



AGENDA
CHARTER TOWNSHIP OF MERIDIAN
Downtown Development Authority
December 3, 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 – November 5, 2018
5. COMMUNICATIONS
6. PUBLIC REMARKS

7. FINANCIAL REPORT
8. AUTHORIZATION OF PAYMENTS

9. OLD BUSINESS
 - A. New DDA TIF plan update, status, timeline
 - B. CADL Letters of Support

10. NEW BUSINESS
 - A. Planning Commission Vacancies

11. TOWNSHIP BOARD REPORT
12. PLANNING COMMISSION REPORT
13. TOWNSHIP MANAGER REPORT
14. CHAIR REPORT
15. STAFF REPORT
 - A. Development Projects Update

16. OPEN DISCUSSION/BOARD COMMENTS
17. PUBLIC REMARKS
18. NEXT MEETING DATE
 - A. January 7, 2018, 7:30am

19. 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)
Fire Station Community Room, 5000 N. Okemos Rd., Okemos, MI 48864
Monday, November 5, 2018 – Minutes -**Draft**

Members

Present: Will Randle, Scott Weaver, Jim Raynak, Bill Cawood, Susan Fulk, Renee Korrey, Jim Spanos (arrive 7:55am), and Supervisor Ron Styka

Members

Absent: None

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 and Emily Stivers Planning Commission

1. CALL MEETING TO ORDER

Chair Fulk called the meeting to order at 7:37am. Welcome to new member Peter Campbell.

2. APPROVAL OF THE AGENDA

MOTION BY MEMBER RANDLE TO APPROVE THE AGENDA. SUPPORTED BY MEMBER RAYNAK. MOTION APPROVED 7-0.

3. APPROVAL OF MEETING MINUTES OF OCTOBER 10, 2018

Member Cawood requested that the following be added to the minutes:

Member Cawood requested that the parcels he owns on the north side of Methodist currently zoned residential on the existing land use map in the 2017 Master Plan be changed to commercial to reflect the current use of the parcels. In addition, Member Cawood requested that these same parcels be changed to mixed use on the future land map from the 2017 Master Plan.

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

4. COMMUNICATIONS

Special thank you to Member Spanos and Member Weaver for your generosity to update the existing snowflake light bulbs in Downtown Okemos this year.

5. PUBLIC REMARKS

None.

6. FINANCIAL REPORT

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

MOTION BY SUPERVISOR STYKA TO APPROVE THE FINANCIAL REPORT. SUPPORTED BY MEMBER RAYNAK. MOTION APPROVED 7-0.

7. AUTHORIZATION OF PAYMENTS

- a. Consumers Energy 9.2018 and 10.2018
Reviewed the two invoices totaling \$209.09.
- b. Redwoods Landscaping
Reviewed the invoice for \$85.00 for the DDA irrigation winterization.

MOTION BY MEMBER CAWOOD TO APPROVE THE PAYMENTS FOR THE CONSUMERS ENERGY AND REDWOODS LANDSCAPING INVOICES. SUPPORTED BY MEMBER RANDLE. MOTION APPROVED 7-0.

8. OLD BUSINESS

- a. New DDA TIF Plan Update, Status, Timeline
Discussed the status of the meetings with the five taxing jurisdictions regarding the plan update. Further discussion will take place with the DDA subcommittee.

9. NEW BUSINESS

- a. 2019 Officers
Discussed asking the current officers to continue serving.

MOTION BY SUPERVISOR STYKA TO APPROVE THE 2019 DDA OFFICERS TO BE SUE FULK, CHAIR, RENEE KORREY, VICE-CHAIR AND JIM SPANOS, SECRETARY/TREASURER. SUPPORTED BY MEMBER RANDLE. MOTION APPROVED 8-0.

10. TOWNSHIP BOARD REPORT

Supervisor Styka reported the Board has been discussing medical marihuana. There will be a possible new Board member after the election.

11. TOWNSHIP MANAGER REPORT

- Meeting with the mall owners in Chattanooga, TN in a couple weeks
- Farmers' Market project is moving forward

- Brianne's sexual assault prevention program is complete. Classes were well received.
- Citizen survey was sent out
- Local road projects have been moved to 2019

12. CHAIR REPORT

Chair Fulk said thanks for the nice volunteer reception at Meridian Sun Golf Club.

13. STAFF REPORT

- Development Projects Update
Director Buck reviewed the development projects.
- Working on the DDA Plan Update

14. OPEN DISCUSSION/BOARD COMMENTS

Member Spanos requested that the Township present the DDA with a legal bill for the DDA Plan Update services.

15. PUBLIC REMARKS

None.

16. NEXT MEETING DATE

- a. December 3, 2018, 7:30am

17. ADJOURNMENT

The meeting adjourned without objection at 8:37 am.

Meridian Twp DDA
Preliminary Financial Statements
 Period Ending 11/30/2018 - UNAUDITED

BALANCE SHEET

Year to Date

ASSETS

Cash		\$107,730.15
Due from General Fund		\$0.00
Taxes Receivable		\$0.00
Accounts Receivable		\$0.00
Prepaid Expense		\$0.00
TOTAL ASSETS		\$107,730.15

LIABILITIES

Accrued Interest Payable		\$0.00
Due to General Fund		\$0.00
Unearned Revenue		\$12,764.04
Deferred Inflows of Revenue		\$0.00
LT Note Payable		\$149,500.00
TOTAL LIABILITIES		\$162,264.04

FUND BALANCE

Fund Balance 12/31/17		(\$96,845.43)
2018 YTD Net Income		\$42,311.54
TOTAL FUND BALANCE		(\$54,533.89)
TOTAL LIABILITIES & FUND BALANCE		\$107,730.15

INCOME STATEMENT

REVENUES

	<u>October</u>	<u>November</u>	<u>Year to Date</u>
Tax Capture	\$0.00	\$0.00	\$29,188.11
PPT Reimbursement	\$0.00	\$6,723.92	\$17,942.39
Grants	\$0.00	\$0.00	\$0.00
DDA Downtown Events/Donations	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$20.96
TOTAL REVENUE	\$0.00	\$6,723.92	\$47,151.46

EXPENDITURES

Operating Costs	(\$928.88)	\$0.00	\$1,475.92
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	\$3,364.00
TOTAL EXPENDITURES	(\$928.88)	\$0.00	\$4,839.92
2018 Net Income	\$928.88	\$6,723.92	\$42,311.54



Questions:
Visit: ConsumersEnergy.com
Call us: **800-805-0490**

Amount Due: **\$118.68**
Please pay by: **December 10, 2018**

**C/O DOWNTOWN DEV AUTH
MERIDIAN CHARTER TOWNSHIP
5151 MARSH RD
OKEMOS MI 48864-1104**



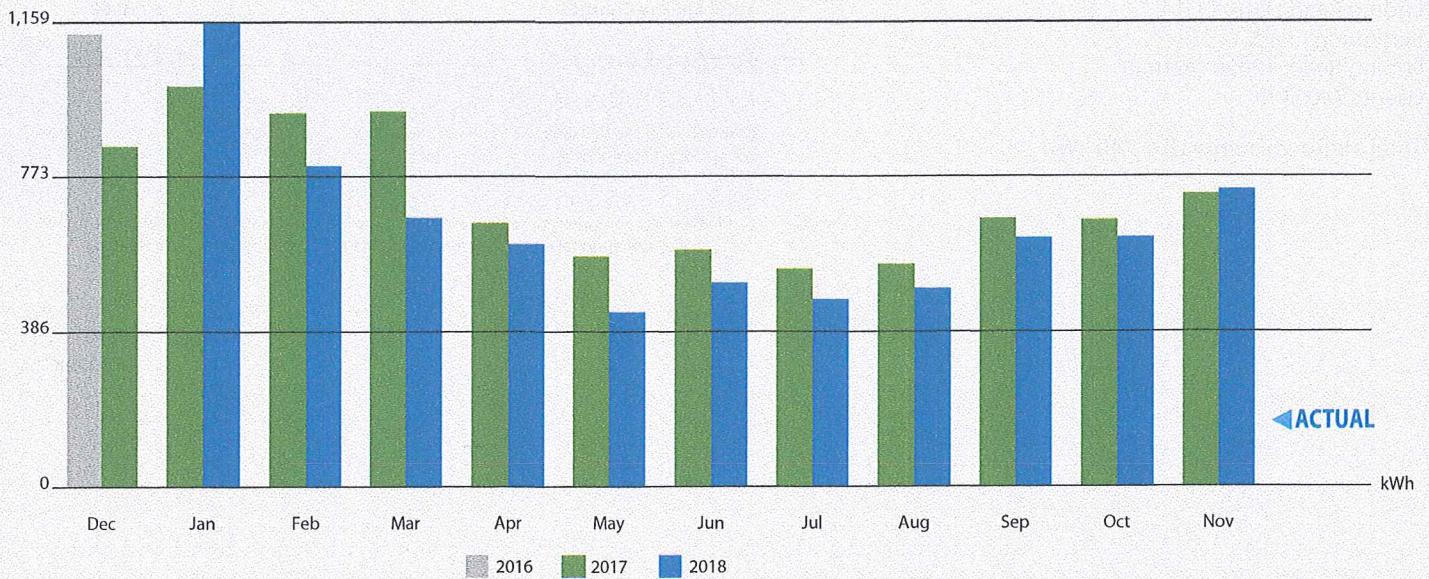
▶ **Thank You** - We received your last payment of **\$103.52** on **October 25, 2018**

▶ **Service Address:**
2167 Hamilton Rd
Okemos MI 48864-1643

November Energy Bill

Service dates: **October 16, 2018 - November 14, 2018 (30 days)**

Total Electric Use (kWh - kilowatt-hour)



November Electric Use

740 kWh
November 2017 use: 728 kWh

Cost per day:

\$3.96

kWh per day:

25

Prior 12 months electric use:

7,967 kWh

STAY SAFE: Call 9-1-1 and 800-477-5050. We'll respond day or night.



Downed power lines. Stay 25 feet away. Call from a safe location.



If you smell natural gas. If the "rotten egg" odor of gas is apparent, call from a safe location.



Explore Energy Efficiency Solutions for Your Business

Discover the many ways your business can save, or tell us a little about your business to find the solutions best suited to you.

Get started

www.ConsumersEnergy.com/startsaving





Need to talk to us? Visit ConsumersEnergy.com
or call **800-805-0490**
Hearing/speech impaired: Call 7-1-1

Service Address:
2167 Hamilton Rd; Okemos MI
48864-1643
Account: **1000 5603 2681**

Account Information

Bill Month: November
Service dates: 10/16/2018 - 11/14/2018
Days Billed: 30
Portion: 14 11/18

Rate Information

Elec Gen Sec Rate GS Com
Rate: 1100

Meter Information

Your next scheduled meter read
date is on or around 12/14/2018

Electric Service:

Smart Meter
Meter Number: 31278553
POD Number: 0000004053513
Beginning Read Date: 10-16
Ending Read Date: 11-14
Beginning Read: 11938
Ending Read: 12678 (Actual)
Usage: 740 kWh

Total Metered Energy Use: 740 kWh

November Energy Bill

Invoice: 201984396195

Account Summary

Last Month's Account Balance	\$103.52
Payment on October 25, 2018	\$103.52-
Balance Forward	\$0.00

Payments applied after Nov 15, 2018 are not included.

Electric Charges

Energy	740@ 0.092958	\$68.79
Cap. Tax Reform Credit	740@ 0.001654-	\$1.22-
PSCR	740@ 0.004880-	\$3.61-
System Access		\$20.00
Distribution	740@ 0.042765	\$31.65
Dist. Tax Reform Credit	740@ 0.002692-	\$1.99-
Energy Efficiency		\$3.29
Power Plant Securitization	740@ 0.001139	\$0.84
Low-Income Assist Fund		\$0.93

Total Electric **\$118.68**

Total Energy Charges **\$118.68**

Amount Due: **\$118.68**
by December 10, 2018

If you pay after the due date, a 2% late payment charge
will be added to your next bill.

Please make any inquiry or complaint about this bill before the due date listed on the front.
Visit ConsumersEnergy.com/aboutmybill for details about the above charges.

NEWS AND INFORMATION

ALERT - Beware of phone and email scams regarding utility payments: Consumers Energy never demands payment using only a prepaid card. Many options at www.ConsumersEnergy.com/waystopay.

Understanding Your Electric Bill: Power supply charges include electric generation and transmission costs based on the amount of kilowatt-hours (kWh) used. Different rates are charged depending on the time of year and the amount of energy used. Consumers Energy does not make a profit on

the cost of fuel or purchased power. More at www.ConsumersEnergy.com/ratesbiz.

Questions about your bill? Get an explanation of charges and learn more at www.ConsumersEnergy.com/business.



To: DDA Board Members
From: Chris Buck, Economic Development Director
Date: 12.3.2018
Re: CADL Support for the DDA TIF Plan

The DDA Consultants and I have been meeting with the taxing jurisdictions to garner support for the updated DDA TIF plan. In short, they all have been legally notified of our actions to begin a new tax capture and they each have up to 60 days from our initial public hearing to “opt out” of our plan and allow what could have been captured by the DDA to continue to flow to them. At this point the Ingham County Board of Commissioners, CATA and the Capitol Regional International Airport have all voted to join us. We present to LCC on 12.17.18, and that meeting looks favorable based on interactions with select LCC staff and board members. CADL will be last on 12.19.18, and they have been unwilling to meet with us before our formal presentation on the 19th. Based on precedent and communication with other regional municipalities, we are concerned that CADL may elect to “opt out”.

We are asking for your help. We are hoping to have impactful people, like members of this board, write letters of support for the project that will be submitted as communications in their upcoming board meetings. We don’t want to write these letters for you. For maximum impact and sincerity we ask that you use your voice. Points you may want to include could be:

- Other development projects have failed because they each wanted to develop a small portion of one block. The way to fix this large contamination and infrastructure problem is one developer fixing the entire problem at once. We have that in this case.
- The DDA TIF plan proposed that, so long as the development project occurs, their base year of taxes will be increased by 2.14% annually to ensure they can meet their budgets. No organization that we’ve found uses an annual increase higher than 2%. Generally this is a no-risk deal for them.
- School taxes are not captured by this DDA TIF, so while your organization will get the annual base plus the 2.14% increase, the schools will receive a significant increase, and who doesn’t want to support the schools?
- We have overwhelming support from other organizations asked to join the same cause. Please be a part of the team that makes this project possible. Don’t be other only organization opposed.
- This target area is likely to be the new home for hundreds of residents – all less than one mile from the Okemos branch. Strengthening and growing the neighborhoods surrounding the library increases the opportunity to strengthen the branch’s community and engagement and reach, as well as grow the Friends of the Library in that area.
- There are opportunities through the DDA amendment, if approved, to partner to drive traffic to the library and make it more walkable from the library to downtown Okemos, as well as

Memo to DDA Board
December 3, 2018
Re: CADL Letters of support for DDA TIF plan
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placemaking, public art, parks improvements and other wayfinding projects that would directly benefit the Okemos library branch.

- This development project will not happen without the support of the taxing jurisdictions. It is speculated that if we miss this opportunity, the Okemos Village will remain blighted and contaminated for decades to come.
- If you have personally or professionally supported CADL, you may include something along the lines of “I’ve been there for you, I need you here for me and my community”.

To formally submit a letter to the board, please postal mail to:

Board of Trustees for Capital Area District Libraries
401 S. Capitol Ave
Lansing, MI 48933

Letters submitted by **December 7** may be included in board packets, which is preferred. Even after December 7, there is value in reaching out by postal mailing a letter before the December 19 meeting, or dropping a letter off. Any letters received will be read at the board meeting.

Thanks for your support!



To: EDC Board Members
From: Chris Buck, Economic Development Director
Date: 12.6.2018
Re: Planning Commissioner Vacancies

The Township Board received notification that Dante Ianni and Emily Stivers will be leaving the Planning Commission at year end resulting in two vacancies on an essential board. The Planning Commission is responsible for vetting virtually all development projects proposed in the Township and they recommend approval or denial to the Township Board.

To continue the mission of fulfilling the Master Plans call for strong development projects we need high quality people to serve on this critical board. I wanted to highlight this opportunity to the DDA, CIA and EDC board and encourage members to take a hard look at whether they are willing to request to serve on the Planning Commission.

The Planning Commission is “heavier lifting” than serving on your current board, but there is modest compensation involved and you would be serving the Township in a much more impactful way.

Below is a summary for meeting schedule, desired traits, compensation and the expected time commitment. Please review this information and let me, Mark Kieselbach or Peter Menser know if you have any questions or would like to serve.

- \$35 per meeting stipend
- Regular meetings are held on the second and fourth Monday of each month, with exceptions for holidays
- Regular meetings begin at 7:00 p.m. and generally run until approximately 9:00 p.m., however the length of each meeting depends on the number of items on the agenda
- Availability for some work sessions throughout the year
- Possession or availability of computer or tablet for reading of digital meeting packets (hard copy packets are not distributed)
- At-home meeting preparation is necessary, including reading of staff reports, application materials, and site plans
- General skills for a Planning Commissioner include:
 - Ability to analyze information
 - Excellent communication skills
 - General knowledge or understanding of community issues or ordinances
 - Fair minded and impartial



CHARTER TOWNSHIP OF MERIDIAN Development Projects Update

November 2018

Businesses Opened:

- **Capellini Salon**, Central Park Drive between Saddleback and Thai Princess **11.30.18**
- **Okemos Dental**, 1841 Newman Road. Dr. Carlton relocated and remodeled. **11.16.18**
- **Lucky's Steakhouse**, former Gilbert & Blakes – opened 9.2018
- **Woodworth Commercial**, commercial realtors at 4277 Okemos Road, Okemos 10.16.18
- **Family Doc Direct**, Medical Practice at 2289 Sower Blvd, Okemos 10.9.18
- **Experimac**, Apple product retailer, repair and used sales. Hannah Plaza 10.11.18

Ribbon Cuttings/Opening Dates Announced (some estimated):

- **VIP Nail Bar**, Okemos Crossing next to State Side Deli near Starbucks @ Okemos & Jolly
- **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
- **Big Lots**, former Office Max space next to Best Buy
- **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
- **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
- **Fedewa Homes**, 1730 Chief Okemos Circle – two apartment buildings totaling 15 units
- **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 9.2018

Closings/Relocations

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