



AGENDA
CHARTER TOWNSHIP OF MERIDIAN
Downtown Development Authority
February 3, 2025 7:30AM
Municipal Building
5151 Marsh Road, Okemos



1. CALL MEETING TO ORDER
2. ROLL CALL
3. MISSION: The Meridian Township DDA mission is to beautify and revitalize downtown Okemos as a very desirable place to shop, live, and do business. It is a commitment to promoting and improved quality of life by creating a friendly, walkable community embracing the natural aesthetics of the river and parks.
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES – JANUARY 6, 2025
6. COMMUNICATIONS
7. PUBLIC REMARKS
8. FINANCIAL REPORT
 - A. Monthly Financial December
9. AUTHORIZATION OF PAYMENTS
 - A. Consumers Energy Bill February 2025
 - B. Consumers Energy Bill January 2025
10. OLD BUSINESS
 - A. Property Condition Discussion - (Recurring Item)
11. NEW BUSINESS
 - A. Authorized Signers
12. OPEN DISCUSSION/BOARD COMMENTS
13. PUBLIC REMARKS
14. NEXT MEETING
 - A. DATE: March 3, 2025 7:30am – Town Hall Room, 5151 Marsh Road, Okemos
 - B. TENTATIVE NEXT AGENDA ITEM: 2025 Goals Development, Downtown
Redevelopment Village Okemos (Recurring Item)
15. ADJOURNMENT

Individuals with disabilities requiring auxiliary aids or services should contact the Meridian Township Board by contacting: Township Manager Timothy Dempsey, 5151 Marsh Road, Okemos, MI 48864 or 517.853.4258 - Ten Day Notice is Required.
Meeting Location: 5151 Marsh Road, Okemos, MI 48864 Township Hall

Providing a safe and welcoming, sustainable, prime community.





Charter Township of Meridian
Downtown Development Authority (DDA)
Central Fire Station, 5151 Marsh Road, Okemos, MI 48864
Monday, January 6, 2025 – Minutes

Members

Present: Bill Cawood, Renee Korrey, Angela Wright, Tom Stanko, Don Romain and Ron Sdao (arrived 7:34am)

Members

Absent: Supervisor Hendrickson and Peter Campbell

Staff

Present: Neighborhoods & Economic Development Director Amber Clark and Executive Assistant Michelle Prinz

Others

Present: None

1. CALL MEETING TO ORDER

Chair Stanko called the meeting to order and read the mission statement at 7:32 am.

2. APPROVAL OF THE AGENDA

Member Korrey asked that an item be added to the agenda under Old Business-Condition of Property Owned by Village of Okemos.

MOTION BY MEMBER KORREY TO APPROVE THE AMENDED AGENDA. SUPPORTED BY MEMBER CAWOOD. MOTION APPROVED 5-0.

3. APPROVAL MEETING MINUTES OF NOVEMBER 4, 2024

MOTION BY MEMBER CAWOOD TO APPROVE THE MINUTES. SUPPORTED BY MEMBER KORREY. MOTION APPROVED 6-0.

4. COMMUNICATIONS

None.

5. PUBLIC REMARKS

None.

6. FINANCIAL REPORT

A. Monthly Financial Report

Director Clark shared the November finance statement. The October summer tax capture revenue was \$78,333 plus the DDA CD leaves a total revenue of \$210,461. The finances were placed on file.

Discussion regarding considering moving some of the cash balance (\$50,000) to an additional laddered 30 day CD.

MOTION BY MEMBER KORREY TO MOVE \$50,000 OF THE DDA CASH ON HAND TO A NEW 30 DAY CD THAT LADDERS ON THE EXISTING CD. SUPPORTED BY MEMBER ROMAIN. MOTION APPROVED 6-0.

7. AUTHORIZATION OF PAYMENTS

- A. Consumers Energy Bill December 2024
- B. Consumers Energy Bill November 2024

MOTION BY MEMBER CAWOOD TO APPROVE THE PAYMENT OF \$104.87 FOR THE NOVEMBER 2024 AND \$126.33 FOR THE DECEMBER 2024 CONSUMERS ENERGY BILLS. SUPPORTED BY MEMBER SDAO. MOTION APPROVED 6-0.

8. OLD BUSINESS

- A. Downtown Development Authority Logo Update

Reviewed and discussed the updated four draft logos. There was consensus that the DDA preferred logo A.

- B. Condition of Property Owned by Village of Okemos

Member Korrey mentioned concerns of residents who live by the two homes that the Village of Okemos developers acquired last year. The homes have been abandoned, there have been broken pipes, flooding into the neighbors' homes and animals living in the homes. She just wanted to share the information and Director Clark suggested that the residents contact code enforcement for assistance.

9. NEW BUSINESS

- A. Match on Main 2025 Participation

Director Clark stated that the grant program will open on 1/20 this year. The State of Michigan will reimburse a business up to \$25,000 with a 10% (\$2,500) required match from the DDA. The application is available on our Township website and Douglas J expressed interest in applying for the grant again this year. Director Clark will work on press regarding the grant availability with the Communications Department.

- B. 2025 Officer Election

Discussion on DDA Officers for 2025. Chair Stanko announced he would prefer to step down from the Chair position. Member Romain expressed willingness to serve as Chair and Member Wright and Member Campbell were recommended to stay in their current roles for 2025.

MOTION BY MEMBER STANKO TO APPROVE THE 2025 DDA OFFICERS OF DON ROMAIN CHAIR, ANGELA WRIGHT VICE-CHAIR AND PETER CAMPBELL SECRETARY. SUPPORTED BY MEMBER KORREY. MOTION APPROVED 6-0.

10. OPEN DISCUSSION/BOARD COMMENTS

Discussion to add an item to next month's agenda-DDA Property Ownership.

A. Development Project List

Director Clark shared the following updates:

- ACE Hardware at Jolly and Okemos is open
- Old hydroponic building on Okemos Road has made some exterior improvements
- Local Epicurean is open
- I Heart Mac & Cheese to open in the Hannah Plaza
- Schuler's is moving to a new larger location in the Mall with a larger Café
- Delta Dental is doing a \$2 million interior remodel
- Chippewa School renovation is ongoing
- Haslett development is coming along
- Old Bank of America demolition on Grand River Avenue to proceeding slowly

11. PUBLIC REMARKS

None.

12. NEXT MEETING DATE

- a. February 3, 2025, 7:30am-Township Municipal Building, Town Hall Room, 5151 Marsh Road.

13. ADJOURNMENT

The meeting was adjourned at 8:21 am without objection.

Meridian Twp DDA
Preliminary Financial Statements
Period Ending 12/31/2024 - UNAUDITED

BALANCE SHEET

	Year to Date
ASSETS	
Cash	\$62,922.20
Certificates of Deposit	\$132,127.30
Due from General Fund	\$0.00
Taxes Receivable	\$0.00
Accounts Receivable	\$0.00
Prepaid Expense	\$0.00
TOTAL ASSETS	\$195,049.50
LIABILITIES	
Accrued Interest Payable	\$0.00
Due to General Fund	\$0.00
Accounts Payable	\$0.00
Unearned Revenue	\$0.00
Deferred Inflows of Revenue	\$0.00
LT Note Payable	\$0.00
TOTAL LIABILITIES	\$0.00
FUND BALANCE	
Fund Balance 11/30/2024	\$160,048.17
2024 YTD Net Income	\$35,001.33
TOTAL FUND BALANCE	\$195,049.50
TOTAL LIABILITIES & FUND BALANCE	\$195,049.50

INCOME STATEMENT

	<u>Nov</u>	<u>Dec</u>	<u>Year to Date</u>
REVENUES			
Tax Capture	\$0.00	\$0.00	\$51,617.90
Grants			\$0.00
DDA Downtown Events/Donations			\$0.00
Interest			\$0.00
Investment Gain/Losses			\$0.00
TOTAL REVENUE			\$51,617.90
EXPENDITURES			
Operating Costs	\$104.87	\$126.33	\$1,331.28
Professional Consultant/Contractual Services			\$0.00
Community Projects			\$0.00
Communications			\$0.00
Conferences			\$0.00
Grant Expenditures (Match on Main)		\$15,285.29	\$15,285.29
Tax Appeal Refunds			\$0.00
Construction/Improvements			\$0.00
TOTAL EXPENDITURES			\$16,616.57
2024 Net Income			\$35,001.33



230 W Main St
Ionia, MI 48846

Statement Ending 12/31/2024

MERIDIAN CHARTER TOWNSHIP

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Account Number: XXXXXXX5474

MERIDIAN CHARTER TOWNSHIP
DOWNTOWN DEVELOPMENT AUTHORITY
ACCOUNTS PAYABLE
5151 MARSH RD
OKEMOS MI 48864-1104

Managing Your Accounts

-  Okemos
-  800.355.0641
-  IndependentBank.com

It's not too late to get yourself the gift you really want this year with Independent Bank's No-Fee* Home Equity Line of Credit (HELOC). A HELOC is a flexible financing option that may allow you to borrow funds secured by the equity in your home. You could book a trip, complete home improvements, consolidate debt, make a major purchase, and more. The options are endless! Learn more at IndependentBank.com/HELOC.

Summary of Accounts

Account Type	Account Number	Ending Balance
Business Freedom Checking	XXXXXXXX5474	\$62,922.20

Business Freedom Checking - XXXXXXX5474

Account Summary

Date	Description	Amount
12/01/2024	Beginning Balance	\$78,333.82
	0 Credit(s) This Period	\$0.00
	2 Debit(s) This Period	\$15,411.62
12/31/2024	Ending Balance	\$62,922.20

Other Debits

Date	Description	Amount
12/05/2024	External Withdrawal CONSUMERS ENERGY DIRECT DEBITING - ENERGYBILL	\$126.33

Checks Cleared

Check Nbr	Date	Amount
1145	12/17/2024	\$15,285.29

K-70664

* Indicates skipped check number

Daily Balances

Date	Amount	Date	Amount	Date	Amount
12/01/2024	\$78,333.82	12/05/2024	\$78,207.49	12/17/2024	\$62,922.20





Consumers Energy: Bill Ready

From Consumers Energy <noreply@alerts.consumersenergy.com>

Date Tue 1/14/2025 2:03 PM

To Amber Clark <clark@meridian.mi.us>



ACCOUNT ENDING:2681
2167 HAMILTON RD OKEMOS MI 48864-1643

Your Consumers Energy Bill Is Available

Amount Due

\$144.91

Due Date: February 4, 2025

Your account is on Auto-pay.

LOG IN TO VIEW & PAY YOUR BILL

[View the Latest News, Safety and Service Guides.](#)

January Energy Usage

Click below to access your energy dashboard

[Terms & Conditions](#)

Businesses New & Relocating

Date of Approval	Start Year	Developer Name	DVLPT Name	Review Category	Project Location	Project Type	Unit #	Assigned: Department/Commission	Project Description
	2024	Tarek Chawish	Chateau Coffee Co.	New Business Opening/Relocating	2361 W Grand River Ave	New Commercial Development	1	Building Dept.	New coffee shop on Grand River hoping to open in September.
	2024	Cameron shooltz	Uptowne Cheapstake	New Business Opening/Relocating	4790 Hagadorn Road	New Commercial Development	1	Building Dept.	New retail resale shop, consignment shop in Hannah Plaza.
	2024	Eyde Development Company	I Heart Mac & Cheese	Opening Soon! C of O completed	4790 S. Hagadorn Road Suite 158	New Commercial Development	1	Building Dept.	new business approved to commence with building, permit issued July 2024
	5.30.2024	Martin Commercial Properties	ACE Hardware	Open C of O completed	3544 Meridian Crossing Drive	New Commercial Development	1	Building Dept.	Ribbon Cutting Planned for March 2025
2/24/2022	2022	Newton LLC/DTN Mngmt	Newton Pointe	C of O for all Units Granted in 100 Unit Building	6276 Newton Rd Haslett MI	MUPUD Commercial + Residential	100	Building Dept.	mixed-use residential development and mixture of single family homes, duplexes, and

Under Construction

Date of Approval	Start Year	Developer Name	Development Project Name	Review Category	Project Location	Project Type	Unit #	Assigned: Department/Commission	Project Description
4.16.2024	2024	Haslett Gallery	Herbana	Under Construction	2119 Haslett Road Suite A Haslett MI	Marihuana Dispensary	1	Community Planning Dept.	SUP for a new Recreational Marihuana dispensary.
2/28/2022	2024	Bennett Road Holding, LLC	Silverleaf (Phase I)	Under Construction	West Bennett Road	Single Family Homes	25 of 150	Building Dept.	First phase of 150 single family home development.
	7.30.024	Consumers Energy	Lake Lansing Road Substation- Rutherford	Under Construction	Rutherford Ave	Public Park/Public Facility Improvement	1	Building Dept.	Approved by the Planning Commission for the substation on Lake Lansing
2023	2024	Newman Equities II , LLC	Grand Reserve	Under Construction	1580 Woodland Way Okemos	Mixed Housing -Middle Housing	115	Building Dept.	75 single family homes and 75 duplexes for rent off of Central Park, Powell Road Schuler's
	5.20.2023	Schulers	Schulers Bookstore	Under Construction	1982 W Grand River Ave Swap with Bed Bath and Beyond Suite	Existing Commercial Expansion	1	Building Dept.	bookstore took an opportunity to expand and will vacate their existing location in Meridian Mall and
	11.12.24	Delta Dental of Michigan	Delta Dental	Under Site Plan Review	4100 Okemos Road	Existing Commercial Interior Renovation	1	Building Dept.	New Application received

Under Site Plan Review

Date of Approval	Start Year	Developer Name	Development Project Name	Review Category	Project Location	Project Type	Unit #	Assigned: Department/Commission	Project Description
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7/26/2022	2024	SP Holding, LLC	Haslett Village Square 2.0	Under Site Plan Review	1655-1621 Haslett Road Haslett MI	MUPUD Commercial + Residential	290			Redevelopment of the remaining 19 acres at Haslett and Marsh road. The proposed plan Owner Austin Hamilton is looking for an investment property in Haslett
	2.2.2024	Austin Hamilton	1486 Halsett Road	-----	1486 Haslett Road	New Commercial Development	1	Building Dept.		
	8.20.2024	N/A	Panda Express	-----	4990 Marsh Road	New Commercial Development	1	Planning Commission		New Application received
	11.19.24	Meridian Retail Management II LLC	2731 Grand River Demo	New Demo Applications	2731 E Grand River	New Commercial Development	1	Building Dept.		New Application received
	1.23.2025	Dollar Tree #10729	Dollar Tree Retail Store	New Applications	1589-1581 Haslett Road	New Commercial Development	1	Planning Dept. Building Dept.		New Applications received for a retail store to
	1.23.2025	Meijer Gas Station Remodel	Meijer Gas Station Remodel	New Applications	2055 Grand River	Update to existing Gas Station	1	Building Dept.		New applications from Meijer Inc. to update the



To: Downtown Development Authority Members
From: Neighborhoods & Economic Development Director Amber Clark
Date: January 28, 2025
RE: Clinton Residential Property Conditions

Board Summary:

At the previous meeting, Member Korrey requested the option to discuss the current condition of residential properties at Clinton. These properties were potentially projected to support parking of the proposed two-block development at Hamilton and Okemos Road, commonly referred to "The Village of Okemos". After staff review of the property related information in BS&A staff report no concerns that would require Township action.

In an email to the DDA members, Director Clark reports:

4633 Okemos and 2150 Clinton have very little Code Enforcement violations applied to the addresses, the two most recent being a violation for grass. Further investigation does not show any issues with water, burst pipe or high water bill.

Staff encourages any residents that have concerns with the condition of a property to raise the issue with Code Enforcement with the Township. Our current COE staff person out on extended leave, however call 517.853.4500 to report any concerns.

Budgetary Implications:

None.

There is no motion for the DDA to consider at this time.



To: Downtown Development Authority Members
From: Neighborhoods & Economic Development Director Amber Clark
Date: January 28, 2025
RE: Authorized Signers Adoption

Board Summary:

The attached resolution is prepared by staff for the DDA to adopt. The DDA must formally adopt by resolution the names and position members or nonmembers with the authority to sign for checks and make financial decisions related to the Independent bank account. The DDA has elected to authorize officers and the Township Manager as eligible signers.

Budgetary Implications:

None.

The following motion have been prepared for Board consideration:

MOTION: MOVE TO ADOPT THE ATTACHED RESOLUTION ESTABLISHING DON ROMAIN, ANGELA WRIGHT, PETE CAMPBELL AND TIMOTHY DEMPSEY AS AUTHORIZED SIGNERS OF THE DOWNTOWN DEVELOPMENT AUTHORITY BANK ACCOUNT

Attachments:

1. Resolution Authorizing Eligible Signers Meridian Charter Twp. DDA Account

RESOLUTION
DOWNTOWN DEVELOPMENT AUTHORITY OF THE CHARTER TOWNSHIP OF MERIDIAN
TO OPEN/CHANGE SIGNATURE CARDS ON A DDAACCOUNT

At a regular meeting of the Downtown Development Authority of the Charter Township of Meridian, Ingham County, Michigan, held at the Township Hall Building, 5151 Marsh Road, Okemos, MI 48864 in said Township on the ____ day of February, 2025 at 7:30 a.m., Local Time.

PRESENT:

ABSENT:

The following resolution was offered by Board Member _____ and supported by _____.

RESOLVED, Independent, ("Bank") is hereby designated a depository of the Downtown Development Authority of the Charter Township of Meridian (MTDDA) and that funds deposited therein may be withdrawn upon checks or other instruments of MTDDA.

RESOLVED FURTHER, all checks, drafts, notes, withdrawals or orders drawn against said funds shall be signed by any two of the following: Don Romain current DDA Chair, Angela Wright current Vice-Chair, Peter Campbell current DDA Secretary or Timothy Dempsey Meridian Charter Township Manager.

RESOLVED FURTHER, any two of the following may issue written instructions to the Bank for the purchase of investments: Don Romain current DDA Chair, Angela Wright current Vice-Chair, and Peter Campbell current DDA Secretary.

RESOLVED FURTHER, the Bank is hereby authorized and directed to honor any withdrawals and to pay any checks and other instruments drawn against said funds, to the order of any two of the above named officials signing and/or countersigning such instruments.

RESOLVED FURTHER, the above designated officers are hereby authorized to execute, on behalf of the MTDDA, signature cards, or other documents, containing the rules and regulations of the Bank and the conditions under which deposits are accepted, and to agree on behalf of the MTDDA to those rules, regulations, and conditions as amended.

RESOLVED FURTHER, the Township Clerk shall certify to the Bank the names, of those holding the offices or positions listed above and shall thereafter as changes in those offices may occur, immediately certify to the Bank a revised list of officers who are authorized to act in accordance with this resolution. Bank may rely on such certifications and shall be indemnified by the MTDDA from and against any claims, expenses, or losses resulting from honoring the signature of any officer so certified, or from refusing to honor any signature not so certified. These resolutions shall remain in force until written notice to the contrary shall have been received by the Bank, but receipt of such notice shall not affect any prior action taken by the Bank in reliance on this resolution or any certification made in connection herewith.

ADOPTED:

YEAS:

NAYS:

STATE OF MICHIGAN)

SS)

COUNTY OF INGHAM)

I, the duly qualified Chairperson of the Downtown Development Authority of the Charter Township of Meridian, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of a resolution adopted at a regular meeting of the Downtown Development Authority of the Charter Township of Meridian held on the ____ day of February, 2025.

Chair Don Romain
Downtown Development Authority of the
Charter Township of Meridian

AUTHORIZED BY THE ABOVE RESOLUTIONS:

NAME and TITLE SIGNATURE

DDA CHAIR DON ROMAIN _____

DDA VICE CHAIR ANGELA WRIGHT _____

DDA SECRETARY PETER CAMPBELL _____

TOWNSHIP MANAGER TIMOHTY DEMPSEY _____

STATE OF MICHIGAN)

SS)

COUNTY OF INGHAM)

I, Angela Demas, the duly qualified Township Clerk, Charter Township of Meridian, Ingham County, Michigan, DO HEREBY CERTIFY that the above name, title and signatures are the officers of the Downtown Development Authority of the Charter Township of Meridian.

Angela Demas, Township
Clerk Meridian Charter
Township