities.
2. Provide educational opportunities on biking, walking, and driving safely, especially around bikers

and walkers.

3. Continue membership in and partnerships with Greater Lansing Area Clean Cities (<http://michigancleancities.org>) and providers of efficient vehicles, equipment, and fuels.
4. Provide web sites and apps that identify charging stations for electric vehicles. Identify funding and opportunities for electric car charging stations.
5. Promote the employee and volunteer bike-sharing program.

### e. Water Management

Water and how it is managed impacts almost all aspects of society, in particular health, food production, water supply and sanitation, and the functioning of ecosystems. Higher temperatures and changes in extreme weather conditions due to climate change are projected to affect rainfall, river flows groundwater, and water quality. Water management is an important Township responsibility and pollution prevention and wetland preservation are priorities. One of the most significant Climate Change impacts in Meridian Township will be more major rain events that lead to flooding.



Drinking water and wastewater systems account for approximately 2 percent of energy use in the United States, adding over 45 million tons of greenhouse gases annually. As much as 40 percent of operating costs for drinking water systems can be for energy.<sup>7</sup>

#### Past and Current Water Management Efforts:

Meridian Township Public Works and Engineering maintains, repairs and operates the water distribution system; which includes 158 miles of water mains, 12,000+ water services, 15,000+ water meters, over 15,000 remote readers, over 1,900 fire hydrants, and two 500,000 gallon elevated storage tanks. The Township's web site has information on storm water management and pollution prevention including the following topics: Pollution Isn't Pretty, How to Properly Wash Pavement and Your Car, Pesticides and Fertilizers, Green Infrastructure and Low Impact Development, and Managing Riparian Lands.

The Township is a member of the East Lansing Meridian Water & Sewer Authority and purchases treated water from the Authority for areas of the Township north of Bennett Road and Kinawa Dr. The Township purchases treated water from the Lansing Board of Water & Light for areas south of Bennett Road and Kinawa Dr.

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<sup>7</sup> Sustainable Water Infrastructure: Energy Efficiency for Water Utilities, U.S. Environmental Protection Agency, April 24, 2017

The Township enacted a wetlands protection ordinance that is more protective of wetlands than State regulations. The Township ordinance stipulating “no net loss” of wetlands means that wetlands drained or filled must be replaced by a wetland of equal or greater size. This includes wetlands as small as .25 acres. The Township maintains a wetland inventory and incorporates wetlands considerations into the site plan review process, including setbacks from natural features such as wetlands.

Objective e.1: Decrease water usage at Township facilities.

#### Strategies

1. Use building audits to determine which water fixtures to upgrade.
2. Amend purchasing policy to require that when purchasing or replacing new toilets only low flow fixtures will be purchased.
3. Install waterless urinals where appropriate.
4. Implement, as funds allow, a system to capture and use rainwater and gray water for turf and landscape irrigation at municipal facilities.

Objective e.2: Reduce storm water runoff.

#### Strategies

1. Partner with the Ingham County Drain Commissioner on reduction in storm water runoff.
2. Review and change policies as needed to accommodate expected changes in storm surges and extreme weather events.
3. Increase the number of street trees.
4. Use porous pavement, rain gardens, bioswales, riparian buffers, and retention ponds as appropriate. Use township parks and other properties to demonstrate these strategies.
5. Provide credits on water bills for rain barrels, porous pavement, and rain gardens.
6. Encourage projects that reuse storm water for irrigation purposes.
7. Discourage development within wetlands, floodplains, floodplain fringe areas, and water retention areas. Strengthen the Township wetlands ordinance in order to increase wetland acreage in the Township.

Objective e.3: Provide educational opportunities concerning water conservation and management.

#### Strategies

1. Use signs, brochures, and other outreach materials to describe why we conserve water and what the Township is doing to conserve water, alternatives to fertilizer use and how it affects stream ecosystems, drought resistant grasses, native plants, rain barrels, water efficient appliances such as low-flow toilets, and how one’s water usage compares to a typical home’s water usage.
2. Use media, web page, HOM-TV, public forums, and other means to encourage water conservation.

Objective e.4: Explore opportunities for water efficiency improvements within Meridian's water supply and sewage treatment systems.

#### Strategies

1. Work with East Lansing Sewage Treatment Plant and Lansing Board of Water and Light to identify ways to reduce water use and sewage.
2. As a member of the East Lansing Meridian Water & Sewer Authority, identify ways to reduce water use.
3. Review water safety and supply plans and strategies.

### **f. Monitoring and Evaluation**

Objective f. 1: Monitor greenhouse gas reductions and energy and cost savings and determine benefits to the community.

#### Strategies

1. Conduct a greenhouse gas inventory of the Township government operations.
2. An annual progress report will be prepared by township management on activities related to the Climate Sustainability Plan.
3. Evaluate cost-effective energy monitoring systems, software, assistance, and equipment including WeGoWise and Consumers Municipal Energy Efficiency Pilot and invest in monitoring equipment as needed
4. Prioritize top energy-using sites, buildings, and equipment for more frequent monitoring.
5. Explore opportunities with Consumers' E-Billing Program, smart metering, street lighting, and other pilot programs.
6. Calculate annual water, energy, and cost savings and reductions in greenhouse gases. Reporting metrics would make annual comparisons and include:
  - 1) Annual greenhouse gas reductions for municipal operations and the community (tons)
  - 2) Annual municipal and community energy consumption (MBTU)
  - 3) Annual energy and cost savings from energy improvements to municipal buildings (MBTU, \$)
  - 4) Annual renewable energy generated from township facilities or purchases (kWh)
  - 5) Annual renewable energy generation in the community (kWh)
  - 6) Materials recycled communitywide (tons)
  - 7) Number of participants recycling (#residents, #businesses)
  - 8) Annual municipal water consumption (gallons)
  - 9) Annual community water consumption (gallons)
  - 10) Number of electric, electric hybrid, or alternative fuel vehicles in the township fleet
  - 11) Annual fuel savings in the township fleet (gallons of petroleum-based fuel)
  - 12) Percent sustainable commutes by mode type (%walked, %biked, % public transportation)
7. Objectives and strategies in this plan should be revisited every 5 years and a summary of accomplishments prepared.

## Conclusion

This Climate Sustainability Plan for Meridian Township documents activities implemented by the Township since the Township's signing of the U.S. Mayors Climate Protection Agreement in 2007. Much progress has been made and the Township's departments and residents can be proud of the efforts to date. The Meridian Township Board adopted a resolution of support for the Paris Climate Accord on June 20, 2017. Implementation of this plan will support the Paris Climate Accord and enable Meridian Township to:

- Contribute to the worldwide efforts to curb greenhouse gas emissions.
- Make our community a more sustainable, resilient, affordable, and vibrant place to live.
- Make our township government operations more energy and resource efficient and better prepared to deal with the impacts of climate change.

## Acknowledgements

Many organizations and citizens assisted in the development of this plan by providing presentations on climate change topics, comments on plan drafts, and suggestions for objectives and strategies.

- City of East Lansing
- Great Lakes Integrated Sciences & Assessments
- Consumers Energy
- Ingham County Drain Commission
- Meridian Economic Development Corp.
- Meridian Energy Team
- Meridian Environmental Commission
- Meridian Planning Commission
- Meridian Transportation Commission
- Michigan Climate & Health Adaptation Program, MDHHS
- Michigan Green Communities Network
- Michigan State Climatologist's Office

Cover Photo Credit: Todd Miner, Penn State University, 1996

Figure 1: Great Lakes Integrated Sciences & Assessments (GLISA)-Climate Change and Health Impacts presentation by Lorri Cameron, MPH, PhD to Environmental Commission on Feb. 1, 2017

Figure 2: Michigan Climate and Health Adaptation Program- Climate Change and Health Impacts presentation by Lorri Cameron, MPH, PhD to Environmental Commission on Feb. 1, 2017

Figure 3: Consumers Energy Building Performance Study (2017) <http://bit.ly/energy-performance-17>

Figure 4: [Granger 2016 Recycling Report](#)

**CLERK'S OFFICE  
BOARD COMMUNICATIONS  
SEPTEMBER 19, 2017**

**Board Information (BI)**



**Meridian Township millage proposal merits a no vote for poor retirement planning**  
Lansing State Journal, 27 Jul. 2017, 7A

Meridian Township's Aug. 8 property tax increase proposal merits a no vote because all township employees have not moved to a defined contribution retirement plan.

What are the pension benefits for township employees – annual pension and health insurance cost, base pension annual increase, minimum retirement age and years of service and expected cost of retirement benefits over pensioner lifetime?

Is overtime, unused vacation and medical time pension spiking prohibited? Pension calculation formula (multiplier)? Comparison with private sector retirement plans?

Meridian Township should freeze the funded defined benefit pensions, and then move employees to a defined contribution plan.

George Nastas III  
Haslett

**YOUR VIEWS**

**Meridian Township millage proposal merits a no vote for poor retirement planning**

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What are the pension benefits for township employees – annual pension and health insurance cost, base pension annual increase, minimum retirement age and years of service and expected cost of retirement benefits over pensioner lifetime?

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Meridian Township should freeze the funded defined benefit pensions, and then move employees to a defined contribution plan.

*George Nastas III  
Haslett*

THURSDAY 07.27.17  
LANSING STATE JOURNAL  
7A

SEP 19 2017

BI-1

SEP 19 2017

**Sandy Otto**

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**From:** Mark Reckase <reckase@msu.edu>  
**Sent:** Wednesday, September 06, 2017 3:11 PM  
**To:** Board  
**Subject:** Problem with a walk light at Dobie and Hatch Rds

I know this is probably not the best place to send this, but I hope it will get forwarded to the correct person. I searched the township web site, but I could not find the relevant board or person.

The pedestrian crossing light at the southeast corner of Hatch and Dobie Roads is not functioning correctly. The symbol of the walking person shows up okay, but the "orange hand" indicating don't cross does not show up at all. This makes it difficult to determine when it is safe to cross. I expect that this is not difficult to fix if the correct person knows about it.

Mark Reckase  
1584 Mojave Court  
Okemos, MI 48864

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SEP 19 2017

**Mark Kieselbach**

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**From:** Richard Child <richardhchild51@gmail.com>  
**Sent:** Thursday, September 07, 2017 2:14 PM  
**To:** Mark Kieselbach  
**Subject:** Followup on Attached Citizens Complaint Form Requesting a New Ordinance  
**Attachments:** Meridian Township Citizen Complaint August 2017.pdf

Dear Mr. Kieselbach,

In the attached Citizens Complant Form I am requesting a new ordinance which would limit the number of licenses vehicles of all types a single household may park on a residential street. I make this request because of the repeated violations of township zoning ordinances committed by Paul Cain, the owner and sole resident of 2479 Graystone Drive in Okemos, and my next door neighbor.

Mr. Cain routinely parks four to six automobiles, plus two large trucks and a large trailer for hauling automobiles on Graystone Drive. I have alerted both the Township police and your Code Enforcement staff. Although Mr. Cain has been ticketed and warned on numerous occasions, he continues to park these vehicles in the street, plus three and sometimes four cars in his drive and front yard.

I am having a house built in Wood Creek in Meridian Township in order to be free of the aggravation of Mr. Cain's auto business, and also his neglect of the maintenance of his home and yard. However, the appearance of his home is so egregious that it has discouraged potential buyers. This is true even though my home at 2473 Graystone is over-improved for the neighborhood. I will be selling my home for far less than I have invested based on a recent professional appraisal.

Your Code Enforcement officers have told me they are powerless to shut down his auto business unless they see him actually selling cars or car repairs. For this reason, I think a Township ordinance is the only answer. My understanding is that other neighbors have complained about Mr. Cain, as well. I will be happy to make a presentation at the next Township Board meeting, if you believe that will be helpful.

Please contact me to let me know what action, if any, is contemplated to address the situation I have described. I hesitate to involve the news media in a matter which should be easy to resolve, but I will take whatever lawful action is necessary so that I may sell my home. Note that my property tax payments to Meridian Township will likely more than double to around \$8,200 annually after my new home is completed.

Sincerely,

**Richard Child, Realtor, MBA, QSC**  
**RE/MAX Real Estate Professionals**  
**300 W. Lake Lansing Road**  
**East Lansing, MI 48823**

Mobile: (517) 489-1606

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## CITIZEN COMPLAINT FORM MERIDIAN CHARTER TOWNSHIP

5151 Marsh Road, Okemos, Michigan 48864  
 Telephone: (517) 853-4000 / Fax: (517) 853-4096  
 E-mail: [staff@meridian.mi.us](mailto:staff@meridian.mi.us) Web Site: <http://www.twp.meridian.mi.us>

### Why a Complaint Form

Citizens have a right to register complaints regarding the conduct of Township employees. Citizens also have a right to complain about policies and procedures of the Township. This form exists to document citizen complaints and the response of the Township. It is hoped that this process will help to improve the services of the Township to all residents and property owners.

### Impartial Review and Fairness... That's the Goal

The Meridian Charter Township adheres to a policy of investigating all allegations of misconduct or complaints regarding employees, policies or procedures of the Township. The goal of the Township is to ensure that objectivity, fairness, consistency and justice is assured by a thorough impartial investigation and/or review of your complaint.

Unless the complaint and allegation is of such magnitude that it requires additional time for review, all complaints will be resolved as soon as possible. During the course of the investigation, the Township Manager or his/her designee will notify you concerning the status of your complaint. The Township Manager will notify you of the findings of the investigation and/or review of the Township. However, the Township cannot, by law, discuss any individual personnel actions that may result from your complaint.

1. YOUR NAME: Richard H. Child
2. YOUR ADDRESS: 2473 Graystone Drive, Okemos
3. YOUR DAYTIME TELEPHONE NUMBER: (517) 489-1606
4. YOUR EVENING TELEPHONE NUMBER: (517) 489-1606
5. IS THE COMPLAINT REGARDING ...
  - A TOWNSHIP EMPLOYEE: Yes
  - (If so, please complete the rest of the form.)
  - A TOWNSHIP POLICY OR PROCEDURE: Yes
  - (If so, skip to question # 10.)
6. DATE OF THE INCIDENT OR COMPLAINT: \_\_\_\_\_
7. TIME OF THE INCIDENT OR COMPLAINT: \_\_\_\_\_
8. LOCATION OF THE INCIDENT OR COMPLAINT: \_\_\_\_\_

9. WHO ELSE MAY HAVE WITNESSED THE INCIDENT OR MAY HAVE SEEN THE INCIDENT?

Name: Anyone who lives in Okemas Square

May we contact them? Yes  No

10. NATURE OF THE COMPLAINT: (Attach additional sheets if necessary)

My neighbor, Paul Cain at 2479 Graystone, is running a commercial automobile operation from his home. For the past year, I have observed from 4 to 8 automobiles parked on the street near his house, plus 2 large trucks and a trailer for hauling automobiles. I have contacted Code Enforcement and they have spoken to him and ticketed. However, they have told me unless they catching selling or repairing autos, there is no way to shut him down. Meridian Township needs an ordinance limiting the number of vehicles one household may park on the street.

11. YOUR SIGNATURE: [Signature]

12. TODAY'S DATE: 8-25-17

<b>For Internal Use Only: To be completed by the Township Manager or Department Director</b>	
Date Complaint Received: _____	Time Received: _____
Routed or Handled by: _____	Routed To: _____
Township Manager: (Initial) _____	

## Sandy Otto

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**From:** Donna Rose <wild-rose@sbcglobal.net>  
**Sent:** Thursday, September 07, 2017 4:50 PM  
**To:** Board  
**Cc:** Frank Walsh  
**Subject:** Special Work Session- Redi Ride.

Greetings,

I hope you are staying warm as fall seems to be trickling in a bit early.

I just read the minutes from the August 22, 2017 meeting where Redi Ride was discussed. Listen, if you all don't want real recommendations which could help our residents, I think you should just say so. Seems like there is too much concern over what the Transportation Commission might recommend which is very telling and could wind up being manipulative.

I would like to address some of the assumptions recorded in the minutes from your August 22 meeting. First, it is completely incorrect we recommended further negotiations with CATA. We asked to put a new millage request on the 2016 ballot which would remove the name of a provider and the Board voted "NO", based on comments from the Township's attorney. The minutes indicate the attorney is still opposed to a ballot measure, other than a renewal. Here is the dilemma for our tax payers and riders. Does this mean we have no recourse to change providers at any time? Is the CATA service to be thought of as a service for which we are committed for life? How unreasonable this seems! If this is right, CATA has no reason to improve or find less expensive ways to provide this service, and we will never deal with the capacity limitations. Delhi pays nothing for Redi Ride. Why are we subsidizing them with our three millages?

We do not theoretically have six fixed bus routes in Meridian Township since three of them duplicate similar services along Grand River. They can only be reached if you live a long way there or meet them at Meridian Mall. Children can't always use the fixed route bus because it doesn't go where they need it to go to either get home from school or to after school activities. The 22 and 23 routes are somewhat repetitive and only serve certain parts of the Township. Also, those routes are long, very long and need to be reworked. The route 24 only hits the tip of our township. Given all the money we are paying for public transit, I would think it could be much better. People already use the Redi Ride to major bus routes, like the #1. You can keep throwing money at a system like this, no matter who pays or subsidizes it, and it can still not work as intended. I have said this before and I will say it again. If you are a person who lives in a part of our township not served by a fixed route, and you suddenly find yourself unable to drive, and you are told there are no Redi Rides available, what are you to do? Seniors are NOT automatically eligible for Spectran. They have to have a disability which prevents them from riding the regular fixed routes because they can't walk to, stand at, or board the regular bus. I think CATA could figure out a way to include those over 65 without them having to declare a disability with some kind of extra service specifically for them. Other communities do this and it is a needed service. In the meantime many of them rely on a service like Redi Ride.

right now I know the cost of Redi Ride is impairing our Township from meeting the needs of these individuals who need the system to be more flexible and convenient for them. One reason for the high cost is regular drivers who drive Redi Ride are all higher seniority drivers and therefore are the highest paid. So that has to be given some thought as well. CATA may add money besides the millage, but it has always been and will always be our money. If they structured it differently they might not have ever had to add anything.

Many of those using Redi Ride are lower income individuals who move into our Township to get low income housing. Some of our regular apartment complexes have separate programs through MSHDA which also have units for low income individuals. Since low income housing can be difficult to get, these individuals will go where it is

available. In short, they sort of get stuck where they can get housing. As a social worker I worked with individuals with housing needs all of the time while working at Community Mental Health. I still find myself speaking on their behalf, as they can't always do it for themselves. There are always people waiting on lists. Since we are paying for this RR millage, you need to make sure our neighbor's aren't underserved or living in a transit desert. Transportation is a primary need. Living without it can be challenging and overwhelming at times. If you would agree the transportation is one of the basic needs, there should be no problem taking into consideration the recommendations of your Transportation Commission.

It is my opinion we should consider a voucher system where an individual could travel any time at their convenience. It would be so much cheaper and we could get a lot more service for our millage dollars. It would also stop most of the 30% no show rate. We could also decide how many rides the voucher would cover for each person, which would further control the costs. I am an avid supporter of public transportation, but what we have been served up has been an expensive way to provide curb to curb transportation. Even CATA contracted out most of their Spectran service to Dean Transportation because they know it is cheaper. The Township has had plenty of time to negotiate with CATA to improve service, and yet no real improvements have been agreed upon. I would like to see a new voucher service started where interested vendors would be asked to submit bids according to prescribed guidelines, such as the need for wheelchair accessibility. We can't continue to do the same thing over and over and expect different results. CATA does provide a lot of support for their service, but at a premium price which has historically limited capacity.

One failure of our two major political parties has been to maintain the status quo when it comes to human service needs. It has been an uphill battle for those of us who are not politicians to fight and overcome the "let them eat cake" attitude which many politicians subscribe to whether they realize they are doing this or not. I am asking you to consider my words here and listen to your Transportation Commission recommendations when they arrive on your desks. I know it is easier to just continue down the same path, but many citizens have spoken. They don't want a life sentence with CATA, and they do want a service that has exceptional capacity at the best price. You can make that happen!

Thank you for your time.

Cordially,  
Donna Rose, LMSW  
6207 Cobblers Drive  
East Lansing, MI 48823

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**Sandy Otto**

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**From:** Brad Funkhouser <BFunkhouser@cata.org>  
**Sent:** Wednesday, September 13, 2017 3:41 PM  
**To:** Donna Rose  
**Cc:** Board; Sandy Draggoo  
**Subject:** RE: Shaping the Avenue Planning and Accessibility

Donna,

Very good points, I will pass along to the project consultants. I'm happy to assist.

This is a Meridian Twp. meeting and not a CATA-led effort meeting. We are a partner in this efforts and were the agency providing the coordinating grant for each jurisdiction to implement form-based code.

Look forward to seeing you tomorrow. Turn out has been wonderful at the other meetings and we are getting very positive feedback.

Brad

-----Original Message-----

**From:** Donna Rose [mailto:wild-rose@sbcglobal.net]  
**Sent:** Wednesday, September 13, 2017 3:36 PM  
**To:** Brad Funkhouser  
**Cc:** board@meridian.mi.us  
**Subject:** Shaping the Avenue Planning and Accessibility

Hi Brad,

I saw a notice on the Meridian Township website that there is a Shaping the Avenue meeting tomorrow evening in Meridian Township. There was a link to a survey there which I went to and attempted to complete the survey. Unfortunately there are only maps which correspond to the questions. It would be much better if each area could be described by street boundaries so those who are blind or visually impaired can participate. I am wondering if tomorrow's meeting will even be accessible to me, and others who might attend who are blind? Participation is important so planning errors don't become obstacles for those who are blind or visually impaired. Architects, engineers and community planners are not used to inclusive or universal design, so it is going to be up to CATA to provide this guidance and up to people with disabilities to make sure their needs are met as well. I am willing to help in this effort because for too long people with disabilities have just had to live with what happens in their environment due to the fact accommodations necessary for them to get involved have not been planned. Times are changing and people will have more disabilities as the baby-boomers age and older adults live longer. So we need to have a voice too!

Thank you for considering my concerns. I plan to attend tomorrow evenings meetings, so I am hoping I will be able to participate and have input along with my sighted peers.

Sincerely,  
Donna Rose  
6207 Cobblers Drive  
East Lansing, MI 48823

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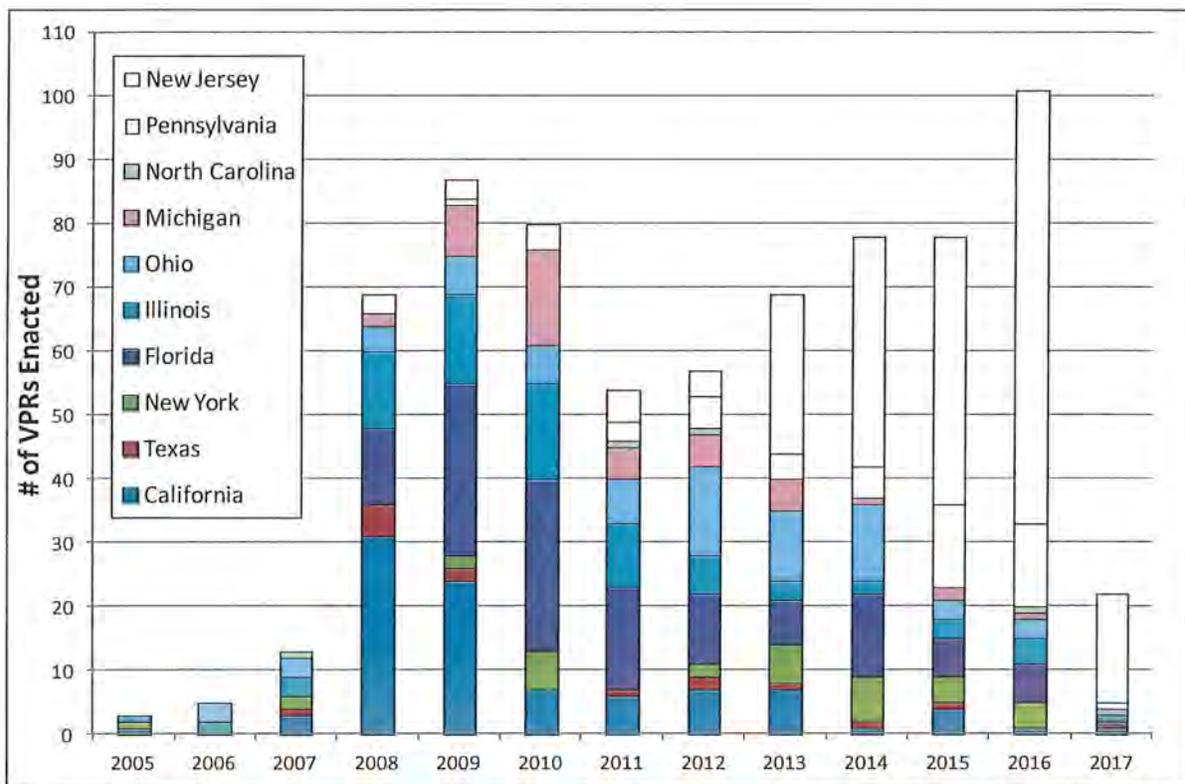
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Dear Meridian Township Board,

John Veenstra was probably turning over in his grave during the discussion of the proposed property registration (VPR) ordinance. Trustee Veenstra adhered to the principles that any ordinance should serve a proven need, should not be burdensome to law-abiding citizens, and should be able to be enforced fairly. I would hope that you, as our elected representatives, adhere to the same principles. But based on your zeal to enact/impose a VPR ordinance on property owners in Meridian Township, it leaves me wondering whose side you're on. The proposed ordinance, in my opinion, is not consistent with the principles enumerated above.

Although many governmental units across the country had VPR ordinances in place at the turn of the century, the number of them did not increase dramatically until the devastating effects of the mortgage foreclosure crisis began, following the onset of the "Great Recession". Communities across the country were beset by an overwhelming number of vacant/abandoned properties, many of which were the result of foreclosures. These properties were not properly maintained by the new owners (banks), leading to blighted neighborhoods and decreased property values for all. The graph below shows this dramatic increase in VPRs for the 11 most populous states (2010 census) that occurred during the period from 2008 – 2010. The data are taken from a national database<sup>1</sup> of VPRs and only those VPRs with a date of enactment given in the database are shown.



Beginning in 2011, the number of VPRs has declined, in step with the ebbing of the foreclosure crisis. The very evident outliers in this trend are New Jersey and Pennsylvania, where the numbers of VPRs have dramatically increased in recent years, likely due to the emergence of a company (Community Champions) who, for a 50% cut of the registration fees, will administer the registration program.<sup>2</sup> With registration fees in many communities set at \$500 annually, it's a big moneymaker for the community, even after splitting the fee with Community Champions.

<sup>1</sup> [http://safeguardproperties.com/Resources/Vacant\\_Property\\_Registration/Default.aspx?filter=vpr](http://safeguardproperties.com/Resources/Vacant_Property_Registration/Default.aspx?filter=vpr)

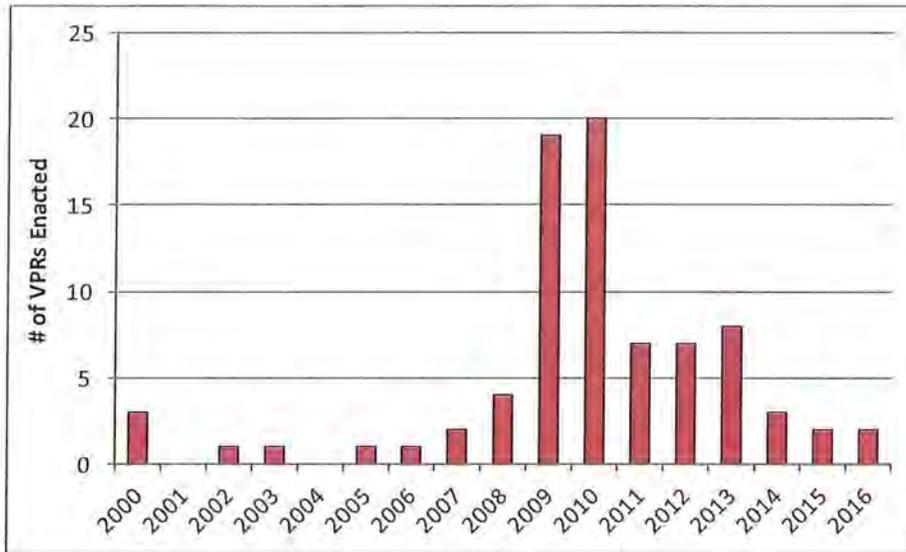
<sup>2</sup> <https://www.prochamps.com/HomePage.aspx>

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The history of VPRs in Michigan is similar to that in the other top-10 states shown above (New Jersey ranked 11<sup>th</sup> in population in the 2010 census). As shown in the graph below, a few communities had VPRs in place in 2000 (or earlier), but their popularity didn't peak until 2009/2010, and the numbers of new registration ordinances have decreased overall since that time. This plot includes VPRs for which I was able to determine a date of enactment when it was not given in the Safeguard Properties database.



Of the 81 shown, and one for which a date of enactment could not be determined, three ordinances have been repealed or are no longer enforced (more on that below), so of the 1,773 cities, villages, and townships in the State of Michigan, only 78 (4.4%) local governments have active VPR ordinances on the books, with only a handful being enacted since 2014. The vast majority of Michigan communities have not seen the need to enact VPR ordinances, so why does Meridian Township need one?

Listening to the discussion at the September 5<sup>th</sup> Township Board meeting, one would get the impression that the township is awash in vacant and abandoned properties with dilapidated buildings, piles of trash, and overgrown vegetation. Frankly, as I traverse the township, I don't see it. Yes there may be a few here and there, but nothing to the extent that was implied by the comments of a few board members. In fact, there are only 28 properties (out of approximately 12,000 single family homes) identified by the Township as being vacant/abandoned (see list provided in 7/6/17 Board packet). That's only 0.17% of homes in the township. Even if we increase the number of vacant properties by a factor of 10, it still amounts to less than 2% of homes. Is it worth all the trouble and expense to administer a program for such a small percentage of properties? Indeed, Canton Township (a suburb of Detroit) recently repealed its ordinance, enacted in 2010. The minutes of their 6/13/17 board meeting reveal the reason why:

“Trustee Sneiderman inquired about the reasoning behind the revision. Director Faas explained the ordinance required homes that are vacant be registered with the township. The number of vacant homes in the township has reduced significantly from 310 to 44, and it is no longer deemed necessary to require they be registered.”

So do we need an ordinance to cover 28, perhaps a few more, properties? And what about those 28 properties? Do they pose a threat to the community in terms of code violations and declining property values? Examination of Building Department records shows that each of the 28 properties have had numerous code violation notices issued over the past several years, but only 10 of the 28 have had violation

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notices issued in 2017. It would appear that a majority of the owners of these properties have gotten the message about upkeep and are stepping up to the plate with regard to their responsibility to the community at large and that the system that is now in place seems to be working effectively.

On the issue of current enforcement of township codes, it was stated by a member of the board that, "We have a complaint-driven system. That means that we are not driving around all over the place looking for trash, driving up and down every street looking for violations. We don't do that." Well, **the truth of the matter is that we do**. Since at least 2009, officers from the Police Department, while out on patrol, have been looking for code violations. In fact, the 2014 Annual Police Report says, in its POLICE DEPARTMENT 2014 GOAL BASED ACCOMPLISHMENTS (pg. 26):

"To maintain the quality of life issues with members of the community, Officers conducted code violation sweeps throughout the Township and reported violations and educated citizens on common code violations."

In addition to conducting periodic "sweeps", I have been informed by at least one patrol officer and the Police Department Captain that officers are, indeed, still on the lookout for code violations while on patrol. The Assistant Chief tells me that, "We do sweeps for specific things. House numbers, long grass, blight, and while we are out and about.", and, "We do weekly sweeps using our cadets for signs in the right of way violations as well."

Aside from enforcement of current-code violations, how does the township propose to ensure compliance with the proposed VPR ordinance? Will we be spending valuable staff time scouring the real estate listings to identify houses on the market and determining whether they are vacant or not? Because the ordinance requires owners of vacant property to come forward and register their property, how does the township propose to identify vacant properties that are not registered, other than when the neighbors "snitch" on them? And how will the township know whether a property is vacant (aside from the method currently in use) if the property owner is diligent in the upkeep of their property? The Director of Community Planning and Development, in response to a board members inquiry about how we would identify a property as being vacant, said, "If it's not one of those main criteria for considered being vacant or abandoned, then we may not even know that. If they're maintaining the house, mowing the grass, plowing the snow..."(shrug shoulders). It doesn't seem fair to impose a fee (tax) on those property owners who aren't in violation of the code, and it's even less fair to impose the fee (tax) on property owners who do register their properties while not aggressively pursuing those property owners who don't register their properties. Indeed, this problem led Grant Township to abandon its ordinance when, according to their Zoning Administrator/Chief Ordinance Officer, "We have suspended our requirement for registration of vacant homes as a result of few banks, etc complying with the ordinance which in turn made it unfair for the ones that did pay the fees and registration."

Finally, with regard to the supposed need to have a contact person "on call" if the owner is not a local resident, a case was cited in which a presumably abandoned house suffered extreme damage from burst water pipes. I fail to see how, had this property been registered under the proposed ordinance, a tragedy like the one described could have been prevented. Even if the property were inspected in the few days before the incident, and found to be up to code, the pipes would have frozen and burst and the township would have had no knowledge of it. Over and above that, does the township want to get into the business of being a "property nanny" or does the responsibility for proper maintenance and vigilance fall on the property owner? I can see the value for a owner of a vacant home to be on the registry, with regular inspections being

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performed that would inform the owner of the property when things need fixing, but that should be the choice of the property owner. With regard to notifying property owners of code violations, the township has policies in place pertaining to notification, and as long as they are followed precisely, the township has done its due diligence. If the owner fails to respond to violation notices and the township has to mow the grass or plow the snow, the owner suffers the monetary consequences in the form of a tax lien on the property. If there are building code violations that go unaddressed, the township has measures in place to deal with them as well, as pointed out by the Director.

In conclusion, if you haven't already surmised, I am opposed to the proposed vacant/abandoned as currently drafted. In addition to the reasons stated above, there is the issue of administrative costs incurred as a result of processing exemptions. It is likely that there will be more properties eligible for exemption (homes for sale, "snow birds", and others) than will be required to register, and it will require staff time to process them and verify that the exemption is valid, presumably at no cost to the property owner. On top of that is the question of whether the fees charged are sufficient to cover the costs of the program when factoring in employee hours spent doing the clerical work, employee time spent performing inspections, cost of gas for driving all over the township, and wear-and-tear on township vehicles used to transport township employees to perform inspections. I really think you should take a good hard look at this proposal and decide whether the "solution" is commensurate with the "problem". I think not.

If you are hell-bent in getting this ordinance enacted, I have a suggestion that would alleviate some of the concerns I have expressed, which may be some of the same concerns of those who would be **forced** to enroll in the registry. In order to not "punish" those property owners who are abiding by current township ordinances and are not leading to "decreased property values", it might be prudent to require only owners of vacant/abandoned properties who incur a code violation, or have incurred a code violation in the previous year, to register their property. Others could register their property, and pay the fee, only if they so desire.

As you go about the township over the next couple of weeks, ask yourself these questions: Are there so many vacant properties with code violations that it paints a negative image for visitors to the community or potential residents? Do a few, or even several, recent "complaints" about property upkeep warrant a full-blown ordinance that would likely have little or no net effect with regard to code compliance? I hope you will answer "No" to these questions and let John rest in peace.

Sincerely,

Neil Bowlby  
Haslett

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GLOUCESTER COUNTY

## Vacant housing registry is illegal, investors claim in lawsuit

7 Updated on July 6, 2017 at 2:39 PM  
Posted on July 6, 2017 at 9:00 AM

By **Matt Gray**, [mgray@njadvancemedia.com](mailto:mgray@njadvancemedia.com),  
For NJ.com

A group of investors are questioning the legality of Gloucester County's vacant property registration program.

Two entities that purchase liens on tax delinquent properties are suing four towns and the company that administers the registry.

Two years ago, the county partnered with Community Champions Corp. to establish a database of abandoned and vacant properties in an effort to hold owners of properties -- or mortgage holders -- accountable for upkeep of those sites. Many communities have seen vacant homes fall into disrepair in the wake of the nation's mortgage foreclosure crisis.

Florida-based Community Champions manages vacant property registries for communities around the country, including about 80 New Jersey municipalities.

Under the program, owners of these properties must register and pay a fee of a few hundred dollars. Community Champions, the county and participating municipalities split the proceeds.

Eighteen municipalities currently take part in the Gloucester County program and have adopted ordinances establishing the registry program in their communities. Deptford, Glassboro, Monroe and Paulsboro are named in the suit.

The plaintiffs, operating under the names Empire TF4 Jersey Holdings, LLC, Empire TF6 New Jersey Holdings, LLC, and Empire TF5 Jersey Holdings, all of the same New York City address, and Chickadee Investments, in Brick, argue that the program is unconstitutional, illegally targets owners working to get properties back on the tax rolls and charges unreasonable fees.

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**Is the program legal?**

These investors buy municipal tax sale certificates, which are the liens on tax delinquent properties. These certificates can earn as much as 18 percent interest. When holders of these certificates foreclose on a property in order to take ownership, towns with vacant property registries have required them to pay registration fees so that they can sell the properties to a new owner, the plaintiffs state.

In order to sell a property in Glassboro, one of the plaintiffs had to pay the borough \$2,000 in registration fees. Similar fees were required to sell properties in Paulsboro, Deptford and Monroe.

"We don't think they have the legal authority to register tax sale foreclosures," said the plaintiffs' attorney, Keith A. Bonchi.

State tax sale law already lays out what his clients must do when purchasing tax sale certificates and foreclosing on properties, including how much an investor must pay the municipality, Bonchi said.

He also argues the ordinances are unconstitutional.

An Assembly bill was introduced in 2013 that laid out guidelines for municipal vacant property registration programs.

"Assembly Bill No. 4031 was never enacted into law and the Legislature in the State of New Jersey has never enacted a statute authorizing the registration of vacant/abandoned properties," the suit states. "In New Jersey, municipalities are the creature of statutes and can only exercise those powers expressly granted by the Legislature."

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Community Champions officials had no comment on the pending litigation.

The New Jersey League of Municipalities has stated that municipalities have the power to create vacant property registries under the New Jersey Constitution and that this power is supported by case law.

Apart from the legality question, Bonchi argued that those who purchase tax liens on properties are supporting the goal of getting vacant homes occupied, cleaned up and back on the tax rolls.

#### Are fees unreasonable?

Bonchi also questioned the value of the registry program, saying that the information about property owners and lien holders is readily available to municipal officials concerned about enforcing property upkeep. He also said the fees are baseless.

"These ordinances are designed as a back door attempt to raise revenue for municipalities and the amount of the fees have no reasonable relationship to the cost of keeping a register of vacant property even if same were allowed by state law," the suit states.

The plaintiffs want the ordinances declared unconstitutional, they seek an injunction barring towns from enforcing the ordinances on properties obtained through tax foreclosures and they want Community Champions blocked from collecting registration fees.

Local officials have praised the program for providing a point of contact when issues arise with a particular property. Vacant property registration programs are popping up around the country.

While Deptford Mayor Paul Medany hasn't seen the lawsuit yet, he is pleased with the program. More properties are getting cleaned up and owners are being held accountable, he said.

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Many towns have faced similar challenges, with homeowners skipping town because they cannot keep up with mortgage payments and leaving a decaying property behind. In addition to overgrown grass and infestations, the properties often become magnets for vandalism, drug dealing and squatters.

"We're making really good progress in Deptford," Medany said. "We're getting a lot of properties off the books. I'm happy with the program."

*Matt Gray may be reached at [mgray@njadvancemedia.com](mailto:mgray@njadvancemedia.com). Follow him on Twitter [@MattGraySJT](#). Find the [South Jersey Times on Facebook](#).*



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August 26, 2013

# City loses lawsuit over vacant buildings ordinance

By ALBY GALLUN |



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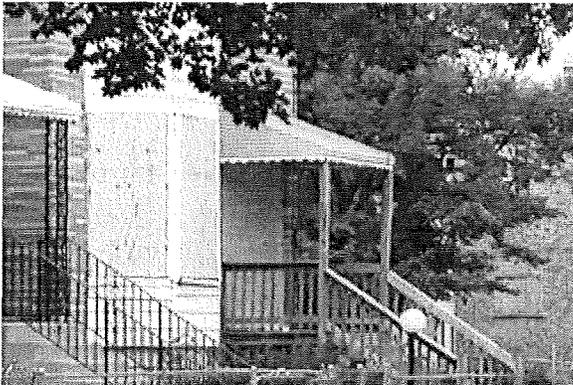


Photo by Crain's

A federal judge has ruled that housing finance giants Fannie Mae and Freddie Mac don't have to follow a 2-year-old Chicago ordinance designed to limit blight caused by the residential foreclosure crisis.

In a ruling last week, Judge Thomas Durkin sided against the city of Chicago, which passed the ordinance in July 2011 requiring companies that hold mortgages secured by vacant buildings to maintain the properties and register them with the city. Prior to that, the rules had applied only to property owners, not lenders.

Judge Durkin ruled in favor of the Federal Housing Finance Agency, which oversees Fannie and Freddie and sued the city

over the ordinance in December 2011. The judge wrote that the federal law that created the agency in 2008 trumps the vacant-buildings ordinance and represents "an impermissible tax on the federal government."

The ordinance is an attempt to address homes caught in a murky no man's land, abandoned by their owners but not yet repossessed by lenders. Holders of mortgages on properties in the city must pay a \$500 registration fee and be responsible for maintenance, including cutting grass, plowing sidewalks and securing doors and windows up to city standards.

The FHFA "is pleased with the ruling," Alfred Pollard, the agency's general counsel, said in a statement. "Fannie Mae and Freddie Mac policies and procedures for addressing vacant properties, acknowledged in the court's ruling, have been and continue to remain in force."

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READ NEXT ▸



Yet the ruling removes a large swath of homes from the city's purview: Fannie and Freddie owned about 258,000 loans secured by properties in the city as of October 2011, according to court documents.

The city "is reviewing available options including filing an appeal," according to the Mayor's office.

"This ruling will do little to stop the Mayor's aggressive efforts to ensure that banks are responsible neighbors across Chicago, particularly in communities that have been hardest hit by the foreclosure crises," the Mayor's office said in a statement. "Vacant properties are a challenge for neighborhoods and a financial burden for the City, and while we are disappointed in the court's decision, we will continue to hold financial institutions responsible for maintaining properties while protecting our residents and communities from the dangers vacant properties create."

One advocacy group expressed hope that the decision would be overturned.

"The city of Chicago's ordinance is a key tool for limiting the devastating effects of vacant homes on communities, including increased blight and crime and decreased property values and revenue for public services," Katie Buitrago, senior policy and communications associate at Woodstock Institute, a Chicago-based nonprofit, said in a statement. "We are deeply disappointed in the court's decision and hope that a higher court will reverse the decision. Chicago and communities across the country must be empowered to ensure that the actions of a federal agency, the FHFA, do not wreak havoc on neighborhoods."

The Chicago Tribune first reported news of the ruling.

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City of Chicago   Woodstock Institute   Law and Legal Issues   More +

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**Sandy Otto**

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**From:** Shaping the Avenue <info=shapingtheavenue.com@mail11.suw15.mcsv.net> on behalf of Shaping the Avenue <info@shapingtheavenue.com>  
**Sent:** Wednesday, September 06, 2017 1:38 PM  
**To:** Board  
**Subject:** It's your Avenue. Shape it!

# SHAPING THE AVENUE

## UNIQUE PLACES AND COMMUNITY SPACES

The City of East Lansing is finalizing the 2017 Comprehensive Plan, which represents the vision, values and goals for the future of the city. This plan will guide policymaking decisions, focusing on preserving and enhancing the best characteristics of East Lansing.

Share your input and shape regulations to implement this vision along Grand River Avenue.

Join us for an informal and hands-on open house where you can provide

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feedback to building design mock-ups, react to draft standards that aim to reinforce community character and express ways in which planners, designers and transit officials can shape the avenue.



### Shaping East Lansing

Monday, September 18

East Lansing Hannah Community Center

819 Abbot Road, East Lansing

4-7 p.m.

*Get there with CATA route 26.*

Refreshments will be provided.

*Download the CATA Transit app for real-time bus information, trip planning and route notifications. Learn more at [cata.org/transit](http://cata.org/transit).*

Follow Shaping the Avenue on [Facebook](#) for upcoming announcements and information.

*Requests for interpretation, accommodations for persons with disabilities and assistance with additional*

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needs must be made 48 hours in advance of the meeting date.

Please call 517-483-4141.

**Take our short survey!**

Shaping the Avenue is a multi-jurisdictional partnership between the municipalities of Lansing, Lansing Township, East Lansing, Meridian Township, and the Capital Area Transportation Authority (CATA) who are working to coordinate land use and street design regulations to guide future development along the Michigan and Grand River avenues (the Avenue) toward its full potential. The community vision for the 8.5-mile section of the Avenue, from the Capitol in the City of Lansing to Dobie Road in Meridian Township, calls for an environment that supports residents, businesses, cyclists, drivers, pedestrians and transit users. A Technical Committee comprised of public- and private-sector representatives from each of the communities guides the initiative.



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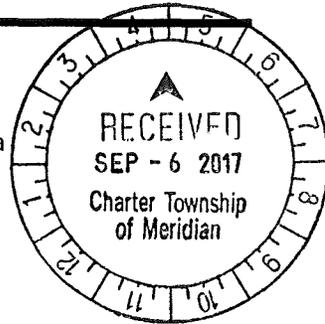
**CLERK'S OFFICE  
BOARD COMMUNICATIONS  
SEPTEMBER 19, 2017**

**Commission Linkage (CL)**

**Peter Menser**

---

**From:** Brett DeGroff <brettdegroff@gmail.com>  
**Sent:** Friday, August 11, 2017 9:37 AM  
**To:** Peter Menser; danteianni5@gmail.com; John Scott-Craig; Ron Styka  
**Subject:** Planning Commission



Hello all,

I'm writing to let you know the Aug. 14 meeting of the Planning Commission will be my last. In the fall I'll be teaching a criminal appellate clinic at Wayne Law School, and unfortunately the class meets on Monday nights.

I've enjoyed my time with the PC a great deal. Public service remains an important value for me, and I'm open to serving in other ways or at other times. Unfortunately, I just can't make the PC work right now.

Brett

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## Brett Dreyfus

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**From:** Frank Walsh  
**Sent:** Thursday, September 14, 2017 10:01 PM  
**To:** Joyce  
**Subject:** Re: BRA and Pension Board

Joyce, thank you for your service and support of Meridian Township. We wish you well as you relocate back to your hometown.

With much appreciation.....

Frank

Sent from my iPhone

> On Sep 13, 2017, at 9:24 PM, Joyce <[jvc5530@comcast.net](mailto:jvc5530@comcast.net)> wrote:

>

> Frank:

>

> Regretfully, I am resigning from the BRA and Pension Board because I am moving out of Meridian Township. It was my honor and pleasure to serve the residents of Meridian Township and work with such fine elected officials as well as others who serve the township.

>

> Respectfully,

>

> Joyce Van Coevering

>

>

> Sent from my iPhone

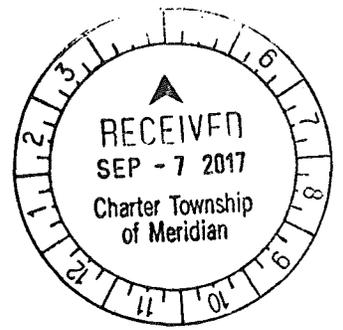
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**CLERK'S OFFICE  
BOARD COMMUNICATIONS  
SEPTEMBER 19, 2017**

**Staff Communications (SC)**



**DEPARTMENT OF COMMUNITY PLANNING AND DEVELOPMENT**

**SITE PLAN REVIEW DECISIONS**

**Site Plan Review Approvals (as of 8/31/2017):**

**#17-00-11 (Meridian Mall) 1982 Grand River Avenue**

Renovate the existing landscape at the entry off of Grand River and Central Park. Renovate the landscape around the perimeter of the building.

Approval: 05/12/2017

**#17-02 (Portnoy & Tu, DDS) 2476 Jolly Road**

Construct 4332 square foot dentist office

Approval: 06/30/2017

**#17-15-02 (Ellison Brewery and Spirits) 4903 Dawn Avenue**

Construct 750 square foot outdoor seating area.

Conditional Approval: 07/21/2017

**#17-03 (Residential Options) 2400 Science Parkway**

Install a play structure.

Approval: 06/09/2017

**#17-04 (Verizon Wireless) 4888 Dawn Avenue**

Construct 90 foot fall cell tower.

Conditional Approval: 07/31/2017

**#17-03-09 (Chvala) 5140 Times Square Drive**

Amendment to approved site plan to install a drive thru canopy.

Approval: 06/14/2017

**#17-95-04 (242 Community Church) 2630 Bennett Road**

Amendment to approved site plan to install six loop bicycle racks.

Approval: 06/14/2017

**#17-96-27 (Hager Fox Electric) 4828 South Hagadorn Road**

Install four outdoor lights at the Work of Christ Community Church.

Approval: 08/08/2017

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**PROPOSED BOARD MINUTES**

**PROPOSED MOTION:**

Move to approve and ratify the minutes of the September 5, 2017 Regular Meeting as submitted.

**ALTERNATE MOTION:**

Move to approve and ratify the minutes of the September 5, 2017 Regular Meeting with the following amendment(s): [insert amendments].

**SEPTEMBER 19, 2017  
REGULAR MEETING**

CHARTER TOWNSHIP OF MERIDIAN  
TOWNSHIP BOARD REGULAR MEETING - **DRAFT** -  
5151 Marsh Road, Okemos, MI 48864-1198  
853-4000, Town Hall Room  
TUESDAY, SEPTEMBER 5, 2017 **6:00 P.M.**

PRESENT: Supervisor Styka, Clerk Dreyfus, Treasurer Brixie, Trustees Deschaine, Jackson, Opsommer, Sundland  
ABSENT: None  
STAFF: Township Manager Frank Walsh, Assistant Township Manager/Director of Public Works and Engineering Derek Perry, Director of Community Planning & Development Mark Kieselbach, Police Chief David Hall, Director of Parks and Recreation LuAnn Maisner, Human Resources Director Joyce Marx, Finance Director Miriam Mattison, Director of Information and Technology Stephen Gebes, Interim Economic Development Coordinator Chris Buck

1. CALL MEETING TO ORDER

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

2. PLEDGE OF ALLEGIANCE/INTRODUCTIONS

Supervisor Styka led the Pledge of Allegiance.

3. ROLL CALL

The secretary called the roll of the Board.

4. PRESENTATION

A. 2018 Recommended Budget

Manager Walsh provided a Powerpoint presentation on the 2018 Recommended Budget. Major expenditures included three Board goals for 2018: pension liability reduction, redevelopment of core commercial areas and fixing local roads. He summarized improvements in the Township infrastructure which have transpired over the last several years.

5. CITIZENS ADDRESS AGENDA ITEMS AND NON-AGENDA ITEMS

Supervisor Styka opened Public Remarks.

Neil Bowlby, 6020 Beechwood Drive, Haslett, provided information on pedestrian fatalities along Grand River Avenue in Meridian Township. He voiced concerns about why a Board member was continually questioning overtime in the Clerk's Office. He showed a graph on the visualizer and stated Clerk Office overtime was actually a small amount of total Township overtime, and questioned why the Township Board was not examining large overtime costs in other departments.

Mary Shinkle, Congressman Mike Bishop's community liaison for Ingham County, presented a Congressional Tribute in Honor for Meridian Township's 175<sup>th</sup> Anniversary.

Supervisor Styka closed Public Remarks.

6. TOWNSHIP MANAGER REPORT (None)

7. BOARD MEMBER REPORTS AND ANNOUNCEMENTS

A. Treasurer's Quarterly Report-Julie Brixie

Treasurer Brixie reported on delinquent personal property tax collection totals for 2012 through 2016 tax years, total 2017 tax year collections as of August 30, 2017, 2017 tax year distributions total as of August 24, 2017 and current fixed and non-fixed investments as of July 31, 2017.

Board member discussion:

- Three (3) substantial non-fixed investments are currently receiving a very low rate of return and inquiry as to whether they can be moved into a higher investment return account.
- The Treasurer explained why they are currently invested as indicated as there is a need to have diversity by investment type for portfolio safety

Treasurer Brixie reported the following:

- Her attendance last week at the swearing in ceremony for the Township's new police officers as well as the Senior Celebratory Brunch at The Willows
- Charles Hagan, long time Assessing Board of Review (BOR) member, has donated all of his accumulated stipends to the Harris Nature Center

Trustee Deschaine reported the following:

- His attendance at the August 24<sup>th</sup> Transportation Commission meeting where discussion continued on the Redi-Ride millage and a presentation was given on railroad quiet zones

Supervisor Styka reported the following:

- Meridian Township was listed by [www.niche.com](http://www.niche.com) as the number one place to live in Michigan
- HOMTV has been nominated for several awards by the National Association of Telecommunications Officers and Advisors (NATOA) and the Central States Region of the Alliance for Community Media (ACM)
- 911 Memorial Quilt will be displayed from September 8<sup>th</sup>-11<sup>th</sup> at the Meridian Mall
- The Fall Recycling Event will be held September 30<sup>th</sup> at Chippewa Middle School parking lot
- Meeting with the new Superintendent of Okemos Public Schools
- Shaping the Avenue event in the Town Hall Room on September 14<sup>th</sup> from 5:00 PM until 7:00 PM to receive public input
- Current vacancy on the Planning Commission

Trustee Opsommer reported the following:

- CATA CEO Search Committee will be meeting during the month of September and October to vet applications submitted as a result of a comprehensive outreach effort

8. APPROVAL OF AGENDA

**Treasurer Brixie moved to approve the agenda as submitted. Seconded by Trustee Opsommer.**

VOICE VOTE: Motion carried unanimously.

9. CONSENT AGENDA (SALMON)

Supervisor Styka reviewed the consent agenda.

**Treasurer Brixie moved to adopt the Consent Agenda. Seconded by Clerk Dreyfus.**

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

NAYS: None

Motion carried unanimously.

A. Communications

(1) Board Deliberations (BD)

BD 13A-1 Rick Blunt, Senior Pastor, Okemos Community Church, 4737 Okemos Road, Okemos; RE: Master Plan Draft Concerns: Parking for Okemos Community Church in the Okemos PICA

(2) Board Information (BI)

- BI-1 Judy and Gordon Tuthill, 1609 Downing Street, Haslett; RE: Appreciation for the Gus Macker Tournament being hosted by Meridian Township and desire to have the tradition continue next year
- BI-2 Christopher G. Nugent, President, Horizon Bank of Lansing, 2151 W. Grand River, Okemos; RE: Appreciation for the Gus Macker Tournament being hosted by Meridian Township and desire to have the tradition continue next year
- BI-3 Mike Price, Executive Director, Greater Lansing Sports Authority, 500 East Michigan Avenue, Suite 180, Lansing; RE: Appreciation for the Gus Macker Tournament being hosted by Meridian Township and desire to have the tradition continue next year
- BI-4 Todd Osborn, Director, Emergency Management, Jackson National Life, 1 Corporate Way, Lansing; RE: Hazard Mitigation Assistance Grand Application Period
- BI-5 Judy Ratkos and Michael Lott, 5970 E. Sleepy Hollow Lane, East Lansing; RE: Sleepy Hollow Sanitary Sewer Special Assessment District
- BI-6 Neil Bowlby, 6020 Beechwood Drive, Haslett; RE: Pedestrian Fatalities along Grand River
- BI-7 Trustee Opsommer; RE: Overtime for the Clerk's Office (2007-2016)

(3) Regional Linkage (RL)

- RL-1 Trenton M. Smiley, Marketing & Communications Director, Capital Area District Libraries, 401 S. Capitol Avenue, Lansing; RE: Appreciation for the Gus Macker Tournament being hosted by Meridian Township

(4) Staff Communications

- SC-1 HOMTV Executive Producer Brandie Yates; RE: National Association of Telecommunications Offices and Advisors (NATOA) and Central States Region of the Alliance for Community Media (ACM) Honors for HOMTV Programming
- SC-2 Director Kieselbach; RE: Shaping the Avenue Open House on September 14, 2017 at the Meridian Township Municipal Building from 5:00 P.M. until 7:00 P.M.

Material handed out at the August 22, 2017 Board Meeting

Donna Rose, 6207 Cobblers Drive, East Lansing; RE: Marihuana Regulation  
 Donna Rose, 6207 Cobblers Drive, East Lansing; RE: National Aging and Disability Transportation Center (NADTC)'s *Providing Person-Centered Transportation Information to Older Adults and People with Disabilities* Webinar on August 23, 2017 at 2:00 P.M.

**Treasurer Brixie moved that the communications be received and placed on file, and any communications not already assigned for disposition be referred to the Township Manager or Supervisor for follow-up. Seconded by Clerk Dreyfus.**

ROLL CALL VOTE: YEAS: Trustees Deschaine, Jackson, Opsommer, Sundland, Supervisor Styka, Treasurer Brixie, Clerk Dreyfus  
 NAYS: None  
 Motion carried unanimously.

B. Minutes

**(1) Treasurer Brixie moved to approve and ratify the minutes of the August 15, 2017 Regular Meeting as submitted. Seconded by Clerk Dreyfus.**

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

NAYS: None  
 Motion carried unanimously.

**(2) Treasurer Brixie moved to approve and ratify the minutes of the August 22, 2017 Special Meeting as submitted. Seconded by Clerk Dreyfus.**

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

NAYS: None  
 Motion carried unanimously.

C. Bills

**Treasurer Brixie moved that the Township Board approve the Manager's Bills as follows:**

Common Cash	\$ 763,507.67
Public Works	\$ 759,608.92
Trust & Agency	\$ 3,060,545.66
 Total Checks	 \$ 4,583,662.25
 Credit Card Transactions (Aug. 10 <sup>th</sup> to Aug 30 <sup>th</sup> , 2017)	 \$ 11,926.81
 Total Purchases	 <u>\$ 4,595,589.06</u>
 ACH Payments	 <u>\$ 1,299,383.75</u>

**Seconded by Clerk Dreyfus.**

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

NAYS: None  
 Motion carried unanimously.

[Bill list in Official Minute Book]

D. 2017 Township Board Meeting Schedule Amendment

**Treasurer Brixie moved to amend the 2017 Regular Board Meeting Schedule by changing the Tuesday, November 7, 2017 Regular Board Meeting to Thursday, November 9, 2017. Seconded by Clerk Dreyfus.**

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

NAYS: None  
 Motion carried unanimously.

10. QUESTIONS FOR THE ATTORNEY (None)

11. HEARINGS

A. 2018 Recommended Budget

Supervisor Styka opened the public hearing at 6:49 P.M.

- Public  
 Neil Bowlby, 6020 Beechwood Drive, Haslett, voiced concern with the cost of hosting the Celebrate Meridian and Gus Macker Events, inquiring about the amount of money received through sponsorships for these events. He offered several positive comments about the recommended budget for 2018.

- Staff  
 Manager Walsh clarified that, in the event the Township hosts these events next year, staff will do better in negotiating with food truck vendors so expenditures do not exceed revenue, specifically where overtime costs are concerned.

Supervisor Styka closed the public hearing that 6:53 P.M.

12. ACTION ITEMS

- A. Lake Lansing Watershed Management Special Assessment District (2018-2027)-Resolution #3 and #4

Assistant Township Manager/Director of Public Works and Engineering summarized the special assessment district as outlined in staff memorandum dated September 5, 2017.

[Trustee Deschaine left the room at 6:55 P.M.]

**Treasurer Brixie moved to approve Lake Lansing Watershed Management Special Assessment District (2018-2027) Resolution #3, approving the proposed improvements to Lake Lansing, and directing staff to proceed with the improvements; defray the cost by special assessment, and directing staff to prepare the assessment roll for hearing and final approval; and to approve Resolution #4 setting a Public Hearing for October 3, 2017. Seconded by Trustee Jackson.**

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

NAYS: None

Motion carried 6-0.

- B. Michigan Economic Development Corporation’s Redevelopment Ready Communities (RCC) Program

Interim Economic Development Coordinator Chris Buck summarized Michigan Economic Development Corporation’s Redevelopment Ready Communities Program as outlined in staff memorandum dated September 5, 2017.

[Trustee Deschaine entered the room at 6:58 P.M.]

**Trustee Jackson moved [and read into the record] NOW THEREFORE, BE IT RESOLVED THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN hereby authorizes the Charter Township of Meridian to participate in the Michigan Economic Development Corporation’s Redevelopment y Communities (RCC) Program. The Township is willing to allow use of limited Township resources to support the RCC Program and commits to allowing the Planning Division to champion and engage in the RCC Best Practices and Evaluation protocol with the intent to improve the processes and communications with the Township stakeholders. The Township Board will work with staff, boards and commissions, residents and the MEDC as our community moves forward in seeking RCC certification. Seconded by Trustee Opsommer.**

Board discussion:

- Staff members and one Board member have signed up for the training provided to learn how to utilize the RCC

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

NAYS: None

Motion carried unanimously.

13. BOARD DISCUSSION ITEMS

- A. Okemos Community Church – PICA

## Board discussion:

- Appreciation for staff's quick response by redrawing the Okemos PICA map to reflect the concerns of the Okemos Community Church
- Reminder that the objection by the church was due to extension of a street across their parking lot which would eliminate the church's current use of their property
- Board member preference to have residents within 500 feet of the proposed PICA zones receive notification of the draft Master Plan
- Reminder that the church's objection shows the Township's current process regarding the Master Plan is working
- Staff review of the process used by the Township to heighten public awareness regarding the Master Plan

**It was the consensus of the Board to send the revised Okemos PICA map to the Planning Commission for consideration and incorporation into the draft Master Plan.**

## B. 2018 Recommended Budget

## Board and staff discussion:

- Appreciation to staff for its thorough compilation of the recommended budget which reflects the Board's three main goals for 2018
- Recommendation to make the proposed \$1.1 million payment towards reduction of the MERS pension obligation in the current budget year instead of waiting until 2018
- Staff agreement to make the MERS payment in 2017 as MERS investments will yield a higher rate of return than current Township investments
- The 2018 recommended budget will be reduced by the \$1.1 million proposed to be spent in the current budget year
- The 2018 recommended budget will reflect what the cash balance will be on December 31, 2018 regardless if action is taken on the MERS payment this year
- The actuarial report produced in May, 2018 will be a good "barometer" if the Board decides to make the \$1.1 million payment this year
- Part of the proposed payment will be applied to the clerical pension obligation and place that pension system close to the state average of 78% funded
- As a result of the proposed payment, the Township's overall MERS portfolio will significantly increase
- Plan by staff to place the additional funds into MERS' surplus fund
- Staff reminder the Township has a ten year smoothing and the years of 2008-2009 will soon drop off
- Money for the Fire Department's ladder truck will be placed in the appropriate Motor Pool Fund each year for the next four (4) years prior to its cash purchase
- Proposed one-time additional money to the Roads Fund will result in more money being earmarked by the Township than collected through the .25 road millage
- Appreciation for the EDC's involvement in a RCC program to encourage core area development
- RCC program will come before the Board for formal approval prior to implementation
- Road repair as a significant item of concern expressed by Township residents
- Recommendation that a task force be created to consider an increase in the road millage
- Concern with the Township becoming a "bank" when money is earmarked for economic development
- Board member concern with use of taxpayer money earmarked for economic development being decided by business owners who sit on the EDC board and the potential for personal bias and favoritism
- Preference for the Board to have a thorough discussion on the proposed RCC Fund prior to its inclusion in the 2018 Budget
- Board member belief the proposed economic development fund (RCC fund) is the proper response to citizen input

- Board member belief the budget should include a \$50,000 one-time payment towards a solar energy program, possibly placed on a Township owned building which mirrors the Okemos Public School program
- Question regarding the efficiency realized through solar energy as it relates to the old HVAC systems in Township owned buildings
- Preference to consider a licensing structure for the five (5) different medical marihuana facilities in 2018 which could result in considerable additional revenue for 2019
- Suggestion for the Board to work with the Planning Commission to decide where these various medical marihuana facilities should be located
- Reminder that some of the medical marihuana businesses will operate out of offices and look very similar to other business type fronts
- Money obtained through a medical marihuana licensing structure could be utilized to fix local roads

[Clerk Dreyfus left the room at 7:50 P.M.]

- Appreciation for Board members who are thinking “outside of the box”
- \$5.1million proposed to be paid in 2018 towards MERS’ long-term pension debt includes \$2.5 million for the actuarial required contribution (ARC) payment, \$1.5 million toward police and fire, \$900,000 toward the Teamsters pension and \$200,000 towards clerical
- \$300,000 will be paid toward the Township’s closed pension plan
- \$400,000 will be paid toward retiree health care (OPEB)

[Clerk Dreyfus entered the room at 7:54 P.M.]

- Appreciation for the additional one-time general fund commitment of \$300,000 to local road improvements
- 25 year life cycle for most roads in Meridian Township
- Need for the MRF program to redevelop the three identified core areas in the Township (four corners of Haslett, Carriage Hills and downtown Okemos)
- Appreciation for the creation of an Economic Development Director position within the Township
- Possibility of using MRF monies to develop streetscapes, art, etc.
- 2018 Recommended Budget is a document which reflects the Board’s priorities
- Preference for \$50,000 to be labeled as a green initiative as opposed to solar energy
- Suggestion to have the Environmental Commission make a recommendation to look at how the \$50,000 green initiative should be invested
- Staff explanation the MRF program is designed so that monies are distributed after project completion
- MRF monies will be very competitive
- Ways to increase the viability of the MRF
- Little change in the car/deer accidents despite the Deer Management Program, due to chronic wasting disease changing the intent of the program
- 2017 data will soon be available

**It was the consensus of the Board to place this item on for Action at the September 19, 2017 Board meeting, making the proposed \$1.1 million pension payment to MERS in 2017, modifying the 2018 budget accordingly and add \$50,000 to the recommended budget to incorporate a solar energy/green project.**

C. Vacant and Abandoned Building Ordinance

Director Kieselbach summarized the proposed Vacant and Abandoned Building Ordinance as outlined in staff memorandum dated September 1, 2017.

Board discussion:

- Appreciation for the inclusion of commercial buildings within the proposed ordinance
- Preference to mirror the City of East Lansing’s fee structure as the Township shares inspectors with that municipality

- Staff research indicated all communities which had a vacant and abandoned building program had a fee structure
- City of Lansing, Delta and Delhi Townships do not have such a program
- Proposed ordinance as a mechanism to heighten awareness of blighted areas
- Suggestion to have a separate fee structure for blighted commercial areas v. blighted residential areas
- Fee should have a direct correlation to the cost of the inspection(s)
- Township currently charges the same amount as East Lansing for reinspection fees
- Inquiry as to the Township cost of the program as it relates to fees charged
- Staff to research the costs experienced by Townships who charges fees for blighted commercial areas
- Mechanics of the fee structure for multi-family inspections
- For multi-family buildings, Meridian Township inspects one-third of all units every year, common areas are inspected every year, and there is a separate fee for each bedroom
- Process used for a tall grass violation v. nuisance violation
- Current Township ordinance(s) covers public nuisance violations
- Reminder the Township has a complaint driven violation system with corresponding enforcement
- Mortgage foreclosed homes are at the base of the problem this proposed ordinance attempts to address
- Preference for a registration with corresponding inspection(s)
- Mechanics of staff determination relative to a vacant or abandoned building violation
- Inclusion of a 180-day clause for temporary absence with notification to the Township
- Properties of registered “snow birds” are monitored by Meridian Police
- Owner would have 90 days to register a building after Township review of fire or weather damage
- Township currently has the ability to require an owner to repair a leaky roof in a vacant dwelling dependent upon the amount of water damage
- Township will perform an inspection once a building is registered
- Concern about the Township needing keys to get access to vacant buildings
- Preference for the word “initiative” to be explained in Section 14-208
- Inquiry as to ways in which Township staff can enter a vacant building (application form must include an emergency number for a local responsible party; i.e., property maintenance company)
- Several “snow birds” and residents who go up north for the summer make payment arrangements with the Treasurer’s Office and are coded in the system

**It was the consensus of the Board for staff to provide a different fee schedule based on Board comment, and solicit Township Attorney review prior to moving forward with a proposed vacant and abandoned building ordinance.**

#### 14. COMMENTS FROM THE PUBLIC

Supervisor Styka opened Public Remarks.

Neil Bowlby, 6020 Beechwood Drive, Haslett, addressed several items on tonight’s agenda. He spoke to the lawsuit filed against the Township filed by Summer Park Realty regarding the proposed rezoning for the Walnut Hills Golf Course.

Leonard Provencher, 5824 Buena Parkway, Haslett, addressed the quality of HOMTV camera coverage. He spoke to personnel costs for police and fire in 2018, questioning whether taxes should be increased or police and fire personnel reduced. He requested an explanation of the projected budget numbers for these two (2) departments.

Supervisor Styka closed Public Remarks.

#### 15. OTHER MATTERS AND BOARD MEMBER COMMENTS

Manager Walsh noted the 2018 recommended budget presentation will be available on the Township website tomorrow and will also be available in hard copy. He explained a portion of the proposed increase in the budget is pension costs and much of the remainder is increased personnel.

Supervisor Styka clarified HOMTV is working with a skeleton crew this evening.

Trustee Opsommer noted the other change in the Okemos PICA dealt with reconfiguring the "old" rights-of-way and converting them to pathways.

Trustee Deschaine announced the next EDC meeting will be held this upcoming Thursday morning at 7:30 A.M.

Clerk Dreyfus reaffirmed his earlier suggestion for the Planning Department to send out a mailing within a 500 foot radius of each of the proposed PICA zones to ensure greater community input.

16. ADJOURNMENT

**Trustee Deschaine moved to adjourn. Seconded by Clerk Dreyfus.**

VOICE VOTE: Motion carried unanimously.

Supervisor Styka adjourned the meeting at 9:05 .P.M.

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RONALD J. STYKA  
TOWNSHIP SUPERVISOR

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BRETT DREYFUS, CMMC  
TOWNSHIP CLERK

Sandra K. Otto, Secretary



**To:** Board Members  
**From:** Miriam Mattison  
Miriam Mattison, Finance Director  
**Date:** September 19, 2017  
**Re:** Board Bills

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

COMMON CASH	\$	339,198.06
PUBLIC WORKS	\$	443,790.69
TRUST & AGENCY	\$	2,261,422.95
	<b>TOTAL CHECKS:</b>	<b>\$ 3,044,411.70</b>
CREDIT CARD TRANSACTIONS Aug 31st to Sept 13th	\$	10,913.37
	<b>TOTAL PURCHASES:</b>	<b><u>\$ 3,055,325.07</u></b>
ACH PAYMENTS	\$	<u>244,254.29</u>

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 DB: Meridian

INVOICE APPROVAL BY INVOICE REPORT FOR CHARTER TOWNSHIP OF MERIDIAN  
 EXP CHECK RUN DATES 09/19/2017 - 09/19/2017  
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID  
 BANK CODE: GF

Vendor Name	Description	Amount	Check #
1. ABONMARCHE			
	PASER RATINGS COMPLETE	3,623.17	
2. AIRGAS GREAT LAKES			
	STANDING PO - MEDICAL OXYGEN	477.15	
	STANDING PO - MEDICAL OXYGEN	41.55	
	TOTAL	518.70	
3. ALDINGER INC			
	UTILITY BILL MAILINGS	1,894.09	
4. ARROW INTERNATIONAL INC			
	STANDING PO FOR IO SUPPLIES	1,205.21	
5. AT &T			
	MONTHLY SERVICE	29.79	
6. AT&T			
	MONTHLY SERVICE	91.90	
	MONTHLY SERVICE	120.18	
	MONTHLY SERVICE	91.90	
	MONTHLY SERVICE	192.67	
	MONTHLY SERVICE	122.70	
	MONTHLY SERVICE	365.80	
	MONTHLY SERVICE	2,595.39	
	MONTHLY SERVICE	2,706.01	
	TOTAL	6,286.55	
7. BELSON OUTDOORS			
	PICNIC TABLES FOR PARKS	9,100.00	
8. CATHERINE ADAMS			
	REIMBURSEMENT FOR MILEAGE - AUGUST	39.59	
9. CITY OF EAST LANSING			
	SHARED ASSESSOR SERVICE FOR AUGUST	5,670.08	
10. CITY PULSE			
	TWP NOTICES	67.91	
11. CJ BUCK CONSULTING			
	PROFESSIONAL SERVICES FOR AUGUST	5,722.62	
12. COMCAST CABLE			
	MONTHLY SERVICE	149.85	
13. CONSUMERS ENERGY			
	INSTALL ELECTRICAL FACILITIES @ TOWNER RD PARK	9,204.75	96195
14. CONSUMERS ENERGY			
	48840 LED LIGHT HASLETT	8.09	
15. DBI			
	MISC OFFICE SUPPLIES	66.43	
16. DOMINION VOTING SYSTEMS, INC			
	ELECTION EQUIPMENT - TABULATOR	4,337.66	
17. EVIDENT INC			
	FINGERPRINT POWDER FOR CSI	163.30	
18. FAHEY SCHULTZ BURZYCH RHODES PLC			
	LEGAL FEES-SEPTEMBER	5,000.00	
	LEGAL FEES	2,522.50	
	LEGAL FEES	445.00	
	LEGAL FEES	1,904.00	
	LEGAL FEES	13.10	
	LEGAL FEES	1,984.00	
	TOTAL	11,868.60	
19. FERNO			
	PROFLEX X STAT TRAC COT & MOD 59 -TEZ GLIDE POWER	5,465.10	
	PROFLEX X STAT TRAC COT & MOD 59 -TEZ GLIDE POWER	6,398.10	
	TOTAL	11,863.20	
20. FIRST COMMUNICATIONS			
	MONTHLY SERVICE	892.95	
21. FISHBECK, THOMPSON, CARR & HUBER			
	2704 CREEKSTONE-WDV#17-02	288.25	

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Vendor Name	Description	Amount	Check #
22. GENERAL CODE			
	E-CODE 360 ANNUAL MAINTENANCE	995.00	
23. HARRIS CORPORATION			
	RADIO REPAIR PARTS	483.75	
24. HDI BUILDERS INC			
	2704 CREEKSTONE - WDV#17-02	211.75	
25. INGHAM COUNTY			
	OPTIMAN MONTHLY FEES 2017	3,151.52	
26. IRON MOUNTAIN			
	RECORD SHREDDING SERVICE	51.82	
	RECORD SHREDDING SERVICE	51.82	
	TOTAL	103.64	
27. JEFFORY BROUGHTON			
	RADIOS REPAIRS STANDING PO	259.00	
	STANDING PO - RADIO COMMUNICATION REPAIRS/PARTS	189.00	
	TOTAL	448.00	
28. KELSEY DILLON			
	REIMBURSEMENT FOR MILEAGE - AUGUST	44.25	
29. KENT COUNTY DEPT OF PUBLIC WORKS			
	ACCOUNT #M493	113.40	
30. KIT RICH			
	REIMBURSEMENT FOR MILEAGE - AUGUST	90.42	
31. L3 COMM MOBILE VISION INC			
	4 TRANSMITTER KITS	1,555.00	
32. LAUX CONSTRUCTION LLC			
	TOWNER ROAD PARK DEVELOPMENT PROJECT	192,837.38	
33. LUKE LANDSCAPE CO			
	MOWING SERVICES-1454 BISCAYNE	80.00	
	MOWING SERVICES-4706 CORNELL RD	100.00	
	MOWING SERVICES-2328 MT HOPE RD	105.00	
	TOTAL	285.00	
34. MAYBERRY HOMES			
	REFUND-LOT CLEANING SILVERSTONE	100.00	
35. MEDICAL MANAGEMENT SYSTEMS OF			
	AMBULANCE BILLING SERVICE - AUGUST	8,020.61	
36. MERIDIAN TOWNSHIP			
	TRANSFER FOR FLEX CKING PR 9/15/17	1,201.89	
37. MERIDIAN TOWNSHIP RETAINAGE			
	TOWNER ROAD PARK DEVELOPMENT PROJECT	21,426.37	
38. MICHELLE PRINZ			
	REIMBURSEMENT FOR MILEAGE - AUGUST	21.80	
39. MICHIGAN ASSOCIATION OF			
	BCBC CAREER FAIR	275.00	
40. MICHIGAN MUNICIPAL LEAGUE			
	WEBSITE CLASSIFIED AD-ECONOMIC DEVELOPMENT DIRECTO	97.60	
41. MICHIGAN.COM			
	NOTICES	1,403.08	
	FARM MARKET ADVERTISING	167.00	
	TOTAL	1,570.08	
42. MOORE MEDICAL LLC			
	STANDING PO FOR EMS SUPPLIES/EQUIPMENT	1,725.16	
43. MSU PROJECT FISH			
	SPONSORSHIP "TAKE A KID FISHING"	250.00	
44. NATHAN LAFAYETTE			
	PT BOOT ALLOWANCE	86.91	
45. NETWORKFLEET, INC			
	VERIZON NETWORKFLEET MONTHLY SERVICES MAY THROUGH	56.85	
46. NRSM, INC			
	THREE TENNIS BENCHES FOR HILLBROOK PARK	1,065.00	

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Vendor Name	Description	Amount	Check #
47. PARAMOUNT COFFEE CO.	VARIOUS COFFEE BLENDS	122.20	
48. PEOPLEFACTS LLC	PROFESSIONAL SERVICES	16.67	
49. POSTMASTER	POSTAGE FOR UTILITY BILLS 9-15-17 BILL RUN	377.00	96198
50. PRINTING SYSTEMS INC	AV APPLICATION POSTCARDS-NOVEMBER ELECTION	874.27	
51. PROFESSIONAL SERVICES INDUSTRIES	SOIL TESTING FOR TOWNER ROAD PARK PROJECT	2,552.00	
52. PURE GREEN	FIELD WEED AND FEED 2017	1,725.00	
53. REBEKAH LEMLEY	REIMBURSEMENT FOR MILEAGE-AUGUST	13.11	
54. RECLAIMED BY DESIGN	SEPTEMBER RECYCLING CENTER SERVICE	2,000.00	
55. RESERVE ACCOUNT	TWP MONTHLY POSTAGE 2017-SEPTEMBER	3,000.00	
56. ROBIN FAUST	REIMBUSEMENT FOR MILEAGE	24.88	
57. SANDRA OTTO	REIMBURSEMENT FOR MILEAGE-AUGUST	10.70	
58. SPARROW OCCUPATIONAL	PROFESSIONAL SERVICES	99.50	
	PROFESSIONAL SERVICES	50.00	
	TOTAL	149.50	
59. STAMP RITE INC	NEW STAMPS FOR TREASURER'S OFFICE	109.75	
60. STATE OF MICHIGAN	AGENCY LICENSE RENEWAL	250.00	96197
61. SUNRISE AGGREGATES LLC	BOULDERS FOR NATURE CENTER EXHIBIT	1,383.85	
62. SWAGIT PRODUCTIONS, LLC	VIDEO STREAMING SERVICES AND CLOSED CAPTIONING SER	3,462.00	
63. THE PEN GUY	BIC CLIC PENS	576.00	
64. TVU NETWORKS	SERVICE FOR AUGUST	500.00	
65. VERIZON WIRELESS	MONTHLY SERVICE	2,415.55	
66. VERTALKA & VERTALKA	UPDATE CURENT APPRAISAL ON LAND PRESERVATION PARCE	2,500.00	
67. VIRIDIS DESIGN GROUP	BIDDING AND CONSTRUCTION ADMINISTRATIVE SERVICES -	7,760.00	
68. WILLIAMS DISTRIBUTING	PERMIT PM17-0589 @ 2295 FIELDSTONE - CANCELED	152.00	
69. XFINITY	MONTHLY SERVICE	6.41	
TOTAL - ALL VENDORS		339,198.06	
FUND TOTALS:			
Fund 101 - GENERAL FUND		74,521.25	
Fund 203 - LOCAL ROADS		3,623.17	
Fund 208 - PARK MILLAGE		240,977.32	
Fund 209 - Land Preservation Millage		2,544.25	
Fund 211 - PARK RESTRICTED/DESIGNATED		1,383.85	
Fund 230 - CABLE TV		4,275.01	
Fund 661 - MOTOR POOL		11,873.21	

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Vendor Name	Description	Amount	Check #
1. CITY OF EAST LANSING			
	SEWER OPERATION BILLING-SEPTEMBER	195,420.42	
	OPERATING COSTS/BWL INTERCONNECT	233,510.84	
	TOTAL	428,931.26	
2. FERGUSON WATERWORKS #3386			
	MISC SUPPLIES	1,536.00	26935
	MISC SUPPLIES	278.00	26935
	WATER REPAIR PARTS	2,199.00	26935
	SEAL PIN	19.99	26935
	WATER REPAIR PARTS	312.00	26935
	SUPPLIES	2,502.00	
	SUPPLIES	1,931.20	
	RETURNED PART-CREDIT MEMO	(904.00)	26935
	CREDIT MEMO	(42.90)	
	CREDIT MEMO	(10.80)	
	TOTAL	7,820.49	
3. GIGUERE HOMES INC.			
	RETURN PERFORMANCE GUAR @ 2419 TURNING LEAF	2,000.00	
	RETURN PERFORMANCE GUAR @ 2450 & 2452 TURNING LEAF	2,000.00	
	RETURN PERFORMANCE GUAR @ 2425 TURNING LEAF	2,000.00	
	TOTAL	6,000.00	
4. JEFFREY & NORA GREEN			
	REFUND OVERPM'T FINAL #DUST-002569-0000-00	78.55	
5. TRI TITLE AGENCY LLC			
	REFUND OVERPM'T FINAL #LKLA-003364-0000-02	210.60	
	REFUND OVERPM'T FINAL #ASHL-002053-0000-04	210.60	
	TOTAL	421.20	
6. TRI-COUNTY TITLE AGENCY LLC			
	REFUND OVERPM'T FINAL #DUST-002569-0000-00	42.90	
	REFUND OVERPM'T FINAL #OKWD-004550-0005-02	43.00	
	TOTAL	85.90	
7. VERIZON WIRELESS			
	MONTHLY SERVICE	453.29	
TOTAL - ALL VENDORS		443,790.69	
FUND TOTALS:			
Fund 590 - SEWER FUND		201,879.57	
Fund 591 - WATER FUND		241,911.12	

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Vendor Name	Description	Amount	Check #
1. EAST LANSING PUBLIC SCHOOLS	2017 SUMMER TAX COLLECTION	170,634.64	12094
2. HASLETT PUBLIC SCHOOLS	2017 SUMMER TAX & DELINQ PERSONAL PROPERTY TAX	101,511.36	12095
3. INGHAM INTERMEDIATE SCHOOL	2017 SUMMER & DELINQ PERSONAL PROPERTY TAX	822,930.65	12096
4. LANSING COMMUNITY COLLEGE	DELINQ PERSONAL PROPERTY TAX	202.70	12097
5. OKEMOS PUBLIC SCHOOLS	2017 SUMMER & DELINQ PERSONAL PROPERTY TAX	1,160,086.87	12098
6. STATE OF MICHIGAN	ENDING SOR REGISTRATION THRU 8/31/17	30.00	
7. WILLIAMSTON SCHOOLS	2017 SUMMER TAX COLLECTION	6,026.73	12099
TOTAL - ALL VENDORS		2,261,422.95	
FUND TOTALS:			
Fund 701 - TRUST & AGENCY		2,261,422.95	

**Credi Cards from August 31st to September 13th**

<b>Date</b>	<b>Merchant Name</b>	<b>Amount</b>	<b>Account Name</b>
2017/08/31	4ALLPROMOS	\$214.24	KRISTI SCHAEDING
2017/09/01	AC&E RENTALS OKEMOS	\$30.23	ROBERT STACY
2017/09/06	ACTIVE911 INC	\$12.75	WILLIAM PRIESE
2017/09/03	AMAZON MKTPLACE PMTS	\$26.99	MICHELLE PRINZ
2017/09/05	AMAZON MKTPLACE PMTS	\$38.05	MICHELLE PRINZ
2017/09/06	AMAZON MKTPLACE PMTS	\$9.86	MICHELLE PRINZ
2017/09/01	AMAZON MKTPLACE PMTS	\$6.40	CATHERINE ADAMS
2017/09/06	AMAZON MKTPLACE PMTS	\$154.88	CATHERINE ADAMS
2017/09/13	AMAZON MKTPLACE PMTS	\$33.48	CATHERINE ADAMS
2017/08/31	AMAZON MKTPLACE PMTS	\$8.99	CHRISTOPHER DOMEYER
2017/09/01	AMAZON MKTPLACE PMTS	\$23.95	CHRISTOPHER DOMEYER
2017/09/06	AMAZON MKTPLACE PMTS	\$18.69	CHRISTOPHER DOMEYER
2017/09/07	AMAZON MKTPLACE PMTS	\$15.66	CHRISTOPHER DOMEYER
2017/08/31	AMAZON.COM	\$36.31	CHRISTOPHER DOMEYER
2017/09/08	AMAZON.COM	\$12.16	CHRISTOPHER DOMEYER
2017/09/07	APL* ITUNES.COM/BILL	\$1.29	MICHELLE PRINZ
2017/09/09	APL* ITUNES.COM/BILL	\$3.87	MICHELLE PRINZ
2017/09/11	B&H PHOTO 800-606-6969	\$85.00	BENJAMIN MAKULSKI
2017/09/11	BECKS PROPANE AND MARINE	\$40.00	DENNIS ANTONE
2017/09/07	BEST BUY 00004168	\$204.93	KATHERINE RICH
2017/08/31	BEST BUY 00004168	\$149.99	ROBIN FAUST
2017/08/31	BEST BUY 00004168	\$699.99	ROBERT MACKENZIE
2017/09/07	BUILD-CHARGE.COM	\$346.44	PETER VASILION
2017/09/07	CATHEY COMPANY	\$6.96	TOM OXENDER
2017/09/07	COMCAST	\$38.45	ANDREA SMILEY
2017/09/07	COMCAST	\$124.90	ANDREA SMILEY
2017/09/07	COMPLETE BATTERY SOURCE	\$72.21	TODD FRANK
2017/08/31	CRYSTAL MTN LODGING	\$174.33	JOHN HECKAMAN
2017/09/08	D & G EQUIPMENT	\$220.08	JIM HANSEN
2017/08/31	DISCOUNT SCHOOL SUPPLY	\$142.57	CATHERINE ADAMS
2017/09/08	DISCOUNTMUGS.COM	\$250.06	MICHAEL DEVLIN
2017/09/08	DISCOUNTMUGS.COM	\$174.73	MICHAEL DEVLIN
2017/08/31	ECCLES CATERING	\$3,000.00	DEBORAH GUTHRIE
2017/08/31	ELLIS DOWNTOWN MARKET	\$5.00	FRANK L WALSH
2017/09/05	EXOTIC AUTOMATION	\$224.30	JIM HANSEN
2017/09/05	EXOTIC AUTOMATION	\$276.67	TODD FRANK
2017/08/31	FACEBK 3Z82FCJM92	\$161.69	LUANN MAISNER
2017/08/31	FERGUSON WTRWRKS #3386	\$36.25	DAVID LESTER
2017/08/31	GRAFF-CHEVROLET-OKEMOS	\$12.11	TODD FRANK
2017/09/11	HASLETT TRUE VALUE HARDW	\$9.58	DAVID LESTER
2017/09/12	HASLETT TRUE VALUE HARDW	\$8.29	MATT FOREMAN
2017/09/06	HOBBY LOBBY #360	\$41.97	KRISTEN COLE
2017/09/06	IN *KODIAK EMERGENCY EQUI	\$92.90	TODD FRANK
2017/09/08	KIMBALL MIDWEST	\$362.48	DAVID LESTER
2017/09/06	LAW ENFORCEMENT SEMINARS	\$340.00	SCOTT DAWSON
2017/09/11	LIFELINE TRAINING - CA	\$836.00	SCOTT DAWSON
2017/09/05	MEIJER INC #025 Q01	\$16.99	MICHELLE PRINZ
2017/09/07	MEIJER INC #025 Q01	\$1.99	SCOTT DAWSON
2017/09/08	MEIJER INC #025 Q01	\$16.82	CATHERINE ADAMS
2017/09/07	MEIJER INC #052 Q01	\$8.99	SCOTT DAWSON
2017/09/01	MERIDIAN AREA BUSINESS	\$125.00	GREGORY FRENGER
2017/08/31	MI SECTION AWWA	\$115.00	DEREK PERRY
2017/09/12	MICHIGAN RECREATION & PAR	\$135.00	DARCIE WEIGAND

2017/09/09	NATIONAL REGISTRY EMT	\$75.00	SCOTT DAWSON
2017/09/01	NATL ASSOC FOR INTERPRET	\$75.00	KATHERINE RICH
2017/09/01	NATL ASSOC FOR INTERPRET	\$75.00	CATHERINE ADAMS
2017/09/05	OFFICEMAX/OFFICEDEPOT #61	\$39.91	ANDREA SMILEY
2017/09/05	OFFICEMAX/OFFICEDEPOT #61	\$181.45	SCOTT DAWSON
2017/09/01	OFFICEMAX/OFFICEDEPOT #61	(\$29.64)	ROBIN FAUST
2017/09/01	OFFICEMAX/OFFICEDEPOT #61	\$29.64	ROBIN FAUST
2017/09/01	OFFICEMAX/OFFICEDEPOT #61	\$99.83	ROBIN FAUST
2017/09/05	OKEMOS HDWE INC	\$7.99	ROBERT MACKENZIE
2017/09/05	OTC BRANDS, INC.	\$228.52	CATHERINE ADAMS
2017/09/08	PETSMART # 0724	\$8.70	CATHERINE ADAMS
2017/08/31	POS SUPPLY SOLUTIONS	\$159.95	STEPHEN GEBES
2017/09/11	PREMIER SAFETY	\$131.97	ROBERT MACKENZIE
2017/09/08	QUALITY DAIRY 31280027	\$31.40	DARCIE WEIGAND
2017/08/31	SLOWS BARBQ GRAND RAPI	\$18.02	FRANK L WALSH
2017/09/06	THE HOME DEPOT #2723	\$9.97	ROBERT STACY
2017/09/07	THE HOME DEPOT #2723	\$37.77	JIM HANSEN
2017/08/31	THE HOME DEPOT #2723	\$14.88	TYLER KENNEL
2017/09/06	THE HOME DEPOT #2723	\$6.97	TYLER KENNEL
2017/08/31	THE HOME DEPOT #2723	(\$10.03)	PETER VASILION
2017/08/31	THE HOME DEPOT #2723	\$9.46	PETER VASILION
2017/08/31	THE HOME DEPOT #2723	\$10.03	PETER VASILION
2017/09/05	THE HOME DEPOT #2723	\$2.38	PETER VASILION
2017/09/05	THE HOME DEPOT #2723	\$23.52	PETER VASILION
2017/09/05	THE HOME DEPOT #2723	\$16.92	PETER VASILION
2017/09/11	THE HOME DEPOT #2723	\$74.97	PETER VASILION
2017/09/05	THE HOME DEPOT #2723	\$37.15	ROBERT MACKENZIE
2017/09/05	THE HOME DEPOT #2723	\$59.40	MATT FOREMAN
2017/09/08	THE HOME DEPOT #2723	\$134.69	MATT FOREMAN
2017/09/11	USPS PO 2569800864	\$4.36	ROBERT MACKENZIE
2017/09/08	WAL-MART #2866	\$11.88	CATHERINE ADAMS
2017/09/07	WAL-MART #2866	\$16.02	CHRISTOPHER DOMEYER
2017/09/08	WAL-MART #2866	\$7.96	CHRISTOPHER DOMEYER
2017/09/12	WAL-MART #2866	\$1.44	CHRISTOPHER DOMEYER
2017/09/12	WW GRAINGER	\$105.42	DARCIE WEIGAND

TOTAL

\$10,913.37

ACH Transactions

Date	Payee	Amount	Purpose
09/01/17	Blue Care Network	40,157.64	Employee Health Insurance
09/05/17	Meritian Township	10.00	Twp Water & Sewer
09/06/17	Blue Care Network	6,883.63	Employee Health Insurance
09/12/17	Blue Care Network	22,232.69	Employee Health Insurance
09/12/17	Consumers Energy	44,545.98	Twp Electric & Gas
09/13/17	ICMA	32,838.96	Payroll Deductions 9/15/17 Payroll
09/13/17	IRS	97,585.39	Payroll Taxes 9/15/17 Payroll
	<b>Total ACH Payments</b>	<u><u>244,254.29</u></u>	



**To:** Board Members  
**From:** Julie Brixie P. Jackson (JP)  
Julie Brixie, Township Treasurer and Patricia Herring Jackson, Township Trustee  
**Date:** September 15, 2017  
**Re:** Welcoming Resolution

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**In 2017, Welcoming Week is observed September 15 – 24.**

In September 2015, the Meridian Township Board joined “Welcoming America” and “Welcoming Michigan” to pass a resolution which commits the Township to work for a community and a nation of neighbors that welcome, accept and integrate everyone.

This resolution was amended and reaffirmed in December 2016.

In our current social and political climate, incidents of discrimination, hatred, intimidation, assault and rejection continue to occur, targeting people of different races, skin color, gender preferences, sexual orientations, religions, physical characteristics/abilities and geographical origins.

Welcoming Week is observed in 2017 from September 15 – 24. We propose that the Township and this Board again, join with “Welcoming Michigan” to reaffirm our commitment to build mutual respect and foster an inclusive welcoming environment in Meridian Township by adopting a 2017 Welcoming resolution with support for Michigan Diversity.

**The following motion is proposed:**

**MOVE TO ADOPT THE 2017 RESOLUTION IN SUPPORT OF MERIDIAN AS A WELCOMING COMMUNITY AND the ELECTED OFFICIAL PLEDGE OF SUPPORT.**

**Attachment:**

1. Resolution in support of Meridian as a welcoming community and elected official pledge of support

**RESOLUTION IN SUPPORT OF MERIDIAN AS A WELCOMING COMMUNITY AND  
ELECTED OFFICIAL PLEDGE OF SUPPORT**

At a regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Township Municipal Building, 5151 Marsh Road, Okemos, MI 48864-1198, (517) 853-4000, on Tuesday, September 17, 2017 at 6:00 pm

PRESENT: \_\_\_\_\_  
\_\_\_\_\_

ABSENT: \_\_\_\_\_

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

**WHEREAS**, the Charter Township of Meridian is a welcoming place where people, families, and institutions thrive and the contributions of all persons are celebrated and valued; and

**WHEREAS**, fostering a welcoming environment for all individuals, regardless of race, ethnicity, sexual orientation, immigration status, place of origin, religion, **disabilities**, or other social identity enhances Meridian Township's cultural fabric, economic growth, global competitiveness, and overall prosperity for current and future generations; and

**WHEREAS**, the Charter Township of Meridian adopted a Human Relations ordinance in November, 2013; and

**WHEREAS**, the Charter Township of Meridian joined Welcoming Michigan in September, 2015, supporting its goals of promoting a welcoming environment for all individuals; and

**WHEREAS**, recent events in the United States, including in Michigan, demonstrate the need for vigilance and action in protecting the rights and social welfare of all citizens; and

**WHEREAS**, the Charter Township of Meridian is committed to continuing to build a welcoming and neighborly atmosphere in our community, where all people, regardless of race, ethnicity, sexual orientation, gender identity or expression, immigration status, place of origin, religion, **disabilities**, or other social identity are welcome, accepted, and integrated;

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY, MICHIGAN, that each board member commits to the following Welcoming Michigan pledge:**

**"I pledge to stand against hate and discrimination and affirm that Michigan should be a welcoming state for all.**

**I am proud of Michigan's diversity. I recognize that, at every level of American**



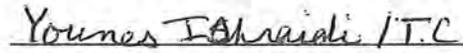


11.A. & 13.A.

To: Board Members

From:

  
Derek N. Perry, Assistant Township Manager  
Director of Public Works & Engineering

  
Younes Ishraidi, P.E., Chief Engineer

Date: September 19, 2017

Re: Grand River Avenue Public Water Main Improvement  
Special Assessment District #49 – Public Hearing

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We received a valid petition to establish a special assessment district (SAD) to fund the extension of the water main along Grand River Avenue, (from the existing public water main on the west side of Van Atta Road to approximately 600 feet east of Van Atta Road). If approved, the SAD would fund the cost (estimated at \$273,000.00) of extending 1,600 feet of water main. A fact sheet of the proposed SAD and work is attached.

The petition has been signed by more than 89% of the land area property owners. There are seven parcels within the proposed SAD (see attached map), including the Winslow Mobile Homes parcel, which represents approximately 61% of the SAD area. Estimated assessments are proportionate to the parcels' areas and they range from \$11,228 to \$165,585.

The public hearing is to hear comments in favor and/or objections to the construction of the sanitary sewer main, the special assessment, and the special assessment district.

Attachments

## FACT SHEET

### 2017 Grand River Avenue/Van Atta Water Main SPECIAL ASSESSMENT DISTRICT

The proposed special assessment district would pay for the extension of municipal water main system along Grand River Avenue from Wellington Drive to approximately 600 feet east of Van Atta Road. The proposed extension will require approvals from Township's planning Commission and Board.

Upon Township Board approval, the work would be done by Township contract after receiving competitive bids.

The estimated cost for the main system is \$273,000. The proposed district divides the cost of the main installation based on acreage. There are 7 properties within the district with benefits ranging from \$11,228 to \$165,585.

Final assessments would be based upon actual cost.

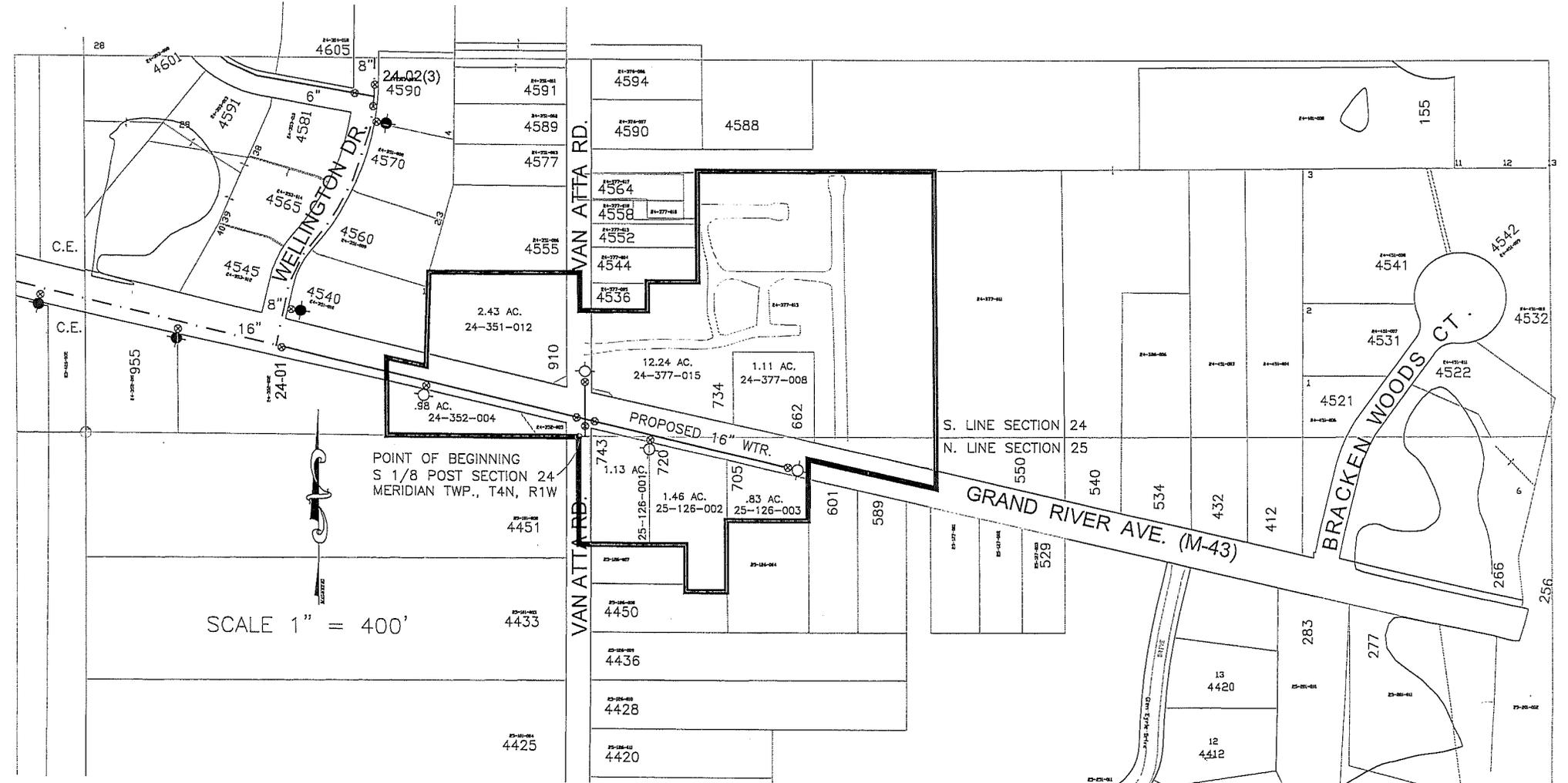
The assessment would probably be paid back over a period of 10 years at 5% interest.

In addition to the assessments, property owners will have to pay for connection and inspection fees to obtain a water permit. For a typical single family or small business, the connection fees will be \$2,540.

Installation of service lines from the Right Of Way or easement lines will be the responsibility of the property owner. In order to connect to the Township's water system, after the installation of the water main, the homeowner will need to contract with a licensed contractor to connect to the new system from the road Right of Way, and disconnect from the existing well.

We estimate the cost for the water service connection on average to be about \$2,500. The existing well will have to be disconnected before, or at the same time, the new water service is installed at the house. The cost of disconnecting the well is the property owner's responsibility.

# GRAND RIVER AVENUE (M-43) PUBLIC WATER MAIN IMPROVEMENT SAD #49



	Parcel #	Acrage	Signed Petition	Address	Mailing Address					Assessment
					Primary Name	Street Address	City	ST	Zip	
1	33-02-02-24-351-012	2.43	YES	810 Grand River Avenue	D Venture LLC/ Winslow	3000 Town Center, Ste. 540	Southfield	MI	48075	\$32,873.64
2	33-02-02-24-352-004	0.98	NO		Horrocks	7420 W Saginaw HWY	Lansing	MI	48917	\$13,257.68
3	33-02-02-24-377-008	1.11	NO	662 Grand River Avenue	Spagnola Silvana	1260 Trotters Lane	Williamston	MI	48895	\$15,016.35
4	33-02-02-24-377-015	12.24	YES	734 Grand River Avenue	D Venture LLC/ Winslow	3000 Town Center, Ste. 540	Southfield	MI	48075	\$165,585.73
5	33-02-02-25-126-001	1.13	YES	743 Grand River Avenue	Pike Enterprises Inc.	850 Merlin Way	Dexter	MI	48130	\$15,286.92
6	33-02-02-25-126-002	1.46	YES		Pike Enterprises Inc.	850 Merlin Way	Dexter	MI	48130	\$19,751.24
7	33-02-02-25-126-003	0.83	YES	693 Grand River Avenue	Minor Creations Inc.	693 Grand River Avenue	Okemos	MI	48864	\$11,228.44
		<b>20.18</b>								<b>\$273,000.00</b>



**To:** Township Board

**From:** Miriam Mattison  
Miriam Mattison, Finance Director

**Date:** September 14, 2017

**Re:** 2018 Recommended Budget

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Attached is the 2018 Budget Resolution for Township Board approval. This resolution reflects the recommended budgets for the Township. Changes made as a result of the September 5, 2017 Board meeting are reflected in the final resolution.

The changes made subsequent to the discussion at the September 5, 2015 Board meeting are attached (Replacement Pages) and are as follows:

- Page 23– Snow removal violation was updated to sidewalk obstruction violation. Addition of failure to notify assessing office of property transfer penalty. Penalty only waived.
- Page 26 – Expenditures updated and statement of fund balance updated to reflect changes.
- Page 27 – Expenditure charts updated to reflect changes.
- Page 30 – Expenditure by function updated to reflect changes.
- Page 33 – Personnel costs updated to reflect the shift in pension payments to 2017 from 2018.
- Page 60 – Addition of the solar/green project under the construction/improvements section to reflect the requested additional expense.
- Page 106-Communications Director was listed twice
- Page 121-Pension activity updated for Administrative Services for 2017 and 2018 to reflect the recommended changes.
- Page 132-Construction/improvements updated for capital outlay for the solar/green project.

The budget document will be published as soon as practical upon approval of the resolution.

The following motion is proposed:

**MOVE THAT THE TOWNSHIP BOARD APPROVE THE 2018 RECOMMENDED BUDGET RESOLUTION.**

**Attachments:**

1. 2018 Budget Resolution
2. Replacement Pages

## 2018 Budget Resolution

At a meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held at 5151 Marsh Road, Okemos, Michigan 48864-1198, on the 19th day of September 2017, at 6:00 pm local time.

PRESENT: \_\_\_\_\_

ABSENT: \_\_\_\_\_

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

WHEREAS, the Township Clerk and Board received the proposed 2018 Township Budgets on August 25, 2017, submitted in conformance with 1947 PA 359 Sections 42.24 and 42.25; and

WHEREAS, the Township Board conducted a public hearing and deliberated over the 2018 Township Budgets on September 5, 2017; and

WHEREAS, this resolution serves as the general appropriations act for the Township;

NOW THEREFORE, BE IT RESOLVED THAT THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY, MICHIGAN hereby adopts the 2018 Budget shown below and on the attached Summaries of Special Revenue Funds, Debt Service Funds, and Capital Projects Funds. These budgets are supported by the budget document, and subject to all Township policies regarding the expenditure of funds and technical or typographical corrections to the narrative.

### 2018 REVENUE SUMMARY

	GENERAL FUND	SPECIAL REVENUE FUNDS*	DEBT SERVICE FUNDS*	CAPITAL PROJECTS FUNDS*	PUBLIC WORKS FUNDS	INTERNAL SERVICE FUND	DDA
<b>REVENUES</b>							
Taxes	\$12,556,700	\$3,106,400	\$335,100	\$0	\$0	\$0	\$15,000
Licenses & Permits	752,000	0	0	0	0	0	0
Intergovernmental	3,486,400	2,821,800	0	0	0	0	15,000
Charges For Services	3,827,320	78,000	0	0	10,692,100	1,464,275	0
Interest	54,485	46,700	0	11,000	1,400	100	0
Special Assessments	0	0	0	120,000	0	0	0
Other	214,560	909,050	0	0	29,000	5,000	0
<b>SUBTOTAL</b>	<b>20,891,465</b>	<b>6,961,950</b>	<b>335,100</b>	<b>131,000</b>	<b>10,722,500</b>	<b>1,469,375</b>	<b>30,000</b>
<b>OTHER FINANCING SOURCES</b>							
Operating Transfers In	0	550,000	0	0	0	0	0
<b>TOTAL REVENUES</b>	<b>\$20,891,465</b>	<b>\$7,511,950</b>	<b>\$335,100</b>	<b>\$131,000</b>	<b>\$10,722,500</b>	<b>\$1,469,375</b>	<b>\$30,000</b>

### 2018 EXPENDITURE SUMMARY

	GENERAL FUND	SPECIAL REVENUE FUNDS*	DEBT SERVICE FUNDS*	CAPITAL PROJECTS FUNDS*	PUBLIC WORKS FUNDS	INTERNAL SERVICE FUND	DDA
<b>EXPENDITURES</b>							
Legislative	\$81,900	\$0	\$0	\$0		\$0	\$0
General Government	5,991,420	0	0	0		0	7,500
Public Safety	13,161,075	47,000	0	0		636,725	0
Public Works	0	204,725	0	0	9,671,890	0	0
Health & Welfare	57,860	116,500	0	0		0	0
Community Economic & Development	570,000	0	0	0	0	0	0
Recreation & Culture	753,847	2,099,590	0	0		0	0
Capital Outlay	545,950	4,578,750	0	363,000	750,000	529,700	0
Debt Service	0	0	274,218	0	130,300	0	4,485
<b>SUBTOTAL</b>	<b>21,162,052</b>	<b>7,046,565</b>	<b>274,218</b>	<b>363,000</b>	<b>10,552,190</b>	<b>1,166,425</b>	<b>11,985</b>
<b>OTHER FINANCING USES</b>							
Operating Transfers Out	840,000	0	0	0	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>\$22,002,052</b>	<b>\$7,046,565</b>	<b>\$274,218</b>	<b>\$363,000</b>	<b>\$10,552,190</b>	<b>\$1,166,425</b>	<b>\$11,985</b>

\* See attached Summary of Special Revenue Funds, Debt Service Funds, and Capital Projects Funds

BE IT FURTHER RESOLVED that the following millage is ordered to be levied on December 1, 2017, for the purpose of funding the 2018 Township budget with the monies raised to be paid into the appropriate funds:

<u>PURPOSE</u>	<u>2017</u>
CHARTER OPERATING	4.1741
VOTED OPERATING	
Local Roads (2012)	0.2484
CATA Redi-Ride Service (2009)	0.1987
Community Services (2012)	0.1490
Fire (2004)	0.6364
Land Preservation (2010)	0.3279
Parks & Recreation (2014)	0.6624
Pedestrian/Bicycle Pathways (2004)	0.3322
Police (2004)	0.6041
Police & Fire Protection (2017)	<u>1.4830</u>
TOTAL VOTED OPERATING	<u>4.6421</u>
 SUB-TOTAL ALL OPERATING	 <u>8.8162</u>
VOTED DEBT SERVICE	
Fire Station Building Debt (2012)	0.2000
 TOTAL ALL MILLAGES	 <u>9.0162</u>

ADOPTED: YEAS: \_\_\_\_\_  
 NAYS: \_\_\_\_\_

STATE OF MICHIGAN)  
 ) ss  
 COUNTY OF INGHAM)

I, the undersigned, the duly qualified and acting Clerk for 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 held on the 19th day of September, 2017.

\_\_\_\_\_  
 Brett Dreyfus  
 Township Clerk

**MERIDIAN TOWNSHIP SUMMARY OF FEES - 2018**

<b>Department</b>	<b>Fee Description</b>	<b>2017 Rate</b>	<b>Proposed 2018 Rate</b>
	Harris Nature Center Room/Building	\$80/hr; \$40/hr. Non-Profit	\$80/hr; \$40/hr. Non-Profit
	<b>Cemetery Rates</b>		
	Burial space - 1 adult	\$900 resident; \$1200 non-res	\$900 resident; \$1200 non-res
	Burial space - 1 infant	\$400 resident; \$600 non-res	\$400 resident; \$600 non-res
	<b>Services</b>		
	Grave opening (adult)-Mon-Fri., 8:00 am-3:30 pm	Flat Fee=\$750	Flat Fee= \$750
	Grave opening (adult)-Mon-Fri., after 3:30 pm	Flat Fee = \$900	Flat Fee = \$900
	Saturdays and holidays	Flat Fee =\$1,000	Flat Fee = \$1,000
	Grave opening (infant)-Mon-Fri., 8:00 am-3:30 pm	Flat Fee =\$400	Flat Fee = \$400
	Grave opening (infant)-Mon-Fri., after 3:30 pm	Flat Fee = \$550	Flat Fee = \$550
	Saturdays and holidays	Flat Fee=\$650	Flat Fee= \$650
	Grave opening (cremations)-Mon-Fri., 8:00 am-3:30 pm	Flat Fee =\$300	Flat Fee = \$300
	Grave opening (cremations)-Mon-Fri., after 3:30 pm	Flat Fee=\$450	Flat Fee= \$450
	Saturdays and holidays	Flat Fee = \$550	Flat Fee = \$550
	Body removal (adult); re-interment	1500 + \$300 if Dec - Mar	\$1500 + \$300 if Dec - Mar
	Body removal (infant); re-interment	1500 + \$300 if Dec - Mar	\$1500 + \$300 if Dec - Mar
<b>Police</b>	<b>Reports</b>		
	Crash Reports	\$4	<b>\$0</b>
	Criminal and investigative reports - up to five pages	\$5	<b>\$0</b>
	each additional page	\$1	<b>\$0</b>
	Precious metal/gem license	\$50	\$50
	Vendor Fees	\$500 deposit, \$20/wk, \$60/mo	\$500 deposit, \$20/wk, \$60/mo
	Diversion Program Participation	\$400	\$400
	Fingerprinting	\$5 per card	\$5 per card
	Finger Prints-Court Ordered	\$16	\$16
	Snapshot of "Logged" incident	\$2	<b>\$0</b>
	Private Property Accident Reports (PPPD Accidents)	\$2	<b>\$0</b>
	Copy of Vehicle Code	\$1	<b>\$0</b>
	Background Checks	\$5	\$5
	Court Order-Preliminary Breath Test (PBT)	\$5	\$5
	Notary fee-pistol purchase permits	\$5	\$5
	False Alarm Fees	\$25 for 2nd & 3rd occurrence, \$100 for subsequent occurrences	\$25 for 2nd & 3rd occurrence, \$100 for subsequent occurrences
	False Alarm Late Fees	\$25 (30, 60 & 90 day intervals)	\$25 (30, 60 & 90 day intervals)
	Impound Lot Storage Fees	\$10.00 per day	\$10.00 per day
<b>Public Works</b>	<b>Utility Rates</b>		
	Billing Charge (sewer only customers are charged 1/2 of this fee)	\$5.00	\$5.00
	Water	\$4.35 per 1000 gallons	<b>\$4.41 per 1000 gallons</b>
	Sewer	\$4.25 per 1000 gallons	<b>\$5.10 per 1000 gallons</b>
	Sewer only (Sewer rate x 12,000 gal usage estimate.)	\$55.83 per quarter	<b>\$61.20 per quarter</b>
	Sewer only, with metered well water	\$4.25 per 1000 gallons	<b>\$5.10 per 1000 gallons</b>
	Penalty on past due utility bills	5% of current billing cycle charges	5% of current billing cycle charges
	Capital Charge-Water	Varies (based on location & extension agreements)	Varies (based on location & extension agreements)
	Capital Charge - Sewer	Varies (based on location & extension agreements)	Varies (based on location & extension agreements)
	Connection Charge - Water	\$2,160 minimum (based on meter size)	<b>\$1,729.00 minimum (based on meter size)</b>
	Connection Charge - Sewer	\$2,544 minimum (based on meter size)	<b>\$2,462.00 minimum (based on meter size)</b>
	Temporary Water Service Charge	\$2,000	\$2,000

MERIDIAN TOWNSHIP SUMMARY OF FEES - 2018

Department	Fee Description	2017 Rate	Proposed 2018 Rate
	Temporary Sewer Service Charge	\$3,000	\$3,000
	Regular Meter Charge (5/8 x 3/4 to 2" compound) Non-Pit	\$250-\$4,900 (based on size, type & location)	<b>\$380-\$1,810 (based on size, type &amp; location)</b>
	Curb Stop	\$1,300-\$2,550(based on service size and width of right-of-way)	\$1,300-\$2,550 (based on service size and width of right-of-way)
	Water Turn-on Charge	\$30 (\$20 surcharge for after hrs turn-on)	\$30 (\$20 surcharge for after hrs turn-on)
	Missed Appointment charge	\$35	\$35
	Water meter testing at customer request	\$60 (waived if meter found defective)	\$60 (waived if meter found defective)
	Repairs	Time and Material	Time and Material
	Utility Construction Permit	\$50 if structure required	\$50 if structure required
	Sidewalk Obstruction Violation	\$25 + cost of abatement	\$25 + cost of abatement
<b>Treasurer's Office</b>	Tax Collection Admin Fee	1% of tax bill	1% of tax bill
	Failure to notify assessing office of property transfer required under MCL 211.27a(10)		<b>Penalty levied under MCL 211.27b(1)(c) or (d) waived</b>
	Interest charge/penalty for late tax payments	1% per month	1% per month
	Duplicate tax bill fee	\$5.00	\$5.00
	Non-Sufficient funds fee	\$20.00	\$20.00
	Enhanced Access to Public Records:		
	Summer Tax Roll	\$150.00	\$150.00
	Winter Tax Roll	\$150.00	\$150.00
	Annual Assessment Roll	\$300.00	\$300.00

- 23 - NOTE: Valuation of all construction shall be based on "Building Valuation Data" published in Building Safety Journal by the International Conference of Building Officials, automatically adjusted on an annual basis when the revised list is published and reviewed by the Township Board.

**Bold items indicate a change in 2018.**

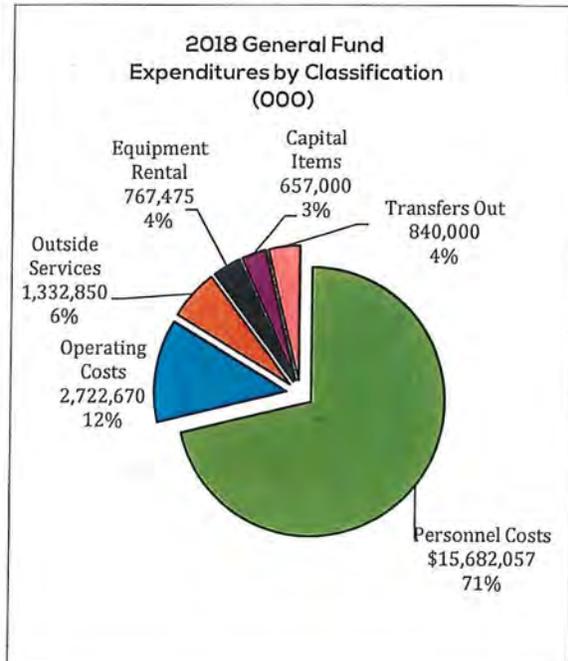
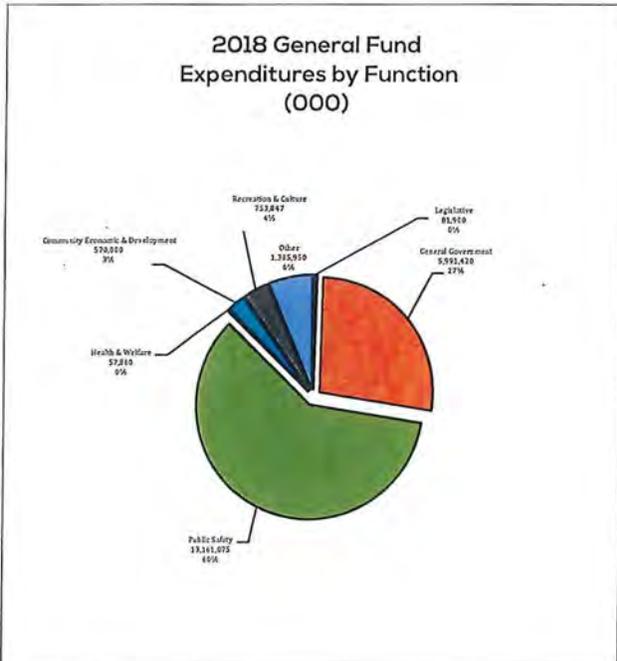
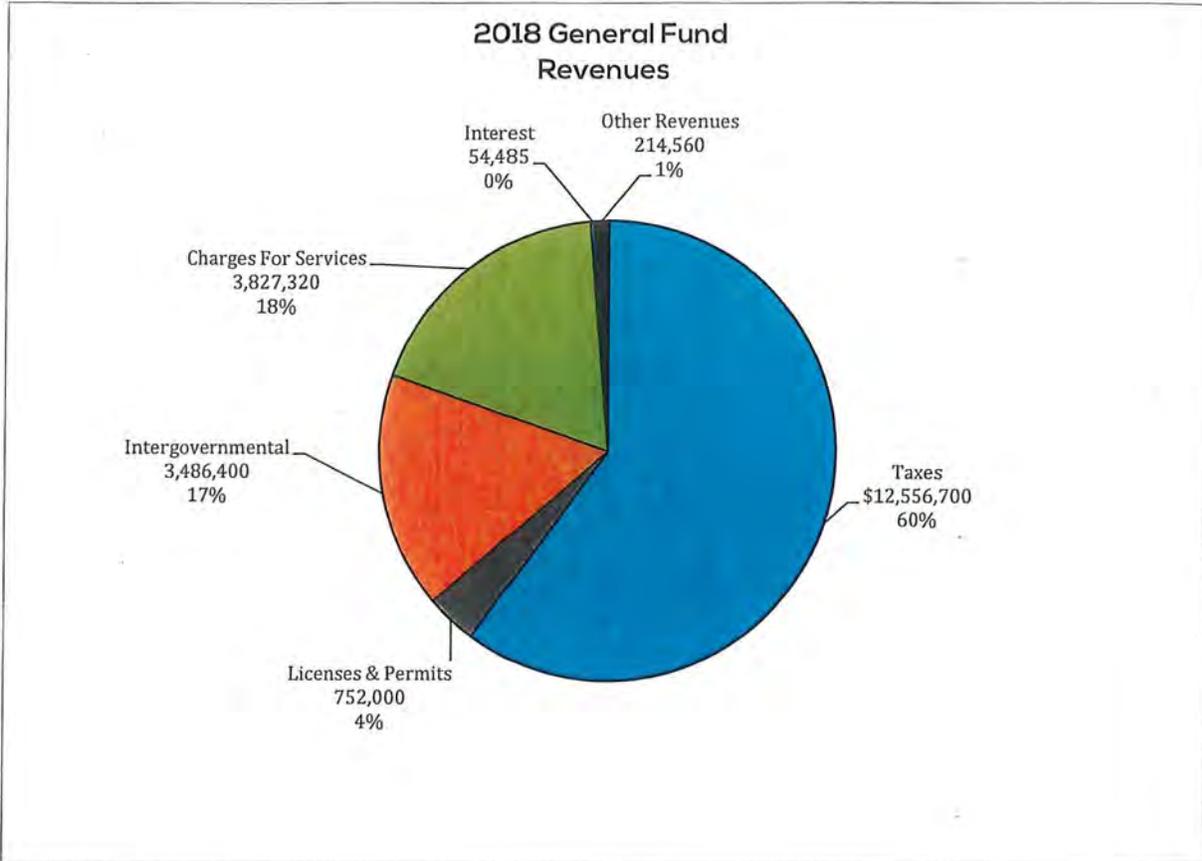
**GENERAL FUND  
FINANCIAL SUMMARY  
2018**

**Summary of 2018 Operating Activity:**

<u>Estimated Revenues &amp; Financing Sources:</u>		
Taxes	\$12,556,700	60.10%
Licenses & Permits	752,000	3.60%
Intergovernmental	3,486,400	16.70%
Charges For Services	3,827,320	18.32%
Interest	54,485	0.26%
Other Revenues	<u>214,560</u>	1.03%
Total Estimated Revenues & Financing Sources		\$20,891,465
 <u>Estimated Expenditures &amp; Financing Uses:</u>		
Legislative	81,900	0.37%
General Government	5,991,420	27.24%
Public Safety	13,161,075	59.82%
Health & Welfare	57,860	0.26%
Community Economic & Development	570,000	2.59%
Recreation & Culture	753,847	3.43%
Other	<u>1,385,950</u>	6.30%
Total Estimated Expenditures & Financing Uses		<u>22,002,052</u>
Anticipated Surplus (Deficit) for 2018		<u><u>(\$1,110,587)</u></u>

**Statement of Fund Balance**

Fund Balance as of December 31, 2016 (per audited financial statements)	\$7,425,703
Anticipated Surplus (Deficit) for 2017	(802,355)
Estimated Available Fund Balance as of December 31, 2017	<u>6,623,348</u>
Anticipated Surplus (Deficit) for 2018	<u>(1,110,587)</u>
Estimated Available Fund Balance as of December 31, 2018	<u><u>\$5,512,761</u></u>
Fund Balance/Average Monthly Expenditures	<u><u>3.48</u></u>



GENERAL FUND  
DEPARTMENT EXPENDITURE SUMMARY

Expenditures by Function

FUNCTION	2016 Actual	2017 Original Budget	2017 Projected Total	2018 BUDGET	% of Total	% Chg v. 17Budget
<b>LEGISLATIVE</b>						
Township Board	\$74,811	\$86,255	\$81,750	\$81,900	0.37%	-5.05%
TOTAL LEGISLATIVE	<u>74,811</u>	<u>86,255</u>	<u>81,750</u>	<u>81,900</u>	0.37%	-5.05%
<b>GENERAL GOVERNMENT</b>						
Administrative Services	2,105,082	2,031,400	3,093,650	1,974,250	8.97%	-2.81%
Clerk - Elections	163,224	57,300	112,570	132,950	0.60%	132.02%
Accounting & Budgeting	369,404	395,375	385,500	415,990	1.89%	5.21%
Assessing	318,546	350,755	337,145	338,745	1.53%	-3.42%
Clerk - Administration	311,539	316,155	293,190	304,160	1.38%	-3.79%
Township Manager/Personnel	485,399	499,355	483,145	514,440	2.34%	3.02%
Information Technology	470,789	579,210	545,845	585,030	2.66%	1.00%
Treasurer	235,616	241,610	224,830	250,080	1.14%	3.51%
Watershed Management	460,656	462,695	540,600	541,500	2.46%	17.03%
Building Maintenance	387,245	479,070	474,440	454,130	2.06%	-5.21%
Grounds Maintenance	190,972	234,837	222,500	225,055	1.02%	-4.17%
Cemetery	40,540	109,811	103,950	111,255	0.51%	1.31%
Recycling Center	75,418	80,440	87,305	88,635	0.40%	10.19%
Associations/Authorities	48,849	55,550	54,980	55,200	0.25%	-0.63%
TOTAL GENERAL GOVERNMENT	<u>5,663,279</u>	<u>5,893,563</u>	<u>6,959,650</u>	<u>5,991,420</u>	27.23%	1.66%
<b>PUBLIC SAFETY</b>						
Police	5,278,767	5,202,095	5,219,475	6,282,300	28.55%	20.76%
EMS/Fire	5,181,058	4,805,990	4,533,569	5,816,500	26.43%	21.03%
Community Planning & Dev - Building	465,306	455,970	451,233	481,720	2.19%	5.65%
Community Planning & Dev - Planning	584,466	544,040	485,165	580,555	2.64%	6.71%
TOTAL PUBLIC SAFETY	<u>11,509,597</u>	<u>11,008,095</u>	<u>10,689,442</u>	<u>13,161,075</u>	59.82%	19.56%
<b>PUBLIC WORKS</b>						
Streets & Highways	33,180	0	0	0	0.00%	n/a
TOTAL CHARGES FOR SERVICES	<u>33,180</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.00%	n/a
<b>HEALTH &amp; WELFARE</b>						
Human Services	56,802	56,160	55,160	57,860	0.26%	3.03%
TOTAL HEALTH & WELFARE	<u>56,802</u>	<u>56,160</u>	<u>55,160</u>	<u>57,860</u>	0.26%	3.03%
<b>COMMUNITY AND ECONOMIC DEVELOPMENT</b>						
Meridian Revelopment	0	0	0	570,000	2.59%	n/a
TOTAL COMMUNITY AND ECON. DEV.	<u>0</u>	<u>0</u>	<u>0</u>	<u>570,000</u>		
<b>RECREATION &amp; CULTURAL</b>						
Park Commission	3,350	7,500	6,009	5,912	0.03%	-21.17%
Park & Recreation Administration	152,529	122,375	128,679	165,330	0.75%	35.10%
Recreation	291,237	303,910	281,606	295,840	1.34%	-2.66%
Parks Maintenance	192,905	240,400	249,474	243,065	1.10%	1.11%
Park Development	49,356	0	43,000	8,000	0.04%	
Community Activities	50,705	26,700	90,700	35,700	0.16%	33.71%
TOTAL RECREATION & CULTURAL	<u>740,082</u>	<u>700,885</u>	<u>799,468</u>	<u>753,847</u>	3.43%	7.56%
<b>OTHER</b>						
Capital Outlay	105,350	439,400	385,400	545,950	2.48%	24.25%
Operating Transfers Out	247,000	250,000	250,000	840,000	3.82%	236.00%
TOTAL OTHER	<u>352,350</u>	<u>689,400</u>	<u>635,400</u>	<u>1,385,950</u>	6.30%	101.04%
<b>TOTAL EXPENDITURES</b>	<u>\$18,430,101</u>	<u>\$18,434,358</u>	<u>\$19,220,870</u>	<u>\$22,002,052</u>	100.00%	19.35%

Expenditures by Account Classification

ACCOUNT CLASSIFICATION	2016 Actual	2017 Original Budget	2017 Projected Total	2018 BUDGET	% of Total	% Chg v. 17Budget
Personnel Costs	\$13,772,893	\$13,445,968	\$14,172,358	\$15,682,057	71.28%	16.63%
Operating Costs	2,378,789	2,760,565	2,829,849	2,722,670	12.37%	-1.37%
Outside Services	784,021	776,750	766,153	1,332,850	6.06%	71.59%
Equipment Rental	860,321	692,175	692,175	767,475	3.49%	10.88%
Capital Items	387,077	508,900	510,335	657,000	2.99%	29.10%
Transfers Out	247,000	250,000	250,000	840,000	3.82%	236.00%
<b>TOTAL EXPENDITURES</b>	<u>\$18,430,101</u>	<u>\$18,434,358</u>	<u>\$19,220,870</u>	<u>\$22,002,052</u>	100.00%	19.35%

# EXPENDITURE NARRATIVE

## Expenditure Classifications

Expenditures have been classified into one of six classifications as follows:

Personnel Costs: Includes all compensation costs for employees including full-time, part-time, permanent, and temporary. Compensation includes wages, benefits, and payroll taxes. (GL #'s 701.000-725.000)

Operating Costs: Includes all expenditures associated with operating the department including supplies, conferences/dues, travel, equipment maintenance, etc.

Outside Services: Costs for services provided to or on behalf of the Township. Includes consulting services, legal fees, contractual services, etc. (GL #'s 820.000-829.000)

Equipment Rental: Primarily amount paid to Motor Pool for use of Township vehicles and equipment to cover costs including depreciation, gas, maintenance, and overhead for each department. Also includes cost of renting large equipment from outside sources for temporary use by Township. (GL #'s 942.000-950.000)

Capital Items: Includes construction/improvements, office furniture and equipment, machinery and equipment, land, buildings, park development, etc. Such items require specific approval for purchase. Items of \$5,000 or more will be capitalized and depreciated as part of year-end closing process. (GL Acct #'s 972.000-981.000)

Transfers out: Represents inter-fund transfers.

## Personnel Costs

The following assumptions were made in developing the 2018 Personnel Costs:

- Salary changes include a 2% Cost of Living increase and step increases included in labor contracts.
- Health insurance costs are estimated to increase by 20%. This increase is due to the rising cost of Health Care nationwide.
- Normal defined benefit pension costs were estimated to increase 14.57%.

## Capital Expenditures

Expenditures of \$5,000 or more are consolidated and moved to the Capital Outlay Department rather than included in each separate department. Items less than \$5,000 continue to be reflected in each department. These items will not be capitalized under GASB 34 requirements.

**GENERAL FUND**

**DEPARTMENT:**  
Township Board

**FUNCTION:**  
Legislative

Activity Description:

The Township Board consists of seven members who serve as the legislative and policy-making body of Township government. Two of its members, the Clerk and Treasurer, are also full-time Officers, whose duties are set forth by statute. The Supervisor is the chief elected official of the Board and chairs its meetings.

<b>BUDGET SUMMARY</b>				
<u>Account Classification</u>	<u>2016 Actual</u>	<u>2017 Original Budget</u>	<u>2017 Projected Total</u>	<u>2018 Budget</u>
Personnel Costs	\$66,036	\$68,955	\$66,900	\$67,100
Operating Costs	8,025	13,300	12,850	12,800
Outside Services	750	4,000	2,000	2,000
Capital Items	0	0	0	0
<b>TOTAL</b>	<u><u>\$74,811</u></u>	<u><u>\$86,255</u></u>	<u><u>\$81,750</u></u>	<u><u>\$81,900</u></u>

Personnel Costs: Compensation for all Board members is determined by the Elected Official Compensation Commission.

Operating Costs: Includes Communications \$3,000, Conferences \$7,000, Operating Supplies of \$300, Mileage of \$500, and Employee Recognition \$2,000.

Outside Services: Education programs, training, and monitoring costs associated with policy governance, media relations services, and Board initiatives.

Capital Items: None planned for 2018.

<b>PERSONNEL SUMMARY</b>			
<u>Position/Title</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
Supervisor	1.0	1.0	1.0
Trustees	4.0	4.0	4.0
	5.0	5.0	5.0
Clerk - See Clerk Activity			
Treasurer - See Treasurer Activity			

## GENERAL FUND

**DEPARTMENT:**  
Administrative Services

**FUNCTION:**  
General Government

Activity Description:

This activity represents general administrative expenses that have not been allocated by department or activity, including insurance, utilities, legal expenses, retiree health care, advertising, general equipment maintenance, and office supplies.

<b>BUDGET SUMMARY</b>				
<u>Account Classification</u>	2016 <u>Actual</u>	2017 <u>Original Budget</u>	2017 <u>Projected Total</u>	2018 <u>Budget</u>
Personnel Costs	\$827,341	\$703,000	\$1,815,200	\$715,200
Operating Costs	1,012,408	1,063,400	1,013,450	1,024,050
Outside Services	264,985	265,000	265,000	235,000
Capital Items	348	0	0	0
	<u>\$2,105,082</u>	<u>\$2,031,400</u>	<u>\$3,093,650</u>	<u>\$1,974,250</u>

Personnel Costs: Represents the Township's 50% share of police/fire retiree health care coverage and the actuarially-determined contribution necessary to fund the current and unfunded liability for these post retirement benefits; and reimbursements to the State for unemployment compensation paid to employees who terminate employment with the Township and are not employed elsewhere. 2017 includes a \$400,000 contribution to the Meridian Township Employees Pension Plan and a \$1,100,000 contribution to the Municipal Employee Retirement System (MERS). 2018 includes a \$300,000 contribution to the Meridian Township Employee Pension Plan.

Operating Costs: Include cost of insurance, postage, ambulance billing, printers/copiers, operating supplies, and utilities.

Outside Services: Include all legal fees and advertising for the Township.

Capital Items: None for 2018

<p><b>PERSONNEL SUMMARY</b></p> <p>(Not Applicable)</p>
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**GENERAL FUND**

DEPARTMENT:  
Capital Outlay

FUNCTION:  
Other

Activity Description:

This activity identifies major building projects and capital items financed by the General Fund.

BUDGET SUMMARY				
Account Classification	2016	2017		2018
		Actual	Original Budget	
Capital Items	\$105,350	\$439,400	\$385,400	\$545,950
	<u>\$105,350</u>	<u>\$439,400</u>	<u>\$385,400</u>	<u>\$545,950</u>

Capital Items: Includes all General Fund capital acquisitions of \$5,000 or greater.

2017 BUDGET

Information Services	Network Upgrades	\$25,500
	Hardware	\$38,000
	Mobile Data Units	\$55,000
	Total Information Services	\$118,500
Professional Services	ESXI Host Implementation	41,900
Construction/Improvements	Repave Okemos Library parking lot	50,000
	Replace fuel tanks at Service Center	175,000
2017 TOTAL CAPITAL OUTLAY BUDGETED		<u>\$385,400</u>

2018 BUDGET

Information Services	Computer workstations	\$8,200
	Hardware	\$97,500
	Computer upgrades	\$1,750
	Network upgrades	\$47,500
	Server upgrades	\$14,500
	Mobile Data Units	\$84,500
	Phone system	\$48,000
Total Information Services	\$301,950	
Professional Services	Sql Server Implementation	21,000
	Firewall uplink improvements	16,500
Total Professional Services	37,500	
Construction/Improvements	Replace fire Control panel - Municipal Complex	24,000
	Replace fire Control panel - Service Center	15,000
	Replace fire Control panel - Public Safety	10,000
	Replace fire Control panel - North Fire Station	4,500
	Replace fire Control panel - South Fire Station	6,000
	Replace rear steps - Municipal Complex	12,500
	Replace 3 overhead doors - Service Center	25,500
	Crack fill and seal - Service Center	6,500
	Repave Police Impound lot	17,500
	Replace exhaust sytem - South Fire Station	35,000
	Solar/green project	50,000
	Total Construction/Improvements	206,500
2018 TOTAL CAPITAL OUTLAY BUDGETED		<u>\$545,950</u>

PERSONNEL SUMMARY

(Not Applicable)

## GENERAL FUND

**DEPARTMENT:**  
Operating Transfers Out

**FUNCTION:**  
Other

Activity Description:

These are transfers from the General Fund to other funds for debt payments and purchases.

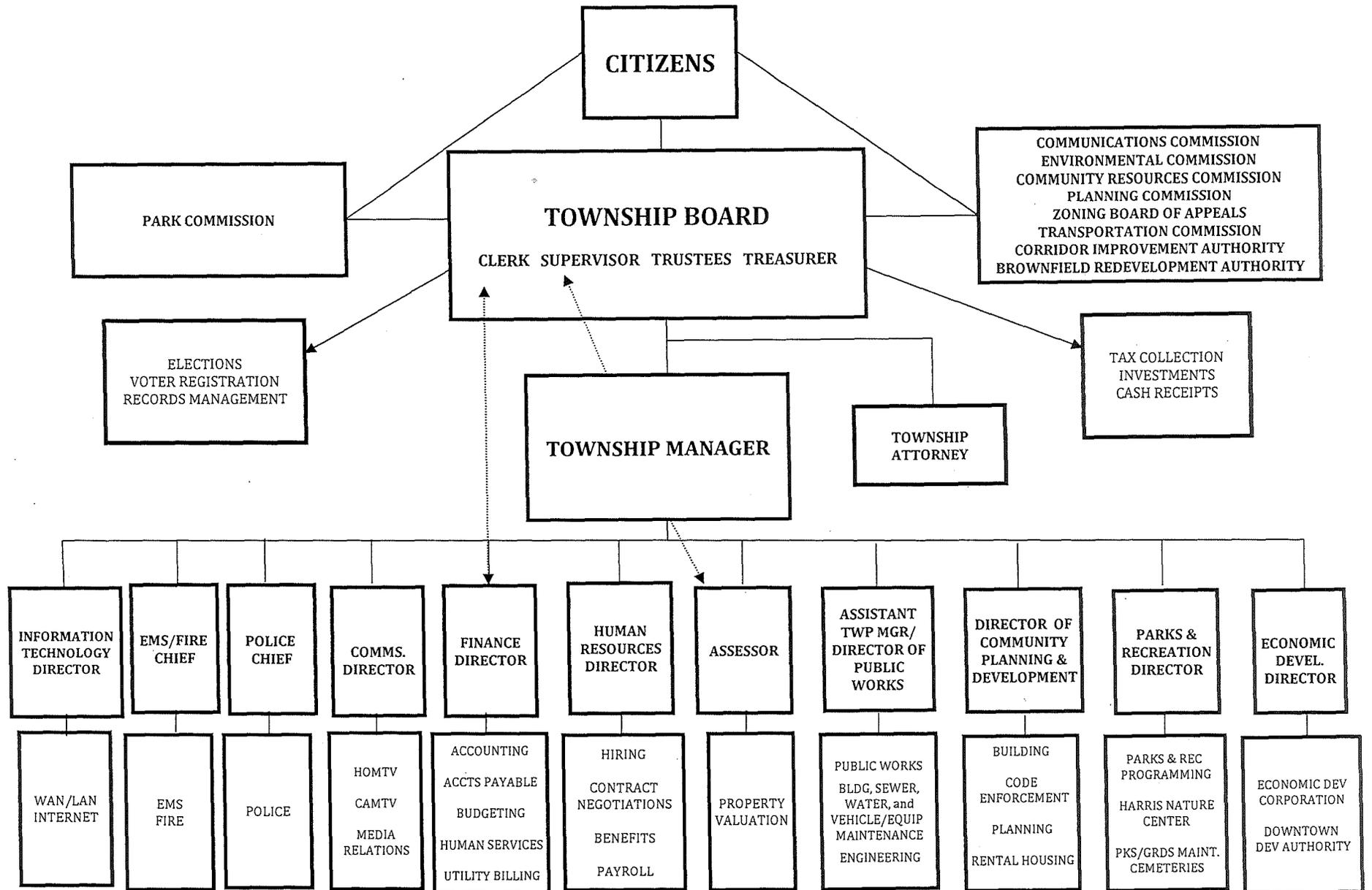
<b>BUDGET SUMMARY</b>				
<u>Account Classification</u>	<u>2016 Actual</u>	<u>2017 Original Budget</u>	<u>2017 Projected Total</u>	<u>2018 Budget</u>
Transfer Out	\$72,000	\$0	\$0	\$0
Transfer Out to MP - Police/Fire				\$290,000
Transfer Out/Local Roads	175,000	250,000	250,000	550,000
	<u>\$247,000</u>	<u>\$250,000</u>	<u>\$250,000</u>	<u>\$840,000</u>

Transfers Out: None planned for 2018.

Transfer Out to MP - Police/Fire: The 2018 projections include \$290,000 to the Motor Pool for future purchases of vehicles and equipment for the Police and Fire departments.

Transfer Out/Local Roads: The 2018 projections include \$550,000 to the local roads. The 2017 budget represents the General Fund match to the Ingham County Road Department for maintenance to local roads (\$239,000) and sidewalk repair done by the Township (\$11,000).

<b>PERSONNEL SUMMARY</b>
(Not Applicable)



Dotted Lines – Denotes Relationship defined by State Statute

## INVESTMENT GOALS

### **Purpose**

It is the policy of Meridian Township to invest its funds in a manner which will ensure the preservation of principal and provide the highest investment return with the maximum security while meeting the daily cash flow needs of the township and complying with all state statutes governing the investment of public funds.

### **Objectives**

The primary objectives of the Township's investment activities in priority order shall be:

**Safety** – Safety of principal is the foremost objective of the investment program. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio.

**Diversification** – The investments will be diversified by security type and institution in order to reduce overall portfolio risk while obtaining market average rates of return.

**Liquidity** – The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated.

**Return of Investment** – The investment portfolio shall be designed with the objective of obtaining a reasonable rate of return throughout the budgetary and economic cycles, while taking into account the investment risk constraints and the cash flow characteristics of the portfolio.

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ADOPTED BUDGET	2017 PROJECTED ACTIVITY	2018 RECOMMENDED BUDGET
Dept 170.173-ADMINISTRATIVE SERVICES					
Expenditure					
101-170.173-708.000	PCOR FEDERAL FEE			700	700
101-170.173-714.000	FICA	1,326		1,500	1,500
101-170.173-715.000	HEALTH INSURANCE	8,101		9,000	9,000
101-170.173-715.100	RETIREE HEALTH INS - OPEB	306,674	300,000	300,000	400,000
101-170.173-717.000	PENSION	507,192	400,000	1,500,000	300,000
101-170.173-724.000	UNEMPLOYMENT COMPENSATION	4,048	3,000	4,000	4,000
101-170.173-728.000	OPERATING SUPPLIES	19,210	20,000	20,000	20,000
101-170.173-730.000	POSTAGE	68,401	65,000	65,000	70,000
101-170.173-808.000	LEGAL FEES	116,613	100,000	100,000	100,000
101-170.173-808.100	LEGAL FEES - UTC	81,078	85,000	85,000	85,000
101-170.173-808.200	LEGAL FEES - LABOR RELATIONS	46,465	60,000	60,000	30,000
101-170.173-810.000	ADVERTISING	12,400	12,000	12,000	12,000
101-170.173-812.000	INSURANCE	117,631	135,000	135,000	140,000
101-170.173-820.000	CONTRACTUAL SERVICES	8,429	8,000	8,000	8,000
101-170.173-836.000	AMBULANCE BILLING	79,557	75,000	75,000	75,000
101-170.173-920.000	UTILITIES-ELECTRIC/GAS/WATER	240,194	220,000	220,000	220,000
101-170.173-921.000	UTILITIES-TELEPHONE & DATA SERVICES	145,881	180,000	150,000	150,000
101-170.173-921.500	UTILITIES-CELL PHONE REIMB	17,716	16,300	18,400	19,000
101-170.173-922.000	UTILITIES-STREET LIGHTS	293,178	320,000	300,000	300,000
101-170.173-936.000	EQUIPMENT MAINTENANCE	29,012	30,000	30,000	30,000
101-170.173-955.000	MISCELLANEOUS	120	100		
101-170.173-965.000	Property Taxes	1,508	2,000	50	50
101-170.173-980.000	OFFICE EQUIPMENT & FURNITURE	348			
TOTAL EXPENDITURE		2,105,082	2,031,400	3,093,650	1,974,250
Totals for dept 170.173-ADMINISTRATIVE SERVICES		2,105,082	2,031,400	3,093,650	1,974,250
Dept 170.191-ELECTIONS					
Expenditure					
101-170.191-701.080	SALARIES - TEMPORARY			10,000	10,000
101-170.191-701.120	SALARIES-MAY ELECTION			4,250	
101-170.191-701.130	SALARIES-AUGUST PRIMARY	36,463		16,500	32,000
101-170.191-701.140	SALARIES-NOVEMBER ELECTION	46,280			43,000
101-170.191-701.150	SALARIES-PRESIDENTIAL PRIMARY	27,678			
101-170.191-706.000	OVERTIME	24,464		5,600	4,500
101-170.191-714.000	FICA	4,676		2,000	2,000
101-170.191-717.000	PENSION	4,435		1,500	1,500
101-170.191-717.500	VantageCare	2			
101-170.191-728.000	OPERATING SUPPLIES	3,549		410	3,000
101-170.191-728.001	SUPPLIES - MAY ELECTION			610	
101-170.191-728.002	Supplies-Aug Election	2,179		2,000	1,900
101-170.191-728.003	Supplies-Nov Election	2,213			2,500
101-170.191-728.004	Supplies-Pres Elec	833			
101-170.191-728.120	OPERATING SUPPLIES-INSTRUCTION		1,500	1,500	
101-170.191-730.000	POSTAGE			1,000	
101-170.191-730.001	Postage- May Election			900	
101-170.191-730.002	Postage-Aug Election	1,000		1,000	2,500
101-170.191-730.003	Postage-Nov Elec	750			3,500
101-170.191-730.004	Postage Pres Elec	1,569			
101-170.191-733.000	ELEC COSTS-COUNTY			10,000	15,000
101-170.191-820.000	CONTRACTUAL SERVICES	2,581	3,000	3,000	3,000
101-170.191-825.000	PROFESSIONAL CONFERENCES/DUES	644	1,000	1,000	1,000
101-170.191-826.000	COMPUTER SERVICES/SUPPLIES		47,000	47,000	5,700
101-170.191-870.000	MILEAGE	418	300	300	600
101-170.191-936.000	EQUIPMENT MAINTENANCE	3,490	4,000	4,000	750
101-170.191-980.000	OFFICE EQUIPMENT & FURNITURE		500		500
TOTAL EXPENDITURE		163,224	57,300	112,570	132,950
Totals for dept 170.191-ELECTIONS		163,224	57,300	112,570	132,950

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ADOPTED BUDGET	2017 PROJECTED ACTIVITY	2018 RECOMMENDED BUDGET
Dept 170.201-ACCOUNTING					
Expenditure					
101-170.201-701.000	SALARIES	199,622	219,286	215,000	228,000
101-170.201-702.000	SICK LEAVE INCENTIVE PAY	894	789	800	820
101-170.201-709.000	ICMA CONTRIBUTION	250	250	250	250
101-170.201-710.000	LONGEVITY	640	640	640	960
101-170.201-714.000	FICA	15,157	16,900	16,500	17,800
101-170.201-715.000	HEALTH INSURANCE	31,954	49,800	45,000	52,000
101-170.201-715.010	FLEXIBLE BENEFIT	94			
101-170.201-716.000	LIFE/DISABILITY INSURANCE	1,252	1,300	1,300	1,400
101-170.201-717.000	PENSION	39,670	30,450	29,000	31,500
101-170.201-717.500	VantageCare	3,884	4,260	4,260	4,500
101-170.201-718.000	WORKERS COMPENSATION	648	1,000	1,000	1,100
101-170.201-728.000	OPERATING SUPPLIES	7,288	8,000	8,000	8,000
101-170.201-730.000	POSTAGE	10,225	22,000	20,000	22,000
101-170.201-807.000	AUDIT	49,680	37,600	38,100	41,000
101-170.201-821.000	PROFESSIONAL SERVICES	5,708		2,500	3,000
101-170.201-825.000	PROFESSIONAL CONFERENCES/DUES	1,213	2,500	2,500	3,000
101-170.201-870.000	MILEAGE	163	100	150	160
101-170.201-936.000	EQUIPMENT MAINTENANCE	460			
101-170.201-980.000	OFFICE EQUIPMENT & FURNITURE	602	500	500	500
TOTAL EXPENDITURE		369,404	395,375	385,500	415,990
Totals for dept 170.201-ACCOUNTING		369,404	395,375	385,500	415,990
Dept 170.209-ASSESSING					
Expenditure					
101-170.209-701.000	SALARIES	157,305	163,700	150,500	159,000
101-170.209-701.080	SALARIES - TEMPORARY	5,853	6,000	6,000	6,000
101-170.209-702.000	SICK LEAVE INCENTIVE PAY	493	870	870	900
101-170.209-704.000	BOARD OF REVIEW	1,971	3,245	2,400	3,245
101-170.209-706.000	OVERTIME	99		200	
101-170.209-709.000	ICMA CONTRIBUTION	500	500	500	500
101-170.209-710.000	LONGEVITY	2,240	2,240	2,240	2,240
101-170.209-714.000	FICA	13,359	13,500	13,000	13,100
101-170.209-715.000	HEALTH INSURANCE	17,457	20,100	20,100	21,000
101-170.209-715.010	FLEXIBLE BENEFIT	8,625	9,000	9,000	9,000
101-170.209-716.000	LIFE/DISABILITY INSURANCE	914	955	955	955
101-170.209-717.000	PENSION	24,952	18,200	18,000	18,000
101-170.209-717.500	VantageCare	3,078	3,180	3,000	3,150
101-170.209-718.000	WORKERS COMPENSATION	968	1,445	1,200	1,400
101-170.209-728.000	OPERATING SUPPLIES	3,770	3,700	3,900	3,900
101-170.209-819.000	TRAINING	969	1,540	2,000	925
101-170.209-820.000	CONTRACTUAL SERVICES	60,568	65,000	65,000	65,000
101-170.209-821.000	PROFESSIONAL SERVICES	11,500	32,500	33,500	25,500
101-170.209-825.000	PROFESSIONAL CONFERENCES/DUES	750	530	530	530
101-170.209-826.000	COMPUTER SERVICES/SUPPLIES		300	300	300
101-170.209-870.000	MILEAGE		500	200	350
101-170.209-942.000	EQUIPMENT RENTAL	3,175	3,750	3,750	3,750
TOTAL EXPENDITURE		318,546	350,755	337,145	338,745
Totals for dept 170.209-ASSESSING		318,546	350,755	337,145	338,745

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ADOPTED BUDGET	2017 PROJECTED ACTIVITY	2018 RECOMMENDED BUDGET
Dept 750.754-Recreation					
Expenditure					
101-750.754-701.000	SALARIES	94,445	100,760	97,500	104,000
101-750.754-701.080	SALARIES - TEMPORARY	14,830	14,900	14,900	14,900
101-750.754-702.000	SICK LEAVE INCENTIVE PAY	1,150	1,015	1,015	1,050
101-750.754-706.000	OVERTIME	4,988	3,600	2,500	3,000
101-750.754-709.000	ICMA CONTRIBUTION	500		500	500
101-750.754-710.000	LONGEVITY	960	960	960	1,280
101-750.754-714.000	FICA	9,075	9,315	9,315	9,600
101-750.754-715.000	HEALTH INSURANCE	7,554	7,635	10,400	10,400
101-750.754-715.010	FLEXIBLE BENEFIT	4,500	4,500	4,500	4,500
101-750.754-716.000	LIFE/DISABILITY INSURANCE	574	590	590	610
101-750.754-717.000	PENSION	11,726	8,315	8,100	8,700
101-750.754-717.500	VantageCare	1,873	1,960	1,960	2,100
101-750.754-718.000	WORKERS COMPENSATION	2,241	3,560	2,600	3,700
101-750.754-825.000	PROFESSIONAL CONFERENCES/DUES	2,384	2,900	2,000	2,900
101-750.754-870.000	MILEAGE	61	200	200	200
101-750.754-882.500	Recreation Program Expenses	11,047	16,000	16,000	16,000
101-750.754-882.501	Sporties for Shortles	1,674	1,600	1,400	1,600
101-750.754-882.507	ADULT SPORTS	5,993	7,000	6,500	7,000
101-750.754-882.601	Oaks Soccer	17,935	14,000	14,000	15,000
101-750.754-882.602	Oaks Football	1,051	1,200	1,200	1,200
101-750.754-882.801	HYRA Basketball	8,300	8,000	8,982	9,000
101-750.754-882.802	HYRA Baseball/Softball	809	1,000	884	900
101-750.754-882.803	HYRA Flag Football	1,001	1,400	1,400	1,300
101-750.754-882.804	HYRA Soccer	2,203	3,000	2,400	2,400
101-750.754-882.805	HYRA - Misc.		6,000	5,000	5,000
101-750.754-882.910	YOUTH BASEBALL/SOFTBALL	26,010	22,000	19,500	21,000
101-750.754-882.950	WILLIAMSTON REC EXPENDITURES	42,984	50,000	32,800	33,500
101-750.754-955.000	MISCELLANEOUS	15,369	12,500	14,500	14,500
TOTAL EXPENDITURE		291,237	303,910	281,606	295,840
Totals for dept 750.754-Recreation		291,237	303,910	281,606	295,840
Dept 750.758-Park Maintenance					
Expenditure					
101-750.758-701.000	SALARIES	56,530	62,100	61,700	76,500
101-750.758-701.080	SALARIES - TEMPORARY	7,329	11,400	11,400	11,400
101-750.758-702.000	SICK LEAVE INCENTIVE PAY	212	190	190	250
101-750.758-706.000	OVERTIME	1,452	3,600	3,200	3,000
101-750.758-709.000	ICMA CONTRIBUTION	538	900	900	900
101-750.758-710.000	LONGEVITY	144	145	144	790
101-750.758-714.000	FICA	5,993	5,980	5,980	7,000
101-750.758-715.000	HEALTH INSURANCE	7,648	21,305	21,305	13,000
101-750.758-715.010	FLEXIBLE BENEFIT	4,500	4,500	4,500	
101-750.758-716.000	LIFE/DISABILITY INSURANCE	334	360	360	450
101-750.758-717.000	PENSION	20,401	44,345	44,345	25,000
101-750.758-717.500	VantageCare	1,110	1,205	1,205	1,500
101-750.758-718.000	WORKERS COMPENSATION	1,306	2,145	2,145	2,550
101-750.758-723.000	AUTO ALLOWANCE	8,215	6,000	13,200	13,200
101-750.758-727.000	LICENSES			1,200	1,200
101-750.758-728.000	OPERATING SUPPLIES	24,178	25,000	25,000	26,000
101-750.758-760.000	UNIFORMS	438	650	650	650
101-750.758-761.000	CLOTHING ALLOWANCE	639	975	975	975
101-750.758-820.000	CONTRACTUAL SERVICES	7,202		1,000	8,000
101-750.758-825.000	PROFESSIONAL CONFERENCES/DUES	468	1,000	1,000	1,000
101-750.758-827.000	RADIO MAINTENANCE	445	200	675	600
101-750.758-934.000	GROUNDS MAINTENANCE		10,000	10,000	10,000
101-750.758-936.000	EQUIPMENT MAINTENANCE	588	450	450	500
101-750.758-942.000	EQUIPMENT RENTAL	42,099	36,750	36,750	36,750
101-750.758-979.000	MACHINERY AND EQUIPMENT	1,136	1,200	1,200	1,850
TOTAL EXPENDITURE		192,905	240,400	249,474	243,065
Totals for dept 750.758-Park Maintenance		192,905	240,400	249,474	243,065

GL NUMBER	DESCRIPTION	2016 ACTIVITY	2017 ADOPTED BUDGET	2017 PROJECTED ACTIVITY	2018 RECOMMENDED BUDGET
Dept 750.759-Park Development					
Expenditure					
101-750.759-974.000	CONSTRUCTION/IMPROVEMENTS	49,356		43,000	8,000
	TOTAL EXPENDITURE	49,356		43,000	8,000
Totals for dept 750.759-Park Development		49,356		43,000	8,000
Dept 750.775-COMMUNITY ACTIVITIES					
Expenditure					
101-750.775-880.000	COMMUNITY PROMOTION	30,005	11,000	38,000	20,000
101-750.775-880.040	GUS MACKER	5,000		37,000	
101-750.775-883.000	MEALS ON WHEELS	4,000	4,000	4,000	4,000
101-750.775-886.000	COMMUNITY BAND	1,700	1,700	1,700	1,700
101-750.775-889.000	LAKE LANSING CLEAN UP	10,000	10,000	10,000	10,000
	TOTAL EXPENDITURE	50,705	26,700	90,700	35,700
Totals for dept 750.775-COMMUNITY ACTIVITIES		50,705	26,700	90,700	35,700
Dept 850.882-ASSOCIATIONS AND AUTHORITIES					
Expenditure					
101-850.882-825.010	CONVENTION/VISITORS BUREAU	3,665	3,750	3,675	3,700
101-850.882-825.020	TRI-COUNTY REGIONAL PLANNING	15,744	22,100	22,100	22,100
101-850.882-825.040	CHAMBER OF COMMERCE	425	400		
101-850.882-825.060	MICHIGAN TOWNSHIPS ASSOCIATION	6,256	6,300	6,325	6,400
101-850.882-825.080	MICHIGAN MUNICIPAL LEAGUE	7,759	8,000	7,880	8,000
101-850.882-825.095	LEAP INC	15,000	15,000	15,000	15,000
	TOTAL EXPENDITURE	48,849	55,550	54,980	55,200
Totals for dept 850.882-ASSOCIATIONS AND AUTHORITIES		48,849	55,550	54,980	55,200
Dept 900.901-CAPITAL OUTLAY					
Expenditure					
101-900.901-821.000	PROFESSIONAL SERVICES	71,135	21,000	41,900	37,500
101-900.901-974.000	CONSTRUCTION/IMPROVEMENTS	20,442	225,000	225,000	206,500
101-900.901-980.000	OFFICE EQUIPMENT & FURNITURE	1,996			
101-900.901-980.015	New Computer Workstations	2,555	3,500		8,200
101-900.901-980.020	HARDWARE	460	38,000	38,000	97,500
101-900.901-980.030	Computer Upgrades	(30)	1,900		1,750
101-900.901-980.040	Network Upgrades	6,231	25,500	25,500	47,500
101-900.901-980.050	Server Upgrades	2,561	21,500		14,500
101-900.901-980.070	Mobile Data Units		55,000	55,000	84,500
101-900.901-980.080	PHONE SYSTEMS		48,000		48,000
	TOTAL EXPENDITURE	105,350	439,400	385,400	545,950
Totals for dept 900.901-CAPITAL OUTLAY		105,350	439,400	385,400	545,950
Dept 965.966-OPERATING TRANSFERS OUT					
Transfers-Out					
101-965.966-999.000	TRANSFERS OUT	15,200			
101-965.966-999.005	OP TRANS OUT TO MOTOR POOL	11,600			
101-965.966-999.007	Transfer out to Public Works	45,200			
101-965.966-999.008	TRANSFER-OUT TO LOCAL ROADS FUND	175,000	250,000	250,000	550,000
101-965.966-999.009	TRANSFER OUT TO MP FOR POLICE & FIRE				290,000
	TOTAL TRANSFERS-OUT	247,000	250,000	250,000	840,000
Totals for dept 965.966-OPERATING TRANSFERS OUT		247,000	250,000	250,000	840,000
TOTAL APPROPRIATIONS		18,430,101	18,434,358	18,120,870	23,052,052
NET OF REVENUES/APPROPRIATIONS - FUND 101		(178,283)	(387,393)	(802,355)	(110,587)
BEGINNING FUND BALANCE		7,603,982	7,425,699	7,425,703	6,623,348
ENDING FUND BALANCE		7,425,699	7,038,306	6,623,348	5,512,761



12.B

**To:** Township Board

**From:** Mark Kieselbach  
Mark Kieselbach  
Director of Community Planning and Development

Peter Menser  
Peter Menser  
Senior Planner

**Date:** September 13, 2017

**Re:** Brownfield Redevelopment Authority (BRA) bylaws

---

The Township Board adopted a resolution establishing the Brownfield Redevelopment Authority (BRA) on April 18, 2017. Since then the BRA Board has had two organizational meetings and at its meeting on August 16, 2017 voted to approve a set of bylaws to govern its procedures and the holdings of its meetings. The bylaws were drafted using the Michigan Department of Environmental Quality (MDEQ) Act 381 Guidance Document, as well as the adopted bylaws of the City of East Lansing Brownfield Redevelopment Authority. The Brownfield Redevelopment Financing Act (Act 381 of 1996) requires Township Board approval of the BRA Board bylaws. Draft bylaws are attached for the Board's consideration.

### **Township Board Options**

The Township Board may approve the bylaws or propose changes as considered necessary. The following motion is provided to adopt the draft bylaws:

- **Move to adopt the resolution approving the bylaws of the Meridian Township Brownfield Redevelopment Authority.**

### **Attachments**

1. Resolution to approve
2. Draft bylaws dated August 16, 2017



BYLAWS OF THE MERIDIAN TOWNSHIP BROWNFIELD REDEVELOPMENT  
AUTHORITY

**ARTICLE I: Name and Address**

**Name.** The name of the Authority is the Meridian Township Brownfield Redevelopment Authority (hereinafter referred to as the "Authority"). The address of the Authority is 5151 Marsh Road, Okemos, Michigan, 48864.

**ARTICLE II: Directors**

- Section 1. **General Powers.** The business and affairs of the Authority shall be managed by its Board, except as otherwise provided by statute or by these Bylaws.
- Section 2. **Board of Directors.** The Board of Directors (hereinafter referred to as the "Board") of the Authority shall consist of seven (7) total members, as follows: the Township Manager, a member of each of the Planning Commission, Economic Development Corporation, and Environmental Commission, and three members having an interest or expertise in the fields of engineering, finance, or law.
- Section 3. **Terms, Replacement, and Vacancies.** Of the initial members appointed, an equal number, or as near as practicable, shall be appointed for one year, two years, and three years. Thereafter, each member shall serve for a term of three years. Subsequent Directors shall be appointed in the same manner as original appointments at the expiration of each Director's term of office. A Director whose term of office has expired shall continue to hold office until his/her successor has been appointed with the advice and consent of the Township Board. A Director may be reappointed with the advice and consent of the Township Board to serve additional terms. If a vacancy is created by death or resignation, a successor shall be appointed with the advice and consent of the Township Board within thirty (30) days to hold office for the remainder of the term of office so vacated.
- Section 4. **Removal.** A Director may be removed from office for inefficiency, neglect of duty, or misconduct or malfeasance, by a majority vote of the Township Board or the Board.
- Section 5. **Conflict of Interest.** A Director who has a direct interest in any matter before the Authority shall disclose his/her interest prior to any discussion of that matter by the Authority, which disclosure shall become a part of the record of the Authority's official proceedings. The interested Director shall further refrain from participation in the Authority's action relating to the matter.
- Section 6. **Meetings.** Meetings of the Board may be called by or at the request of the Chairperson of the Board or any two Directors. The meetings of the Board shall be public, and the appropriate notice of such meetings shall be provided to the public. The Board shall hold an annual meeting in the first calendar quarter of each year at which time officers of the Board shall be elected as provided in Article III, Section 2.

- Section 7. **Notice.** Notice of any meetings shall be given in accordance with the Open Meetings Act (Act No. 267 of the Public Acts of 1976).
- Section 8. **Quorum.** A majority of the members of the Directors then in office constitutes a quorum for the transaction of business at any meeting of the Board, provided, that a majority of the Board present may adjourn the meeting from time to time without further notice. The vote of four Directors present at a meeting at which a quorum is present constitutes the action of the Board, unless the vote of a larger number is required by statute or by these Bylaws.
- Section 9. **Committees.** The Board may, by resolution passed by a majority of the whole Board, designate one or more committees, each committee to consist of one or more of the Directors of the Authority. The chairperson of the Board shall appoint the members and select the chairperson of committees. Committees may be evaluated, reappointed, or dissolved at any time. A majority of the committee will constitute a quorum. A majority of the members present at the meeting at which a quorum is present shall be the action of the committee.

### **ARTICLE III: Officers**

- Section 1. **Officers.** The officers of the Authority shall be elected by the Board and shall consist of a Chairperson and Vice Chairperson. The Board may designate and elect other officers of the Board as they consider necessary. The Board may also appoint a Recording Secretary who need not be a member of the Board.
- Section 2. **Nomination, Election, and Term of Office.** The officers of the Authority shall be elected by the Board at an annual meeting held during the second calendar quarter of each year. Candidates shall be nominated by a nominating committee composed of three members appointed by the Chairperson. The term of each office shall be for one (1) year. Each officer shall hold office until his/her successor is appointed. No person shall hold the same office for more than three successive terms.
- Section 3. **Vacancies.** A vacancy in any office because of death, resignation, removal, disqualification or otherwise, may be filled at any meeting of the Board for the unexpired portion of the terms of such office.
- Section 4. **Chairperson and Vice Chairperson.** The Chairperson shall be the chief executive officer of the Authority, but he or she may from time to time delegate all or any part of his/her duties to the Vice Chairperson. He or she, or in his/her absence, the Vice Chairperson, shall preside at all meetings of the Board, he or she shall have general and active management of the business of the Authority and shall perform all the duties of the office as provided by law or these Bylaws. He or she shall be ex-officio a member of all standing committees, and shall have the general powers and duties of supervision and management of the Authority.

Section 5. **Delegation of Duties of Offices.** In the absence of any officer of the Authority, or for any other reason that the Board may deem sufficient, the Board may delegate, from time to time and for such time as it may deem appropriate, the powers or duties, or any of them, of such officer to any other officer, or to any Director, provided a majority of the Board then in office concurs therein.

#### **ARTICLE IV: Contracts, Loans, Checks, and Deposits**

Section 1. **Contracts.** The Board may authorize any officer or officers, agent or agents, to enter into any contract or execute and deliver any instrument in the name of and on the behalf of the Authority, and such authority may be general or confined to specific instances.

Section 2. **Loans/Grants.** No grant or loan shall be contracted on behalf of the Authority and no evidence of indebtedness shall be issued in its name unless authorized by a resolution of the Board and approved by the Township Board. Such authority may be general or confined to specific instances. Meridian Township shall not be liable on bonds or notes issued by the Authority and the bonds and notes shall not be a debt of the Township unless specifically provided otherwise by a majority vote of the Township Board.

Section 3. **Checks, Drafts, etc.** All checks, drafts, or other orders for the payment of money, notes, or other evidences of indebtedness issued in the name of the Authority, shall be signed by such officer or officers, agent or agents of the authority and in such manner as shall from time to time be determined by resolution of the Board.

Section 4. **Deposits.** All funds of the Authority not otherwise employed shall be deposited from time to time to the credit of the Authority in such banks, trust companies, or other depositories as the Board may select.

#### **ARTICLE V: Fiscal Year**

The fiscal year of the Authority shall correspond at all times to the fiscal year of the Charter Township of Meridian.

#### **ARTICLE VI: Amendments**

These Bylaws may be altered, amended, or repealed by the affirmative vote of a majority of the Board then in office at any regular or special meeting called for that purpose provided the amendment has been submitted in writing at a previous meeting. All amendments shall be approved by the Township Board.



13. B.

**To:** Board Members

**From:**   
Derek N. Perry, Assistant Township Manager  
Director of Public Works & Engineering

**Date:** September 19, 2017

**Re:** Sleepy Hollow Proposed SAD

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In the summer of 2016, the Township received two separate valid petitions to provide public water and sewer into the Sleepy Hollow Neighborhood and adjacent area. Since that time, the Township Board has held discussions on the item in February 2017, and March 2017. In addition, a neighborhood meeting was also held by Township staff with the residents on May 3, 2017 at the Central Fire Station (meeting invite attached).

Providing public sewer and water into the neighborhood has an estimated construction cost of almost \$900,000. Normally, these type of special assessment district (SAD) projects are funded using Public Act 188 of 1954 and our internal Township Improvement Revolving Fund (TIRF). Because of the high cost of this specific project, our TIRF is not able to provide the funding for the project. As an alternative, Special Assessment Bonds, could be used to fund the project.

On Tuesday night, our bonding consultants, Mr. Warren Creamer of R. W. Baird and Mr. Roger Swets, of Dickinson Wright will be in attendance to discuss the necessary process, requirements and schedule for bonding of the project if the Township Board is inclined to proceed.



**Department of Public Works**

Meridian Township  
5151 Marsh Road  
Okemos, MI 48864

P 517.853.4000  
F 517.853.4096

04/18/2017

**RE: SPECIAL MEETING TO DISCUSS SLEEPY HOLLOW WATER AND SEWER EXTENSION**

Dear Resident:

You are cordially invited to attend a special meeting of the Meridian Township Board on **WEDNESDAY, MAY 3, 2017 AT 6:00 P.M.** at the Central Fire Station, 5000 Okemos Road, Okemos, MI 48864 to discuss the extension of sanitary sewer and water main to the Sleepy Hollow neighborhood and adjacent area including nearby parcels along Newton Road and Lake Lansing Road (please see attached maps).

Meridian Township staff and consultants will be present to discuss updates to the project scope, cost estimates for the project, probable timing of the project, and funding options. In addition, a discussion on the repaving of East and West Sleepy Hollow Lane in conjunction with the project will also occur.

We look forward to your attendance and your comments. If you have any questions regarding this project or the special meeting, please feel free to contact the Meridian Township Department of Public Works at (517) 853-4440.

Respectfully,

Derek N. Perry  
Assistant Township Manager  
Director of Public Works & Engineering

**Township Board:**

Ronald J. Styka  
*Supervisor*

Brett Dreyfus  
*Township Clerk, CMMC*

Julie Brixie  
*Treasurer*

Phil Deschaine  
*Trustee*

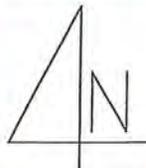
Patricia Herring  
Jackson  
*Trustee*

Dan Opsommer  
*Trustee*

Kathy Ann Sundland  
*Trustee*

Frank L. Walsh  
*Township Manager*

# SLEEPY HOLLOW WATER SERVICE AREA



09-201-004  
Jones, Cecelia & Sally  
5985 W Sleepy Hollow  
East Lansing MI, 48823  
Acreage: .461

**5985**

09-201-005  
Golovich, James &  
Hollis M  
5967 W Sleepy Hollow Ln  
East Lansing MI, 48823  
Acreage: .879

**5967**

09-202-002  
Armstrong-Balle, Patricia &  
Jason Armstrong  
5964 W Sleepy Hollow Ln  
East Lansing MI, 48823  
Acreage: .465

**5964**

09-202-011  
Kelli H  
Swerdfeger  
5963 E Sleepy Hollow Ln  
East Lansing MI, 48823  
Acreage: .405

**5963**

09-203-003  
Lott, Michael & Judy  
5970 E Sleepy Hollow Ln  
East Lansing MI, 48823  
Acreage: .458

**5970**

09-203-004  
Abraham, Edward J &  
Rockstad, Jayne M  
4925 Grandview Ave  
Okemos MI, 48864  
Acreage: .458

**5960**

09-202-012  
Swerdfeger, Roy G &  
Bethany  
5963 E Sleepy Hollow Ln  
East Lansing MI, 48823  
Acreage: .465

**5963**

09-202-004  
Garthe, Mary A  
5942 W Sleepy Hollow Ln  
East Lansing MI, 48823  
Acreage: 1.119

**5942**

09-203-005  
Rockstad, Charles J &  
Jayne M  
5960 E Sleepy Hollow Ln  
East Lansing MI, 48823  
Acreage: .979

**5960**

Woodworth, Kristen L & Jeffrey R  
59341 W Sleepy Hollow Ln  
East Lansing MI, 48823  
Acreage: 1.229

**5941**

09-201-007  
Weston, William R & Wanda  
5931 W Sleepy Hollow Ln  
East Lansing MI, 48823  
Acreage: 1.357

**5931**

09-202-005  
Piontkowski, Robert &  
Vicki J  
5906 W Sleepy Hollow Ln  
East Lansing MI, 48823  
Acreage: .573

**5942**

09-202-013  
Smaltz, Ned & Mary  
5949 E Sleepy Hollow Ln  
East Lansing MI, 48823  
Acreage: .917

**5949**

09-203-006  
Fink, Eric D & Nancy E  
5930 E Sleepy Hollow Ln  
East Lansing MI, 48823  
Acreage: .469

**5930**

09-202-006  
Piontkowski, Robert &  
Vicki J  
5908 W Sleepy Hollow Ln  
East Lansing MI, 48823  
Acreage: .62

**5932**

09-202-014  
Miller, David R &  
Paula M  
5915 E Sleepy Hollow Ln  
East Lansing MI, 48823  
Acreage: .584

**5915**

09-201-008  
Kohler, Steven D & Melanie G  
5917 W Sleepy Hollow Ln  
East Lansing MI, 48823  
Acreage: .562

**5931**

09-202-007  
Piontkowski, Robert &  
Vicki J  
5906 W Sleepy Hollow Ln  
East Lansing MI, 48823  
Acreage: .885

**5906**

09-202-015  
Pinnavola, Thomas J &  
Marilyn E  
5901 Sleepy Hollow Ln  
East Lansing MI, 48823  
Acreage: .49

**5915**

09-203-007  
Fink, Eric D &  
Nancy E  
5930 E Sleepy Hollow Ln  
East Lansing MI, 48823  
Acreage: .499

**5930**

09-202-008  
Pinnavola, Thomas J &  
Marilyn E  
5901 Sleepy Hollow Ln  
East Lansing MI, 48823  
Acreage: 1.182

**1065**

09-203-008  
Bullmer, Christina L  
5910 E Sleepy Hollow Ln  
East Lansing MI, 48823  
Acreage: .466

**5910**

09-201-009  
Kohler, Steven D & Melanie G  
5917 W Sleepy Hollow Ln  
East Lansing MI, 48823  
Acreage: .699

**5917**

09-203-009  
Zeller, Paul & Anna E  
5885 Okemos Rd  
East Lansing MI, 48823  
Acreage: .441

**5910**

**5909**

09-201-010  
Rutherford, Douglas & Ruth  
5909 W Sleepy Hollow Ln  
East Lansing MI, 48823  
Acreage: 1.37

09-201-013  
Pinnavola, Thomas J & Marilyn E  
5901 Sleepy Hollow Ln  
East Lansing MI, 48823  
Acreage: 2.107

09-203-010  
Zeller, Paul & Anna E  
5885 Okemos Rd  
East Lansing MI, 48823  
Acreage: 1.341

W SLEEPY HOLLOW LANE

E SLEEPY HOLLOW LANE

# SLEEPY HOLLOW SANITARY SERVICE AREA



04-375-009  
Eyle Construction Co  
PO Box 4219  
East Lansing MI, 48823  
Acreage: .45

04-375-010  
Barnes, Mike & Arvis  
531 Newton Road  
East Lansing MI, 48823  
Acreage: .45

04-375-025  
McDuffe, Angela M  
8024 Newton Road  
East Lansing MI, 48823  
Acreage: .69

NEWTON ROAD

04-400-003  
Marlinton Charter Township  
5151 Marsh Road  
Okemos MI, 48864  
Acreage: 5.06

04-400-004  
Wombolt, Carol & Marlene  
2100 Lake Lansing Rd  
East Lansing MI, 48823  
Acreage: 1.04

LAKE LANSING RD

2275

2271

2245

2227

08-147-001  
Barnes, Mike  
2275 Lake Lansing Rd  
East Lansing MI, 48823  
Acreage: .41

09-127-005  
Lockhart, Robert &  
Kieran A Pefersmark  
2245 Lake Lansing Rd  
East Lansing MI, 48823  
Acreage: 2.62

09-201-002  
Odovalch, James & Holl M  
5957 W Sleepy Hollow Ln  
East Lansing MI, 48823  
Acreage: 1.46

09-201-003  
Higham County Treasurer  
PO Box 215  
Marion MI, 48854  
Acreage: .458

09-201-004  
Odovalch, James &  
Holl M  
5957 W Sleepy Hollow Ln  
East Lansing MI, 48823  
Acreage: .578

09-201-005  
Odovalch, James &  
Holl M  
5957 W Sleepy Hollow Ln  
East Lansing MI, 48823  
Acreage: .578

09-201-006  
Woodward, Kristen L & Jeffrey H  
5934 W Sleepy Hollow Ln  
East Lansing MI, 48823  
Acreage: 1.226

09-201-007  
Weston, William R & Wanda  
5931 W Sleepy Hollow Ln  
East Lansing MI, 48823  
Acreage: 1.357

09-201-008  
Kohler, Steven D & Malena O  
5917 W Sleepy Hollow Ln  
East Lansing MI, 48823  
Acreage: .562

09-201-009  
Kohler, Steven D & Malena O  
5917 W Sleepy Hollow Ln  
East Lansing MI, 48823  
Acreage: .562

09-201-010  
Rutherford, Douglas & Ruth  
5909 W Sleepy Hollow Ln  
East Lansing MI, 48823  
Acreage: 1.37

09-201-013  
Pivovola, Thomas J & Marly E  
5901 Sleepy Hollow Ln  
East Lansing MI, 48823  
Acreage: 2.107

W SLEEPY HOLLOW LANE

09-202-001  
Dawson, John R  
1430 Berry Rd  
Williamston MI, 48895  
Acreage: .921

09-202-002  
Armstrong-Balle, Patricia &  
Jason Armstrong  
5964 W Sleepy Hollow Ln  
East Lansing MI, 48823  
Acreage: .465

09-202-004  
Carlin, Mary A  
5942 W Sleepy Hollow Ln  
East Lansing MI, 48823  
Acreage: 1.319

09-202-005  
Pivovola, Robert E  
Yvett J  
5906 W Sleepy Hollow Ln  
East Lansing MI, 48823  
Acreage: .575

09-202-006  
Pivovola, Robert E  
Yvett J  
5906 W Sleepy Hollow Ln  
East Lansing MI, 48823  
Acreage: .575

09-202-007  
Pivovola, Robert E  
Yvett J  
5906 W Sleepy Hollow Ln  
East Lansing MI, 48823  
Acreage: .575

09-202-008  
Pivovola, Thomas J &  
Marly E  
5901 Sleepy Hollow Ln  
East Lansing MI, 48823  
Acreage: 1.182

09-202-013  
Strat, Ned & Mary  
5949 E Sleepy Hollow Ln  
East Lansing MI, 48823  
Acreage: .917

09-202-015  
Pivovola, Thomas J &  
Marly E  
5901 Sleepy Hollow Ln  
East Lansing MI, 48823  
Acreage: .49

09-202-016  
Pivovola, Thomas J &  
Marly E  
5901 Sleepy Hollow Ln  
East Lansing MI, 48823  
Acreage: .49

09-203-001  
Deregnal, John R  
1430 Berry Road  
Williamston MI, 48895  
Acreage: .93

09-203-003  
Lott, Michael & Judy  
5970 E Sleepy Hollow Ln  
East Lansing MI, 48823  
Acreage: .458

09-203-004  
Abraham, Edward J &  
Rockaford, Joyce M  
4925 Grandview Ave  
Okemos MI, 48864  
Acreage: .456

09-203-005  
Rockaford, Charles J &  
Joys M  
5980 E Sleepy Hollow Ln  
East Lansing MI, 48823  
Acreage: .578

09-203-006  
Pik, Eric D & Nancy E  
5930 E Sleepy Hollow Ln  
East Lansing MI, 48823  
Acreage: .458

09-203-007  
Pik, Eric D &  
Nancy E  
5937 E Sleepy Hollow Ln  
East Lansing MI, 48823  
Acreage: .469

09-203-008  
Bakman, Cynthia L  
5910 E Sleepy Hollow Ln  
East Lansing MI, 48823  
Acreage: .456

09-203-009  
Zeller, Paul & Anna E  
5905 Okemos Rd  
East Lansing MI, 48823  
Acreage: .441

09-203-010  
Zeller, Paul & Anna E  
5905 Okemos Rd  
East Lansing MI, 48823  
Acreage: 1.341

E SLEEPY HOLLOW LANE

09-203-012  
Swerdinger, Roy D &  
Rathony  
5963 E Sleepy Hollow Ln  
East Lansing MI, 48823  
Acreage: .465

09-203-018  
Coffey, J & M  
5965 E Sleepy Hollow Ln  
East Lansing MI, 48823  
Acreage: .511

09-203-019  
Coffey, J & M  
5965 E Sleepy Hollow Ln  
East Lansing MI, 48823  
Acreage: .511

09-203-020  
Coffey, J & M  
5965 E Sleepy Hollow Ln  
East Lansing MI, 48823  
Acreage: .511

09-203-021  
Coffey, J & M  
5965 E Sleepy Hollow Ln  
East Lansing MI, 48823  
Acreage: .511

09-203-022  
Coffey, J & M  
5965 E Sleepy Hollow Ln  
East Lansing MI, 48823  
Acreage: .511

09-203-023  
Coffey, J & M  
5965 E Sleepy Hollow Ln  
East Lansing MI, 48823  
Acreage: .511

09-203-024  
Coffey, J & M  
5965 E Sleepy Hollow Ln  
East Lansing MI, 48823  
Acreage: .511

09-203-025  
Coffey, J & M  
5965 E Sleepy Hollow Ln  
East Lansing MI, 48823  
Acreage: .511

09-203-026  
Coffey, J & M  
5965 E Sleepy Hollow Ln  
East Lansing MI, 48823  
Acreage: .511

09-203-027  
Coffey, J & M  
5965 E Sleepy Hollow Ln  
East Lansing MI, 48823  
Acreage: .511

09-203-028  
Coffey, J & M  
5965 E Sleepy Hollow Ln  
East Lansing MI, 48823  
Acreage: .511

09-203-029  
Coffey, J & M  
5965 E Sleepy Hollow Ln  
East Lansing MI, 48823  
Acreage: .511

09-203-030  
Coffey, J & M  
5965 E Sleepy Hollow Ln  
East Lansing MI, 48823  
Acreage: .511

E SLEEPY HOLLOW LANE

09-203-031  
Deregnal, John R  
1430 Berry Road  
Williamston MI, 48895  
Acreage: .93

09-203-032  
Lott, Michael & Judy  
5970 E Sleepy Hollow Ln  
East Lansing MI, 48823  
Acreage: .458

09-203-033  
Lott, Michael & Judy  
5970 E Sleepy Hollow Ln  
East Lansing MI, 48823  
Acreage: .458

09-203-034  
Abraham, Edward J &  
Rockaford, Joyce M  
4925 Grandview Ave  
Okemos MI, 48864  
Acreage: .456

09-203-035  
Rockaford, Charles J &  
Joys M  
5980 E Sleepy Hollow Ln  
East Lansing MI, 48823  
Acreage: .578

09-203-036  
Pik, Eric D & Nancy E  
5930 E Sleepy Hollow Ln  
East Lansing MI, 48823  
Acreage: .458

09-203-037  
Pik, Eric D &  
Nancy E  
5937 E Sleepy Hollow Ln  
East Lansing MI, 48823  
Acreage: .469

09-203-038  
Bakman, Cynthia L  
5910 E Sleepy Hollow Ln  
East Lansing MI, 48823  
Acreage: .456

09-203-039  
Zeller, Paul & Anna E  
5905 Okemos Rd  
East Lansing MI, 48823  
Acreage: .441

09-203-040  
Zeller, Paul & Anna E  
5905 Okemos Rd  
East Lansing MI, 48823  
Acreage: 1.341

09-203-041  
Zeller, Paul & Anna E  
5905 Okemos Rd  
East Lansing MI, 48823  
Acreage: 1.341

09-203-042  
Zeller, Paul & Anna E  
5905 Okemos Rd  
East Lansing MI, 48823  
Acreage: 1.341

09-203-043  
Zeller, Paul & Anna E  
5905 Okemos Rd  
East Lansing MI, 48823  
Acreage: 1.341

09-203-044  
Zeller, Paul & Anna E  
5905 Okemos Rd  
East Lansing MI, 48823  
Acreage: 1.341

09-203-045  
Zeller, Paul & Anna E  
5905 Okemos Rd  
East Lansing MI, 48823  
Acreage: 1.341

**CLERK'S OFFICE  
BOARD COMMUNICATIONS  
SEPTEMBER 19, 2017**

**Board Deliberations (BD)**

## Sandy Otto

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**From:** Peter Menser  
**Sent:** Friday, September 15, 2017 11:41 AM  
**To:** Sandy Otto  
**Subject:** FW: Haslett Marathon at 9-19-17 Township Board meeting  
**Attachments:** Proposed Site Plan and Renderings.pdf



A Prime Community

**Peter Menser**  
Senior Planner  
[menser@meridian.mi.us](mailto:menser@meridian.mi.us)  
517.853.4576  
5151 Marsh Road | Okemos, MI 48864  
[meridian.mi.us](http://meridian.mi.us)

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**From:** Stephen Wickens [mailto:[swickens@wickensgroup.com](mailto:swickens@wickensgroup.com)]  
**Sent:** Friday, September 15, 2017 11:36 AM  
**To:** Peter Menser; Mark Kieselbach; Frank Walsh; Stephen O. Schultz (sschultz@fsbriaw.com)  
**Cc:** Pete Hinz; Jill Green  
**Subject:** RE: Haslett Marathon at 9-19-17 Township Board meeting

Peter,

Yesterday afternoon we received the revised site plans for CPUD #17014. Based on communication with you it is our understanding that any response to the Township Board is due by Noon today.

We are disappointed that our recent meeting with the applicant failed to produce any attempt to address the issues that we have raised. With the short notice for the upcoming meeting it is not possible for me to rearrange my travel schedule and attend the Board Meeting.

No Board Members attended the meeting held prior to the meeting with applicant which was attended by yourself, Mark Kieselbach, Frank Walsh and Stephen Schultz. At that meeting we felt that we provided valuable and valid concerns over the redevelopment that will impact the health safety and welfare of our adjacent property and our tenants and customers. It is unfortunate that the CPUD process does not appear to allow us the opportunity to have an informative and productive communication with the Township Board in an attempt to address the concerns. If those concerns are not properly vetted and this proposed plan is allowed to move forward and built the Township will have the improbable task of attempting to address the issues that will result.

Our skepticism in the ability of the township to provide reasonable enforcement is based upon the current issue with parking at Blondie's Barn which after 10 years remains unresolved.

Because of the limited amount time allowed to respond below are some but not all of issues that we feel need to be resolved prior to the CPUD being approved.

- The CUPD provides a reduction of 59% of the required pervious surface
- The CUPD only provides 58% of the required parking and that does not address the onsite tow truck and storage of vehicles that are being serviced or have been towed to the site.
- The CUPD has reduced the required buffer strip between Shoptown and the site by 93%

SEP 19 2017

BD 130-1

SEP 19 2017

- There is no provision for the storage of snow based on the impervious area on the site an 8" snow fall if no previous snow was already present on site would generate over 850 cubic yards of snow. To put that in perspective that is equal to over 42 large dump trucks full of snow. It also doesn't address the snow that will be plowed from the road onto the proposed sidewalks.
- The CUPD shows a proposed sign that id 6 feet high and 8 feet wide located in the Vision triangle to the primary entrance.
- Shoptown has been dealing with the shortage of parking spaces for Blondies Barn for over 10 years with no progress. Blondies Barn requires 46 parking spaces and only provides 21 they are 25 spaces short of what is required. When that is added to the 13 spaces on the CUPD as proposed there is a shortage of 38 parking spaces. The 5 lane roads to the north of the Marathon and to the east of Blondies Barn the only alternative is parking Shoptown. Because of contractual obligations we cannot and will not agree to shared parking.

Shoptown is requesting that the Meridian Township Board of Trustees table any action on this CUPD until such time as the safety, health and welfare of the adjacent properties has been reviewed.

I was often told by one of my mentors that if you don't have time to do it right, when will you have time to do it over? That seems like very good advice at this time.

Respectfully,

Stephen M. Wickens

**Wickens Group**

Stephen M. Wickens  
 2510 Kerry Street  
 Suite # 102  
 Lansing, Michigan 48912  
 Office 517-372-9600  
 Mobile 517-290-6185  
 Fax 517-372-0760  
[swickens@wickensgroup.com](mailto:swickens@wickensgroup.com)

---

**From:** Peter Menser [<mailto:menser@meridian.mi.us>]  
**Sent:** Thursday, September 14, 2017 3:08 PM  
**To:** Stephen Wickens <[swickens@wickensgroup.com](mailto:swickens@wickensgroup.com)>  
**Subject:** Haslett Marathon at 9-19-17 Township Board meeting

Hi Steve,

Just wanted to let you know that the Haslett Marathon will be on the Township Board's agenda on Tuesday, September 19 to discuss their streetscape proposal. We may have already discussed this, but let me briefly recap why it's coming back: the project received partial commercial planned unit development (CPUD) approval by the Township Board at their June 6 meeting. One of the conditions of approval required them to come back for approval of the streetscape component of their project. They have prepared a rendering (attached) of the streetscape and are ready to come back to the Board, so they will discuss it (not vote) at Tuesday evening's meeting. I am in the process of writing a staff report that will provide additional context to the request and will send it to you tomorrow.

If you have any questions let me know. Hope you are doing well, nice to see you last week.

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 BD 13C-1  
 (page 2 of 2)  
 SEP 19 2017



**TO:** Township Board

**FROM:** Mark Kieselbach  
Mark Kieselbach  
Director of Community Planning and Development

Peter Menser  
Peter Menser  
Senior Planner

**DATE:** September 14, 2017

**RE:** CPUD #17014 Haslett Marathon streetscape plan

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The Township Board last discussed CPUD #17014 (Saroki) at its meeting on June 6, 2017. At the meeting the Board passed a resolution approving the CPUD with conditions. Two of the conditions of approval were related to the Haslett Road streetscape, with one requiring the applicant to come back to the Township Board for final approval of the streetscape. The relevant conditions are listed below:

13. Approval of the streetscape between the store and the curb line along Marsh Road and Haslett Road is contingent upon additional planning between the applicant and Township staff, subject to approval of the Township Board.
14. The Township Board desires to see a streetscape based on best practices for complete streets, which includes: curb to store front sidewalk, street trees, rain gardens, and street lighting.

The applicant has prepared a streetscape plan for the Board's consideration that identifies locations for the installation of four street trees along Haslett Road. In addition to renderings showing the proposed trees and building facades, the applicant has submitted two sets of site plans. One set of plans show the project as approved, with pavement from the north side of the building to the Haslett Road curb. The applicant has noted that due to the slope of the site the approved plan will require the installation of a ramp at the Haslett Road entrance to the building to meet ADA requirements. A second set of plans shows the installation of a grass area along Haslett Road, which would alleviate the need for a ramp at the Haslett Road entrance to the building. The Township Board may choose to proceed with the pavement and building entrance ramp or allow the applicant to revise the plan and install an area of grass along Haslett Road to eliminate the building entrance ramp.

### **Waiver request**

When the Township Board requested the installation of pavement from the north side of the building to the Haslett Road curb, the result was an increase in the amount of impervious surface coverage on the site. The impervious surface coverage increased from 85.90 percent to 87.70 percent. The maximum impervious surface allowed in the C-2 zoning district is 70 percent. The applicant is requesting a waiver of 17.7 percent (a 1.8 percent increase) to accommodate the additional pavement.

### **Township Board Options**

The Township Board may approve, approve with conditions, or deny the proposed CPUD. If the Board amends the proposal, the request may be referred back to the Planning Commission for a recommendation. A resolution will be provided at a future meeting.

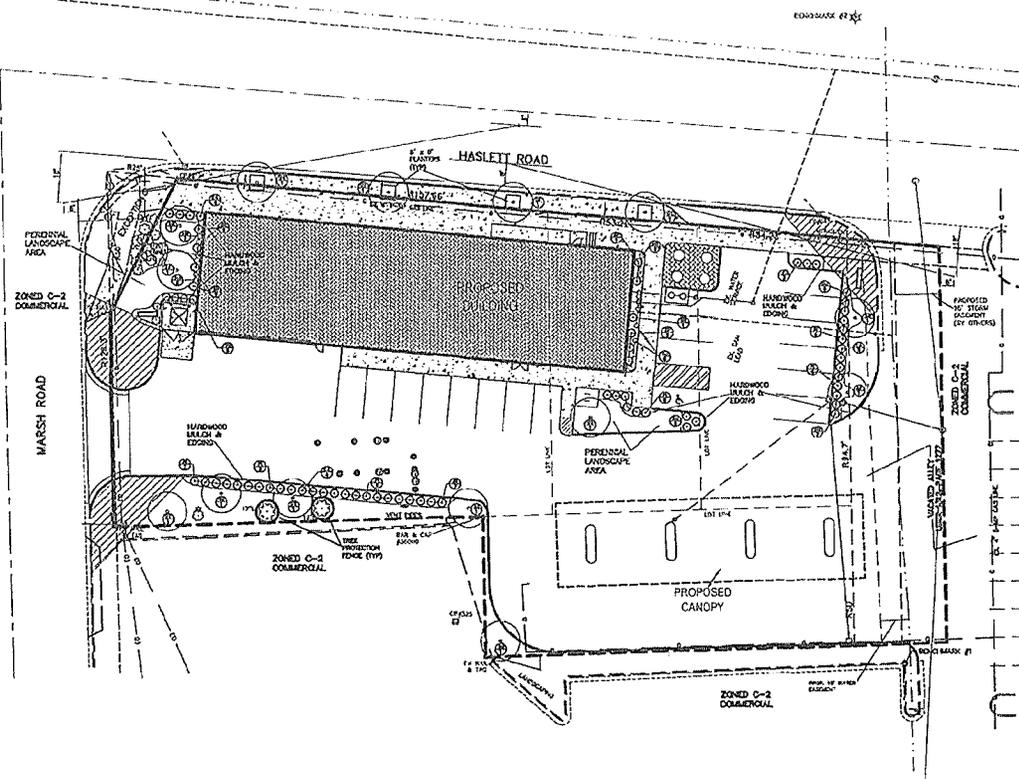
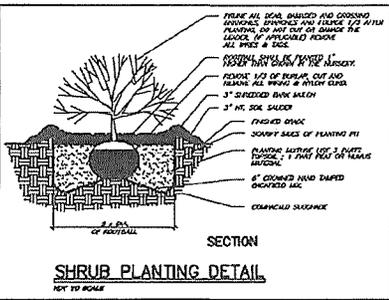
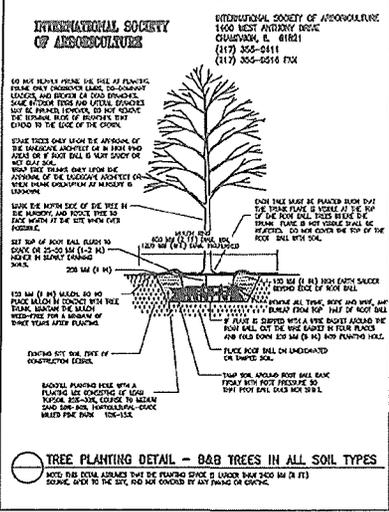
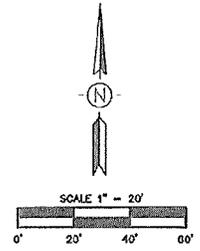
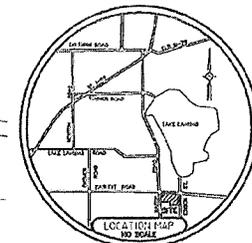
### **Attachments**

1. Site plan of approved CPUD prepared by Kebs, Inc. dated August 1, 2017 and received by the Township on September 13, 2017.
2. Site plan of proposed CPUD site plan prepared by Kebs, Inc. dated August 28, 2017 and received by the Township on September 13, 2017.
3. Haslett Road streetscape renderings received by the Township on September 13, 2017.

G:\Community Planning & Development\Planning\COMMERCIAL PLANNED UNIT DEVELOPMENT (CPUD)\2017\CPUD 17014 (Saroki)\CPUD 17014.tb4 streetscape.docx



CONSTRUCTION PLANS FOR:  
**1619 Haslett Road**  
 MERIDIAN TOWNSHIP, INGHAM COUNTY, MICHIGAN



**LEGAL DESCRIPTION:**  
 AS PROVIDED BY TAX DESCRIPTION FOR PARCEL 33-02-02-10-430-000 PER MERIDIAN TOWNSHIP ASSESSING RECORDS:  
 LOTS 1 THRU 4 OF DENIS SUB EDC- BEG @ HW COA LOT 1 DENIS SUB -E ALONG N LOT LN 25 FT -SWLY TO A PT ON W LOT LN 50 FT -N ALONG W LOT LN 50 FT TO POOL ALSO THAT PART OF 1/2 OF VACATED EIGHTH ST LYING S OF HASLETT RD & ADJACENT TO LOTS 3 & 4 DENIS SUB

- LANDSCAPE NOTES**
- INSTALL 3" X 6" CA. EDGES TO SEPARATE LAWN FROM PLANTING BED.
  - INSTALL 3" DEEP SUBGRADE BASE UNDER ALL PLANTING AREAS/SEDGES AND TREE SUCCESS (NO MULT-FILL).
  - INSTALL A WINTERKILL RESISTANT POND (MANUFACTURED) VARIETY THAT IS FREE OF NEEDS.
  - SEED AREAS WITH THE FOLLOWING:
    - THE STRATTON HYDRIC TURFGRASS
    - THE HUNTER HYDRIC TURFGRASS
    - THE DAVENPORT HYDRIC TURFGRASS
    - OR PERENNIAL RYE GRASS
    - APPLY AT THE RATE OF 2 TO 3 LBS. PER 1,000 SQUARE FEET.
  - CONTRACTOR SHALL VERIFY THE LOCATION OF ALL UNDERGROUND UTILITIES, PIPES AND STRUCTURES AS WELL AS THE LOCATION OF EXISTING TREES AND VEGETATION. CONTRACTOR SHALL BE RESPONSIBLE FOR ANY COST INCURRED DUE TO DAMAGING OR REMOVAL OF SAID UTILITIES.
  - ANY DISCREPANCIES BETWEEN PLANS, NOTES, DETAILS AND EXISTING CONDITIONS SHALL BE IMMEDIATELY REPORTED TO THE OWNER'S AUTHORIZED REPRESENTATIVE FOR REVIEW AND DECISION. CONTRACTOR SHALL ASSUME FULL RESPONSIBILITY FOR ALL REVISIONS DUE TO FAILURE TO OBTAIN SUCH NOTIFICATION.
  - CONTRACTOR IS RESPONSIBLE FOR ANY DAMAGE TO EXISTING MATERIALS/IMPROVEMENTS, DAMAGED DURING CONSTRUCTION.
  - SITE BOUNDARY, TOWNSHIP, UTILITIES AND OTHER BARRIERS IDENTIFICATION PROVIDED BY OTHERS.
  - CONTRACTOR SHALL VERIFY QUANTITIES SHOWN ON PLANT SCHEDULES AND THOSE INDICATED ON PLANS. CONTRACTOR IS RESPONSIBLE FOR INSTALLATION OF QUANTITIES SHOWN.
  - CONTRACTOR SHALL MAKE FIELD ADJUSTMENTS TO PLANT MATERIAL LOCATIONS IN FIELD, AS NECESSARY. THE LOCATION OF ALL PLANT MATERIAL SHALL BE SUBJECT TO APPROVAL BY THE OWNER'S AUTHORIZED REPRESENTATIVE.
  - ALL PLANT MATERIAL SHALL BE OF THE SIZES CALLED FOR IN THE PLANT SCHEDULES. ANY PLANT MATERIAL NOT MEETING THE SIZED AND/OR QUALITY AS CALLED FOR SHALL BE REJECTED FROM SITE. ALL TREES SHALL BE INSPECTED AND APPROVED BY THE OWNER'S AUTHORIZED REPRESENTATIVE. NO SUBSTITUTIONS OF PLANT MATERIAL SHALL BE MADE WITHOUT APPROVAL FROM THE OWNER'S AUTHORIZED REPRESENTATIVE.
  - ALL PROPOSED TREES OVER 4" CAL. SHALL BE GUANTERSTAINED BEFORE AGE ENDED/IN TREE PLANTING/STUMP REMOVAL, OR INDIVIDUAL TREES PLANTING/STUMP REMOVAL DETAIL, WHERE APPLICABLE.
  - ALL PLANTING BARRIERS TO BE INSTALLED WITH PRE-EMERGENT HERBICIDE. CONTRACTOR SHALL INSURE THAT PROPOSED PLANT MATERIAL IS PROTECTED TO THE TOP AND BOTTOM AND THAT HERBICIDE APPLICATION FOLLOWS THE MANUFACTURER'S SPECIFICATIONS AND IS APPLIED IN ACCORDANCE WITH SOUND AGRICULTURAL PRACTICES.
  - CONTRACTOR SHALL OBTAIN APPROPRIATE PLANTING PRACTICE NOTES (BASED ON SOIL/SUBSTRATE CONDITIONS) AND REVIEW ALTERNATIVES WITH OWNER'S AUTHORIZED REPRESENTATIVE PRIOR TO INSTALLATION.

**PLANT LIST SCHEDULE**

NO.	SYMBOL	PLANT NAME	PLANT SIZE	QTY	NOTE
1	○	SET 1/2" BAR WITH CAP	1/2" DIA.	1	FOR SIGN
2	○	SET 1/2" BAR WITH CAP	1/2" DIA.	1	FOR SIGN
3	○	SET 1/2" BAR WITH CAP	1/2" DIA.	1	FOR SIGN
4	○	SET 1/2" BAR WITH CAP	1/2" DIA.	1	FOR SIGN
5	○	SET 1/2" BAR WITH CAP	1/2" DIA.	1	FOR SIGN
6	○	SET 1/2" BAR WITH CAP	1/2" DIA.	1	FOR SIGN
7	○	SET 1/2" BAR WITH CAP	1/2" DIA.	1	FOR SIGN
8	○	SET 1/2" BAR WITH CAP	1/2" DIA.	1	FOR SIGN
9	○	SET 1/2" BAR WITH CAP	1/2" DIA.	1	FOR SIGN
10	○	SET 1/2" BAR WITH CAP	1/2" DIA.	1	FOR SIGN
11	○	SET 1/2" BAR WITH CAP	1/2" DIA.	1	FOR SIGN
12	○	SET 1/2" BAR WITH CAP	1/2" DIA.	1	FOR SIGN
13	○	SET 1/2" BAR WITH CAP	1/2" DIA.	1	FOR SIGN
14	○	SET 1/2" BAR WITH CAP	1/2" DIA.	1	FOR SIGN
15	○	SET 1/2" BAR WITH CAP	1/2" DIA.	1	FOR SIGN
16	○	SET 1/2" BAR WITH CAP	1/2" DIA.	1	FOR SIGN
17	○	SET 1/2" BAR WITH CAP	1/2" DIA.	1	FOR SIGN
18	○	SET 1/2" BAR WITH CAP	1/2" DIA.	1	FOR SIGN
19	○	SET 1/2" BAR WITH CAP	1/2" DIA.	1	FOR SIGN
20	○	SET 1/2" BAR WITH CAP	1/2" DIA.	1	FOR SIGN
21	○	SET 1/2" BAR WITH CAP	1/2" DIA.	1	FOR SIGN
22	○	SET 1/2" BAR WITH CAP	1/2" DIA.	1	FOR SIGN
23	○	SET 1/2" BAR WITH CAP	1/2" DIA.	1	FOR SIGN
24	○	SET 1/2" BAR WITH CAP	1/2" DIA.	1	FOR SIGN
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49	○	SET 1/2" BAR WITH CAP	1/2" DIA.	1	FOR SIGN
50	○	SET 1/2" BAR WITH CAP	1/2" DIA.	1	FOR SIGN

EXAMPLE OF FULL CONCRETE BUILDING TO CURB RAMP AND STEPS REQUIRED ON HASLETT ROAD ENTRANCE

**EX. LEGEND**

- SET 1/2" BAR WITH CAP
- FOUND SIGN AS NOTED
- SIGNAGE NOT TO SCALE
- FENCE
- ASPHALT
- CONCRETE
- EXISTING ASPHALT
- EXISTING SPOT ELEVATION
- EXISTING CONTOUR ELEVATION
- GAS LINE
- UNDERGROUND TELEPHONE
- UNDERGROUND TELEVISION
- UNDERGROUND ELECTRIC
- OVERHEAD WIRE
- EXISTING TREE
- PROPOSED TREE
- BUSH/SHRUB
- SANITARY MANHOLE
- DRAINAGE MANHOLE
- ELECTRIC MANHOLE
- TELEPHONE MANHOLE
- CATCH BASIN
- SANITARY CLEANOUT
- FIRE HYDRANT
- VALVE
- UTILITY POLE
- EXIST PILE
- TRAFFIC LIGHT
- GUY WIRE
- UTILITY TRENCH
- TRANSFORMER
- GAS METER
- WATER METER
- WATER WELL
- POLE
- FILL POINT (PO. REMOVAL)
- POLE VALVE (PO. REMOVAL)

**EX. TREE LEGEND**

- APPLE
- QUINCE APPLE
- QUINCE

**NOTE:** WATER SHALL BE 18" HORIZONTAL SEPARATION & 12" VERTICAL SEPARATION FROM ALL SERVICES.

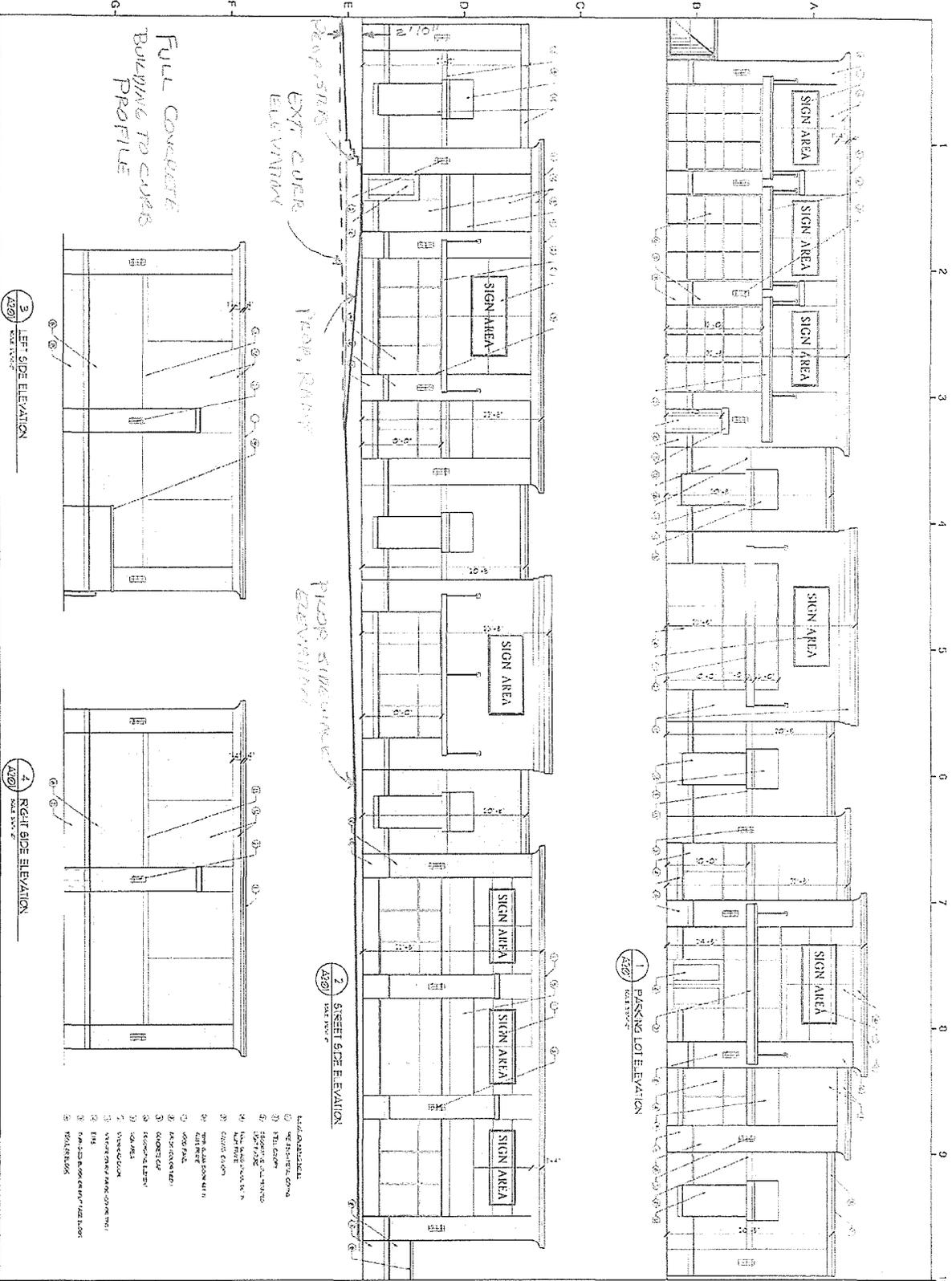
**REVISIONS**

NO.	DATE	DESCRIPTION
1	08-23-18	ISSUED FOR PERMIT
2	09-05-18	ISSUED FOR PERMIT

**1619 Haslett Road**  
 LANDSCAPE PLAN  
 SHEET 8 OF 9

SCALE: 1" = 20'  
 DATE: 8-23-18  
 DRAWN BY: [Name]  
 CHECKED BY: [Name]  
 AUTHORIZED BY: [Name]  
 CBG HOLDINGS

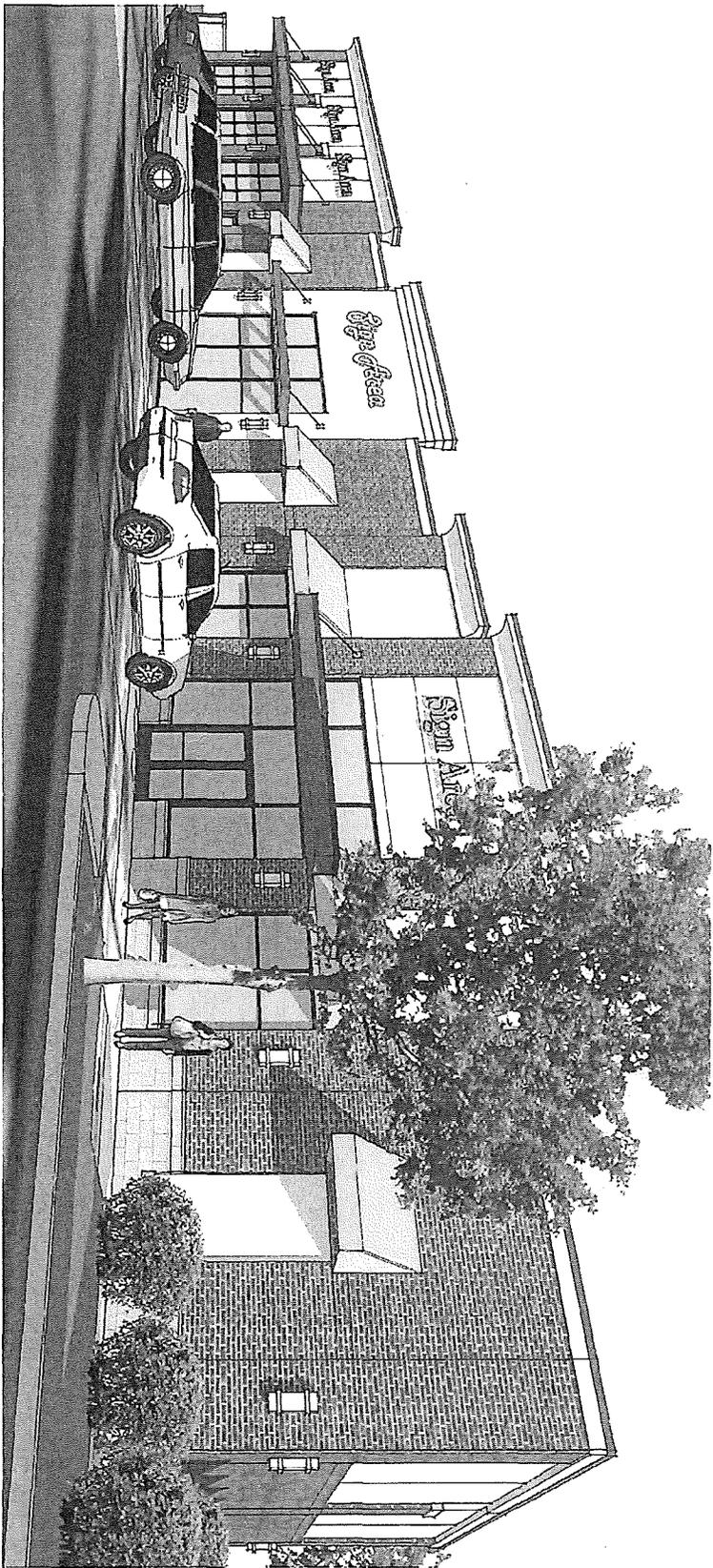
E-00661 SHEET#08052101.TXD  
 1619 HASLETT ROAD, HASLETT MI 48840  
 PH: 517-253-8100 FAX: 517-253-8100  
 1-833-696-3209



<p><b>PROJECT NAME:</b> HASLETT GAS STATION</p> <p><b>SITE PLAN APPROVAL</b> 06-05-2017</p> <p><b>ADDRESS:</b> 169 HASLETT RD. MERRIDEN TWP. IN 46840</p> <p><b>JOB NO.</b> 160419</p> <p><b>ISSUES:</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>NO.</th> <th>DESCRIPTION</th> <th>DATE</th> <th>BY</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Initial Approval</td> <td></td> <td></td> </tr> <tr> <td>2</td> <td>Site Plan Approval</td> <td></td> <td></td> </tr> </tbody> </table>	NO.	DESCRIPTION	DATE	BY	1	Initial Approval			2	Site Plan Approval			<p><b>PROJ. NO.</b> A2.01</p>	<p><b>RESOURCES:</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>NO.</th> <th>NAME</th> <th>DATE</th> <th>BY</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Initial Approval</td> <td></td> <td></td> </tr> <tr> <td>2</td> <td>Site Plan Approval</td> <td></td> <td></td> </tr> </tbody> </table>	NO.	NAME	DATE	BY	1	Initial Approval			2	Site Plan Approval			<p><b>ARCHITECTURAL DESIGNERS</b></p> <p><b>SERRA-MARKO ASSOCIATES</b></p> <p>169 E. Big Beaver, Suite 100 Troy, MI 48063      Tel: 248-457-6206 Fax: 248-457-6206      E-mail: info@sm-a.com      Website: www.sm-a.com</p>
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RECEIVED  
SEP 13 2017

