



**AGENDA**  
CHARTER TOWNSHIP OF MERIDIAN  
Downtown Development Authority  
October 10, 2018 7:30 am  
Municipal Building - Town Hall Room  
5151 Marsh Road, Okemos



1. CALL MEETING TO ORDER
  2. MISSION: The Meridian Township DDA mission is to beautify and revitalize downtown Okemos as a very desirable place to shop, live, and do business. It is a commitment to promoting and improved quality of life by creating a friendly, walkable community embracing the natural aesthetics of the river and parks.
  3. APPROVAL OF AGENDA
  4. MINUTES – September 10, 2018
  5. COMMUNICATIONS
  6. PUBLIC REMARKS
  
  7. FINANCIAL REPORT
  8. AUTHORIZATION OF PAYMENTS
    - A. Snowflake Relighting and Installation
  
  9. OLD BUSINESS
    - A. Subcommittee Work Review and Timeline
    - B. New DDA TIF plan draft discussion
    - C. DDA Business Listing Update
  
  10. NEW BUSINESS
    - A. New Board Member Application
    - B. 2019 Meeting Calendar
  
  11. TOWNSHIP BOARD REPORT
  12. TOWNSHIP MANAGER REPORT
  13. CHAIR REPORT
  14. STAFF REPORT
    - A. Development Projects Update
    - B. 2019 Goals and Officers
  
  15. OPEN DISCUSSION/BOARD COMMENTS
  16. PUBLIC REMARKS
  17. NEXT MEETING DATE
    - A. November 5, 2018, 7:30am
  
  18. ADJOURNMENT
- 

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



Charter Township of Meridian  
Downtown Development Authority (DDA)  
Municipal Building, 5151 Marsh Rd., Okemos, MI 48864  
Monday, September 10, 2018 – Minutes (Draft)

**Members**

**Present:** Will Randle, Scott Weaver, Jim Raynak, Bill Cawood, Susan Fulk, Renee Korrey and Supervisor Ron Styka

**Members**

**Absent:** Jim Spanos

**Staff**

**Present:** Economic Development Director Chris Buck, Community Planning and Development Director Mark Kieselbach, and Executive Assistant Michelle Prinz

**Others**

**Present:** Eric Helzer, Advanced Redevelopment Solutions

1. CALL MEETING TO ORDER

Chair Fulk called the meeting to order at 7:30 am.

2. APPROVAL OF THE AGENDA

**MOTION BY MEMBER CAWOOD TO APPROVE AGENDA. SUPPORTED BY MEMBER RAYNAK. MOTION APPROVED 7-0.**

3. APPROVAL OF MEETING MINUTES OF AUGUST 6, 2018

**MOTION BY MEMBER RAYNAK TO APPROVE MINUTES. SUPPORTED BY MEMBER WEAVER. MOTION APPROVED 7-0.**

4. COMMUNICATIONS

A. Script from DDA Presentation to Township Board on 08.09.18  
The DDA reviewed the script.

5. PUBLIC REMARKS

None.

6. FINANCIAL REPORT

Staff provided a summary update on the August 2018 Financial Report. Report on file.

**MOTION BY MEMBER RAYNAK TO APPROVE THE FINANCIAL REPORT. SUPPORTED BY MEMBER RANDLE. MOTION APPROVED 7-0.**

7. AUTHORIZATION OF PAYMENTS

**MOTION BY MEMBER RAYNAK TO AUTHORIZE CONSUMERS ENERGY ELECTICITY PAYMENT OF \$91.07. SUPPORTED BY MEMBER WEAVER. MOTION APPROVED 7-0.**

8. OLD BUSINESS

- a. Eligible Activities Document Review and Action  
Discussed the document and its requirements per State Act. The DDA boundaries are staying the same and there are 98 parcels in the boundary.

**MOTION BY MEMBER RAYNAK TO ADOPT THE ELIGIBLE ACTIVITIES PROJECTS SUMMARY FOR THE MERIDIAN TOWNSHIP DDA TIFA PLAN UPDATE. SUPPORTED BY MEMBER CAWOOD. MOTION APPROVED 7-0.**

MOTION AMENDED TO INCLUDE SEPTEMBER 9, 2018.

**MOTION BY MEMBER RAYNAK TO ADOPT THE ELIGIBLE ACTIVITIES PROJECTS SUMMARY DATED SEPTEMBER 9, 2018 FOR THE MERIDIAN TOWNSHIP DDA TIFA PLAN UPDATE. SUPPORTED BY MEMBER CAWOOD. MOTION APPROVED 7-0.**

- b. Subcommittee Work Review and Discussion  
Reviewed and discussed the PowerPoint presentation planned for the September 11, 2018 Board study session from Advanced Redevelopment Solutions.
- c. DDA Business Listing Update  
Reviewed the current business listing. Still waiting on some business contact information.

9. NEW BUSINESS

- a. Township Board Work Session 09.11.18 Discussion and Preparation  
Reviewed and discussed the PowerPoint presentation planned for the September 11, 2018 Board study session from Advanced Redevelopment Solutions.
- b. Principal Payment Towards DDA Debt Discussion  
Discussed the payment due on 10.01.18.

**MOTION BY MEMBER WEAVER TO AUTHORIZE THE INTEREST ONLY INSTALLMENT PAYMENT OF \$4,485 BY OCTOBER 1, 2018 TO MERIDIAN TOWNSHIP GENERAL FUND FOR THE DDA LOAN. SUPPORTED BY MEMBER CAWOOD. MOTION APPROVED 7-0.**

10. TOWNSHIP BOARD REPORT

Supervisor Styka reported the Board has discussed the 2019 budget and medical marijuana along with 6 zones of overlay districts. Walnut Hills issue has been resolved with the building of 311 new housing units.

11. TOWNSHIP MANAGER REPORT

None.

12. CHAIR REPORT

Chair Fulk recognized Jim Raynak, Renee Korrey and Will Randle for serving on the DDA subcommittee.

13. STAFF REPORT

Director Buck reported the Redevelopment Ready Certification is nearly complete. In the 2019 budget draft, there is an additional \$130,000 for the Meridian Redevelopment Fund that would raise the fund to \$700,000 for potential developers. Also, he reported on key development projects listed in the board packet.

14. OPEN DISCUSSION/BOARD COMMENTS

None.

15. PUBLIC REMARKS

None.

16. NEXT MEETING DATE

a. October 1, 2018, 7:30am

17. ADJOURNMENT

The meeting adjourned without objection at 9:03 am.

**Meridian Twp DDA**  
**Preliminary Financial Statements**  
 Period Ending 8/31/2018 - UNAUDITED

**BALANCE SHEET**

Year to Date

ASSETS		
Cash		\$78,939.77
Due from General Fund		\$0.00
Taxes Receivable		\$0.00
Accounts Receivable		\$0.00
Prepaid Expense		\$0.00
TOTAL ASSETS		<u>\$78,939.77</u>
LIABILITIES		
Accrued Interest Payable		\$0.00
Due to General Fund		\$1,244.00
Unearned Revenue		\$0.00
Deferred Inflows of Revenue		\$0.00
LT Note Payable		\$149,500.00
TOTAL LIABILITIES		<u>\$150,744.00</u>
FUND BALANCE		
Fund Balance 12/31/17		(\$96,845.43)
2018 YTD Net Income		\$25,041.20
TOTAL FUND BALANCE		<u>(\$71,804.23)</u>
TOTAL LIABILITIES & FUND BALANCE		<u>\$78,939.77</u>

**INCOME STATEMENT**

REVENUES	<u>July</u>	<u>August</u>	<u>Year to Date</u>
Tax Capture	\$1,572.47	\$0.00	\$14,980.00
PPT Reimbursement	\$0.00	\$0.00	\$11,218.47
Grants	\$0.00	\$0.00	\$0.00
DDA Downtown Events/Donations	\$0.00	\$0.00	\$0.00
Other	\$20.96	\$0.00	\$20.96
TOTAL REVENUE	<u>\$1,593.43</u>	<u>\$0.00</u>	<u>\$26,219.43</u>
EXPENDITURES			
Operating Costs	\$93.33	\$91.07	\$2,299.23
Professional Consultant/Contractual Services	\$0.00	\$0.00	\$0.00
Community Projects	\$0.00	\$0.00	\$0.00
Communications	\$0.00	\$0.00	\$0.00
Conferences	\$0.00	\$0.00	\$0.00
Special Events - Celebrate Expenses	\$0.00	\$0.00	\$0.00
Tax Appeal Refunds	\$0.00	\$0.00	\$0.00
Interest on Loan	\$0.00	\$0.00	(\$1,121.00)
TOTAL EXPENDITURES	<u>\$93.33</u>	<u>\$91.07</u>	<u>\$1,178.23</u>
<b>2018 Net Income</b>	<u>\$1,500.10</u>	<u>(\$91.07)</u>	<u>\$25,041.20</u>



**To: DDA Board Members**  
**From: Chris Buck, Economic Development Directors**  
**Date: 10.10.2018**  
**Re: DDA Expenses - DDA Loan Payment and Snowflake Relighting and Hanging**

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As voted on in its September 10, 2018 board meeting, payment for the interest due to the Township on the 1<sup>st</sup> of October each year has been issues in the amount of \$4,485.00, fulfilling our obligation. Our next mandatory payment is due one year from now, October 1, 2019 so the same sum - \$4485.00. If the board deems there are funds available to make a voluntary principal payments that discussion can be had at any time.

Second, it's the time of year to consider the snowflakes. The snowflakes were purchased in 2005 for approximately \$8,000. Last year we identified the flakes needed some updated lighting. Staff has determined that the flakes can be manually restrung with new lights. Research has been done to find the proper replacement lights and it appears we can restring these flakes for \$835.00 (quote attached). Staff has agreed to do the manual restringing and not charge the DDA for that labor. In addition, there are no fees associated with hanging the snowflakes as well – that will be handled by the Township staff.

I request the DDA to discuss the \$835.00 expense request and vote to approve or deny.

**Proposed Motion: Move to approve the expenditure for \$835.00 to provide new lights for the existing snow flake decorations in the DDA.**

### DDA Installment Loan due to General Fund (New proposed)

Year	Additions*	Payments**	Principal (Due 4/1)	Interest Rate (3%)	Interest (Due 10/1)	Total F	Outstanding Balance
2013	\$ 60,000.00	\$ 500.00	\$ 10,000.00	3.00%	\$ 4,423.75		\$ 150,000.00
2014			\$ -	3.00%	\$ 5,985.00		\$ 199,500.00
2015			\$ -	3.00%	\$ 5,985.00		\$ 199,500.00
2016			\$ -	3.00%	\$ 5,985.00		\$ 199,500.00
2017		\$ 50,000.00	\$ -	3.00%	\$ 5,485.00		\$ 149,500.00
2018			\$ -	3.00%	\$ 4,485.00		\$ 149,500.00
2019			\$ -	3.00%	\$ 4,485.00		\$ 149,500.00
2020			\$ -	3.00%	\$ 4,485.00		\$ 149,500.00
2021			\$ -	3.00%	\$ 4,485.00		\$ 149,500.00
2022			\$ 25,000.00	3.00%	\$ 3,922.50		\$ 124,500.00
2023			\$ 25,000.00	3.00%	\$ 3,172.50		\$ 99,500.00
2024			\$ 25,000.00	3.00%	\$ 2,422.50		\$ 74,500.00
2025			\$ 25,000.00	3.00%	\$ 1,672.50		\$ 49,500.00
2026			\$ 25,000.00	3.00%	\$ 922.50		\$ 24,500.00
2027			\$ 24,500.00	3.00%	\$ 183.75		\$ -
<b>TOTAL</b>	<b>\$ 60,000.00</b>	<b>\$ 50,500.00</b>	<b>\$ 159,500.00</b>				<b>\$ 58,100.00</b>
Total Payments		<b>\$ 210,000.00</b>					
		*Addition of \$60K in July 2013					
		**Payment of \$500 in Sept 2013 using money donated by board member to reduce the debt					
		Assuming \$50,000 Payment will be made in May 2017					

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 <p><b>Aurio Lighting LED C7 Light Bulbs, E12 Sockets, Blue, Commercial Grade Replacement Lamps, Christmas or Year Round, 25 Pack</b> <b>Only 17 left in stock (more on the way).</b> Eligible for FREE Shipping <input type="checkbox"/> This is a gift <a href="#">Learn more</a> <a href="#">Delete</a> <a href="#">Save for later</a> <a href="#">Compare with similar items</a></p>	<b>\$16.67</b>	11
 <p><b>Aurio Lighting LED C7 Light Bulbs, E12 Sockets, Warm White, Commercial Grade Replacement Lamps, Christmas or Year Round, 25 Pack</b> In Stock Eligible for FREE Shipping <input type="checkbox"/> This is a gift <a href="#">Learn more</a> <a href="#">Delete</a> <a href="#">Save for later</a> <a href="#">Compare with similar items</a></p>	<b>\$15.50</b>	40

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31  
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Actual Color: White  
Sold by Holiday Lighting Outlet

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Pack of 25 Faceted C7 LED Blue Christmas Replacement Bulbs

\$33.99 ea  
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Pack of 25 Faceted Transparent Cool White LED C7 Christmas Replacement Bulb

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Item	How To Get It	Qty	Item Total
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<p><a href="#">Save for Later</a>   <a href="#">Save to Favorites</a>   <a href="#">Remove</a></p>			
<p><b>!</b> Please reduce the quantity of this item.</p>  <p><b>Meridian</b> 4-Watt Incandescent Blue C7 Light Bulb (4-Pack) Model #13115</p>	<p><input checked="" type="radio"/> Ship to Home FREE Estimated Arrival: <b>Oct. 10 – Oct. 12</b></p> <p><input type="radio"/> Ship To Store</p>	<p>66</p> <p>\$4.76/Item</p>	\$314.16
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**Subtotal** \$1,988.96  
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Sales Tax (determined in later step) ---

**Total** **\$1,988<sup>96</sup>**

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\* Shipping and delivery charges are calculated at the lowest rate available. Other methods will be viewable on the next page.

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# DRAFT

<b>Downtown Okemos DDA Plan Amendment - Adoption Schedule (as of October 4, 2018)</b>	
<b>Date</b>	<b>Action Required</b>
Tuesday, September 11, 2018	Start Meeting with taxing jurisdictions
Wednesday, October 10, 2018	SPECIAL DDA Board Meeting - DDA <b>Resolution</b> Approving DDA Plan Amendment, requesting the Township Board to call for a public hearing regarding the Plan Amendment, and to notify taxing jurisdictions and provide an opportunity for a meeting regarding the Plan Amendment.
Tuesday, October 16, 2018	<p>Township Board adopts a <b>Resolution</b> calling for a public hearing on the adoption of an <b>Ordinance</b> approving the Plan Amendment. The Public Hearing Notice must be published twice in the newspaper not less than 20 days or more than 40 days prior to the Public Hearing. Possible publication dates are:</p> <ul style="list-style-type: none"> <li>• Publish on 10/28/2018; Paper deadline 10/23/18</li> <li>• Publish on 11/11/2018; Paper deadline 11/6/18</li> </ul> <p>Not less than 20 days prior to the public hearing, a Notice of Public Hearing must be: 1) posted in at least 20 conspicuous and public places in the downtown district; 2) mailed to all tax payers of record in the District via first class mail; and 3) mailed to the governing body of each taxing jurisdiction levying taxes subject to capture via certified mail.</p>
Friday, October 19, 2018	Finish Meetings with taxing jurisdictions
Tuesday, November 20, 2018	Township Board holds a Public Hearing on the DDA Plan Amendment
Tuesday, November 20, 2018	First Reading of <b>Ordinance</b> adopting DDA Plan Amendment (if acceptable to Township Board with 12/4/18 as a back-up date)
Sunday, December 09, 2018	Publication of the adopting <b>Ordinance</b> in final form, prior to second reading & verify with paper beforehand that this submission date is acceptable..
Tuesday, December 11, 2018	Second Reading of <b>Ordinance</b> adopting DDA Plan Amendment
Sunday, December 16, 2018	Notice of DDA Plan Update adoption is published in the paper per MCL 42.22; submit to paper on morning 12/12/18 & verify with paper beforehand that this submission date is acceptable.

# DEVELOPMENT AND TAX INCREMENT FINANCING PLANS

## Meridian Township Downtown Development Authority

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DRAFT: 10/5/18



# ACKNOWLEDGEMENTS

The Meridian Township Downtown Development Authority was established in 2006, pursuant to the Downtown Development Authority Act (Act 197 of 1975). The purpose of the Authority is to correct and prevent deterioration and promote economic growth within Meridian Township's principal business district.

For their vision and support, the following community leaders should be recognized:

## TOWNSHIP BOARD

- RONALD J. STYKA, SUPERVISOR
- BRETT DREYFUS - CLERK, CMMC, CLERK
- JULIE BRIXIE, TREASURER
- PHIL DESCHAIINE, TRUSTEE
- PATRICIA HERRING JACKSON, TRUSTEE
- DAN OPSOMMER, TRUSTEE
- KATHY ANN SUNDLAND, TRUSTEE

## DDA BOARD OF DIRECTORS

- SUSAN FULK, CHAIR
- RENEE KORREY, VICE CHAIR
- DEMETRIOS JAMES SPANOS, SECRETARY
- BILL CAWOOD, BOARD MEMBER
- WILL RANDLE, BOARD, MEMBER
- JAMES RAYNAK, BOARD MEMBER
- SCOTT WEAVER, BOARD MEMBER
- RONALD STYKA (TOWNSHIP BOARD LIAISON)

Chris Buck, Economic Development Director

Mark Kieselbach, Community Planning & Development Director

David Lee, Township Assessor

This plan was prepared with assistance from:

## **CIB Planning**



## **Advanced Redevelopment Strategies**

ADOPTED BY AUTHORITY BOARD: \_\_\_\_\_

ADOPTED BY TOWNSHIP BOARD: \_\_\_\_\_

DRAFT

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# BACKGROUND AND PURPOSES

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## GENERAL OVERVIEW

The Meridian Township Downtown Development Authority (DDA) and corresponding DDA/TIFA Plan was created in 2005. A DDA is governed by a Board of Directors whose primary purpose is to correct and prevent deterioration and promote economic growth within Meridian Township's principal business district. Other purposes of a DDA include reversing declining property values, improving the overall business climate, and increasing employment opportunities. A primary benefit of forming a DDA is the ability to capture the incremental increase in property taxes that result from improvements in the district. These tax revenues are used to finance public improvement projects within the district, which furthers the goal of economic growth.

A Development Plan is one tool the DDA relies upon for identifying and implementing projects aimed at spurring new private investment. The goals, objectives and recommended actions presented in this document are intended to plan and prioritize projects and ensure that development and redevelopment within the DDA District occurs in an orderly manner. Recommendations also ensure that improvements match the available revenues and can enable the DDA to become eligible for other funding sources. This plan was prepared in accordance with the Downtown Development Authority Act, PA 197 of 1975.

A DDA can capture new tax increment in the district (TIF) and use it to pay for improvements that otherwise could not be afforded by either local businesses or township government. Moreover, creation of a TIF district does not take away current tax revenue; it just captures any new increment that results from improvements to property or an increase in value.

## LEGAL BASIS OF THE PLAN

The Development Plan and Tax Increment Financing Plan are prepared pursuant to the requirements of Sections 17 and 18 of the Downtown Development Authority Act (Act 197 of 1975), as amended. More specifically, Section 17 of the Act states that “When a board decides to finance a project in the downtown district by the use of revenue bonds as authorized in section 13 or tax increment financing as authorized in sections 14, 15, and 16, it shall prepare a development plan.”

## DEVELOPMENT PLAN REQUIREMENTS

Section 17 also indicates that the development plan shall contain all of the following:

**A. THE DESIGNATION OF BOUNDARIES OF THE DEVELOPMENT AREA IN RELATION TO HIGHWAYS, STREETS, STREAMS, OR OTHERWISE.**

The boundaries for the corridor improvement district are shown on Map 1. The primary roads in and around the district include Grand River Ave., Marsh Road and Okemos Road. The legal description is found in Appendix A, Development Area Boundary, along with the amendment ordinance.

**B. THE LOCATION AND EXTENT OF EXISTING STREETS AND OTHER PUBLIC FACILITIES WITHIN THE DEVELOPMENT AREA, DESIGNATING THE LOCATION, CHARACTER, AND EXTENT OF THE CATEGORIES OF PUBLIC AND PRIVATE LAND USES THEN EXISTING AND PROPOSED FOR THE DEVELOPMENT AREA, INCLUDING RESIDENTIAL, RECREATIONAL, COMMERCIAL, INDUSTRIAL, EDUCATIONAL, AND OTHER USES, AND INCLUDING A LEGAL DESCRIPTION OF THE DEVELOPMENT AREA.**

As indicated in the property description, the district encompasses a wide variety of land uses including office, retail, residential, service and open space. Existing Land Uses are shown on Map 2: Existing Land Use.

**C. A DESCRIPTION OF EXISTING IMPROVEMENTS IN THE DEVELOPMENT AREA TO BE DEMOLISHED, REPAIRED, OR ALTERED, A DESCRIPTION OF ANY REPAIRS AND ALTERATIONS, AND AN ESTIMATE OF THE TIME REQUIRED FOR COMPLETION.**

The description of existing improvements to be demolished and associated schedule for implementation is provided in this plan under the heading “Proposed Improvements.”

**D. THE LOCATION, EXTENT, CHARACTER, AND ESTIMATED COST OF THE IMPROVEMENTS INCLUDING REHABILITATION CONTEMPLATED FOR THE DEVELOPMENT AREA AND AN ESTIMATE OF THE TIME REQUIRED FOR COMPLETION.**

To expand upon what was indicated above, the location, character and estimated cost/timing of the improvements is provided below:

## PROPOSED IMPROVEMENTS

The Meridian Township DDA adopted a Tax Increment Finance and accompanying Development Plan (Plan) which captures new incremental tax revenues beginning in 2019 and concluding in 2039. Over the past few years the economy has shifted significantly, and the township has identified Downtown Okemos as a critical redevelopment area in need of blight elimination and has identified specific projects within the DDA District (District) that need funding. These projects will help position Downtown Okemos toward becoming a great downtown destination and place to live, shop and work. This update and corresponding amendment will reset the base year to 2018 with the first year of taxable capture to 2019 with a target conclusion date of 2039.

As such, it is necessary to review the eligible activities to be included in the Plan. Eligible activities are categories or projects which the DDA is eligible to spend tax increment revenue for enhancing, improving or redeveloping the District. Funds can also be utilized for marketing the District. Below is a description of eligible activities, also called proposed improvements.

1. **Marketing and Development Studies** – Destination branding, and marketing have a key relationship with successful downtown districts. It is an important task to complete once the DDA has identified redevelopment goals and has established its identity within the greater region. These studies can also be utilized as tools to attract specific development types or specific developers. **\$160,000.**
2. **Streetscape** – Having an attractive, well designed streetscape strengthens the public realm within downtown corridors. It can enhance the image of the community, adds landscaping and other artistic elements and is complimentary to the pedestrian environment. Streetscape enhancements include but are not limited to planter boxes, waste receptacles, benches, brick pavers, decorative fencing, trees and tree grates, sculptures and other pieces of art and costs related to improving the street itself. **\$1,000,000.**
3. **Façade Improvements** – Typically, DDA’s utilize a portion of tax increment revenue funds to assist business owners with façade improvements for buildings in need of repair or upgrade within the District. This is usually set up as a low interest loan or competitive grant program with match requirements. These programs work great for improving the image of the buildings within the DDA District. **\$500,000.**
4. **Park Improvements** – Parks within downtowns can be gathering places and focal points for community events within the downtown. It is important to maintain parks and program events within the parks to draw pedestrians to the downtown and enhance the District. **\$250,000.**
5. **Property Acquisition** – This involves the acquisition of property to accomplish the goals set forth by the DDA. There are times when key pieces of property become available for purchase within the DDA District, which require the DDA to purchase said properties for redevelopment or public purposes. This can also be a tool to assist with blight removal and demolition within the District. **\$1,000,000.**
6. **Master Planning/Urban Design Plans** – Downtown plans and urban design help to guide the built environment of the downtown District. Many times, these plans focus on form and design elements to enhance the function of the District. Results of these plans can lead to new development projects that have be thoughtfully crafted to create vibrancy and increase density within the District core. These plans also generally result with the development of design-based guidelines for redevelopment of existing sites or development of new sites. **\$100,000.**

7. **Promotions** – In order for downtowns to function at their peak, they require a critical mass of people. Regular programming of events such as concerts, art walks, farmers markets, and other events all assist with creating that critical mass but require promotions to reach specific target audiences which the District is trying to attract. This could include print content, web content, radio and television content and other forms of promotion to spread the message of the DDA. **\$100,000.**
8. **Demolition** – Occasionally, development opportunities require demolition of existing sites and structures. The DDA can participate in the costs of the demolition process when it is appropriate to spur new development opportunities. **\$500,000.**
9. **Lead & Asbestos and Mold Abatement** – Several buildings in pre-developed centers utilized lead-based materials or asbestos materials in their construction process. Additionally, buildings that have been blighted or become functionally obsolete incur water damage that leads to mold. As part of any redevelopment process, these materials must be abated prior to new development occurring. These are a costly and methodical necessity for redevelopment to succeed. **\$500,000.**
10. **Public Infrastructure Improvements** – Public improvements covers a wide array of projects including street lighting, streetscape enhancements, water and sewer improvements, electrical improvements, burying of existing and new utilities, storm water improvements, parking improvements and generally anything else that falls within the public right-of-way, easement or public realm. **\$9,000,000.**
11. **Public Spaces** – Many people equate public spaces to parks, but they can also include public alleys, community centers, non-park public owned green spaces and many more. Projects that can enhance these spaces all fall under the eligible activity expenses of the DDA. **\$1,000,000.**
12. **Private Infrastructure Improvements** – As part of redevelopment, developers are often required to improve private infrastructure or anything on a private property (not in a public right-of way). The DDA is able to assist with offsetting these costs, specifically when it comes to integrated parking structures such as vertical and underground parking, utilities, water and sewer tap fees, soft costs and others that support density in accordance with local zoning, master plans and township goals but may be cost prohibitive to complete the project. Although these improvements are considered private for funding purposes, they have public benefit and support the redevelopment efforts of the township and DDA. **\$20,000,000.**
13. **Site Preparation** – Costs associated with site preparation can be significant for both public and private investment. These costs include such activities as clearing & grubbing, compaction and sub-base preparation, cut and fill operations, dewatering, excavation for unstable material, foundation work to address special soil concerns, retaining walls, temporary sheeting/shoring, specific and unique activities, etc.) anything on private property not in a public right-of-way to support density and prohibitive costs to allow for greater density in accordance with local zoning, master plans and township goals. **\$1,000,000.**
14. **Environmental Activities** – Environmental Activities would include activities beyond what may be supported by the Michigan Department of Environmental Quality (MDEQ) under an approved Brownfield Plan and Act 381 Work Plan to protect human health and the environment, off-set cost prohibitive environmental costs and insurance needs, etc. **\$500,000.**

15. **Gap Funding** – Recognizing that the cost of mixed-use, traditional development is higher than it is for undeveloped sites, the Township may, at its own discretion, commit project-specific future tax increment capture back to private projects for a specified period of time. The goal is to provide funding to close the “gap” that prevents the project from becoming a reality due to financial feasibility. For example, if the pro-forma for a project indicates that it cannot generate enough income to cover the cost of construction and a reasonable rate of return for a developer/investor, future tax increment can be committed to that development to make it feasible. It can also be used as a tool to attract companies and businesses to the township to create new employment opportunities within the DDA District. **\$2,500,000.**

16. **Consultation and Operational Expenditures** – The Consultation and Operational Expenditures category provides for professional services and operational activities relating to the DDA. This category is relatively variable and is subject to the level and complexity of future activities taken on by the DDA. Professional services may be required to implement the proposals within this Plan and to manage and operate the DDA. This may include, but is not limited to, this Plan’s writing, grant writing and administration, planning and architectural design, engineering, inspections & construction management services, environmental assessment & mitigation planning. DDA operational activities may include but are not limited to, public notices, mailings, office supplies, administrative support, equipment usage/rental, etc. **\$700,000.**

**Total Cost of All Projects:        \$38,810,000**

**E. A STATEMENT OF THE CONSTRUCTION OR STAGES OF CONSTRUCTION PLANNED, AND THE ESTIMATED TIME OF COMPLETION OF EACH STAGE.**

The specific projects to be undertaken by the DDA are not known at this time. The “Proposed Improvements” table above will be updated to show the construction planned, and the estimated time of completion, for each project as this information is known.

**F. A DESCRIPTION OF ANY PARTS OF THE DEVELOPMENT AREA TO BE LEFT AS OPEN SPACE AND THE USE CONTEMPLATED FOR THE SPACE.**

Future land uses for DDA District are shown on Map #3 and it identifies existing and proposed open space.

**G. A DESCRIPTION OF ANY PORTIONS OF THE DEVELOPMENT AREA THAT THE AUTHORITY DESIRES TO SELL, DONATE, EXCHANGE, OR LEASE TO OR FROM THE MUNICIPALITY AND THE PROPOSED TERMS.**

At the present time the Authority has no plans to lease, own, or otherwise control property in its own name. Should acquisition of property be required in the future to accomplish the objectives of the DDA, or should the Authority receive property by donation, through purchase, or by any other means of acquisition, the Authority will establish and formally adopt appropriate procedures for property disposition, subject to applicable Federal, State, and local regulations.

**H. A DESCRIPTION OF DESIRED ZONING CHANGES AND CHANGES IN STREETS, STREET LEVELS, INTERSECTIONS, TRAFFIC FLOW MODIFICATIONS, OR UTILITIES.**

The Mixed Use Planned Unit Development (MUPUD) zoning district has already been adopted to coincide with the DDA District and anticipated form of development. It is not anticipated that the location of the road network will change significantly, although there will be physical improvements to the roads and

underground utilities. Proposed changes in infrastructure such as streets, sidewalks, utilities, etc. are not known at this time but will also be added to the Appendix.

**I. AN ESTIMATE OF THE COST OF THE DEVELOPMENT, A STATEMENT OF THE PROPOSED METHOD OF FINANCING THE DEVELOPMENT, AND THE ABILITY OF THE AUTHORITY TO ARRANGE THE FINANCING.**

A description, including cost estimate and schedule of implementation, for each improvement project that will be completed within the district is contained in the project schedule and budget in this plan under "Proposed Improvements." In addition to TIF tax capture, the DDA reserves the ability to utilize the following financing options for DDA projects/activities:

- a. Millage of up to two (2) mills;
- b. Special assessments;
- c. Revenue bonds;
- d. Revenues from property owned or leased by the DDA;
- e. Donations to DDA;
- f. Grants to DDA; and
- g. Contributions from the local unit of government.

**J. DESIGNATION OF THE PERSON OR PERSONS, NATURAL OR CORPORATE, TO WHOM ALL OR A PORTION OF THE DEVELOPMENT IS TO BE LEASED, SOLD, OR CONVEYED IN ANY MANNER AND FOR WHOSE BENEFIT THE PROJECT IS BEING UNDERTAKEN IF THAT INFORMATION IS AVAILABLE TO THE AUTHORITY.**

Information concerning the names of people for whom benefits may accrue is unknown at this time and will not be available until phases of implementation are underway.

**K. THE PROCEDURES FOR BIDDING FOR THE LEASING, PURCHASING, OR CONVEYING IN ANY MANNER OF ALL OR A PORTION OF THE DEVELOPMENT UPON ITS COMPLETION, IF THERE IS NO EXPRESS OR IMPLIED AGREEMENT BETWEEN THE AUTHORITY AND PERSONS, NATURAL OR CORPORATE, THAT ALL OR A PORTION OF THE DEVELOPMENT WILL BE LEASED, SOLD, OR CONVEYED IN ANY MANNER TO THOSE PERSONS.**

All such procedures will follow both township and state law and at the present time there are no commitments made.

**L. ESTIMATES OF THE NUMBER OF PERSONS RESIDING IN THE DEVELOPMENT AREA AND THE NUMBER OF FAMILIES AND INDIVIDUALS TO BE DISPLACED. IF OCCUPIED RESIDENCES ARE DESIGNATED FOR ACQUISITION AND CLEARANCE BY THE AUTHORITY, A DEVELOPMENT PLAN SHALL INCLUDE A SURVEY OF THE FAMILIES AND INDIVIDUALS TO BE DISPLACED, INCLUDING THEIR INCOME AND RACIAL COMPOSITION, A STATISTICAL DESCRIPTION OF THE HOUSING SUPPLY IN THE COMMUNITY, INCLUDING THE NUMBER OF PRIVATE AND PUBLIC UNITS IN EXISTENCE OR UNDER CONSTRUCTION, THE CONDITION OF THOSE UNITS IN EXISTENCE, THE NUMBER OF OWNER-OCCUPIED AND RENTER-OCCUPIED UNITS, THE ANNUAL RATE OF TURNOVER OF THE VARIOUS TYPES OF HOUSING AND THE RANGE OF RENTS AND SALE PRICES, AN ESTIMATE OF THE TOTAL DEMAND FOR**

**HOUSING IN THE COMMUNITY, AND THE ESTIMATED CAPACITY OF PRIVATE AND PUBLIC HOUSING AVAILABLE TO DISPLACED FAMILIES AND INDIVIDUALS.**

At the present time, no known relocation of families or individuals will take place within the scope of this proposed Development Plan or Tax Increment Financing Plan. Should said displacement be planned during implementation of the plan, the above information will be gathered accordingly.

**M. A PLAN FOR ESTABLISHING PRIORITY FOR THE RELOCATION OF PERSONS DISPLACED BY THE DEVELOPMENT IN ANY NEW HOUSING IN THE DEVELOPMENT AREA.**

At the present time, no known relocation of families or individuals will take place within the scope of this proposed Development Plan or Tax Increment Financing Plan.

**N. PROVISION FOR THE COSTS OF RELOCATING PERSONS DISPLACED BY THE DEVELOPMENT AND FINANCIAL ASSISTANCE AND REIMBURSEMENT OF EXPENSES, INCLUDING LITIGATION EXPENSES AND EXPENSES INCIDENT TO THE TRANSFER OF TITLE, IN ACCORDANCE WITH THE STANDARDS AND PROVISIONS OF THE UNIFORM RELOCATION ASSISTANCE AND REAL PROPERTY ACQUISITION POLICIES ACT OF 1970, PUBLIC LAW 91-646, 84 STAT. 1894.**

At the present time, no known relocation of families or individuals will take place within the scope of this proposed Development Plan or Tax Increment Financing Plan.

**O. A PLAN FOR COMPLIANCE WITH THE FEDERAL UNIFORM RELOCATION ASSISTANCE AND REAL PROPERTY ACQUISITION POLICIES ACT OF 1970 AND ACT 227 OF THE PUBLIC ACTS OF 1972.**

At the present time, no known relocation of families or individuals will take place within the scope of this proposed Development Plan or Tax Increment Financing Plan.

**P. OTHER MATERIAL THAT THE AUTHORITY, LOCAL PUBLIC AGENCY, OR GOVERNING BODY CONSIDERS PERTINENT.**

Such other material will be identified or added as the need arises.



## Map I: DDA Boundaries

The District as currently established will be left unchanged with no removal or addition of parcels. Below is a map with the shaded area identify the DDA District.



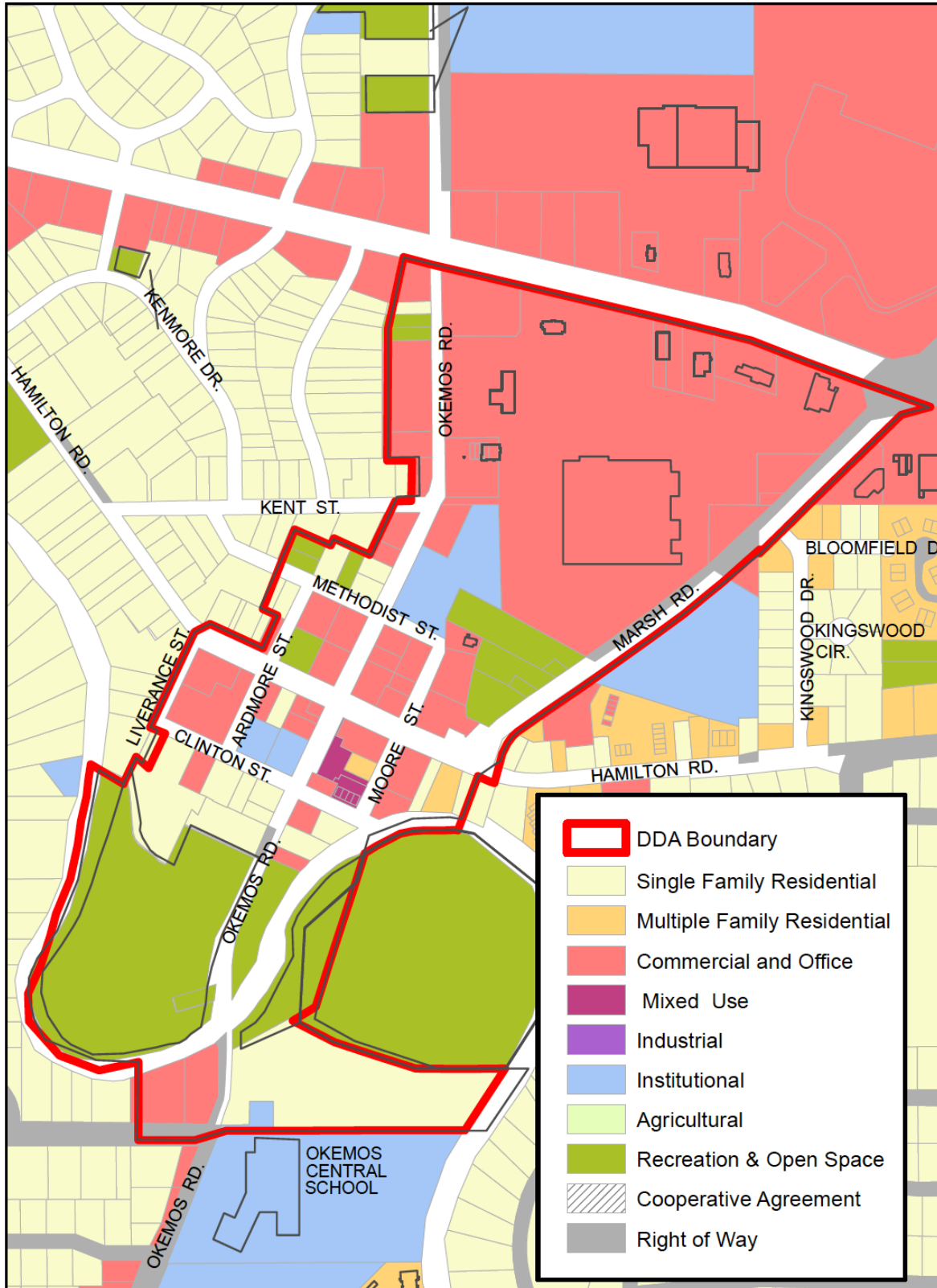
## Downtown Development Authority (DDA) Map 2006





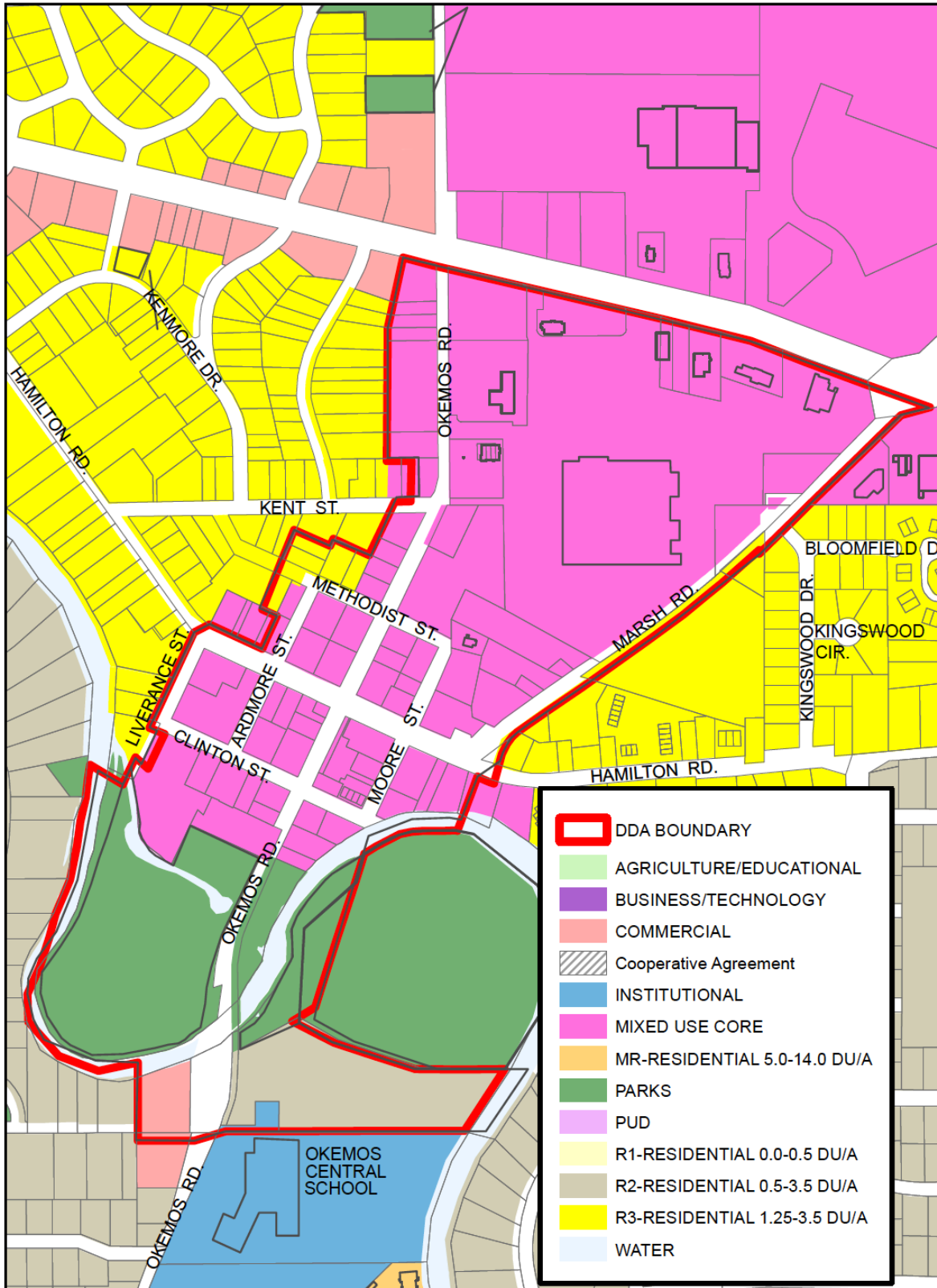
Map 2: Existing Land Use

# DDA Boundary with Existing Land Use



Map 3: Future Land Use

## DDA Boundary with Future Land Use

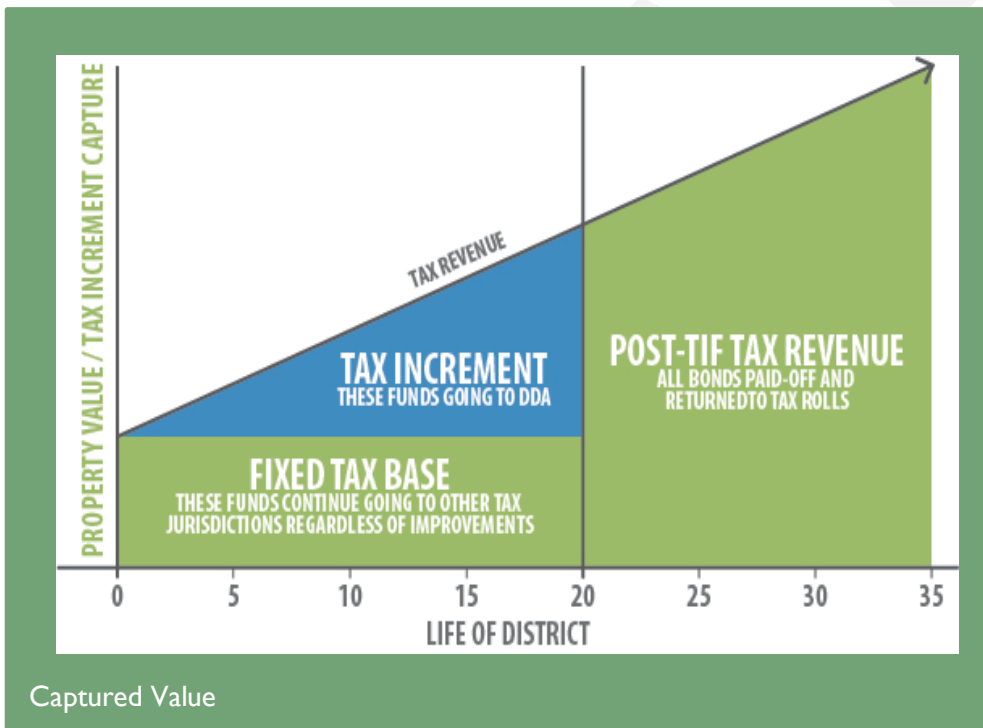


# TAX INCREMENT FINANCING PLAN

## EXPLANATION OF THE TAX INCREMENT PROCEDURE

Tax Increment Financing (TIF financing) is a method of funding public investments in an area slated for (re)development by capturing, for a time, all or a portion of the increased tax revenue that may result from increases in property values, either as a result of (re)development or general market inflation. The concept of tax increment financing is applied only to the Development Area for which a development plan has been prepared by the Downtown Development Authority and adopted by the Township Board.

As provided in PA 197 of 1975, as amended, tax increment financing is an effective tool for financing redevelopment and planning of designated development areas within a Downtown Development Authority District. TIF financing can be used to fund facilities, structures, or improvements within the district and to: 1) market businesses within the district; 2) plan for property within the district; 3) acquire land; 4) improve sites; 5) construct buildings; and 6) administer the Development Plan. Because TIF financing involves capture of tax revenue for certain parcels, TIF dollars must be used for improvements that will generally benefit those same parcels.



“Captured Assessed Value” can be described as the difference in amount in any year of the Plan in which the current assessed value exceeds the initial assessed value. “Current Assessed Value” is the amount of value upon which taxes are based for the current year, also called the Taxable Value. “Initial Assessed Value” represents the assessed value of properties at the time the DDA was established or amended, in this case 2018. Tax exempt properties are represented as a zero value in the Plan, since no tax increments will be collected for that site, regardless of increases in actual property value. The difference between

the initial assessed value (base year total) and the current assessed value (current year total) is the value of property for which taxes can be captured and (re)invested by the DDA.

**I. Increase in taxable value.** The initial assessed value (“SEV”) for this plan is the assessed value of all real and personal property in the development area as determined on December 31, 2018 and finally equalized by the state in May of 2019. This is commonly considered the SEV for 2018. As shown in Table I, the base value of real property in the district is \$19,462,787.

## Estimated Taxable Value Increase <sup>(1)</sup>

Table 1

ESTIMATED TAX CAPTURE VALUE 2019 - 2038

	Fiscal Year	Base Value	Taxable Value Increase from 2.14% Inflationary Increase <sup>(2)</sup>	Taxable Value with Inflationary Increase <sup>(3)</sup>	Taxable Value with Increases from Inflation and 3 Block Area Project <sup>(4)</sup>
Base Year:	2018	\$19,462,787	\$0	\$19,462,787	\$19,462,787
	2019	\$19,462,787	\$174,595	\$19,637,382	\$19,637,382
	2020	\$19,462,787	\$352,919	\$19,815,706	\$25,256,667
	2021	\$19,462,787	\$535,049	\$19,997,836	\$31,559,878
	2022	\$19,462,787	\$721,068	\$20,183,855	\$33,786,258
	2023	\$19,462,787	\$911,059	\$20,373,846	\$35,623,052
	2024	\$19,462,787	\$1,105,106	\$20,567,893	\$40,182,889
	2025	\$19,462,787	\$1,303,295	\$20,766,082	\$46,787,790
	2026	\$19,462,787	\$1,505,716	\$20,968,503	\$50,339,621
	2027	\$19,462,787	\$1,712,459	\$21,175,246	\$54,168,198
	2028	\$19,462,787	\$1,923,616	\$21,386,403	\$59,522,232
	2029	\$19,462,787	\$2,139,281	\$21,602,068	\$61,877,753
	2030	\$19,462,787	\$2,359,550	\$21,822,337	\$62,957,908
	2031	\$19,462,787	\$2,584,522	\$22,047,309	\$64,061,125
	2032	\$19,462,787	\$2,814,298	\$22,277,085	\$65,187,895
	2033	\$19,462,787	\$3,048,979	\$22,511,766	\$66,338,722
	2034	\$19,462,787	\$3,288,670	\$22,751,457	\$67,514,119
	2035	\$19,462,787	\$3,533,479	\$22,996,266	\$68,714,610
	2036	\$19,462,787	\$3,783,514	\$23,246,301	\$69,940,732
	2037	\$19,462,787	\$4,038,888	\$23,501,675	\$71,193,032
	2038	\$19,462,787	\$4,299,714	\$23,762,501	\$72,472,069

(1) This table assumes taxable value based on a proposed redevelopment project across a three (3) Block Area in Downtown Okemos with a 2.14% Inflation Rate Multiplier on Base Taxable Values - No new development or increase in value due to improvements beyond the proposed three (3) Block Area. New development outside of three (3) Block Area would increase taxable value.

(2) (a) Property Value Increase Used: 20-Year Average Inflation Rate Multiplier 2.14% growth/year. Per the Michigan Department of Treasury annual Bulletin "Consumer Price Level (CPL/CPI)" Memo at: [https://www.michigan.gov/documents/treasury/Bulletin\\_16\\_of\\_2017\\_-\\_Inflation\\_Rate\\_Multiplier\\_for\\_2018\\_604882\\_7.pdf](https://www.michigan.gov/documents/treasury/Bulletin_16_of_2017_-_Inflation_Rate_Multiplier_for_2018_604882_7.pdf)

(b) Inflationary Percentage (%) Change In Future Taxable Values (TV) is on Building(s) and Land Improvements (but not Personal Property)

(3) Taxable Value with Annual 2.14% Inflationary Increase on Base Taxable Value.

(4) Taxable Value Increase from the proposed redevelopment project across a three (3) Block Area in Downtown Okemos with a 2.14% Inflationary Increase on Base Taxable Values.

The purpose of the Tax Increment Financing Plan is to ensure that revenues from tax increment capture will be sufficient to cover anticipated costs, especially when it comes to bond debt. Therefore, some assumptions are involved in order to project property values into the future to determine anticipated revenues. These assumptions are identified in the footnotes for each of the tables.

2. **Capturable Taxable Value.** A specific amount of development is expected over the entire DDA District, based upon Development Scenarios assembled by the DDA using current and potential future project proposals for Downtown Okemos.

**Estimated Taxable Value Capture <sup>(1)</sup>**

Table 2

ESTIMATED TAX CAPTURE VALUE 2019 - 2038

	Fiscal Year	Base Value	Taxable Value Increase from 2.14% Inflationary Increase <sup>(2)</sup>	Taxable Value with Inflationary Increase <sup>(3)</sup>	Taxable Value with Increases from Inflation and 3 Block Area Project <sup>(4)</sup>	Taxable Value Capture Amount Not Including Inflationary Increase on Base Taxable Value or Base Taxable Value <sup>(5)</sup>
Base Year:	2018	\$19,462,787	\$0	\$19,462,787	\$19,462,787	\$0
	2019	\$19,462,787	\$174,595	\$19,637,382	\$19,637,382	\$0
	2020	\$19,462,787	\$352,919	\$19,815,706	\$25,256,667	\$5,440,961
	2021	\$19,462,787	\$535,049	\$19,997,836	\$31,559,878	\$11,562,042
	2022	\$19,462,787	\$721,068	\$20,183,855	\$33,786,258	\$13,602,403
	2023	\$19,462,787	\$911,059	\$20,373,846	\$35,623,052	\$15,249,207
	2024	\$19,462,787	\$1,105,106	\$20,567,893	\$40,182,889	\$19,614,996
	2025	\$19,462,787	\$1,303,295	\$20,766,082	\$46,787,790	\$26,021,708
	2026	\$19,462,787	\$1,505,716	\$20,968,503	\$50,339,621	\$29,371,118
	2027	\$19,462,787	\$1,712,459	\$21,175,246	\$54,168,198	\$32,992,952
	2028	\$19,462,787	\$1,923,616	\$21,386,403	\$59,522,232	\$38,135,829
	2029	\$19,462,787	\$2,139,281	\$21,602,068	\$61,877,753	\$40,275,685
	2030	\$19,462,787	\$2,359,550	\$21,822,337	\$62,957,908	\$41,135,571
	2031	\$19,462,787	\$2,584,522	\$22,047,309	\$64,061,125	\$42,013,815
	2032	\$19,462,787	\$2,814,298	\$22,277,085	\$65,187,895	\$42,910,810
	2033	\$19,462,787	\$3,048,979	\$22,511,766	\$66,338,722	\$43,826,956
	2034	\$19,462,787	\$3,288,670	\$22,751,457	\$67,514,119	\$44,762,662
	2035	\$19,462,787	\$3,533,479	\$22,996,266	\$68,714,610	\$45,718,345
	2036	\$19,462,787	\$3,783,514	\$23,246,301	\$69,940,732	\$46,694,431
	2037	\$19,462,787	\$4,038,888	\$23,501,675	\$71,193,032	\$47,691,357
	2038	\$19,462,787	\$4,299,714	\$23,762,501	\$72,472,069	<u>\$48,709,568</u>
						\$635,730,415

(1) This table assumes taxable value capture based on a proposed redevelopment project across a three (3) Block Area in Downtown Okemos not including the Base Taxable Value and not including a 2.14% Inflation Rate Multiplier on Base Taxable Values - No new development or increase in value due to improvements beyond the proposed three (3) Block Area. New development outside of three (3) Block Area would increase taxable value.

(2) (a) Property Value Increase Used: 20-Year Average Inflation Rate Multiplier 2.14% growth/year. Per the Michigan Department of Treasury annual Bulletin "Consumer Price Level (CPL/CPI)" Memo at: [https://www.michigan.gov/documents/treasury/Bulletin\\_16\\_of\\_2017\\_-\\_Inflation\\_Rate\\_Multiplier\\_for\\_2018\\_604882\\_7.pdf](https://www.michigan.gov/documents/treasury/Bulletin_16_of_2017_-_Inflation_Rate_Multiplier_for_2018_604882_7.pdf)  
 (b) Inflationary Percentage (%) Change In Future Taxable Values (TV) is on Building(s) and Land Improvements (but not Personal Property)

(3) Taxable Value with Annual 2.14% Inflationary Increase on Base Taxable Value.

(4) Taxable Value Increase from the proposed redevelopment project across a three (3) Block Area in Downtown Okemos with a 2.14% Inflationary Increase on Base Taxable Values.



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- (5) Taxable Value Capture amount from the proposed redevelopment project across a three (3) Block Area in Downtown Okemos. Taxable Value Capture does not include the Base Taxable Value or the 2.14% Inflationary Increase on Base Taxable Values.
- 

**3. Tax Increment Capture.** Beginning with the 2019 tax collection, and for each year within the term of the plan, municipal and county treasurers transmit directly to the DDA, the applicable portion of the tax levy set by the taxing units on the real property in the development area, including that portion of any commercial facilities tax levied pursuant to P.A. 255 of 1978 and that portion on an industrial facilities tax levied pursuant to PA 198 of 1974. Voted and separately identified debt millage revenues do not come to the DDA, but instead go directly to the intended taxing units.

“Tax increment revenues” means the amount of ad valorem property taxes and specific local taxes attributable to the application of the levy of all taxing jurisdictions upon the captured assessed value of real and personal property in the Development Area. Tax increment revenues do not include any of the following:

- a. Taxes under the state education tax act, 1993 PA 331, MCL 211.901 to 211.906.
- b. Taxes levied by local or intermediate school districts.
- c. Ad valorem property taxes attributable either to a portion of the captured assessed value shared with taxing jurisdictions within the jurisdictional area of the authority or to a portion of value of property that may be excluded from captured assessed value or specific local taxes attributable to the ad valorem property taxes.
- d. Ad valorem property taxes excluded by the tax increment financing plan of the authority from the determination of the amount of tax increment revenues to be transmitted to the authority or specific local taxes attributable to the ad valorem property taxes.
- e. Ad valorem property taxes exempted from capture under section 18(5) or specific local taxes attributable to the ad valorem property taxes.
- f. Ad valorem property taxes specifically levied for the payment of principal and interest of obligations approved by the electors or obligations pledging the unlimited taxing power of the local governmental unit or specific taxes attributable to those ad valorem property taxes.

To utilize tax increment financing, the DDA must prepare a development plan and a tax increment financing plan. Both plans are submitted to the Township Board, who must approve the plans. These plans may be amended in the future to reflect changes desired by the DDA or the Township. All amendments must follow the procedures of the Act.

## **MAXIMUM AMOUNT OF BONDED INDEBTEDNESS TO BE INCURRED**

The Downtown Development Authority may explore the possibility of bonding against future revenues to supply the funds required to accomplish larger public improvement projects. The extent of the indebtedness and the timing of the debt retirement will be determined by the extent of the tax increment revenues. The maximum indebtedness, as stated in PA 197 of 1975, cannot exceed the ability to service the debt from tax increments. Only 80% of projected revenues are available as debt service funds. There is currently no bonded indebtedness for the DDA. Future plan updates will consider outstanding debt as it plans for continued investment in the district.

## **DURATION OF THE DEVELOPMENT PROGRAM**

The duration of the tax increment financing plan is twenty (20) years, commencing in 2019 and will cease with tax collections due in December 2038, unless this plan is amended to extend or shorten its duration.

## **STATEMENT OF THE ESTIMATED IMPACT OF TAX INCREMENT FINANCING ON TAXING JURISDICTIONS IN WHICH THE DEVELOPMENT AREA IS LOCATED.**

In addition to Meridian Township, the DDA is eligible to capture tax increment revenues from Ingham County, Capital Area Transportation Authority (CATA), Lansing Community College, Capital Region Airport Authority (CRAA), Capital Area District Library (CADL) and Intermediate School Districts (ISD).

The most important impact on the affected taxing jurisdictions is that the amount of revenue they currently receive from property taxes within the district will increase at a rate of 2.14% annually, based upon anticipated new development, even if property values don't increase through appreciation. This will be accomplished through a re-distribution of tax increment as specified in this Plan and the adopting ordinance. Once the base value of the district is set, the DDA will capture the revenue from any increase in property value, particularly through new project development. The base amount would still flow to the appropriate taxing jurisdictions. In other words, the revenue to each taxing jurisdiction would effectively be frozen at the base value for the entire term of the DDA Plan.

1. Continue to get existing base
2. 2.14% annually is on top of the base
3. Show a table by taxing jurisdiction
4. Over a 20-year period this is the amount that will be re-distributed.

The impact of tax increment financing on the revenues of all taxing properties is illustrated in Table 3 on the following page.

**Insert Table 3**

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## **PLAN FOR THE EXPENDITURE OF CAPTURED ASSESSED VALUE BY THE AUTHORITY**

1. **Estimate of Tax Increment Revenues.** Table 3 on page 15 summarizes the estimated tax increment revenues by year. The projected annual growth in taxable value is estimated at 2.14% annually and is shown in Tables 1 and 2 above. Additional increases in the assessed valuation for the Development Area and consequent tax increment revenues may result from other new construction, rehabilitation, expansion, or additional appreciation in property values beyond the estimated 2.14% figure. These increases are beyond those projected in this plan but if such increases result, the tax increment revenues will be spent according to this plan to accelerate the implementation of the public improvement program.
2. **Expenditure of Tax Increment Revenues.** Any additional tax increment revenues beyond those projected in this plan will:
  - a. be used to expedite any debt service, or
  - b. further the implementation of the public improvement program.

Should the tax increment revenues be less than projected, the DDA may choose to:

- a. Collect and hold the captured revenues until a sufficient amount is available to implement specific public improvements,
- b. Consider implementing public improvement projects based upon the ability to match existing funds with expenditures while seeking out additional funding sources,
- c. Amend the development plan and/or tax increment financing plan to allow for alternative projects and funding.

# APPENDIX A: BASE PARCEL DATA

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TABLE 4  
PARCELS IN THE DDA DISTRICT

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10. A

**To: DDA Board Members**  
**From: Chris Buck, Economic Development Directors**  
**Date: 10.10.2018**  
**Re: Application for Public Service**

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On September 18<sup>th</sup>, 2018 I received an application for public service and cover letter (included in your packet) from a Peter Campbell. Mr. Campbell appears to qualify for the DDA appointment and we do have vacancy. He referenced relationships with current DDA members Renee Korrey and Bill Cawood. In her absence, Renee drafted the letter of support in the board packet as well.

I request that the DDA board discuss the pending application request and vote to approve or deny a letter of recommendation to the Township Supervisor for appointment.

**Proposed Motion: Move to approve the recommendation of Peter Campbell to the DDA Board.**

# CHARTER TOWNSHIP OF MERIDIAN

Ronald J. Styka  
Brett Dreyfus  
Julie Brixie  
Frank L. Walsh

Supervisor  
Clerk  
Treasurer  
Manager



Phil Deschaine  
Patricia Herring Jackson  
Dan Opsommer  
Kathy Ann Sundland

Trustee  
Trustee  
Trustee  
Trustee

## APPLICATION FOR PUBLIC SERVICE

I am interested in service on one or more of the following public bodies as checked below:

- |   |   |
|---|---|
| <input type="checkbox"/> Assessing Board of Review*   | <input type="checkbox"/> Elected Officials Compensation Commission* |
| <input type="checkbox"/> Board of Water and Light Representative*                           | <input type="checkbox"/> Environmental Commission                   |
| <input type="checkbox"/> Brownfield Redevelopment Authority*                                | <input type="checkbox"/> Lake Lansing Watershed Advisory Committee* |
| <input type="checkbox"/> Building and/or Fire Board of Appeals and Building Hearing Officer | <input type="checkbox"/> Land Preservation Advisory Board           |
| <input type="checkbox"/> Capital Area Transportation Authority (C.A.T.A).                   | <input type="checkbox"/> Park Commission (elected/appointed)        |
| <input type="checkbox"/> Communications Commission*   | <input type="checkbox"/> Pension Trustees                           |
| <input type="checkbox"/> Community Resources Commission                                     | <input type="checkbox"/> Planning Commission                        |
| <input type="checkbox"/> Corridor Improvement Authority*                                    | <input type="checkbox"/> Township Board (elected/appointed)         |
| <input type="checkbox"/> Downtown Development Authority*                                    | <input type="checkbox"/> Transportation Commission*                 |
| <input type="checkbox"/> East Lansing-Meridian Water & Sewer Authority                      | <input type="checkbox"/> Zoning Board of Appeals                    |
| <input type="checkbox"/> Economic Development Corporation                                   | <input type="checkbox"/> Other                                      |

(\*Special conditions restrict eligibility for appointment)

Indicate areas not included above which may warrant special attention or study that are of interest to you:

Summarize your reasons for applying for this type of public service:

Describe education, experience or training which will assist you if appointed. (Attach resume if available)

Name: \_\_\_\_\_

Occupation: \_\_\_\_\_ Place of Employment: \_\_\_\_\_

Home Address: \_\_\_\_\_

Phone: (days) \_\_\_\_\_ (evenings) \_\_\_\_\_ E-mail \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Other than the Downtown Development Authority Board and the Economic Development Corporation, persons appointed to Meridian Township boards and commissions must be a resident and elector (if of voting age) of the Township during the term of office. Excessive absences may be cause for review of appointment.

(PLEASE USE BACK IF NEEDED)

The policy for appointment of candidates to the various public service positions is based on the following criteria: desire to serve, experience, expertise, availability of time to serve, and maintenance of equitable geographic representation. In most instances it will be desirable to develop further information through a personal interview. This application will be retained in township files for two years. Please return this form to the Office of the Clerk, Charter Township of Meridian.

FOR OFFICE USE ONLY				
Date Received		Distro:	Application #	
Registered Voter:	Y / N			
Date Appointed:				

Revised: April 24, 2017





P R E S S   R E P A I R

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**Address** 925 River Street Lansing, MI 48912 **Telephone** 517.371.1034 **Fax** 517.371.2606 **Website** [www.campbellpress.com](http://www.campbellpress.com)

September 18, 2018

Okemos DDA

Dear Chris:

I own two small parcels at the eastern edge of the DDA, 2099 and 2095 Hamilton Road. The one parcel is a house that I lived in for a few years back in the 1990's. My long-term plan for the two parcels has always been to redevelop the property to a higher and better use.

I am interested in being on the board to keep track of plans and proposals for the area and hopefully have some helpful input into the changes and plans for the growth and development of the DDA.

I appreciate your time and consideration of my application.

Sincerely,

Pete Campbell

September 18, 2018

Dear Fellow DDA Members,

It is my understanding that Peter Campbell has made an application to join us as a DDA member. For those who may not know him or the caliber of person he is, I will to expand your perspective and formally endorse him.

Peter has had and shared his visions for his property in our DDA for some time with me. Often, we would talk somewhat superficially at the gym in the morning about him joining our DDA. To his credit, while interested, he admitted that he just did not have time to do it right. He would consider it when the right time comes. Apparently, the time is now.

I know Peter to be a soft spoken and well-spoken person who has the ability to cut to the chase...so to speak...and who understands the depths of what we are trying to accomplish in our DDA.

The integrity, intelligence, motivation, visualization and drive that Peter has coupled with excellent communication skills makes him an excellent choice to fill a position.

Respectfully,

Renee Korrey

Vice Chair, DDA

**Downtown Development Authority Meeting Dates  
2019 Schedule**

**RESOLUTION**

At a regular meeting of the Downtown Development Authority of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Municipal Building, in said Township on the 10<sup>th</sup> day of October, 2018 at 7:30am, Local Time.

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

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

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

WHEREAS, Public Act 267 of the Public Acts of 1976 requires the publication of the meeting schedule of every municipal board at least once a year; and

WHEREAS, the Downtown Development Authority (DDA) desires to announce the time, date, and place of all regular meetings of the DDA, pursuant to the provisions of Act 267 of the Public Act of 1976.

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

1. The Downtown Development Authority will meet for regular meetings on certain Mondays, January through December in 2019 in the Town Hall Room of the Township Municipal Building, 5151 Marsh Road, Okemos, MI 48864, 517.853.4258.
2. The specific dates for meetings are as follows:

January	7 - regular meeting
February	4 - regular meeting
March	4 - regular meeting
April	8 - regular meeting
May	6 - regular meeting
June	3 - regular meeting
July	8 - regular meeting
August	5 - regular meeting
September	9 - regular meeting
October	7 - regular meeting
November	4 - regular meeting
December	2 - regular meeting
3. Meetings will begin at approximately 7:30am
4. Special meetings of the Downtown Development Authority may be called pursuant to the applicable statute.
5. Regular meetings may be canceled, recessed, or postponed by members of the Downtown Development Authority pursuant to the applicable statute.
6. A summary of this resolution stating date, place, and time shall be posted in the Meridian Municipal Building within ten (10) days after the first regularly scheduled meeting of the year in accordance with MCL 15.265.

**Downtown Development Authority Meeting Dates  
2019 Schedule  
Page 2**

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

NAYS: \_\_\_\_\_

STATE OF MICHIGAN )

)ss

COUNTY OF INGHAM )

I, the undersigned, the duly qualified Chairperson of the Downtown Development Authority of the Charter Township of Meridian, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of a resolution adopted at a regular meeting of the Downtown Development Authority held on the 10<sup>th</sup> day of October, 2018.

\_\_\_\_\_  
Susan Fulk  
Downtown Development Authority Chairperson





## CHARTER TOWNSHIP OF MERIDIAN Development Projects Update

October 2018

### Businesses Opened:

- **Peak Performance Physical Therapy**, next to Playmakers. Ribbon Cutting 9.10.18
- **Capellini Salon**, Central Park Drive between Saddleback and Thai Princess 9.20.18
- **iHealth**, holistic medical facility, 2422 Jolly Road, #100, ribbon cutting/open house 9.13.18
- **Lucky's Steakhouse**, former Gilbert & Blakes – reopening soon under new brand. By 9.20.18

### Ribbon Cuttings/Opening Dates Announced (some estimated):

- **Launch Trampoline Park**, 30k sq. ft. in Meridian Mall. Plan to open by the holidays

### Commercial use under construction

- **Soldans Pet Supply**, 2283 W. Grand River Ave. Relocation expected in December 2018
- **Portnoy and Tu dentist office**, 4,332 square foot dental office at 2476 Jolly Road.
- **Best Buy**, Shopping Center – exterior facelift, resizing spaces. Valued at \$770,000
- **X-Golf**, 4950 Marsh, Indoor golf driving range in Target Shopping Center, use-by-right
- **Indian Restaurant**, 4760 Marsh (former McAllisters)
- **CPA/Attorney Office**, Carriage Hills Shopping Center, former credit union location
- **Big Lots**, former Office Max space next to Best Buy
- **Diamond Nails**, Central Park Drive – former Hampton Jewelers

### Residential or Long Term Construction/Phasing

- **Chamberlin Townhouses**, Marsh Road west of Lake Lansing – Townhomes under construction
- **Ingham County Medical Care Facility**, 64,000 square foot (48 room) addition at 3860 Dobie.
- **Marriot Courtyard**, 105 rooms at SW corner of Jolly Oak Road/Meridian Crossing Drive.
- **Elevation**, Jolly & Jolly Oak Roads, 350+ residential units
- **New Hope Church**, Saginaw Highway & Newton Roads

### Approved/not yet commenced

- **Silverstone Estates**, 25 single family residential homes at Powell Road north of Grand River
- **Panera Bread**, Proposing to demo and rebuild BD Mongolian Grill. Drive-through proposed.

### Under consideration

- **Copper Creek Condominiums**, 45 acres NE corner of Haslett & Van Atta. 102 residential lots.
- **O'Reilly Auto Parts**, former Paul Revere Tavern Site, 2703 Grand River. New site plan submitted
- **LaFontaine FCA Dealership**, NE Corner Powell Road and Grand River Ave, Chrysler, Jeep, Ram
- **Hannah Farms East**, mixed use/student housing proposed at Eyde Pkwy *\*\*dormant for now\*\**

### Renovations

- **Olive Garden**, Exterior remodel, complete interior makeover. Expected this fall.
- **Arby's**, at Okemos & Jolly, interior and exterior remodel. Completed 9.20.18

### Closings/Relocations

- **Tanin**, Relocating to Lansing in the fall.