



Charter Township of Meridian  
Downtown Development Authority (DDA)  
5151 Marsh Road, Okemos, MI 48864  
Monday, November 6, 2017 – Minutes

**Members**

**Present:** Bill Cawood, Susan Fulk, Jim Raynak, Sherry Fisher and Supervisor Ron Styka

**Members**

**Absent:** Renee Korrey, Scott Weaver and Jim Spanos

**Staff**

**Present:** Senior Planner Peter Menser, Executive Assistant Michelle Prinz, Economic Development Director Chris Buck

**Others**

**Present:** None

1. CALL MEETING TO ORDER

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

2. APPROVAL OF THE AGENDA

**MOTION BY SUPERVISOR STYKA TO APPROVE AGENDA. SUPPORTED BY MEMBER FULK. MOTION APPROVED 5-0.**

3. PUBLIC COMMENT

None.

4. APPROVAL OF MEETING MINUTES OF SEPTEMBER 11, 2017

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

5. AUTHORIZATION OF PAYMENTS

**MOTION BY MEMBER CAWOOD TO AUTHORIZE PAYMENTS. SUPPORTED BY MEMBER FISHER. MOTION APPROVED 5-0.**

6. FINANCIAL REPORT

- a. September/October 2017 Financial Report  
Staff provided a summary update on the September/October 2017 Financial Report.  
Report on file.

7. NEW BUSINESS

- a. Expiring Terms/Vacancies

Bill Cawood's term is expiring. He agreed to be reappointed. There are currently 4 vacancies on the DDA. Discussion surrounded possible individuals in the DDA area to recruit.

- b. 2018 Officers

**MOTION BY SUPERVISOR STYKA TO NOMINATE SUSAN FULK TO SERVE AS DDA CHAIR. SUPPORTED BY CHAIR RAYNAK. MOTION APPROVED 5-0.**

**MOTION BY SUPERVISOR STYKA TO NOMINATE SHERRY FISHER TO SERVE AS DDA VICE-CHAIR. SUPPORTED BY MEMBER FULK. MOTION APPROVED 5-0.**

**MOTION BY CHAIR RAYNAK TO NOMINATE JIM SPANOS TO SERVE AS DDA SECRETARY/TREASURER. SUPPORTED BY SUPERVISOR STYKA. MOTION APPROVED 5-0.**

- c. 2018 Meeting Dates

**MOTION BY MEMBER CAWOOD TO APPROVE THE 2018 MEETING DATES. SUPPORTED BY CHAIR RAYNAK. MOTION APPROVED 5-0.**

- d. 2018 Goals & Objectives

Discussion was had regarding the DDA 2018 goals and objectives. Members will be bringing their ideas to the January meeting.

8. OLD BUSINESS

None.

9. STAFF REPORT

Staff reviewed the current development projects. It is time to get the snowflakes up in the DDA area. Discussion regarding the brightness of the lights took place. Staff will inspect them and see if new lights can be strung or if replacement snowflakes are needed.

10. CHAIR'S REPORT

Chair Raynak states "it has been a pleasure to serve". Supervisor Styka suggested a resolution to recognize Jim Raynak for his 11 years of service to the DDA.

11. PUBLIC COMMENT

None

12. ADJOURNMENT

The meeting adjourned without objection at 8:10am.

Jim Raynak, Chairperson