



AGENDA
CHARTER TOWNSHIP OF MERIDIAN
TOWNSHIP BOARD – REGULAR MEETING
March 5, 2024 6:00 PM

1. CALL MEETING TO ORDER
2. PLEDGE OF ALLEGIANCE/INTRODUCTIONS
3. ROLL CALL
4. PRESENTATION
 - A. Introduction of New Police Officers
 - B. Prime Meridian Magazine
5. CITIZENS ADDRESS AGENDA ITEMS AND NON-AGENDA ITEMS
6. TOWNSHIP MANAGER REPORT
7. BOARD MEMBER REPORTS OF ACTIVITIES AND ANNOUNCEMENTS
8. APPROVAL OF AGENDA
9. CONSENT AGENDA
 - A. Communications
 - B. Minutes-February 20, 2024 Regular Township Board Meeting
 - C. Bills
 - D. Township Mileage Reimbursement
 - E. Ratification of New Police Officer Appointments
 - F. Posthumous Tribute to Terry Carroll
10. QUESTIONS FOR THE ATTORNEY
11. HEARINGS
12. ACTION ITEMS
 - A. Ordinance 2024-02 – Rezone 5681 Shaw Street from PO, Professional and Office, to RN, Village of Nemoka Mixed Residential -Final Adoption
 - B. Special Use Permit – 24-002 – Okemos Gateway LLC, 1614 and 1622 W Grand River Avenue – Building greater than 25,000 square feet
 - C. 2022 Order to Maintain Sidewalk Resolution #4 - Set Public Hearing for April 2, 2024
 - D. Set Date for Special Meeting to Hold a Closed Session
13. BOARD DISCUSSION ITEMS
 - A. Consulting Agreement One Month Extension-Maisner
 - B. Federal Funding Request
14. COMMENTS FROM THE PUBLIC
15. OTHER MATTERS AND BOARD MEMBER COMMENTS
16. CLOSED SESSION-move the Township Board enter closed session under OMA Section 8(1)(h) to consult with the Township attorney regarding a written legal opinion concerning a vendor's breach of contract.
17. ADJOURNMENT

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
Providing a safe and welcoming, sustainable, prime community.

A PRIME COMMUNITY
meridian.mi.us

PRIME MERIDIAN

magazine
2024



CELEBRATING THE

50th Anniversary

OF THE MERIDIAN TOWNSHIP FARMERS' MARKET
AND THE MERIDIAN HISTORICAL VILLAGE

Elected Officials

Township Board

Supervisor Patricia H. Jackson
Clerk Deborah Guthrie
Treasurer Phil Deschaine
Trustee Scott Hendrickson
Trustee Kathy Ann Sundland
Trustee Peter Trezise
Trustee Marna Wilson

Park Commission

Mary Nardo Farris (Chair)
Ami Van Antwerp (Vice Chair)
Amanda A. Lick
Michael McDonald
Mark Stephens

Township Manager Frank Walsh (Non-Elected)

2023 Township Board Listening Sessions

Following the Township Board's Community Listening Sessions in 2023, the Board compiled common community concerns and ideas to help guide decisions on local issues in the coming years. Find the Board's summary from the Community Listening Sessions by scanning the QR code provided here.



Participate in a Public Meeting!

Attend a Public Meeting

Hearing residents' questions, concerns, and ideas allows Meridian Township to cultivate a prime community to live and work. Consider attending any of our public meetings to share your voice and make positive change. Scan the QR code provided here to find Meridian Township's public meetings calendar.



Watch Public Meetings From Home

Meridian Township's government-access channel, HOMTV, broadcasts the meetings of the Meridian Township Board, Planning Commission, Zoning Board of Appeals, and Environmental Commission at the following locations:



- Comcast Channel 21
- homtv.net
- youtube.com/user/21HOMTV
- meridianmi.swagit.com/live



Prime Meridian Magazine Contributions

Design & Production

Rachael Stohlin
Samantha Diehl

Copy Editors

Leslie Charles Danneisha McDole
Melissa Massie Elleana Ortiz

Printing & Mailing

Allegra Marketing

One of Meridian Township's new wayfinding signs, located along northbound Okemos Road



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QR Codes

We want to make sure you have all the information you need to enjoy an exceptional year in Meridian Township, so we're using QR codes to provide you with quick links to access additional information from this magazine! To use a QR code:

1. Open your smartphone camera app (if available).
2. Point your camera at the QR code and hold steady!
3. A link will appear on your screen. Tap on the link to open our suggested website. Try it here to reach our homepage!

Looking for Other Topics?

Visit Meridian Township's website, www.meridian.mi.us, to access routinely updated news, calendar events, contact information, and more!





Township Projects

Local Roads Program

In 2023, Meridian Township completed the following work on its local roads:

- **8.86 miles of road reconstruction**
- **7.3 miles of overlay paving**
- **14.27 miles of asphalt rejuvenator**
- **3.95 miles of crack sealing**

The 2024 program will be announced in March. Scan the QR code to learn more.



MSU to Lake Lansing Trail

In December of 2023, Meridian Township opened Phase I of the MSU to Lake Lansing Trail, connecting the north side of the Hagadorn Road/Shaw Lane intersection with the Grand River Avenue/Park Lake Road intersection.

Phase II is on schedule to be completed in June of 2024, providing 1.2 miles of pathways beginning near the Grand River Avenue/Campus Hill Drive intersection and concluding near the Okemos Road/Gaylord C. Smith Court intersection. Once all three phases are complete, the MSU to Lake Lansing Trail will enhance the Meridian Township region with approximately 6.75 miles of trail system connecting to the MSU and Lansing River Trails.



Projects in Motion

As several developments begin and continue in 2024, residents may notice changes coming to the following areas:

- 2755 E. Grand River Avenue
- 2763 E. Grand River Avenue
- 2731 W. Grand River Avenue
- 1614 W. Grand River Avenue, Okemos
- 1655 Haslett Road, Haslett
- Vacant land south of The Willows at Okemos (between Central Park Drive and Powell Road)

Upcoming Developments

Meridian Township has been active in development since the COVID-19 pandemic. During this period of growth, the 2023 Master Plan was approved, which will guide the vision and developments in the Township over the next 5 to 20 years.

For the current status of ongoing projects, scan the QR code or check out our page for updates: www.meridian.mi.us/DevelopmentProjects.



Are You a Business Owner in the Township?

Consider joining the Meridian Area Business Association (MABA)! This group meets at 9:00 am on the second Friday of every month at the Farm Lane MSUFCU in East Lansing. Earn free membership into the Small Business Association of Michigan and establish a direct connection to Meridian Township and its government!

Special Events



Celebrate Meridian Festival

June 28 (Teen Night) & June 29 (Block Party)

Once summer arrives and the sun's shining, join us for live music, food trucks, kiddie fun, a beer tent, historical exhibits, and a grand finale event! Updates to come at meridian.mi.us/CelebrateMeridian.



Heritage Festival

October 5

History comes alive at the Meridian Historical Village with a family-friendly celebration of our local history! Join the Village's 50th anniversary celebration and experience historical demonstrations, games, and exhibits!

Other Events & Programs*



Spring

Meridian Garden Club Plant Sale
Harris Nature Center Native Plant Sale
Songwriters Showcase
Memorial Day Ceremony
Spring Recycling Day



Summer

Summer Farmers' Market (all season)
Summer Concert Series (all season)
Meridian Senior Center DJ Bingo & BBQ
Blues & Jazz Festival
Karaoke at the Marketplace



Autumn

Meridian Senior Center Health Fair
Fall Electronics Recycling Event
Fire Prevention Open House
Harris Nature Center Autumn Stroll
Halloween Adventures



Winter

Artificial Ice Rink at Marketplace
Christmas in the Village
Harris Nature Center Wine in the Woods
Meet & Greet With Santa
GLCA Chinese New Year Celebration

*The list of events provided is not exhaustive, and events may be added, modified, or removed as planning continues. For an active listing of Township events, visit: www.meridian.mi.us/Calendar.



CUT AND SAVE FOR LATER



Elections



**PRESIDENTIAL
PRIMARY**

TUESDAY,
FEBRUARY 27

**PRIMARY
ELECTION**

TUESDAY,
AUGUST 6

**GENERAL
ELECTION**

TUESDAY,
NOVEMBER 5

Voting Options

Option 1: Voting In-Person on Election Day

Find your polling location at mi.gov/vote or refer to your Voter Information Card. If you need a new card, email clerksoffice@meridian.mi.us.

Option 2: Voting In-Person Early

Meridian Township's early voting site is at the Meridian Township Municipal Building. Early voting is held for the 9 consecutive days prior to the Monday before Election Day between 8:00 am and 5:00 pm.

- Presidential Primary: February 17 to February 25
- Primary Election: July 27 to August 4
- General Election: October 26 to November 3

Option 3: Voting Absentee

You may apply for an absentee ballot by filling out an application. Voters who wish to automatically receive a ballot for all future elections may sign up for the Permanent Mail Ballot List. Applications are available at mi.gov/vote.

What's on the Ballot?

Voters can visit mi.gov/vote to preview their ballot or visit the Clerk's Office to get a sample ballot.

Ballot Drop Box Locations

Meridian Township Municipal Building

5151 Marsh Road,
Okemos, 48864

**Indoor & outdoor
drop boxes available*

Haslett Library

1590 Franklin Street,
Haslett, 48840

Okemos Library

4321 Okemos Road,
Okemos, 48864

Drop boxes will close
at 8:00 pm on each
election day.

CUT AND SAVE FOR LATER

Taxes, Utility Bills & Other Payments

Did You Know?

Summer 2024 tax bills will be mailed on July 1, 2024 and due September 14, 2024. Winter 2024 tax bills will be mailed on December 1, 2024 and due February 14, 2025.

Taxes levied within the "summer" and "winter" tax bills cover the full year, not just the "summer" or "winter" seasons.

Improved Payment Options in 2024!

Payments can be made by cash or check, and many payments (taxes, utilities, permits, and special assessments) can now be made by credit or debit card.

For more information, call the Treasurer's Office at 517.853.4140, scan the QR code, or visit www.meridian.mi.us/BillPayments.



Pay Your Bill Your Way!

Online Payments

Drop Box Payments

In Person Payments

Mail In Payments

Green Meridian

Green Dialogue

Join us on Wednesdays at 9:00 am on Zoom to discuss environmental topics, interests, challenges, questions, and more!



Green Gazette

Subscribe to our monthly newsletter highlighting environmental news, opportunities, and resources in our community!



Green Grants

Neighborhoods, schools, businesses, and organizations are invited to apply for assistance for their environmental projects, such as tree planting, native landscaping, energy projects, and more!

Green Meridian 2024 Events

March 16: Green Fashion & Energy Day

April 27: Spring Recycling Day

May 18: Planting a Native Meridian

June 8: Eco-Tour & Compost Bin Sale

July 20: Green Fair

September 28: Electronics Recycling Day

For more information about Green Meridian, visit www.meridian.mi.us/greenmeridian or call 517.853.4466





Farmers' Market

50th Anniversary

2024 Farmers' Market Schedule

Winter Market

Alternating Saturdays
Through April 20
10:00 am to 2:00 pm
Meridian Mall
JCPenney Wing

Saturday Summer Market

Every Saturday
May 4 - November 23
8:00 am* to 2:00 pm
Marketplace on the Green
**10:00 am beginning Nov 2*

Wednesday Summer Market

Every Wednesday
June 5 - October 30
3:00 pm to 7:00 pm
Marketplace on the Green

Winter Market

Every Saturday
November 30 - December 20
10:00 am to 2:00 pm
Meridian Mall
JCPenney Wing

On May 4, 1974, four regional vendors and farms gathered in the parking lot outside Meridian Township's Municipal Building, providing the community's first opportunity for residents to shop fresh, local produce and goods.

Within a few years, the Meridian Township Farmers' Market quickly expanded, connecting more vendors with the Township community. Such growth required the construction of the Farmers' Market Pavilion (now Central Park Pavilion) outside the Municipal Building in 1978.

In the decades since, the Market has expanded further, with community support inspiring the construction of the Marketplace on the Green pavilion, a vibrant, outdoor gathering spot for the Market, summer concerts, an artificial ice rink, and various special events throughout each year.

This expansion has also grown the Township's reputation for providing quality products and sustainable practices. In 2023, the Market was named Greater Lansing's Best Farmers' Market in City Pulse's Top of the Town contest.

Collecting Farmers' Market Memories

Do you remember the early Township Farmers' Markets? Do you have photos of the Market over the years? We'd love to hear your story or see your photos! Please email meridianmarket50th@gmail.com to share your Farmers' Market memories with the community.

Find weekly market updates, vendor and musician information, and more at meridian.mi.us/FarmersMarket/





Thank You!
for voting us
Greater Lansing's
BEST FARMERS'
MARKET



Wednesday Market Summer Concert Series





Parks & Recreation



Letter from the Director

Dear Meridian Township Resident,

I am exceptionally excited to serve as your new Parks and Recreation Director. Our team has many recreation opportunities and activities in the works, including the 50th Anniversary of the Farmers' Market and the Meridian Historical Village!

In 2024, we will continue to focus on ensuring our parks are enjoyable and accessible to everyone. We are also working hard to renew the ecological value of our land preserves and the environmental integrity of our adored parks and natural spaces.

We look forward to spending time and having fun with you this year.

All the best,

Courtney Wisinski

Pavilion Rentals

We offer rentals at eight pavilions at a rate of \$100 for residents and \$200 for non-residents (excluding Marketplace on the Green). Rental time blocks include 8:00 am to 3:00 pm or 4:00 pm to dusk. Scan the QR code or visit recreation.meridian.mi.us and select *Park Pavilion Registrations* to schedule your rental.



Subscribe to Our E-Newsletter to Receive Monthly Program Updates!

Scan the QR code to subscribe to our monthly newsletter, The Playbook, to hear about upcoming events, programs, and registration openings!



Year-Round Sports for Year-Round Play!

We offer sports programs throughout our park and trail system to bring our community's families and friends together for fun, activity, and exploration of new skills and spaces.

To register for a sports program, visit recreation.meridian.mi.us and select *Adult Sports* or *Youth Sports* from the menu to see available offerings.



Spring

Softball (1st-4th grade; U12-14)
Baseball (1st-4th, U10-U14) & T-Ball (DK-K)



Summer

Sand Volleyball (Adult Co-ed)
Softball (Mens & Adult Co-ed)



Fall

Soccer (K-6th)
Flag Football (K-7th)
Kickball (Adult Co-ed)



Winter

Basketball (K-6th, Haslett)



Multiple Seasons

Fitness Over 50
Sporties for Shorties (3-5 yo)



Discover the Nokomis Cultural Heritage Center

The Nokomis Cultural Heritage Center (5153 Marsh Road, Okemos) preserves and honors the history of the Anishinaabe people, the Ojibwe, Odawa, and Potawatomi nations. Nokomis fulfills this mission through programs, exhibitions, and special events. To learn more, contact the center by calling 517.349.5777, scan the QR code, or visit www.nokomis.org.



Bring Your Barks to Our Dog Parks!

Our centrally located, off-leash small (30 pounds and under) and large (30 pounds and over) dog parks mean your furry friends have the perfect place to make new friends, test their agility, burn off their energy, and enjoy the sounds of nature!

***DOG PARK MEMBERSHIP IS REQUIRED FOR PARK ACCESS. MEMBERSHIP REQUIRES DOG LICENSE AND PROOF OF RABIES VACCINE.**



Membership fees (first dog/additional dogs):
Residents - \$20/\$15; Non-Residents - \$35/\$20

To register, scan the QR code and select *Dog Parks*.



Harris Nature Center

Surrounded by 200 acres of forest and meadows and rested against the beautiful Red Cedar River, the Harris Nature Center (3998 Van Atta Road, Okemos) provides wonderful opportunities for all ages to explore trails, discover wildlife, and enjoy the wondrous colors of nature each season.

Inside the nature center, visitors can view several Michigan native reptile, amphibian, and bird species. Outside the center, visitors will find several miles of trails, quiet areas to sit, a pavilion, outdoor restrooms and the Nature Exploration Area.

Find more information by scanning the QR code or visiting www.meridian.mi.us/HNC.



Special Events

SUMMER DAY CAMPS

June 18 to August 9
Registration Begins March 1

HNC FOUNDATION FUN RUN

June 5

NATIVE PLANT SALES

May 4 & October 5



Meridian Historical Village

The Meridian Historical Village (5151 Marsh Road, Okemos) fosters an appreciation of local history with a speaker series, summer day camp, and special events each year, including the Heritage Festival. By popular demand, additional 2024 events include a Victorian Tea on May 19 from 2:00 pm to 4:00 pm and the 50th Birthday Celebration of the Friends of Historic Meridian on May 5 at 3:00 pm.

To contact the Friends of Historic Meridian, call 517.347.7300 or visit www.meridianhistoricalvillage.org to learn more.



Meridian Senior Center

Join a welcoming community for Meridian Township residents age 55 and over to engage in enrichment programs and activities! At the Meridian Senior Center (4000 N. Okemos Road; east wing of Chippewa Middle School), new friendships are formed, skills are built, and memories are made with various programs and class opportunities.

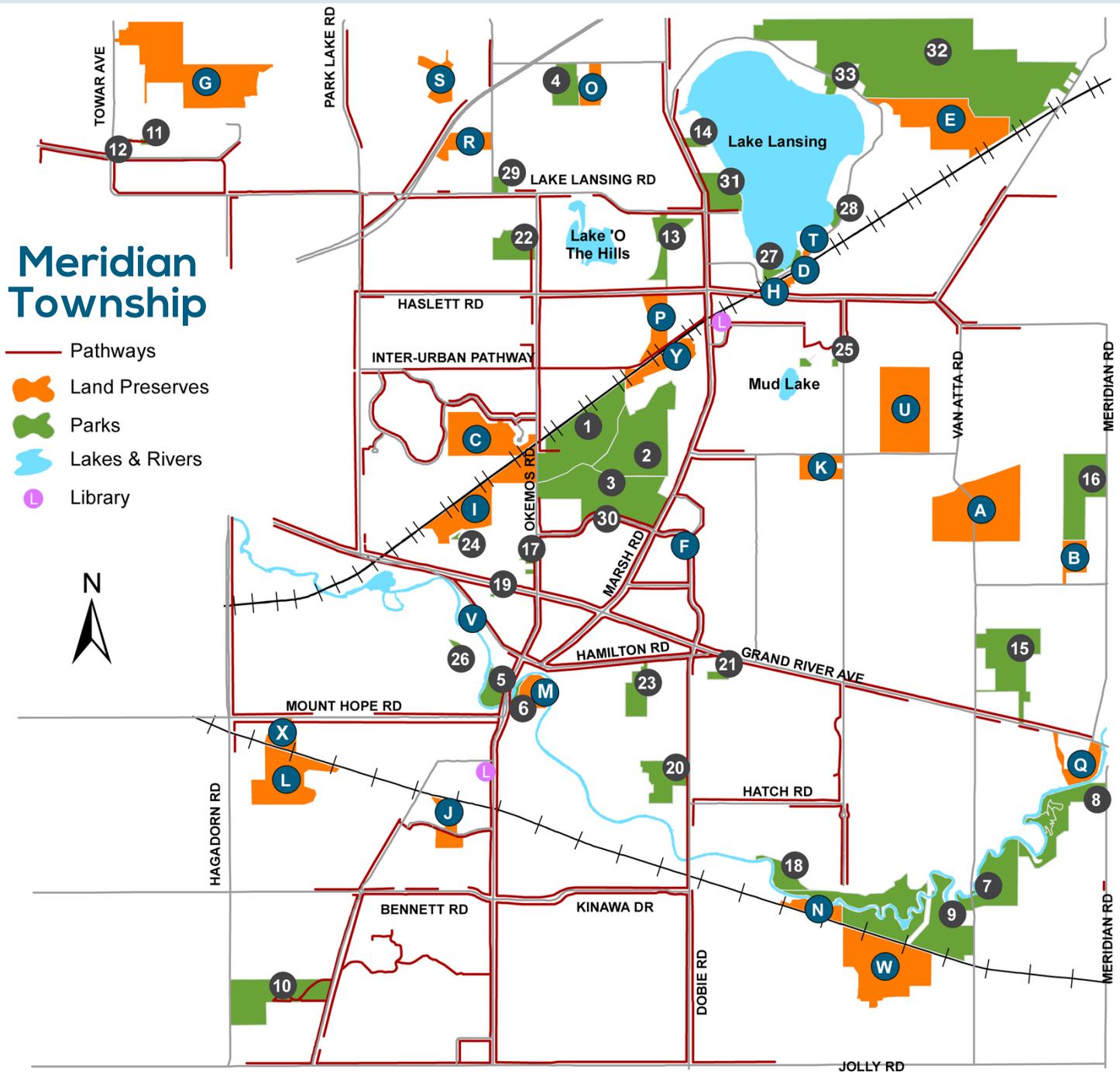
To learn more, visit meridianseniorcenter.weebly.com, scan the QR code, or call the senior center at 517.706.5045.



Meridian Township Land Preserves (see map on page 13)

- | | | |
|--------------------------------------|--|---------------------------------|
| A Davis/Foster Preserve | J Sower Woods Preserve | R Forest Grove Preserve |
| B Foster-Crouse Preserve | K Cornell Wetland Preserve | S Glacial Ridge Preserve |
| C Hubbel Preserve | L Heron Creek Preserve | T Tank Wetland |
| D Kuzma Preserve | M Sumbal Preserve | U Tihart Preserve |
| E Lake Lansing North Preserve | N Red Cedar Glen Preserve | V Mandenberg Woods |
| F Newman Equities Preserve | O Towner Wetland Preserve | W Ponderosa Preserve |
| G Towar Woods Preserve | P Inter-Urban Wetland Preserve | X Serafine Preserve |
| H Pike Crossing Preserve | Q Red Cedar River East Preserve | Y Nemoke Preserve |
| I Okemos Road Preserve | | |

Parks, Pathways & Preserves



Meridian Township Parks

1 Nancy Moore Park	12 Towar Park	23 Tacoma Hills Park
2 Central Park	13 Hillbrook Park	24 Schriener Park
3 Central Park South	14 Marshall Park	25 Orlando Park
4 Towner Road Park	15 Ted Black Woods	26 Indian Hills Park
5 Wonch Park	16 North Meridian Road Park	27 Lake Lansing Marsh
6 Ferguson Park	17 Ottawa Hills Park	28 Spengler Marsh
7 Harris Nature Center	18 Red Cedar Natural Area	29 Newton Road Park
8 Eastgate Park	19 Cedar Bend Heights Park	30 Marketplace on the Green
9 Legg Park	20 Sander Farm	31 Lake Lansing Park South (County)
10 Hartrick Park	21 Forest Hills Park	32 Lake Lansing Park North (County)
11 Snell-Towar Recreation Center	22 Brattin Woods	33 Lake Lansing Boat Launch (County)

Looking for Park Amenities? Visit: bit.ly/MTwpParkAmenities





Meridian Garden Club members tend the Blue Star Memorial garden outside of the Meridian Township Municipal Building.

Get Involved

Meridian Township is a prime community in part due to the engagement and generosity of its residents, many of whom are involved in community organizations and our Township boards and commissions.

With exceptional options for community participation between our local volunteer groups, non-profits, boards, and commissions, there is an opportunity for nearly every resident to be heard, share their passion, build community, and make a positive difference.

If you are unable to provide time as a volunteer, please consider supporting Meridian Cares, described on the following page.



Special Event Volunteers



Meridian Conservation Corps

Boards & Commissions

The input of our residents matters! Join a board or commission to influence community decisions and create positive change! Scan the QR code to find our Public Service Application.

Example opportunities include the Environmental Commission, Economic Development Corporation, Communications Commission, and many more!



Local Volunteer Opportunities

- Friends of Haslett Library
- Friends of Historic Meridian
- Friends of Meridian Township Pathways
- Friends of Okemos Library
- Friends of Red Cedar River
- Haslett Beautification Association
- Meridian Conservation Corps
- Meridian Garden Club
- Meridian Senior Center
- Nokomis Cultural Heritage Center
- East Lansing Meridian Lions Club
- Kiwanis Club of Haslett-Okemos
- Rotary Club of Haslett-Okemos





MERIDIAN *Cares* Making a Difference

Meridian Cares provides Meridian Township residents facing emergency financial need with assistance from a human services specialist. The Emergency Needs Fund is also available to support residents at risk of losing their shelter or facing a utility shutoff.

How Does Meridian Cares Work?

Meridian Township residents facing emergency financial need (relating to shelter or utilities) contact the Human Services Specialist.

Resident's need is determined in a confidential intake assessment.

Federal, state, and local resources are considered for financial aid. When no aid or not enough aid is available, Meridian Cares may use its donation-based Emergency Needs Fund to financially assist the resident.

Financial assistance recommendations are made by the Human Services Specialist to the Township's Community Resource Commission for approval.

Approved financial assistance is given directly to the utility company or landlord seeking payment.

Resident remains in their home with working utilities.

"Meridian Cares helped me tremendously; I was recently out of work due to the birth of my son, and I was behind on my rent. I was given help, and we still had our home for the holidays. I'm forever grateful."

- Meridian Township Resident

The **Meridian Township Emergency Needs Fund** is set aside to assist residents in danger of losing their shelter or having their utilities shut off.

The Emergency Needs Fund is funded 100% by donations & 100% of donations assist Township residents in emergency need.

In 2023, this fund supported 96 families with a total of **\$41,796.56.**

Need Help?

Call Meridian Township's Human Services Specialist, Katie Love, at 517.853.4204 for a confidential call and intake assessment to determine options for your situation.

To Donate:

Scan the QR code to contribute to the Meridian Cares Emergency Needs Fund (PayPal). Thank you!





5151 Marsh Road
Okemos, MI 48664

Let's Get Connected!

EMERGENCY ALERTS

Your safety and wellbeing matters to us. Meridian Township uses **Everbridge** to alert you by text and/or email about emergencies affecting our community. Visit meridian.mi.us/everbridge to sign up for alerts including road closures, severe weather, serious incidents, and other local emergencies.



E-NEWSLETTERS

We provide 3 monthly email newsletters to help keep you updated with local news (Meridian Happenings), Parks & Recreation programs and events (The Playbook), and local green and sustainability initiatives and opportunities (Green Gazette).

To subscribe, visit bit.ly/SignUpMTwpNewsletters or scan the QR code provided here!



@MeridianTownship



Meridian Township



@meridiantownship



Meridian Township



@meridiantwp



@MeridianTownship



9.A

**CONSENT AGENDA
BOARD
COMMUNICATIONS**



CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY
LEGAL AD NOTICE: VARIANCE REQUEST 24-01
3689 VAN ATTA RD.
WEDNESDAY, MARCH 20, 2024

CHARTER TOWNSHIP OF MERIDIAN
LEGAL NOTICE
VARIANCE REQUEST 24-01
3689 VAN ATTA ROAD
PUBLIC HEARING

Notice is hereby given that the Zoning Board of Appeals of the Charter Township of Meridian will hold a public hearing on Wednesday, March 20, 2024 at 6:30 p.m. in the Meridian Municipal Building, Town Hall Room, 5151 Marsh Road, Okemos, MI, 48864 (phone 517.853.4560) to hear all persons interested in a variance request from Steven L. Drayer. The applicant is proposing to create three lots from one existing lot. The proposed lots do not meet the minimum lot width requirement at 3689 Van Atta Road. The subject site is zoned RR (Rural Residential).

Information may be examined at the Department of Community Planning and Development, 5151 Marsh Road, Okemos, Michigan 48864-1198, between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday. Written comments may be sent prior to the public hearing to the Zoning Board of Appeals, Charter Township of Meridian, 5151 Marsh Road, Okemos, Michigan, 48864, or by email to chapman@meridian.mi.us, or at the public hearing.

Deborah Guthrie
Township Clerk

CP#24-416



CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY
LEGAL AD NOTICE: VARIANCE REQUEST 24-02
5867 BOIS ILE DRIVE
WEDNESDAY, MARCH 20, 2024

CHARTER TOWNSHIP OF MERIDIAN
LEGAL NOTICE
VARIANCE REQUEST 24-02
5867 BOIS ILE DRIVE
PUBLIC HEARING

Notice is hereby given that the Zoning Board of Appeals of the Charter Township of Meridian will hold a public hearing on Wednesday, March 20, 2024 at 6:30 p.m. in the Meridian Municipal Building, Town Hall Room, 5151 Marsh Road, Okemos, MI, 48864 (phone 517.853.4560) to hear all persons interested in a variance request from Keri and Brandon Lardie. The applicants are proposing to reconstruct an existing deck that does not meet the side yard setback requirement. The subject site is zoned RA, One-Family, Medium Density Residential.

Information may be examined at the Department of Community Planning and Development, 5151 Marsh Road, Okemos, Michigan 48864-1198, between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday. Written comments may be sent prior to the public hearing to the Zoning Board of Appeals, Charter Township of Meridian, 5151 Marsh Road, Okemos, Michigan, 48864, or by email to chapman@meridian.mi.us, or at the public hearing.

Deborah Guthrie
Township Clerk

CP#24-417



CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY
LEGAL AD NOTICE: VARIANCE REQUEST 24-03
2120 EAST SAGINAW
WEDNESDAY, MARCH 20, 2024

CHARTER TOWNSHIP OF MERIDIAN
LEGAL NOTICE
VARIANCE REQUEST 24-03
2120 EAST SAGINAW
PUBLIC HEARING

Notice is hereby given that the Zoning Board of Appeals of the Charter Township of Meridian will hold a public hearing on Wednesday, March 20, 2024 at 6:30 p.m. in the Meridian Municipal Building, Town Hall Room, 5151 Marsh Road, Okemos, MI, 48864 (phone 517.853.4560) to hear all persons interested in a variance request from 2120 Saginaw, LLC. The applicant is proposing to build a new patio area for outdoor seating at the restaurant, which would reduce the number of parking spaces on site below the minimum required. The subject site is zoned C-2, Commercial.

Information may be examined at the Department of Community Planning and Development, 5151 Marsh Road, Okemos, Michigan 48864-1198, between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday. Written comments may be sent prior to the public hearing to the Zoning Board of Appeals, Charter Township of Meridian, 5151 Marsh Road, Okemos, Michigan, 48864, or by email to chapman@meridian.mi.us, or at the public hearing.

Deborah Guthrie
Township Clerk

CP#24-418



CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY
LEGAL AD NOTICE: ORDINANCE #24-02
5681 SHAW STREET REZONING

CHARTER TOWNSHIP OF MERIDIAN
LEGAL NOTICE
ORDINANCE #24-02 (5681 SHAW STREET)

The Township Board at its regular meeting on February 20, 2024 approved for introduction and subsequent adoption Ordinance #24-02, a request to rezone an approximately 0.4-acre parcel located at 5681 Shaw Street, north of Haslett Road, from PO, Professional Office, to RN, Village of Nemoka Mixed Residential District. The parcel identification number for the property that is rezoned is #33-02-02-10-428-007.

Materials related to the rezoning request may be examined at the Department of Community Planning and Development, 5151 Marsh Road, Okemos, Michigan 48864-1198 (517.853.4560) between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday

Deborah Guthrie
Township Clerk

CP#24-419

From: [Frank Walsh](#)
To: [Deborah Guthrie](#); [Kathy Ann Sundland](#); [Marna Wilson](#); [Patricia Herring Jackson](#); [Peter Trezise](#); [Phil Deschaine](#); [Scott Hendrickson](#)
Subject: FW: New Pot warehouse, and dispensary
Date: Friday, March 1, 2024 8:51:17 AM

Board,

Below is more back-and-forth with Mr. Kotz regarding the proposed building on Grand River.

Frank

“Best Town in Michigan to Raise a Family” Newsweek Magazine 2021

“Best Small Town in Michigan to Live” Niche 2020

“Be Somebody that Makes Everybody Feel Like Somebody.”

Frank L. Walsh

Township Manager

walsh@meridian.mi.us

W 517.853.4258 | F 517.853.4251

5151 Marsh Road | Okemos, MI 48864

meridian.mi.us

From: Tim Schmitt <schmitt@meridian.mi.us>

Sent: Friday, March 1, 2024 8:32 AM

To: Charles Kotz [REDACTED]

Cc: Frank Walsh <walsh@meridian.mi.us>; Phil Deschaine <deschaine@meridian.mi.us>; Deborah Guthrie <guthrie@meridian.mi.us>

Subject: RE: New Pot warehouse, and dispensary

Mr. Kotz,

I appreciate the feedback. I just want to reiterate, the three story building under review has absolutely nothing to do with marijuana. Public notice was provided as required to everyone that is within 300 of the property, as required by law. And I would reiterate that the Township Board has not acted on this project, so in no way it is a done deal. In fact, with the current design, the applicant still needs to address a variance request on the property, which is a tall order for new construction.

Happy to discuss anything else you'd like if you still have questions.

Sincerely,

Timothy R. Schmitt, AICP

Director of Community Planning and Development

schmitt@meridian.mi.us

W 517.853.4506

5151 Marsh Road | Okemos, MI 48864

meridian.mi.us

From: Charles Kotz [REDACTED]
Sent: Thursday, February 29, 2024 5:41 PM
To: Tim Schmitt <schmitt@meridian.mi.us>
Cc: Frank Walsh <walsh@meridian.mi.us>; Phil Deschaine <deschaine@meridian.mi.us>; Deborah Guthrie <guthrie@meridian.mi.us>
Subject: Re: New Pot warehouse, and dispensary

You don't often get email from cdkotz73@gmail.com. [Learn why this is important](#)

Dear Mr. Schmitt-

Thank you for your prompt reply to my e-mail. I have several thoughts related to your message:

The voters of Meridian Township made it clear by their votes, that they are not enthusiastic at all about these pot businesses moving in. Approving a huge 3 building operation of this magnitude, in this location, demonstrates nothing but a callous disregard to the voters. Have the residents been informed of what is coming...literally to their backyards? Powell Road residents?

You stated that nothing has been approved, as of yet. However, the Planning Commission has given the go ahead, and from what I have observed, the Board always defers to them. In other words, it is a done deal.

I think you need to be less circumspect about this project....nobody is aware of this scheme. Please notify Meridian Township residents what is coming to the virtual center of the Township.

Finally, the Environmental Review statement clearly states that a 3 lane entry road is planned for access, off of Grand River. It also shows existing wetlands and numerous trees, that will be cut down. All for a facility nobody wants?

Sincerely,

Charles Kotz

Sent from my iPhone

On Feb 29, 2024, at 3:35 PM, Tim Schmitt <schmitt@meridian.mi.us> wrote:

Mr. Kotz,

I was asked by the Township Manager to respond to your email to the Board. To clarify a few things about the proposal at 1614 and 1622 West Grand River Avenue:

1. The 127,500 square foot building is not a pot warehouse. It is a proposed climate controlled self storage facility.
2. A pot warehouse is not permitted in the Township under any circumstances, nor would a grow operation be permitted. Those are not uses the Township Board has authorized in the community.
3. The Board has not approved anything at this point. They are still considering the proposed building, given the size of the building.
4. There are no wetland impacts resulting from the proposed self storage facility.
5. There is not a three lane roadway proposed to be installed for the self storage facility, it would directly access Grand River Avenue.
6. The marijuana dispensary on the site is a completely separate building that was originally approved in 2020. It is 4,000 square feet in size.
7. The Panera Bread at the corner of Grand River and Central Park has not been abandoned, a new coffee shop is expected to open there shortly.
8. There have been no projects approved to be served by utilities in violation of the Urban Services Boundary.

Would be happy to walk through the plans for 1614 and 1622 West Grand River Avenue with you if you have specific questions about the proposed self storage facility. Additionally, the Board is expected to take formal action on the request at their next meeting and public comment is always welcome, especially on projects where the public may have some concerns. If you have an other questions, do not hesitate to reach out, happy to help.

Sincerely,



A Prime Community Timothy R. Schmitt, AICP

Director of Community Planning and Development

schmitt@meridian.mi.us

W 517.853.4506

5151 Marsh Road | Okemos, MI 48864

From: Charles Kotz [REDACTED]
Sent: Thursday, February 29, 2024 2:34 PM
To: Board <Board@meridian.mi.us>
Subject: New Pot warehouse, and dispensary

Dear Board:

The residents of Meridian Township need to be made aware of the latest scheme ready to be approved by their elected officials. In the heart of the Township, on a remnant of green space, there is soon to be a **3 story, 127,500 square foot pot warehouse and pot dispensary**. This parcel is adjacent to the Silverstone high end rental development, to be built on existing wetlands and green space, (approved by the Board), and the existing Silverleaf sprawl still being expanded on Powell Rd., (violation of previous Urban Services Boundary). In addition to destroying one of the last vestiges of green space left in this area, this pot business will put in a 3 lane roadway leading up to the pot facilities. **161 mature trees will be cut down**. I can only imagine the dismay the residents of these new housing developments will feel about having a mega-pot warehouse and dispensary for a neighbor!

The audacity of this Board continues to amaze me with their ill-designed and half baked development plans. They apparently do not remember the mature oak woodlot that once stood at the corner of Grand River Avenue and Central Park place, that now houses a sad looking strip mall with an *abandoned* Panera Bread. Once these natural features are destroyed, they are gone forever.

“Growth for the sake of growth is the ideology of the cancer cell”

Sincerely,

Charles Kotz

5056 Powell Road
Okemos, MI 48864

February 8, 2024

Meridian Township Board
5151 Marsh Road
Okemos, Mi 48864

Dear Board of Trustees:

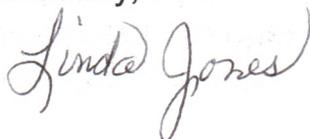
I have been made aware of the proposed changes in zoning near my home involving the golf property and Urban Services Boundary. I realize the area seems to change almost daily, but I do not want more of our rural lands to be taken.

I moved here when I married Dan Jones 8 years ago, and have been impressed with the planning that has allowed so many natural areas. I felt terrible about the land at the corner of Powell and Grand River which was clear-cut and leveled. What was beautiful is now a wasteland and will probably become some type of commercial businesses.

As natural lands are taken for additional homes and businesses, our roads become thoroughfares and racetracks. Powell Road is dangerous at this point because of the increased cars and huge trucks. The latter is not even supposed to be allowed on our road. Speed bumps may help this problem!

Please consider the needs of all residents, not just commercial and more unneeded services!

Sincerely,

A handwritten signature in cursive script that reads "Linda Jones". The signature is written in black ink and is positioned below the typed name "Linda Jones".

Title: Township Board Resolution in Support of International Women's Day

Whereas, International Women's Day is celebrated globally on March 8th to commemorate the social, economic, cultural, and political achievements of women; and

Whereas, International Women's Day is an occasion to recognize the progress made towards gender equality and to acknowledge the ongoing efforts to promote women's rights and empowerment worldwide; and

Whereas, women play vital roles in our communities, contributing to every aspect of society, including education, healthcare, business, politics, and more; and

Whereas, there is still much work to be done to address gender-based discrimination, violence, and inequalities that persist in our society; and

Whereas, it is essential to raise awareness about the importance of gender equality and to advocate for the rights and empowerment of women and girls in our township and beyond; and

Therefore, be it resolved, that the Township Board hereby expresses its support for International Women's Day and reaffirms its commitment to promoting gender equality, women's rights, and empowerment in our community; and

Be it further resolved, that the Township Board encourages all residents to participate in events and activities that celebrate the achievements of women, raise awareness about gender equality issues, and promote actions to create a more inclusive and equitable society; and

Be it finally resolved, that a copy of this resolution be transmitted to local organizations, educational institutions, and community leaders to encourage their participation in observing International Women's Day and to inspire ongoing efforts to advance gender equality and women's empowerment.

Title: Township Board Resolution in Support of Women's History Month

Whereas, Women's History Month is celebrated annually during the month of March to honor the contributions, achievements, and experiences of women throughout history; and

Whereas, Women's History Month provides an opportunity to recognize and celebrate the countless women who have made significant contributions to our society, culture, economy, and community; and

Whereas, the history of women's contributions has often been overlooked, marginalized, or underrepresented in mainstream narratives, and Women's History Month serves as a reminder to acknowledge and appreciate the diverse roles women have played in shaping our world; and

Whereas, Women's History Month encourages education and awareness about the struggles, triumphs, and advancements of women across various fields, including science, literature, politics, sports, arts, and activism; and

Whereas, by recognizing and celebrating Women's History Month, we honor the resilience, courage, and perseverance of women who have paved the way for progress and equality, inspiring future generations to continue the fight for gender equity and justice; and

Therefore, be it resolved, that the Township Board hereby declares its support for Women's History Month and commits to promoting awareness and understanding of women's contributions to our community, nation, and world; and

Be it further resolved, that the Township Board encourages all residents to participate in activities, events, and initiatives that celebrate Women's History Month, including educational programs, discussions, exhibits, and tributes honoring women's achievements.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY, MICHIGAN, that Meridian Township commemorates Women's History Month and International Women's Day on March 8 to pay tribute to the generations of Women who have struggled with adversity, and to celebrate the accomplishments, contributions, and history of Women in the world. As well as inspire continued efforts to recognize and uplift the voices and experiences of women.



9.B

**CONSENT AGENDA
PROPOSED BOARD MINUTES**

PROPOSED MOTION:

- (1) Move to approve and ratify the minutes of the Regular Meeting of February 24, 2024 as submitted. (1)**

ALTERNATE MOTION:

- (1) Move to approve and ratify the minutes of the Regular Meeting of February 24, 2024 with the following amendment(s):[insert amendments]**

CHARTER TOWNSHIP OF MERIDIAN
REGULAR MEETING TOWNSHIP BOARD **-DRAFT-**
5000 Okemos Rd., Okemos MI 48864-1198
517.853.4000, Central Fire Station
Tuesday, February 20, 2024, 6:00 pm

PRESENT: Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine, Trustees Hendrickson, Sundland, Wilson and Trezise

ABSENT: NONE

STAFF: Director Schmitt, Director Gebes, Chief Grillo, Chief Hamel, Manager Walsh, Deputy Manager Opsommer, Manager Diehl.

1. CALL MEETING TO ORDER

Supervisor Jackson called the February 20, 2024, Regular Township Board meeting to order at 6:00 pm.

2. PLEDGE OF ALLEGIANCE/INTRODUCTIONS

Supervisor Jackson led the Pledge of Allegiance.

3. ROLL CALL

Clerk Guthrie called the roll of the Board. All board members present at 6:00 pm.

4. PRESENTATION

A. Tribute to Former Police Chief Dave Hall

Chief Grillo introduced Families Against Narcotics, Phil Pavona, and Judge Donald Allen who presented a plaque in memorial of Chief David Hall to Diane Hall, his wife, who expressed her thanks. Joel Lowell spoke on behalf of Families Against Narcotics. Supervisor Jackson recognized the members of Chief Hall’s family in attendance.

B. Lifesaving Award

Chief Hamel presented the need for and use of Automated External Defibrillators (AEDs) in lifesaving and introduced Chief Brian Pennell. Chief Pennell recognized Brandie Leal, Officer Megan Cole, Officer Maggie Cole, Lieutenant Samantha Weber, Captain Al Diaz, Firefighter Andrew Cummins, and Firefighter Amanda Arnett. Chief Hamel presented them with their awards.

5. CITIZENS ADDRESS AGENDA ITEMS AND NON-AGENDA ITEMS

Supervisor Jackson opened comments from the public at 6:22 pm.

Wanda Iza with Citizens for Local Choice spoke in support of a petition for renewable energy local choice.

Supervisor Jackson closed comments from the public at 6:27 pm.

6. TOWNSHIP MANAGER REPORT

Manager Walsh Talked about the following:

- Good Morning Meridian 3rd show being recorded, this is meeting the communication goal set by board.
- Progress towards staffing goal for fire and police recruitment.
- Continuing to have issues with the ladder truck. If there is no progress, the board will be presented with a legal opinion on March 5th to address the issue.
- Owner of Granger states that Bag and Tag program is still available.
- Thanked Chief Pennell and Lieutenant Weber for AED training for staff.
- Audit will begin in April.
- Land Stewardship Coordinator Emma Cambell has been chosen to serve on the State of Michigan Deer Management Committee.
- Prime Meridian Magazine is being printed, will be mailed to all residents within 8-10 days.
- Director Clark working on Juneteenth and Celebrate Meridian events.
- Assessing Board of Review in March.
- Fire Station dorm project bids have been collected and will be reviewed beginning Friday.

7. BOARD MEMBER REPORTS OF ACTIVITIES AND ANNOUNCEMENTS

Trustee Wilson updated the board about the task force meeting for the Community Senior Center. Notified community of the death of Terry Carroll, local bagpipe musician.

Treasurer Deschaine reminded the community of the deadline of February 29 to pay taxes at the Treasurer's Office.

Supervisor Jackson attended Chinese New Year celebration and praised the efforts and community support of the event. Additionally, she and Treasurer Deschaine attended the International Society of Arboriculture annual conference to receive 2024 Gold Leaf Landscape Beautification Award given to recognize tree planting projects through the Green Grant program.

Trustee Trezise reminded the community of early voting, absent ballot guidelines and election deadlines. Clerk Guthrie concurred, thanked Trustee Trezise and wife Sherry for their assistance with election work and updated the board on current numbers of absent voter ballots and early voters.

8. APPROVAL OF AGENDA

Trustee Trezise moved to approve the agenda. Supported by Trustee Wilson

VOICE VOTE: YEAS: Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine, Trustees Hendrickson, Sundland, Trezise and Wilson

NAYS: NONE

Motion carried: 7 - 0

9. CONSENT AGENDA

Supervisor Jackson reviewed the Consent Agenda

Trustee Hendrickson moved to approve the agenda as presented. Supported by Trustee Wilson.

Trustee Trezise noted that change needs to be made to reflect that Deputy Clerk Gordon was not available at the meeting and the roll was called by Clerk Guthrie. Clerk Guthrie will make the change before publication of the approved minutes.

RE: motion on the floor to approve consent agenda.

ROLL CALL VOTE YEAS: Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine, Trustee Hendrickson, Trustee Trezise, Trustee Sundland, Trustee Wilson

NAYS: NONE

Motion carried: 7 - 0

10. QUESTIONS FOR THE ATTORNEY

NONE

11. HEARINGS

NONE

12. ACTION ITEMS

- A. Ordinance 2024-02 – Rezone 5681 Shaw St from PO, Professional and Office, to RC, Multiple-Family Residential-Introduction

Director Schmitt provided an overview of the ordinance, clarifying the difference between Village of Nemoka zoning district, RN, and the RC designation. Notes that the decision needs to be made to designate either RC or RN when making the recommendation to introduce the Ordinance. Trustee Hendrickson recommends RN zoning to avoid spot zoning, Trustee Wilson

concurrent. Director Schmitt indicates that there will be updates in the near future to the RN district and that there may need to be an administrative hearing for a potential application on the property in question.

Trustee Hendrickson moved approval for introduction of Ordinance 2024-02, an ordinance to rezone the property at 5681 Shaw Street (Parcel ID number 33-02-02-10-428-007) from PO, Professional Office to RN, Village of Nemoka Mixed Residential. Seconded by Trustee Wilson.

ROLL CALL VOTE **YEAS: Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine, Trustee Hendrickson, Trustee Sundland, Trustee Trezise, Trustee Wilson**

NAYS: NONE

Motion carried: 7 - 0

B. Ronald J. Styka Memorial Pathway

Manager Walsh gave an overview of the discussion from February 6th board meeting and presented the plan to name a portion of the pathway behind the homes in Okemos Preserve. He introduced three options for the verbiage of the sign and asked that one option be approved.

Trustee Trezise moved to formally approve recognizing the existing pathway bordered by Sunwind Drive, Knob Hill Apartments, and Hulett Road as the Ronald J. Styka Memorial Pathway. The language associated with the memorial shall include option 3 as presented tonight. Seconded by Trustee Wilson.

VOICE VOTE **YEAS: Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine, Trustee Hendrickson, Trustee Trezise, Trustee Sundland, Trustee Wilson**

NAYS: NONE

Motion carried: 7 - 0

C. Township Board Liaison Appointments

Supervisor Jackson spoke of the vacancies and previous discussion of Board Member's interests to serve as Liaisons. She outlined the proposed appointments resulting from that discussion.

Supervisor Jackson moved to approve the appointment of Marna Wilson, as Board Liaison, to the Land Preservation Advisory Board and the Pension Board for terms ending 11/20/2024. Supported by Treasurer Deschaine.

VOICE VOTE YEAS: Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine, Trustee Hendrickson, Trustee Sundland, Trustee Trezise Trustee Wilson

NAYS: NONE

Motion carried: 7 - 0

Supervisor Jackson moved to approve the appointment of Peter Trezise, as Board Liaison, to the Environmental Commission and Zoning Board or Appeals for a term ending 11/20/2024. Supported by Trustee Hendrickson.

VOICE VOTE YEAS: Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine, Trustee Hendrickson, Trustee Sundland, Trustee Trezise Trustee Wilson

NAYS: NONE

Motion carried: 7 - 0

Supervisor Jackson moved to approve the appointment of Phil Deschaine, as Board Liaison, to the Groundwater Management Board for terms ending 11/20/2024. Supported by Trustee Wilson.

VOICE VOTE YEAS: Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine, Trustee Hendrickson, Trustee Sundland, Trustee Trezise Trustee Wilson

NAYS: NONE

Motion carried: 7 - 0

D. Board of Review Appointment

Trustee Trezise spoke in favor of Nathan Ide's extensive experience.

Supervisor Jackson moved to approve the appointment of Nathan Ide, as an alternate, to the Board of Review for a term ending 12/31/2024. Supported by Trustee Trezise.

VOICE VOTE YEAS: Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine, Trustee Hendrickson, Trustee Trezise, Trustee Sundland, Trustee Wilson

NAYS: NONE

Motion carried: 7 - 0

E. Resolution to Support Incentives for Municipal Employees to work Elections.

Clerk Guthrie detailed the need for greater support from the community to administer the election, particularly the need to staffing to cover early voting and receiving board. Manager Walsh explained the incentives he offered to employees and indicated that 12 employees responded. Trustee Hendrickson elaborated on the need for additional staffing and additionally noted that this will be an ongoing issue in future elections. Supervisor Jackson asked for greater detail about staffing. Trustee Wilson expressed her concern that the resolution be more specific and disagreed that it be presented as policy.

Trustee Trezise moved to remove this item from the agenda and allow the Administration to go forward as they deem fit. Supported by Trustee Wilson.

ROLL CALL VOTE YEAS: Supervisor Jackson, Treasurer Deschaine, Trustee Hendrickson, Trustee Trezise, Trustee Sundland, Trustee Wilson

NAYS: Clerk Guthrie

Motion carried: 6 - 1

13. BOARD DISCUSSION ITEMS

A. Assistance to Firefighters Regional Grant Memorandum of Understanding

Chief Hamel explained the need for a Cascade SCBA fill station and that the regional component makes it a higher priority to the granting agency.

Treasurer Deschaine moved to suspend the rules and take action on item 13.A. Supported by Trustee Wilson.

VOICE VOTE YEAS: Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine, Trustee Hendrickson, Trustee Trezise, Trustee Sundland, Trustee Wilson

NAYS:

Motion carried: 7 - 0

Trustee Wilson moved to approve the Memorandum of Understanding to submit an assistance to Firefighters Regional Grant Application for a Cascade SCBA Fill Station and Compressor and authorize the Township Manager and fire chief to sign the agreement. Supported by Treasurer Deschaine.

ROLL CALL VOTE YEAS: Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine, Trustee Hendrickson, Trustee Trezise, Trustee Sundland, Trustee Wilson

NAYS: NONE

Motion carried: 7 – 0

- B. Special Use Permit – 24-002 – Okemos Gateway LLC, 1614 and 1622 W Grand River Avenue – Building greater than 25,000 square feet.

Director Schmitt presented the details of the Special Use Permit approval of which has been recommended by the Planning Commission. The Planning Commission has approved the use, the Board is to discuss the size of the building. Board Members expressed concerns regarding proximity to homes, noise during hours of operation, lighting, visibility of the building with respect to the current buildings in the area, wetland impact, drain capacity, and the general size and mass of the building. Director Schmitt will return to the Board with answers to questions.

- C. Resolution in Support of Meridian Township’s State Budget Request for Fiscal Year 24-25

Deputy Manager Opsommer explained the request for funds to build a gender-neutral dormitory for Central Fire Station.

Trustee Hendrickson moved to suspend rules to consider item 13.C. Supported by Treasurer Deschaine.

VOICE VOTE **YEAS: Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine, Trustee Hendrickson, Trustee Trezise, Trustee Sundland, Trustee Wilson**

NAYS:

Motion carried: 7 – 0

Trustee Hendrickson moved to approve the resolution in support of Meridian Township’s State budget request for fiscal year 24-25. Supported by Clerk Guthrie.

ROLL CALL VOTE **YEAS: Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine, Trustee Hendrickson, Trustee Trezise, Trustee Sundland, Trustee Wilson**

NAYS: NONE

Motion carried: 7 – 0

14. COMMENTS FROM THE PUBLIC

Supervisor Jackson opened comments from the public at 8:03 pm

Amar Alkafaji on behalf of Okemos Gateway LLC, spoke in support of the self-storage facility.

Josh Nahum spoke in support of incentivizing employees, regarding vacancies on Planning Commission and Zoning Board of Appeals, and in support of employing social workers to help police.

Supervisor Jackson closed comments from the public at 8:09 pm

15. OTHER MATTERS AND BOARD MEMBER COMMENTS

NONE

16. ADJOURNMENT

Trustee Wilson moved to adjourn. Seconded by Trustee Sundland.

VOICE VOTE: YEAS: Supervisor Jackson, Clerk Guthrie, Treasurer Deschaine, Trustees Hendrickson, Sundland, Trezise and Wilson

NAYS: NONE

Motion carried: 7-0

The meeting adjourned at 8:10 PM

Patricia Jackson
Township Supervisor

Deborah Guthrie
Township Clerk

02/22/2024 03:23 PM
User: GRAHAM
DB: Meridian

INVOICE APPROVAL BY INVOICE REPORT FOR CHARTER TOWNSHIP OF MERIDIAN
EXP CHECK RUN DATES 03/05/2024 - 03/05/2024
JOURNALIZED OPEN AND PAID
BANK CODE: GF - CHECK TYPE: PAPER CHECK

Vendor Name	Description	Amount	Check #
1. A T & T	FEB 15 - MAR 14 2024 - INTERNET S1	195.25	111549
2. AMERICAN RED CROSS	ADV LIFE SUPPORT CLASS (7 STUDENTS)	693.00	111550
3. AT & T	JAN 11 - FEB 10 2024 - 8310008214218 - INTERNET AS	3,763.02	111551
	FEB 7 - MAR 6 2024 - 8310011392886 - TELEPHONE + I	1,229.27	111551
	TOTAL	4,992.29	
4. AT & T MOBILITY	FEB 5 - MAR 4 2024 - 287252740666 - 517.332.6526 -	76.42	111552
5. BOUNDTREE MEDICAL	ORDER 105086096 - AMBULANCE MEDICAL SUPPLIES	3,675.82	111553
6. CENTRALSQUARE TECHNOLOGIES LLC	CUST #7016 - 2024 CAD FIELDOPS POLICE LICENSES	720.00	111554
7. CINTAS CORPORATION #725	02/14/2024 - MECHANICS UNIFORMS	48.08	111555
8. CITY PULSE	2/14/2024 - TWP NOTICES	784.96	111556
9. COMCAST	MAR 2024 - INTERNET + TV M1	547.69	111557
	FEB 29 - MAR 28 2024 - TELEPHONE + INTERNET S2	249.23	111557
	FEB 29 - MAR 28 2024 - TV P1	32.01	111557
	FEB 19 - MAR 18 2024 - INTERNET SCADA	257.90	111557
	TOTAL	1,086.83	
10. CONSUMERS ENERGY	ACCT #1030-2014-2933 - ALISHONOVA - EMERGENCY UTIL	529.17	111558
	ACCT #1030-3713-3776 - DALLAS - EMERGENCY UTILITY	210.73	111558
	ACCT #1000-0444-4962 - MORRIS - EMERGENCY UTILITY	459.34	111558
	TOTAL	1,199.24	
11. CREATIVE TOUCH MONOGRAMMING	EMBROIDER VESTS - HOLIDAY APPECIATION	57.00	111582
12. DAVID CHAPMAN AGENCY	BOND LOST TITLE - FLAT BED TRAILER	100.00	111559
13. ELECTION SOURCE	ORDER #36483 - TEST DECK CHART AND MARK	3,138.25	111560
	ORDER #37095 - BLANK BALLOT STOCK	99.31	111560
	TOTAL	3,237.56	
14. FEEDERS SUPPLY COMPANY LLC	ACCT #01-0902058 - 1/7/24 - 1/24/24 - 1/29/24	229.97	111561
15. FORESIGHT GROUP	WATER BILLS 2/14/2024 AND POSTAGE	601.60	111562
16. GRAINGER	ACCT 869440784 - FLARES - ORDER 1506310498	223.17	111563
17. HASLETT-OKEMOS ROTARY	2024 1ST QTR DUES - GRILLO	150.00	111564
18. INGHAM COUNTY DRAIN COMMISSIONER	2024 PROCTOR DRAIN SPECIAL ASSESSMENT	49,578.82	111565
	2024 DANIELS DRAIN SPECIAL ASSESSMENT	352,667.04	111565
	TOTAL	402,245.86	
19. INTERNATIONAL CONTROLS & EQUIP	DOG PARK GATE SYSTEM REPAIR	602.50	111566
20. JACK DOHENY COMPANIES INC	REPAIRS TO UNIT 693	3,700.14	111567
21. KCI	BALLOTS 2/12/24-2/16/24	114.65	111568
	JOB #173951 - 2024 EARLY VOTING POSTCARDS	12,239.66	111568
	JOB #174216 - PURPLE BALLOT RETURN ENVELOPES	1,745.00	111568
	TOTAL	14,099.31	
22. KODIAK EMERGENCY VEHICLES	FIRE - UNIT 135 - REPAIR & PARTS	1,997.48	111569
23. LANSING COMMUNITY COLLEGE	SPRING 2024 - POLICE ACADEMY TUITION	8,093.00	111581

02/22/2024 03:23 PM
User: GRAHAM
DB: Meridian

INVOICE APPROVAL BY INVOICE REPORT FOR CHARTER TOWNSHIP OF MERIDIAN
EXP CHECK RUN DATES 03/05/2024 - 03/05/2024
JOURNALIZED OPEN AND PAID
BANK CODE: GF - CHECK TYPE: PAPER CHECK

Vendor Name	Description	Amount	Check #
24. LANSING UNIFORM COMPANY	BADGES (QTY: 6)	539.70	111570
25. LUNGHAMER FORD OF OWOSSO, LLC	ORDER #000057668 - (3EA) - 2024 FORD POLICE INTERC	137,028.00	111571
26. MITCHELL REPAIR INFORMATION CO LLC	2024 SUBSCRIPTION - ACCT 3153362 - PRODEMAND	1,908.00	111572
27. PRO-TECH MECHANICAL SERVICES	W/O 51123 - C FIRE - HVAC REAPIRS	270.00	111573
28. ROCK-N-RESCUE	FIRE - ROPE RESCUE EQUIP	495.05	111574
29. ROWERDINK AUTOMOTIVE PARTS	TWP TOOK CREDIT WAS APPLIED WRONG ACCOUNT	14.00	111575
30. ST THOMAS AQUINAS PARISH	EMERGENCY RENT - PRESES	436.00	111576
	EMERGENCY RENT - ALLEN	500.00	111576
	TOTAL	936.00	
31. STRYKER MEDICIAL	ACCT 20108019 - X-RESTRAINT PACKAGE (QTY: 2)	417.88	111577
32. THE HARKNESS LAW FIRM PLLC	FEB 2024 PROSECUTING SERVICES	6,718.00	111578
33. WEST SHORE FIRE INC	RIT-PAK III & SCOTT 60 MINUTE CARBON CYLINDER (SCB	4,224.20	111579
34. WILLIAMSTOWN TOWNSHIP	FIELD RENTAL FEE 2024 YOUTH BASEBALL/SOFTBALL	960.00	111580
TOTAL - ALL VENDORS		602,320.31	

02/22/2024 03:22 PM
User: GRAHAM
DB: Meridian

INVOICE APPROVAL BY INVOICE REPORT FOR CHARTER TOWNSHIP OF MERIDIAN
EXP CHECK RUN DATES 03/05/2024 - 03/05/2024
JOURNALIZED OPEN AND PAID
BANK CODE: PWHRZ - CHECK TYPE: PAPER CHECK

Vendor Name	Description	Amount	Check #
1. CITY OF EAST LANSING			
	SEWER OPERATIONS - JAN 2024	1,000,000.00	29621
	ANNUAL SEWER DEBT BILLING	12,163.00	29622
	JAN 2024 - OPERATING, INTERCONNECT & DEBT SHARING	329,592.92	29621
	FEB 2024 - OPERATING, INTERCONNECT & DEBT SHARING	329,592.92	29621
	TOTAL	1,671,348.84	
2. FERGUSON WATERWORKS #3386			
	METER - CUSTOMER INSTALLATION PARTS	3,514.72	29623
	CUSTOMER INSTALLATION - WATER METERS	245.28	29623
	TOTAL	3,760.00	
TOTAL - ALL VENDORS		1,675,108.84	

Credit Card Report 02/15/2024 to 02/21/2024

Transaction Date	Transaction Merchant Name	Transaction Amount	Account Name
2/20/2024	GRAINGER	\$112.19	MICHAEL HAMEL
2/15/2024	COSTCO WHSE#1277	\$23.88	DEBORAH GUTHRIE
2/17/2024	MIDWEST POWER EQUIPMENT	\$23.98	DEBORAH GUTHRIE
2/20/2024	COSTCO WHSE#1277	\$57.35	DEBORAH GUTHRIE
2/17/2024	COMPLETE BATTERY SOURCE	\$64.32	CHRISTOPHER JOHNSON
2/16/2024	COSTCO WHSE#1277	\$65.94	MIKE DEVLIN
2/15/2024	STATE OF MI EMS	\$25.00	BRIAN PENNELL
2/17/2024	AMZN MKTP US*RI78F6852	\$53.74	MELISSA MASSIE
2/15/2024	MICHIGAN ASSOC OF CHIEFS	\$100.00	CURT SQUIRES
2/20/2024	WAL-MART #2866	\$68.22	COURTNEY WISINSKI
2/19/2024	ZOOM.US 888-799-9666	\$449.85	STEPHEN GEBES
2/17/2024	EXTENDEDSTAY 670	\$480.76	RICHARD GRILLO
2/19/2024	EXTENDEDSTAY 670	\$384.93	RICHARD GRILLO
2/16/2024	HASLETT TRUE VALUE HARDW	\$11.94	KEITH HEWITT
2/15/2024	HEARST NEWSPAPERSMIDWEST	\$15.96	MICHELLE PRINZ
2/15/2024	OGDEN NEWSPAPERS	\$20.00	MICHELLE PRINZ
2/18/2024	LANSINGSTATE JOURNAL	\$11.99	MICHELLE PRINZ
2/18/2024	FREEP.COM	\$14.99	MICHELLE PRINZ
2/16/2024	GANNETT NEWSRPR CN	\$9.99	MICHELLE PRINZ
2/19/2024	AMZN MKTP US*RI2IV6GO1	\$182.32	MICHELLE PRINZ
2/19/2024	AMZN MKTP US*RW8BX9VQ0	\$47.96	MICHELLE PRINZ
2/19/2024	AMZN MKTP US*RI33D8WS2	\$45.65	MICHELLE PRINZ
2/20/2024	AMZN MKTP US*RW7S79HA0	\$344.73	MICHELLE PRINZ
2/15/2024	AMZN MKTP US*RI0DE0PT2	\$51.96	CATHERINE ADAMS
2/20/2024	AMAZON RET* 111-662081	\$149.98	CATHERINE ADAMS
2/19/2024	AMZN MKTP US*RI8J24WP2	\$436.47	CATHERINE ADAMS
2/17/2024	COVERT SCOUTING	\$32.99	ED BESONEN
2/20/2024	CITY OF LANSING, MI	\$0.97	ED BESONEN
2/15/2024	AMAZON.COM*RB4O49U81	\$53.77	BART CRANE
2/16/2024	AMZN MKTP US*RI1JJ3BN2	\$312.81	BART CRANE
2/17/2024	TITANHQ	\$300.00	DANIEL OPSOMMER
2/15/2024	AWX*CANVA US INC	\$149.90	SAMANTHA DIEHL
2/15/2024	PETSMART # 0724	\$10.99	ALLISON GOODMAN
2/15/2024	MEIJER # 253	\$63.27	ALLISON GOODMAN
Total		\$4,178.80	

ACH Transactions

Date	Payee	Amount	Purpose
2/20/2024	ELAN	\$ 30,307.47	Credit Card Payment
2/21/2024	Blue Care Network	\$ 8,822.20	Employee Health Insurance
2/21/2024	Michigan Class	\$ 4,000,000.00	Investment Pool
	Total ACH Payments	<u>\$ 4,039,129.67</u>	



9. D

To: Board Members
From: Frank L. Walsh, Township Manager
Date: March 1, 2024
Re: Township Mileage Rate

As you are aware, back in March 2022, the Meridian Township Board approved increasing the Township's mileage reimbursement to match the federal government rate of 62.5 cents per mile. Recently, the federal government increased the rate to 67 cents per mile. I'm requesting that the Township Board approve increasing the Meridian Township mileage rate to match the federal government.

The following motions have been prepared for Board consideration:

MOVE TO APPROVE THE TOWNSHIP MANAGER'S REQUEST TO INCREASE MERIDIAN TOWNSHIP'S MILEAGE REIMBURSEMENT RATE FROM 62.5 CENTS PER MILE TO 67 CENTS PER MILE.



To: Board Members
From: Rick Grillo, Chief of Police
Date: March 5, 2024
Re: Ratification of New Police Officer Appointments

The Township has presented a conditional offer of employment to two qualified police officer candidates. The prospective hiring will bring the staffing level of the police department to 34 sworn personnel.

Michael Hagbom earned a Bachelor’s Degree in Criminal Justice from Grand Valley State University. He worked as a sheriff’s deputy for the Ingham County Sheriff’s Office before he began his employment with the Meridian Township Police Department as an officer in 2013. Michael left MTPD to pursue a career in the private sector but has decided to rejoin the MTPD family.

Alex Stachura earned a Bachelor’s Degree from Eastern Michigan University in Criminal Justice. He worked as an EMT for multiple agencies prior to attending the police academy. Alex was sponsored through the police academy by MTPD in 2023 and worked for a short time for MTPD as a patrol officer. Prior to completing his training, he resigned due to a personal issue but made a promise to return once he was able to. Alex is now ready to rejoin the MTPD family.

A motion is prepared for Board consideration:

MOVE TO RATIFY THE APPOINTMENTS OF MICHAEL HAGBOM AND ALEX STACHURA TO THE POSITION OF POLICE OFFICERS CONTINGENT UPON SUCCESSFUL COMPLETION OF THOSE ITEMS STIPULATED IN THE CONDITIONAL OFFER OF EMPLOYMENT.



POSTHUMOUS TRIBUTE TO TERRY CARROLL

At a regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held on the 5th day of March, at 6:00 p.m. local time.

WHEREAS, Terry Carroll was born in New Jersey and raised in County Clare, Ireland; and

WHEREAS, He moved to Okemos in 1980; and

WHEREAS, Terry was an accomplished Highland bagpipe player and a regular in the Glen Erin Pipe Band, Lansing's only area drum band; and

WHEREAS, Terry was a fixture playing his bagpipes for weddings, funerals, police and firefighter events and Meridian Township Memorial Day Services; and

WHEREAS, Terry was known for his generosity in offering to play at more events than we can count; and

WHEREAS, Terry and his bagpipes were known to virtually everyone in our community and many residents called him friend.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY, MICHIGAN, offers this posthumous tribute and our deep appreciation of Terry Carroll for his unbridled friendship and gift of music.

STATE OF MICHIGAN)
) ss
COUNTY OF INGHAM)

I, the undersigned, the duly qualified and acting Clerk of the Township Board 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 Township Board on the 5th day of March 2024.

Deborah Guthrie, Clerk
Meridian Township



To: Township Board

From: Timothy R. Schmitt, *AICP*
Director of Community Planning and Development

Date: February 28, 2024

Re: Ordinance 24-02 – Liliac LLC – Rezone the property at 5681 Shaw Street from PO, Professional Office, to RN, Village of Nemoka Mixed Residential

The Township Board approved Ordinance 2024-02 for introduction at its last regular meeting on February 20, 2024. At that meeting, the Township Board unanimously agreed to modify the rezoning request from RC, Multiple Family Residential, which was the original application request and recommendation of the Planning Commission, to RN, Village of Nemoka Mixed Residential, which would be consistent with the surrounding neighborhood. The proposed ordinance was published, as directed by the Board, in advance of a final decision being made on the request.

Staff **recommends approval** of the proposed ordinance at this time to rezone the property to allow for redevelopment of the existing building to allow additional residential options in the area. Staff has provided the following recommended motion and attached resolution to finalize adoption of the ordinance.

Move to adopt the resolution approving Ordinance 2024-02, an ordinance to rezone the property at 5681 Shaw Street (Parcel ID number 33-02-02-10-428-007) from PO, Professional Office, to RN, Village of Nemoka Mixed Residential.

Attachments

1. Resolution to approve Ordinance 2024-02
2. Ordinance 2024-02 – Final Version

RESOLUTION TO APPROVE

**Ordinance 2024-02
5681 Shaw Street – Rezoning**

RESOLUTION

At a regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Municipal Building, in said Township on the 5th day of March, 2024 at 6:00 p.m., Local Time.

PRESENT: _____

ABSENT: _____

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

WHEREAS, the owner of the property, Liliac LLC, approached Staff about rehabilitating the building at 5681 Shaw Street for residential use; and

WHEREAS, the property is currently zoned PO, Professional Office, which does not allow residential use of the property; and

WHEREAS, the owner applied to rezone the property to RC, Multiple Family Residential, to allow a four unit apartment building in the existing structure; and

WHEREAS, the Planning Commission held a public hearing and discussed the request at its regular meeting on December 11, 2023, and made a positive recommendation for a change to RC, Multiple Family Residential, to the Township Board at their January 8, 2024 meeting; and

WHEREAS, the Township Board discussed the proposed rezoning at its meeting on February 6, 2024, and has reviewed the staff and Planning Commission materials provided; and

WHEREAS, the Township Board discussed the proposed rezoning at its February 20, 2024 meeting and modified the proposed rezoning to RN, Village of Nemoka Mixed Residential District, which would be consistent with the majority of the surrounding neighborhood, and directed Staff to publish a notice of intent to adopt the ordinance as modified, prior to a final review of the matter; and

WHEREAS, the rezoning allow for redevelopment and reuse of the property and would be consistent with the neighborhood surrounding the property to the north, east, and west.

NOW THEREFORE, BE IT RESOLVED THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN hereby ADOPTS Ordinance Number 2024-02, entitled “Ordinance Amending the Zoning District Map of Meridian Township pursuant to Rezoning Application #23036” rezoning the property at 5681 Shaw Street from PO, Professional Office, to RN, Village of Nemoka Mixed Residential District.

**Resolution to Approve
Ordinance 2024-02 – 5681 Shaw Street
Page 2**

BE IT FURTHER RESOLVED that the Clerk of the Charter Township of Meridian is directed to publish the Ordinance in the form in which it was adopted.

ADOPTED: YEAS: _____

NAYS: _____

STATE OF MICHIGAN)

) ss

COUNTY OF INGHAM)

I, the undersigned, the duly qualified and acting Clerk of the Township Board 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 Township Board on the 5th day of March, 2024.

Deborah Guthrie
Township Clerk

ORDINANCE NO. 2024-02
ORDINANCE AMENDING THE ZONING DISTRICT MAP
OF MERIDIAN TOWNSHIP
PURSUANT TO REZONING #23036

The Charter Township of Meridian ordains:

Section 1. Amending the Zoning District Map.

A. The Zoning District Map of Meridian Township, as adopted in Section 86-312 of the Code of the Charter Township of Meridian, Michigan, as previously amended, is hereby amended by changing the PO, Professional Office symbol and indication as shown on the Zoning District Map, for Parcel #33-02-02-10-428-007, land legally described as:

Block 10, Lots 16 and 17 of the plat of the Village of Nemoka

to that of RN, Village of Nemoka Mixed Residential.

Section 2. Validity and Severability. The provisions of this Ordinance are severable and the invalidity of any phrase, clause or part of this Ordinance shall not affect the validity or effectiveness of the remainder of the Ordinance.

Section 3. Repealer Clause. All ordinances or parts of ordinances in conflict therewith are hereby repealed only to the extent necessary to give this Ordinance full force and effect.

Section 4. Savings Clause. This Ordinance does not affect rights and duties matured, penalties that were incurred, and proceedings that were begun, before its effective date.

Section 5. Effective Date. This Ordinance shall be effective seven (7) days after its publication or upon such later date as may be required under Section 402 of the Michigan Zoning Enabling Act (MCL 125.3402) after filing of a notice of intent to file a petition for a referendum.

Patricia Herring Jackson, Township Supervisor

Deborah Guthrie, Township Clerk



12.B

To: Board Members

**From: Timothy R. Schmitt, AICP
Community Planning and Development Director**

Date: February 29, 2024

Re: Special Use Permit #24-02 – Okemos Gateway LLC – 1614 and 1622 West Grand River – Construct a building over 25,000 feet

Okemos Gateway, LLC has requested a special use permit to construct a building over 25,000 square feet at the vacant properties located at 1614 and 1622 West Grand River Avenue. The applicant is proposing the construction of a 127,500 square foot, three story, climate-controlled, self-storage facility. The expansion will occur on the northern portion of the properties, behind a previously approved medical marijuana dispensary and a third building, which has yet to be proposed.

The Planning Commission held a public hearing on the proposal at its meeting on January 22, 2024 and received no input from the general public, but asked several questions of the applicant and Staff. The Planning Commission further discussed the matter at their February 12, 2024 meeting and voted unanimously to approve the Special Use Permit to operate a climate-controlled, self-storage facility and unanimously recommended approval of the building greater than 25,000 square feet.

The Township Board reviewed the matter at their February 20, 2024 meeting and raised a series of concerns about the size/height/bulk of the building, along with a number of questions related to site plan issues. The use of the property was approved by the Planning Commission, but the size of the building and related design issues require approval of the Township Board.

To clarify a few items from the February 20th discussion:

- The proposed building will require a variance from the Zoning Board of Appeals for the lack of setback from the residential development to the north. 200 feet is required, but only 150 is provided in the current design.
- The concerns about hours of operation, lighting, wetlands, etc. will all be resolved through the Site Plan review for the project, which occurs after the Special Use Permit review.
- At this time, there are no proposed wetland impacts from this project.
- The drainage for the project, which still needs to be fully reviewed, will flow into the Unruh Drain, which flows north, eventually hitting the Mud Lake outlet drain which ultimately conveys water to the Red Cedar River. To reiterate, this will be reviewed in the Site Plan Review process.

For the Board's review of the matter, the Special Use Permit requirements/standards of review in the Zoning Ordinance are as follows:

- Sec. 86-658 (a) Purpose: The construction of any building or group of buildings with a combined gross floor area greater than 25,000 square feet and located on a lot shall require a special use permit due to the significant impact such development has upon adjacent property owners, neighborhoods, and public infrastructure. The requirements of this section apply to any such building or group of buildings.

Special Use Permit 24-02 – Building Greater than 25,000 square feet
1614 and 1622 West Grand River Avenue

- Sec. 86-126 Review Criteria

Applications for special use permits shall be reviewed for compliance with the following standards and requirements, where applicable. An application for a special use permit that complies with all the following standards and requirements in this chapter may be approved.

The applicant shall assure that:

- (1) The project is consistent with the intent and purposes of this chapter.
- (2) The project is consistent with applicable land use policies contained in the Township's comprehensive development plan of current adoption.
- (3) The project is designed, constructed, operated, and maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and that such a use will not change the essential character of the same area.
- (4) The project will not adversely affect or be hazardous to existing neighboring uses.
- (5) The project will not be detrimental to the economic welfare of surrounding properties or the community.
- (6) The project is adequately served by public facilities, such as existing roads, schools, stormwater drainage, public safety, public transportation, and public recreation, or that the persons or agencies responsible for the establishment of the proposed use shall be able to provide any such service.
- (7) The project is adequately served by public sanitation facilities if so designed. If on-site sanitation facilities for sewage disposal, potable water supply, and stormwater are proposed, they shall be properly designed and capable of handling the long term needs of the proposed project.
- (8) The project will not involve uses, activities, processes, materials, and equipment and conditions of operation that will be detrimental to any persons, property, or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare, or odors.
- (9) The project will not directly or indirectly have a substantial adverse impact on the natural resources of the Township, including, but not limited to, prime agricultural soils, water recharge areas, lakes, rivers, streams, major forests, wetlands, and wildlife areas.

Township Board Options

The Township Board may approve or deny the proposed special use permit for the proposed building greater than 25,000 square feet. Given that there was no clear consensus at the last meeting, Staff is providing a resolution and motion for both approval and denial of the request. The Township Board may decide which to use during their deliberations on the matter.

Staff would offer the following motions for the Township Board's use in discussing the matter. For both motions, the Township Board should explicitly outline their reasons for approval or denial, based on the SUP standards outlined previously in this memo.

Special Use Permit 24-02 – Building Greater than 25,000 square feet
1614 and 1622 West Grand River Avenue

OPTION 1: Approval

Move to adopt the resolution approving Special Use Permit 24-02, a request for a building greater than 25,000 square feet at 1614 and 1622 West Grand River Avenue (Parcel Id Nos 33-02-02-22-426-001 and 33-02-02-22-401-003). The subject property is zoned C2, Commercial, and the applicant is proposing a three story, climate controlled, self storage facility.

OPTION 2: Denial

Move to adopt the resolution denying Special Use Permit 24-02, a request for a building greater than 25,000 square feet at 1614 and 1622 West Grand River Avenue (Parcel Id Nos 33-02-02-22-426-001 and 33-02-02-22-401-003). The subject property is zoned C2, Commercial, and the applicant is proposing a three story, climate controlled, self storage facility.

Attachments

1. Applicant Response Letter
2. Resolution for Approval
3. Resolution for Denial
4. Site plan and elevations of proposed building
5. Planning Commission minutes – January 22, 2024
6. Planning Commission minutes – February 12, 2024

Okemos Gateway LLC

Attn Honorable Members of the Meridian Township Board:

We appreciate your time and consideration of our Special Land Use application for our development at 1614 W Grand River Okemos MI. During our last meeting with your Honorable board, we noticed that questions and concerns were brought up that we would like to help answer. We hope this letter allows the Honorable board to make an informed decision on this exciting new development.

Self-Storage in Meridian Township: Meridian Township is in dire need of self-storage let alone the climate controlled self-storage we are proposing. We hired a third-party market feasibility firm who provided us with a comprehensive report showing this need. We are happy to provide this report to the Township Board members to review. The size proposed is a very common prototype size for these types of buildings and our market study suggests that even with our project, many more are needed to fill the void in Meridian Township. With over 1000 apartment units currently in development or in the planning process within the township, these residents will be in great need of storage. The current average occupancy rate of self-storage facilities in Michigan is 91% according to a 2023 study. The current occupancy rate for self-storage in Ingham county is greater than 95%. Our proposed 977 climate-controlled units have many affordable smaller size units to accommodate the needs of the public.

Traffic Impact: A comprehensive traffic study was conducted and provided as part of our application for the Special Land Use. This traffic study showed minimal traffic impact for our proposed use. The previous land-owner had proposed and was approved for a large Nissan Car Dealership which would have had a much greater impact on traffic as well as noise and pollution for the neighboring properties. With our property being solely indoor storage with no outdoor loading or unloading, there will be no noise pollution for the surrounding properties.

Building Proposed Use and Size: Concerns were brought up over the size of the building during the last board meeting. The proposed building is 127,500 square feet, however useable square footage is 97,038 square feet and approximately 40,000 square feet per floorplate which is in line with many commercial developments in Meridian Township.

Properties with C-2 zoning are allowed for up to a 35-foot height requirement without a need for variances. Our proposed development meets the height requirements set forth in the township ordinance. The proposed climate controlled self-storage development will cost north of \$15,000,000 as this property requires extensive infrastructure cost, economically the proposed building size is needed to make this project successful.

The planning commission members initially had similar concerns about the size but their concerns were satisfactorily addressed and therefore they recommended approval.

Drainage Concerns: Concerns about property drainage were also brought up by township board members. We have been in active discussions with the Ingham county drain commission and they are aware of our proposed site plan and have been helping us design a retention pond that will be self-sufficient for this property. We can affirm to your honorable board that we are not tapping into any county public drains for retention and all drainage will remain within the property.

Abutting Residential Parcel: Our designers and engineers took advantage of the existing wetlands, trees, and other natural features between the two properties, therefore visual impact to the adjacent residential property will be minimal. The residential property developer has been given notice about our proposed use and has made no objections about this project. Please see Exhibit A attached in the email to this letter, reflecting a visual of the self-storage facility and the proposed residential project adjacent to it. As you can see, none of the residential unit are directly facing the self-storage. Even the 1-2 units that are closest to our site, would still be over 300 feet away from the building itself. Not to mention the landscape buffer that would be incorporated around the facility along with the detention pond and existing green-scape separating both developments. With the large influx in new developments in housing and apartment developments, self-storage is needed as confirmed by the feasibility study within the township and that was a major factor in the planning commission approval. This facility would only be beneficial to the residential communities surrounding it.

Lighting and Accessibility: A photometric plan will be completed and will most definitely comply with the ordinance requirements once we have site plan approval and we will also ensure that no light will impact surrounding properties. This building is fully secure and there is no outdoor storage thus making the lighting needed minimal. our design was sensitive to the surrounding properties and we made sure that there are no windows or lighting facing the residential development the zoning of this property allows many other uses that would require significantly greater lighting and noise pollution towards the neighboring properties in addition the proposed building is only accessible through entrances on the sides of the building, not the back of and the design allows for vehicles to drive inside the building for all loading and unloading thus not causing any impact to noise to surrounding properties.

Wetland Impact: Our engineers worked very hard to avoid all wetlands and to ensure there is no impact on wetlands within this development.

Thank you for your time and please let us know if you have any questions or need any additional information.

Best Regards,

Ammar Alkhafaji

Okemos Gateway LLC

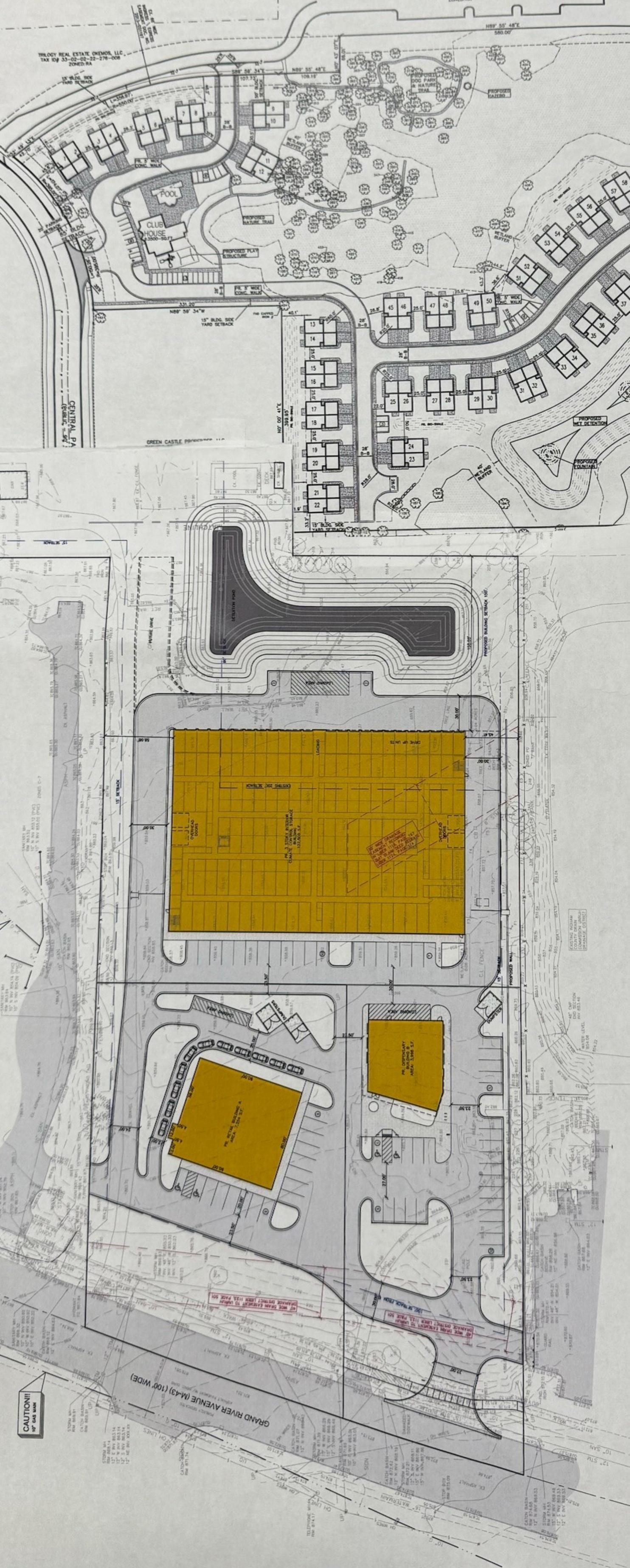
SITE DATA

- 1) PARCEL NO 33-02-02-22-252-005, 33-02-02-22-252-002, 33-02-02-22-276-008
- 2) EXISTING ZONING: R0 (MULTIPLE FAMILY-MAXIMUM 8-DWELLING UNITS PER ACRE)
- 3) AREA OF PROPERTY - 33.06 ACRES (GROSS), 32.18 ACRES (NET MINUS R.O.W.)
- 4) SINGLE UNITS = 55 UNITS
 DUPLEX UNITS = 60 UNITS
 TOTAL UNITS = 115 UNITS
 TOTAL DENSITY = 115 UNITS / 32.18 ACRES = 3.57 UNITS PER ACRE
- 5) PROPOSED ROAD AREA = 2.99 ACRES
 PROPOSED SIDEWALKS, DRIVEWAYS, PATIOS AREA = 2.83 ACRES
 SINGLE UNIT AREA = 2.59 ACRES
 DUPLEX UNIT AREA = 3.22 ACRES
 TOTAL IMPERVIOUS AREA = 11.83 ACRES
- 6) TOTAL OPEN SPACE = 20.35 ACRES OR 63.86%
- 7) VISITOR PARKING 9'W x 20'L TYPICAL
 VISITOR PARKING = 68-SPACES
 PARKING ALONG ONE-SIDE OF STREET ALLOWED

3" WIDE UTILITY & GROUND
 EXHIBIT FOR 33-02-02-22-252-005
 25' WIDE SIDEWALK
 DOC. NO. 2023-03-18

TRILOGY REAL ESTATE OKEMOS, LLC
 TAX ID# 33-02-02-22-276-008
 ZONED: RA

TRILOGY REAL ESTATE OKEMOS, LLC
 TAX ID# 33-02-02-22-276-008
 ZONED: RA



CAUTION!!!
 10' GAS MAIN

NO NEW DRIVE EXCEPT TO LIGHTS FOR
 ORANGE DRIVEWAY LATER THIS YEAR FOR

NO NEW DRIVE EXCEPT TO LIGHTS FOR
 ORANGE DRIVEWAY LATER THIS YEAR FOR

12" W. WY. 885.32
 12" W. WY. 885.33
 12" W. WY. 885.34
 12" W. WY. 885.35
 12" W. WY. 885.36
 12" W. WY. 885.37
 12" W. WY. 885.38
 12" W. WY. 885.39
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 12" W. WY. 885.43
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 12" W. WY. 885.62
 12" W. WY. 885.63
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 12" W. WY. 885.84
 12" W. WY. 885.85
 12" W. WY. 885.86
 12" W. WY. 885.87
 12" W. WY. 885.88
 12" W. WY. 885.89
 12" W. WY. 885.90
 12" W. WY. 885.91
 12" W. WY. 885.92
 12" W. WY. 885.93
 12" W. WY. 885.94
 12" W. WY. 885.95
 12" W. WY. 885.96
 12" W. WY. 885.97
 12" W. WY. 885.98
 12" W. WY. 885.99
 12" W. WY. 886.00

RESOLUTION TO APPROVE

**Special Use Permit #24-02 (Greater than 25,000 sq. ft.)
1614 & 1622 West Grand River**

RESOLUTION

At a regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held at 5151 Marsh Road, Okemos, MI 48864 on the 5th day of March 2024, at 6:00 p.m., Local Time.

PRESENT: _____

ABSENT: _____

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

WHEREAS, Okemos Gateway LLC, owner of the property at 1614 and 1622 West Grand River Avenue, has submitted a request to construct a 127,500 square foot climate controlled self storage facility on the property; and

WHEREAS, a special use permit is required for construction of a building totaling more than 25,000 square feet in gross floor area; and

WHEREAS, the Planning Commission held a public hearing at its regular meeting on January 22, 2024 and discussed the matter at the regular meeting on February 12, 2024, unanimously recommending approval to the Township Board; and

WHEREAS, the Township Board discussed the proposal its regular meeting on February 20, 2024 and March 5, 2024 and has reviewed staff material forwarded under a cover memorandum dated February 14, 2024 and February 29, 2024; and

WHEREAS, the subject site is appropriately zoned C-2, Commercial, which permits the construction of buildings greater than 25,000 square feet in floor area by special use permit; and

WHEREAS, the proposed project is consistent with the general standards for granting a special use permit found in Section 86-126 of the Code of Ordinances; and

WHEREAS, public water and sanitary sewer services serve the subject site.

NOW THEREFORE, BE IT RESOLVED THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN hereby approves Special Use Permit #24-02 for a Building Greater than 25,000 square feet at 1614 and 1622 West Grand River Avenue, subject to the following conditions:

1. Approval is granted in general accordance with the Overall Special Use Plan by Nowak and Fraus with a revision date of November 13, 2023 and all other application information submitted with this plan.
2. Any future building changes will require an amendment to Special Use Permit #24-02.

ADOPTED: YEAS: _____

NAYS: _____

STATE OF MICHIGAN)

) ss

COUNTY OF INGHAM)

I, the undersigned, the duly qualified and acting Clerk of the Township Board of the Charter Township Meridian, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and a complete copy of a resolution adopted at a regular meeting of the Township Board on the 5th day of March, 2024.

Deborah Guthrie
Township Clerk

RESOLUTION TO DENY

**Special Use Permit #24-02 (Greater than 25,000 sq. ft.)
1614 & 1622 West Grand River**

RESOLUTION

At a regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held at 5151 Marsh Road, Okemos, MI 48864 on the 5th day of March 2024, at 6:00 p.m., Local Time.

PRESENT: _____

ABSENT: _____

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

WHEREAS, Okemos Gateway LLC, owner of the property at 1614 and 1622 West Grand River Avenue, has submitted a request to construct a 127,500 square foot climate controlled self storage facility on the property; and

WHEREAS, a special use permit is required for construction of a building totaling more than 25,000 square feet in gross floor area; and

WHEREAS, the Planning Commission held a public hearing at its regular meeting on January 22, 2024 and discussed the matter at the regular meeting on February 12, 2024, unanimously recommending approval to the Township Board; and

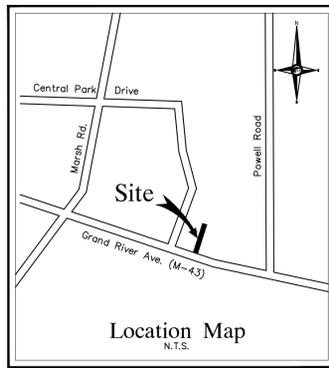
WHEREAS, the Township Board discussed the proposal its regular meeting on February 20, 2024 and March 5, 2024 and has reviewed staff material forwarded under a cover memorandum dated February 14, 2024 and February 29, 2024; and

WHEREAS, the site is directly adjacent to a residential development that was approved by the Township Board and is not an appropriate site for a building of this size; and

WHEREAS, the proposed project is not consistent with the general standards for granting a special use permit found in Section 86-126 of the Code of Ordinances, specifically subsection (1) because the site requires a variance to be constructed; and

WHEREAS, the proposed project is not consistent with the general standards for granting a special use permit found in Section 86-126 of the Code of Ordinances, specifically subsection (3) because the building would be substantially larger than the majority of the buildings in this area of the Township.

NOW THEREFORE, BE IT RESOLVED THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN hereby denies Special Use Permit #24-02 for a Building Greater than 25,000 square feet at 1614 and 1622 West Grand River Avenue.



SITE DATA

GROSS LAND AREA: PARCEL A: 52,199 S.F. OR 1.198 ACRES
 PARCEL B: 64,841 S.F. OR 1.489 ACRES
 PARCEL C: 260,397 S.F. OR 5.978 ACRES

ZONED: C-2 (COMMERCIAL DISTRICT) SECTION 86-404

C-2 BUILDING SETBACKS:

FRONT= 100' FROM CENTERLINE OF W. GRAND RIVER AVENUE
 SIDE AND REAR SETBACK ADJACENT TO A RESIDENTIAL DISTRICT, NO BUILDING, PARKING, ACCESS DRIVE, OR OTHER STRUCTURE SHALL BE LESS THAN 100 FEET FROM A RESIDENTIAL DISTRICT LINE, EXCEPT A SIXTY-FOOT SETBACK SHALL BE REQUIRED IF SCREENING THAT INCORPORATES A DOUBLE ROW OF INTERLOCKING TREES, PRIMARILY EVERGREENS, OR THE EQUIVALENT IN ADDITION TO GENERAL SCREENING STANDARDS.

STORAGE BUILDING SETBACK FROM RESIDENTIAL= 200'

PROPOSED SETBACK: REAR OF BUILDING 150'
 (WITH DOUBLE ROW OF EVERGREENS FOR SCREENING, PER ORD. NO. 86-404)

MAX. BUILDING HEIGHT PERMITTED: 2.5 STORIES/35'

THE ABOVE SETBACK & HEIGHT REQUIREMENTS WERE OBTAINED FROM THE MERIDIAN TOWNSHIP ZONING ORDINANCE.

SITE PLAN NOTES

INSTALL 6" CURB & GUTTER AT ALL AREAS WHERE HARD SURFACE ABUTS LANDSCAPING (TYP)

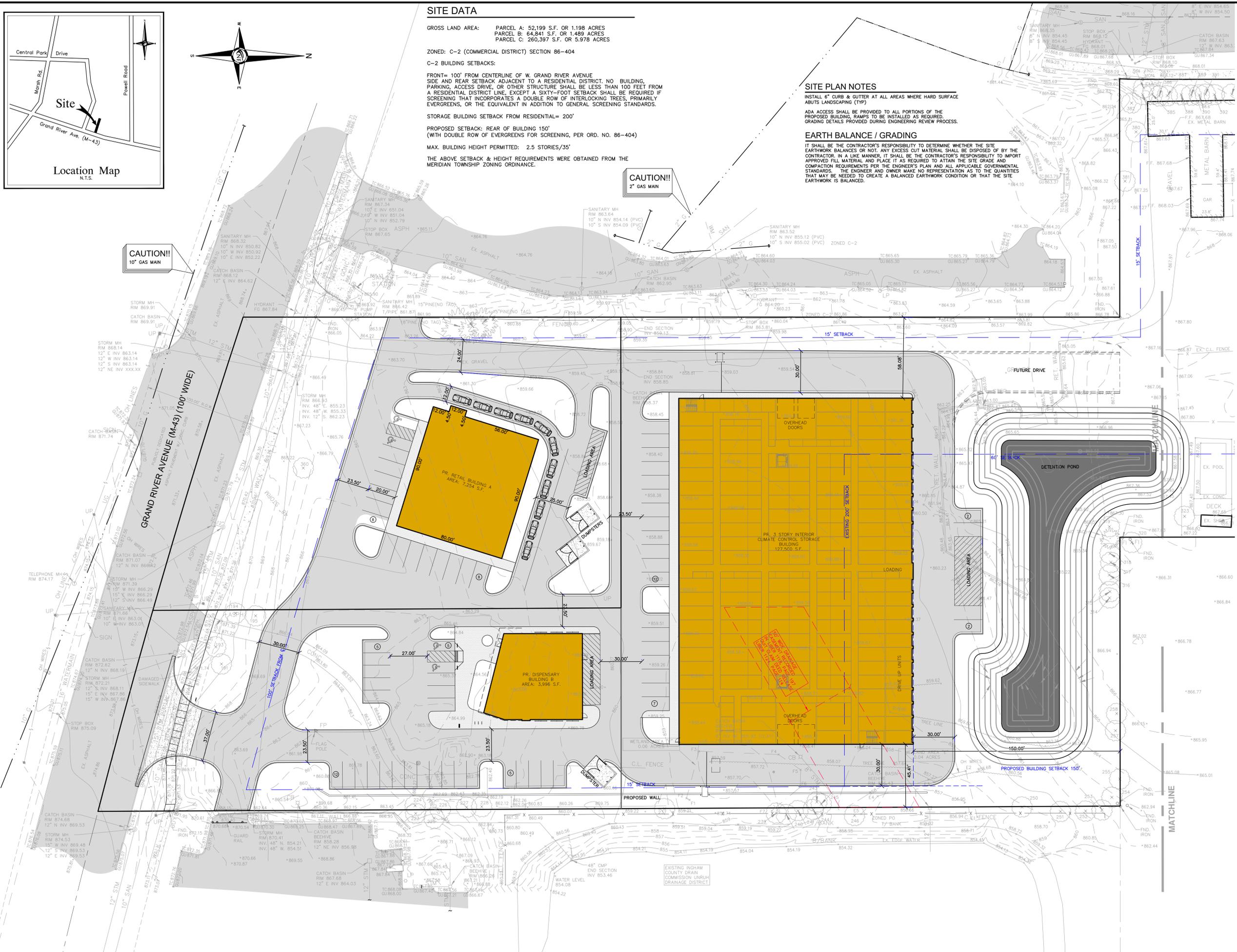
ADA ACCESS SHALL BE PROVIDED TO ALL PORTIONS OF THE PROPOSED BUILDING, RAMPS TO BE INSTALLED AS REQUIRED. GRADING DETAILS PROVIDED DURING ENGINEERING REVIEW PROCESS.

EARTH BALANCE / GRADING

IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO DETERMINE WHETHER THE SITE EARTHWORK BALANCES OR NOT. ANY EXCESS CUT MATERIAL SHALL BE DISPOSED OF BY THE CONTRACTOR, IN A LIKE MANNER, IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO IMPORT APPROVED FILL MATERIAL, AND PLACE IT AS REQUIRED TO ATTAIN THE SITE GRADE AND COMPACTION REQUIREMENTS PER THE ENGINEER'S PLAN AND ALL APPLICABLE GOVERNMENTAL STANDARDS. THE ENGINEER AND OWNER MAKE NO REPRESENTATION AS TO THE QUANTITIES THAT MAY BE NEEDED TO CREATE A BALANCED EARTHWORK CONDITION OR THAT THE SITE EARTHWORK IS BALANCED.

CAUTION!!
2" GAS MAIN

CAUTION!!
10" GAS MAIN



NOWAK & FRAUS ENGINEERS
 46777 WOODWARD AVE.
 PONTIAC, MI 48342-5032
 TEL. (248) 332-7931
 FAX. (248) 332-8257
 WWW.NFE-ENGR.COM

SEAL

PROJECT

No. 1614
 W. Grand River Ave.

CLIENT

W Investment Holdings
 29580 Northwestern Hwy.
 Suite 100,
 Southfield, MI 48034

Contact:

Ammar W. Alkhafaji

Phone: (248) 559-5555

PROJECT LOCATION

Part of the NE, 1/4 of
 Section 22
 T4N., R.1W.
 Township of Meridian
 Ingham County, MI

SHEET

Site Plan



Know what's below
 Call before you dig.

DATE ISSUED/REVISED

05-17-23 REVISED LAYOUT PER CLIENT

11-13-2023 SETBACK VARIANCE

DRAWN BY:

N. Naoum

DESIGNED BY:

M. Kurmas

APPROVED BY:

M. Peterson

DATE:

09-18-2023

SCALE: 1" = 30'

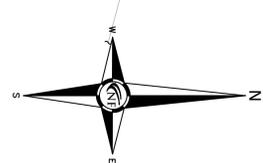
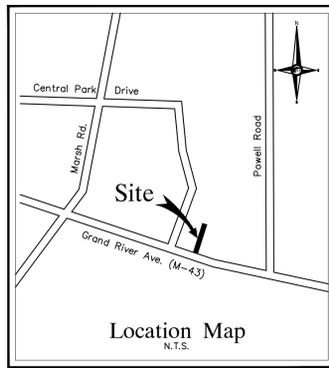
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NFE JOB NO.

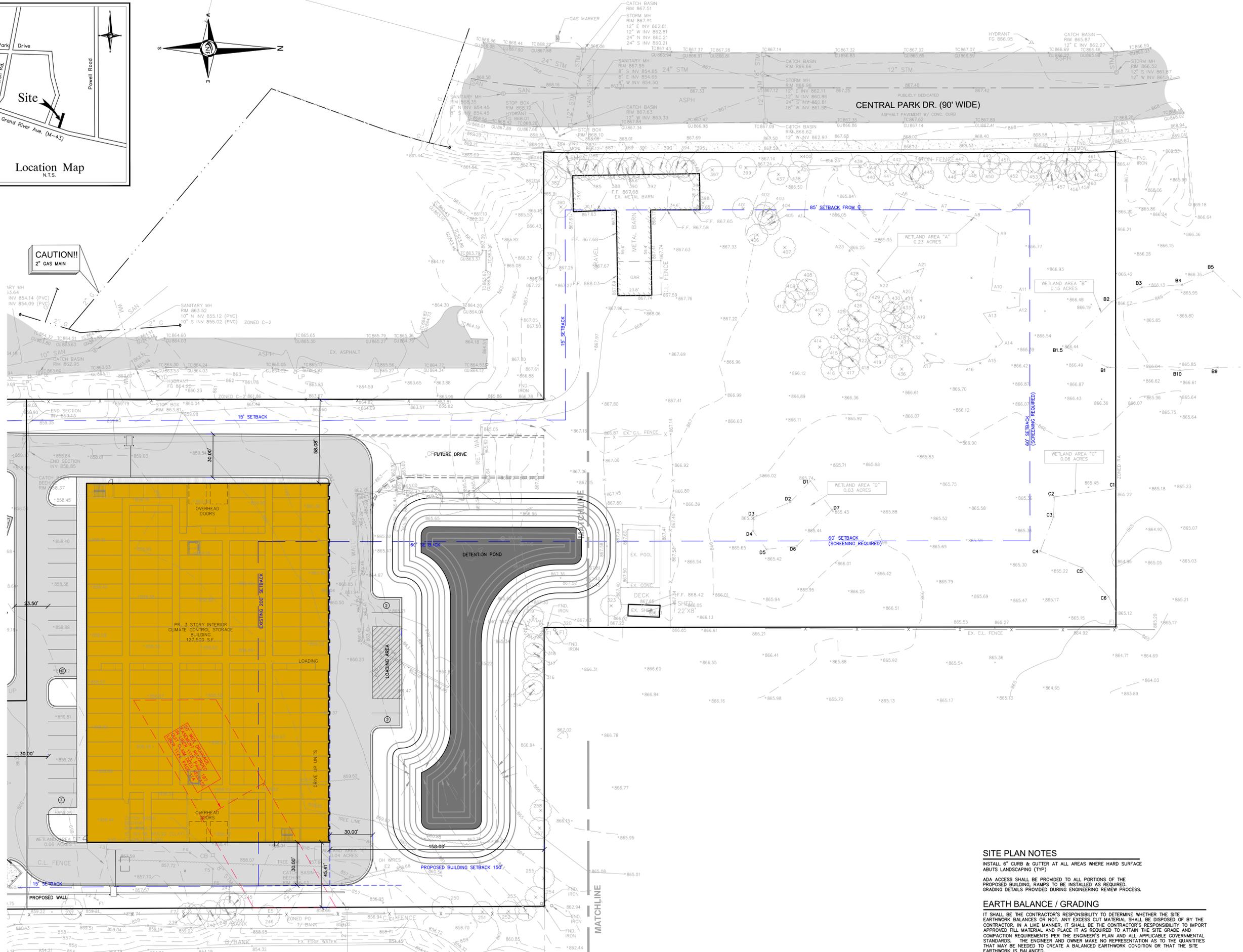
J987-03

SHEET NO.

C4



CAUTION!!
2" GAS MAIN



SITE PLAN NOTES

INSTALL 6" CURB & GUTTER AT ALL AREAS WHERE HARD SURFACE ABUTS LANDSCAPING (TYP)
 ADA ACCESS SHALL BE PROVIDED TO ALL PORTIONS OF THE PROPOSED BUILDING, RAMPS TO BE INSTALLED AS REQUIRED. GRADING DETAILS PROVIDED DURING ENGINEERING REVIEW PROCESS.

EARTH BALANCE / GRADING

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 TEL. (248) 332-7931
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 WWW.NFE-ENGR.COM

SEAL

PROJECT
 No. 1614
 W. Grand River Ave.

CLIENT
 W Investment Holdings
 29580 Northwestern Hwy.
 Suite 100,
 Southfield, MI 48034

Contact:
 Ammar W. Alkhafaji

Phone: (248) 559-5555

PROJECT LOCATION
 Part of the NE. 1/4 of
 Section 22
 T4N., R.1W.
 Township of Meridian
 Ingham County, MI

SHEET
 Site Plan



Know what's below
 Call before you dig.

DATE ISSUED/REVISED
 05-17-23 REVISED LAYOUT PER CLIENT
 11-13-2023 SETBACK VARIANCE

DRAWN BY:
 N. Naoum

DESIGNED BY:
 M. Kurmas

APPROVED BY:
 M. Peterson

DATE:
 09-18-2023

SCALE: 1" = 30'
 30 15 0 15 30 45

NFE JOB NO. SHEET NO.
J987-03 **C5**

CHARTER TOWNSHIP OF MERIDIAN
REGULAR MEETING PLANNING COMMISSION
5151 Marsh Road, Okemos MI 48864-1198
517.853.4000, Township Hall Room
MONDAY, January 22nd, 2024, 6:30 pm

PRESENT: Chair Blumer, Commissioners Snyder, Brooks, McConnell, Shrewsbury, Scales and McCurtis

ABSENT: None

STAFF: Senior Planner Brian Shorkey

1. CALL MEETING TO ORDER
Chair Blumer called the January 22, 2024 regular meeting for the Meridian Township Planning Commission to order at 6:30pm.
2. ROLL CALL
Chair Blumer called the roll of the Board. All board members present.
3. PUBLIC REMARKS
Mr. Peter Trezise, 3818 Yosemite Drive, spoke and thanked the Planning Commission and Staff for everything during his time on the Planning Commission. The Planning Commission congratulated Mr. Trezise on his appointment to the Township Board.
4. APPROVAL OF AGENDA
Commissioner Scales moved to approve the January 22, 2024 regular Planning Commission meeting agenda. Seconded by Commissioner McCurtis. Motion passed unanimously.
5. APPROVAL OF MINUTES
Commissioner Brooks moved to approve the Minutes of the January 8, 2024 Planning Commission Regular Meeting as amended. Seconded by Commissioner McCurtis. Motion passed unanimously.
6. COMMUNICATIONS
A. None
7. PUBLIC HEARINGS
A. SUP #24001 – 2731 Grand River

Senior Planner Shorkey outlined his memo and described the application.

Commissioner Scales asked what type of restaurant is proposed. Senior Planner Shorkey said that was a question for the applicant. Commissioner Brooks asked why the application was in front of the Planning Commission. Senior Planner Shorkey said because of the drive-through. The Commission discussed a variety of traffic issues, including existing traffic, Dawn Avenue access, and how the traffic crosses through the drive-through lane. Chair Blumer invited the applicant to speak.

Mitchell Harvey, engineer for the project, discussed the proposal and site plan. Mr. Harvey informed the Planning Commission that the plans have been submitted to MDOT and that the redesign of the Grand River entrance was to meet MDOT's standards.

Commissioner Scales asked Mr. Harvey to describe the drive-through. Mr. Harvey described the drive-through movements in detail. Commissioner Shrewsbury asked about traffic from Dawn Avenue. Mr. Harvey said that the Dawn Avenue two-way access was being kept as a secondary way in and out of the site. Commissioner Shrewsbury asked Mr. Harvey for the expected breakdown between sit down and drive-through customers. Mr. Harvey guessed it would be about 60/40 or 70/30 in favor of drive-through customers.

Commissioner Brooks compared the project with the Starbucks location west on Grand River and said that he was concerned about traffic backing up onto Grand River Avenue. Commissioner Brooks asked if Dawn Avenue had been looked at as a possible main entrance. Mr. Harvey said that it had but that it would be difficult to accommodate the drive-through in that configuration. Commissioner Brooks asked if a customer could leave the site if the drive-through was full. Mr. Harvey said yes. The Commission continued to discuss traffic flow throughout the site.

Commissioner McCurtis asked about parking on the site. Mr. Harvey showed the relocation of parking spaces and pointed out that 22 spaces are provided where 21 are required. Commissioner McConnell asked if the applicant had considered reusing the existing building. Mr. Harvey said that it had but that it was not feasible. Commissioner Snyder asked if the site could be connected to the site under development to the west. Mr. Harvey said no; because of the existence of a retaining wall, the two sites were not at the same grade. Commissioner Brooks asked about the impact of traffic turning left from the site. Mr. Harvey said that there was a traffic light close to the west that would create breaks in the traffic. Commissioner Shrewsbury asked Senior Planner Shorkey about notices for the public hearing and if any residences were included. Senior Planner Shorkey said that he would have to verify, but he did not think any residential properties were within 300 feet.

Chair Blumer closed the public hearing and asked for a straw poll. After discussion, the Planning Commission indicated that they supported the application for the drive-through. The Planning Commission continued the discussing the application, including traffic and access management.

B. SUP #24002 - 1614 West Grand River

Senior Planner Shorkey outlined his memo and described the application. Senior Planner Shorkey pointed out that two resolutions were required for this application, due to the use itself and the size of the proposed building.

Commissioner McConnell asked about wetlands on the property and the natural feature assessment. Senior Planner Shorkey said that was on a different part of the property and did not affect the current application. Commissioner McConnell asked for elaboration for the reconfiguration of the Grand River access. Commissioner Brooks asked for clarification for the residential development to the north. Commissioner McCurtis asked about access for the residential development to the north. Senior Planner Shorkey explained and said that the development would not connect. Commissioner Snyder asked where the residential setback is measured from. Commissioner Brooks asked if the housing developer was notified. Senior Planner Shorkey said yes and that everyone within 300 feet received notice. Commissioner Scales asked if our fire trucks could reach the top of the three story building. Commissioner Shrewsbury asked for clarification of the building elevation drawings. Chair Blumer asked about the status of the residential development and said that he was concerned that the building would be incompatible with the residential development. Commissioner Snyder asked why the storage facility is not already an allowed use and why it is a special use. Senior Planner Shorkey pointed out that there are several special uses in the C-2 district.

Mr. Ammar Alkhafaji, the applicant, discussed the proposal and the site plan. Mr. Alkhafaji said that the entrance was suggested by MDOT; there will be an access from Central Park Drive in the future, but not at this time. The Planning Commission generally discussed setbacks and the building design.

Commissioner McConnell asked if a market analysis had been performed that demonstrated the need for the storage units. Mr. Alkhafaji said that there was a market analysis. Chair Blumer asked about the potential makeup of the clientele and how much might be commercial customers. Mr. Alkhafaji said that there was a mix of sizes of the storage units and expected that most customers would be residents. Commissioner Brooks asked if they had looked anywhere else in the township. Mr. Alkhafaji said that this was a unique property based on its size and its location on Grand River Avenue.

Chair Blumer closed the public hearing and asked if there was any more discussion. Commissioner McConnell said that the storage units were a natural spinoff of aging in place. Commissioner Brooks agreed and added that multiple residential residents need places to store stuff too. Commissioner Scales said that he had no issues with the proposal and agreed that was important to an aging community. Chair Blumer said that he originally had doubts about the size of the building, but that he had changed his mind after the discussion and that it would be a beneficial addition to the community. Commissioner Shrewsbury said that she was okay with the proposal but worried that the building would be difficult to remarket if the business failed.

Chair Blumer asked for a straw poll. After discussion, the Planning Commission unanimously indicated that they supported the application for the self-contained self-storage facility. Senior Planner Shorkey reminded the Planning Commission that he would be bringing them two resolutions at the next meeting.

8. UNFINISHED BUSINESS

A. None

9. OTHER BUSINESS

A. Resolution of Appreciation – Jerry Richards

Commissioner Scales read and moved to approve the resolution of appreciation for Jerry Richards. Seconded by Commissioner Shrewsbury. Motion passed unanimously.

Commissioner Scales asked Senior Planner Shorkey to prepare a resolution of appreciation for Peter Trezise for the next meeting.

B. Election of Officers

Senior Planner Shorkey asked for a short recess so that he could retrieve the Planning Commission By-laws. Chair Blumer granted a five-minute recess.

After reconvening, Commissioner Scales nominated Commissioner Shrewsbury for the position of Chair. There were no other nominations and Commissioner Shrewsbury accepted the nomination.

Commissioner Scales nominated Commissioner Snyder for the position of Vice-Chair. There were no other nominations and Commissioner Snyder accepted the nomination.

Commissioner Scales nominated himself for the position of Secretary. There were no other nominations.

Commissioner McConnell moved to nominate the slate of officers for 2024 as presented. Seconded by Chair Blumer. Motion passed unanimously.

C. Planning Commission Liaison Assignments

Senior Planner Shorkey summarized the memo in the packet regarding liaison assignments. After discussion, the Planning Commission assigned the liaisons as follows:

- Zoning Board of Appeals (ZBA) – Commissioner McCurtis
- Corridor Improvement Authority (CIA) – Commissioner Brooks
- Downtown Development Authority (DDA) – Commissioner Blumer
- Environmental Commission (EC) – Commissioner McConnell
- Economic Development Corporation (EDC) – Commissioner Scales
- Transportation Commission (TC) – Commissioner McCurtis
- Brownfield Redevelopment Authority (BRA) – Commissioner Scales

Chair Blumer moved to accept the slate of liaisons assignments for 2024. Seconded by Commissioner McConnell. Motion passed unanimously.

10. REPORTS AND ANNOUNCEMENTS

A. Township Board Update

None.

B. Liaison Reports

Commissioner Scales said that the EDC had met and set new goals for 2024.

11. PROJECT UPDATES

A. Project Report

Senior Planner Shorkey pointed out the project report in front of the Commissioner, handed out before the meeting.

12. PUBLIC REMARKS

Mr. Josh Nahum spoke and said that he had applied for a couple boards. Mr. Nahum said that he appreciates the work that the Planning Commission does.

13. COMMISSIONER COMMENTS

Commissioner Brooks said that he is looking forward to discussing the work plan. Commissioner Brooks said that he would bring up parking requirements.

Commissioner Scales congratulated Culver's for the 20th anniversary and thanked them for being a Township advocate. Commissioner Snyder agreed and said that Culver's helped Haslett Schools.

Chair Blumer thanked the Planning Commission for their assistance during his tenure as the Chair. Commissioner Shrewsbury thanked Chair Blumer for his service and leadership.

14. ADJOURNMENT

Chair Blumer closed the meeting by proclamation at 8:35 pm.

DRAFT – FEBRUARY 12, 2024 – PLANNING COMMISSION MINUTES

CHARTER TOWNSHIP OF MERIDIAN
REGULAR MEETING PLANNING COMMISSION
5151 Marsh Road, Okemos MI 48864-1198
517.853.4000, Township Hall Room
MONDAY, February 12, 2024, 6:30 pm

-EXCERPT-

PRESENT: Chair Shrewsbury, Vice-Chair Snyder, Commissioners Scales, Brooks, McConnell, and Blumer

ABSENT: Commissioner McCurtis

STAFF: Senior Planner Brian Shorkey

1. CALL MEETING TO ORDER

Chair Shrewsbury called the January 22, 2024 regular meeting for the Meridian Township Planning Commission to order at 6:30pm.

2. ROLL CALL

Chair Shrewsbury called the roll of the Board. All board members present except Commissioner McCurtis.

3. PUBLIC REMARKS

None.

4. UNFINISHED BUSINESS

SUP #24002 – 1614 West Grand River

Senior Planner Shorkey outlined his memo and described the application. Senior Planner Shorkey reminded the Planning Commission that they needed to pass two motions, one for the use and the other for the size of the self-storage facility.

Commissioner Snyder asked about the exterior lighting from the building. Senior Planner Shorkey said that the ordinance said that light levels had to be zero at the property line.

Commissioner Blumer moved to approve the resolution for Special Use Permit #24002, a request to construct a climate controlled self-storage facility at 1614 West Grand River. Motion seconded by Commissioner McConnell.

Commissioner Blumer said that he no longer had his previous concern about the size of the building because of the separation from the nearby residential neighborhood. Commissioner Scales said that the use was needed and that he was comfortable with approving their portion. After discussion, Chair Shrewsbury called the vote.

VOICE VOTE YEAS: Chair Shrewsbury, Vice-Chair Snyder, Commissioners Scales, Brooks, McConnell, and Blumer

NAYS: None

Motion carried: 6-0

Commissioner McConnell moved to approve the resolution for Special Use Permit #24002, recommending approval to construct a building over 25,000 square feet, at 1614 West Grand River. Motion seconded by Commissioner Brooks.

VOICE VOTE YEAS: Chair Shrewsbury, Vice-Chair Snyder, Commissioners Scales, Brooks, McConnell, and Blumer

NAYS: None

Motion carried: 6-0



BIRD'S EYE VIEW FROM
GRAND RIVER





FRONTAL VIEW FROM GRAND
RIVER



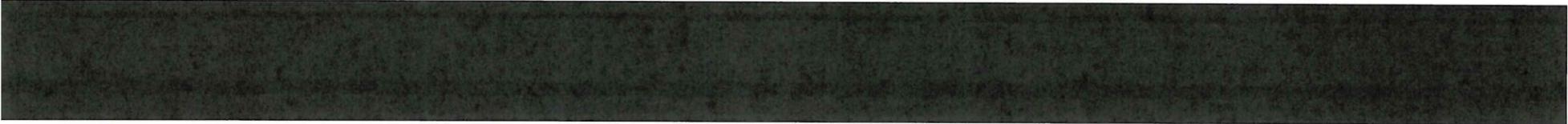


VIEW FROM ADJACENT
RESIDENTIAL PROPERTY





ELEVATION- NORTH





ELEVATION - SOUTH/WEST





ELEVATION - SOUTH WEST
GROUND LEVEL





VIEW OF WEST SIDE SERVICE
DRIVE





VIEW FROM GRAND RIVER DRIVING
ENTRANCE





To: Board Members

**From: Dan Opsommer, Deputy Township Manager
Director of Public Works and Engineering**

Younes Ishraidi, P.E., Township Engineer

Date: March 5, 2024

Re: 2022 Order to Maintain Sidewalk Resolution #4 - Set Public Hearing for April 2, 2024

Since 1999, the Township has developed a proactive approach to minimize residential sidewalk hazards and potential liability to the Township by adopting a sidewalk replacement program. In accordance with ordinance Section 58-32b, and Section 58-32d, the Township Board may order the repair of defective sidewalks. If the property owner fails to repair the sidewalk within 20 days after written notification, the Township may repair or replace the sidewalk and bill the cost of construction to the property owner.

The Township Board approved the 2022 Order to Maintain Sidewalks Special Assessment District #20 - Resolution #3 on September 6, 2022, which approved the improvement to repair the sidewalks in the following areas:

Sections 8, 10, 11, 12, 28, 29, 32, 33, 34 and 35 to continue the sidewalk replacement program. The proposed project areas include the following subdivisions: Briarwood; Briarwood #3, #4, #5, #6, #9, #11; Chippewa Woods #2; Ember Oaks; Heritage Hills; Heritage Hills #2, #3, #4; Hidden Valley; Hidden Valley #2, #3, #4; Hillbrook Park; Hillbrook Park #1, #2; Kinawa View; Kinawa View #2, #4; Okemos Square; Sanctuary; and Wood Valley.

Notices were sent to each property owner with a defective sidewalk. Work then began after the 20 day period. This project was not completed until the 2023 construction season due to the number of repairs required and contractor availability.

All work has been completed, and the assessments have been calculated for each impacted parcel. The assessment for each property varies with the amount of sidewalk that was repaired.

The attached 2022 Order to Maintain Sidewalk SAD #20-Resolution #4, files the proposed final special assessment roll with the Township Clerk and sets the date for a public hearing on Tuesday, April 2, 2024. The purpose of the public hearing is to hear comments in favor and/or objections to the proposed 2022 Order to Maintain Sidewalk Special Assessment District #20 Special Assessment Roll.

Memo to Township Board

March 5, 2024

Re: 2022 Order to Maintain Sidewalk Resolution #4 - Set Public Hearing for April 2, 2024

Proposed Motion:

MOVE TO APPROVE THE 2022 ORDER TO MAINTAIN SIDEWALK SPECIAL ASSESSMENT DISTRICT #20 RESOLUTION #4, WHICH FILES THE PROPOSED SPECIAL ASSESSMENT ROLL WITH THE OFFICE OF THE TOWNSHIP CLERK AND SETS THE DATE FOR A PUBLIC HEARING ON TUESDAY, APRIL 2, 2024.

Attachments:

1. Resolution #4 - Set Public Hearing for April 2, 2024
2. Notice of Public Hearing
3. Proposed Special Assessment Roll Legal Description
4. Certificate of Supervisor
5. Affidavit of Mailing
6. 2022 Order to Maintain Brochure
7. 2022 Order to Maintain Sidewalk SAD #20 Maps
8. Proposed Special Assessment Roll

**2022 ORDER TO MAINTAIN SIDEWALK
SPECIAL ASSESSMENT DISTRICT #20**

RESOLUTION NO. 4

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, Michigan 48864-1198, (517) 853-4000, on Tuesday, March 5, 2024, at 6:00 p.m.

PRESENT: _____

ABSENT: _____

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

WHEREAS, by resolution adopted September 6, 2022, the Township Board of the Charter Township of Meridian, determined to construct the more particularly hereinafter described public improvements to repair sidewalk and assess the cost thereof to the property deemed benefited by said improvements, all in accordance with Act 188, Public Acts of Michigan, 1954, as amended; and

WHEREAS, the Supervisor has prepared and reported to the Township Board a special assessment roll assessing the cost of said improvements to the property benefited thereby with the proper certificate attached thereto.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY, MICHIGAN, as follows:

1. Said special assessment roll shall be filed with the Office of the Township Clerk and shall be available for public examination during regular working hours on regular working days.
2. The Township Board shall meet at 6:00 p.m. on Tuesday, April 2, 2024, at the Meridian Township Municipal Building, 5151 Marsh Road, Okemos, Michigan, in the Charter Township of Meridian, for the purpose of reviewing and hearing objections to the special assessment roll.
3. The Township Clerk shall cause notice of such hearing and the filing of the assessment roll to be published twice in a newspaper of general circulation in the Township, prior to the date of the hearing. The first publication shall be at least ten (10) days before the hearing pursuant to Act 162, Public Acts of 1962. The Clerk shall also cause notice of such hearing to be mailed by first class mail to all property owners in the special assessment district shown on the current assessment rolls of the Township, at least ten (10) full days before the date of said hearing. Said notice as published and mailed shall be in substantially the following form: (SEE ATTACHED)

CHARTER TOWNSHIP OF MERIDIAN

**2022 ORDER TO MAINTAIN SIDEWALK
SPECIAL ASSESSMENT DISTRICT #20**

NOTICE OF PUBLIC HEARING

**TO THE RECORD OWNERS OF, OR PARTIES IN INTEREST IN, THE FOLLOWING PROPERTY
CONSTITUTING THE PROPOSED SPECIAL ASSESSMENT DISTRICT:**

(SEE OTHER SIDE FOR LEGAL DESCRIPTION)

PLEASE TAKE NOTICE that a special assessment roll for the 2022 Order to Maintain Sidewalk Special Assessment District #20 (maintain by removal and replacement of sidewalk in various locations in the Township) has been prepared and is on file in the Office of the Township Clerk for public examination.

Said special assessment roll has been prepared for the purpose of assessing the cost of the above described public improvements to the property benefited therefrom. All questions and/or concerns should be directed to Meridian Township Department of Public Works & Engineering at (517) 853-4440.

TAKE FURTHER NOTICE that the Township Board will meet on **Tuesday, April 2, 2024, at 6:00 p.m.** at the Meridian Township Municipal Building, 5151 Marsh Road, Okemos, MI 48864-1198, for the purpose of reviewing said special assessment roll and hearing objections thereto.

An owner or party in interest, or his or her agent, may appear in person at the hearing to protest the special assessment, or shall be permitted to file his or her appearance or protest by letter with the Township Clerk before the close of this hearing, and his or her personal appearance is not required. The owner or any person having an interest in the real property who protests in person or in writing at the hearing may file a written appeal of the special assessment with the Michigan Tax Tribunal within 30 days after the confirmation of the special assessment roll.

Your special assessment is proposed to be \$ _____.

Date: _____

Deborah Guthrie, Township Clerk
Charter Township of Meridian

**CHARTER TOWNSHIP OF MERIDIAN
2022 ORDER TO MAINTAIN SIDEWALK
SPECIAL ASSESSMENT DISTRICT #20**

LEGAL DESCRIPTION

Briarwood: Lot 7, 8 & 9 exc W 79'; 16, 21, 26, 41, 46 entire lot 47 exc N 74'. **Briarwood #3:** Lot 69, 72, 74, 76, 78, 88, 92, 95, 106, 108 exc beg at NW cor of Lot 108, S 82 deg 07'38" E 117.49' alng N'ly ln of Lot 108 NE cor th due S 5.79' alng E ln th N 79 deg 21'05" W 118.42 ' to POB also exc 30 ft. **Briarwood #4:** Lot 130, 131, 132, 142, 143, 159, 163, 167. **Briarwood #5:** Lot 194, 195, 196, 199, 212, 214, 228, 257; 268, 269, 270, 278 & S'ly 10 ' of Lot 277; 284, 290, 291, 293, Nature Park. **Briarwood #6:** Lot 294, 308, 309, 311, 318, 330, 334, 335, 343. **Briarwood #9:** Lot 372. **Briarwood #11:** Lot 397, 409, 418 exc beg @ the S'ly cor sd lot-NW'ly alng the SW'ly lot ln 150 ft to the w'ly cor Lot 418-SE'ly to a pt on SE'ly lot ln 6.72' NE'ly of sd S'ly lot cor-SW'ly on SE'ly lot ln 6.72 ft to the POB. **Chippewa Woods #2:** Lot 53. **Ember Oaks:** Lot 9, 16. **Heritage Hills:** Lot 1, 7, 13 exc the W 11' thereof; 16, 17, 18, 20, 21, 27, 28, 33, 41, 45, 51, 52. **Heritage Hills #2:** Lot 64, 67. **Heritage Hills #3:** Lot 75 & S10' of Lot 76, also beg at SW cor sd Lot 75-W 10' alng ext of S ln of sd Lot 75-N 95' pll with W ln of Lots 75 & 76-E 10' to W ln of sd Lot 76-S 95' to POB; 83, 94, 95, 105, 110, 118. **Heritage Hills #4:** Lot 133, 135, 149, 150, 195, 200, 212, 214, 218 exc S 2'; 229. **Hidden Valley:** Lot 5, 6, 11 exc 2 ft. **Hidden Valley #2:** Lot 34. **Hidden Valley #3:** Lot 36. **Hidden Valley #4:** Lot 60. **Hillbrook Park:** Lot 6, 9, 12, 16, 18, 21, 25, 28, 29, 41, 45, 48, 50, 51, 52, 53, 54, 55, 58, 61, 67, 72, 78, 79, 84. **Hillbrook Park #1:** Lot 86. **Hillbrook Park #2:** Lot 95, 99, 101, 112, 122, 123, 124, 125, 128. **Kinawa View:** Lot 7, 9, 11, 16. **Kinawa View #2:** Lot 49, 63, 74, 75, 76, 83, 89. **Kinawa View #4:** Lot 124. **Okemos Square:** Lot 1 also a part of Lot 2 said sub desc as beg @ the NW cor Lot 2-N89 deg 41'31"E 134.16 ft on N lot ln - S 11 deg 26' 49" W 9.57 N86 deg 15' 21"W 132.57 ft to POB; 25 26, 28, 29, 47, 53, 63. **Sanctuary:** Lot 46. **Wood Valley:** Lot 46, which are located in Sections 8, 10, 11, 12, 28, 29, 32, 33, 34 and 35, of Meridian Township.

**2022 Order to Maintain Sidewalk
Special Assessment District #20
Resolution No. 4
Page 2**

4. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution are hereby rescinded.

ADOPTED:

YEAS: _____

NAYS: _____

Resolution declared adopted.

STATE OF MICHIGAN)

) ss.

COUNTY OF INGHAM)

I, the undersigned, the duly qualified and acting Clerk of the Charter Township of Meridian, Ingham County, **DO HEREBY CERTIFY**, that the foregoing is a true and complete copy of proceedings taken by the Township Board at a regular meeting held on Tuesday, March 5, 2024.

Deborah Guthrie, Township Clerk
Charter Township of Meridian

**2022 ORDER TO MAINTAIN SIDEWALK
SPECIAL ASSESSMENT DISTRICT NO. 20**

-- CERTIFICATE OF SUPERVISOR --

STATE OF MICHIGAN)
) ss.
COUNTY OF INGHAM)

I, Patricia H. Jackson, Supervisor of the Charter Township of Meridian, Ingham County, Michigan, hereby certify that the attached 2022 Order to Maintain Sidewalk Special Assessment District #20 Special Assessment Roll was made by me pursuant to the resolution of the Township Board of said Charter Township of Meridian heretofore adopted on March 5, 2024, and that in making such assessment roll, to the best of my judgment, I conformed in all respects to the directions contained in such resolution and the Statutes of the State of Michigan.

Patricia H. Jackson, Supervisor

DATED:

Subscribed and sworn to before me this _____ day of _____, 2024.

Notary Public, Ingham County, MI
My Commission expires: _____
Acting in Ingham County

AFFIDAVIT OF MAILING

STATE OF MICHIGAN)

) ss.

COUNTY OF INGHAM)

I, the undersigned, the duly qualified and acting Clerk of the Charter Township of Michigan, Ingham County, Michigan, depose and say that I personally prepared for mailing and mailed by first class mail, on _____, a notice of hearing, a true copy of which is attached hereto and made a part hereof, to each property owner of or party in interest in property located within the special assessment district described in the attached notice, whose name appears upon the last local tax assessment records for ad valorem tax purposes, which has been reviewed by the local board of review as supplemented by any subsequent changes in the names or the addresses of such owners or parties listed thereon; that I personally checked each envelope against the list of such owners or parties in interest shown by said tax assessment roll and that each envelope was properly addressed to each owner or party in interest as shown on said tax assessment roll; that each such envelope had contained therein the appropriate notice of the aforesaid hearing, was securely sealed, with postage fully prepaid thereon for first-class delivery, and was properly addressed; that I personally placed all of said envelopes in a United States Post Office receptacle in Okemos, Michigan, on said date; that said notice referred to a hearing scheduled for **April 2, 2024**, before the Board of the Charter Township of Meridian.

IN WITNESS WHEREOF, I have hereunto affixed my official signature this _____ day of _____, 2024.

Deborah Guthrie, Township Clerk
Charter Township of Meridian

Notary Public, Ingham County
My Commission Expires: _____
Acting in Ingham County, Michigan



2022 ORDER TO MAINTAIN SIDEWALK SPECIAL ASSESSMENT DISTRICT #20

DEPARTMENT OF PUBLIC WORKS ORDER-TO-MAINTAIN SIDEWALK PROGRAM

Why has my sidewalk been chosen for replacement?

Township inspectors found certain sections of the sidewalk abutting your property need to be replaced to make the sidewalk safer. This inspection is part of a yearly program created to replace defective sidewalk. Sidewalk maintenance is important because it may save a pedestrian from injury and you from an expensive lawsuit.

Why is replacement necessary?

Removal and replacement is necessary to provide reasonably safe and accessible sidewalks.

How can I replace the sidewalk?

You have three options:

1. Take no action and allow the Township's contractor to replace the sidewalk as part of the sidewalk maintenance program.
2. Hire your own contractor.
3. Perform the work yourself.

If you elect to hire a contractor or do the work yourself, you must obtain a permit from the Department of Public Works. Application for a permit is free of charge for both contractors and homeowners. All work must be completed in accordance with the standards and specifications of Meridian Township. Copies of the standards and specifications are available from the Department of Public Works. An inspection is required when forms are ready and at pour.

If you do nothing, the Township's contractor will be in your area and will replace the sidewalk at your expense, and you will be billed as explained in this brochure. You do not have to obtain a permit if the work is done by the Township's contractor.

Can I make temporary repairs instead of replacement or leveling?

No, filling vertical or horizontal gaps or displacements by placing mortar or asphalt is not considered a permanent repair.

How much will replacing the defective sidewalk cost?

Your exact cost will be determined **after** completion of the work; however your estimated cost is indicated on the enclosed "Notice of Public Hearing", and is on file with the Township Clerk. You may contact the Department of Public Works for a detailed breakdown of your costs and the location of the sidewalk to be replaced.

You are responsible for 100% of the sidewalk across your frontage. If you own a residential corner lot, the Township will pay for 40% of the cost of the sidewalk replacement along the street to which the house is not addressed. The Township will pay 100% for ramp replacement at the street intersection.



2022 ORDER TO MAINTAIN SIDEWALK SPECIAL ASSESSMENT DISTRICT #20

How will I be billed?

You will receive a bill, called a special assessment, in **June 2023, with a due date of July 1, 2023.** The assessment may be paid in full with one payment (in 2023), or over 5 years at 5% interest per year. *Please do not make any payments until after you receive this bill.*

The Township sidewalk contractor will complete the work over the Fall of 2022. Once the sidewalk repairs have been completed, a Township inspector will measure the exact dimensions of the replaced sidewalk. Your special assessment will be based on these measurements.

(Please note you will receive a second Township Board "Notice of Hearing" in early 2023 after the contractor has completed all of the sidewalk replacements. It will state the exact cost of your sidewalk repairs. The purpose of the second hearing is for the public to comment on the proposed assessments.)

What about damage caused by trees or utility structures?

Where tree roots have displaced the sidewalk they will be removed prior to new sidewalk installation. A healthy tree should survive this process.

Property owners are responsible for replacement of all sidewalk damaged by tree roots whether the tree is on public or private land. The Township will pay for 100% of the cost for sidewalk directly damaged by Township manhole covers or water valves.

Will the contractor restore my lawn after the work?

Usually only a few inches of grass adjacent to the replaced sidewalk is uprooted. This strip will be filled with topsoil, seeded, and mulched after the concrete forms are removed.

How do I protect my sprinkler system?

If you have a sprinkler system or private underground wires (i.e. invisible fence) they must be marked prior to construction. Contact the person that installed your lines for a detailed layout.

May I have private work done by the Township's contractor?

You may have additional work (driveways, approaches, patios, etc.) performed under a private agreement between you and the Township contractor. You also must be sure that you are not paying the Township contractor directly for work to be done under their contract with the Township.

The Township will not become involved in disputes between you and the contractor for private work. You and the contractor must negotiate the price, timing, restoration, and payment terms for all private work.

What about tree branches and other vegetation that obstruct the sidewalk?

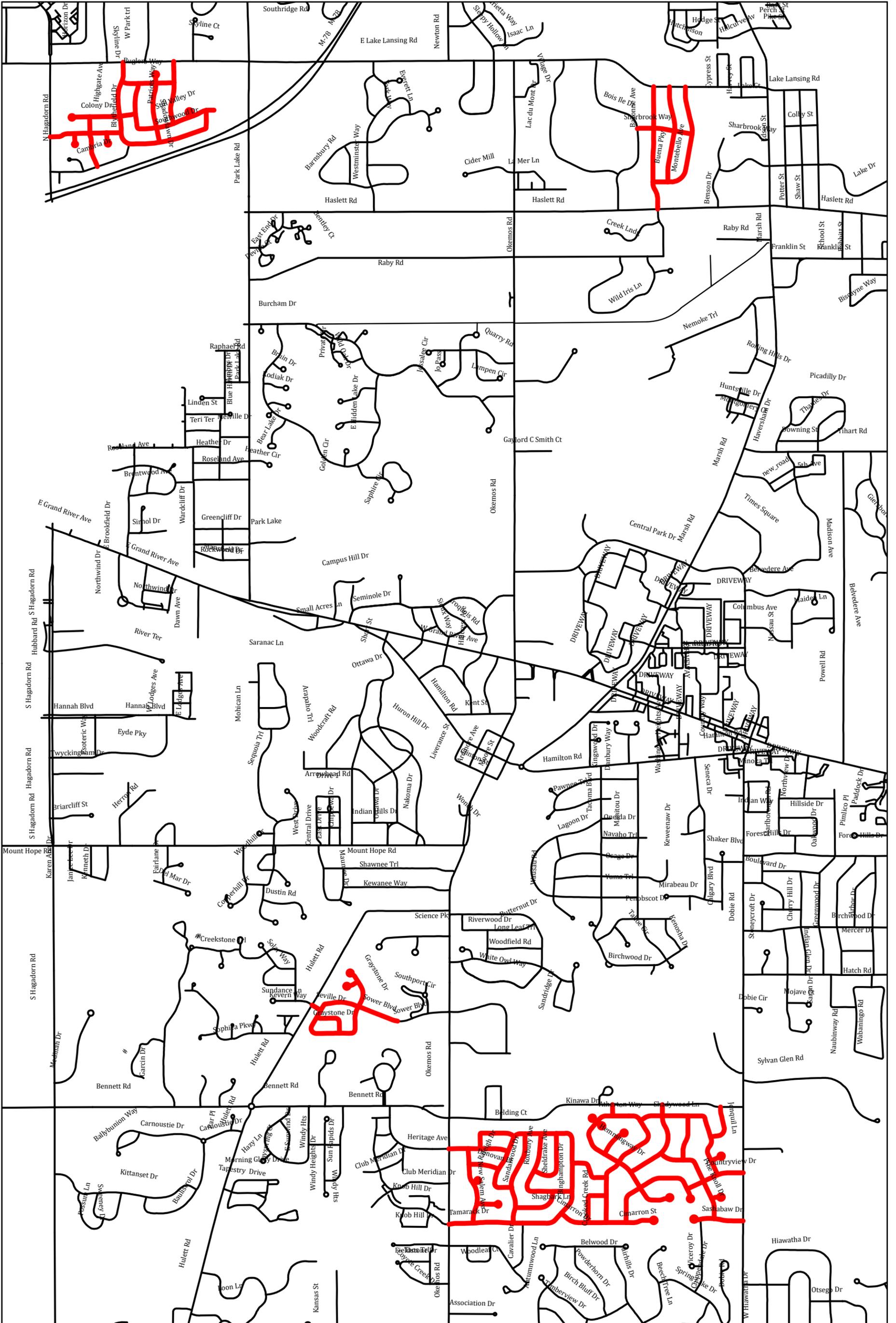
The property owner is responsible for removal of all obstructions; including vegetation such as tree limbs, branches, shrubs, and bushes and other objects; that interfere with the safe use of the sidewalk. The area to be kept clear is one (1) foot from the edges of the sidewalk and eight (8) feet above the sidewalk.

If I still have questions, whom should I contact?

Department of Public Works at (517) 853-4440 or DPW@MERIDIAN.MI.US.

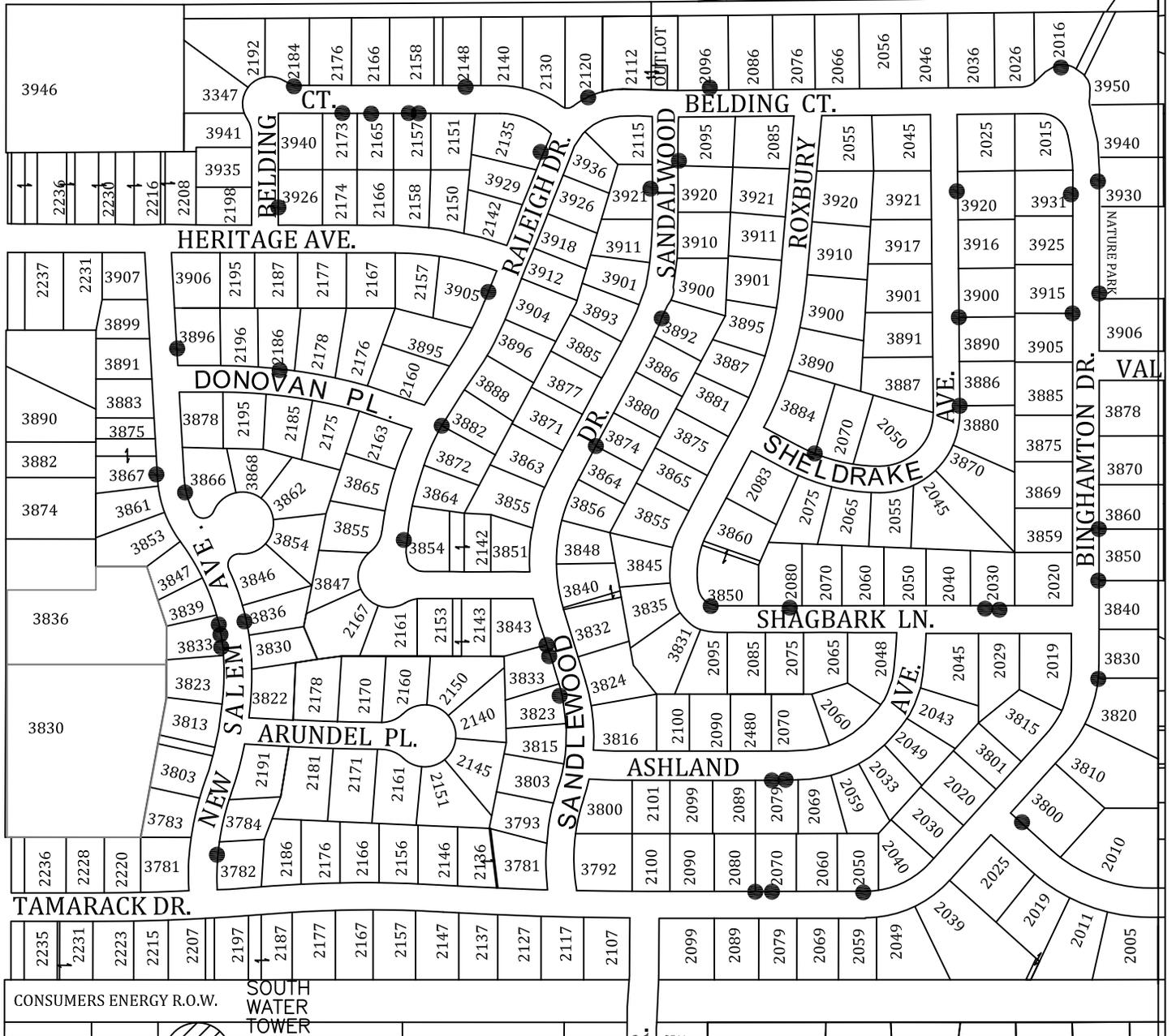
MERIDIAN TOWNSHIP

2022 Order to Maintain Sidewalk Investigation



KINAWA DR.

OKEMOS RD.

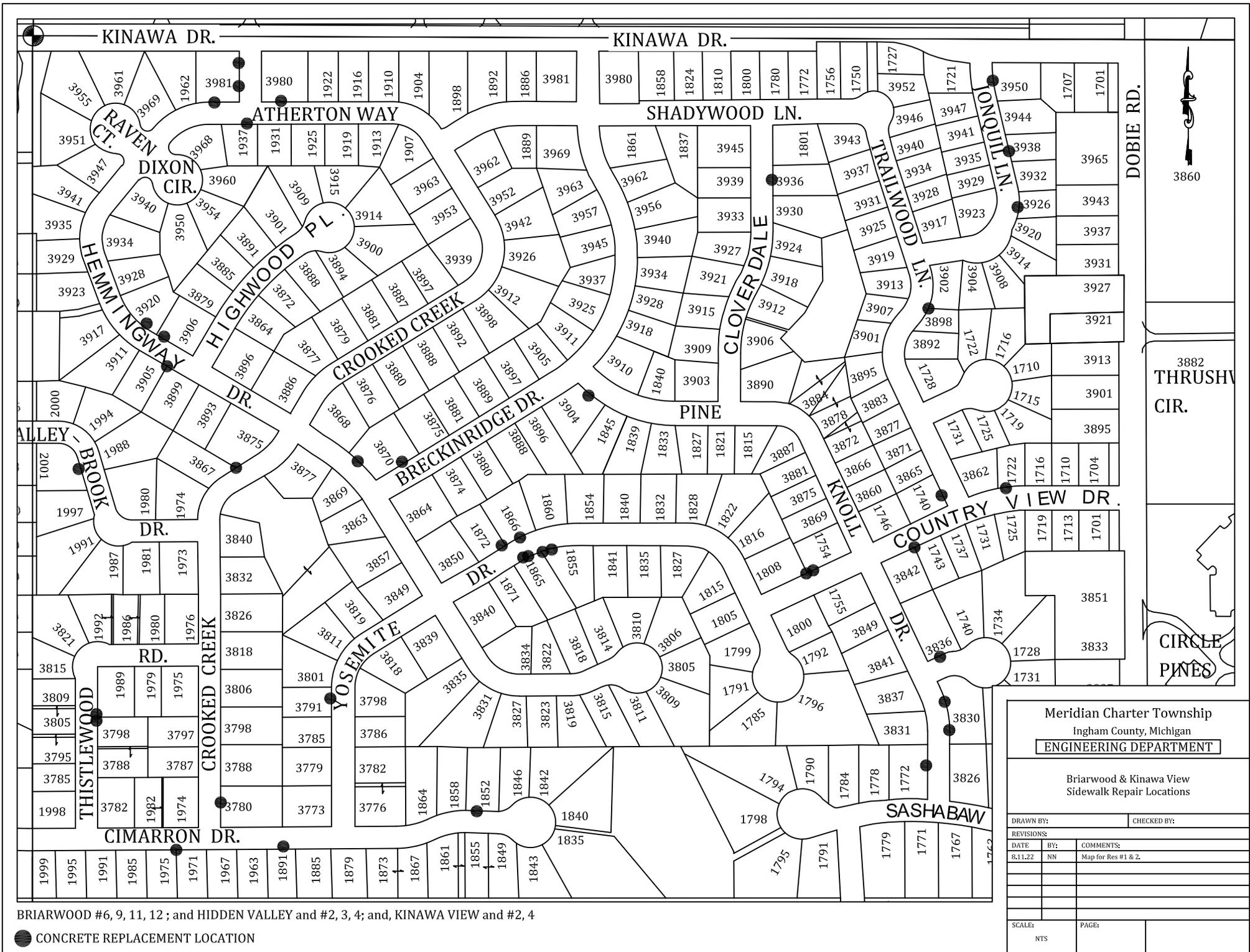


BRIARWOOD and #3, 4, 5

● CONCRETE REPLACEMENT LOCATION



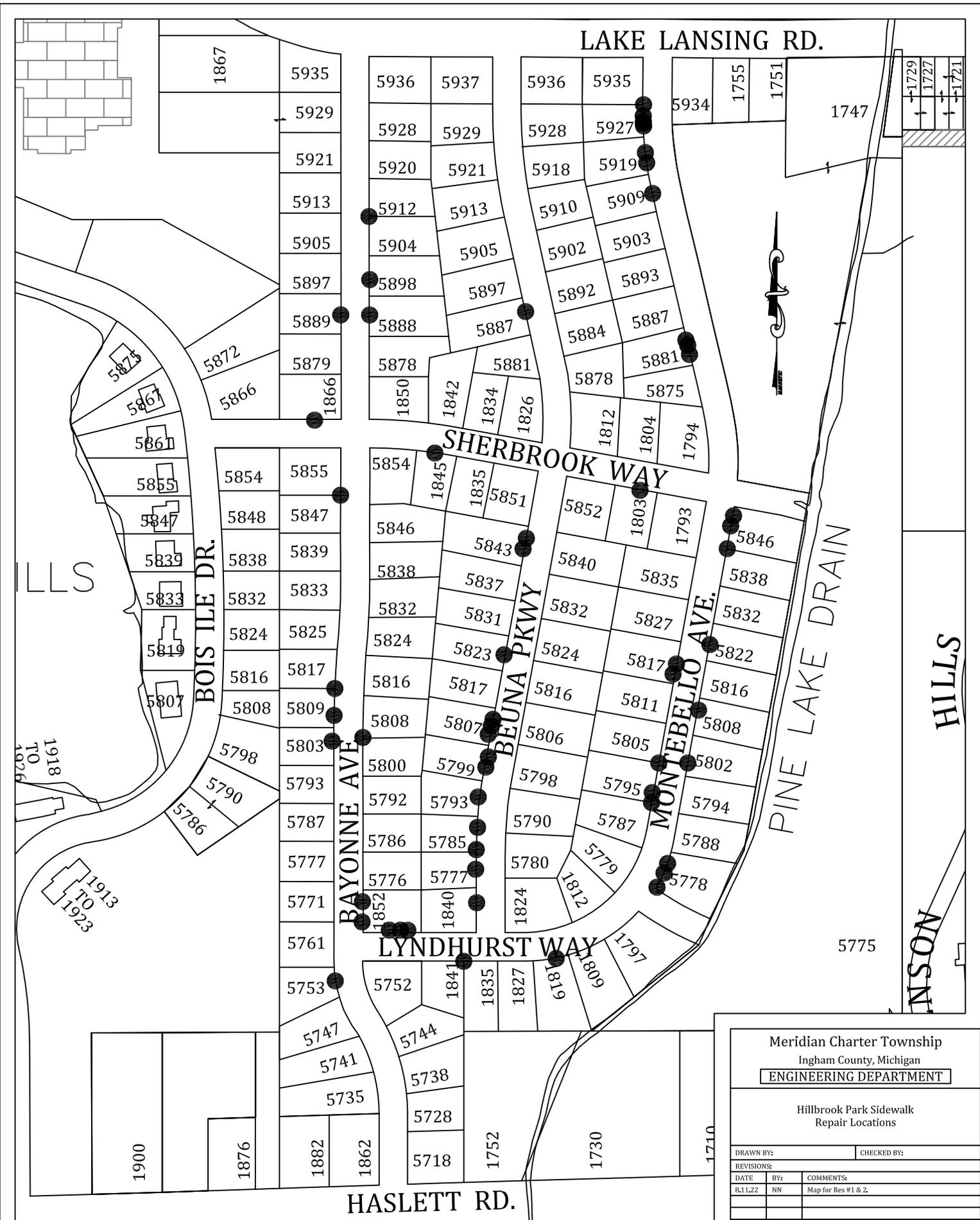
Meridian Charter Township Ingham County, Michigan	
ENGINEERING DEPARTMENT	
Briarwood Sidewalk Repair Locations	
DRAWN BY:	CHECKED BY:
REVISIONS:	
DATE	BY: COMMENTS:
8.11.22	NN Map for Res #1 & 2.
SCALE:	PAGE:
NTS	



BRIARWOOD #6, 9, 11, 12 ; and HIDDEN VALLEY and #2, 3, 4; and, KINAWA VIEW and #2, 4

● CONCRETE REPLACEMENT LOCATION

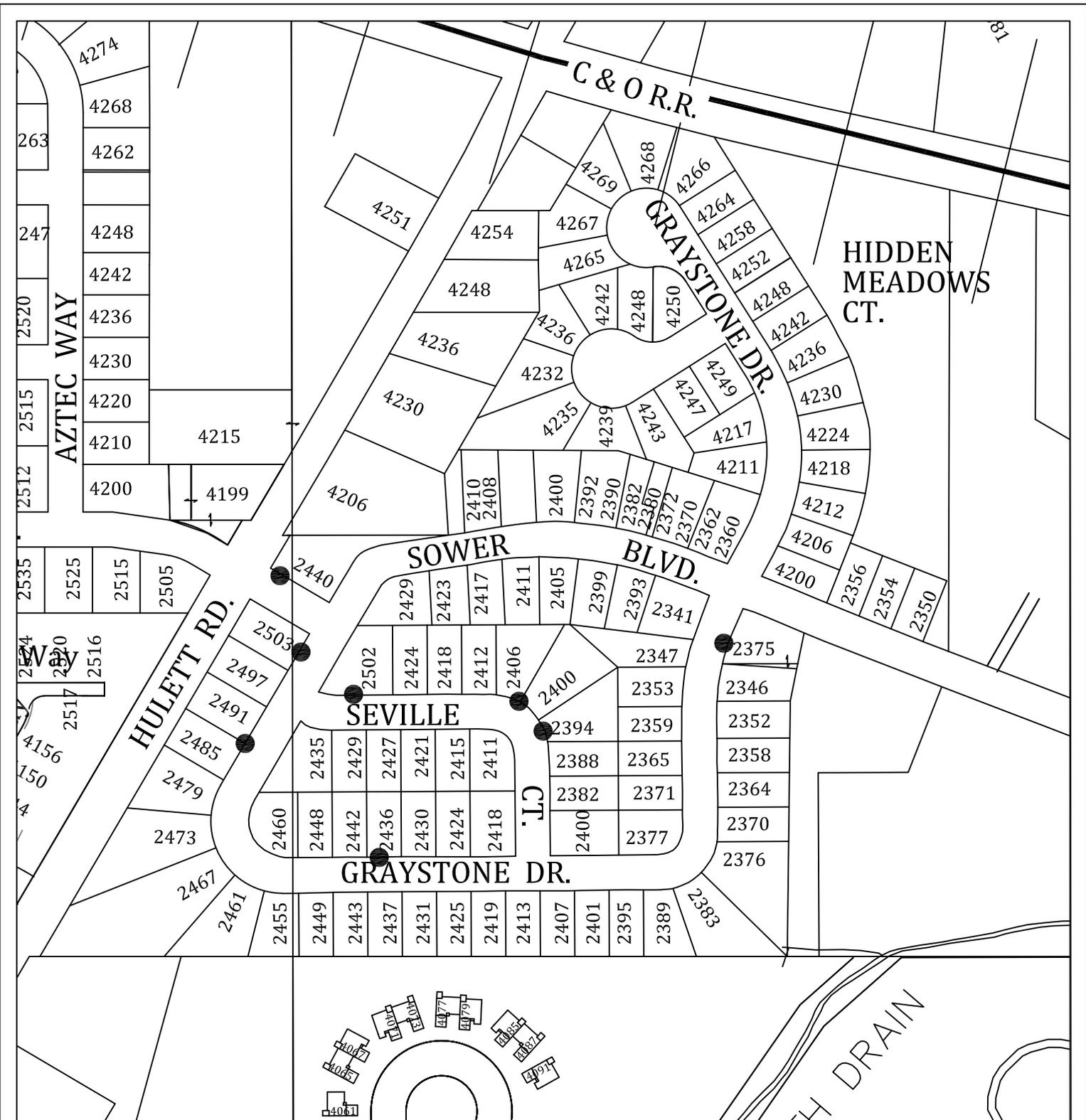
Meridian Charter Township Ingham County, Michigan ENGINEERING DEPARTMENT		
Briarwood & Kinawa View Sidewalk Repair Locations		
DRAWN BY:	CHECKED BY:	
REVISIONS:		
DATE	BY	COMMENTS:
8.11.22	NN	Map for Res #1 & 2.
SCALE:	PAGE:	
NTS		



HILLBROOK PARK and #1, 2

● CONCRETE REPLACEMENT LOCATION

Meridian Charter Township Ingham County, Michigan ENGINEERING DEPARTMENT		
Hillbrook Park Sidewalk Repair Locations		
DRAWN BY:		CHECKED BY:
REVISIONS:		
DATE:	BY:	COMMENTS:
8.1.22	NN	Map for Res #1 & 2.
SCALE:	PAGE:	
NTS		



OKEMOS SQUARE

● CONCRETE REPLACEMENT LOCATION

Meridian Charter Township Ingham County, Michigan ENGINEERING DEPARTMENT			
Okemos Square Sidewalk Repair Locations			
DRAWN BY:		CHECKED BY:	
REVISIONS:			
DATE	BY:	COMMENTS:	
8.1.1.22	NN	Map for Res #1 & 2.	
SCALE:	PAGE:		
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2022 ORDER TO MAINTAIN SIDEWALK
SPECIAL ASSESSMENT DISTRICT NO. 20 - RESOLUTION 2

Repair Address					Mailing Address					Property Owner Cost	
Parcel #	Subdivision	Lot No.	Repair Address		Primary Name	Street Address	City	ST	Zip		
1	33-02-02-34-182-001	Briarwood #11	409	1808	YOSEMITE	DEY, KAKAN C & PINKI, MOUSUMI	1808 YOSEMITE DR	OKEMOS	MI	48864	\$179.82
2	33-02-02-34-181-003	Briarwood #11	397	1855	YOSEMITE	ADAMS, KENNETH G & LINDA S	1855 YOSEMITE DR	OKEMOS	MI	48864	\$299.70
3	33-02-02-34-182-011	Briarwood #11	418	1872	YOSEMITE	BROGAN, ANDREW D & CAROLE A	1872 YOSEMITE DR	OKEMOS	MI	48864	\$239.76
4	33-02-02-33-201-022	Briarwood #3	95	2120	BELDING	BARTLEY, SALLY E & VINCENT S	2120 BELDING CT	OKEMOS	MI	48864	\$299.70
5	33-02-02-33-202-011	Briarwood #3	72	2135	BELDING	DOUGLAS, DEREK & HENRY, HANNAH	2135 BELDING CT	OKEMOS	MI	48864	\$179.82
6	33-02-02-33-201-019	Briarwood #3	92	2148	BELDING	LIEBER, BRIAN & ELIZABETH	2148 BELDING CT	OKEMOS	MI	48864	\$299.70
7	33-02-02-33-202-004	Briarwood #3	74	2157	BELDING	NGUYEN, CHINH T & TRANG	2157 BELDING CT	OKEMOS	MI	48864	\$641.47
8	33-02-02-33-202-002	Briarwood #3	76	2173	BELDING	TERBRACK, MATTHEW & LATISHA	2173 BELDING CT	OKEMOS	MI	48864	\$299.70
9	33-02-02-33-201-015	Briarwood #3	88	2184	BELDING	THATCHER, KEVIN G & LYNNE C	2184 BELDING CT	OKEMOS	MI	48864	\$269.73
10	33-02-02-33-202-006	Briarwood #3	78	3926	BELDING	PAHL, CORY & ELIZABETH	3926 BELDING CT	OKEMOS	MI	48864	\$299.70
11	33-02-02-33-204-012	Briarwood #3	108 -	3854	RALEIGH	QUATES, EDWARD W & HESTER, JESSICA	3854 RALEIGH DR	OKEMOS	MI	48864	\$299.70
12	33-02-02-33-204-010	Briarwood #3	106	3872	RALEIGH	CARLSON, EDWARD H & LOUISE D TRUSTE	3872 RALEIGH DR	OKEMOS	MI	48864	\$299.70
13	33-02-02-33-203-007	Briarwood #3	69	3905	RALEIGH	CAVANAUGH, SHANE S	3905 RALEIGH DR	OKEMOS	MI	48864	\$299.70
14	33-02-02-33-276-001	Briarwood #4	159	2095	BELDING	KISER, KAREN A TRUSTEE	2095 BELDING CT	OKEMOS	MI	48864	\$233.77
15	33-02-02-33-226-004	Briarwood #4	143	2096	BELDING	CRAIG FAMILY TRUST	2096 BELDING CT	OKEMOS	MI	48864	\$299.70
16	33-02-02-33-252-028	Briarwood #4	130	3823	SANDLEWOOD	WALDMILLER, RAYMOND & MARY E	3823 SANDLEWOOD DR	OKEMOS	MI	48864	\$299.70
17	33-02-02-33-252-027	Briarwood #4	131	3833	SANDLEWOOD	MIYAZAKI, SATORU & TERUKO TRUST	3833 SANDLEWOOD DR	OKEMOS	MI	48864	\$569.44
18	33-02-02-33-252-026	Briarwood #4	132	3843	SANDLEWOOD	DUNN, RICHARD & MARYANN	3843 SANDLEWOOD DR	OKEMOS	MI	48864	\$89.91
19	33-02-02-33-276-009	Briarwood #4	167	3864	SANDLEWOOD	HEPP, RALPH E & PATRICIA	3864 SANDLEWOOD DR	OKEMOS	MI	48864	\$329.67
20	33-02-02-33-276-005	Briarwood #4	163	3892	SANDLEWOOD	KING, TIFFANY A	3892 SANDLEWOOD DR	OKEMOS	MI	48864	\$269.73
21	33-02-02-33-204-014	Briarwood #4	142	3921	SANDLEWOOD	WHITE, MELVIN L	3921 SANDLEWOOD DR	OKEMOS	MI	48864	\$299.70
1	33-02-02-33-278-005	Briarwood #5	228	2079	ASHLAND	JOODAKY, AMIN	2079 ASHLAND DR	OKEMOS	MI	48864	\$569.44
2	33-02-02-33-227-004	Briarwood #5	Nature Park	0	BINGHAMTON	BRIARWOOD HOMEOWNERS ASSOC OF OKEMOS	P O BOX 226	OKEMOS	MI	48805	\$299.70
3	33-02-02-33-277-009	Briarwood #5	199	3800	BINGHAMTON	COHEN, SAUL D & LIN, HUEY-WEN	3800 BINGHAMTON DR	OKEMOS	MI	48864	\$179.82
4	33-02-02-33-277-006	Briarwood #5	196	3830	BINGHAMTON	HAUGEN, RANDALL & RENUKA	3830 BINGHAMTON DR	OKEMOS	MI	48864	\$299.70
5	33-02-02-33-277-005	Briarwood #5	195	3840	BINGHAMTON	ZWIER, LAWRENCE J & JEAN M	3840 BINGHAMTON DR	OKEMOS	MI	48864	\$59.94
6	33-02-02-33-277-004	Briarwood #5	194	3850	BINGHAMTON	LAMISON, DONALD R & PATRICIA	3850 BINGHAMTON DR	OKEMOS	MI	48864	\$569.44
7	33-02-02-33-229-020	Briarwood #5	290	3905	BINGHAMTON	DAVIS, THOMAS M & KAREN S	3905 BINGHAMTON DR	OKEMOS	MI	48864	\$89.91
8	33-02-02-33-229-019	Briarwood #5	291	3915	BINGHAMTON	KRIER, JOSHUA L & RACHEL A	3915 BINGHAMTON DR	OKEMOS	MI	48864	\$239.76

2022 ORDER TO MAINTAIN SIDEWALK
SPECIAL ASSESSMENT DISTRICT NO. 20 - RESOLUTION 2

Repair Address					Mailing Address					Property Owner Cost	
Parcel #	Subdivision	Lot No.	Repair Address		Primary Name	Street Address	City	ST	Zip		
9	33-02-02-33-229-017	Briarwood #5	293	3931	BINGHAMTON	MARUTA, TOMOFUMI & AYAKO	3931 BINGHAMTON DR	OKEMOS	MI	48864	\$299.70
10	33-02-02-33-229-033	Briarwood #5	278 +	3850	ROXBURY	HARRIER, IAN M & SARAH E	3850 ROXBURY AVE	OKEMOS	MI	48864	\$179.82
11	33-02-02-33-228-012	Briarwood #5	257	3884	ROXBURY	AHMED, FERDOUS	3884 ROXBURY AVE	OKEMOS	MI	48864	\$179.82
12	33-02-02-33-229-030	Briarwood #5	284	2030	SHAGBARK	COLE, PETER & JENNIFER	2030 SHAGBARK LN	OKEMOS	MI	48864	\$599.41
13	33-02-02-33-229-007	Briarwood #5	270	3880	SHELDRAKE	ITSELL, MICHAEL J & MELISSA	3880 SHELDRAKE AVE	OKEMOS	MI	48864	\$149.85
14	33-02-02-33-229-006	Briarwood #5	269	3886	SHELDRAKE	CONNORS, WILLIAM III & JENNIFER	3886 SHELDRAKE AVE	OKEMOS	MI	48864	\$149.85
15	33-02-02-33-229-005	Briarwood #5	268	3890	SHELDRAKE	SONG, JEONGSEOG	3890 SHELDRAKE AVE	OKEMOS	MI	48864	\$299.70
16	33-02-02-33-278-020	Briarwood #5	214	2050	TAMARACK	AKTULGA, HASAN METIN & FATMA SENA	2050 TAMARACK DR	OKEMOS	MI	48864	\$299.70
17	33-02-02-33-278-018	Briarwood #5	212	2070	TAMARACK	DANIK, MICHAEL J	2070 TAMARACK DR	OKEMOS	MI	48864	\$539.47
18	33-02-02-34-103-002	Briarwood #6	343	1937	ATHERTON WAY	MIMS, THOMAS & CYNTHIA	1937 ATHERTON WAY	OKEMOS	MI	48864	\$299.70
19	33-02-02-34-102-001	Briarwood #6	294	3980	CHANNING WAY	WALKER, SCOTT A & SHRESTHA, LEENI	3980 CHANNING WAY	OKEMOS	MI	48805	\$179.82
20	33-02-02-34-104-006	Briarwood #6	311	3875	CROOKED CREEK	BERLINSKI, ALLEN R & JUDY	3875 CROOKED CREEK RD	OKEMOS	MI	48864	\$299.70
21	33-02-02-34-106-002	Briarwood #6	330	3870	HEMMINGWAY	KUO, HUNG JEN & WU, YU HWAI	3870 HEMMINGWAY DR	OKEMOS	MI	48864	\$479.52
22	33-02-02-34-104-004	Briarwood #6	309	3899	HEMMINGWAY	PAPPAS, GEORGIOS & KALFAGIANNI, EFSTRATIA	3899 HEMMINGWAY DR	OKEMOS	MI	48864	\$149.85
23	33-02-02-34-104-003	Briarwood #6	308	3905	HEMMINGWAY	RAYMOND, MATTHEW CLIFFORD & DALAIRE, JENNIFER ARLEEN	3905 HEMMINGWAY DR	OKEMOS	MI	48864	\$149.85
24	33-02-02-34-103-011	Briarwood #6	334	3906	HEMMINGWAY	GUESS, MICHAEL & ERIN	3906 HEMMINGWAY DR	OKEMOS	MI	48864	\$299.70
25	33-02-02-34-103-010	Briarwood #6	335	3920	HEMMINGWAY	MINAMISONO, KEI & NAOMI	3920 HEMMINGWAY DR	OKEMOS	MI	48864	\$329.67
26	33-02-02-34-154-001	Briarwood #6	318	2001	VALLEYBROOK	WRIGHT, TIFFANY L & JEFFERY	2001 VALLEYBROOK DR	OKEMOS	MI	48864	\$299.70
27	33-02-02-34-155-020	Briarwood #9	372	3791	YOSEMITE	CRAIG-MCDONALD, BARBARA E	3791 YOSEMITE DR	OKEMOS	MI	48864	\$299.70
28	33-02-02-33-203-010	Briarwood Subdivision	9 & 8 -	2186	DONOVAN	FLATLEY, JOHN M & DIANE M TRUSTEES	2186 DONOVAN PL	OKEMOS	MI	48864	\$299.70
29	33-02-02-33-253-003	Briarwood Subdivision	26	3782	NEW SALEM	JUN, JUNG HA	3782 NEW SALEM AVE	OKEMOS	MI	48864	\$299.70
30	33-02-02-33-251-023	Briarwood Subdivision	41	3833	NEW SALEM	3833 NEW SALEM LLC	3833 NEW SALEM AVE	OKEMOS	MI	48864	\$899.11

2022 ORDER TO MAINTAIN SIDEWALK
SPECIAL ASSESSMENT DISTRICT NO. 20 - RESOLUTION 2

Repair Address					Mailing Address					Property Owner Cost
Parcel #	Subdivision	Lot No.	Repair Address	Primary Name	Street Address	City	ST	Zip		
31	33-02-02-33-252-010	Briarwood Subdivision	21	3836 NEW SALEM	WEBB REVOCABLE TRUST	3836 NEW SALEM AVE	OKEMOS	MI	48864	\$299.70
32	33-02-02-33-252-005	Briarwood Subdivision	16	3866 NEW SALEM	PARTICKA, MICHAEL G & CHRISLYN A	3866 NEW SALEM AVE	OKEMOS	MI	48864	\$299.70
33	33-02-02-33-251-018	Briarwood Subdivision	46 & 47 -	3867 NEW SALEM	BOCTOR, KAMIL & NABILA	3867 NEW SALEM AVE	OKEMOS	MI	48864	\$299.70
34	33-02-02-33-203-008	Briarwood Subdivision	7	3896 NEW SALEM	LACOURSIER, RUSSELL & GAYLE	3896 NEW SALEM AVE	OKEMOS	MI	48864	\$299.70
35	33-02-02-11-480-012	Chippewa Woods #2	53	5537 SILVERLEAF CT	GLASS, TIA & DIALLO	5537 SILVERLEAF CT	HASLETT	MI	48840	\$329.67
36	33-02-02-35-352-001	Ember Oaks	9	3598 CABARET	AHMED, ZULFIQAR & NAZ, FAREEHA	3598 CABARET TRL	OKEMOS	MI	48864	\$377.63
37	33-02-02-35-301-008	Ember Oaks	16	1433 WANDERING WAY	PATEL, SHARADHDHEY & SHRADHDHA	1433 WANDERING WAY	OKEMOS	MI	48864	\$209.79
38	33-02-02-08-101-014	Heritage Hills #2	67	2948 COLONY	MUTH, THOMAS JR & ELLEN	2948 COLONY DR	EAST LANSING	MI	48823	\$271.69
39	33-02-02-08-101-011	Heritage Hills #2	64	2966 COLONY	ANDERSON, JEFFREY J & BREEANN K	2966 COLONY DR	EAST LANSING	MI	48823	\$217.35
40	33-02-02-08-128-007	Heritage Hills #3	105	5880 BLYTHEFIELD	CHARAMELLA, JOHN M & DONNA J TRUST	5880 BLYTHEFIELD DR	EAST LANSING	MI	48823	\$516.21
41	33-02-02-08-180-007	Heritage Hills #3	83	5893 BLYTHEFIELD	GEORGE ARTHYR PFLEGER FAMILY TRUST	5893 BLYTHEFIELD DR	EAST LANSING	MI	48823	\$304.29
42	33-02-02-08-128-002	Heritage Hills #3	110	5928 BLYTHEFIELD	TIFFANY, MICHAEL S & KATHERINE A	5928 BLYTHEFIELD DR	EAST LANSING	MI	48823	\$575.98
43	33-02-02-08-101-033	Heritage Hills #3	75 +	5923 HIGHGATE	PIERCE, ROBERT D & SHARON	5923 HIGHGATE AVE	EAST LANSING	MI	48823	\$271.69
44	33-02-02-08-180-018	Heritage Hills #3	94	2812 SOUTHWOOD	GUNGOR, SEDAT & ZAREMA	2812 SOUTHWOOD DR	EAST LANSING	MI	48823	\$271.69
45	33-02-02-08-180-017	Heritage Hills #3	95	2820 SOUTHWOOD	WOLDRING, DANIEL R & CAROLYN J L	2820 SOUTHWOOD DR	EAST LANSING	MI	48823	\$815.06
46	33-02-02-08-128-014	Heritage Hills #3	118	2812 STILL VALLEY	HERSHEY, WILLARD J & DELL S	2812 STILL VALLEY DR	EAST LANSING	MI	48823	\$163.01
47	33-02-02-08-127-014	Heritage Hills #4	214	5939 BLYTHEFIELD	RUDDY, MELISSA A & ROBERT	5939 BLYTHEFIELD DR	EAST LANSING	MI	48823	\$543.38
48	33-02-02-08-128-020	Heritage Hills #4	218 -	2807 BUGLERS	GIBSON, KENNETH & VICKIE	2807 BUGLERS WAY	EAST LANSING	MI	48823	\$597.71
49	33-02-02-08-126-011	Heritage Hills #4	195	2812 BUGLERS	TURNBULL, BRIAN J & MARY LOU	2812 BUGLERS WAY	EAST LANSING	MI	48823	\$217.35
50	33-02-02-08-127-011	Heritage Hills #4	212	2843 BUGLERS	JOHNSON, NANCY A	2843 BUGLERS WAY	EAST LANSING	MI	48823	\$815.06
51	33-02-02-08-126-006	Heritage Hills #4	200	5990 HIGHGATE	HIRSCHEL, L ANNE REV TRUST	5990 HIGHGATE AVE	EAST LANSING	MI	48823	\$543.38
52	33-02-02-08-129-017	Heritage Hills #4	229	5905 PATRIOTS	RAINVILLE, JEFFREY & EPOLITO, AMANDA	5905 PATRIOTS WAY	EAST LANSING	MI	48823	\$784.88
53	33-02-02-08-253-007	Heritage Hills #4	135	2751 SOUTHWOOD	DALEN, MICHELE	1903 WOOD ST	LANSING	MI	48912	\$603.75
54	33-02-02-08-253-009	Heritage Hills #4	133	2759 SOUTHWOOD	CLYMA, JESSE & LYNNE E	2759 SOUTHWOOD DR	EAST LANSING	MI	48823	\$315.16
55	33-02-02-08-181-009	Heritage Hills #4	149	2776 SOUTHWOOD	WATTERS TRUST, LYNLEY J & MICHAEL A	2776 SOUTHWOOD DR	EAST LANSING	MI	48823	\$271.69
56	33-02-02-08-181-008	Heritage Hills #4	150	2782 SOUTHWOOD	JAKOVAC, SCOTT & SHANNON	2782 SOUTHWOOD DR	EAST LANSING	MI	48823	\$271.69
57	33-02-02-08-182-007	Heritage Hills Subdivision	45	2846 CAMBRIA	SMITH, DEBORAH V	2846 CAMBRIA DR	EAST LANSING	MI	48823	\$163.01
58	33-02-02-08-180-001	Heritage Hills Subdivision	51	2826 COLONY	GIBBES IV, CRAWFORD D	2826 COLONY DR	EAST LANSING	MI	48823	\$608.58
59	33-02-02-08-101-026	Heritage Hills Subdivision	16	2876 COLONY	CUNNINGHAM, PATRICIA Z TRUSTEE	2876 COLONY DR	EAST LANSING	MI	48823	\$615.83

2022 ORDER TO MAINTAIN SIDEWALK
SPECIAL ASSESSMENT DISTRICT NO. 20 - RESOLUTION 2

Repair Address					Mailing Address					Property Owner Cost
Parcel #	Subdivision	Lot No.	Repair Address	Primary Name	Street Address	City	ST	Zip		
60	33-02-02-08-153-019	Heritage Hills Subdivision	21	2963 CRESTWOOD CIR	TIJERINA, ROGER & ANNETTE	2963 CRESTWOOD CIR	EAST LANSING	MI	48823	\$271.69
61	33-02-02-08-103-014	Heritage Hills Subdivision	13 -	2876 CRESTWOOD DR	WILLIAMS, ALICIA N & MATTHEW M	2876 CRESTWOOD DR	EAST LANSING	MI	48823	\$407.53
62	33-02-02-08-154-011	Heritage Hills Subdivision	41	2881 CRESTWOOD DR	JONES, STEVEN H & DARCIE C	2881 CRESTWOOD DR	EAST LANSING	MI	48823	\$271.69
63	33-02-02-08-102-012	Heritage Hills Subdivision	7	2932 CRESTWOOD DR	FISHER, RONALD C TRUSTEE	2932 CRESTWOOD DR	EAST LANSING	MI	48823	\$271.69
64	33-02-02-08-153-012	Heritage Hills Subdivision	27	2933 CRESTWOOD DR	MARIETTA, SEAN & MARIETTA-WESTBERG, JENNIFER	2000 SCROGGINS RD	ALEXANDRIA	VA	22302	\$163.01
65	33-02-02-08-153-018	Heritage Hills Subdivision	20	2967 CRESTWOOD DR	PIKE, CHRISTOPHER D & KATHRYN M	2967 CRESTWOOD DR	EAST LANSING	MI	48823	\$599.41
66	33-02-02-08-153-001	Heritage Hills Subdivision	18	5848 HAGADORN	MCGUIGAN, DEBORAH E	5848 HAGADORN RD	EAST LANSING	MI	48823	\$539.47
67	33-02-02-08-102-006	Heritage Hills Subdivision	1	5890 HAGADORN	PANAYOTOU, HASULA E	5890 HAGADORN RD	EAST LANSING	MI	48823	\$125.88
68	33-02-02-08-127-004	Heritage Hills Subdivision	52	5904 HIGHGATE	SALAS, ANGELIA D & SUDOL, ERIC J	5904 HIGHGATE AVE	EAST LANSING	MI	48823	\$489.04
69	33-02-02-08-101-025	Heritage Hills Subdivision	17	5913 HIGHGATE	STACKS, FREDERICK D & MARY JO	5913 HIGHGATE AVE	EAST LANSING	MI	48823	\$271.69
70	33-02-02-08-153-013	Heritage Hills Subdivision	28	5853 SMITHFIELD	ALLEN, ALEXA L & BRADLEY T	5853 SMITHFIELD AVE	EAST LANSING	MI	48823	\$543.38
71	33-02-02-08-154-002	Heritage Hills Subdivision	33	5854 SMITHFIELD	KITAGAWA, JUN & REIKO	5854 SMITHFIELD AVE	EAST LANSING	MI	48823	\$543.38
72	33-02-02-34-152-006	Hidden Valley	11 -	3798 THISTLEWOOD	CHOI, YONGJUN & KIM, MINHYE	3798 THISTLEWOOD RD	OKEMOS	MI	48864	\$509.49
73	33-02-02-34-155-012	Hidden Valley #2	34	3780 CROOKED CREEK	GLINN, DANIEL & MICHELE	3780 CROOKED CREEK RD	OKEMOS	MI	48864	\$269.73
74	33-02-02-34-153-009	Hidden Valley #3	36	1891 CIMARRON	HELBLE, EDWARD T & CHARLENE	1891 CIMARRON DR	OKEMOS	MI	48864	\$299.70
75	33-02-02-34-179-001	Hidden Valley #4	60	1772 SASHABAW	HARROD, BRIAN & LINDSAY	1772 SASHABAW DR	OKEMOS	MI	48864	\$179.82
76	33-02-02-34-153-006	Hidden Valley Subdivision	6	1971 CIMARRON	SAUL, WILLIAM E TRUST	1971 CIMARRON DR	OKEMOS	MI	48864	\$29.97
77	33-02-02-34-153-005	Hidden Valley Subdivision	5	1975 CIMARRON	ILGEN, DANIEL R & BARBARA TRUSTEES	1975 CIMARRON DR	OKEMOS	MI	48864	\$269.73
78	33-02-02-10-153-025	Hillbrook Park	72	5753 BAYONNE	KELLEY, ANDREW J	5753 BAYONNE AVE	HASLETT	MI	48840	\$191.81
79	33-02-02-10-153-019	Hillbrook Park	78	5803 BAYONNE	HUTTING, SAMANTHA L & DAVID G & KATHLEEN K	5803 BAYONNE AVE	HASLETT	MI	48840	\$143.86
80	33-02-02-10-176-010	Hillbrook Park	61	5808 BAYONNE	CARRINGTON, LINDA & PETER	5808 BAYONNE AVE	HASLETT	MI	48840	\$299.70
81	33-02-02-10-153-018	Hillbrook Park	79	5809 BAYONNE	JUROSZEK, JOHN O & CHRISTINE	5809 BAYONNE AVE	HASLETT	MI	48840	\$407.60
82	33-02-02-10-153-013	Hillbrook Park	84	5847 BAYONNE	DEVLIN, JOSH AND APRIL	5847 BAYONNE AVE	HASLETT	MI	48840	\$95.90
83	33-02-02-10-176-025	Hillbrook Park	54	5777 BEUNA	VALLEY, RAY C & EMMA J	PO BOX 885	OKEMOS	MI	48805	\$191.81
84	33-02-02-10-176-024	Hillbrook Park	53	5785 BEUNA	ANDERSEN, NICOLE & DOUGHERTY, CHARLES	5785 BEUNA PKWY	HASLETT	MI	48840	\$383.62
85	33-02-02-10-176-023	Hillbrook Park	52	5793 BEUNA	BASTIN, GRAYSON	5793 BEUNA PKWY	HASLETT	MI	48840	\$287.71
86	33-02-02-10-176-022	Hillbrook Park	51	5799 BEUNA	CLARK, KATHLEEN J	5799 BEUNA PKWY	HASLETT	MI	48840	\$383.62
87	33-02-02-10-176-021	Hillbrook Park	50	5807 BEUNA	PANCERZ, GARY J & GANNON, JEAN M	5807 BEUNA PKWY	HASLETT	MI	48840	\$623.38
88	33-02-02-10-176-019	Hillbrook Park	48	5823 BEUNA	BORNOR, JACKIE L	5823 BEUNA PKWY	HASLETT	MI	48840	\$191.81

2022 ORDER TO MAINTAIN SIDEWALK
SPECIAL ASSESSMENT DISTRICT NO. 20 - RESOLUTION 2

Repair Address					Mailing Address						Property Owner Cost
Parcel #	Subdivision	Lot No.	Repair Address		Primary Name	Street Address	City	ST	Zip		
89	33-02-02-10-176-016	Hillbrook Park	45	5843	BEUNA	WALLACE, LOU ANNE TRUSTEE	5843 BEUNA PKWY	HASLETT	MI	48840	\$383.62
90	33-02-02-10-179-006	Hillbrook Park	9	1819	LYNDHURST	JACOBSON, CHARLES & SARAH	1819 LYNDHURST WAY	HASLETT	MI	48840	\$191.81
91	33-02-02-10-176-026	Hillbrook Park	55	1840	LYNDHURST	AMIN, WAHID AHMAD	1840 LYNDHURST WAY	HASLETT	MI	48840	\$129.47
92	33-02-02-10-179-003	Hillbrook Park	6	1841	LYNDHURST	WROBLAK, DAREK & WALTERS LEAH	1841 LYNDHURST WAY	HASLETT	MI	48840	\$239.76
93	33-02-02-10-176-015	Hillbrook Park	58	1852	LYNDHURST	SHILLAIR, DANIEL I	1852 LYNDHURST WAY	HASLETT	MI	48840	\$953.05
94	33-02-02-10-178-010	Hillbrook Park	12	5778	MONTEBELLO	BIRD, CATHERINE A TRUST	1260 HOLT RD	MASON	MI	48854	\$575.43
95	33-02-02-10-177-018	Hillbrook Park	29	5787	MONTEBELLO	LOCATELLI, PETER B & SHIRLEY	5787 MONTEBELLO AVE	HASLETT	MI	48840	\$71.93
96	33-02-02-10-177-017	Hillbrook Park	28	5795	MONTEBELLO	PIAVIS, MARK & LINDA TRUSTEES	5795 MONTEBELLO AVE	HASLETT	MI	48840	\$527.48
97	33-02-02-10-178-006	Hillbrook Park	16	5808	MONTEBELLO	DURKEE, WILLARD C & MARJORIE TRUST	5808 MONTEBELLO AVE	HASLETT	MI	48840	\$297.39
98	33-02-02-10-177-014	Hillbrook Park	25	5817	MONTEBELLO	SCHULZE, PATRICIA	60 S BOULDER CTR #6021	BOULDER	CO	80303-4287	\$383.62
99	33-02-02-10-178-004	Hillbrook Park	18	5822	MONTEBELLO	WILSON, THOMAS & LINDA	4 FUDORA CR	SIMPSONVILLE	SC	29681	\$239.76
100	33-02-02-10-178-001	Hillbrook Park	21	5846	MONTEBELLO	SMITH, CHRISTOPHER J	5846 MONTEBELLO AVE	HASLETT	MI	48840	\$191.81
101	33-02-02-10-177-002	Hillbrook Park	41	1803	SHERBROOK	MESSINA, MARC E & JESSICA L	1803 SHERBROOK WAY	HASLETT	MI	48840	\$239.76
102	33-02-02-10-176-002	Hillbrook Park	67	1845	SHERBROOK	DOUGLAS, KAYCI R	1845 SHERBROOK WAY	HASLETT	MI	48840	\$259.05
103	33-02-02-10-127-009	Hillbrook Park #1	86	1866	SHERBROOK	HARNEY, DOROTHY M	1866 SHERBROOK WAY	HASLETT	MI	48840	\$239.76
104	33-02-02-10-128-007	Hillbrook Park #2	125	5888	BAYONNE	MURRAY, DANIELLE F	5888 BAYONNE AVE	HASLETT	MI	48840	\$239.76
105	33-02-02-10-127-007	Hillbrook Park #2	128	5889	BAYONNE	LACCA, ROBERT S & CAROL S	5889 BAYONNE AVE	HASLETT	MI	48840	\$167.83
106	33-02-02-10-128-006	Hillbrook Park #2	124	5898	BAYONNE	GILBERT, JEFF	5898 BAYONNE AVE	HASLETT	MI	48840	\$239.76
107	33-02-02-10-128-005	Hillbrook Park #2	123	5904	BAYONNE	OWEN, KAREN S & NATHAN L	5904 BAYONNE AVE	HASLETT	MI	48840	\$59.94
108	33-02-02-10-128-004	Hillbrook Park #2	122	5912	BAYONNE	TEETERS, KATHRYN S & JAMES	5912 BAYONNE AVE	HASLETT	MI	48840	\$179.82
109	33-02-02-10-128-015	Hillbrook Park #2	112	5887	BEUNA	MCCARTHY, KELLY K	5887 BEUNA PKWY	HASLETT	MI	48840	\$239.76
110	33-02-02-10-129-016	Hillbrook Park #2	95	5881	MONTEBELLO	DEROSE, STEPHEN R	5881 MONTEBELLO AVE	HASLETT	MI	48840	\$671.33
111	33-02-02-10-129-012	Hillbrook Park #2	99	5909	MONTEBELLO	CUTHBERT, MATTHEW J	5909 MONTEBELLO AVE	HASLETT	MI	48840	\$215.79
112	33-02-02-10-129-010	Hillbrook Park #2	101	5927	MONTEBELLO	ANDERSON, JOHN C	5927 MONTEBELLO AVE	HASLETT	MI	48840	\$935.07
113	33-02-02-34-202-008	Kinawa View	11	3926	JONQUIL	KURADA, SAI & BICE, ADAM	3926 JONQUIL LN	OKEMOS	MI	48864	\$299.70
114	33-02-02-34-202-006	Kinawa View	9	3938	JONQUIL	ROBINSON, RONALD J & HELMA	3938 JONQUIL LN	OKEMOS	MI	48864	\$329.67
115	33-02-02-34-202-001	Kinawa View	7	3950	JONQUIL	HASHSHAM, SYED & FAROOQI, NIHALA	3950 JONQUIL LN	OKEMOS	MI	48864	\$431.75
116	33-02-02-34-202-013	Kinawa View	16	3902	TRAILWOOD	GOODALL, BRADLEY LYNN	3902 TRAILWOOD DR	OKEMOS	MI	48864	\$299.70
117	33-02-02-34-203-010	Kinawa View #2	49	1722	COUNTRY VIEW	SOUBANI, ABDULLAH & ABDMAHMOUD, S & ZIEDAN, M	1722 COUNTRY VIEW DR	OKEMOS	MI	48864	\$299.70
118	33-02-02-34-127-014	Kinawa View #2	63	1740	COUNTRY VIEW	HAUGEN, JASON K & NICOLE	1740 COUNTRY VIEW DR	OKEMOS	MI	48864	\$179.82
119	33-02-02-34-251-002	Kinawa View #2	76	1743	COUNTRY VIEW	LEFFONDRE-MATTHEWS, EVELYNE & MATTHEWS, GEORGE J	1743 COUNTRY VIEW DR	OKEMOS	MI	48864	\$89.91
120	33-02-02-34-128-005	Kinawa View #2	74	1754	COUNTRY VIEW	KHATTAR, SUDHIR K & SAROJ	1754 COUNTRY VIEW DR	OKEMOS	MI	48864	\$299.70
121	33-02-02-34-251-016	Kinawa View #2	89	3830	PINE KNOLL	KEENOY, MARSHA L	3830 PINE KNOLL DR	OKEMOS	MI	48864	\$599.41
122	33-02-02-34-251-010	Kinawa View #2	83	3836	PINE KNOLL	REICOSKY, DAVID & BONNIE GAY TRUSTEES	3836 PINE KNOLL DR	OKEMOS	MI	48864	\$179.82
123	33-02-02-34-251-001	Kinawa View #2	75	3842	PINE KNOLL	KNICKERBOCKER, ROBERT H	3842 PINE KNOLL DR	OKEMOS	MI	48864	\$125.88
124	33-02-02-34-127-031	Kinawa View #4	124	3936	CLOVERDALE	REDEY, BIDHAN & PRASANNA	3936 CLOVERDALE AVE	OKEMOS	MI	48864	\$239.76
125	33-02-02-28-305-010	Okemos Square	63	2436	GRAYSTONE	KENNEDY, REBECCA L	2436 GRAYSTONE DR	OKEMOS	MI	48864	\$299.70

2022 ORDER TO MAINTAIN SIDEWALK
SPECIAL ASSESSMENT DISTRICT NO. 20 - RESOLUTION 2

Repair Address					Mailing Address						Property Owner Cost
Parcel #	Subdivision	Lot No.	Repair Address		Primary Name	Street Address	City	ST	Zip		
126	33-02-02-29-427-005	Okemos Square	25	2485	GRAYSTONE	WALD, EVA	2485 GRAYSTONE DR	OKEMOS	MI	48864	\$119.88
127	33-02-02-29-427-004	Okemos Square	26	2491	GRAYSTONE	NEGIN, PAUL D	2491 GRAYSTONE DR	OKEMOS	MI	48864	\$134.87
128	33-02-02-28-304-009	Okemos Square	53	2502	GRAYSTONE	BARR, MICHAEL G & JILL	2502 GRAYSTONE DR	OKEMOS	MI	48864	\$161.84
129	33-02-02-29-427-002	Okemos Square	28	2503	GRAYSTONE	PONNAMBALAM, VIJAYABARATHI & PONNAMBALAM, PAKUTHARIVU	2503 GRAYSTONE DR	OKEMOS	MI	48864	\$299.70
130	33-02-02-28-304-015	Okemos Square	47	2394	SEVILLE	COMSTOCK, BRIAN JOSHUA & HOLLY J	2394 SEVILLE DR	OKEMOS	MI	48864	\$329.67
131	33-02-02-28-306-022	Okemos Square	1 +	2375	SOWER	QUIRANTE, JEFF & MARIA BLANCHE B	2375 SOWER BLVD	OKEMOS	MI	48864	\$179.82
132	33-02-02-28-302-009	Okemos Square	29	2440	SOWER	BRITTEN, TAMMY & POTTER, LUCAS	2440 SOWER BLVD	OKEMOS	MI	48864	\$163.01
133	33-02-02-32-401-003	Sanctuary	46	2718	LOON	KHEIRAIE, ALI ZOCCAIE & GHAMAMI, MEHRNAZ	2718 LOON LN	OKEMOS	MI	48864	\$329.67
134	33-02-02-12-154-008	Wood Valley Sub.	46	5563	WOOD VALLEY	KACHELSKI, RICHARD & JULIE	5563 WOOD VALLEY DR	HASLETT	MI	48840	\$299.70

TOTAL: \$50,287.46

Work done by Lopez; \$28.35/Syd removal, \$6.30/Sft 4", \$7.35/Sft 6".
(All others done by Leavitt & Starck)

Quantity confirmed from Pay Estimates.

Owner change after initial roll.



To: Board Members
From: Frank L. Walsh, Township Manager
Date: July 11, 2023
Re: Consulting Agreement One Month Extension-Maisner

I've attached the memo from July, 2023 regarding Meridian Township's consulting agreement with our former Parks and Recreation Director, LuAnn Maisner. You may recall, the Township Board, at the behest of the Township Manager, approved a six month agreement with Ms. Maisner to support a smooth transition to Director Courtney Wisinski. So far, the process is working well.

My concern is the potential loss of the institutional knowledge that Ms. Maisner brings to the table with our new Community/Senior Center. As you are aware, for the past 15 years, our former Director was the township's conduit to the current senior center operations and staff oversight. As I've sat through several meetings with our Community/Senior Center Task Force, it has become abundantly clear that Ms. Maisner's vast experiences with our current senior center will be invaluable as we continue to study the feasibility of a new center. I expect the first phase of the feasibility stage to take us through July. Hence, I'm requesting that the Township Board extend the current consulting agreement by an additional 30 days. Ms. Maisner has agreed to remain on through August 2, 2024.

A motion is prepared for Board consideration:

MOVE TO AMEND THE CURRENT MAISNER RETIREMENT AGREEMENT BETWEEN MERIDIAN TOWNSHIP AND FORMER PARKS AND RECREATION DIRECTOR LUANN MAISNER THROUGH AUGUST 2, 2024.

Attachment:

1. July 2023 Township Board Memo
2. Addendum to Employment Agreement
3. Second Addendum to Employment Agreement



To: Board Members
From: Frank L. Walsh, Township Manager
Date: July 11, 2023
Re: Maisner Retirement Consulting Agreement

As you are aware, after nearly 24 years of exemplary service, Parks and Recreation Director LuAnn Maisner has decided to retire from Meridian Township.

First of all, we are very thankful for LuAnn’s dedication and commitment to excellence.

Director Maisner’s efforts with the our 31 parks, 30 land preserves, Historical Village, Marketplace on the Green, Farmers’ Market, Celebrate Meridian, Meridian Senior Center, 90 miles of pathways, Nokomis Cultural Center, Harris Nature Center, deer management, grant oversight and serving as staff to the Parks Commission, has left an amazing footprint in Meridian Township. So much so that we strongly believe we should encapsulate as much of her leadership skills as possible. Once we learned of LuAnn’s desire to retire, we initiated conversations with her about remaining on our team beyond her January 3, 2024 retirement date. From the onset, the discussions were positive and fruitful. Within about a month, we worked with counsel and the Human Resource Department to memorialize a consulting agreement.

The agreement before you Tuesday evening maintains LuAnn’s services through June 30, 2024. Our expectations are that our new Parks and Recreation leader will be able to consult with LuAnn regarding any of the aforementioned duties. We simply cannot allow 24 years of institutional knowledge to walk out the door without solid succession planning. Our team believes that LuAnn will be an extremely valuable resource well beyond January 3, 2024.

The agreement is quite simple. The Township agrees to pay LuAnn her current salary for six months and health care for one year. On the flip side, LuAnn agrees to serve as a consultant to our new Director on an as needed basis.

A motion is prepared for Board consideration:

MOVE TO APPROVE THE PROPOSED MAISNER RETIREMENT CONSULTING AGREEMENT BETWEEN MERIDIAN TOWNSHIP AND PARKS AND RECREATION DIRECTOR LUANN MAISNER AND AUTHORIZE THE TOWNSHIP MANAGER TO SIGN THE AGREEMENT

Attachment:

1. Maisner Employment Agreement

EMPLOYMENT AGREEMENT

This Employment Agreement (this “Agreement”) is entered into as of January 4, 2024 (the “Effective Date”), between Meridian Charter Township, whose address is 5151 Marsh Rd., Okemos, MI 48864 (“Township”) and LuAnn Maisner, whose address is 4374 Alderwood Dr., Okemos, MI 48864 (“Employee”) (collectively, the “Parties”).

WHEREAS, Employee was employed as the Township’s Parks and Recreation Director from October 25, 1999 through January 3, 2024; and

WHEREAS, in the interest of a smooth transition and in recognition of Employee’s invaluable experience and knowledge, the Township desires to retain Employee’s services on an as-needed basis through a portion of the 2024 calendar year;

Therefore, the parties agree as follows:

1. **Employment.** The Township agrees to employ Employee as an interim, temporary advisor to its Parks and Recreation Department and the Township Manager on an at-will basis. Employee reports directly to the Township Manager.

2. **Job Duties.** Employee shall provide advice and assistance to the Township regarding any and all operations of the Township’s Parks and Recreation Department, assist in the onboarding and training of a newly hired Parks and Recreation Director, and perform any other duties as assigned by the Township Manager.

3. **Work Schedule.** Employee will have no set work schedule under this Agreement; Employee shall be available to the Township on an as-needed basis. Employee shall be available on as-needed basis for evening meetings of the Township Board or other relevant Boards and Commissions of the Township. The Township shall provide Employee with reasonable notice of the need for her attendance at evening meetings. Unless given prior authorization from the Township Manager, Employee may not work more than 40 hours in a single workweek.

4. **Term and Termination.** The term of this Agreement shall be for six (6) months (“Term”), commencing on the effective date and ending on July 3, 2024. Unless the Parties mutually agree to extend the Term, Employee’s employment will end at the expiration of the Term. This Agreement may be terminated by either party for any reason upon thirty (30) calendar days’ prior written notice to the other party.

5. **Compensation.** Township shall pay Employee a salary of \$60,000 (less applicable withholdings and deductions) over the course of the Term of this Agreement. The salary shall be paid bi-weekly according to the Township’s payroll practices.

6. **Health Insurance.** During the Term of this Agreement, the Township shall continue Employee’s healthcare benefits on the same terms as Employee enjoyed as Parks and Recreation Director. After Employee’s employment ends, the Plan Document does not permit Employee to

remain on the Township's healthcare plan. Instead, Employee will be eligible to continue coverage under COBRA. Once the Employee obtains coverage under COBRA, the Township shall reimburse Employee for the full cost of continuation of employee and spousal health benefits through COBRA until December 31, 2024. This reimbursement shall not be available if either Party terminates this Agreement before the end of the Term.

7. **No Other Benefits.** Other than health benefits as described in paragraph 6, and benefits as may be required by law, Employee shall not be eligible for any other benefits available to Township employees. This includes, but is not limited to, retirement, any paid leave, and life insurance.

8. **Expenses.** The Township shall reimburse Employee for reasonable expenses incurred in the course of performing her duties, provided, however, that all expenses shall be approved in advance by the Township. As a condition to receipt of reimbursement, Employee shall be required to submit to the Township reasonable evidence that the amount involved was both reasonable and necessary to the duties provided under this Agreement.

9. **Retirement.** The Parties acknowledge that Employee participated in a retirement plan while employed as the Parks and Recreation Director. Employee acknowledges that this Agreement could impact her present ability to receive distributions. Employee agrees to indemnify and hold the Township harmless for any consequences this Agreement may have on her retirement benefit. Employee will comply with all requirements of the MERS of Michigan as well as state and federal law as they may apply to her retirement benefit. Employee acknowledges that she was advised to speak to an independent advisor of her choosing as to this Agreement's impact (if any) on her retirement benefit.

10. **Nondisclosure of Confidential Information.**

- (a) **Agreement Not to Disclose.** Employee may encounter Confidential Information related to her role with the Township. Employee agrees not to use any Confidential Information disclosed to Employee by the Township for Employee's own use or for any purpose other than to carry out the undertaking of her job duties. Employee shall not disclose or permit disclosure of any Confidential Information of the Township to third parties who are not bound by similar confidentiality obligations. Employee agrees to take all reasonable measures to protect the secrecy of Confidential Information. Employee further agrees to notify the Township in writing of any actual or suspected misuse, misappropriation or unauthorized disclosure of the Township's Confidential Information which may come to Employee's attention.
- (b) **Exceptions.** Notwithstanding the above, Employee shall not have liability to the Township with regard to any Confidential Information of the Township that is:
 - (i) disclosed with the prior written approval of the Township;
 - (ii) disclosed pursuant to the order or requirement of a court, administrative agency, or other governmental body; provided, however, that Employee

shall provide prompt notice of such court order or requirement to the Township to enable the Township or its appropriate subsidiary to seek a protective order or otherwise prevent or restrict such disclosure.

11. **No Assignment.** Employee shall not assign any rights or delegate or subcontract any obligations under this Agreement. Any assignment shall terminate this Agreement immediately and this Agreement shall be deemed null and void.

12. **Governing Law; Consent to Jurisdiction.** The Parties agree that all rights and obligations under this Agreement are governed by the laws of the State of Michigan without giving effect to its conflicts of law provisions. Both Parties irrevocably agree and consent that any action related to this Agreement may be brought in any state or federal court that has subject matter jurisdiction and is located in, or whose district includes Ingham County, Michigan.

13. **Remedies.** No right or remedy under this Agreement conferred upon or reserved to the Township is exclusive of any other right or remedy. Each and every right or remedy is cumulative and in addition to any other right or remedy now or hereafter existing at law, in equity, or by statute.

14. **Entire Agreement.** This Agreement contains all the terms and conditions governing Employee's Services to the Township. All prior agreements, representations, and promises made by either Party, whether in writing or orally, are merged in this Agreement, which may only be modified by a writing signed by both Parties.

15. **Maximum Effect of Agreement.** If any provision of this Agreement may at any time be prohibited or unenforceable by law shall be ineffective only to the extent and for the duration of such prohibition and such enforceability shall not invalidate the remaining provisions of this Agreement.

16. **Consultation.** Both Parties have carefully read this Agreement and consulted with their respective attorneys, understand its contents, and sign as their free act and deed.

17. **Drafting.** This Agreement shall be deemed to have been drafted by all Parties.

The Parties have executed this Agreement as of the Effective Date.

EMPLOYEE

MERIDIAN CHARTER TOWNSHIP

LuAnn Maisner

Frank Walsh
Township Manager

Date

Date

ADDENDUM TO
EMPLOYMENT AGREEMENT

This Addendum to LuAnn Maisner’s Employment Agreement (this “Addendum”) is entered into as of 1/4/2024 (the “Effective Date”), between Meridian Charter Township, whose address is 5151 Marsh Rd., Okemos, MI 48864 (“Township”) and LuAnn Maisner, whose address is 4374 Alderwood Dr., Okemos, MI 48864 (“Employee”) (collectively, the “Parties”).

WHEREAS, the Parties entered into an Employment Agreement to keep Employee on active status as a consultant through July 3, 2024; and

WHEREAS, the Parties mutually desire to clarify the continuation of healthcare benefits provided in the original Employment Agreement;

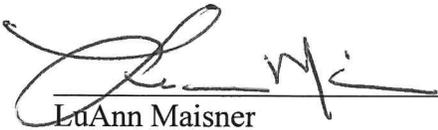
Therefore, the parties agree to modify Section 6 of the Employment Agreement to read in full:

6. Health Insurance. During the Term of this Agreement, the Township shall continue Employee’s healthcare benefits on the same terms as Employee enjoyed as Parks and Recreation Director. After Employee’s employment ends, Employee will be eligible to elect to continue coverage as a retiree on the same terms as other similarly situated eligible Township retirees except that the Township shall cover 100% of the premium cost for continuation of employee and spousal healthcare through December 31, 2024. This retiree health benefit shall not be available if either Party terminates this Agreement before the end of the Term. After December 31, 2024, Employee may elect to continue retiree health benefits at her own expense.

All other provisions of the Employment Agreement shall remain in full force and effect.

EMPLOYEE

MERIDIAN CHARTER TOWNSHIP



LuAnn Maisner



Frank Walsh
Township Manager

1-5-24

Date

1-11-2024

Date

**SECOND ADDENDUM TO
EMPLOYMENT AGREEMENT**

This Second Addendum to LuAnn Maisner’s Employment Agreement (this “Addendum”) is entered into as of _____ (the “Effective Date”), between Meridian Charter Township, whose address is 5151 Marsh Rd., Okemos, MI 48864 (“Township”) and LuAnn Maisner, whose address is 4374 Alderwood Dr., Okemos, MI 48864 (“Employee”) (collectively, the “Parties”).

WHEREAS, the Parties entered into an Employment Agreement to keep Employee on active status as a consultant through a portion of 2024; and

WHEREAS, the Parties desire to extend the Employment Agreement beyond its original termination date;

Therefore, the parties agree to modify Sections 4 and 5 of the Employment Agreement as follows:

4. Term and Termination. The term of this Agreement shall end on August 2, 2024. Unless the Parties mutually agree to extend the Term, Employee’s employment will end at the expiration of the Term. This Agreement may be terminated by either party for any reason upon thirty (30) calendar days’ prior written notice to the other party.

5. Compensation. Township shall pay Employee a salary of \$70,000 (less applicable withholdings and deductions) over the course of the Term of this Agreement. The salary shall be paid bi-weekly according to the Township’s payroll practices.

All other provisions of the Employment Agreement including the First Addendum shall remain in full force and effect.

EMPLOYEE

MERIDIAN CHARTER TOWNSHIP

LuAnn Maisner

Frank Walsh
Township Manager

Date

Date



To: Board Members

**From: Dan Opsommer, Deputy Township Manager
Director of Public Works and Engineering**

Date: March 5, 2024

Re: Discussion of Meridian Township's Federal Budget Requests for FY 2025

One year ago, Director Amber Clark submitted a Community Project Fund (CPF) request to Congresswoman Slotkin's Office for \$7.5 million for the Village of Okemos project. The Township's application was selected as one of 15 projects that Congresswoman Slotkin would attempt to secure funding for through the Fiscal Year 2024 budget process. Ultimately, at the conclusion of the budget process, we received an award of \$1.05 million.

We were successful in obtaining this funding thanks to Director Clark's efforts, the Township Board's advocacy, and the support of many state and regional partners, including: Michigan Economic Development Corporation, Lansing Economic Area Partnership, Lansing Regional Chamber of Commerce, Capital Region Airport Authority, and the Meridian Economic Development Corporation.

We also submitted a second CPF application to Congresswoman Slotkin's Office for Fiscal Year 2024, which we ranked as our second priority. Our second application requested \$5 million for the construction of a new Senior & Community Center. This second application was one of the five finalists that did not ultimately receive funding.

At this time, Congresswoman Slotkin still does not know if Congressional leadership in the U.S. House of Representatives will continue the CPF program for the Fiscal Year 2025 budget. The program is typically announced in February, so it becomes less likely every day that the program will continue. We remain in close contact with Congresswoman Slotkin's staff. If the CPF program does continue, we would look at applying for an additional \$1-\$4 million from the CPF program for the Senior & Community Center.

Sen. Gary Peters is accepting Congressionally Directed Spending (CDS) applications for the Fiscal Year 2025 budget. As of February 29, when this memo is being written, Sen. Stabenow does not have a portal on her website to receive CDS applications. However, based on conversations with her staff, it sounds like they are working to get these resources up on their website. I will likely know if Sen. Stabenow will in fact accept CDS applications by March 5 as we have a call with her office scheduled for late in the day on Friday, March 1.

We plan to apply for \$7.5 million in funding for the Senior & Community Center. As part of our application, we have to give a minimum award amount that we believe would provide enough funding to move forward with the project. We believe we could proceed with construction of a smaller Senior & Community Center if we were to receive an award of \$2.5 million. We also have appropriated \$350,000 of the Township's APRA funds toward this project, along with the \$5

Memo to Township Board

March 5, 2024

Re: Discussion of Meridian Township's Federal Budget Requests for FY 2025

million grant from the state of Michigan. Therefore, if we were to receive the minimum requested amount of \$2.5 million, we would have \$7.85 million in funding. This funding, combined with some private donations, a crowd funding effort (similar to what we did to raise funds for the construction of the Marketplace on the Green), and additional investment from the Township's General Fund, would be enough to construct a smaller Senior & Community Center with a budget in the range of \$10 million.

We have already reached out to the following state and community partners and elected officials who authored letters of support for our CPF application last year to ask if they would be willing to support our Senior & Community Center project once again:

- AARP of Michigan
- Tri-County Office on Aging (TCOA)
- Capital Area Transportation Authority (CATA)
- Capital Area District Library (CADL)
- Haslett Public Schools
- Okemos Public Schools
- Lansing Regional Chamber of Commerce (LRCC)
- Ingham County Commissioner Irene Cahill
- Ingham County Commissioner Simar Pawar
- Ingham County Commissioner Mark Polsdofer
- Ingham County Commissioner Monica Schafer
- State Rep. Julie Brixie
- State Rep. Penelope Tsernoglou
- State Sen. Sam Singh
- Meridian Township Board
- Trustee Marna Wilson, Senior & Community Center Task Force Chair
- Meridian Township Park Commission
- Meridian Township Parks and Recreation Director
- Susan Anderson (Township resident who uses the Senior Center)
- Emily Stivers (Township resident and parent of two children)

This CDS application to Sen. Peters' Office is due on Wednesday, March 13. Therefore, we would ask that the Board suspend it's to rules to take action on this resolution in order to facilitate the filing of our CDS application.

The following motion has been prepared for the Board's consideration:

MOVE TO APPROVE THE RESOLUTION IN SUPPORT OF MERIDIAN TOWNSHIP'S FISCAL YEAR 2025 CDS APPLICATION TO SENATOR GARY PETERS' OFFICE FOR \$7.5 MILLION IN FUNDING FOR THE SENIOR & COMMUNITY CENTER.

Attachments:

Memo to Township Board

March 5, 2024

Re: Discussion of Meridian Township's Federal Budget Requests for FY 2025

1. Resolution in support of Meridian Township's CDS Application to Senator Gary Peters' Office for Fiscal Year 2025
2. Draft CDS Application to Senator Gary Peters' Office for Fiscal Year 2025
3. Office of Sen Gary Peters – Fiscal Year 2025 Appropriations Handbook

**RESOLUTION IN SUPPORT OF MERIDIAN TOWNSHIP’S FISCAL YEAR 2025
CDS APPLICATION FOR THE SENIOR & COMMUNITY CENTER**

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, Michigan 48864-1198, (517) 853-4000, on Tuesday, March 5, 2024, at 6:00 p.m.

PRESENT: _____

ABSENT: _____

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

WHEREAS, A new Senior & Community Center is greatly needed in Meridian Township as our existing Senior Center will be lost when Okemos Public Schools demolishes Chippewa Middle School where the current facility is located; and

WHEREAS, Okemos Public Schools does not have the funding to replace the existing facility; and

WHEREAS, The Meridian Township Board and administration are focusing on what we can do to help support the mental and physical health of our residents. We have all endured so much during the pandemic and we have only begun to understand the impacts of the pandemic; and

WHEREAS, There are significant mental and physical health benefits linked to even the lowest levels of engagement in community center fitness and arts programs. Community centers support far more than physical fitness and leisure activities. They are critical to addressing social isolation and loneliness, and the resulting mental health issues; and

WHEREAS, There are a lot of older adults who lose their social network and support system as they age. A community center is usually one of the places they can go to make new friends. Conversely, during the pandemic, research is showing that it was children who felt the most isolated; and

WHEREAS, This Senior & Community Center will provide a place for the entire community to come together and participate in recreation, arts and community-based programs. The facility will have specialized programming for persons 55 and older, but will have activities for residents of all ages to connect with one another; and

WHEREAS, Our vision is a bustling facility with people of all ages; from older adults, to young families, to children attending after school; and

WHEREAS, According to the 2020 Census, 16% of the Township’s population is age 65 or older, while the Ingham County average is only 14.4%. Meridian Township is also home to a higher percentage of children than Ingham County as a whole. Persons under the age of 18 represent 21.5% of the Township’s population, while the Ingham County average is 19.7%; and

WHEREAS, Use of the Township’s outdoor pickleball courts in our park system has proven so great that we are planning to install indoor courts at this new facility. We have

heard from many residents about how much they value the pickleball courts since they were first installed in our parks; and

WHEREAS, Meridian Township has secured a \$5 million grant from the state of Michigan to help fund the design and construction of the facility. Meridian Township has also appropriated \$350,000 of its ARPA funds for this project. We currently anticipate that the facility will cost \$10-\$15 million to construct; and

WHEREAS, The Township has retained the services of an architectural and engineering firm that is currently assisting the Township with preliminary design and elevations; and

WHEREAS, With additional financial support through the Fiscal Year 2025 CDS program, Meridian Township could then finalize the design and put the project out to bid for construction to serve the residents of our community and region for many decades to come.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY, MICHIGAN, MOVES TO ADOPT A RESOLUTION IN SUPPORT OF MERIDIAN TOWNSHIP'S CONGRESSIONALLY DIRECTED SPENDING (CDS) BUDGET REQUEST FOR FISCAL YEAR 2025 TO HELP FUND THE CONSTRUCTION OF THE TOWNSHIP'S NEW SENIOR & COMMUNITY CENTER.

ADOPTED:

YEAS: _____

NAYS: _____

Resolution declared adopted.

STATE OF MICHIGAN)

)ss.

COUNTY OF INGHAM)

I, the undersigned, the duly qualified and acting Clerk of the Charter Township of Meridian, Ingham County, **DO HEREBY CERTIFY**, that the foregoing is a true and complete copy of proceedings taken by the Township Board at a regular meeting held on Tuesday, March 5, 2024.

Deborah Guthrie, Township Clerk
Charter Township of Meridian

Senator Gary Peters - FY2025 CDS Submission Form - DRAFT

1. Name of Requesting Organization

Meridian Township

2. Mailing Address of Requesting Organization

5151 Marsh Rd, Okemos, MI 48864

3. Is the Requesting Organization a government entity or public institution funded through public funding sources?

Only state and local government entities, such as municipalities (or coalitions of municipal entities), villages, townships, counties, tribal governments and public institutions funded through public funding sources, including state-funded universities, are eligible to apply.

Yes, the requesting organization is a charter township located in Ingham County, Michigan.

4. Requesting Organization's Federal Tax Employer Identification Number (EIN)

The entity's Federal Tax Employer Identification Number (EIN) must be provided (for both non-profits and State/local governments). Failure to provide the Federal EIN may result in implementation delays for the CDS recipient

██████████

5. Primary Point of Contact: Name, Phone, Email

A point of contact within the requesting organization must be identified by name, phone number, and e-mail address, which will be provided to the relevant agency for purposes of administering projects and will not be made public. This point of contact cannot be a lobbyist or external entity.

Dan Opsommer, Deputy Township Manager

Office: 517-853-4440

Cell: 517-281-6034

opsommer@meridian.mi.us

6. To which Appropriations Subcommittee is this CDS request being submitted?

To identify the correct Subcommittee under which to submit your CDS request, please utilize Senator Peters' FY2025 Appropriations Handbook, available [here](#). If you are unsure which Subcommittee your CDS request best fits within, please select "Not sure" below and a Sen. Peters' staff member will assist you after submission.

Labor, Health and Human Services, Education, and Related Agencies

7. Project Name

This should be a unique name of the project meant to easily identify and distinguish the project (e.g. "Electrification of Burlington Bus Route 40", or "ABC Affordable Housing Development").

NOTE: Sen. Peters is required to publicly disclose this Project Name.

Meridian Township Senior & Community Center

8. Location of the Project

This should be the name of the city or county (and if possible, the approximate street address) where the project will take place.

NOTE: Sen. Peters is required to publicly disclose this Project Location.

The new Senior & Community Center would be constructed in Meridian Township. We are currently analyzing the feasibility of constructing the facility at three properties that are centrally located in our 32-square-mile Township:

1. 1982 W Grand River Ave, Okemos, MI 48864 (land acquisition required)
2. 5000 Okemos Rd, Okemos, MI 48864 (Township-owned property)
3. 5151 Marsh Rd, Okemos, MI 48864 (Township-owned property)

9. Location of Project – County

Ingham County

10. Project Purpose

This should include the project name and a very short (one sentence) explanation of what the project will do (e.g. "Electrification of Burlington Bus Route 40 to improve transit service along a corridor and reduce carbon emissions", or "ABC Affordable Housing Development to construct senior housing for the ABC").

Please limit to one sentence.

NOTE: Sen. Peters is required to publicly disclose this one sentence Project Purpose.

A new Senior & Community Center is greatly needed in Meridian Township as our existing Senior Center will close in the next 2-4 years when Okemos Public Schools demolishes Chippewa Middle School where the current facility is located (Okemos Public Schools does not have the funding to replace the existing facility).

11. Project Detail

This should be a longer explanation of why this project is important, the results and benefits it will provide, the status of planning/environmental work (if any), and other relevant information to help Senator Peters evaluate project eligibility.

Please limit your response to 4000 characters. Longer responses will not be accepted.

The Meridian Township Board and administration are focusing on what we can do to help support the mental and physical health of our residents. We have all endured so much during the pandemic and we have only begun to understand the impacts of the pandemic.

There are significant mental and physical health benefits linked to even the lowest levels of engagement in community center fitness and arts programs. Community centers support far more than physical fitness and leisure activities. They are critical to addressing social isolation and loneliness, and the resulting mental health issues. There are a lot of older adults who lose their social network and support system as they age. A community center is usually one of the places they can go to make new friends. Conversely, during the pandemic, research is showing that it was children who felt the most isolated.

This Senior & Community Center will provide a place for the entire community to come together and participate in recreation, arts and community-based programs. The facility will have specialized programming for persons 55 and older, but will have activities for residents of all ages to connect with one another. Our vision is a bustling facility with people of all ages; from older adults, to young families, to children attending after school.

According to the 2020 Census, 16% of the Township's population is age 65 or older, while the Ingham County average is only 14.4%. Meridian Township is also home to a higher percentage of children than Ingham County as a whole. Persons under the age of 18 represent 21.5% of the Township's population, while the Ingham County average is 19.7%.

Use of the Township's outdoor pickleball courts in our park system has proven so great that we are planning to install indoor courts at this new facility. We have heard from many residents about how much they value the pickleball courts since they were first installed in our parks.

Lastly, and perhaps most importantly, we are one of the largest communities in the state that does not have a community center. We have 43,918 residents in our Township, which spans 32 square miles. The absence of a community center is a glaring gap in the services we are able to offer to our residents.

Current Status of the Project: Through the efforts of our Township Board, administration, and the Senior & Community Center Task Force, Meridian Township has secured a \$5 million grant from the state of Michigan to help fund the design and construction of the facility. Meridian Township has also dedicated \$350,000 of its ARPA funds for this project, bringing our current project funding to \$5,350,000. The facility will cost \$10-\$15 million to construct.

We have retained the services of an architectural and engineering firm that is currently assisting the Township with preliminary design and elevations.

With additional financial support through the Fiscal Year 2025 CDS program, Meridian Township could then finalize the design and put the project out to bid for construction.

Our project is very close to being ready to put out to bid for construction, with the financial support being the only impediment. We believe this makes us an exceptional candidate for funding through the CDS program.

12. Please list relevant local organizations and state and local elected officials who support this project.

After submitting this form, please send an email to appropriations@peters.senate.gov and attach evidence of that support (whether a letter of support, local municipal resolution, news article, or other). Please use the following subject line format: “[Name of Requesting Organization] - [Project Name]”. E.g., “Entity ABC - Electrification of Burlington Bus Route 40”.

We have letters of support from the following local and state organizations and elected officials:

- AARP of Michigan
- Tri-County Office on Aging (TCOA)
- Capital Area Transportation Authority (CATA)
- Capital Area District Library (CADL)
- Haslett Public Schools
- Okemos Public Schools
- Lansing Regional Chamber of Commerce (LRCC)
- Ingham County Commissioner Irene Cahill
- Ingham County Commissioner Simar Pawar
- Ingham County Commissioner Mark Polsdofer
- Ingham County Commissioner Monica Schafer
- State Rep. Julie Brixie
- State Rep. Penelope Tsernoglou
- State Sen. Sam Singh
- Meridian Township Board
- Trustee Marna Wilson, Senior & Community Center Task Force Chair
- Meridian Township Park Commission
- Meridian Township Parks and Recreation Director
- Susan Anderson (Township resident who uses the Senior Center)
- Emily Stivers (Township resident and parent of two children)

13. Amount of funding you are requesting:

This is the amount of CDS funding requested.

NOTE: Sen. Peters is required to publicly disclose this requested amount.

\$7.5 million

14. Because funding of the full requested amount may not be possible, please describe the scalability of this project, including the minimum amount you would need to proceed with this project.

Please limit your response to 4000 characters. Longer responses will not be accepted.

The project is very scalable as we can eliminate some square footage and amenities from the design to reduce cost while constructing the facility in a manner that allows us to build future additions.

We can also look at alternative finishing materials to reduce costs as well. Lastly, we will value engineer the building design with our architectural and engineering firm before putting this project out to bid for construction.

However, based on current construction costs, we feel we would need a minimum award of \$2.5 million in order to be able to construct enough square footage to meet the most basic needs of a Senior & Community Center for a community with a population of 43,918.

15. Total cost of project and sources of remaining funding:

Below, please list of the total cost of the entirety of the project and sources of remaining funding.

Example: While we are requesting \$1 million in CDS funding, the total cost of this project is \$2 million. The remaining \$1 million will come from private fundraising.

Please limit your response to 4000 characters. Longer responses will not be accepted.

The total cost of the project is \$10-\$15 million. We have already secured a \$5 million grant from the state of Michigan. Meridian Township has also dedicated \$350,000 of its ARPA funds for this project.

We are requesting \$7.5 million in CDS funding. Meridian Township would fund the remaining portion of the project from the Township's general fund and/or private donations. We are currently engaged in discussions with two parties would might make large private donations toward this project.

16. Breakdown of Total Project Costs

Provide an explanation of how your organization would use the funds requested, including a breakdown of what the funds will be used for. The total project cost listed here should match the total project cost listed in the previous question.

EXAMPLE:

\$500K: Extending water and wastewater utilities to service project location

*\$1 million: Contribution to housing construction costs
\$500K: Planning and design costs
TOTAL COST: \$2 million*

Please limit your response to 4000 characters. Longer responses will not be accepted.

\$12.5 million: Construction and construction inspection (land acquisition, if necessary)
\$1.75 million: Architecture and Design Services
\$750,000: Contingency

\$15,000,000: Total

17. Will your project require funding after FY2025?

We would not need additional funding beyond the award we are requesting.

However, we would likely need until the end of the 2026 calendar year to complete the design and construction of the new Senior & Community Center to fully expend the funds awarded from the FY 2025 budget.

18. Do you intend to make this same request to other Members of Congress (including House members)?

Yes

19. If yes, please list the Member(s) of Congress (including both House and Senate Members).

Sen. Debbie Stabenow

Rep. Elissa Slotkin, if the Community Project Fund program continues. We have been in contact with Anne Brown and Alexa Stanard regarding this. At this time, there is still no indication that the CPF program will continue for the FY 2025 budget.

20. Has your organization previously received Congressionally Directed Spending?

Yes, we were awarded a \$1.05 million grant from Elissa Slotkin's CPF program in the FY2024 budget for a \$100 million affordable housing and mixed-use development project in the Township's Downtown Development Authority (DDA).

21. Has your organization previously successfully executed similar projects?

Yes, Meridian Township completes multiple multi-million-dollar construction projects on an annual basis.

In terms of recent new construction of facilities, the Township designed and constructed a new Central Fire Station from 2014-2016. The Township also designed and constructed a new farmers' market facility, the Marketplace on the Green, from 2018-2020.

We also execute an annual Local Road Program with a \$4.25 million annual budget and oversee several multi-million dollar trail, water and sanitary sewer projects annually.

SEN. GARY C. PETERS OFFICE - FY2025 APPROPRIATIONS HANDBOOK

Fiscal Year 2025 Appropriations Requests

As a Member of the Senate Appropriations Committee, Senator Peters is responsible for helping write the legislation that allocates federal resources to local, state, and national government agencies and organizations on an annual basis. The Committee is also responsible for reviewing the President's annual budget request, conducting oversight of federal spending, and drafting supplemental funding bills for emergency situations.

Senator Peters' membership on the Appropriations Committee presents an opportunity to advocate for the priorities of Michiganders. Constituents can help determine these priorities by submitting proposed federal appropriations requests. This handbook explains the two different types of appropriations requests and the process for submitting requests.

1. Programmatic Funding Requests

The vast majority of federal discretionary spending qualifies as programmatic funding. Programmatic requests are requests for Congress to fund an authorized federal program at a specific level or to include language directing a federal agency to implement a program in a specific way. Programmatic funds can come in the form of discretionary grants, loans, or via a formula determined by statute. Stakeholders can advocate for changes in the amount of funding these programs receive or for specific bill or committee report language by submitting programmatic funding requests. Senator Peters' FY2025 programmatic funding request form is available here:

[FY2025 Senator Peters Programmatic Request Form](#)

In order to submit a request, you will need to know which subcommittee has jurisdiction over your request. The full jurisdiction of each Appropriations Subcommittee is available [here](#). You are able to make multiple appropriations requests. Please fill out a separate form for each request.

If you have questions, please contact appropriations@peters.senate.gov.

2. Congressionally Directed Spending (CDS) Requests

In addition to accepting programmatic requests, in FY2025 Senator Peters will accept requests for congressionally directed spending (CDS) items.

Senator Peters will accept requests for high-impact public local projects in Michigan that can benefit from the federal government's assistance. To be considered, the project must be eligible for federal funding within its respective appropriations bill account and comply with all applicable laws, rules, and regulations. Only local government entities, such as municipalities (or coalitions of municipal entities), villages, townships, counties, tribal governments and public institutions funded through public funding sources, including state-funded universities, are eligible to apply. The office will not consider requests from nonprofit organizations, trade organizations, or for-profit entities. Please be aware that **submission of an application does not guarantee that funding will be requested by the Senator or awarded through enacted appropriations legislation.**

As part of the CDS process, Senator Peters' office is required to disclose all of the requests he submits to the Appropriations Committee. A complete list of CDS projects secured by Senator Peters in previous years is available [here for FY23](#) and [here for FY22](#).

Among other questions, you will be asked the following as part of your CDS request:

- The total project costs, the funds requested from Congress, and the source(s) of the balance of the funding needed;
- How the requested funding will be spent, as specifically as possible;
- A justification for how the request will positively impact Michigan including metrics for outcomes that would be improved if your project is implemented;
- Demonstrated support from relevant stakeholders, including in the form of letters of support;
- Evidence that the requesting organization has the capacity to take on this project; and
- Information about project partners (e.g., suppliers, contractors, partnering organizations).

You will be asked to identify the correct Subcommittee under which to submit your CDS request. To identify the correct Subcommittee, please utilize this handbook, organized by Subcommittee. This handbook also lists the eligible Accounts within each Subcommittee, although you will not be asked to identify a specific Account on the request form. Staff will identify the correct Account for you after you submit your request. If you are unsure which Subcommittee your CDS request best fits within, please select "Not sure" when asked on the form and a Senator Peters staff member will assist you after submission. You can also proactively send questions regarding which Subcommittee your project fits within to appropriations@peters.senate.gov.

For a complete list of questions included within the CDS request form, please see the [Appendix](#) at the end of this document.

Once you have gathered the information needed, please submit your CDS request using this form:

[FY2025 Senator Peters CDS Request Form](#)

You are able to make multiple CDS requests. Please fill out a separate form for each request.

The form will ask that you list relevant local organizations and state and local elected officials who support the project. After submitting the form, please send an email to appropriations@peters.senate.gov and attach evidence of that support (whether a letter of support, local municipal resolution, news article, or other). Please use the following subject line format: "[Name of Requesting Organization] - [Project Name]". E.g., "Entity ABC - Electrification of Burlington Bus Route 40".

Please keep the following important reminders in mind as you prepare your CDS request:

- Funding is limited; not all eligible requests will be funded and funded projects can only count on one year of funding.
- Projects must fall under eligible accounts (see below).
- Submitted requests will be publicly disclosed by Senator Peters and are subject to Government Accountability Office audits.
- Several CDS accounts have a "nonsupplanting rule," which dictates that if a municipality or other public entity has already appropriated funding for a specific purpose, applicants cannot

request CDS funding from Congress for that exact same purpose – i.e., applicants cannot seek to “supplant” already-established local funding with federal funding.

- Many CDS accounts require a local funding match – i.e., the entire project cannot be funded solely through CDS funds from Congress. These local funding match requirements are listed below in the Subcommittee/Account information section.
- This process takes significant time. In past years, the President did not sign a final government funding bill into law until nearly a year after CDS requests were submitted – and even after the final bill was signed, it took several months – and additional paperwork – for CDS requesters to receive funding.
- If Congress does not pass a FY2025 government funding bill – but instead passes a year-long continuing resolution – it is unlikely that any CDS requests will be funded.
- It is absolutely critical that the point of contact listed on your application form be responsive to outreach from Senator Peters’ office and/or government agencies throughout the CDS process. If your point of contact needs to be changed, please contact appropriations@peters.senate.gov immediately.

Deadline: March 12

All appropriations requests - both for Congressionally Directed Spending and Programmatic Funding – are due on March 12.

Following the deadline, Senator Peters’ office will review and submit requests to the Appropriations Committee. Each Subcommittee will then review the requests received and determine what can be funded in the annual appropriations bill. Only those requests that comply with Committee and Senate rules and are deemed appropriate for federal support will be considered for funding. Ultimately, a final appropriations bill must pass both the Senate and House and be signed by the president.

Questions?

If you have questions regarding the FY2025 appropriations process in Senator Peters’ office, please contact appropriations@peters.senate.gov.

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Transportation, Housing and Urban Development, and Related Agencies: *Projects within this Subcommittee range from transportation research projects; to airport infrastructure projects; to highway, transit, and rail projects; to affordable housing, community services, and economic development projects.*

SUBCOMMITTEE ON AGRICULTURE:

The Subcommittee on Agriculture accepts CDS request for five accounts. Projects within this Subcommittee range from repairs and maintenance to facilities owned by the Agricultural Research Service; to agricultural pests and related diagnostics efforts; to watershed projects; to essential community facilities in rural areas.

Account #1: Agricultural Research Service, Building and Facilities (ARS B&F)

What types of projects are eligible? This account can fund requests for repairs and maintenance to existing facilities owned by the Agricultural Research Service (ARS). The ARS owns and operates laboratories and facilities across the United States. Many of these laboratories/facilities are decades old, have outlived their functional life span, and are badly in need of major repairs, renovation, or replacement.

What additional requirements does this account have?

- Requests for ARS B&F may only include funding for repairs and maintenance to existing facilities.
- Funding for construction of a building will not be considered.

What are past examples of projects funded within this account?

- \$1,478,000 for a U.S. Arid Land Agricultural Research Center for deferred maintenance projects to upgrade the facility.
- \$1,000,000 for a U.S. National Poultry Research Center to fund repairs and maintenance.

What is a typical funding amount within this account?

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$500,000 to \$25,000,000. The average award was \$5,933,000.

Account #2: Animal and Plant Health Inspection Service (APHIS) (S&E)

What types of projects are eligible? While the entire APHIS S&E account is open for CDS requests, the following items within the account are most compatible with CDS requests:

- *Field Crop & Rangeland Ecosystems Pests:* Projects here generally aim to protect U.S. agricultural crops and rangelands from the establishment or spread of invasive or economically significant pests, facilitate safe international trade and domestic commerce, preserve economic opportunities for U.S. farmers, and/or foster healthy ecosystems in rangelands and natural lands.
- *Pest Detection:* Projects here generally aim to document the presence or absence of plant pests and diseases of Federal regulatory significance in the United States.
- *Plant Protection Methods Development:* Projects here generally aim to develop scientifically viable and practical tools for exotic plant pest exclusion, detection, and management.
- *Specialty Crop Pests:* Projects here generally aim to protect U.S. fruits and vegetables, tree nuts, horticulture, and nursery crops from adverse impacts associated with invasive pests, such as crop damage or threats to international trade and interstate commerce.

- *Tree & Wood Pests*: Projects here aim to protect forests, private working lands, and natural resources from the Asian longhorned beetle (ALB), emerald ash borer (EAB), gypsy moths, and most recently shot hole borers (SHB).
- *Wildlife Damage Management*: Projects here aim to protect agriculture, human health and safety, property, and natural resources from disease and damage caused by wildlife.
- *Wildlife Services Methods Development*: Projects here aim to research effective and socially responsible methods and information to manage conflicts between people and wildlife to protect agriculture, natural resources, and human health and safety.
- *Veterinary Diagnostics*: Projects here aim to improve the security of the nation's livestock by providing disease diagnostics both daily and at increased levels during outbreaks.
- *Equine, Cervid and Small Ruminant Health*: Projects here aim to protect the health and improve the quality, productivity, and economic viability of the equine, cervid, sheep, and goat industries.

What additional requirements does this account have?

- Projects funded under this account must meet environmental review requirements (i.e., [NEPA](#) and ESA).
- A few programs within the APHIS account have local/state funding matching requirements. These include:
 - *Grasshopper/Mormon Cricket (Field Crop & Rangeland Ecosystems Pests)*: This program conducts surveys, provides technical assistance, and conducts suppression activities. When conducting suppression activities, the Plant Protection Act dictates the federal percentage of control costs and cost sharing for other parties. The federal government pays the total cost of suppression on Federal land (including most tribal trust lands), 50 percent of the cost on state land, and 33 percent of cost on private land.
 - *Wildlife Services Methods Development*: Reimbursable service agreements are generally 50/50 cost share and the States would reimburse for their portion.

What are past examples of projects funded within this account?

- \$500,000 for a State Department of Agriculture for wild horse management.
- \$206,000 for a State Agricultural Experiment Station for monitoring ticks and tick-borne pathogens.

What is a typical funding amount within this account?

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$40,000 to \$7,000,000. The average award was \$1,098,154.

Account #3: Watershed and Flood Prevention Operations (WFPO)

What types of projects are eligible? This account can fund requests to provide technical and financial assistance to States, local governments and Tribal organizations to help plan and implement authorized watershed projects for the purpose of:

- Flood Prevention
- Watershed Protection
- Public Recreation

- Public Fish and Wildlife
- Agricultural Water Management
- Municipal and Industrial Water Supply
- Water Quality Management

What additional requirements does this account have?

- WFPO projects must contain benefits directly related to agriculture, including rural communities, that account for at least 20 percent of the total benefits of the project.
- There are additional financial and programmatic requirements within the WFPO account. In order to submit a request, you must have contacted a [Michigan NRCS field office](#) and the office must have confirmed that your project proposal meets all program requirements, including financial requirements.

What are past examples of projects funded within this account?

- \$55,000 for a County for a County Flood Plain Reconnection and Enhancement Feasibility Project
- \$55,000 for a municipality for a Stormwater Management Feasibility Study.

What is a typical funding amount within this account?

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$55,000 to \$9,050,000. The average award was \$1,700,417.

Account #4: Rural Development, Community Facilities Grants

What types of projects are eligible? This account funds projects to purchase, construct, or improve essential community facilities, to purchase equipment, and pay other related project expenses. Essential community facilities include, but are not limited to, healthcare facilities, public facilities, public safety measures, educational services, or other community support services. Examples of eligible projects include medical or dental clinics, towns halls, courthouses, childcare centers, police or fire departments, public works vehicles, or distance learning equipment.

Note that funds cannot be used for the following activities:

- To reimburse funds for projects already constructed/acquired or projects that will be completed by the passage of the bill;
- To pay initial operating expenses or annual recurring costs, including purchases or rentals that are generally considered to be operating and maintenance expenses;
- To fund facilities to be used primarily for recreation purposes; or
- To fund facilities to be used primarily for business entrepreneur purposes.

What additional requirements does this account have?

- The Community Facilities (CF) Grant program has a match requirement on a sliding scale based on community population size and median income. CF Grants can cover up to 75 percent of the total project costs. Rural Development (RD) verifies an applicant's population size from the most recent census. Unlike population size, which can be determined from public sources, RD contracts with the US Census Bureau to determine a precise median income based on the potential rural Americans that would benefit from a project.

- Towns with populations over 20,000 are not eligible for this program. Specific match requirements are as follows:
 - Rural community having a population of 5,000 or fewer and the median household income of the proposed service area is below the higher of the poverty line or 60 percent of the State nonmetropolitan median household income: CDS request can fund up to 75 percent of the proposed project.
 - Rural community having a population of 12,000 or fewer and the median household income of the proposed service area is below the higher of the poverty line or 70 percent of the State nonmetropolitan median household income: CDS request can fund up to 55 percent of the proposed project.
 - Rural community having a population of 20,000 or fewer and the median household income of the proposed service area is below the higher of the poverty line or 80 percent of the State nonmetropolitan median household income: CDS request can fund up to 35 percent of the proposed project.
 - Rural community having a population of 20,000 or fewer and the median household income of the proposed service area is below the higher of the poverty line or 90 percent of the State nonmetropolitan median household income: CDS request can fund up to 15 percent of the proposed project.
- In general, matching funds must come from a non-Federal source.
- In order to determine whether a project is eligible, you must reach out to the [Michigan Rural Development office](#) prior to completing your application form; the office must confirm project eligibility.
- In order to apply for a project under this account, you must provide (1) the intended use of funds and how the completed construction/acquisition will be used; (2) both the requested CDS dollar amount and the total cost of the project; and (3) a list of the towns, cities, counties, etc. that will benefit from the services provided.
- Applicants within this account must also meet environmental review requirements (i.e., [NEPA](#)).

What are past examples of projects funded within this account?

- \$121,000 for a municipality for the construction of a sand/salt mix storage shed.
- \$3,451,000 for a municipality for Municipal Auditorium Upgrades.

What is a typical funding amount within this account?

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$17,000 to \$5,000,000. The average award was \$1,096,973.

Account #5: Rural Development, Distance Learning, Telemedicine, and Broadband Program (DLT) Grants

What types of projects are eligible? This account funds projects to help rural communities acquire the technology and training necessary to connect educational and medical professionals with students, teachers, and patients in rural areas. Grants may be used for audio and video equipment, broadband facilities that support distance learning or telemedicine (not actual broadband), computer hardware or network components/software, and acquisition of instructional programming. Broadband deployment is not an eligible use of funds for this account.

What additional requirements does this account have?

- This account includes a 15 percent funding match that cannot come from another federal source.
- In order to apply for a project under this account, you must contact the [Michigan Rural Development State Office](#) to confirm your proposal meets eligibility requirements. A full list of eligible entities, uses, and limitations can be found at [7 CFR Part 1734 Subpart A and B](#).

What are past examples of projects funded within this account?

- \$163,000 for the Carle Eureka Hospital for a rural telemedicine expansion.
- \$400,000 for the Acadiana Planning Commission for expanding telehealth services.

What is a typical funding amount within this account?

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$113,000 to \$1,000,000. The average award was \$544,200.

SUBCOMMITTEE ON COMMERCE, JUSTICE, SCIENCE, AND RELATED AGENCIES:

The Subcommittee on Commerce, Justice, Science, and Related Agencies accepts CDS request for six accounts. Projects within this Subcommittee range from scientific research/technology to law enforcement technology and public safety initiatives to prevent crime and strengthen the criminal justice system.

Account #1: Department of Commerce; National Institute of Standards and Technology (NIST); Scientific and Technical Research Services (STRS); External Projects

What types of projects are eligible? This account funds projects that address standards-related research and technology development. Projects should be consistent with NIST's mission, such as STEM education activities, scientific research, or other activities that support American manufacturing and industry.

What additional requirements does this account have?

- This account cannot fund vehicles, or building construction or renovation projects.
- Proposed project activities must be consistent with the activities of NIST; if they are not, applicants must justify why the project is being requested.

What are past examples of projects funded within this account?

- \$3,000,000 for a higher education institution to acquire a wireless communications test system; the system will be used for advanced mobility research to make transportation safer.
- \$2,500,000 for a higher education institution to make upgrades to spectroscopy and microscopy systems to expand quantum research and workforce development opportunities in the State where located.

What is a typical funding amount within this account?

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$233,000 to \$10,000,000. The average award was \$2,582,500.

Account #2: Department of Commerce; NIST; Construction of Research Facilities; Extramural Construction

What types of projects are eligible? This account funds the construction and renovation of research facilities at research institutions and colleges and universities.

What additional requirements does this account have?

- Given the significant investments necessary for construction projects, only a very limited number of projects will be successful.
- Proposed project activities must be consistent with the activities of NIST; if they are not, applicants must justify why the project is being requested.

What are past examples of projects funded within this account?

- \$28,000,000 to plan and build a new cancer research facility at a public university's medical school.

- \$4,000,000 to a public university to accelerate efforts to advance the development of a comprehensive long-term risk management framework and to expand the evaluation of mitigation methods of concrete affected by pyrrhotite.

What is a typical funding amount within this account?

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$3,100,000 to \$28,000,000. The average award was \$11,463,143.

Account #3: Department of Commerce; National Oceanic and Atmospheric Administration (NOAA); Operations, Research, and Facilities (ORF); Special Projects

What types of projects are eligible? This account can fund requests for research, demonstration, or education projects performed by external partners or for prioritizing NOAA internal funds for geographically specific projects. Projects should address fisheries, marine mammals, ocean, climate, weather, and atmospheric research and programs.

What additional requirements does this account have?

- This account cannot fund construction projects. Historically, funds under this account cannot go to vehicles or building renovation.
- Projects must be aligned with NOAA’s mission and within authorities already authorized by law.

What are past examples of projects funded within this account?

- \$1,500,000 to a public university for upgrading of a water monitoring systems in a nearby body of water to improve measurement of the overall health and habitability of regional waters, as well as impacts of climate change.
- \$4,000,000 to a public university for instrumentation to better monitor coast currents, waves and related weather phenomena.

What is a typical funding amount within this account?

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$106,000 to \$6,000,000. The average award was \$1,494,193.

Account #4: Department of Justice; Office on Justice Programs; State and Local Law Enforcement Assistance; Byrne Discretionary

What types of projects are eligible? This account can fund projects to assist state, local, and tribal law enforcement efforts to prevent crime, improve the criminal justice system, provide victims’ services, and other related activities. A complete list of purposes for which funds under this account can be used can be found [here](#).

What additional requirements does this account have?

- Costs must be reasonable, allocable, and necessary to the project.
- This funding cannot be used for land acquisition or construction.
- Proposed project activities must be consistent with the activities of the Department of Justice.

What are past examples of projects funded within this account?

- \$1,000,000 to support a major city's purchase of new body worn cameras (BWCs), replacing current BWCs with new devices that have updated camera equipment, storage capacity and global positioning systems.
- \$500,000 to a county health department to support a gun violence reduction program via case management, educational and travel opportunities, life skills training, subsidized employment and trauma therapy.
- \$675,000 to supplement a municipality's existing police department with a social worker, who would offer assistance and expertise when the police are called upon to assist in mental health matters.

What is a typical funding amount within this account?

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$10,000 to \$4,204,000. The average award was \$716,842.

Account #5: Department of Justice; Community Oriented Policing Services (COPS); COPS Law Enforcement Technology and Equipment

What types of projects are eligible? This account can fund projects to develop and acquire effective technologies and interoperable communications that assist in investigating, responding to, and preventing crime.

What additional requirements does this account have?

- Recipients of funding under this account can include State, local, Tribal, and territorial governments and their public agencies (that is, police and/or sheriff's departments).
- Activities funded by this account must comply with the statutorily allowable purpose areas under the [COPS Office statute](#), including the procurement of equipment, technology, or support systems, and the development of new technologies to assist recipient entities in reorienting the emphasis of their activities from reacting to crime to preventing crime.
- Requestors are cautioned against requests for vehicles and vessels that carry with them a high maintenance cost at the conclusion of the grant.
- Historically, the Committee has not funded vehicles or building construction or renovation as part of community project funding under this account.

What are past examples of projects funded within this account?

- \$500,000 to a municipal police department to purchase public safety communications equipment.
- \$2,100,000 to a municipality to purchase a new public safety communication system.
- \$2,179,000 to a public 911 authority to upgrade and replace a radio and microwave radio-based 911 dispatch system.

What is a typical funding amount within this account?

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$8,000 to \$4,878,000. The average award was \$715,112.

Account #6: National Aeronautics and Space Administration; Safety, Security and Mission Support

What types of projects are eligible? This account can fund requests focusing on science education, research, and technology development related to NASA's mission. Funding can be used for equipment, research funding, or education programs.

What additional requirements does this account have?

- Note that funds cannot be used for the following activities:
 - Construction;
 - Medical research projects and projects at NASA-owned Visitor Centers or a State's designated Space Grant Consortium.

What are past examples of projects funded within this account?

- \$195,000 for a community college system or cleanroom classroom laboratory equipment.
- \$2,900,000 for a county redevelopment authority for an Advanced Air Mobility Education Program.

What is a typical funding amount within this account?

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$90,000 to \$10,000,000. The average award was \$1,748,167.

SUBCOMMITTEE ON FINANCIAL SERVICES AND GENERAL GOVERNMENT:

The Subcommittee on Financial Services and General Government accepts CDS request for four accounts. Projects within this Subcommittee range from projects in support of small businesses; to projects to ensure use of historical records; to repairs/restorations of National Archives facilities; to construction/remediation of federal buildings.

Account #1: Small Business Administration, Administrative Provision

What types of projects are eligible? This account funds projects in support of small business, including but not limited to entrepreneur training, workforce development, counseling, research, and construction or acquisition of facilities.

What additional requirements does this account have?

- Requesters must describe how the project will directly benefit small businesses and/or entrepreneurs at the local, regional, and/or national level.

What are past examples of projects funded within this account?

- \$115,000 for a project to expand entrepreneurial reach across all regions and demographics of a state, including through regional networking and educational programming workshops for would-be entrepreneurs, with a special focus on rural communities, women and minorities.

What is a typical funding amount within this account?

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$50,000 to \$5,000,000. The average award was \$810,628.

Account #2: National Archives and Records Administration, National Historical Publications and Records Commission

What types of projects are eligible? This account funds projects that help ensure online public discovery and use of historical records collections, encourage public engagement with historical records, strengthen the nation's archival network, or public documentary editions of historical records.

What additional requirements does this account have?

- Generally, projects should comply with the eligibility requirements for existing National Historical Publications and Records Commission grants programs as specified at <https://www.archives.gov/nhprc/apply/eligibility.html>.

What are past examples of projects funded within this account?

- \$1.434 million for an effort to expand access to civil rights history.

What is a typical funding amount within this account?

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$30,000 to \$17,500,000. The average award was \$1,433,692.

Account #3: National Archives and Records Administration, Repair and Restoration

What types of projects are eligible? This account funds projects for the repair, alteration, and improvement of NARA facilities, and to provide adequate storage for holdings.

What additional requirements does this account have?

- Funding can only be used on repair/restoration of a NARA-owned facility.

What are past examples of projects funded within this account?

- \$7.25 million for modernization of an already-existing presidential library.

What is a typical funding amount within this account?

- In FY2023, Congress funded projects under this account ranging from \$6,000,000 to \$7,250,000. The average award was \$6,625,000.

Account #4: General Services Administration, Federal Buildings Fund, Construction and Acquisition

What types of projects are eligible? This account funds projects including the construction or purchase of facilities, additions to existing buildings, and remediation.

What additional requirements does this account have?

- Projects are limited to line items in the GSA Federal Buildings Fund requested by the Administration.

What are past examples of projects funded within this account?

- \$3 million for repairs to a federal courthouse.

What is a typical funding amount within this account?

- In FY2024, the average award the Senate Committee-passed bill included funding for under this account was \$1,500,000.

SUBCOMMITTEE ON INTERIOR, ENVIRONMENT, AND RELATED AGENCIES:

The Subcommittee on Interior, Environment, and Related Agencies accepts CDS requests for five accounts. Projects within this Subcommittee range from clean water and drinking water infrastructure; to Indian Health Services' Sanitation Deficiency System projects; to historical preservation; to forest health management and community forestry.

Account #1: EPA, STAG, Clean Water SRF, Clean Water CDS

What types of projects are eligible? This account funds projects related to wastewater treatment plants, collector sewers, interceptor sewers, sewer pipes, outfall sewers, storm water management, combined sewer overflow control, sanitary sewer overflow control, infiltration and inflow correction, water security, septic tanks, and the leasing and fee-simple purchase of land needed to locate eligible municipal or tribal projects.

What additional requirements does this account have?

- There is a minimum 20% cost share requirement for any portion of a project funded through a STAG infrastructure grant. Only the non-federal portion of assistance provided by a State Revolving Loan Fund can be applied towards a project's matching requirement.
- Requesting entities must provide information on whether the project is on the state's most recently finalized Clean Water State Revolving Fund Intended Use Plan.

What are past examples of projects funded within this account?

- \$1,600,000 for a county for a trash capture project.
- \$3,000,000 for a township for a water distribution system for potable water.

What is a typical funding amount within this account?

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$80,000 to \$23,600,000. The average award was \$1,983,477.

Account #2: EPA, STAG, Drinking Water SRF, Drinking Water CDS

What types of projects are eligible? This account funds projects related to compliance facilitation with national drinking water regulations, including PFAS, rehabilitation or development of water sources to replace contaminated ones, installation or upgrades of treatment facilities, installation or upgrades of storage facilities, installation or replacement of transmissions and distribution pipes, projects to consolidate water supplies, and project planning and design.

What additional requirements does this account have?

- There is a minimum 20% cost share requirement for any portion of a project funded through a STAG infrastructure grant. Only the non-federal portion of assistance provided by a State Revolving Loan Fund can be applied towards a project's matching requirement.
- Requesting entities must provide information on whether the project is on the state's most recently finalized Drinking Water State Revolving Fund Intended Use Plan.

What are past examples of projects funded within this account?

- \$800,000 for a municipality for water system improvements.
- \$2,500,000 for a municipality for a water main replacement project

What is a typical funding amount within this account?

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$72,000 to \$12,000,000. The average award was \$1,778,387.

Account #3: IHS, Sanitation Facilities Construction, Sanitation Facilities Construction CDS

What types of projects are eligible? This account funds projects included on the Indian Health Services' (IHS) Sanitation Deficiency System (SDS) list. In exceptional circumstances, it is possible projects that are eligible for funding under the Criteria for the [Sanitation Facilities Construction Program](#) but are not on the SDS list (see pg. 5-1 through 5-12 of the criteria) may be funded.

What additional requirements does this account have?

- See above regarding listing on SDS and/or Criteria for the [Sanitation Facilities Construction Program](#).

What are past examples of projects funded within this account?

- \$633,000 to a recipient for wastewater treatment facility upgrades.
- \$5,354,000 to a recipient for a water distribution upgrade.

What is a typical funding amount within this account?

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$175,000 to \$6,400,000. The average award was \$2,127,875.

Account #4: NPS, Historic Preservation Fund Projects

What types of projects are eligible? This account funds projects designed to preserve historical and archaeological sites in the United States of America.

What additional requirements does this account have?

- All Save America's Treasures (SAT) grants require a dollar-for-dollar non-federal matching share. Recipients of any SAT project funded in the Interior bill must be able to match the amount provided.
- The property must be on the National Register of Historic Places in order to be eligible to receive funding.
- Grants are not available for work on sites or collections owned by the NPS.
- Contractors for the project must be competitively selected, as stipulated under Government-wide Grants Requirements set by OMB.
- New construction is not eligible. Demolition of an historic building or significant changes to it are not eligible projects under the SAT grant program.
- The sponsors of this project must agree to a preservation easement or covenant.

What are past examples of projects funded within this account?

- \$500,000 to a city for a historic aerial lift bridge
- \$750,000 to a city for an urban forestry project

What is a typical funding amount within this account?

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$11,000 to \$600,000. The average award was \$387,569.

Account #5: USFS, State and Private Forestry, Forest Resource Information and Analysis

What types of projects are eligible? This account funds projects including forest health management, cooperative fire protection, wood innovation, and urban and community forestry. Requests must meet USFS eligibility requirements for the appropriate grant program. Project requests should be part of the state's Forest Action Plan or contribute to meeting the goals of the Forest Action Plan. Community projects are usually limited and include various specific urban and community forestry projects and specific forest disease or pest treatment areas.

What additional requirements does this account have?

- State and Private Forestry projects are required to meet the 1:1 matching requirement mandated by the Forest Service.
- Intended recipients must carefully review the information the Forest Service provides on its website regarding what activities are permitted under the various S&PF programs and consult with the State Forester office if needed to confirm that all a project's activities are eligible for S&PF funding.

What are past examples of projects funded within this account?

- \$500,000 to a county for an Urban Forest Partnership Legacy Program.
- \$500,000 to a State's Department of Environmental Management for a restoration project.

What is a typical funding amount within this account?

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$48,000 to \$11,800,000. The average award was \$1,666,186.

SUBCOMMITTEE ON ENERGY AND WATER DEVELOPMENT:

The Subcommittee on Energy and Water Development accepts CDS request for eight accounts. Projects within this Subcommittee range from investigations, construction and operations work on authorized Corps of Engineers projects; to dam safety and ecosystem restoration; to energy resiliency and clean energy projects.

Account #1: Corps of Engineers: Investigations

What types of projects are eligible? This account funds studies for authorized projects and programs and may fund preconstruction engineering and design work.

What additional requirements does this account have?

- Only authorized projects and programs will be considered for funding.

What are past examples of projects funded within this account?

- \$600,000 for the Corps of Engineers for a river deepening project.
- \$1,500,000 for the Corps of Engineers for work on a harbor on the eastern seaboard.

What is a typical funding amount within this account?

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$200,000 to \$1,200,000. The average award was \$556,250.

Account #2: Corps of Engineers: Construction

What types of projects are eligible? This account funds implementation for new and continuing construction, reconstruction, continuing authorities programs, environmental infrastructure assistance, major rehabilitation, dam safety assurance, dredge material disposal facilities, and deficiency correction of projects.

What additional requirements does this account have?

- Only authorized projects and programs will be considered for funding.

What are past examples of projects funded within this account?

- \$300,000 for the Corps of Engineers for floodplain management services in a major metropolitan area.
- \$100,000 for the Corps of Engineers for a riverfront restoration and enhancement.

What is a typical funding amount within this account?

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$50,000 to \$120,000,000. The average award was \$7,456,264.

Account #3: Corps of Engineers: Operation & Maintenance

What types of projects are eligible? This account funds operation, maintenance, and related activities at water resource projects that USACE operates and maintains (e.g., multipurpose dams, navigation channels).

What additional requirements does this account have?

Only authorized projects and programs will be considered for funding.

What are past examples of projects funded within this account?

- \$922,000 for the Corps of Engineers for work on a small boat harbor that is part of the Great Lakes Navigation System.
- \$250,000 for the Corps of Engineers for work on a hydroelectric dam associated with a major river system.

What is a typical funding amount within this account?

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$8,000 to \$36,500,000. The average award was \$4,518,889.

Accounts #4, 5, and 6: Corps of Engineers: Mississippi Rivers & Tributaries: Investigations; Construction; and Operation & Maintenance

What types of projects are eligible? These accounts fund projects and programs on the Mississippi River main stem and its tributaries; see above descriptions for Investigations, Construction, and O&M activities.

What additional requirements does this account have?

- Only authorized projects and programs will be considered for funding.

What are past examples of projects funded within this account?

- \$14,00,000 for the Corps of Engineers for improvements to identified water resources issues with a basin that drains nearby lowlands associated with a major river.
- \$15,709,000 for the Corps of Engineers for a project associated with a Mississippi River basin and related lake.

What is a typical funding amount within this account?

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from 300,000 to \$28,000,000. The average award was \$13,912,500.

Account #7: Bureau of Reclamation: Water and Related Resources

What types of projects are eligible? This account funds most agency activities, including construction, operation and maintenance, dam safety, ecosystem restoration, Indian water rights settlements, and most programmatic and grant authorities.

What additional requirements does this account have?

- Only authorized projects and programs will be considered for funding.

What are past examples of projects funded within this account?

- \$200,000 for the Bureau of Reclamation for a river water quality and supply study.
- \$875,000 for the Bureau of Reclamation for a river basin hydrologic observatory wireless sensor network project.

What is a typical funding amount within this account?

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$2,200,000 to \$12,000,000. The average award was \$5,056,000.

Account #8: Department of Energy: Energy Projects

What types of projects are eligible? General project areas eligible for requests include renewable and clean energy projects, electricity and energy resiliency projects, cybersecurity and energy security projects, nuclear energy projects, and fossil energy or carbon management projects.

What additional requirements does this account have?

- Multi-year projects will not be funded; the funding requested should reflect a funding amount that can complete the project.
- Funds may not be used to support building construction (no brick and mortar).
- Electric vehicle (EV) charging station projects will not be considered unless there is a renewable energy or energy storage connection to the charging station.
- Statutory cost sharing requirements may apply to these projects, as required by section 988 of the Energy Policy Act of 2005. The amount of required cost sharing will depend on the scope and technological maturity of the project:
 - Research or development activities of a basic or fundamental nature: no minimum cost share
 - Research or development activities of an applied nature: minimum 20 percent cost share
 - Demonstration or commercial application: minimum 50 percent cost share

What are past examples of projects funded within this account?

- \$1,000,000 for a municipality for a biogas turbine driven blower.
- \$411,000 for a municipality for enhancing a premium farm market venue as a Community Resiliency Hub.

What is a typical funding amount within this account?

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$80,000 to \$5,000,000. The average award was \$1,723,451.

SUBCOMMITTEE ON HOMELAND SECURITY:

The Subcommittee on Homeland Security accepts CDS request for two accounts. Projects within this Subcommittee range from mitigation to emergency management operations.

Account #1: Federal Emergency Management Agency Pre-Disaster Mitigation Projects

What types of projects are eligible? This account funds state, local, and tribal pre-disaster mitigation activities that reduce or eliminate risk from natural hazards and disasters. Projects submitted for this account must be eligible under FEMA’s Building Resilient Infrastructure and Communities (BRIC) [program](#), including the cost-share requirement, benefit cost ratio, requesting jurisdiction having a valid hazard mitigation plan, and environmental and historic preservation requirements.

What additional requirements does this account have?

- All project proposals must be accompanied by a letter of support from the appropriate state agency affirming that it believes the project is eligible.

What are past examples of projects funded within this account?

- \$741,450 for a County for the rehabilitation and upgrade of pump stations.
- \$556,000 for a watershed Council for flood mitigation and drainage improvement.

What is a typical funding amount within this account?

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$33,000 to \$5,101,000. The average award was \$1,483,923.

Account #2: Federal Emergency Management Agency Emergency Operations Center Grant Program

What types of projects are eligible? This account funds the construction or renovation of a State, local, or Tribal government’s primary emergency operation center (EOC) as defined by the State Administrative Agency (SAA) during the application process. An EOC is defined as a facility or capability from which direction and control is exercised in an emergency. This type of center or capability is designated to ensure that the capacity exists for the leadership to direct and control operations from a centralized facility or capability in the event of an emergency. “Construction,” as defined in this program, refers to building a new facility or any changes to the footprint of an existing facility, while “renovation” refers to internal improvements to an existing facility. Projects must meet the eligibility requirements of the Emergency Operations Center grant [program](#), including the cost-share requirement and environmental and historic preservation requirements.

What additional requirements does this account have?

- All project proposals must be accompanied by a letter of support from the appropriate state administrative agency affirming that it believes the project is eligible.

What are past examples of projects funded within this account?

- \$181,266 for a municipality for EOC upgrades.
- \$1,000,000 for a municipality for EOC renovation and expansion.

What is a typical funding amount within this account?

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$58,000 to \$7,000,000. The average award was \$1,098,359.

SUBCOMMITTEE ON LABOR, HEALTH AND HUMAN SERVICES, AND EDUCATION, AND RELATED AGENCIES:

The Subcommittee on Labor, Health and Human Services, and Education, and Related Agencies accepts CDS request for eight accounts. Projects within this Subcommittee range from employment and training services; to health facilities construction; to mental health programming; to elementary, secondary, and postsecondary educational projects, programs, and services.

Account #1: Department of Labor—Employment and Training Administration—Training and Employment Services

What types of projects are eligible? This account can fund requests that meet the employment and training needs of workers. Generally, these projects should include direct services which could include career services, training services (including work-based training), supportive services, and other permissible services, as they are defined in the Workforce Innovation and Opportunity Act.

What additional requirements does this account have?

- Funding may be used for the purchase of equipment, but generally only if it is an incidental part of the larger project. A similar standard applies to curriculum development, which should be incidental to the project's emphasis on direct services to individuals.
- CDS in this account cannot be used for the construction or renovation of facilities.
- Projects are required to report on performance outcomes for participants and should include a meaningful connection to the local workforce development system.

What are past examples of projects funded within this account?

- \$2,000,000 for to a State's early childhood investment entity for the development of a childcare workforce.
- \$1,000,203 to expand job training and job placement programs.

What is a typical funding amount within this account?

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$10,000 to \$6,000,000. The average award was \$836,736.

Account #2: Department of Health and Human Services—Health Resources and Services Administration—Program Management

What types of projects are eligible? This account can fund projects in the two following categories:

1. **Health Facilities Construction and Equipment:** This HRSA account can fund the cost of construction, renovation, or capital equipment purchase for facilities for health, mental health, or substance abuse services, training of health professionals, or medical research. Funding can be used to acquire capital equipment, such as lab equipment, x-ray machines, or telehealth and information technology. Equipment-only grants—that is, grants not involving construction—are permissible.

2. **Rural Health:** The HRSA account funds projects to improve health care in rural areas. Examples of eligible activities include medical, dental, or mental health care services; health promotion and education; chronic disease management; telehealth services; and improvements to emergency medical services.

What additional requirements does this account have?

- For Health Facilities Construction and Equipment projects, funding cannot be used to acquire land or purchase existing buildings, or to pay salaries or other operating costs.
- For Health Facilities Construction and Equipment projects, funding cannot be used to pay for work previously completed.
- For Health Facilities Construction and Equipment projects, funding cannot be used for general feasibility studies or planning and design, but can be used for architectural and engineering costs associated with an eligible construction project.
- For Health Facilities Construction and Equipment projects, the costs of expendable supplies such as pharmaceuticals, lab chemicals, or office paper are also not eligible.
- HRSA Rural Health funding can be used for services only in areas that meet HRSA's definition of rural. For lists of eligible areas and further information regarding that definition, see: <https://www.hrsa.gov/rural-health/about-us/definition/index.html>.

What are past examples of projects funded within this account?

- \$2,000,000 for a County Health Department for facilities and equipment.
- \$600,000 to a municipal health clinic for rural health services.

What is a typical funding amount within this account?

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$11,000 to \$15,000,000. The average award was \$2,175,602.

Account #3: Department of Health and Human Services—Substance Abuse and Mental Health Services Administration—Health Surveillance and Program Support

What types of projects are eligible? This account can fund mental health programs that promote the prevention or treatment of mental health disorders, including rehabilitation, outreach, and other support services. Similarly, the account can fund programs that improve access to substance abuse treatment, and/or substance abuse prevention programs focused on the prevention of the onset or misuse of drugs.

What additional requirements does this account have?

- Projects in this category must exclude construction expenditures (other than limited amounts of renovation) and projects that distribute sterile needles or promote the legalization of illegal drugs or substances.
- Funding from this account cannot be used for inpatient treatment, detoxification services, direct payments to individuals, meals/food, or research projects.

What are past examples of projects funded within this account?

- \$1,820,000 for a university for a mental and behavioral health initiative, including teacher and student stipends.
- \$135,000 for a police department to expand mobile crisis response and related services.

What is a typical funding amount within this account?

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$35,000 to \$4,500,000. The average award was \$771,326.

Account #4: Department of Health and Human Services—Administration for Children and Families— Children and Families Services Programs

What types of projects are eligible? This account can fund projects in the two following categories:

- **Child Abuse Prevention:** The ACF account funds projects to improve the prevention, assessment, identification, and treatment of child abuse and neglect through research, model service improvement, information dissemination, and technical assistance.
- **Social Services Research and Demonstration:** The ACF account funds projects to promote the ability of families to thrive through financial self-sufficiency in order to reduce poverty and to promote the healthy development and greater well-being of children and families.

What additional requirements does this account have?

- Projects funded by the ACF child abuse prevention subaccount must serve or target abused and/or neglected children and their families.
- Projects funded by the ACF social services subaccount can serve a diverse population including low-income individuals, children, youth, families, individuals with developmental disabilities, and Native Americans.
- Projects in this account cannot be used for construction or renovation of facilities.

What are past examples of projects funded within this account?

- \$2,064,000 to a community college to increase access to quality language education materials for families and young children to improve economic outcomes.

What is a typical funding amount within this account?

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$10,000 to \$2,000,000. The average award was \$555,708.

Account #5: Department of Health and Human Services—Administration for Community Living—Aging and Disability Services Programs

What types of projects are eligible? This account funds projects to improve the ability of older adults and individuals of all ages with disabilities to live independently and participate fully in their communities. Generally, projects should focus on improving access to, or the quality of, education, training, support services, and independent living services for older adults and individuals with disabilities.

What additional requirements does this account have?

- Funds cannot be used for construction or renovation of facilities.

What are past examples of projects funded within this account?

- \$85,000 for a municipal parks and recreation commission for social workers and expansion of social services for seniors.
- \$20,000 for disability personnel training initiatives.

What is a typical funding amount within this account?

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$10,000 to \$6,000,000. The average award was \$680,651.

Account #6: Department of Education—Innovation and Improvement—Fund for the Improvement of Education

What types of projects are eligible? This account can fund a wide variety of elementary and secondary education projects, including instructional services, afterschool centers, curricula development, teacher training, acquisition of books and computers, arts education, social and emotional learning activities, full-service community schools, and early childhood education. In general, the focus of elementary and secondary education CDS projects should be providing early childhood or K-12 educational services. In addition, projects to provide and improve special education services at the elementary and secondary levels are also eligible under this heading. These projects may include early intervention services for infants and toddlers, transition services, and postsecondary education services.

What additional requirements does this account have?

- Funds from this account cannot be used for construction or renovation of school buildings, except in the case of minor remodeling required as part of technology upgrades.
- Daycare and childcare projects that do not include educational services are also not eligible under this account.

What are past examples of projects funded within this account?

- \$955,000 for a community college for purchase of STEM education equipment for interactive STEM learning experiences.
- \$215,000 for a museum for curriculum, exhibit, website development, and educational programming, including information technology

What is a typical funding amount within this account?

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$20,000 to \$3,300,000. The average award was \$559,897.

Account #7: Department of Education—Rehabilitation Services—Demonstration and Training

What types of projects are eligible? This account funds a wide variety of projects that further the purposes of the Rehabilitation Act, including by providing individuals with disabilities with education, training, support services, and independent living services. Generally, CDS projects should focus on improving access to, or the quality of, such services for individuals with disabilities.

What additional requirements does this account have?

- Eligible recipients within this account are State vocational rehabilitation agencies, community rehabilitation programs, Indian tribes or tribal organizations, or other public agencies.
- Funding from this account cannot be used for construction or renovation of facilities.

What are past examples of projects funded within this account?

- \$3,000,000 for a rehabilitation hospital for facilities and equipment.

What is a typical funding amount within this account?

- In FY2023, Congress funded projects under this account ranging from \$14,000 to \$3,000,000. The average award was \$693,573.

Account #8: Department of Education—Higher Education—Fund for the Improvement of Postsecondary Education

What types of projects are eligible? This account generally funds projects focused on improving access to, or the quality of, postsecondary education. This includes projects to hire and train faculty, establish and improve degree programs, improve teacher preparation programs, develop and improve curricula, upgrade technology, equipment, and telecommunications, provide student support, and implement university partnerships with school districts. Grantees are usually colleges and universities but may include other public and private nonprofit organizations.

What additional requirements does this account have?

- Eligible activities to be funded within this account are outlined in Section 741(a) of the Higher Education Act ([20 U.S.C. Section 1138](#)).
- Funding from this account cannot be used for construction or renovation of facilities, except in the case of minor remodeling required as part of technology upgrades.
- If a significant portion of funds is expected to be used for the purchase of equipment, a justification for that use of funds is required.

What are past examples of projects funded within this account?

- \$2,522,000 for a community college for an electric battery and electric charging station maintenance program.
- \$214,000 for a community college for an automotive electrification and testing program.

What is a typical funding amount within this account?

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$50,000 to \$7,800,000. The average award was \$1,166,546.

SUBCOMMITTEE ON TRANSPORTATION, HOUSING AND URBAN DEVELOPMENT, AND RELATED AGENCIES:

The Subcommittee on Transportation, Housing and Urban Development, and Related Agencies accepts CDS request for seven accounts. Projects within this Subcommittee range from transportation research projects; to airport infrastructure projects; to highway, transit, and rail projects; to affordable housing, community services, and economic development projects.

Account #1: Transportation Planning, Research, and Development (TPR&D)

What types of projects are eligible? This account can fund national or regional transportation research and development projects eligible under [title 23](#) or [title 49](#) of the United States Code.

NOTE: This account does NOT include planning for specific local highway, transit, or rail projects that are eligible under Highway Infrastructure Program (HIP), Transit Infrastructure Grants (TIG), or Consolidated Rail Infrastructure and Safety Improvement (CRISI), because these projects are separately eligible for CDS.

What additional requirements does this account have?

- Requester are required to provide the project website, which should provide additional background behind the project.

What are past examples of projects funded within this account?

- \$2,249,000 for an Airfield Autonomy Initiative project at a national aerospace research and technology facility.
- \$250,000 for a “Safe Corridors and Reducing Motor Vehicle Dependency” project at a public university.

What is a typical funding amount within this account?

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$400,000 to \$1,000,000. The average award was \$688,600.

Account #2: Grants-in-Aid for Airports (Airport Improvement Program or AIP)

What types of projects are eligible? This account can fund projects for enhancing airport safety, capacity, security, and mitigating environmental concerns. Projects within the Airport Improvement Program (AIP) account must be eligible under [chapter 471 of title 49](#), United States Code.

What additional requirements does this account have?

- Requesters must provide the airport name where the project is located and a link to the airport master plan that includes the requested project.
- Requesters are required to provide a status of the planning and environmental work so the Appropriations Committee can assess the readiness of the project.

What are past examples of projects funded within this account?

- \$4,000,000 for an international airport for an aircraft rescue and fire fighting station project.

- \$13,000,000 for a municipal airport for a runway extension project.

What is a typical funding amount within this account?

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$290,000 to \$23,000,000. The average award was \$4,270,809.

Account #3: Facilities and Equipment (F&E)

What types of projects are eligible? This account can fund terminal air traffic control tower facility replacement projects eligible under [Part A of Subtitle VII of Title 49](#), United States Code.

What additional requirements does this account have?

- Requesters are required to provide the airport name where the project is located and a link to the airport master plan.
- Requesters are required to provide the age of the tower to be replaced, number of enplanements, operational line of sight issues, other related infrastructure work not covered by the cost of replacing the air traffic control tower (roads, utilities, etc.), and any other information to justify the project.
- Requesters are required to provide a status of the planning and environmental work so the Appropriations Committee can assess the readiness of the project.

What are past examples of projects funded within this account?

- \$5,000,000 for an airport's air traffic control tower replacement.
- \$40,000,000 for an international airport's air traffic control tower infrastructure project.

What is a typical funding amount within this account?

- In FY2024, the average award the Senate Committee-passed bill included funding for under this account was \$15,000,000.

Account #4: Highway Infrastructure Program (HIP)

What types of projects are eligible? This account can fund requests within the Highway Infrastructure Program (HIP) for highway projects eligible under [title 23](#), United States Code, including highway and bridge construction projects, planning, environmental review, design, and right-of-way acquisition. Generally, this account can fund projects on roughly one million miles of Federal-aid highways, bridges on any public road, and transit capital projects. Tribal and territorial capital projects authorized under Chapter 2 of title 23, United States Code, are also eligible.

What additional requirements does this account have?

- Requesters must provide a link to the STIP or TIP that includes the requested project, as well as the STIP or TIP ID number for the project. Alternatively, requesters can receive funding for highway projects that are not currently on the STIP or TIP, but for which the Michigan DOT has provided a letter confirming that: (1) the project is eligible for Federal-aid highway funding under title 23, United States Code; (2) the Michigan DOT is willing to carry out the project if funding is enacted; and (3) the Michigan DOT will include the project on the STIP or TIP once funding for the project is enacted.

- Requesters are required to provide a status of the planning and environmental work so the Appropriations Committee can assess the readiness of the project.
- Funds received under the HIP account cannot be used on operational expenses.
- Note that all HIP funding is provided directly to the Michigan DOT; local and county level governments interested in a HIP CDS are required to coordinate with the Michigan DOT for implementation.

What are past examples of projects funded within this account?

- \$1,000,000 for a major intersection/industrial corridor construction project.
- \$2,383,000 for a highway reconstruction project.
- \$2,500,000 for a major metropolitan area’s highway enhancement project.

What is a typical funding amount within this account?

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$54,000 to \$67,000,000. The average award was \$3,855,703.

Account #5: Transit Infrastructure Grants (TIG)

What types of projects are eligible? This account can fund requests for transit projects eligible under [chapter 53 of title 49](#), United States Code.

NOTE: Public transportation or transit is defined in Section 5302(15) and (22) of title 49, United States Code, as regular, continuing shared-ride surface transportation that is open to the general public or open to a segment of the general public defined by age, disability, or low income, and does not include intercity passenger rail transportation, intercity bus service, charter bus service, school bus service, sightseeing service, courtesy shuttle service for patrons of one or more specific establishments, or intra-terminal or intra-facility shuttle services.

What additional requirements does this account have?

- Requesters must provide a link to the STIP or TIP that includes the requested project, as well as the STIP or TIP ID number for the project. Alternatively, requesters can receive funding for transit projects that are not currently on the STIP or TIP, but for which the state transit agency has provided a letter confirming that: (1) the project is eligible for transit funding under chapter 53 of title 49, United States Code; (2) the state transit agency is willing to carry out the project if funding is enacted; and (3) the state transit agency will include the project on the STIP or TIP once funding for the project is enacted.
- Requesters are required to provide a status of the planning and environmental work so the Appropriations Committee can assess the readiness of the project.
- Requesters must provide the name of the recipient or subrecipient transit agency as part of their submission.

What are past examples of projects funded within this account?

- \$2,250,000 for a paratransit maintenance facility project at a Transit Authority.
- \$1,000,000 for an electric paratransit vehicle program at a state department of transportation.

What is a typical funding amount within this account?

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$92,000 to \$9,520,000. The average award was \$2,836,103.

Account #6: Consolidated Rail Infrastructure and Safety Improvement (CRISI) Grants

What types of projects are eligible? This account can fund requests within the CRISI account for rail capital projects eligible under [section 22907 of title 49](#), United States Code.

What additional requirements does this account have?

- Requesters must provide a link to the State Rail Plan that includes the requested project. Alternatively, requesters can receive funding for rail projects that are not currently on the State Rail Plan, but for which the state rail agency or Michigan DOT has provided a letter confirming that: (1) the project is eligible for rail funding under section 22907 of title 49, United States Code; (2) the state rail agency, Michigan DOT, or other relevant state agency is willing to carry out the project if funding is enacted; and (3) the state rail agency or Michigan DOT will include the project on the State Rail Plan once funding is enacted.
- Requesters are required to provide a status of the planning and environmental work so the Appropriations Committee can assess the readiness of the project.

What are past examples of projects funded within this account?

- \$12,000,000 for phase one of a track speed improvement project at a State Department of Transportation.
- \$2,000,000 for a passenger service extension project at a state Rail Authority.

What is a typical funding amount within this account?

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$1,000,000 to \$11,500,000. The average award was \$5,204,357.

Account #7: Community Development Fund for Economic Development Initiatives (EDI)

What types of projects are eligible? This account funds projects eligible under [section 5305 of chapter 69 of title 42](#), United States Code, as well as for affordable housing construction. Projects most likely to be successful include those that address affordable housing, community services, and economic development. Examples of eligible EDI projects include, but are not limited to: acquisition of real property (land, water rights, buildings); construction of new affordable housing; blight removal or remediation; and construction, rehabilitation, and improvements of public facilities (except buildings for general conduct of government), such as neighborhood centers, parks, and shelter for persons having special needs such as survivors of domestic violence and the homeless. More information on eligible projects is available [here](#).

What additional requirements does this account have?

- Requesters should provide a link to the project website, or, if the project is included in an existing CDBG grantee's Consolidated Plan or Annual Action Plan, a link to that plan.
- Requesters are required to provide a status of the planning and environmental work so the Appropriations Committee can assess the readiness of the project.
- Requesters should provide relevant data on how the proposed project addressed at least one of three National Objectives of the broader CDBG program: (1) benefit low-

and moderate-income persons or communities; (2) prevent or eliminate slums or blight; or (3) address community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community for which other funding is not available.

What are past examples of projects funded within this account?

- \$2.5 million for a major city's carbon neutrality initiative.
- \$750,000 for a major city's center for music and arts.
- \$3.5 million for a project to expand service-learning opportunities for a major school district.

What is a typical funding amount within this account?

- In FY2024, the Senate Committee-passed bill included funding for projects under this account ranging from \$30,000 to \$30,000,000. The average award was \$1,655,980.

Appendix: FY2025 CDS Request Form

NOTE: This sample form is included here *only* for the reference of applicants. Applicants must still complete the online form (linked to at the beginning of this document). If you are working on the form over an extended period of time, it is recommended that you work from an external document and copy and paste information into the form.

Requesting Organization and Point of Contact Information

1.Name of Requesting Organization

This should be the legal name of the entity that will receive the CDS funding listed exactly as it appears on IRS documents.

2.Mailing Address of Requesting Organization

Address, City, State, Zip Code

3.Is the Requesting Organization a government entity or public institution funded through public funding sources?

Only state and local government entities, such as municipalities (or coalitions of municipal entities), villages, townships, counties, tribal governments and public institutions funded through public funding sources, including state-funded universities, are eligible to apply.

Yes

No

4.Requesting Organization's Federal Tax Employer Identification Number (EIN)

The entity's Federal Tax Employer Identification Number (EIN) must be provided (for both non-profits and State/local governments). Failure to provide the Federal EIN may result in implementation delays for the CDS recipient.

5.Primary Point of Contact: Name, Phone, Email

A point of contact within the requesting organization must be identified by name, phone number, and e-mail address, which will be provided to the relevant agency for purposes of administering projects and will not be made public. This point of contact cannot be a lobbyist or external entity.

Basic Project Information

6.To which Appropriations Subcommittee is this CDS request being submitted?

To identify the correct Subcommittee under which to submit your CDS request, please utilize Senator Peters' FY2025 Appropriations Handbook, available here: [] If you are unsure which Subcommittee your CDS request best fits within, please select "Not sure" below and a Sen. Peters' staff member will assist you after submission.

Agriculture, Rural Development, Food and Drug Administration, and Related Agencies
Commerce, Justice, Science, and Related Agencies
Energy and Water Development

Financial Services and General Government
Homeland Security
Interior, Environment, and Related Agencies
Labor, Health and Human Services, Education, and Related Agencies
Transportation, Housing and Urban Development, and Related Agencies
Not sure (Sen. Peters' staff will assist you in identifying the correct Subcommittee)

7. Project Name

This should be a unique name of the project meant to easily identify and distinguish the project (e.g. "Electrification of Burlington Bus Route 40", or "ABC Affordable Housing Development").

NOTE: Sen. Peters is required to publicly disclose this Project Name.

8. Location of the Project

This should be the name of the city or county (and if possible, the approximate street address) where the project will take place.

NOTE: Sen. Peters is required to publicly disclose this Project Location.

9. Location of Project - County

10. Project Purpose

This should include the project name and a very short (one sentence) explanation of what the project will do (e.g. "Electrification of Burlington Bus Route 40 to improve transit service along a corridor and reduce carbon emissions", or "ABC Affordable Housing Development to construct senior housing for the ABC").

Please limit to one sentence.

NOTE: Sen. Peters is required to publicly disclose this one sentence Project Purpose.

11. Project Detail

This should be a longer explanation of why this project is important, the results and benefits it will provide, the status of planning/environmental work (if any), and other relevant information to help Senator Peters evaluate project eligibility.

Please limit your response to 4000 characters. Longer responses will not be accepted.

12. Please list relevant local organizations and state and local elected officials who support this project.

After submitting this form, please reply to the confirmation email you receive by attaching evidence of that support (whether a letter of support, local municipal resolution, news article, or other).

Please limit your response to 4000 characters. Longer responses will not be accepted.

Project Funding Information

13.Amount of funding you are requesting:

This is the amount of CDS funding requested.

NOTE: Sen. Peters is required to publicly disclose this requested amount.

14.Because funding of the full requested amount may not be possible, please describe the scalability of this project, including the minimum amount you would need to proceed with this project.

Please limit your response to 4000 characters. Longer responses will not be accepted.

15.Total cost of project and sources of remaining funding:

Below, please list of the total cost of the entirety of the project and sources of remaining funding.

Example: While we are requesting \$1 million in CDS funding, the total cost of this project is \$2 million. The remaining \$1 million will come from private fundraising.

Please limit your response to 4000 characters. Longer responses will not be accepted.

16.Breakdown of Total Project Costs

Provide an explanation of how your organization would use the funds requested, including a breakdown of what the funds will be used for. The total project cost listed here should match the total project cost listed in the previous question.

EXAMPLE:

\$500K: Extending water and wastewater utilities to service project location

\$1 million: Contribution to housing construction costs

\$500K: Planning and design costs

TOTAL COST: \$2 million

Please limit your response to 4000 characters. Longer responses will not be accepted.

17.Will your project require funding after FY2025?

Yes

No

18.If yes, please describe anticipated sources of funding for the next several years.

Please limit your response to 4000 characters. Longer responses will not be accepted.

Miscellaneous Information

19. Do you intend to make this same request to other Members of Congress (including House members)?

- Yes
- No

20. If yes, please list the Member(s) of Congress (including both House and Senate Members).

21. Has your organization previously received Congressionally Directed Spending?

- Yes
- No

22. Has your organization previously successfully executed similar projects?

- Yes
- No

23. If yes, please describe similar projects your organization has previously executed. Please limit your response to 4000 characters. Longer responses will not be accepted.

24. Is the requesting organization making more than one CDS request?

- Yes
- No

25. If yes, what priority is this request?

e.g. "1 of 2," with 1 being the highest.

Certification

26. The head of the requesting organization stipulates that the information provided herein is accurate and any request for federal project-specific funding is made in accordance with (1) the applicable rules, fiduciary requirements, and bylaws of the organization; and (2) local, state, and federal law.

- Yes
- No

27. Please provide the name of the head of your organization who approved this request.

After submitting the form, please send an email to appropriations@peters.senate.gov and attach evidence of local support (whether a letter of support, local municipal resolution, news article, or other). Please use the following subject line format: "[Name of Requesting Organization] - [Project Name]". E.g., "Entity ABC - Electrification of Burlington Bus Route 40".