



AGENDA
CHARTER TOWNSHIP OF MERIDIAN
TOWNSHIP BOARD – REGULAR MEETING
December 4, 2018 6:00 pm

1. CALL MEETING TO ORDER
 2. PLEDGE OF ALLEGIANCE/INTRODUCTIONS
 3. ROLL CALL
 4. PRESENTATION
 - A. Tribute of Appreciation-Treasurer Julie Brixie
 - B. Okemos High School Water Polo Champions
 - C. Stober Family Donation to Capital Area District Libraries-Scott Duimstra, CADL Executive Director and Heidi Butler, CADL Local History Specialist
 - D. Introduction of New Full-Time Paramedic/Firefighter- Tony Kozlowski
 5. CITIZENS ADDRESS AGENDA ITEMS AND NON-AGENDA ITEMS*
 6. TOWNSHIP MANAGER REPORT
 7. BOARD MEMBER REPORTS AND ANNOUNCEMENTS
 8. APPROVAL OF AGENDA
 9. CONSENT AGENDA
 - A. Communications
 - B. Minutes
 - (1) November 17, 2018 Special Meeting
 - (2) November 20, 2018 Regular Meeting
 - C. Bills
 - D. Georgetown #4 Streetlights SAD #427 Resolution #1 & 2
 10. TOWN HALL MEETING
 11. HEARINGS (CANARY)
 12. ACTION ITEMS (PINK)
 - A. DDA Plan Ordinance Amendment-**Final Adoption**
 - B. Township Trustee Search Process
 - C. Martinus/Oak Grove Park Rezoning Initiative C-1 to RB
 - D. Newton Park MUPUD Wetland Essentiality Determination
 - E. Georgetown #3 Streetlighting SAD #425 Resolution #4
 13. BOARD DISCUSSION ITEMS (ORCHID)
 - A. Senior Housing at Hannah Concept Plan
 - B. Medical Marihuana
 - C. Property and Liability Insurance Contract
 - D. 2018 Township Manager Performance Review
 14. COMMENTS FROM THE PUBLIC
 15. OTHER MATTERS AND BOARD MEMBER COMMENTS
 16. CLOSED SESSION- Confidential Legal Opinion
 17. ADJOURNMENT
 18. POSTSCRIPT-RONALD J. STYKA
-

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

TRIBUTE OF APPRECIATION FOR TOWNSHIP TREASURER BRIXIE

At a regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held on the 4th day of December 2018, at 6:00 p.m. local time.

PRESENT: _____

ABSENT: _____

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

WHEREAS, Julie Brixie began her service to Meridian Township in 1998 as an alternate to the Zoning Board of Appeals and was appointed to the Planning Commission in 1999; and

WHEREAS, In 2000, Julie was elected for her first term, and reelected in 2004 to her second term, as Township Trustee and in 2008, 2012 and 2016 the voters of Meridian Township entrusted Julie by choosing her as their Township Treasurer; and

WHEREAS, Julie's involvement with community groups such as the Meridian Area Business Association (2001-Present) Haslett-Okemos Rotary Club (2007-Present) have benefited the community in many ways; and

WHEREAS, Julie's efforts in the region led to her starting the Capital Area Treasurer's Group and Julie's work with the Land Preservation Program will leave a lasting legacy of vast amount of community open space for decades to come; and

WHEREAS, Julie's constant willingness to allocate her time to protecting residents as noted in the Cornell Road widening project; and

WHEREAS, the voters of the 69th State House District recently voted Julie to represent us in the Michigan House of Representatives; and

WHEREAS, on December 7, 2018, Julie's 21 years of impeccable service to Meridian Township will come to an end; and

WHEREAS, the Meridian Township Board and staff wish to thank Julie for her public service and wish her well at the State Capitol; and

NOW, THEREFORE, BE IT RESOLVED BY THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY, MICHIGAN, that it hereby adopts the tribute to Treasurer Brixie as presented.

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 4th day of December 2018.

Brett Dreyfus, Clerk
Meridian Charter Township

**CLERK'S OFFICE BOARD
COMMUNICATIONS
December 4, 2018**

**BOARD INFORMATION
(BI)**

Riley Millard

From: George Nastas III <georgenastasiii@yahoo.com>
Sent: Saturday, November 17, 2018 9:28 PM
To: Board
Cc: George Nastas III
Subject: Meridian Township Treasurer position and replacement

17 Nov. 2018

Meridian Township Board, Members
board@meridian.mi.us

Subject Meridian Township Treasurer position and replacement

In the Sun, 18 Nov. Town Courier article, "Dreyfus says Meridian board moving too fast to replace Brixie:"

"Unlike in some other townships, the treasurer in Meridian Township works full-time."

"That full-time work comes with a salary of about \$72,000. That's compared to a much lower salary in similarly sized townships. The treasurer makes \$24,402 in Delhi Township and \$17,340 in Delta Township. Both townships have part-time treasurers."

Why does Meridian Township have a full-time, \$72,000 treasurer when a part-time, smaller compensation treasurer may suffice? Who came up with the notion of a full-time treasurer? Why is the compensation not commensurate with the salary of treasurers in similar townships? What role has the board and compensation committee played in this?

Note that the \$72,000 salary significantly understates the treasure cost since it does not include the employer social security and Medicare match, retirement funding, workman's compensation cost, unemployment insurance cost, and the cost of benefits including health care insurance and vacation time.

I remember someone saying that the Meridian Township Treasurer was undercompensated when the salary was raised about two years ago. If the Town Courier article is correct, a "fast one" was pulled on Meridian township taxpayers.

**It appears to be time (although very late) to convert the Treasurer position to part-time from full-time and substantially reduce the compensation package.

George Nastas
Haslett, Michigan

Riley Millard

From: Joyce Breedlove <joyjrb5200@gmail.com>
Sent: Friday, November 23, 2018 6:58 PM
To: Peter Menser
Cc: Board; Frank Walsh
Subject: PUD 18014

Dear Mr. Menser,

I received the notice that the Township Board will hold a public hearing re: PUD 18014 Copper Creek on Tuesday, December 11, 2018.

The planned development map that you included with the mailing shows a NEW configured "Location" and is not what was presented to the Planning Commission or the public, earlier in this process. It is quite obvious that this NEW drawing purposely eliminates the area where a second safe entrance is possible for the development. Considering the fact, that you and/or The Planning Commission and/or the Developer (or someone unknown) have purposely changed the "Location" in what is being presented to the Board is, in my opinion, proof that you and/or The Planning Commission and/or the Developer, and/or that 'someone', have NO desire to do what is best for ALL concerned but rather only what is good for the Developer.

It is also misleading to present only a portion of the PUD to the Board, rather than all of the phases for the planned development. You are asking the Board to open up Creekwood Lane as a second access to the development without giving them the information that would make them aware of what a 'pandora's box' that could end up being for the community. In all fairness, you should be submitting the total PUD to the Board, instead of giving them only bits and pieces in order to give the Developer what they want at the moment. They need to look at the impact of 400 homes in this development vs the 88 that you are telling them about.

Respectfully,

Joyce R. Breedlove
5597 Creekwood Ln.
Haslett, MI 48840

Riley Millard

From: Ciney Rich <cineyr@hotmail.com>
Sent: Monday, November 26, 2018 2:50 PM
To: ronstyka@gmail.com; Board
Subject: Fw: Meridian Township

Hi Ron,

Any update on the transformative plans for Haslett?

Here are a few suggestions for the Board:

- How about adding street lights in Haslett...Okemos has them.
- How about having the township plant our flowers in Haslett like you do in Okemos.
- How about some public art in Haslett?
- How about the holiday lights on the the street lights like Okemos has.

We're feeling neglected in Haslett with the continuation of the Okemos First policies.

I'm guessing transformative was not the right phrase for 2018.

Thx!

Ciney Rich

From: Ron Styka <ronstyka@gmail.com>
Sent: Friday, December 22, 2017 10:16 PM
To: Ciney Rich
Subject: Meridian Township

Ciney,

Thank you for your message concerning the Haslett portion of the township.

Please know that the township board and the planning and development staff are working hard to revitalize the central business core of Haslett. Indeed, the primary goal of the board in 2018 is to redevelop and revitalize both what is known as the Haslett Village Square area and the so-called Four Corners of Okemos. It is our collective hope that 2018 will be transformative for both areas.

As the Meridian Supervisor, I view our community to be One Meridian, not separate Haslett, Okemos, and East Lansing sections. Indeed, articles like the one you attached to your message upset me, because they tend to foster separatist attitudes, when we need to be thinking and acting as one community--Meridian. Our township is one of many flavors, whether the more rural eastern third, the neighborhoods found in both Haslett and Okemos, the parks spread throughout the township, the only recreational lake in central Michigan, or the businesses found along our corridors and in or near the Meridian Mall (note that it is not the Okemos or Haslett Mall).

Please watch the news during 2018. I have strong reasons to believe that good things are coming to the township, including the Haslett portion, in the coming year. Please join me in reminding people that we are one community that will grow and improve as one community. Please join me in letting others know that we live in One Meridian.

Thanks for writing.

Ron Styka

Meridian Supervisor

Riley Millard

From: M.W. Casby <casbymw@yahoo.com>
Sent: Monday, November 26, 2018 7:40 PM
To: Board; Frank Walsh
Subject: Decisions should be made on facts - not subjective opinions, viewpoints...

Decisions should be made on facts - not subjective opinions, viewpoints, preconceived notions, or lack of understanding.

Here are the facts-

From the beginning the Planning Commission repeatedly asked for a second access road to the east off of Haslett Road - for expressed safety concerns. Its requests were repeatedly ignored.

The Township Board has previously rejected a subdivision proposal with an exact traffic pattern plan - declaring it to be dangerous, unsafe, and unsuitable. The Creekwood-Haslett intersection does not meet minimum sight distance requirements.

The Board also rejected such a plan previously because it violated a Township ordinance which requires subdivision roads to be arranged so as NOT to encourage through traffic. Such a plan as that proposed forces illicit through traffic.

Furthermore, who's to pay for repair of Creekwood - especially with the potential of significant over use? Not the interloping through traffic users - the residents of Creekwood will be assessed. The proposal turns Creekwood into a mere crumbling driveway for Copper Creek. The traffic plan violates a number of street ordinance and PUD minimum requirements.

The Board felt so strongly that they supported their decision all the way to the Michigan Supreme Court - and prevailed. This previous Board action is valid and relevant today. It is, if you will - 'the law of the land.'

(cf. Quoting from the relevant Michigan Supreme Court materials: "The Meridian Township Board of Trustees, the final local authority with regard to plat approval, considered the proposed plat at its regular meeting of September 20, 1988, and disapproved it by a vote of five to one. At meetings on October 3 and November 22, 1988, the board amended the minutes of its September 20 meeting to specify the reasons for its disapproval of the plat:

- (1) Such a design is not consistent with Section 101-4.12(a) of the subdivision regulations, which states that streets shall be so arranged so as to discourage their use by through traffic.
- (2) The alignment of Wood Knoll Drive provides sole access onto Creekwood [Lane], which requires egress onto Haslett Road at a point where there is less than 750 feet of sight distance — in violation of Section VII.B.1 of the County Road Commission Plat Procedures. (Altman v. Meridian))

As for the Wood Knoll Drive stub facts. It was laid out prior to when the traffic safety concerns became apparent. When those concerns became known the stub basically became unusable. It was further noted by the Township and Court that the stub's prior existence did not guarantee any future use, let alone unsafe use. It has had that status for 30 years. People purchased homes on Creekwood with that understanding. Not with the understanding that it might be opened one day.

(cf. Again, from the relevant Michigan Supreme Court materials: "Equally untenable is the suggestion that the [T]ownship's prior consent to the construction of the existing Wood Knoll Drive stub street adjoining

Creekwood Lane constituted some sort of irrevocable advance consent to the development of any new subdivisions seeking to use that stub street for access. The township was not under any legal requirement, at the time the Creekwood subdivision was developed, to give advance notice of what hypothetical future subdivisions adjoining Creekwood Lane it might approve or disapprove, and on what grounds.”)

Boards may change - danger doesn't.

A planning commissioner stated that building another safe access onto Haslett Road would cost the developer money. This is their responsibility. Lack of the access may very well cost someone life or limb. There are dangers at Creekwood and Haslett with every use. Other cars come up blindly very quickly on exit and entrance, left and right. Approval will make a dangerous situation worse.

Planning commissioners clearly acknowledged, the dangers of the roadway. Yet many making excuses for the developer, and trying to predict the future, while ignoring the facts of the past and present.

A Commissioner remarked - “I don't know why anybody would use an exit onto Haslett Road that is difficult and/or dangerous.” “I do not want to get into the driving through the Creekwood neighborhood. I think that's inappropriate, and their roads are too narrow to begin with, and to have an egress or entrance through that neighborhood is inappropriate.”

It was remarked that drivers would just need to be more careful. No. The onus for safety is on the developer and the Township. And in fact, there are other safe options.

It's like saying it's ok for one to park cars and trailers in a front yard, even though it's a violation of a Township ordinance. This plan is in violation of ordinance, regulation, and Board action.

The interests of the Township and its citizens should be foremost - not those of a developer. Support for a known unsafe, unsuitable, illicit access is not in the interest of the Township or its citizens.

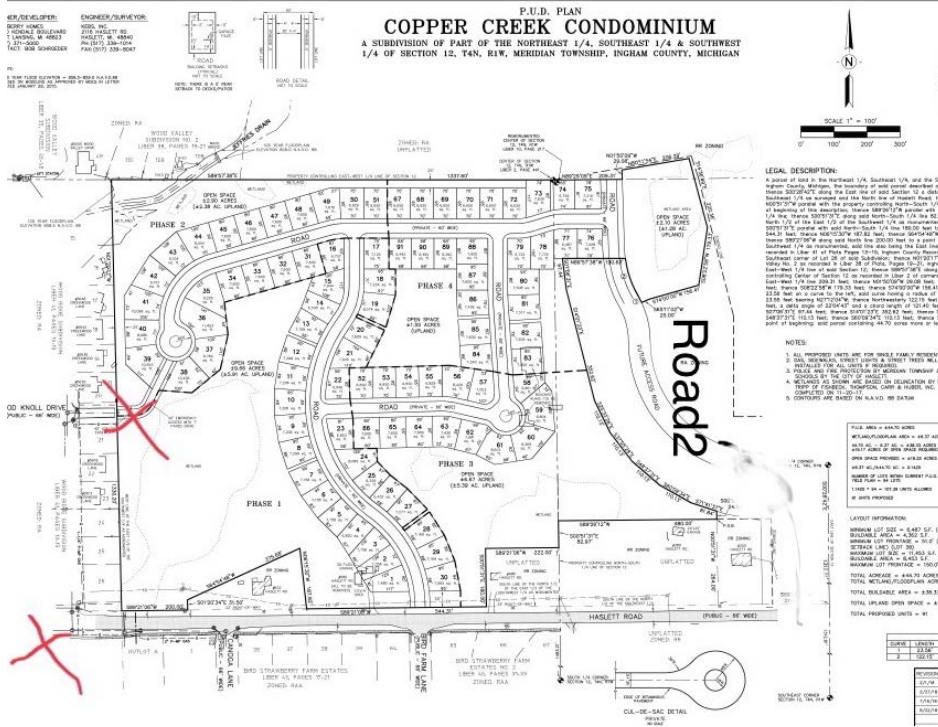
The plan puts the Township and its citizens at significant risk. The Board appropriately invested significant time and money in rejecting the access plan in the past.

Funneling more traffic into the Creekwood/Haslett intersection via Wood Knoll is in fact already deemed dangerous, unsafe, unsuitable, and in violation of a Township ordinance and decision, and road regulations. This is a shame, when there are safe alternatives. The developer has stated that they can build another road east of the Creekwood/Haslett intersection.

MWC
sntbymysmrtphn

From: M.W. Casby
 To: Board: Frank Walsh
 Subject: Copper Creek traffic plan
 Date: Monday, November 26, 2018 7:45:44 PM

See below possible (and developer planned) Copper Creek road access off of Haslett Road, not involving the dangerous, unsafe, unsuitable Creekwood exchange.



WETLAND MAP



Red lines indicate safe access.

MWC
 snbtbysmrtph

Riley Millard

From: M.W. Casby <casbymw@yahoo.com>
Sent: Wednesday, November 28, 2018 9:49 AM
To: Peter Menser
Cc: Frank Walsh; Mark Kieselbach; Board
Subject: Re: With this email communication, I am requesting that all of the previous...

Thank you Peter. Good news. I do hope and request that the materials contain the site plans where the developer had no intention of using Wood Knoll/Creekwood/Haslett for any vehicular traffic, as well as their plans showing the possible second easterly access road. The Board needs to be privy to all.

MWC
sntbymysmrtpn

On Nov 28, 2018, at 9:34 AM, Peter Menser <menster@meridian.mi.us> wrote:

Mr. Casby,

As part of our regular operating procedure all staff reports, application materials, site plans, and submitted correspondence received during the Planning Commission's review of the PUD are sent to the Township Board. This is the case for every project reviewed by the Township that goes through both the Planning Commission and Township Board.

Thanks for writing, see you on the 11th.

-Peter

<image002.jpg>**Peter Menser**
Principal Planner
menster@meridian.mi.us
517.853.4576
5151 Marsh Road | Okemos, MI 48864
meridian.mi.us

From: M.W. Casby [<mailto:casbymw@yahoo.com>]
Sent: Wednesday, November 28, 2018 6:22 AM
To: Frank Walsh; Peter Menser; Board
Subject: With this email communication, I am requesting that all of the previous...

With this email communication, I am requesting that all of the previous materials (e.g., communications, petitions, court cases, developer plans, etc.) submitted to the Planning Commission regarding the proposed Copper Creek development go forward to the Board and in the Board packets for the meeting where the proposal is to be taken up - to include the Board's previous actions to deny an exact similar traffic plan. This is an important part of the record that should remain active and not be withheld, as it was apparently not made available to the Planning Commission, until the citizens presented the information. This request includes all of the developer's early plans, where they are not attempting to use a Creekwood Lane ingress/egress. The Board should be able to and must be privy to it all. Thank you.

Riley Millard

From: Ryan Basore [mailto:rbasore2525@gmail.com]

Sent: Wednesday, November 21, 2018 7:51 AM

To: Julie Brixie <brixie@meridian.mi.us>; Phil Deschaine <deschaine@meridian.mi.us>; Brett Dreyfus <dreyfus@meridian.mi.us>; Patricia Herring Jackson <pjackson@meridian.mi.us>; Dan Opsommer <opsommer@meridian.mi.us>; Ronald Styka <styka@meridian.mi.us>; Kathy Ann Sundland <sundland@meridian.mi.us>

Subject: Meridian Twp Medical Marihuana Ordinance

Hello

I'm very pleased that Meridian Twp is poised to pass a medical marihuana ordinance that allows for safe access for patients in Meridian Twp.. As you know I haven't hesitated to voice my frustration in the past when it looked like Meridian was going to continue to kick the can down the road. The purpose of the 6 overlays was to spread out the safe access across our large Twp. I spoke two weeks ago at the public meeting urging you to allow the processes of **at least one provisioning center in each overlay**. If there ends up being no applicants for any given overlay then by all means another overlay should get a shot at more than one. I'm all for letting the market decide, but this is also medicine for patients and that should be apart of this particular discussion. Please take into consideration my request as I do speak with patients every day about these types of issues. I'm proud that my community is opting in and listening to its residents.

Thank you

Ryan Basore



November 12, 2018

Ms. Deborah Guthrie, Communications Director
Meridian Township
5151 Marsh Road
Okemos, MI 48864

RE: Important Information—Price Changes

Dear Ms. Guthrie:

All of us at Comcast are committed to delivering the entertainment and services our customers in Meridian rely on today, and the new experiences they will love in the future. As we continue to invest in our network, products and services, the cost of doing business rises. One of our largest costs, and one that continues to increase, is the fees we pay to programmers so that we can continue to offer the best in entertainment, news and sports. As a result, starting January 1, 2019, prices for certain services and fees will be increasing, including the Broadcast TV Fee and Regional Sports Fee. Please see the enclosed price list for more information.

Also, effective on January 1, 2019, Fuse will no longer be available on the channel line-up.

While some prices may increase, we continue to invest in technology to drive innovation. We are working hard to bring our customers great value every day and exciting new developments in the near future, including:

- Talk to the X1 Voice Remote to navigate content
- We offer the first talking TV guide for those with visual disabilities
- Netflix, YouTube, Pandora, and Sling TV and more apps are available on X1
- We continue to make customer interactions simpler with more all-digital tools as an alternative to visiting a store or calling.
- Speed upgrades allowing us to offer the fastest Internet speeds to the most homes in the country
- Control of home WiFi from anywhere, on any device, with xFi
- 19 million Xfinity WiFi hotspots available nationwide

We know you may have questions about these changes. If I can be of any further assistance, please contact me at 517-334-5686.

Sincerely,

John P. Gardner
Director, External Affairs
Comcast, Heartland Region
1401 E. Miller Rd.
Lansing, MI 48911

Enclosure

Important Information Regarding Your Xfinity Services and Pricing

East Lansing

Effective January 1, 2019

Double Play Packages	Current	New
Internet Plus	\$79.95	\$82.95
Internet Plus Instant TV	\$79.95	\$82.95
Blast Plus	\$99.95	\$102.95
Xfinity Latino Double Play Packages	Current	New
Internet Plus Latino Double Play	\$79.95	\$82.95
Xfinity TV	Current	New
Broadcast TV Fee	\$7.75	\$9.50
Regional Sports Fee	\$6.75	\$8.25
Service to Additional TV with TV Adapter	\$5.99	\$6.99
Xfinity TV Equipment	Current	New
CableCARD	\$1.50	\$0.00
Installation	Current	New
Professional Installation	\$60.00	\$70.00
In-Home Service Visit	\$60.00	\$70.00
Reactivation	Current	New
Reactivation - Home	N/A	\$6.00
Xfinity Instant TV Additional Services	Current	New
Deportes	\$7.00	\$5.00
Xfinity Internet/Voice	Current	New
Internet/Voice Equipment Rental	\$11.00	\$13.00

November 15, 2018



516 1 T1 P1 *****AUTO**MIXED AADC 300
Hom TV Meridian Township
5151 Marsh Rd
Okemos, MI 48864-1104

Account Number: 8529010010000747

Effective January 1, 2019

We hope your Comcast Business services are working hard for your business.

As a Comcast employee, I am proud of the improvements we continue to make to bring you the best in technology and communications.

There are many options out there, and I appreciate you choosing us as your service provider. As we continue to invest in our network, products, and services, the cost of doing business rises. As a result, certain services and fees will be changing.

Though we absorb many of these costs, some must still be passed through to customers. As a result, please be aware of the following change starting January 1, 2019:

- Equipment fee for modems used with Business Internet services will increase from \$14.95 to \$16.95

I understand that price changes are never welcome. While some fees may be going up, I hope you see your services improving as well. We are providing this information in advance so you can plan accordingly. If you would like to learn more about these changes, please visit business.comcast.com/pricechanges or call us at **800-391-3000**.

I know you have choices when it comes to service providers, and I appreciate that you chose us. From our products to our people, we're committed to delivering experiences you'll love.

Thank you for being a Comcast Business customer.

Sincerely,

Jeff Buzzelli
Senior Vice President
Comcast Business

PROPOSED BOARD MINUTES

PROPOSED MOTION:

- (1) Move to approve and ratify the minutes of the Special Meeting of November 17, 2018 as submitted.**
- (2) Move to approve and ratify the minutes of the Regular Meeting of November 20, 2018 as submitted.**

ALTERNATE MOTION:

- (1) Move to approve and ratify the minutes of the November 17, 2018 Special Meeting with the following amendment(s):
[insert amendments]**
- (2) Move to approve and ratify the minutes of the November 20, 2018 Regular Meeting with the following amendment(s):
[insert amendments]**

CHARTER TOWNSHIP OF MERIDIAN
TOWNSHIP BOARD SPECIAL MEETING **-DRAFT-**
5151 Marsh Road, Okemos MI 48864-1198
853-4000, Township Hall Room
SATURDAY, NOVEMBER 17, 2018 **10:00 am.**

PRESENT: Supervisor Styka, Clerk Dreyfus, Trustees Jackson, Opsommer, Sundland

ABSENT: Treasurer Brixie, Trustee Deschaine

STAFF: Human Resources Director Marx

1. CALL MEETING TO ORDER

Supervisor Styka called the meeting to order at 10:03 am.

2. PLEDGE OF ALLEGIANCE/INTRODUCTIONS

Supervisor Styka led the Pledge of Allegiance.

3. ROLL CALL

The Recording Secretary called the roll of the Board.

4. CITIZENS ADDRESS AGENDA ITEMS AND NON-AGENDA ITEMS

Supervisor Styka opened public remarks at 10:04 am.

Julie Brixie, 2294 Hamilton Rd., Okemos; spoke in support of Phil Deschaine for the position of Treasurer based on his community and professional experience and earned public trust by being elected to Trustee.

Christina Sinila, 1391 Silverwood Dr., Okemos; spoke in support of Deschaine.

Neil Bowlby, 6020 Beechwood, Haslett; spoke in opposition of the appointment process for Treasurer. Noted announcements publicizing the process did not mention the new Treasurer would be appointed at this meeting. Stressed importance of fiscal understanding for appointee. Spoke in support of Linda Burghardt for Treasurer.

Deborah Primo, 3884 Pine Knoll, Okemos; spoke with her husband David in support of Deschaine.

Don Frank, 5277 Cornell Rd., Haslett; spoke in support of Deschaine.

Barbra Regal, 4875 Country Dr., Okemos; spoke in support of Deschaine.

Thomas Haas, 1491 Franklin St., Haslett; spoke in support of Deschaine.

Mike Dudan, 6037 Marietta Way, East Lansing; spoke in support of Deschaine.

Deb Nolan, 4389 Hartwood Rd., Okemos; spoke in support of Deschaine.

Supervisor Styka closed public remarks at 10:35 am.

5. APPROVAL OF AGENDA

Trustee Opsommer moved to approve the Agenda. Seconded by Trustee Jackson.

VOICE VOTE: Motion carried 5-0

6. COMMITTEE ACTION ITEMS

A. Approval of Interview Questions

Trustee Jackson suggested that Question 19 be asked by Supervisor Styka.

Clerk Dreyfus noted that Question 8 is the only question pertaining to understanding of statutory fiscal responsibilities; suggested question include understanding of municipal investments.

Clerk Dreyfus moved to add additional sentence “... please describe your understanding of municipal investment options and your philosophy of investing to maximize return on tax dollars.” to Question 8. Seconded by Trustee Jackson.

VOICE VOTE: Motion carried 5-0

Clerk Dreyfus requested to add a question on environmental philosophy and perspectives on community sustainability.

Trustee Jackson moved to add new Question 19, “What are your perspectives on environmental stewardship and long-term sustainability” as stated by Clerk Dreyfus, and make Question 19 the new Question 20. Seconded by Trustee Sundland.

VOICE VOTE: Motion carried 5-0

Trustee Opsommer moved to approve the interview questions as amended by amending Question 8, adding Question 19, and moving original Question 19 to 20, to be read by Supervisor Styka. Supported by Trustee Jackson.

VOICE VOTE: Motion carried 5-0

B. Township Treasurer Interviews

At the November 8, 2018 meeting, the Board voted to establish a Subcommittee Selection Process to select 3 finalists from all applications received. The Subcommittee (Supervisor Styka, Trustees Jackson & Opsommer) received 6 applications for Treasurer, and on November 15 selected three (3) candidates as finalists. The Board also voted to hold a Special Board Meeting on Saturday, November 17 to interview the 3 finalists.

The Board asked Interview Questions 1- 20 to the first applicant: Phil Deschaine.

Supervisor Styka moved for a recess 11:45 am.

Supervisor Styka reconvened the meeting at 11:50 am.

The Board asked Interview Questions 1- 20 to the second applicant: Dante Ianni.

Supervisor Styka moved for a recess at 12:14 pm

Supervisor Styka reconvened the meeting at 1:05 pm.

The Board asked Interview Questions 1- 20 to the third applicant: Linda Burghardt.

Supervisor Styka moved for a recess at 1:52 pm.

Supervisor Styka reconvened the meeting at 1:59 pm.

C. Selection of Township Treasurer

The Board voted at the November 8, 2018 meeting to select a Treasurer after conducting interviews.

Trustee Opsommer moved to appoint Trustee Deschaine as Meridian Township Treasurer. Seconded by Trustee Jackson.

Board Discussion:

Board members discussed the attributes and interview responses of the three (3) finalists: Phil Deschaine, Dante Ianni, and Linda Burghardt.

Pros and cons of each candidate, background experience and relevancy, knowledge of Township taxes, community service, need for training vs benefit of fresh perspective, soft skills vs hard skills, candidate research skills, understanding of municipal investments and processes, concerns about appearance of backroom deal resulting in political appointment rather than merit-based selection, views on selection process as being non-biased and independent, board member belief in being open-minded and not having someone pre-selected in mind, specific financial knowledge needed vs having general skills and aptitude, appointment is different than being elected, position will be up for election in 2 years, very brief responses compared with very lengthy responses, concerns about low number of qualified candidates, have time to open up application process for additional candidates, interested citizens knew Treasurer position was going to be open so no need for additional timeframe, candidate knowledge of tax tribunal & assessing review process, candidate's ability to express themselves, technical skills vs. public policy skills, education/degrees/job titles vs people skills and community work, various perspectives on what is needed for success in the position.

ROLL CALL VOTE: YEAS: Trustees Jackson, Opsommer, Supervisor Styka

NAYS: Clerk Dreyfus, Trustee Sundland

Motion carried: 3-2

7. COMMENTS FROM THE PUBLIC

Supervisor Styka Opened Public Remarks at 2:58 pm.

Neil Bowlby, 6020 Beechwood, Haslett; Thanked the Board for their time in deciding the new Treasurer, requested an application for upcoming Trustee vacancy.

Supervisor Styka Closed Public Remarks at 2:59 pm.

8. OTHER MATTERS AND BOARD MEMBER COMMENTS

9. ADJOURNMENT

Trustee Opsommer moved to adjourn. Seconded by Trustee Jackson.

VOICE VOTE: Motion carried: 5-0

Supervisor Styka adjourned the meeting at 3:00 pm.

RONALD J. STYKA,
TOWNSHIP SUPERVISOR

BRETT DREYFUS,
TOWNSHIP CLERK

CHARTER TOWNSHIP OF MERIDIAN
TOWNSHIP BOARD REGULAR MEETING **-DRAFT-**
5151 Marsh Road, Okemos MI 48864-1198
853-4000, Township Hall Room
TUESDAY, NOVEMBER 20, 2018 **6:00 pm.**

PRESENT: Supervisor Styka, Clerk Dreyfus, Treasurer Brixie, Trustees Deschaine, Jackson, Opsommer, Sundland

ABSENT:

STAFF: Township Manager Walsh, Director of Public Works Perry, Police Chief Plaga, Information Technology Director Gebes, Community Planning Director Kieselbach, Economic Development Director Buck, Finance Director Mattison, Fire Chief Hamel

1. CALL MEETING TO ORDER

Supervisor Styka called the meeting to order at 6:03 pm.

2. PLEDGE OF ALLEGIANCE/INTRODUCTIONS

Supervisor Styka led the Pledge of Allegiance.

3. ROLL CALL

The Recording Secretary called the roll of the Board.

4. PRESENTATIONS

A. Introduction of New Police Officer

Police Chief Plaga introduced the newest Meridian Township Police Officer: Officer Trevino.

5. CITIZENS ADDRESS AGENDA ITEMS AND NON-AGENDA ITEMS

Supervisor Styka opened public remarks at 6:05 pm.

Neil Bowlby, 6020 Beechwood, Haslett; spoke on DDA Hearing (Agenda Item 11A), requested the Board to keep discussion to the proposed plan, not any particular project. He noted public polls that identified public concern for size of developments and brought up concerns for contamination clean-up.

Supervisor Styka closed public remarks at 6:09 pm.

6. TOWNSHIP MANAGER REPORT

Township Manager Frank Walsh reported: Coppercreek Development update and meeting, removal of roadkill process, Property Liability bids, Memoriam for Archie Virtue.

7. BOARD MEMBER REPORTS AND ANNOUNCEMENTS

Trustee Deschaine reported:

- Grateful for his appointment to Treasurer.
- Been training with Treasurer Brixie.

Trustee Jackson reported:

- Attended Redevelopment Ready Certification celebration with the Supervisor, Treasurer and Trustee Sundland.
- Attended Tri-County Regional Planning meeting.

Trustee Opsommer reported:

- Attended Land Preservation Board meeting.
- Attended Airport Authority meeting with Director Buck; has adopted proposed DDA Plan.

Clerk Dreyfus reported:

- Election results certified by Ingham Board of Canvassers.
- Expressed concerns with the Treasurer selection process: rushed time-frame, not well-publicized position opening, inappropriateness of Trustee Deschaine making the motion proposing the Treasurer selection process knowing he was a candidate, and then voting on his motion, should have not made motion and abstained from voting, few applications received due to 4 day application period, Board Subcommittee process to select 3 finalists flawed, full Board should have narrowed down candidate field

Treasurer Brixie reported:

- Has begun training Trustee Deschaine.

Supervisor Styka reported:

- Thanks Haslett High School and MSU for tree planting at Towner Park.
- Community Resources fundraiser: raised \$1,168.98.
- Attended Haslett Board of Education meeting.
- Attended DDA meetings on DDA Plan and TIF adjustments.

8. APPROVAL OF AGENDA

Treasurer Brixie moved to approve the Agenda with added 9F and 13E. Seconded by Trustee Deschaine.

VOICE VOTE: Motion carried 7-0

9. CONSENT AGENDA

Supervisor Styka reviewed the consent agenda.

Treasurer Brixie moved to adopt the Consent Agenda with amendments moving 9F to New Agenda Item 12D. Seconded by Trustee Opsommer.

ROLL CALL VOTE: YEAS: Clerk Dreyfus, Trustees Jackson, Deschaine, Sundland, Opsommer, Supervisor Styka, Treasurer Brixie.

NAYS:
Motion carried 7-0

A. Communications

Treasurer Brixie moved that the communications be received and placed on file and any communications not already assigned for disposition be referred to the Township Manager or Supervisor for follow-up. Seconded by Trustee Opsommer.

ROLL CALL VOTE: YEAS: Clerk Dreyfus, Trustees Jackson, Deschaine, Sundland, Opsommer, Supervisor Styka, Treasurer Brixie

NAYS:
Motion carried 7-0

B. Minutes – November 8, 2018 Regular Meeting

Treasurer Brixie moved to approve and ratify the minutes of the Regular Meeting of November 8, 2018 as submitted. Seconded by Trustee Opsommer.

ROLL CALL VOTE: YEAS: Clerk Dreyfus, Trustees Jackson, Deschaine, Sundland, Opsommer, Supervisor Styka, Treasurer Brixie

NAYS:
Motion carried 7-0

C. Bills

Treasurer Brixie moved to approve that the Township Board approve the Manager’s Bills as follows, seconded by Trustee Opsommer:

Common Cash		\$	200,196.93
Public Works		\$	298,790.09
Trust & Agency		\$	138,641.53
	Total Checks	\$	637,628.55
Credit Card Transactions		\$	11,147.55
Nov 1 st to Nov 15 th			
	Total Purchases	\$	<u>648,776.10</u>
ACH Payments		\$	<u>435,672.18</u>

ROLL CALL VOTE: YEAS: Clerk Dreyfus, Trustees Jackson, Deschaine, Sundland, Opsommer, Supervisor Styka, Treasurer Brixie.

NAYS:
Motion carried 7-0

D. Seirra Ridge #2 & #3 Streetlights SAD #426 Resolution #1 & #2

Treasurer Brixie moved to approve the Sierra Ridge #2 & #3 Public Streetlighting Improvement Special Assessment District #426- Resolution #1, ordering plans to be prepared

showing the streetlighting improvement, location, and estimate of cost; and Resolution #2, filing the plans showing the improvement, location and estimate of cost with the Clerk's Office, tentatively declaring intention to install and maintain 11 traditional w /cut-off streetlights and defray the cost of operation and maintenance by special assessment against the 35 benefiting units, and setting a public hearing for December 11, 2018. Seconded by Trustee Opsommer.

ROLL CALL VOTE: YEAS: Clerk Dreyfus, Trustees Jackson, Deschaine, Sundland, Opsommer, Supervisor Styka, Treasurer Brixie.

NAYS:
Motion carried 7-0

E. Ratification of Full-Time Paramedic/Firefighter Appointment

Treasurer Brixie moved to authorize the Fire Department to promote Firefighter Anthony Kozlowski to Full-Time Paramedic/Firefighter. Seconded by Trustee Opsommer.

ROLL CALL VOTE: YEAS: Clerk Dreyfus, Trustees Jackson, Deschaine, Sundland, Opsommer, Supervisor Styka, Treasurer Brixie.

NAYS:
Motion carried 7-0

~~F. Change of Authorized Signers for Financial Institutions~~

Agenda Item 9F moved to New Agenda Item 12D.

10. QUESTIONS FOR THE ATTORNEY - NONE

11. HEARINGS

A. Downtown Development Authority (DDA) Development and Tax Increment Financing Plans

Director Kieselbach and the DDA consultant (Advanced Redevelopment Solutions) explained the newest draft of the DDA Development and Tax Increment Financing Plans.

Supervisor Styka called the Public Hearing to order at 6:38 pm.

Harish Texchandani, 4183 Naubinway, Okemos; spoke in support of the DDA Development and Tax Increment Financing Plans (Agenda Item 11A/12C) and long-term positive benefits.

Brad Funkhouser, 4615 Tranter St., Lansing; spoke in support of Agenda Item 11A/12C and noted support from the CATA Board.

Marna Wilson, 4545 Chippewa Dr., Okemos; spoke in support of Agenda Item 11A/12C.

Gulam Sumbal, 1998 Jolly Rd., Okemos; spoke in support of Agenda Item 11A/12C. Concerned about Ferguson Park signage, he donated land and an appropriate sign is needed.

Supervisor Styka closed the Public Hearing at 6:47 pm.

12. ACTION ITEMS

A. Transportation Commission

Trustee Deschaine moved to continue the Transportation Commission with the current members following staggered appointment terms. Seconded by Trustee Jackson.

Board discussion: Activity of the Commission, strengthened communications with CATA, service and assistance to the Board, work with Tri-County Regional Planning, fairness in approach to diverse stakeholder input, good tool for citizens to voice concerns.

VOICE VOTE: Motion carried 7-0

B. Harkness Law Firm Contract

Treasurer Brixie moved to extend the Harkness Law Firm contract for prosecution services at a cost of \$80,000 per year through April 30, 2022. Seconded by Trustee Opsommer.

Board discussion: Success of firm, strength as local business, possibilities of expansion, satisfaction of service from Meridian Township Police, positives of flat retainer fee, excellent record of legal representation, concerns with renewing contract without issuing Request for Proposals (RFPs) so other law firms can bid, promise in 2017 for next prosecution contract to go out to bid due to approval of previous contract extension without an RFP or bid process, bid competition is healthy, positives of extra services provided, motion will extend contract term from 2 years to 3 years.

ROLL CALL VOTE: YEAS: Treasurer Brixie, Trustees Deschaine, Sundland, Opsommer, Jackson
NAYS: Supervisor Styka, Clerk Dreyfus
Motion carried 5-2

C. DDA Plan Ordinance Amendment

Trustee Opsommer moved to approve the resolution for the introduction of the amendment to Chapter 2, Division 7 of the Code of Ordinances amending the Downtown Development Authority Development Plan and Tax Increment Financing Plan and to repeal all ordinances or resolutions or parts thereof in conflict herewithin. Seconded by Trustee Jackson.

Board discussion: Process of adoption, availability for changes or comments between introduction and adoption, prior approval from Taxing Jurisdictions needed, possible conflicts in adoption, ability for DDA to levy taxes, details of expenses listed in memo, State requests projected budgets, concern about lack of concrete studies / data regarding extent of environmental contamination, concern with proposed small size of environmental remediation funds, premature nature of this plan, current proposal is tied to specific development, this proposal is a general plan for DDA and TIF with no actual allocation or budgeting, deterioration of downtown area requires action, development comes with challenges, environmental concerns evident, uncertain future of State funding for cleanup may put reliance on using tax capture, projected size of contamination, regional competition for businesses require action, purpose is to give DDA ability to support development, not solely focused on environmental cleanup, DDA consultant also being downtown Okemos

developer consultant creates direct link between proposed DDA Amendments for tax capture and the specific plan of Okemos developer, negatives of relying on one developer for data and proposals, possible benefits of smaller developments and smaller tax capture to developer, responsibility of the Board to protect tax payers, need for more data to encourage assessments, need for middle-housing and failure of these proposals in meeting that need, proposal is general plan for DDA to act as needed, plan amendment is setting bar for capture, levels of possible future tax income, current DDA is reaching capture limit, impact of property value increase on debt payment amounts for schools, public support for proposed density.

ROLL CALL VOTE: YEAS: Supervisor Styka, Treasurer Brixie, Trustees Opsommer, Jackson, Sundland, Deschaine

NAYS: Clerk Dreyfus

Motion carried 6-1

D. Change of Authorized Signers for Financial Institutions

Treasurer Brixie moved to adopt a resolution entitled “Authority to Open an Account” for each of the listed financial institutions in a staff memorandum dated November 19, 2018 with the effective date of December 7, 2018. Seconded by Trustee Opsommer.

Board discussion: Resolution to take effect on December 7th, Trustee Deschaine will not be Treasurer until December 7th and document should reflect that, first step in bank paperwork, future paperwork will establish title card, benefits of having paperwork done early, Clerk position that bank document and subsequent vote at this time asserts Trustee Deschaine is Treasurer as of current Board meeting date, which is not the case – he becomes Treasurer on Dec. 7, can wait to file paperwork when Deschaine is legally Treasurer and other people can sign on his behalf while bank processes paperwork.

ROLL CALL VOTE: YEAS: Trustees Sundland, Deschaine, Jackson, Opsommer, Treasurer Brixie, Supervisor Styka

NAYS: Clerk Dreyfus

Motion carried 6-1

13. BOARD DISCUSSION ITEMS

A. Medical Marihuana

Director Kieselbach explained the current draft of the proposed Medical Marihuana Ordinance and outlined all changes since the previous Board discussion.

Board discussion: Appropriateness of nuisance fines, smaller fines may become cost of doing business, support to continue with proposed ordinances, number of permits for overlay districts, details of tax sharing with State, timing element with opt-in and tax sharing, possibility for one license for each of the six overlay with two excess licenses available, geographic disbursement of licenses can't be guaranteed, medical marihuana ordinance in relation to new recreational laws, daily pool lottery system, procedures and policies to be separate from the ordinance, benefits of

allowing two excess licenses, inclusion of meeting two of three criteria, details of prequalification, using principal residence exemption as qualification, requiring term of residency as qualification, LARA’s prequalification should be priority, positives of prioritizing entrepreneurial Township residents, impact of the prequalification process on local applicants, types of opt-in revenue and sources.

Board consensus to place this item on for discussion at a future meeting.

B. Online Payments

Director Mattison explained a proposal for an online payment system, “InvoiceCloud,” for various Township payments and outlined the benefits.

Board discussion: Township paid bank fee reduction, paperless opt-in, savings with reduced mailings, savings for tax customers, additional costs for paying utility bills online, concern about high individual transaction fee for paying online, what is included in the contract, amount of work reduction in-house, services are voluntary, possibility of reduced bill with paperless opt-in.

Treasurer Brixie moved to suspend the rules, and to direct the Township Manager to sign the contract with InvoiceCloud for the purpose of online payment processing. Seconded by Trustee Opsommer.

ROLL CALL VOTE: YEAS: Trustees Deschaine, Jackson, Opsommer, Sundland, Treasurer Brixie, Clerk Dreyfus, Supervisor Styka

NAYS:
Motion carried: 7-0

C. Georgetown #4 Streetlights SAD #427 Resolution #1 & #2

Assistant Township Manager Perry outlined the proposed Special Assessment District to be used to install and maintain streetlights and explained the public hearing process required.

Board discussion: Details of process initiation, details of streetlights being used.

Board consensus to place this item on the Consent Agenda at the next meeting.

D. 2019 Goal Setting Process

Township Manager Walsh explained past Goal Setting Processes and suggested a Study Session in December.

Board discussion: Positives of using a Special Meeting, importance of having goals set before Boards and Commissions Joint Meeting, details of scheduling the Special Meeting.

Board consensus to place this item on for action at a future meeting and to set a Goal Setting Special Meeting on Monday December 10th, 2018 at 6pm.

E. Township Trustee Search Process

Board discussion: Positives of having a two-week period for applications, need to appropriately publish and disseminate Trustee opening.

Board consensus to place this item on for action at the next meeting.

14. COMMENTS FROM THE PUBLIC

Supervisor Styka Opened Public Remarks at 9:26 pm.

Shawn O'Brien, 16948 Pine Hollow Dr., East Lansing; spoke in support of Agenda Item 13A (Medical Marijuana) and discussed possibility of expansion of overlay districts near Saginaw Highway and Towner Road.

Mark Schneider, 1135 E Alward Rd., Dewitt; spoke in support of Agenda Item 13A and discussed possibilities of special use permits for expanded zones.

Supervisor Styka Closed Public Remarks at 9:30 pm.

15. OTHER MATTERS AND BOARD MEMBER COMMENTS

Trustee Jackson reported:

- Wished everyone a Happy Thanksgiving.

Supervisor Styka reported

- Congratulated Treasurer Brixie and Trustee Deschaine.

Clerk Dreyfus reported:

- Thanked all the 140 election workers that helped make the election possible, and noted the long hours, often up to 16 hours in a single day, and the hard work needed to successfully handle the duties of an Election Inspector.

Trustee Deschaine reported:

- Treasurer Brixie going away party.
- Seconded thanks for all the election workers.

16. ADJOURNMENT

Treasurer Brixie moved to adjourn. Seconded by Trustee Jackson.

VOICE VOTE: Motion carried 7-0

Supervisor Styka adjourned the meeting at 9:33 pm.

17. POSTSCRIPT – DAN OPSOMMER

RONALD J. STYKA,
TOWNSHIP SUPERVISOR

BRETT DREYFUS,
TOWNSHIP CLERK



To: Board Members
From: Miriam Mattison, Finance Director
Date: December 4, 2018
Re: Board Bills

MOVED THAT THE TOWNSHIP BOARD APPROVE THE MANAGER'S
BILLS AS FOLLOWS:

COMMON CASH	\$	340,931.62
PUBLIC WORKS	\$	299,194.81
TRUST & AGENCY	\$	269.68
TOTAL CHECKS:	\$	640,396.11
CREDIT CARD TRANSACTIONS Nov 16th to Nov 28th	\$	7,567.57
TOTAL PURCHASES:	\$	<u>647,963.68</u>
ACH PAYMENTS	\$	<u>705,103.12</u>

11/29/2018 02:28 PM
 User: hudecek
 DB: Meridian

INVOICE APPROVAL BY INVOICE REPORT FOR CHARTER TOWNSHIP OF MERIDIAN
 EXP CHECK RUN DATES 12/04/2018 - 12/04/2018
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
 BANK CODE: GF

Vendor Name	Description	Amount	Check #
1. 54-B DISTRICT COURT	CASH BOND-O'CONNOR, BAILEY ELIZABETH	750.00	99286
2. A C & E RENTALS INC	FORKLIFT PROP TANK	47.00	
	FORKS-SKIDLOADER	26.00	
	TOTAL	73.00	
3. ALLEGRA PRINT & IMAGING	HOMTV PROGRAM GUIDE PRINTING, MAILING & POSTAGE	1,077.20	
4. AMERICAN PLUMBING	REFUND 80% PERMIT #PP18-0457	108.00	
5. ASAP PRINTING	FORMS AND PAMPHLET PRINTING	508.41	
6. AUTO VALUE OF EAST LANSING	FLEET REPAIR PARTS 2018	87.09	
	FLEET REPAIR PARTS 2018	13.39	
	FLEET REPAIR PARTS 2018	8.89	
	FLEET REPAIR PARTS 2018	33.04	
	FLEET REPAIR PARTS 2018	143.28	
	FLEET REPAIR PARTS 2018	18.62	
	FLEET REPAIR PARTS 2018	44.36	
	FLEET REPAIR PARTS 2018	86.34	
	FLEET REPAIR PARTS 2018	119.28	
	FLEET REPAIR PARTS 2018	2.58	
	SHOP SUPPLIES	107.64	
	TOTAL	664.51	
7. BARYAMES CLEANERS	STANDARD POLICE UNIFORM CLEANING	853.45	
8. BELL EQUIPMENT CO	PARTS	251.71	
9. JEFFORY BROUGHTON	RADIO MAINTENANCE FOR POLICE	399.50	
	STANDING PO FOR RADIO PARTS/EQUIPMENT	1,445.50	
	STANDING PO FOR RADIO PARTS/EQUIPMENT	333.00	
	TOTAL	2,178.00	
10. BS&A SOFTWARE	ANNUAL SERVICE AND SUPPORT FOR BS&A ONLINE (FORMERLY INTERNET SERVICES)	12,978.00	
11. CATA	FUNDS TO PURCHASE REDI-RIDE PASSES	600.00	99535
12. CDW	WIN 10 LICENSING FOR NEW WORK STATIONS	12,092.00	
13. CINTAS CORPORATION #725	MECHANICS UNIFORMS FALL 2018	40.13	
	MECHANICS UNIFORMS FALL 2018	40.13	
	TOTAL	80.26	
14. CITY OF EAST LANSING	SHARED ASSESSOR SERVICES - OCT	6,585.91	
15. COMCAST CABLE	MONTHLY SERICE	32.14	
16. CONSUMERS ENERGY	EMERG CRC PM'T TO AVOID UTILITY SHUTOFF	420.06	99282
17. COURTESY FORD	FLEET REPAIR PARTS 2018	7.92	
	FLEET REPAIR PARTS 2018	61.20	
	FLEET REPAIR PARTS 2018	262.72	
	FLEET REPAIR PARTS 2018	18.56	
	FORD REPAIR PARTS FALL 2018	343.58	
	FLEET REPAIR PARTS 2018	39.02	
	REPAIR BODY DAMAGE FORM DEER HIT	2,820.09	
	TOTAL	3,553.09	
18. ROBERT CWIERTNIEWICZ	TRAVEL TO VARIOUS PCTS FROM TOWN HALL	45.78	

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Vendor Name	Description	Amount	Check #
19. DBI	PAPER/CLIPS	13.63	
20. DELTA DENTAL	EMPLOYEE DENTAL INSURANCE-DEC	10,565.98	
	RETIREEES DENTAL INSURANCE - DEC	2,349.98	
	COBRA DENTAL INSURANCE - DEC	61.64	
	TOTAL	12,977.60	
21. DEWOLF AND ASSOCIATES	TRAINING C. LOFTON	525.00	
22. DISCOUNT ONE HOUR SIGNS	POSTERS FOR WINTER FARMERS MKT	225.50	
23. ELECTION SOURCE	TEST BALLOT BAGS	72.78	
24. FAHEY SCHULTZ BURZYCH RHODES PLC	LEGAL FEES - LABOR	60.00	
	LEGAL FEES - LABOR	417.00	
	LEGAL FEES	140.00	
	LEGAL FEES	180.00	
	LEGAL FEES - LABOR	60.00	
	LEGAL FEES	2,880.00	
	LEGAL FEES - LABOR	20.00	
	LEGAL FEES - LAND	304.00	
	LEGAL FEES	20.00	
	LEGAL FEES	1,332.00	
	LEGAL FEES	84.00	
	LEGAL FEES	164.00	
	LEGAL FEES	96.00	
	LEGAL FEES	884.00	
	LEGAL FEES	196.00	
	LEGAL FEES	1,644.00	
	LEGAL FEES	124.00	
	LEGAL FEES	84.00	
	LEGAL FEES	584.00	
	LEGAL FEES	1,134.47	
	LEGAL FEES	410.31	
	LEGAL FEES	1,134.47	
	LEGAL FEES	57.59	
	LEGAL FEES	964.58	
	LEGAL FEES	835.01	
	LEGAL FEES	201.55	
	TOTAL	14,010.98	
25. FAMILY GRADE & GRAVEL	RECYCLE CENTER ROAD MAINTENANCE	750.00	
26. FEDEX	SHIPPING	13.74	
27. FIRE STATION FURNITURE.COM	REPLACEMENT STATION RECLINER	449.00	
28. FIRST ADVANTAGE LNS OCC HEALTH	PROFESSIONAL SERVICES	172.68	
29. FISHBECK, THOMPSON, CARR & HUBER	PROFESSIONAL SERVICES-WDV18-05	1,851.70	
30. GENZINK PLUMBING	OVERPAID PERMIT PP18-0477	40.00	
31. GOODYEAR COMMERCIAL TIRE	FIRE TRUCK ROAD SERVICE TIRE REPAIR	202.21	
	STATE CONTRACT LARGE TRUCK TIRES 2018	1,054.28	
	TOTAL	1,256.49	

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Vendor Name	Description	Amount	Check #
32. GRANGER	ACCT#2509750 SERVICES - NOV	76.00	
	ACCT#1106100 SERVICES - NOV	111.00	
	ACCT#1106200 SERVICES - NOV	128.51	
	ACCT#1106300 SERVICES - NOV	70.00	
	ACCT#17334070 SERVICES - NOV	87.00	
	ACCT#17349880 SERVICES - NOV	17.50	
	TOTAL	490.01	
33. H.C. BERGER COMPANY	MONTHLY MAINTENANCE PHOTOCOPIER	26.78	
34. THE HARKNESS LAW FIRM PLLC	LEGAL FEES-UTC	6,666.67	
35. HASLETT ANIMAL HOSPITAL	CANINE FOOD	79.99	
36. HASLETT-OKEMOS ROTARY	4TH QTR DUES - J. BRIXIE	140.00	
37. SALLY A. HUDGINS	INSTRUCTOR FEE FOR PICKLE BALL CLASSES-2018	250.00	
38. MOLLY NEVINS	INSTRUCTOR FEE FOR FITNESS OVER 50-NOV	112.00	
39. INSTITUTE TRANSPORTATION ENGINEERS	TRIP GENERATON, 10TH EDITION--STANDARD BUNDLE	1,131.00	
40. REBEKAH KELLY	REIMBURSEMENT FOR MILEAGE - AUG/NOV ELECTIONS	29.20	
41. LANSING GLASS	REPLACE REAR ENTRANCE DOOR TO PSB	3,118.00	
42. LANSING SANITARY SUPPLY INC	STATE CONTRACT JANITORIAL SUPPLIES 2018	1,888.45	
	STATE CONTRACT JANITORIAL SUPPLIES 2018	282.48	
	TOTAL	2,170.93	
43. LANSING UNIFORM COMPANY	STANDING PO FOR UNIFORMS	458.70	
	STANDARD POLICE UNIFORM PURCHASE	467.85	
	TOTAL	926.55	
44. LEAK PETROLEUM EQUIPMENT INC	REPLACE IN GROUND LIFT FOR GARAGE	18,382.07	
	EXTRA MATERIAL FOR FOOTING ON OLD LIFT	228.56	
	TOTAL	18,610.63	
45. L.E.O.R.T.C.	EMERGENCY VEHICLE OP TRAINING FOR 5 OFFICERS	750.00	99537
46. LIFELOC TECHNOLOGIES INC	MOUTHPIECE X4 @ \$35 EACH	140.00	
47. LIVINGSTON COUNTY EQUALIZATION	CONTINUING EDUCATION FOR D. WOZNIAK	10.00	
48. CHRIS LOFTON	REIMBURSEMENT TRAINING EXPENSE	52.25	
49. MADISON NATIONAL LIFE INS CO	EMPLOYEE LIFE INSURANCE	3,154.12	
50. MCKEARNEY ASPHALT & SEALING INC	CRACK FILL SEAL HARTRICK AND NANCY MOORE PARKING LOT	5,595.00	
51. MERIDIAN TOWNSHIP	TRASFER FOR FLEX CHECKING P/R 11.23.18	763.61	
52. MEDAWAR JEWELERS	OVER PAYMENT FOR FALSE ALARM INVOICE	25.00	
53. MERIDIAN MEADOWS LLC	EMERG CRC PM'T TO AVOID EVICTION	705.34	99283
54. MERIDIAN SENIOR CENTER	SENIOR BRUNCH TRIBUTE PROCEEDS	540.00	
55. MICHIGAN MUNICIPAL LEAGUE	POLICY PREMIUM #5000880-18	33,126.98	
56. MICHIGAN ELECTRIC SUPPLY COMP	BOMBER JACKETS	87.06	

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Vendor Name	Description	Amount	Check #
57. MITA	AD FOR BID ON THE MITA WEBSITE/OKEMOS RD BOARDWALK/TREE REMOVAL	50.00	
58. MOORE MEDICAL LLC	STANDING PO FOR EMS SUPPLIES/EQUIPMENT	100.00	
	STANDING PO FOR EMS SUPPLIES/EQUIPMENT	492.28	
	TOTAL	592.28	
59. NAPA	REPAIR PARTS	1,003.16	
	REPAIR PARTS	136.40	
	REPAIR PARTS	74.86	
	REPAIR TOOLS	621.78	
	TOTAL	1,836.20	
60. OAKWOOD CONSTRUCTION	PARTIAL REFUND PG2017-12 & 2017-13	12,554.21	99287
61. OKEMOS COMMUNITY EDUCATION	SOFT/BASE BALL FIELDS	750.00	
	FIELD USE FOR SOCCER	900.00	
	TOTAL	1,650.00	
62. ORKIN, 551-LANSING, MI	MONTHLY PESTICIDE TREATMENT OF MUNICIPAL BUILDING	125.00	
63. ELLEN K PASSAGE	ELECTION INSPECTOR - TRAINING CLASS	20.00	
64. PENCHURA	N MERIDIAN PARK-ELECTRICAL/CONCRETE & REMOVAL	10,300.00	
65. MARY ANN PETERSON	ELECTION INSPECTOR - TRAINING	20.00	
66. MERIDIAN TOWNSHIP PETTY CASH	PARKING K. RICH	2.00	
	PARKING K. RICH	2.00	
	LABELER M. DEVLIN	27.79	
	PARKING K. RICH	2.00	
	PARKING K. RICH	2.00	
	PARKING K. RICH	2.00	
	PARKING K. RICH	2.00	
	PARKING K. RICH	2.50	
	PARKING K. ADAMS	1.25	
	BASEBALL ITEMS M. DEVLIN	20.00	
	PARKING K. RICH	2.50	
	OFFICE SUPPLIES M. DEVLIN	14.99	
	PARKING K. RICH	2.50	
	DEER MGT ITEMS C. PATRICK	24.90	
	OFFICE SUPPLIES M. DEVLIN	23.30	
	TOTAL	131.73	
67. PHOENIX SAFETY OUTFITTERS	FIRE GEAR FOR FIRE CHIEF	2,764.95	99536
68. POSTMASTER	POSTAGE FOR PRIME MERIDIAN MAGAZINE	3,618.45	99284
	POSTAGE FOR CYCLE 2 UTILITY BILLS	1,444.09	99538
	TOTAL	5,062.54	
69. PRO-TECH MECHANICAL SERVICES	N FIRE STATION LABOR	239.73	
	PUBLIC SAFETY BUILDING PARTS/LABOR	1,761.01	
	TOTAL	2,000.74	
70. QUALITY TIRE INC	TIRES	719.96	
71. RANCH LIFE PLASTICS	2 RAIL FENCE INSTALLED TOWNER RD	1,664.29	
72. RECLAIMED BY DESIGN	RECYCLING CENTER OPERATION	2,000.00	

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 DB: Meridian

INVOICE APPROVAL BY INVOICE REPORT FOR CHARTER TOWNSHIP OF MERIDIAN
 EXP CHECK RUN DATES 12/04/2018 - 12/04/2018
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
 BANK CODE: GF

Vendor Name	Description	Amount	Check #
73. RED CEDAR FLATS	PARTIAL REFUND PG2017-12 & PG2018-10	24,548.79	99288
74. RED RIVER SPECIALTIES INC	HERBICIDE ADJUVANT FOR LAND PRESERVES	1,669.57	
75. ROWERDINK AUTOMOTIVE PARATS	BATTERY CORE RETURN	(28.00)	
	BATTER CORE RETURN	(28.00)	
	FRONT END & BRAKE PARTS UNIT 198	571.13	
	TOTAL	515.13	
76. SAFETY SYSTEMS INC	ANNUAL ALARM SERVICE AGREEMENT	207.00	
	ANNUAL ALARM SERVICE AGREEMENT	190.00	
	ANNUAL ALARM SERVICE AGREEMENT	60.00	
	ANNUAL ALARM SERVICE AGREEMENT	51.00	
	ANNUAL ALARM SERVICE AGREEMENT	107.00	
	ANNUAL ALARM SERVICE AGREEMENT	41.00	
	ANNUAL ALARM SERVICE AGREEMENT	54.00	
	ANNUAL ALARM SERVICE AGREEMENT	43.00	
	ANNUAL ALARM SERVICE AGREEMENT	52.00	
	ANNUAL ALARM SERVICE AGREEMENT	31.00	
	TOTAL	836.00	
77. SOLDAN'S FEED & PET SUPPLIES	CANINE SUPPLIES FOR TWO DOGS	52.99	
78. SPARROW OCCUPATIONAL	PROFESSIONAL SERVICES	761.00	
	PROFESSIONAL SERVICES	135.00	
	PROFESSIONAL SERVICES	220.00	
	TOTAL	1,116.00	
79. STAY DRY BASEMENT WATERPROOFING	PERMIT #18-0603 CANCELLED	132.00	
	PERMIT #18-0320 CANCELLED	88.00	
	TOTAL	220.00	
80. ST MARTHA CONFERENCE OF	EMERG CRC PM'T TO AVOID EVICTION	400.00	99285
81. SUPREME SANITATION	PORTABLE TOILET RENTAL	160.00	
82. LEAH TRACIAK	INSTRUCTOR FEE FOR FITNESS OVER 50-NOV	112.00	
83. USA TODAY NETWORK	TOWNSHIP NOTICES	497.50	
84. U.S. BANK EQUIPMENT FINANCE	MONTHLY CONTRACT	1,083.00	
85. VALLEY CITY ELECTRONIC RECYCLING	RECYCLING EVENT 2018	2,361.60	
86. VARIPRO BENEFIT ADMINISTRATORS	FLEX ADMINISTRATION - DECEMBER	175.00	
	FLEX ADMINISTRATION - DEC	10,584.75	
	TOTAL	10,759.75	
87. WHIPPLES HEATING & AC, LLC	REFUND-NOT OUR JURISTITION	245.00	
88. WOLVERINE ENGINEERS & SURVEYORS	OKEMOS ROAD BOARDWALK: SOIL BORINGS	17,425.00	
	CENTRAL PARK GATEWAY BRIDGE AND HISTORICAL VILLAGE RESTROOM PROJECT	2,500.00	
	CENTRAL PARK REGIONAL TRAIL CONNECTOR PROJECT	2,500.00	
	TOTAL	22,425.00	
89. YOUNGSTROM CONTRACTING	PATHWAY BRIDGE REHAB 2017	78,525.65	
TOTAL - ALL VENDORS		340,931.62	
FUND TOTALS:			

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Vendor Name	Description	Amount	Check #
Fund 101 - GENERAL FUND		187,102.75	
Fund 204 - PEDESTRIAN BIKEPATH MILLAGE		96,130.94	
Fund 208 - PARK MILLAGE		19,280.33	
Fund 209 - Land Preservation Millage		2,160.93	
Fund 211 - PARK RESTRICTED/DESIGNATED		240.87	
Fund 230 - CABLE TV		5,561.88	
Fund 250 - COMMUNITY NEEDS FUND		2,125.40	
Fund 661 - MOTOR POOL		28,328.52	

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Vendor Name	Description	Amount	Check #
1. C & S SOLUTIONS	UTILITY LOCATORS AND TRANSMITTER	7,231.35	
	UTILITY LOCATORS AND TRANSMITTER	1,957.75	
	TOTAL	9,189.10	
2. DELTA DENTAL	EMPLOYEES DENTAL INSURANCE - DEC	1,537.07	
3. EJ USA, INC.	8" RESILLIENT WEDGE GATE VALVE	4,966.62	
	HYDRANT PARTS	124.93	
	EMERGENCY CORP REPLACEMENT	1,215.00	
	TOTAL	6,306.55	
4. FERGUSON WATERWORKS #3386	WATER METERS	22,135.00	
	MISC SUPPLIES	238.75	
	WATER SYSTEM REPAIR PARTS OPEN FALL 2018	1,614.48	
	WATER SYSTEM REPAIR PARTS OPEN FALL 2018	701.00	
	WATER METERS	2,066.85	
	TOTAL	26,756.08	
5. GRAINGER	EAR PLUGS/CLEANING TISSUES	116.00	
6. INSITUFORM TECHNOLOGIES USA, LLC	SANITARY SWR MANHOLE REHAB 2018	30,217.80	
7. MIKE & JAN JENKINS	REIMB DAMAGE TO IRRIGATION HEADS WHILE REPAIRING WATER SERV ACROSS THE STREET	788.87	
8. K & H CONCRETE CUTTING INC	EMERGENCY ROAD CUT	175.00	
	EMERGENCY WATER REPAIR	183.60	
	TOTAL	358.60	
9. BRYAN KAY	REFUND PAID FINAL TWICE-#EAWA-004445-0000-03	128.63	27517
10. LAYNE INLINER, LLC	SANITARY SWR INTERCEPTOR REHAB 2018	193,923.75	
11. MADISON NATIONAL LIFE INS CO	EMPLOYEE LIFE INSURANCE	351.41	
12. MERIDIAN CHARTER TOWNSHIP	TO MOVE FUNDS FROM PNC TO HORIZON BANK	100.00	27495
13. MICHIGAN MUNICIPAL LEAGUE	POLICY PREMIUM #5000880-18	4,010.02	
14. MICHIGAN ELECTRIC SUPPLY COMP	BOMBER JACKETS	87.05	
15. MERIDIAN TOWNSHIP PETTY CASH	PARKING M FORMAN	14.00	
	PARKING D. LESTER	7.00	
	TOTAL	21.00	
16. MERIDIAN TOWNSHIP RETAINAGE	SANITARY SWR MANHOLE REHAB 2018	3,357.53	
	SANITARY SWR INTERCEPTOR REHAB 2018	19,536.25	
	TOTAL	22,893.78	
17. PAULA SMITH	REFUND OVERPM'T FINAL #OKPT-004455-0000-01	103.36	
18. TRI TITLE AGENCY LLC	REFUND OVERPM'T FINAL#ELDE-002624-0000-01	250.00	
19. USA BLUE BOOK	ABS S-20-2 GRINDER PUMP	2,055.74	
TOTAL - ALL VENDORS		299,194.81	
FUND TOTALS:			
Fund 590 - SEWER FUND		251,169.64	
Fund 591 - WATER FUND		48,025.17	

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Vendor Name	Description	Amount	Check #
1. MSU FEDERAL CREDIT UNION	TAX TRIBUNAL REFUND #33-02-02-26-303-022 *STINE, WALTER & YADIRA RODRIGUEZ	239.68	12439
2. STATE OF MICHIGAN	ENDING SOR REGISTRATION 10/31/18	30.00	
TOTAL - ALL VENDORS		269.68	
FUND TOTALS:			
Fund 701 - TRUST & AGENCY		269.68	

Credit Card Charges from November 16th to November 28th

Posting Date	Merchant Name	Transaction Amount	Account Name
2018/11/16	AC&E RENTALS OKEMOS	\$90.00	MATT FOREMAN
2018/11/26	ADOBE *ACROPRO SUBS	\$15.89	DEREK PERRY
2018/11/19	AIR FRANCE 0571424054063	\$1,772.72	WILLIAM PRIESE
2018/11/19	AMAZON.COM*M848T4IP1	\$12.79	MICHELLE PRINZ
2018/11/21	AMZN MKTP US*M01DT8OJ1	\$23.99	KRISTI SCHAEDING
2018/11/20	AMZN MKTP US*M07IU8CVO	\$55.16	KRISTI SCHAEDING
2018/11/19	AMZN MKTP US*M81WP6RW1	\$23.97	KRISTI SCHAEDING
2018/11/19	AMZN MKTP US*M829Y8RG1	\$30.40	KRISTI SCHAEDING
2018/11/19	AMZN MKTP US*M83I23W51	\$79.40	KRISTI SCHAEDING
2018/11/19	AMZN MKTP US*M85DW0YPO	\$26.50	KRISTI SCHAEDING
2018/11/19	AMZN MKTP US*M866C7Y70	\$63.75	KRISTI SCHAEDING
2018/11/19	AMZN MKTP US*M86DY0YU0	\$159.58	KRISTI SCHAEDING
2018/11/19	BELLE TIRE 044	\$50.00	JIM HANSEN
2018/11/21	BELLE TIRE 044	\$60.00	JIM HANSEN
2018/11/21	CHALLENGE COINS LTD	\$436.00	KRISTI SCHAEDING
2018/11/23	COMPLETE BATTERY SOURCE	\$12.83	JAY GRAHAM
2018/11/21	DISPLAYS2GO	\$83.75	CATHERINE ADAMS
2018/11/16	DOLLAR TREE	\$37.00	KRISTEN COLE
2018/11/23	EAST LANSING PARKING	\$3.00	FRANK L WALSH
2018/11/23	EAST LANSING PARKING	\$3.00	DEREK PERRY
2018/11/19	EPIC SPORTS, INC.	\$165.27	MICHAEL DEVLIN
2018/11/28	FERGUSON WTRWRKS #3386	\$240.64	ROBERT STACY
2018/11/16	FIRST DUE FIRE SUPPLY CO	\$137.50	WILLIAM PRIESE
2018/11/23	HASLETT TRUE VALUE HARDW	\$6.99	RICHARD GRILLO
2018/11/21	HASLETT TRUE VALUE HARDW	\$9.99	ROBERT MACKENZIE
2018/11/19	HASLETT TRUE VALUE HARDW	\$5.75	TOM OXENDER
2018/11/23	HOPCAT-EAST LANSIN	\$13.22	FRANK L WALSH
2018/11/19	IN *ARROWHEAD SCIENTIFIC	\$57.45	KYLE ROYSTON
2018/11/19	JIMMY JOHNS - 90055 - MOT	\$76.99	MICHELLE PRINZ
2018/11/19	KROGER #793	\$10.99	MICHELLE PRINZ
2018/11/21	LANSING COMMUNITY COLL	\$247.00	KRISTEN COLE
2018/11/19	LUCKY'S STEAKHOUSE	\$27.46	FRANK L WALSH
2018/11/26	MEIJER INC #025 Q01	\$49.95	WILLIAM RICHARDSON
2018/11/28	MEIJER INC #025 Q01	\$39.53	KRISTEN COLE
2018/11/16	MEIJER INC #025 Q01	\$25.00	DARLA JACKSON
2018/11/23	MEIJER INC #025 Q01	\$56.70	DARLA JACKSON
2018/11/19	MEIJER INC #025 Q01	\$21.25	MICHELLE PRINZ
2018/11/19	MENARDS LANSING SOUTH MI	\$39.98	LAWRENCE BOBB
2018/11/20	MICHIGAN MUNICIPAL LEAGUE	\$135.00	DEREK PERRY
2018/11/20	MICHIGAN MUNICIPAL LEAGUE	\$280.00	DEREK PERRY
2018/11/20	MICHIGAN MUNICIPAL LEAGUE	\$280.00	MICHELLE PRINZ
2018/11/21	MICHIGAN WATER ENVIORNMEN	\$135.00	DEREK PERRY
2018/11/23	MTU-CASHIERS OFFICE WEB	\$25.00	NYAL NUNN
2018/11/27	NH LEARNING SOLUTIONS.	\$937.50	STEPHEN GEBES

2018/11/20	NUTRON NAMEPLATE INC	\$249.00	CATHERINE ADAMS
2018/11/21	OFFICEMAX/OFFICEDEPT#3379	\$102.95	CATHERINE ADAMS
2018/11/16	ONLINE LABELS	\$37.90	MICHELLE PRINZ
2018/11/16	PARKING EP/PS	\$6.00	DEBORAH GUTHRIE
2018/11/21	PARKING EP/PS	\$3.75	DEBORAH GUTHRIE
2018/11/21	PINMART, INC	\$265.00	KRISTI SCHAEDING
2018/11/21	QUALITY DAIRY 31280027	\$33.23	DARCIE WEIGAND
2018/11/16	ROWERDINK INC.	\$91.63	JIM HANSEN
2018/11/19	SOLDANS FEEDS & PET S	\$10.74	CATHERINE ADAMS
2018/11/23	SOLDANS FEEDS & PET S	\$154.42	CATHERINE ADAMS
2018/11/16	THE HOME DEPOT #2723	\$6.88	JIM HANSEN
2018/11/16	THE HOME DEPOT #2723	\$21.97	PETER VASILION
2018/11/19	THE HOME DEPOT #2723	\$73.47	PETER VASILION
2018/11/23	THE HOME DEPOT #2723	\$27.86	ROBERT MACKENZIE
2018/11/19	THE HOME DEPOT #2723	\$54.02	DAN PALACIOS
2018/11/23	THE HOME DEPOT #2723	\$14.97	MATT FOREMAN
2018/11/23	THE HOME DEPOT 2723	\$229.79	DENNIS ANTONE
2018/11/23	THE HOME DEPOT 2723	\$96.81	TODD FRANK
2018/11/16	WAL-MART #2866	\$23.29	CATHERINE ADAMS

TOTAL	\$7,567.57
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ACH Transactions

Date	Payee	Amount	Purpose
11/19/18	Elan	23,654.93	Credit Card Charges-Oct
11/19/18	Meridian Township	1,121.40	Water & Sewer Bills
11/20/18	Blue Care Network	26,792.94	Employee Health Insurance
11/21/18	Consumers Energy	51,096.57	Electric & Gas
11/21/18	ICMA	39,365.17	Payroll Deductions 11/23/18 Payroll
11/21/18	IRS	143,183.49	Payroll Taxes 11/23/18 Payroll
11/21/18	Various Financial Institutions	364,435.54	Direct Deposit 11/23/18 Payroll
11/27/18	Blue Care Network	11,800.14	Employee Health Insurance
11/27/18	Blue Care Network	<u>43,652.94</u>	Employee Health Insurance
	Total ACH Payments	<u><u>705,103.12</u></u>	



9. D.

To: Township Board Members

**From: Derek N. Perry, Assistant Township Manager
Director of Public Works & Engineering**

Younes Ishraidi, P.E., Chief Engineer

Date: December 4, 2018

**Re: Georgetown #4 Public Streetlighting Improvement
Special Assessment District #427 - Resolution #1 & #2**

A request was received from the property owners of Georgetown #4 for installation and maintenance of streetlights in Georgetown #4. The proposed plan is for eight (8) streetlights, Traditional fixtures with cut-off, and black standard poles, to be installed and maintained along Chaggal Lane (see attached map).

Resolution #1 orders plans to be prepared showing the improvement, the location, and the estimate of cost. Resolution #2 files the plans and cost estimate with the Clerk's Office and declares the Township Board's intention to make the improvements and tentatively designates a special assessment district and sets a public hearing on Tuesday, January 8, 2019, for hearing objections to the improvement, cost estimate, and assessment district.

The proposed first year cost for streetlighting in Georgetown #4 is \$4,461.80 (\$202.81/lot) and the cost annually thereafter will be \$1,120 (\$50.91/lot) (subject to adjustment).

Proposed Motion:

"Move to approve the Georgetown #4 Public Streetlighting Improvement Special Assessment District #427- Resolution #1, ordering plans to be prepared showing the streetlighting improvement, location, and estimate of cost; and Resolution #2, filing the plans showing the improvement, location and estimate of cost with the Clerk's Office, tentatively declaring intention to install and maintain eight (8) traditional, with cut-off, streetlights and defray the cost of operation and maintenance by special assessment against the 22 benefiting lots, and setting a public hearing for January 8, 2019."

Attachments

TOWN II

TIHART RD.

FOSTER DRAIN

M.C.T.L.P.

5215

1223

5214

5180

GEORGETOWN IV
8 LIGHTS

5160

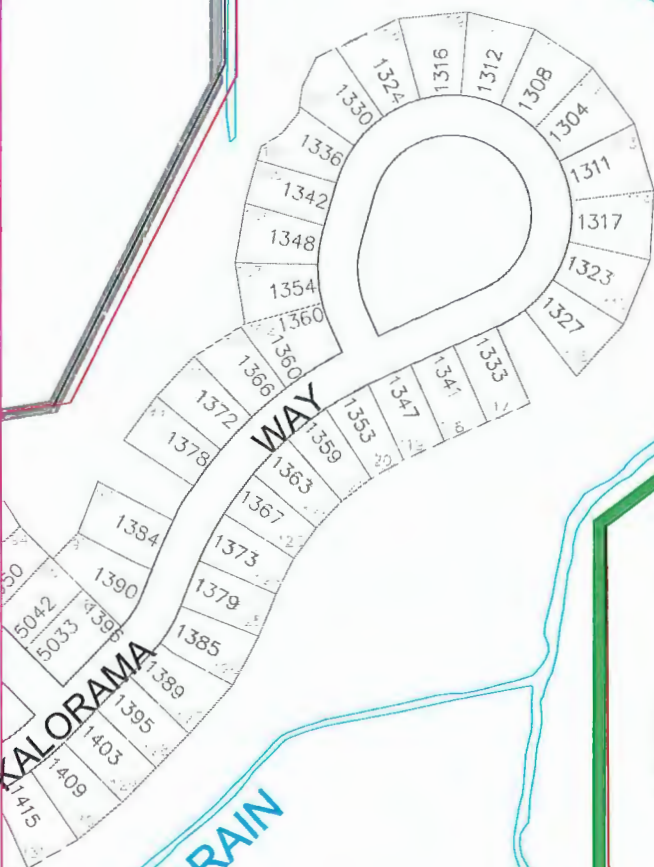
5140

5120

5080

5004

CORNELL RD.



NO SCALE

GEORGETOWN IV
STREETLIGHT DISTRICT

EXISTING LIGHTS ○

PROPOSED LIGHTS (1) ☆

NORTH



Meridian Charter Township

Ingham county, michigan

ENGINEERING DEPARTMENT

NEW STREETLIGHTS

SECTION 14

DATE	BY	CONVERTED
10/31/19	JS	COMPUTER GENERATED
SCALE:		
1" = 400'		

**GEORGETOWN #4 PUBLIC STREETLIGHTING IMPROVEMENT
SPECIAL ASSESSMENT DISTRICT NO. 427**

RESOLUTION NO. 1

At a regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, held at the Meridian Township Municipal Building, 5151 Marsh Road, Okemos, MI 48864-1198, Phone (517) 853-4000, on Tuesday, December 4, 2018 at 6:00 p.m.

PRESENT: _____

ABSENT: _____

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

WHEREAS, the Township Board of the Charter Township of Meridian, Ingham County, Michigan, acting on a request from property owners of Georgetown #4 and on its own initiative, pursuant to Act 188, Public Acts of Michigan, 1954, as amended, deems it advisable and necessary for the public health, safety, and welfare of the Township and its inhabitants to install, operate and maintain streetlights in Georgetown #4 to service the proposed special assessment district area described as:

Lots 137 through 158 (inclusive), Georgetown #4

WHEREAS, the public streetlighting improvement consists of installing eight (8) streetlights, traditional fixtures with cut off, and black standard poles along Chaggal Lane.

WHEREAS, the Township Board desires to proceed with this public streetlighting improvement;

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

1. The Township's Director of Public Works & Engineering is hereby ordered to prepare plans showing the improvements, the location thereof and estimates of the cost thereof, pursuant to the project as previously set forth in this resolution.

YEAS: _____

NAYS: _____

STATE OF MICHIGAN)
) ss.
COUNTY OF INGHAM)

I, the undersigned, the duly qualified and acting Clerk of the Charter Township of Meridian, Ingham County, Michigan, **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, December 4, 2018.

Brett Dreyfus, Township Clerk

**GEORGETOWN #4 PUBLIC STREETLIGHTING IMPROVEMENT
SPECIAL ASSESSMENT DISTRICT NO. 427**

RESOLUTION NO. 2

At a regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, held at the Meridian Township Municipal Building, 5151 Marsh Road, Okemos, MI 48864-1198, Phone (517) 853-4000, on Tuesday, December 4, 2018, at 6:00 p.m.

PRESENT: _____

ABSENT: _____

The following resolution was offered by _____

and supported by _____.

WHEREAS, the Township Board of the Charter Township of Meridian deems it advisable and necessary for the public health, safety, and welfare of the Township and its inhabitants to install, operate and maintain the following described public streetlighting improvements:

Install, operate and maintain eight (8) streetlights, traditional fixtures with cut-off and black standard poles along Chaggal Lane;

and to defray the cost thereof by special assessment against the properties specially benefitted thereby.

WHEREAS, the Township Board has caused to be prepared by the Township's Director of Public Works & Engineering, plans showing the improvement and location thereof and an estimate of the cost thereof; in accordance with a resolution of the Township Board pursuant to Act 188, Public Acts of Michigan, 1954, as amended; and

WHEREAS, the same has been received by the Township Board; and

WHEREAS, the Township Board desires to proceed further with the improvements;

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

1. The plans showing the improvement and location thereof and an estimate of the cost thereof be filed with the Township Clerk and be available for public examination.
2. The Township Board tentatively declares its intention to make the following public streetlighting improvements: Install, operate and maintain eight (8) streetlights, traditional fixtures with cut-off, and black standard poles along Chaggal Lane.
3. There is hereby tentatively designated a special assessment district against which the cost of said improvement is to be assessed, consisting of the lots and parcels of land described as:

Lots 137 through 158 (inclusive), Georgetown #4

4. The Township Board shall meet in the Meridian Township Municipal Building, 5151 Marsh Road, Okemos, MI on Tuesday, January 8, 2019 at 6:00 p.m. at which time and place the Township Board will hear objections to the improvement and to the special assessment district therefore. All objections must be filed in writing.
5. The Township Clerk is hereby ordered to cause notice of such hearing and the fact that the Township Board is proceeding on its own initiative to be published twice prior to said hearing in a newspaper of general circulation in the Township, the first publication to be at least ten (10) days before the time of the hearing, and pursuant to Act 188, Public Acts of Michigan, 1954, as amended, shall cause said notice to be mailed by first class mail to all record owners of, or parties in interest in, property in the special assessment district, at the addresses shown on the current tax records of the Township, at least ten (10) full days before the date of said hearing.
6. Said notice shall be in substantially the following form: (See Attached)
7. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same 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, December 4, 2018.

Brett Dreyfus, Township Clerk

**GEORGETOWN #4 PUBLIC STREETLIGHTING IMPROVEMENT
SPECIAL ASSESSMENT DISTRICT NO. 427**

NOTICE OF HEARING

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

Lots 137 through 158 (inclusive), Georgetown #4

PLEASE TAKE NOTICE that the Township Board of the Charter Township of Meridian, acting on a request from property owners of Georgetown #3 and on its own initiative, pursuant to Act 188, Public Acts of Michigan, 1954, as amended, has determined to make the following described public streetlighting improvement:

Install, operate, and maintain eight (8) streetlights, traditional fixtures with cut-off and black standard poles along Chaggal Lane;

and to defray the cost thereof by special assessment against the properties specially benefitted thereby.

Plans and estimates have been prepared and are on file with the Township Clerk for public examination.

TAKE FURTHER NOTICE that the Township Board will meet Tuesday, January 8, 2019, at 6:00 p.m. at the Meridian Township Municipal Building, 5151 Marsh Road, Okemos, Michigan 48864-1198, for the purpose of hearing objections to the improvement and the special assessment district therefore. The Township Board is also interested in hearing those that favor the proposed project.

Appearance and protest at the hearing in the special assessment proceedings is required in order to appeal the amount of the special assessment to the state tax tribunal. Your personal appearance at the hearing is not required, but you or your agent may appear in person at the hearing and protest the special assessment. To make an appearance and protest, you must file your written objections by letter or other writing with the Township Clerk before the close of this hearing. The owner or any person having an interest in the real property may file a written appeal of the special assessment with the state tax tribunal with 30 days after the confirmation of the special assessment roll if that person appeared and protested the special assessment at this hearing.

The Township Board may proceed with the improvement and special assessment district unless written objections from more than 20% of the property owners are filed with the Township board at or before the hearing.

**"FOR PURPOSES OF THIS HEARING, THE AMOUNT TO BE ASSESSED AGAINST YOUR PROPERTY
IS ESTIMATED TO BE:**

First Year Cost:	\$ 202.81/LOT
Annually Thereafter:	\$ 50.91/LOT

Dated: _____

Brett Dreyfus, Township Clerk
CHARTER TOWNSHIP OF MERIDIAN

Georgetown #4 Public Streetlighting Improvement Special Assessment District No. 427

					First Year	Annually	
	<u>Parcel #</u>	<u>Property Address</u>	<u>Lot #</u>	<u>Property Owner</u>	<u>Owner Address</u>	<u>Assessment</u>	<u>Thereafter</u>
1	3302-02-14-379-002	Chaggal 5134	137	Dirt Werx Excavation, LLC	13937 Webster Rd, Ste A, Bath, MI 48808	\$202.81	\$50.91
2	3302-02-14-379-003	Chaggal 5128	138	Dirt Werx Excavation, LLC	13937 Webster Rd, Ste A, Bath, MI 48808	\$202.81	\$50.91
3	3302-02-14-379-004	Chaggal 5122	139	Dirt Werx Excavation, LLC	13937 Webster Rd, Ste A, Bath, MI 48808	\$202.81	\$50.91
4	3302-02-14-379-005	Chaggal 5116	140	Dirt Werx Excavation, LLC	13937 Webster Rd, Ste A, Bath, MI 48808	\$202.81	\$50.91
5	3302-02-14-379-006	Chaggal 5100	141	Dirt Werx Excavation, LLC	13937 Webster Rd, Ste A, Bath, MI 48808	\$202.81	\$50.91
6	3302-02-14-379-007	Chaggal 5094	142	Dirt Werx Excavation, LLC	13937 Webster Rd, Ste A, Bath, MI 48808	\$202.81	\$50.91
7	3302-02-14-379-008	Chaggal 5088	143	Jim Giguere Builders, Inc.	6200 Pine Hollow Dr, East Lansing, MI 48823	\$202.81	\$50.91
8	3302-02-14-379-009	Chaggal 5082	144	Jim Giguere Builders, Inc.	6200 Pine Hollow Dr, East Lansing, MI 48823	\$202.81	\$50.91
9	3302-02-14-379-010	Chaggal 5076	145	Suman Thirumani & Asha Latha Mamidi	2715 Trappers Cove Trail, 3C, Lansing, MI 48910	\$202.81	\$50.91
10	3302-02-14-379-011	Chaggal 5067	146	Jinping Chen & Yun Cao	1445 E. Pond Dr, #33, Okemos, MI 48864	\$202.81	\$50.91
11	3302-02-14-379-012	Chaggal 5073	147	Alpesh & Heema N Patel	475 Buteo, East Lansing, MI 48823	\$202.81	\$50.91
12	3302-02-14-379-013	Chaggal 5079	148	Jim Giguere Builders, Inc.	6200 Pine Hollow Dr, East Lansing, MI 48823	\$202.81	\$50.91
13	3302-02-14-379-014	Chaggal 5085	149	Eyde Ltd Fam Ptrshp, L & G	P.O.Box 4218, East Lansing, MI 48823	\$202.81	\$50.91
14	3302-02-14-379-015	Chaggal 5091	150	Stephen M & Aimee M Houghton	2624 Elderberry Drive, Okemos, MI 48864	\$202.81	\$50.91
15	3302-02-14-379-016	Chaggal 5097	151	Wen Huang & Nanye Long	5097 Chaggal Lane, Okemos, MI 48864	\$202.81	\$50.91
16	3302-02-14-379-017	Chaggal 5115	152	Jim Giguere Builders, Inc.	6200 Pine Hollow Dr, East Lansing, MI 48823	\$202.81	\$50.91
17	3302-02-14-379-018	Chaggal 5121	153	Jim Giguere Builders, Inc.	6200 Pine Hollow Dr, East Lansing, MI 48823	\$202.81	\$50.91
18	3302-02-14-379-019	Chaggal 5127	154	Jim Giguere Builders, Inc.	6200 Pine Hollow Dr, East Lansing, MI 48823	\$202.81	\$50.91
19	3302-02-14-379-020	Chaggal 5133	155	Jim Giguere Builders, Inc.	6200 Pine Hollow Dr, East Lansing, MI 48823	\$202.81	\$50.91
20	3302-02-14-379-021	Chaggal 5139	156	Jim Giguere Builders, Inc.	6200 Pine Hollow Dr, East Lansing, MI 48823	\$202.81	\$50.91
21	3302-02-14-379-022	Chaggal 5145	157	Warren & Tessa Krueger III	1298 Starboard Drive, Okemos, MI 48864	\$202.81	\$50.91
22	3302-02-14-379-023	Chaggal 5151	158	Dirt Werx Excavation, LLC	13937 Webster Rd, Ste A, Bath, MI 48808	\$202.81	\$50.91



12. A

To: Board Members
From: Chris Buck, Economic Development Director
Date: December 4, 2018
Re: Adoption of DDA Plan Amendment Ordinance No. 2018-13

The public hearing was held on 11.20.2018 regarding the Downtown Development Authority Development and Tax Increment Financing Plan. The Board voted 6:1 to publish the Ordinance in the form in which it is to be finally adopted. This publication has occurred and now it is time to propose final adoption of the ordinance. Staff is happy to report that the support of the taxing jurisdictions has been overwhelming and we expect that to continue.

The following motion has been provided for the Board's Consideration:

MOVE TO APPROVE THE RESOLUTION FOR FINAL ADOPTION OF THE AMENDMENT TO CHAPTER 2, DIVISION 7 OF THE CODE OF ORDINANCES AMENDING THE DOWNTOWN DEVELOPMENT AUTHORITY DEVELOPMENT PLAN AND TAX INCREMENT FINANCING PLAN AND TO REPEAL ALL ORDINANCES OR RESOLUTIONS OR PARTS THEREOF IN CONFLICT HEREWITH.

Attachments:

1. Resolution to Approve
2. Ordinance No. 2018-13
3. DDA Development and Tax Increment Financing Plan

RESOLUTION TO APPROVE

**Adoption of DDA Plan Amendments
(Township Board)
FINAL**

RESOLUTION

At a regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Municipal Building, 5151 Marsh Road, Okemos, Michigan 48864 on December 4, 2018 at 6:00 p.m.

PRESENT: _____

ABSENT: _____

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

WHEREAS, the Charter Township of Meridian DDA Board (“DDA Board”) has discussed the need to amend the current DDA Plan, including the Development Plan and Tax Increment Financing Plan (“Plan Amendments”), to provide resources necessary for development project funding; and

WHEREAS, on October 10, 2018 the DDA Board passed a resolution recommending adoption of a Plan Amendments; and

WHEREAS, the Plan Amendments do not propose to amend the development area or district boundaries for the DDA but the amendments serve the best interests of the public to halt property value deterioration and increase property tax valuation, where possible, in its business district; to eliminate the causes of that deterioration; and to promote economic growth; and

WHEREAS, the Township Board held a public hearing on the Plan Amendments at its regular meeting of November 20, 2018; and

WHEREAS, the Township Board discussed the Plan Amendments at its regular meeting on November 20, 2018, making amendments thereon; and

WHEREAS, the proposed Plan Amendments serve a public purpose, serve the best interests of the public, and join other Township initiatives to promote economic growth; and

WHEREAS, the Township Board at its meeting on November 20, 2018 approved the amendment for introduction.

NOW THEREFORE BE IT RESOLVED THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN hereby **FINALLY ADOPTS** Ordinance No. 2018-13, entitled “DDA Plan Amendment Ordinance.”

ADOPTED: YEAS: _____

NAYS: _____

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 a resolution adopted at a regular meeting of the Township Board on the 20th day of November, 2018.

Brett Dreyfus, CMMC
Township Clerk

**CHARTER TOWNSHIP OF MERIDIAN
INGHAM COUNTY, MICHIGAN
DDA PLAN AMENDMENT ORDINANCE**

Ordinance No. 2018-13

At a regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Municipal Building, 5151 Marsh Road, Okemos, Michigan 48864 on December 4, 2018 at 6:00 p.m., Township Board Member _____ moved to adopt the following Ordinance, which motion was seconded by Township Board Member _____.

An Ordinance approving amendments to the Charter Township of Meridian Downtown Development Authority Development Plan and Tax Increment Financing Plan and to repeal all ordinances or resolutions or parts thereof in conflict herewith.

THE CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY, MICHIGAN ORDAINS:

SECTION 1: DETERMINATION; APPROVAL OF AMENDMENTS:

1. The Charter Township of Meridian Downtown Development Authority (the “Authority”), pursuant to its resolution of October 10, 2018, has requested certain amendments to the Development Plan and Tax Increment Financing Plan (the “Plan Amendments”) of the Authority.
2. Having reviewed the Plan Amendments, having held a public hearing thereon, and having the benefit of public input and comment on the Plan Amendments, the Township Board determines that the proposed Plan Amendments, as amended, constitute a public purpose.
3. The Township Board approves the proposed Plan Amendments, as amended, based on the following considerations:
 - a. The Plan Amendments meet the requirements set forth in Sections 14 and 17(2) of the Downtown Development Authority Act, Act 197 of the Public Acts of 1975, as amended (the “Act”).
 - b. The proposed method of financing the development is feasible and the Authority has the ability to arrange the financing.
 - c. The development is reasonable and necessary to carry out the purposes of the Act.
 - d. The land included within the development area to be acquired is reasonably necessary to carry out the purposes of the Plan Amendments and the Act in an efficient and economically satisfactory manner.

- e. The amount of captured assessed value estimated to result from adoption of the Plan Amendments is reasonable.
 - f. The Plan Amendments are in reasonable accord with the Master Plan of the Charter Township of Meridian.
 - g. Public services, such as fire and police protection, and utilities are or will be adequate to service the property which is the subject of the Plan Amendments.
 - h. Any changes in zoning, streets, street levels, intersections and utilities are reasonably necessary to carry out the purposes of the Plan Amendments and for the Charter Township of Meridian.
4. The proposed amendments to the Development and Tax Increment Financing Plan of the Authority, attached to the October 10, 2018 resolution of the Authority and as amended, are hereby approved.
 5. The Plan Amendments, as amended, shall be placed on file with the Authority and the Township Clerk.

SECTION 2: REPEAL: All resolutions and ordinances or parts thereof insofar as they conflict with the provisions of this ordinance are hereby repealed.

SECTION 3: EFFECTIVE DATE: This Ordinance shall take effect immediately following publication of a notice of adoption as required by law following adoption by the Township Board.

YEAS: _____

NAYS: _____

ABSENT / ABSTAIN: _____

ORDINANCE DECLARED ADOPTED

 Ronald Styka
 Meridian Charter Township Supervisor

CERTIFICATION

I, Brett Dreyfus, Clerk of Meridian Charter Township, do hereby certify that the foregoing is a true and accurate copy of Ordinance No. _____ adopted by Meridian Charter Township on the _____, 2018. A summary of the Ordinance was duly published in the _____ newspaper, a newspaper that circulates within Meridian Charter Township, on _____, 2018. Within 1 week after such publication, I recorded the Ordinance in a book of ordinances kept by me for that purpose, including the date of passage of the ordinance, the names of the members of the township board voting, and how each member voted. I filed an attested copy of the Ordinance with the Ingham County Clerk on _____, 2018.

ATTESTED:

Brett Dreyfus
Meridian Charter Township Clerk

DEVELOPMENT AND TAX INCREMENT FINANCING PLANS



Meridian Township Downtown Development Authority

DRAFT: 11/14/18

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 Solutions



ADOPTED BY AUTHORITY BOARD: _____

ADOPTED BY TOWNSHIP BOARD: _____

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BACKGROUND AND PURPOSES

GENERAL OVERVIEW

The Meridian Township Downtown Development Authority (the “Authority” or “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 improvement projects or activities 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 and activities aimed at spurring new private investment. The goals, objectives and recommended actions presented in this document are intended to plan and prioritize projects/activities 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 at the Federal, State and local levels. This Plan was prepared in accordance with the Downtown Development Authority Act, PA 197 of 1975 (the “Act”).

A DDA can capture new tax increment in the district and use it to pay for improvements that otherwise could not be afforded by either local businesses or township government, referred to as Tax Increment Financing (“TIF”). 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 Act, 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 downtown district and development area 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 B, Legal Description of District.

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 2006 and concluding in 2026. 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;
- an area with businesses shuttering, resulting in a dwindling tax base;
- having parcels with environmental contamination that pose as a threat to human health and the environment and are barriers to support safe and economical redevelopment, and;
- an area where previously proposed redevelopment projects have failed on key District blocks due to the aforementioned issues.

Further, the Meridian Township DDA 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 and a projection of their estimated costs, 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 been 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 is 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 Estimated 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.

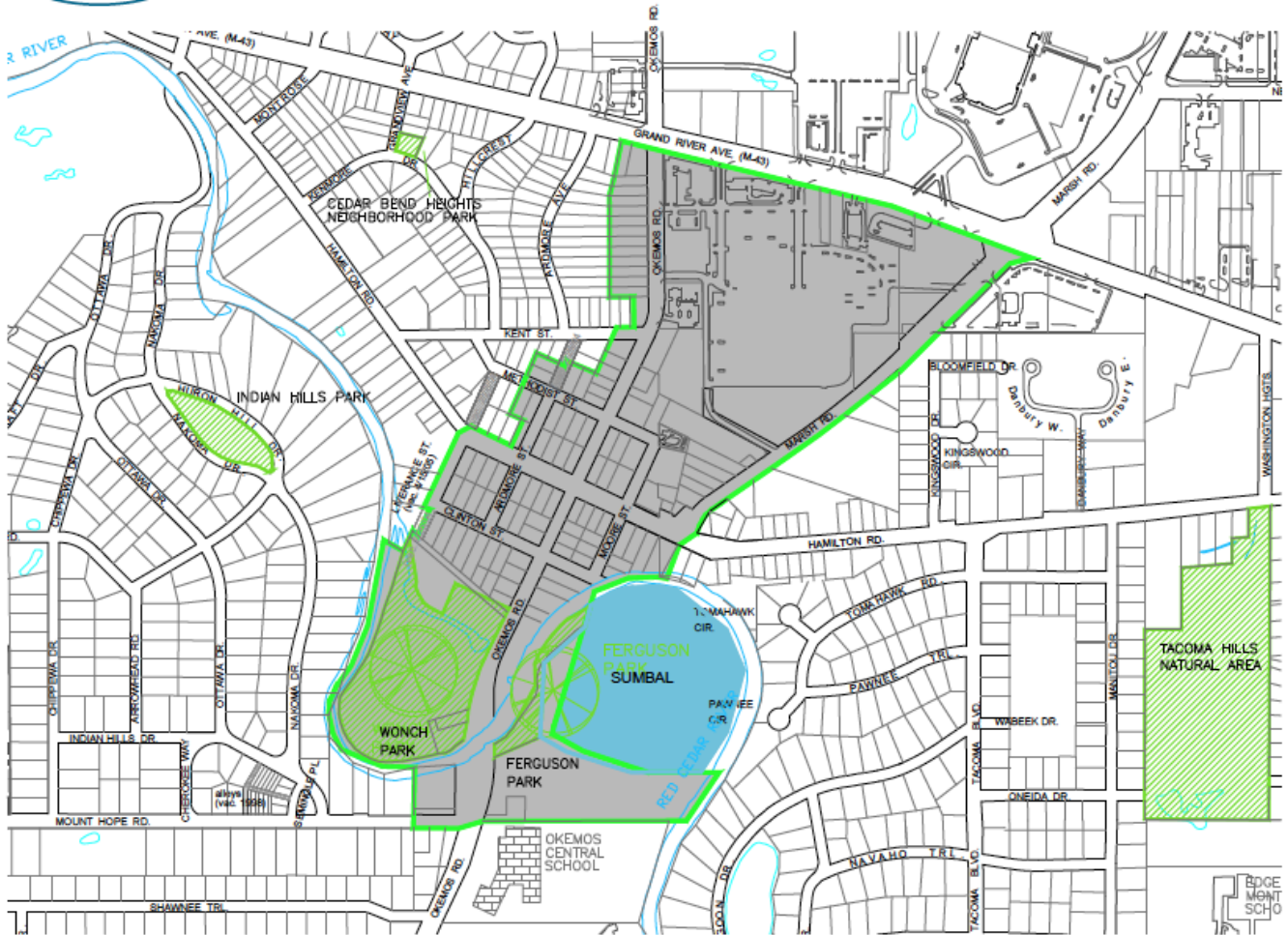
DRAFT

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.



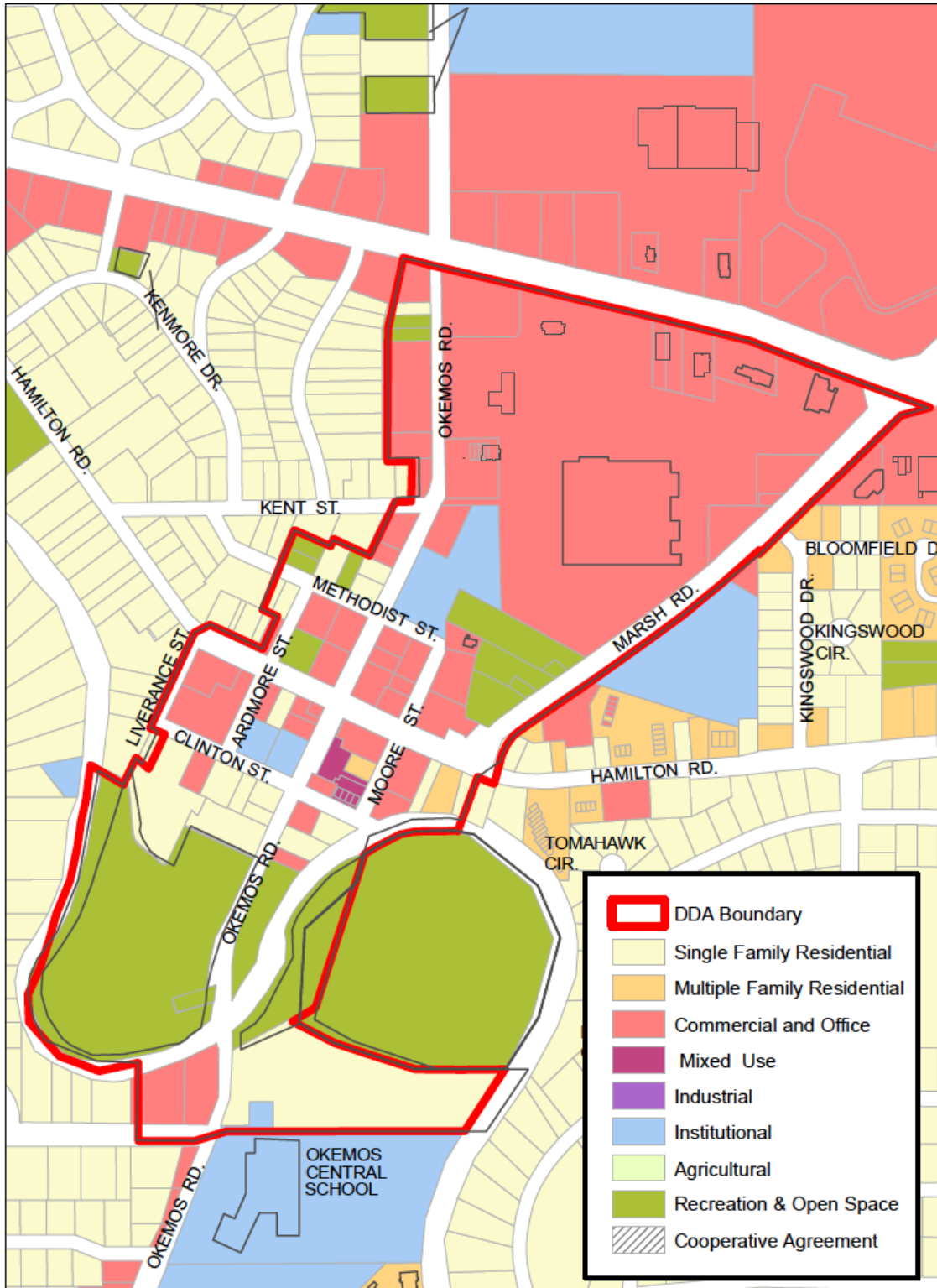
Downtown Development Authority (DDA) Map 2006



Map Source: Meridian Township Web Page, Meridian DDA Map (dated 2006)

MAP 2: EXISTING LAND USE

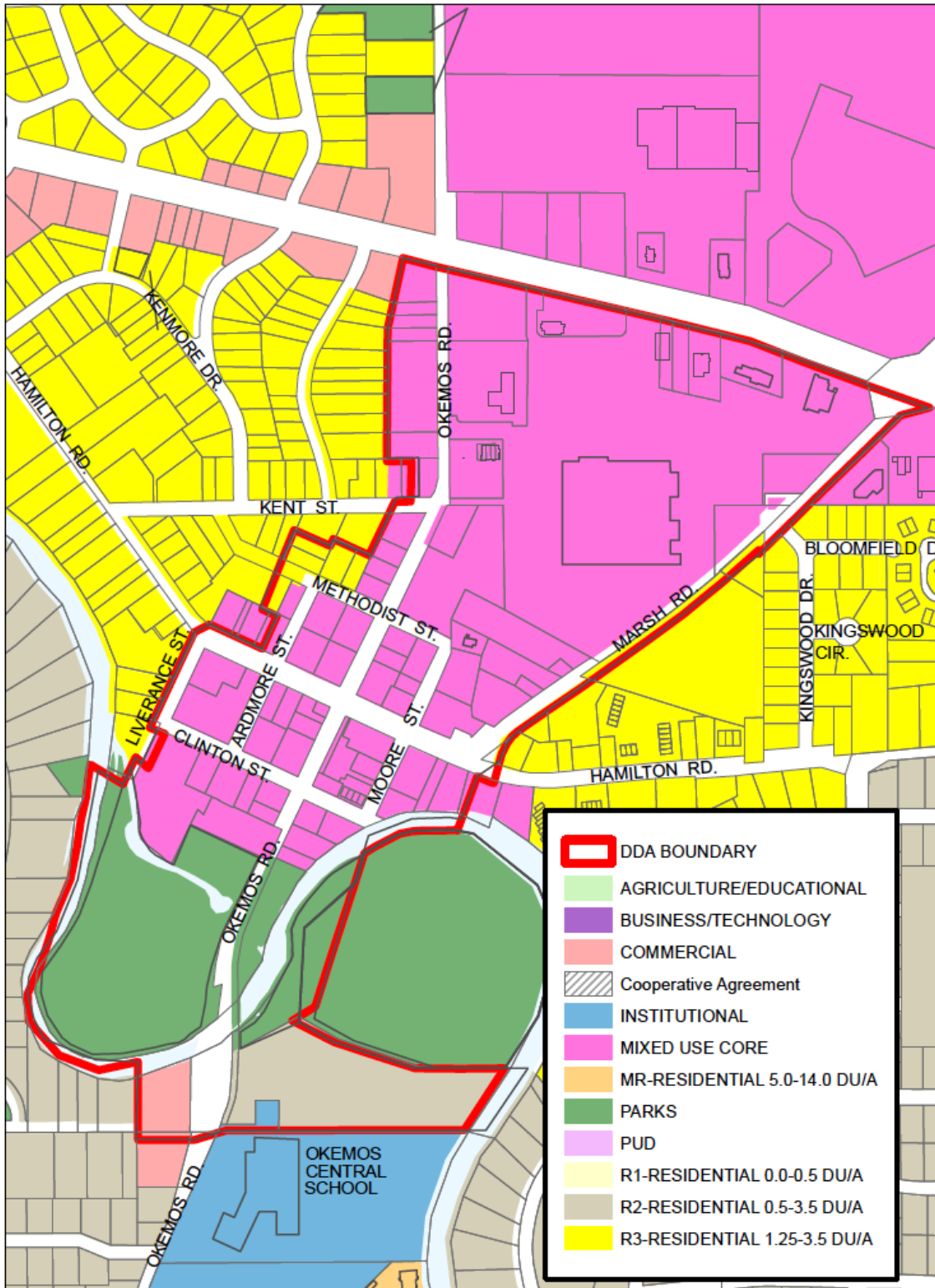
DDA Boundary with Existing Land Use



Map Source: 2017 Meridian Township Master Plan (dated 9/22/18 and as may be amended by the Township)

MAP 3: FUTURE LAND USE

DDA Boundary with Future Land Use



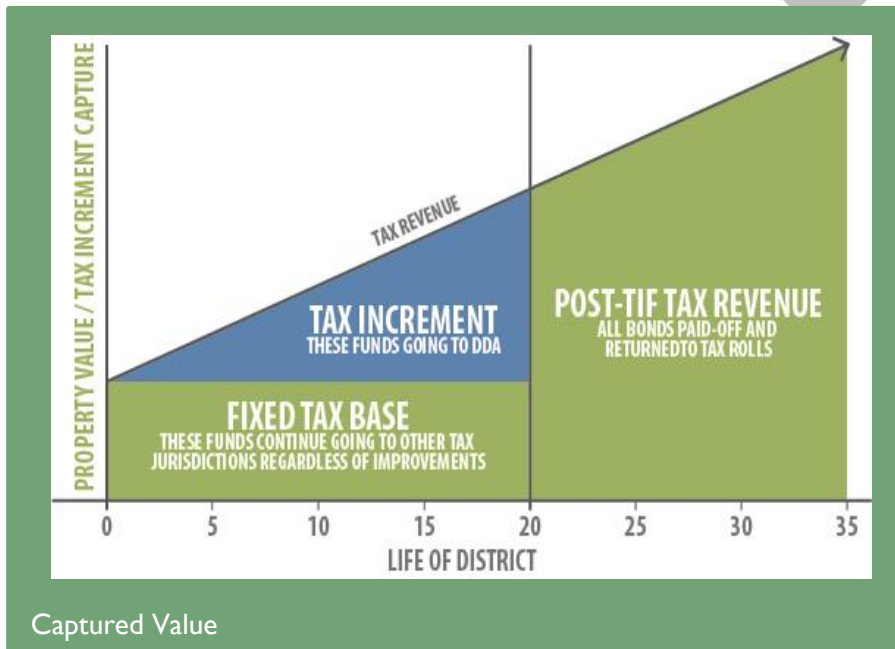
Map Source: 2017 Meridian Township Master Plan (dated 9/22/18 and as may be amended by the Township)

TAX INCREMENT FINANCING PLAN

EXPLANATION OF THE TAX INCREMENT PROCEDURE

Tax Increment 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 the Act, 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, 2017 and finally equalized by the state in May of 2018. 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.

Table 1
Estimated Taxable Value Increase ⁽¹⁾
 ESTIMATED TAX CAPTURE VALUE 2019 - 2038

Fiscal Year	Base Taxable Value of District ⁽²⁾	Taxable Value Increase from 2.14% Inflationary Increase on 3 Block Area ⁽³⁾	Base Taxable Value of District with Inflationary Increase on 3 Block Area ⁽⁴⁾	Base Taxable Value of District with Increases from Inflation on 3 Block Area and 3 Block Area Project ⁽⁵⁾
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 of the three (3) Block Area - 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) Base Taxable Values are on entire DDA District and values shown are on Real Property {Building(s), Land and Land Improvements} and Personal Property.
- (3) (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
 (b) Inflationary Percentage (%) Change In Future Taxable Values (TV) is on Real Property {Building(s), Land and Land Improvements} but not Personal Property.
- (4) Base Taxable Value of District with Annual 2.14% Inflationary Increase on Base Taxable Value of three (3) Block Area.
- (5) 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 in three (3) Block Area and New Taxable Value from three (3) Block Area project.

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. For projection purposes of this Plan, the below Table 2 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. The Plan does not project any other new development or increases in value due to private investments/improvements beyond the proposed three (3) Block Area. However, new private development outside of three (3) Block Area in the District would result in added private investment/improvements thus increasing taxable value and increasing potential tax increment revenue capture for Plan Projects/Activities. Estimates of taxable value capture amount from the proposed redevelopment project across a three (3) Block Area in Downtown Okemos does not include the base taxable value of the District or the 2.14% Inflationary Increase on base taxable values of the three (3) Block Area.

In order to afford the taxing jurisdictions the ability to meet their annual budgetary needs with the existing taxes they are currently receiving from the parcels in the District, this Plan will pass-through the existing base taxes paid (Base Year 2018) of all parcels in the District, as provided for in the Act, and a portion (2.14% property value increase) of the increase on the base taxes paid due to any new private development within the District that results in added private investment/improvements thus increasing taxable values on those specific parcels. These payments are subject to certain triggering conditions and would be made from available tax increment revenues, as agreed to between the taxing jurisdictions, the Authority, and Meridian Charter Township, as provided for in the Act. The property value increase used is the current 20-Year Average Inflation Rate Multiplier of 2.14% growth/year (per the Michigan Department of Treasury Annual Bulletin "Consumer Price Level (CPL/CPI)" Memo).

Table 2
Estimated Taxable Value Capture ⁽¹⁾
 ESTIMATED TAX CAPTURE VALUE 2019 - 2038

Fiscal Year	Base Taxable Value of District ⁽²⁾	Taxable Value Increase from 2.14% Inflationary Increase on 3 Block Area ⁽³⁾	Base Taxable Value of District with Inflationary Increase on 3 Block Area ⁽⁴⁾	Base Taxable Value of District with Increases from Inflation on 3 Block Area and 3 Block Area Project ⁽⁵⁾	Taxable Value Capture Amount Not Including Inflationary Increase on 3 Block Area or Base Taxable Value of District ⁽⁶⁾
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 of the District and not including a 2.14% Inflation Rate Multiplier on Base Taxable Values of the three (3) Block Area - 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) Base Taxable Values are on entire DDA District and values shown are on Real Property {Building(s), Land and Land Improvements} and Personal Property.

(3) (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

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

(4) Base Taxable Value of District with Annual 2.14% Inflationary Increase on Base Taxable Value of three (3) Block Area.

(5) 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 in three (3) Block Area and New Taxable Value from three (3) Block Area project.

(6) 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 of the District or the 2.14% Inflationary Increase on Base Taxable Values in the three (3) Block Area.

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 PA 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), Capital Region Airport Authority (CRAA), Capital Area District Libraries (CADL) and Lansing Community College (LCC).

Once the base taxable 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 value amount would still flow to the appropriate taxing jurisdictions, non-captured. 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.

Table 3, on the following page, presents a summary of the impact to taxing jurisdictions if the proposed redevelopment project across a three (3) Block Area in Downtown Okemos is completed. The impact to each individual taxing jurisdiction will be their proportionate share of the actual amount of the total tax increment revenues captured. For Plan projection purposes, if the three (3) Block Area in Downtown Okemos is completed, the impact to each individual taxing jurisdiction may be as much as their proportionate share of \$18,572,165 in projected tax increment revenue. Estimates of taxable increment revenue amount from the proposed redevelopment project across a three (3) Block Area in Downtown Okemos does not include the base taxable value of the District or the 2.14% Inflationary Increase on base taxable values of the three (3) Block Area so long as new private investment/improvements are made resulting in increasing taxable values on those specific parcels.

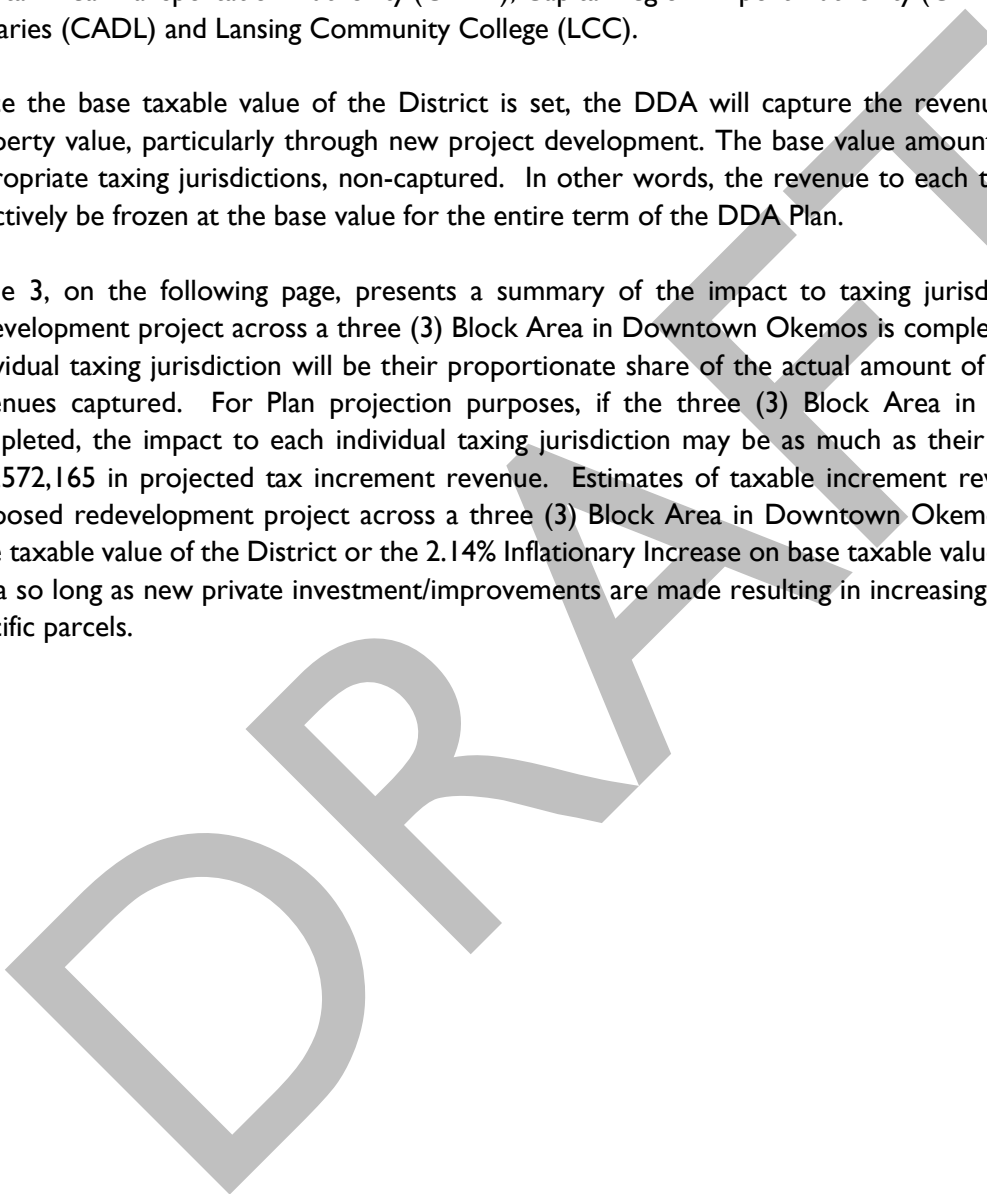


Table 3
Estimated Tax Increment Revenue Capture by Taxing Jurisdiction
 ESTIMATED TAX CAPTURE VALUE 2019 - 2038

Fiscal Year	Meridian Township	Ingham County	Capital Region Airport Authority	Capital Area Transportation Authority	Capital Area District Libraries	Lansing Community College	Total Estimated Tax Increment Revenues Captured
<i>Millage Rates</i>	8.8007	11.3400	0.6990	3.0070	1.5600	3.8072	29.2139
Base Year:							
2018	\$0	\$0	\$0	\$0	\$0	\$0	\$0
2019	\$0	\$0	\$0	\$0	\$0	\$0	\$0
2020	\$47,884	\$61,700	\$3,803	\$16,361	\$8,488	\$20,715	\$158,952
2021	\$101,754	\$131,114	\$8,082	\$34,767	\$18,037	\$44,019	\$337,772
2022	\$119,711	\$154,251	\$9,508	\$40,902	\$21,220	\$51,787	\$397,379
2023	\$134,204	\$172,926	\$10,659	\$45,854	\$23,789	\$58,057	\$445,489
2024	\$172,626	\$222,434	\$13,711	\$58,982	\$30,599	\$74,678	\$573,031
2025	\$229,009	\$295,086	\$18,189	\$78,247	\$40,594	\$99,070	\$760,196
2026	\$258,486	\$333,068	\$20,530	\$88,319	\$45,819	\$111,822	\$858,045
2027	\$290,361	\$374,140	\$23,062	\$99,210	\$51,469	\$125,611	\$963,853
2028	\$335,622	\$432,460	\$26,657	\$114,674	\$59,492	\$145,191	\$1,114,096
2029	\$354,454	\$456,726	\$28,153	\$121,109	\$62,830	\$153,338	\$1,176,610
2030	\$362,022	\$466,477	\$28,754	\$123,695	\$64,171	\$156,611	\$1,201,730
2031	\$369,751	\$476,437	\$29,368	\$126,336	\$65,542	\$159,955	\$1,227,387
2032	\$377,645	\$486,609	\$29,995	\$129,033	\$66,941	\$163,370	\$1,253,592
2033	\$385,708	\$496,998	\$30,635	\$131,788	\$68,370	\$166,858	\$1,280,356
2034	\$393,943	\$507,609	\$31,289	\$134,601	\$69,830	\$170,420	\$1,307,692
2035	\$402,353	\$518,446	\$31,957	\$137,475	\$71,321	\$174,059	\$1,335,611
2036	\$410,944	\$529,515	\$32,639	\$140,410	\$72,843	\$177,775	\$1,364,126
2037	\$419,717	\$540,820	\$33,336	\$143,408	\$74,399	\$181,571	\$1,393,251
2038	\$428,678	\$552,366	\$34,048	\$146,470	\$75,987	\$185,447	\$1,422,996
	\$5,594,873	\$7,209,183	\$444,376	\$1,911,641	\$991,739	\$2,420,353	\$18,572,165

Methodology for this Table: Total capture amount for each year was taken from the "Taxable Value Capture Amount Not Including Inflationary Increase on Base Taxable Value of three (3) Block Area or Base Taxable Value of District" column in the Estimated Taxable Value Capture Table 2. Those amounts were then divided by 1000 and multiplied by the millage rates above to establish the tax capture for each taxing agency.

PLAN FOR THE EXPENDITURE OF CAPTURED ASSESSED VALUE BY THE AUTHORITY

- I. **Estimate of Tax Increment Revenues.** Table 3 above summarizes the estimated capturable tax increment revenues by year. The projected annual growth in taxable value is estimated at 2.14% annually for the three (3) Block Area 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 occur, the tax increment revenues will be captured above the 2.14% Inflationary Increase and used in accordance to this Plan to accelerate the implementation and success of this Plan and the proposed improvements.

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 proposed improvements.

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 improvements,
- b. Consider implementing improvement projects/activities 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/activities and funding.

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APPENDIX A: BASE PARCEL DATA

**TABLE 4
PARCELS IN THE DDA DISTRICT**

TAX ID # / ADDRESS
33-02-02-21-254-016/4837 OKEMOS ROAD
33-02-02-21-254-017/OKEMOS ROAD
33-02-02-21-254-018/4825 OKEMOS ROAD
33-02-02-21-254-030/4767 OKEMOS ROAD
33-02-02-21-254-031/4787 OKEMOS ROAD
33-02-02-21-254-032/4815 OKEMOS ROAD
33-02-02-21-254-037/2131 GRAND RIVER AVENUE
33-02-02-21-276-003/2041 GRAND RIVER AVENUE
33-02-02-21-276-005/2037 GRAND RIVER AVENUE
33-02-02-21-276-006/2049 GRAND RIVER AVENUE
33-02-02-21-276-009/2045 GRAND RIVER AVENUE
33-02-02-21-276-011/2085 GRAND RIVER AVENUE
33-02-02-21-276-012/2055 GRAND RIVER AVENUE
33-02-02-21-276-014/2075 GRAND RIVER AVENUE
33-02-02-21-276-015/2055 GRAND RIVER AVENUE
33-02-02-21-277-001/4780 OKEMOS ROAD, #1
33-02-02-21-277-002/4780 OKEMOS ROAD, #2
33-02-02-21-277-003/4780 OKEMOS ROAD, #3
33-02-02-21-277-004/4780 OKEMOS ROAD, #4
33-02-02-21-402-007/METHODIST STREET
33-02-02-21-402-008/4217 ARDMORE AVENUE
33-02-02-21-403-003/2154 METHODIST STREET
33-02-02-21-403-004/METHODIST STREET
33-02-02-21-403-007/4733 OKEMOS ROAD
33-02-02-21-403-008/4731 OKEMOS ROAD
33-02-02-21-403-009/4717 OKEMOS ROAD
33-02-02-21-403-011/4747 OKEMOS ROAD
33-02-02-21-404-001/2188 HAMILTON ROAD
33-02-02-21-404-002/4705 ARDMORE AVENUE
33-02-02-21-404-007/2160 HAMILTON ROAD
33-02-02-21-405-005/2148 HAMILTON ROAD
33-02-02-21-405-008/4700 ARDMORE AVENUE
33-02-02-21-405-009/4695 OKEMOS ROAD
33-02-02-21-405-010/2138 HAMILTON ROAD
33-02-02-21-406-001/4708 OKEMOS ROAD
33-02-02-21-406-002/4696 OKEMOS ROAD

33-02-02-21-406-003/4703 MOORE STREET
33-02-02-21-406-004/MOORE STREET
33-02-02-21-406-005/4690 OKEMOS ROAD
33-02-02-21-406-006/2114 HAMILTON ROAD
33-02-02-21-408-001/2175 HAMILTON ROAD
33-02-02-21-408-009/4663 ARDMORE AVENUE
33-02-02-21-409-001/2153 HAMILTON ROAD
33-02-02-21-409-002/2149 HAMILTON ROAD
33-02-02-21-409-003/2143 HAMILTON ROAD
33-02-02-21-409-004/2137 HAMILTON ROAD
33-02-02-21-409-006/2150 CLINTON STREET
33-02-02-21-409-008/4661 OKEMOS ROAD
33-02-02-21-409-009/4675 OKEMOS ROAD
33-02-02-21-410-007/4646 OKEMOS ROAD
33-02-02-21-410-008/4659 MOORE STREET
33-02-02-21-410-010/OKEMOS ROAD
33-02-02-21-410-012/2119 HAMILTON ROAD
33-02-02-21-410-015/CLINTON STREET
33-02-02-21-411-001/2177 CLINTON STREET
33-02-02-21-411-002/2165 CLINTON STREET
33-02-02-21-412-002/2149 CLINTON STREET
33-02-02-21-412-003/4633 OKEMOS ROAD
33-02-02-21-412-004/4625 OKEMOS ROAD
33-02-02-21-412-005/4619 OKEMOS ROAD
33-02-02-21-412-006/2155 CLINTON STREET
33-02-02-21-413-001/2120 CLINTON STREET
33-02-02-21-413-002/2122 CLINTON STREET
33-02-02-21-413-003/2124 CLINTON STREET
33-02-02-21-413-004/2126 CLINTON STREET
33-02-02-21-413-100/CLINTON STREET
33-02-02-21-426-001/4750 OKEMOS ROAD
33-02-02-21-426-012/4649 MARSH ROAD
33-02-02-21-426-013/4657 MARSH ROAD
33-02-02-21-426-014/4663 MARSH ROAD
33-02-02-21-426-015/4669 MARSH ROAD
33-02-02-21-426-016/4675 MARSH ROAD
33-02-02-21-426-020/2110 METHODIST STREET

33-02-02-21-426-021/4704 MOORE STREET
33-02-02-21-426-022/2104 HAMILTON ROAD
33-02-02-21-426-023/4734 OKEMOS ROAD
33-02-02-21-427-001/4737 MARSH ROAD
33-02-02-21-428-006/2086 HAMILTON ROAD
33-02-02-21-429-003/4650 MOORE STREET
33-02-02-21-429-004/2099 HAMILTON ROAD
33-02-02-21-429-005/2095 HAMILTON ROAD
33-02-02-21-429-027/2109 HAMILTON ROAD
33-02-02-21-451-005/4555 OKEMOS ROAD
33-02-02-21-452-001/2248 MT. HOPE ROAD
33-02-02-21-452-002/OKEMOS ROAD (RIGHT-OF-WAY)
33-02-02-21-453-005/OKEMOS ROAD
33-02-02-21-453-006/4622 OKEMOS ROAD
33-02-02-21-453-007/4612 OKEMOS ROAD
33-02-02-21-453-008/4632 OKEMOS ROAD
33-02-02-21-453-009/2123 CLINTON STREET
33-02-02-21-454-002/CONSUMERS ENERGY CO. RIGHT-OF-WAY
33-02-02-21-454-007/4534 OKEMOS ROAD
33-02-02-22-152-001/4775 MARSH ROAD
33-02-02-22-152-002/MARSH ROAD

Data Source: Meridian Township Assessing Office

DRAFT

APPENDIX B: LEGAL DESCRIPTION OF DISTRICT

The Authority shall exercise its power within the boundaries of the Downtown District, which are described as follows:

DDA located in parts of the E ½ of section 21 and W ½ of section 22, Meridian Charter Township, T4N, R1W, Ingham County, Michigan, beginning at the intersection of the east right of way of Marsh Road and the south right of way of Grand River Avenue, thence northwesterly along said south right of way to the intersection of the northwest corner of lot 21, Cedar Bend Heights subdivision, thence southwest 322.9 ft. along back lot lines to the northwest corner of lot 17, Cedar Bend Heights subdivision, thence south 550 ft. along back lot lines to the southwest corner of lot 8, Cedar Bend Heights subdivision, thence east 130 ft. along south line of lot 8, thence south 165 ft. to the north right of way line of Kent Street, thence west 94.9 ft. along said right of way line, thence southwest 263.6 ft. to the northwest corner of lot 3, Chas Bray's Addition, thence northwest 165 ft. to the centerline of vacated Ardmore Avenue, thence southwest 33 ft. along said centerline, thence northwest 165 ft. to the northwest corner of lot 12, Chas Bray's Addition, thence southwest 132 ft. to the north right of way line of Methodist Street, thence continuing southwest 231 ft. to the northwest corner of lot 7, Block 4, Hamilton plat, thence southeast 82.5 ft, thence southwest 165 ft. to the north right of way line of Hamilton Road, thence northwest 247.49 ft. to the intersection of the north right of way line of Hamilton Road and the centerline of the vacated Liverance Street, thence southwest to the intersection of the west right of way line of Liverance Street and the south right of way line of Hamilton Road, thence southwest along said west right of way line to the intersection of the west right of way line of Liverance Street and the south right of way line of Clinton Street, thence southeast to the centerline of the vacated portion of Liverance Street, thence southwest along said centerline to the north right of way line of the vacated Water Street, thence northwest to the intersection of the north right of way of the vacated Water Street and the west right of way line of the vacated Liverance Street, thence southeast to the southeast corner of lot 60, Supervisor's Plat #2 of Okemos, thence northwest along the south line of said lot line to the centerline of the Red Cedar River, thence along said centerline of river to the intersection of said centerline and the north-south section line, section 21, thence southeast 80 ft. +/- across the Red Cedar River to a point 9.4 ft. east and 262.2 ft. north of the south corner of section 21, thence south 295.2 ft. to the south right of way line of Mount Hope Road, thence east along said south right of way line to the intersection of the west right of way line of Okemos Road and the south right of way line of Mount Hope Road, thence northeast to the intersection of the south line of section 21 and the east right of way line of Okemos Road, thence 342.39 ft. east along said south section line to the centerline of the Red Cedar River, thence northeast 380 ft. +/- along said centerline of the Red Cedar River, to a point on intersecting a sanitary sewer easement centerline recorded in Uber 815, Page 846, Ingham County Register of Deeds, thence S 89°56'18"W 384.18 ft., thence N 72°09'00"W 366.09 ft., thence N 61°07'12"W 192.5 ft. to a point intersecting said easement centerline and a point on the south line of Ferguson Park, thence N 59°16'45"E 40 ft., thence north 450 ft. +/- to the centerline of the Red Cedar River, thence along said centerline of River to a point extended parallel to and 73.5 ft. westerly of the east line of lot 2, Supervisor's plat #1 of Okemos, thence northeast along said line to the south right of way line of Hamilton Road, thence northeast 120 ft. +/- to the intersection of the east right of way line of Marsh Road and the north right of way line of Hamilton Road, thence northeast along the east right of way line of Okemos Road, thence 342.39 ft. east along said south section line to the centerline of the Red Cedar River, thence northeast 380 ft. +/- along said centerline of the Red Cedar River, to a point on intersecting a sanitary sewer easement centerline recorded in Uber 815, Page 846, Ingham

County Register of Deeds, thence S 89°56'18"W 384.18 ft., thence N 72°09'00"W 366.09 ft., thence N 61°07'12"W 192.5 ft. to a point intersecting said easement centerline and a point on the south line of Ferguson Park, thence N 59°16'45"E 40 ft., thence north 450 ft. +/- to the centerline of the Red Cedar River, thence a long said centerline of River to a point extended parallel to and 73.5 ft. westerly of the east line of lot 2, Supervisor's plat #1 of Okemos, thence northeast along said line to the south right of way line of Hamilton Road, thence northeast 120 ft. +/- to the intersection of the east right of way line of Marsh Road and the north right of way line of Hamilton Road, thence northeast along the east right of way line of Marsh Road to the beginning.

DRAFT



To: Board Members
From: Ronald J. Styka, Township Supervisor
Date: November 29, 2018
Re: Township Trustee Search Process

Please see the attached outline for appointing a new Township Trustee. Nothing has changed from the outline I presented to you on November 20, except for the naming of the three member Application Review Committee. I'm suggesting the committee consist of Trustee Opsommer, Trustee Sundland and Trustee Jackson.

The application period will be two weeks, with pre-screening on December 27. Interviews will be held from 4:00 PM – 6:00 PM, preceding our January 8 Board meeting.

Motion for Township Board Consideration:

MOVE THAT THE TOWNSHIP BOARD ADOPTS THE "PROCESS FOR APPOINTING A NEW TOWNSHIP TRUSTEE" INCLUDING THE APPOINTMENT OF TRUSTEE OPSOMMER, TRUSTEE SUNDLAND AND TRUSTEE JACKSON AS THE APPLICATION REVIEW COMMITTEE, AND ADOPTS THE "APPLICATION FOR MERIDIAN TOWNSHIP TRUSTEE CANDIDATE QUESTIONNAIRE".

Attachments:

1. Process for Appointing a New Township Trustee
2. Application for Township Trustee

Process for Appointing a New Township Trustee

November 20, 2018

With the appointment of Township Trustee Phil Deschaine to Township Treasurer, the Board must now conduct a selection process for a new Trustee. The effective date of his resignation as Trustee will coincide with Treasurer Brixie's resignation. Both will occur on Friday, December 7. If the Township Board wishes to fill the position, they must do so Monday, January 21.

The proposed schedule is as follows:

At its November 20 Board meeting, the Board reviews Supervisor's proposed process for replacement.

On Tuesday, December 4 at its regular meeting the Board adopts Supervisor's proposed process for replacement including the selection of Trustee Sundland, Trustee Jackson and Trustee Opsommer as the three member search committee.

On Wednesday, December 5 the township announces the vacancy and requests that interested individuals submit a letter of interest, with resume and 3 professional references by Tuesday, December 19, 4:00 P.M. Applications must be filed with Joyce Marx, Human Resources.

On Friday, December 21 each committee member is provided with copies of candidate applications.

On Thursday, December 27, 10:00 A.M. the search committee convenes a special meeting to review the applicants. The committee selects the Top 3-4 applicants for interviews. Candidates are notified of their interview schedule by the Township Manager. Interviews shall be scheduled 30 minutes apart and consist of 8-10 questions.

On Tuesday, January 8 the Board shall convene their regular Board meeting at 4:00 P.M. for the purpose of interviewing the finalists. The selection of a new Township Trustee shall be placed on the agenda under Action. The newly appointed Trustee will be sworn in as soon as possible and attend the January 15 Board meeting.

APPLICATION FOR MERIDIAN TOWNSHIP TRUSTEE
CANDIDATE QUESTIONNAIRE

Please return this application along with your resume, cover letter and three (3) references to:

JOYCE MARX, HUMAN RESOURCES DIRECTOR
MERIDIAN TOWNSHIP MUNICIPAL BUILDING
5151 MARSH ROAD
OKEMOS, MICHIGAN, 48864

Completed applications must be received by 4:00 P.M. Wednesday, December 19, 2018. We prefer applications to be emailed to marx@meridian.mi.us . **Incomplete applications will be disqualified.**

1. Please confirm that you are available to be interviewed at the Meridian Township Board meeting to be held at 4:00 PM, on January 8, 2019.
2. Please share your understanding or knowledge of municipal finances, budgeting and auditing.
3. Please share your community activities and volunteerism in the community over the past 5-10 years.
4. A significant amount of your time will be allocated to Township Board responsibilities, such as planning, zoning, budgeting, re-zonings, land use, economic development, labor negotiations and audit review. Please share with us your experience with, and understanding of, the aforementioned responsibilities.
5. The position of township trustee is an elected position, and the holder of the office must reside within the township. How long have resided in Meridian Township?

6. Have you ever served on a Board or Commission for Meridian Township? Please be specific.

7. Have you ever served as an elected official? Please be specific.

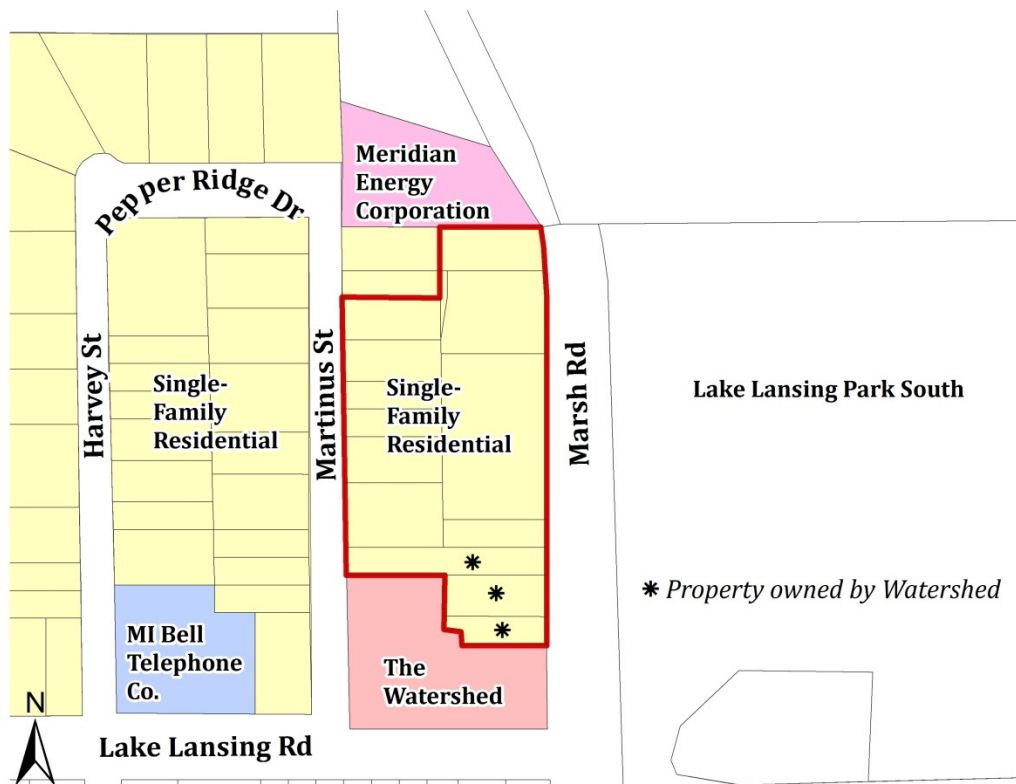
8. In 200 words or less, please provide the Township Board with the reason that you are seeking the Township Trustee's position.



To: Township Board
From: Mark Kieselbach, Director of Community Planning and Development
Peter Menser, Principal Planner
Date: November 28, 2018
Re: Martinus/Oak Grove Park Rezoning Initiative C-1 to RB

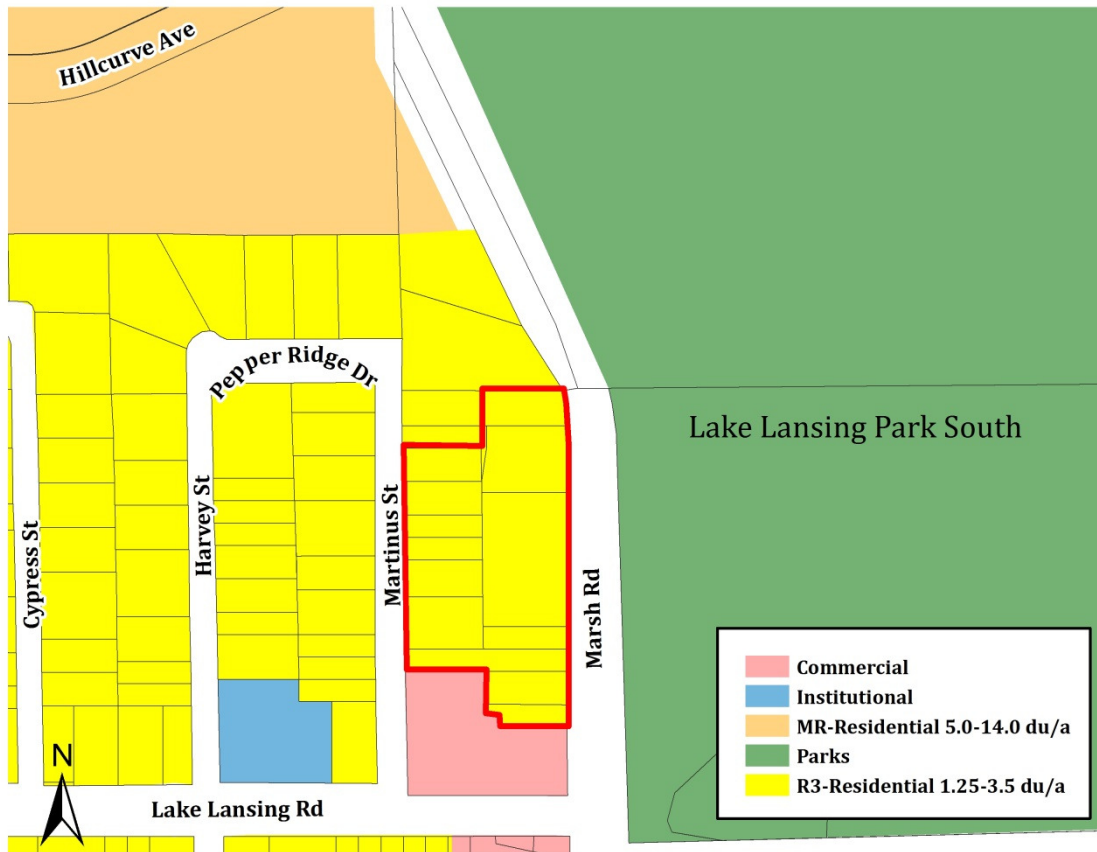
At its November 8, 2018 meeting the Township Board approved Rezoning #18110, a request to rezone two platted lots (0.18 acres) at 5998 Martinus Street from C-1 (Commercial) to RB (Single Family-High Density). In approving the rezoning request the Township Board expressed interest in considering a rezoning for the other parcels in the block located on the east side of Martinus Street, west of Marsh Road, and north of Lake Lansing Road. Those parcels are currently zoned C-1 (Commercial), and with the exception of the property occupied by the Watershed Tavern & Grill, are used for single family residential purposes. The owner of the Watershed Tavern & Grill also owns three parcels to the north of the restaurant property, on which he has indicated a parking lot expansion may be proposed in the future.

EXISTING LAND USE MAP



2017 FUTURE LAND USE MAP

The Future Land Use Map from the 2017 Master Plan designates the properties in the R3 Residential 1.25 – 3.5 dwelling units per acre (du/a) category.

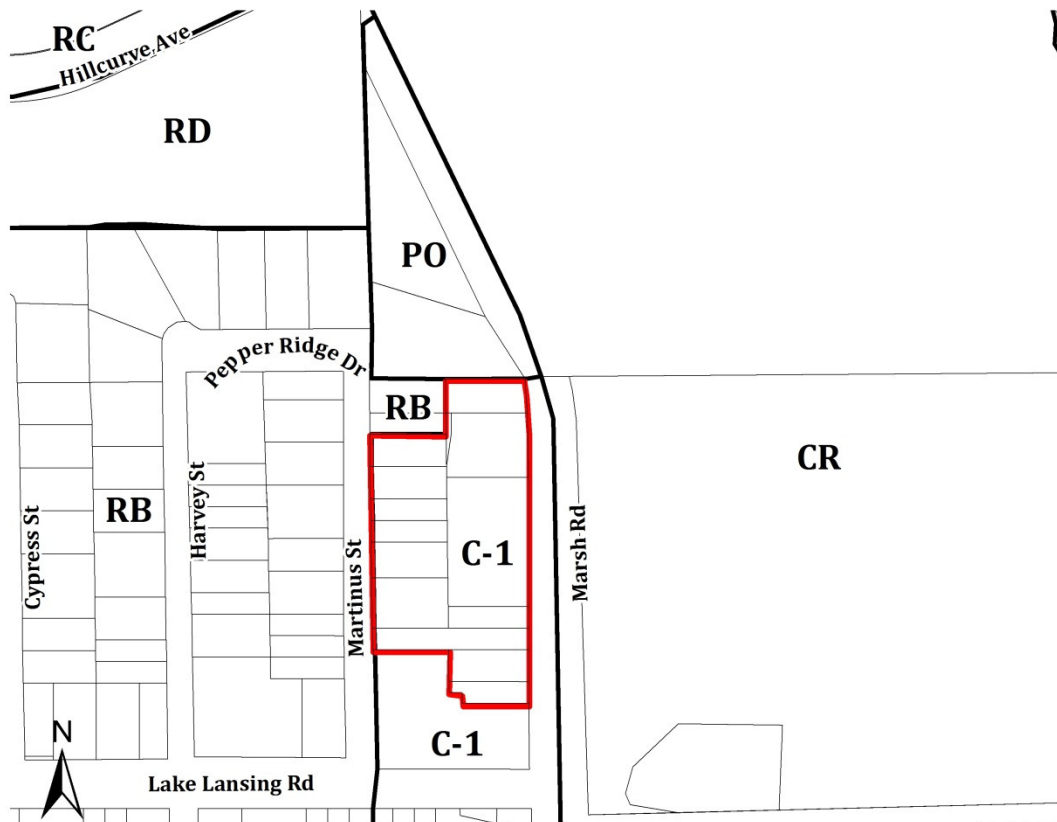


Zoning

The lots are located in the C-1 (Commercial) zoning district, which requires a minimum of 50 feet of lot width and 4,000 square feet of lot area. The requested RB zoning district requires a minimum 65 feet of lot width and 8,000 square feet of lot area. The following table illustrates the lot width and lot area standards for the existing C-1 and proposed RB zoning districts:

ZONING DISTRICT	MINIMUM LOT AREA	MINIMUM LOT WIDTH
C-1	4,000 sq. ft.	50 ft.
RB	8,000 sq. ft.	65 ft.

ZONING MAP



Staff Analysis

The block of parcels located north of Lake Lansing Road, south of Pepper Ridge Drive, east of Martinus Street, and west of Marsh Road have been zoned commercial since the early 1960s. In 2007 the Planning Commission initiated the rezoning of this block of parcels (REZ #07090), with the exception of the parcel identified as 5965 Marsh Road (occupied by The Watershed restaurant), from C-1 to RB. At the public hearing the Planning Commission received information indicating property owners with frontage on Marsh Road did not want their properties rezoned. After discussing the merits of the rezoning, the consensus of the Planning Commission was to leave the zoning as C-1.

Until 2005 the Future Land Use Map designated this area in the Commercial category. Development of commercial uses with services for people visiting Lake Lansing Park South, and adjoining residential neighborhoods, were anticipated. In 2005, the designation was changed to Residential 1.25 – 3.5 du/a. The Future Land Use Map from the 2017 Master Plan is consistent with the 2005 Future Land Use Map residential designation for the area.

Setbacks

Rezoning from C-1 to RB will impact the PO-zoned office use to the north and the C-1 zoned Watershed Tavern & Grill property at the northwest corner of Lake Lansing Road/Marsh Road by establishing greater setbacks than are currently required, therefore making these properties potentially nonconforming. The office building in the PO zoned property to the north would be subject to a 50 foot setback from the RB residential zoning district boundary. The C-1 zoned Watershed Tavern & Grill property would be subject to 50 foot setback for any building, parking, access drive, or other structure, which could be reduced to 35 feet with appropriate screening.

Nonconforming structures may be altered, expanded, or modernized provided structural alterations or extensions do not increase the extent of the structure; however any renovation that increases the area, height, bulk, use, or extent of a structure would require approval from the Zoning Board of Appeals (ZBA). The following chart outlines the differences in lot area, lot width, and building setbacks between the C-1 and RB zoning districts:

	C-1	RB
Side/Rear Setback:	15 feet	7 feet/30-40 feet
Setback when adjacent to Residential district:	50 feet (35 feet with double row of interlocking trees)	N/A
Lot Area:	4,000 square feet	8,000 square feet
Lot Width:	50 feet	65 feet
Maximum Impervious Surface/Lot Coverage:	70 percent	35 percent
Building Height:	35 feet	35 feet

Township Board Options

The Township Board may choose to initiate a rezoning of the parcels currently zoned C-1 (Commercial) in the block bounded by Martinus Street, Lake Lansing Road, and Marsh Road. Those properties owned by the Watershed Tavern & Grill have been excluded considering the intended future uses of those properties. The following motion is provided to initiate the rezoning, which does not include the properties owned by the Watershed Tavern & Grill:

- **Motion to initiate a rezoning for properties identified as 5975, 5981, 5997, and 5999 Marsh Road, 5978, 5986, 5988, 5990, and 5994 Martinus Street, and an undeveloped lot identified by Parcel I.D. #10-205-007, from C-1 (Commercial) to RB (Single Family-High Density) and refer the rezoning to the Planning Commission for a public hearing and recommendation.**





To: Township Board

From: Mark Kieselbach, Director of Community Planning and Development
Peter Menser, Principal Planner

Date: November 29, 2018

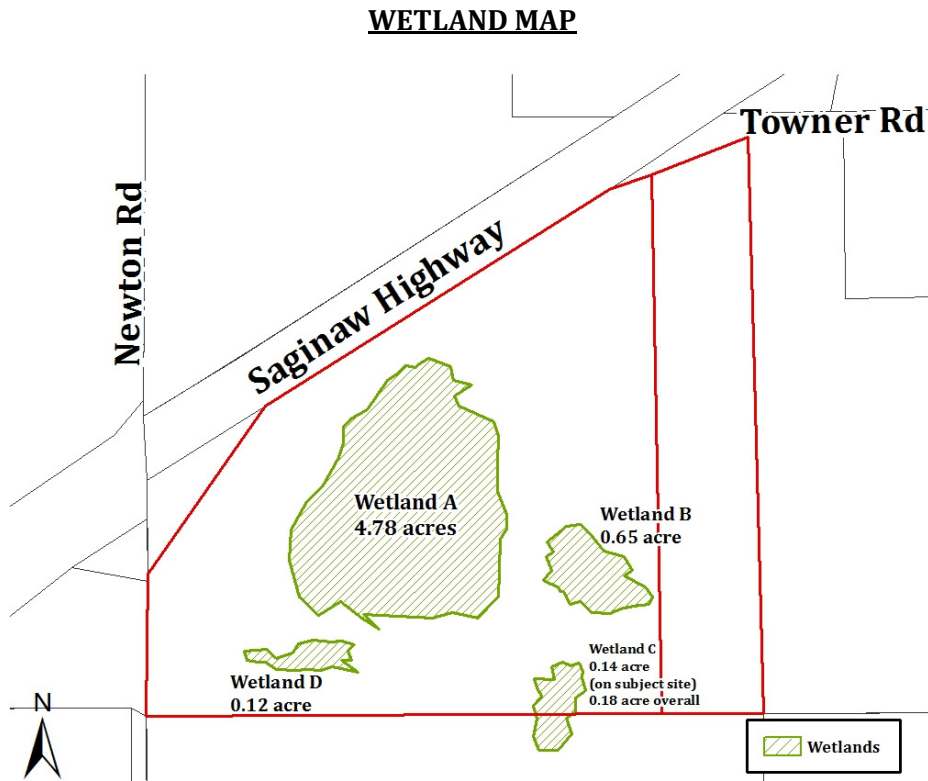
Re: Newton Park MUPUD Wetland Essentiality Determination

Newton Pointe, LLC has submitted a mixed use planned unit development (MUPUD #18044) proposal for a project identified as Newton Park. The approximate 23.97 acre project site is located at the southeast corner of Saginaw Highway and Newton Road and includes the construction of a new 86,468 square foot mixed use building with 85 multiple family dwelling units and 19,367 square feet of commercial space, 10, 10-unit multiple family buildings, six, four-unit single family attached buildings, nine single family dwellings, and a 4,778 square foot clubhouse. A total of 218 units are proposed.

Four wetlands are located on the property proposed for development. A wetland delineation was conducted by the applicant's wetland consultant to determine the boundary, regulatory status, and size of the wetlands. The delineation was verified by the Township's wetland consultant in July of 2018. Township Wetland #4-19, labeled as Wetland A on the submitted plans, is 4.78 acres in size and is regulated by the Township. Two other wetlands, labeled as Wetlands C and D on the submitted plans, are not subject to Township regulation as they are under 0.25 acres in size.

A fourth wetland, labeled as Wetland B on the submitted plans, is 0.65 acres in size and is potentially subject to regulation by the Township. Section 22-156 of the Code of Ordinances requires the Township Board to determine whether a wetland greater than 0.25 acre in size but less than two acres in size is "essential to the preservation of the natural resources of the Township." If the wetland is determined to be essential, the wetland is regulated and subject to the provisions of the Wetland Protection Ordinance.

As part of the MUPUD, the applicant proposes to discharge stormwater from the development to Wetlands A and B. As Wetland A is regulated by the Township and Wetland B could potentially be regulated by the Township, a wetland use permitted is required. The wetland use permit (WUP #18-03) is being processed concurrently with the MUPUD and SUP requests. Wetland use permit applications submitted in conjunction with a related land development activity are decided by the same entity that decides the related land development activity, therefore the Township Board will make the decision regarding the wetland use permit. The Township Board will hold a public hearing on the wetland use permit request at the same time it holds its public hearing for the MUPUD.



The Township's wetland consultant has reviewed Wetland B to determine if it meets one or more of the 10 essentiality criteria established in the Wetland Protection Ordinance. Only one of the criteria has to be met in order to determine the wetland as essential. The consultant concludes that Wetland B is essential as it provides storm water control, wildlife habitat, and pollution treatment.

Township Board Options

The Township Board may choose to agree or disagree with the Township's wetland consultant recommendation to determine Wetland B is essential to the natural resources of the Township. The following motion is provided to determine Wetland B is essential:

- **Motion to concur with the Township wetland consultant and determine Wetland B as essential to the preservation of the natural resources of the Township and therefore subject to regulation under the Wetland Protection Ordinance.**

Attachment

1. Letter from Township wetland consultant Elise Tripp dated November 28, 2018.



November 28, 2018
Project No. 181579

Mr. Mark Kieselbach
Director of Community Planning and Development
Charter Township of Meridian
5151 Marsh Road
Okemos, MI 48864-1198

Re: Letter of Essentiality
Wetland Use Permit #18-03
Newton Park MUPUD

Dear Mr. Kieselbach:

As requested by your office, Fishbeck, Thompson, Carr & Huber (FTCH) reviewed application materials from KEBS, Inc. regarding Wetland Use Permit #18-03 to discharge stormwater into two wetlands in Section 4 of the Charter Township of Meridian. The proposed stormwater discharge is in association with a proposed residential housing development located at 6276 Newton Road, Haslett, Michigan. One of the wetlands that would receive stormwater discharge is forested wetland less than 2 acres in size and greater than 0.25 acre in size. This wetland is noted as Wetland 4-20 on the Meridian Township's wetland inventory map and is referred to as Wetland B in the MUPUD Plan provided by KEBS.

Voice Environmental Group, LLC (Voice) delineated Wetland B's boundary in 2017, as described in its February 22, 2018 *Wetland and Jurisdiction Determination Report*. FTCH's subconsultant, Peterson Environmental, verified the wetland boundary on June 4, 2018, and adjusted the boundary. Additional adjustments were made to Wetland B's boundary as a result of additional field studies completed by Voice in late June.

The identified wetland is a depressional forested wetland that is approximately 0.7 acre in size and is not contiguous with a body of water. Therefore, a determination of essentiality is necessary to determine the regulated status of this wetland under Meridian Township's Wetland Ordinance.

The purpose of this letter is to relay to the Township FTCH's preliminary findings as to whether one or more of the essentiality criteria are likely to apply to the identified wetland. The criteria are listed below, followed by our assessment.

(1) The wetland supports state or federal endangered or threatened plants, fish, or wildlife appearing on a list specified in Part 365 of the Natural Resources and Environmental Protection Act (MCL 324.36501 et seq.).

- FTCH did not conduct a thorough inventory of species present within the wetland. However, data obtained by Voice indicated low plant diversity within Wetland B. Historic aerial photographs obtained from Google Earth indicate the surrounding area was farmed. It is unlikely Wetland B supports protected plant or fish species. FTCH has no knowledge of Wetland B supporting protected wildlife.

(2) The wetland represents what is identified as a locally rare or unique ecosystem.

- FTCH has no knowledge that this wetland has been identified as a locally rare or unique ecosystem.

(3) The wetland supports plants or animals of an identified local importance.

- No species of local importance have been identified in Wetland B.

(4) The wetland provides groundwater recharge documented by a public agency.

- FTCH is not aware that a public agency has documented this wetland as providing groundwater recharge.

(5) The wetland provides flood and storm control by the hydrologic absorption and storage capacity of the wetland.

- Wetland B is located in a topographical depression and receives and stores stormwater from the surrounding landscape. KEBS's has completed stormwater calculations which determined the stormwater capacity of Wetland B.
- Stormwater overflow from Wetland B potentially discharges to Wetland A (Meridian Township Wetland 4-19), located approximately 100 feet to the west. KEBS did not provide a topographic map of the site, which would verify the likelihood of this overflow.

(6) The wetland provides wildlife habitat by providing breeding, nesting, or feeding grounds or cover for forms of wildlife or waterfowl, including migratory waterfowl and rare, threatened, or endangered wildlife species.

- Based on Voice's wetland delineation report, Wetland B contains an open understory. It did not contain standing water during wetland delineation on July 17, 2017 but did contain standing water during the wetland boundary verification inspection on June 4, 2018. The presence of seasonal standing water in the spring suggests Wetland B is a vernal pool. Vernal pools provide important habitat for many wildlife species. Because vernal pools lack predatory fish populations, they provide critical breeding habitat for a host of forest-dwelling amphibians and invertebrates. Vernal pools support frogs, toads, salamanders, snakes, turtles, waterfowl, wetland birds, songbirds, and mammals.

(7) The wetland provides protection of subsurface water resources and provision of valuable watersheds and recharging groundwater supplies.

- The wetland provides a limited area (approximately 0.7 acre) of groundwater recharge storage.

(8) The wetland provides pollution treatment by serving as a biological and chemical oxidation basin.

- The wetland has the capacity to provide this service, although no sources of pollution within the surrounding area are evident.

(9) The wetland provides erosion control by serving as a sedimentation area and filtering basin, absorbing silt and organic matter.

- The wetland is surrounded by old fields. No sources of erosion were observed, but if they were present due to land disturbance, the wetland would act as a sedimentation area, due to its landscape position.

(10) The wetland provides sources of nutrients in water food cycles and nursery grounds and sanctuaries for fish.

- It is not likely that fish are present in this wetland because it does not contain standing water year-round and it is not contiguous with a body of water.

We conclude that Wetland B provides stormwater control by its hydrologic absorption and storage capacity, wildlife habitat and pollution treatment, and therefore is determined to be essential.

Mr. Mark Kieselbach
Page 3
November 28, 2018



If you have any questions or require additional information, please contact me at 616.464.3738, 616.446.2269, or ehtripp@ftch.com.

Sincerely,

FISHBECK, THOMPSON, CARR & HUBER, INC.

A handwritten signature in black ink, reading "Elise Hansen Tripp". The signature is written in a cursive style with a large, sweeping initial "E".

Elise Hansen Tripp, PWS

By email

cc: Mr. Peter Menser – Charter Township of Meridian



12.E.

To: Township Board Members

**From: Derek N. Perry, Assistant Township Manager
Director of Public Works & Engineering
Younes Ishraidi, P.E., Chief Engineer**

Date: December 4, 2018

**Re: Georgetown #3 Public Streetlighting Improvement
Special Assessment District #425 - Resolution #4**

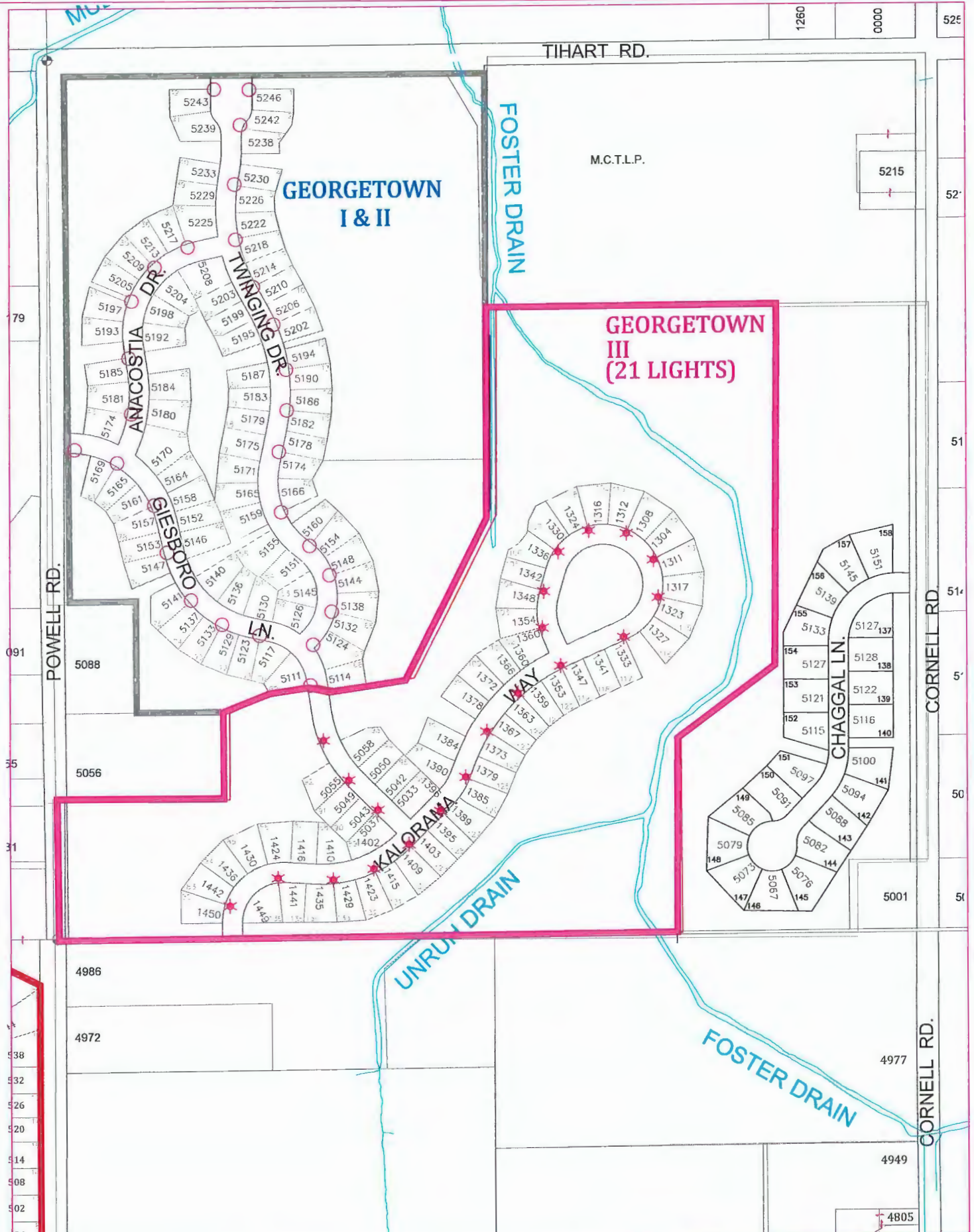
A request was received from the property owners of Georgetown #3 for installation and maintenance of streetlights in Georgetown #3 in May 2017. The proposed plan was for twenty one (21) streetlights, Traditional fixtures with cut-off, and black standard poles, to be installed and maintained along Giesboro Lane & Kalorama Way (see attached map). The streetlights have been installed and energized.

Resolution #4 set a public hearing for January 8, 2019 for reviewing and hearing objections to the special assessment roll.

The cost for the streetlighting is \$12,821.34 (\$233.12/lot) for the First Year and \$2,940 (\$53.46/lot) for the Annually Thereafter.

Proposed Motion:

“Move to approve Georgetown #3 Public Streetlighting Improvement Special Assessment District #425- Resolution #4, which sets a public hearing for January 8, 2019, for the purpose of reviewing and hearing objections to the special assessment roll.”



**GEORGETOWN III
STREETLIGHT DISTRICT**

NO SCALE

EXISTING LIGHTS ○ PROPOSED LIGHTS (1) ★



Meridian Charter Township
Ingham County, Michigan
ENGINEERING DEPARTMENT
NEW STREETLIGHTS
SECTION 14
DRAWN: JG 12/01

DATE	BY	COMMENTS
10/31/18	JG	COMPUTER GENERATED

SCALE: 1" = 400'

430362642.DWG

**GEORGETOWN #3 PUBLIC STREETLIGHTING IMPROVEMENTS
SPECIAL ASSESSMENT DISTRICT NO. 425
RESOLUTION NO. 4**

At a regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held in the Meridian Township Municipal Building, 5151 Marsh Road, Okemos, MI 48864-1198, (517) 853-4000 on Tuesday, December 4, 2018, at 6:00 p.m.

PRESENT: _____

ABSENT: _____

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

WHEREAS, the Township Board pursuant to the provisions of Act 188, Public Acts of Michigan, 1954, as amended, did on August 1, 2017, adopt a resolution approving the installation, operation and maintenance of certain public streetlighting improvements along Giesboro Lane & Kalorama Way, and approving the establishment of a special assessment district for the purpose of paying the cost thereof, which special assessment district is more specifically described as:

Lots 82 through 136 (inclusive), Georgetown #3

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, January 8, 2019, 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 with the first publication being not less than ten (10) days before the hearing. 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)

**Georgetown #3 Public Streetlighting Improvements
Special Assessment District #425 Resolution #4
December 4, 2018
Page 2**

4. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same 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, Michigan, **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, December 4, 2018.

Brett Dreyfus, Township Clerk

NOTICE OF PUBLIC HEARING ON THE SPECIAL ASSESSMENT ROLL
for
GEORGETOWN #3 PUBLIC STREETLIGHTING IMPROVEMENTS
SPECIAL ASSESSMENT DISTRICT NO. 425
Charter Township of Meridian
Ingham County, Michigan

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

Lots 82 through 136 (inclusive), Georgetown #3

and excluding road right of way and other lands deemed not benefited and excluding all streets and other land deemed not benefited.

PLEASE TAKE NOTICE that a special assessment roll for the Georgetown #3 Public Streetlighting Improvements Special Assessment District No. 425 (install, operate, and maintain streetlights along Giesboro Lane & Kalorama Way 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, January 8, 2019, 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. Said roll may be examined at the office of the Township Clerk during regular business hours and may be examined at the public hearing.

Appearance and protest at the hearing in the special assessment proceedings is required in order to appeal the amount of the special assessment to the state tax tribunal. Your personal appearance at the hearing is not required, but you or your agent may appear in person at the hearing and protest the special assessment. To make an appearance and protest, you must file your written objections by letter or other writing with the Township Clerk before the close of this hearing. The owner or any person having an interest in the real property may file a written appeal of the special assessment with the state tax tribunal with 30 days after the confirmation of the special assessment roll if that person appeared and protested the special assessment at this hearing.

The Township Board may proceed with the improvement and special assessment district unless written objections from more than 20% of the property owners are filed with the Township Board at or before the hearing.

Your special assessment is proposed to be **\$233.12/lot** for the first year and **\$53.46/lot** annually thereafter, subject to annual increases.

Date: _____

Brett Dreyfus, Township Clerk
Charter Township of Meridian

GEORGETOWN #3 PUBLIC STREETLIGHTING IMPROVEMENT SAD #425

<u>Lot #</u>	<u>Parcel #</u>	<u>Parcel Address</u>	<u>Property Owner</u>	<u>Mailing Address</u>	<u>First Year Cost</u>	<u>Annual Cost Thereafter</u>
92	3302-02-14-351-016	5055 Giesboro Lane	Kamalesh B & Devi A Bandanadham	5055 Giesboro Lane, Okemos, MI 48864	\$233.12	\$53.46
91	3302-02-14-351-017	5051 Giesboro Lane	Jayant & Ramandeep Mudgal	5051 Giesboro Lane, Okemos, , MI 48864	\$233.12	\$53.46
90	3302-02-14-351-018	5045 Giesboro Lane	Rahul Kohli & Seema Chhabra	5045 Giesboro Lane, Okemos, MI 48864	\$233.12	\$53.46
89	3302-02-14-351-019	5037 Giesboro Lane	Vakatvenu Madhavrao Uppluluri & Sita Lavanya Gudipati	5037 Giesboro Lane, Okemos, MI 48864	\$233.12	\$53.46
88	3302-02-14-351-020	1410 Kalorama Way	Dirt Werx Excavating, LLC	13937 Webster Rd Ste A, Bath, MI 48808	\$233.12	\$53.46
87	3302-02-14-351-021	1416 Kalorama Way	KBBV, LLC	4665 Dobie Rd Ste 130, Okemos, MI 48864	\$233.12	\$53.46
86	3302-02-14-351-022	1424 Kalorama Way	Jim Giguere Builders, Inc.	6200 Pine Hollow Dr Ste 100, East Lansing, MI 48823	\$233.12	\$53.46
85	3302-02-14-351-023	1430 Kalorama Way	Weijian & Min Wang	1430 Kalorama Way, Okemos, MI 48864	\$233.12	\$53.46
84	3302-02-14-351-024	1436 Kalorama Way	Amit Vashisht & Hitika Puri	1436 Kalorama Way, Okemos, MI 48864	\$233.12	\$53.46
83	3302-02-14-351-025	1442 Kalorama Way	Ramesh Balyam & Sobharani Sindavalam	1442 Kalorama Way, Okemos, MI 48864	\$233.12	\$53.46
82	3302-02-14-351-026	1450 Kalorama Way	Amit & Ruchi Madan	1450 Kalorama Way, Okemos, MI 48864	\$233.12	\$53.46
93	3302-02-14-354-001	5058 Giesboro Lane	Krishma Namburi & Prahima Nuli	5058 Giesboro Lane, Okemos, MI 48864	\$233.12	\$53.46
94	3302-02-14-354-002	5050 Giesboro Lane	Jun Hyun & Yan Mi Kim	5050 Giesboro Lane, Okemos, MI 48864	\$233.12	\$53.46
95	3302-02-14-354-003	5042 Giesboro Lane	Sangram & Rudrakshi Basantia	5042 Giesboro Lane, Okemos, MI 48864	\$233.12	\$53.46
96	3302-02-14-354-004	5034 Giesboro Lane	Sanjeev Kondal	5034 Giesboro Lane, Okemos, MI 48864	\$233.12	\$53.46
97	3302-02-14-354-005	1390 Kalorama Way	Durga Prasad Reddy Yerradla	5138 Madison Ave, Apt C2, Okemos, MI 48864	\$233.12	\$53.46
98	3302-02-14-354-006	1384 Kalorama Way	Matthew M & Veronica H Ellison	1384 Kalorama Way, Okemos, MI 48864	\$233.12	\$53.46
99	3302-02-14-376-002	1378 Kalorama Way	Mary S Madanu & Anil K Pasala	1378 Kalorama Way, Okemos, MI 48864	\$233.12	\$53.46

Lot #	Parcel #	Parcel Address	Property Owner	Mailing Address	First Year Cost	Annual Cost Thereafter
100	3302-02-14-376-003	1372 Kalorama Way	Christopher H & Cynthia Mackersie	1372 Kalorama Way, Okemos, MI 48864	\$233.12	\$53.46
101	3302-02-14-376-004	1366 Kalorama Way	Meng Lam Hong & Meng Yun Taur	5351 Burcham Drive, East Lansing, MI 48823	\$233.12	\$53.46
102	3302-02-14-376-005	1360 Kalorama Way	Vineel Kumar Gogineni & Gayathri Kurmapu	1360 Kalorama Way, Okemos, MI 48864	\$233.12	\$53.46
103	3302-02-14-376-006	1356 Kalorama Way	Aneel Kumar Chikkudukayala & Bhanu Bommakanti	1356 Kalorama Way, Okemos, MI 48864	\$233.12	\$53.46
104	3302-02-14-376-007	1348 Kalorama Way	Harnoor & Avni P Tokhie	1348 Kalorama Way, Okemos, MI 48864	\$233.12	\$53.46
105	3302-02-14-376-008	1342 Kalorama Way	Zankhana & Gaurang Patel	1342 Kalorama Way, Okemos, MI 48864	\$233.12	\$53.46
106	3302-02-14-376-009	1336 Kalorama Way	Jim Giguere Builders, Inc.	6200 Pine Hollow Dr Ste 100, East Lansing, MI 48823	\$233.12	\$53.46
107	3302-02-14-376-010	1330 Kalorama Way	Sachin Duggal & Rita Sharma	1330 Kalorama Way, Okemos, MI 48864	\$233.12	\$53.46
108	3302-02-14-376-011	1328 Kalorama Way	Steven M Smith & Lu Song	1328 Kalorama Way, Okemos, MI 48864	\$233.12	\$53.46
109	3302-02-14-376-012	1316 Kalorama Way	Angela F & Bryan R Cantlon	1316 Kalorama Way, Okemos, MI 48864	\$233.12	\$53.46
110	3302-02-14-376-013	1312 Kalorama Way	Trailokya N & Ranjana Pandit	1312 Kalorama Way, Okemos, MI 48864	\$233.12	\$53.46
111	3302-02-14-376-014	1308 Kalorama Way	Deborah A Galvan	1625 S. Warren Road, Ovid, MI 48866	\$233.12	\$53.46
112	3302-02-14-376-015	1304 Kalorama Way	Robert J & Jennifer R Zambiasi	1304 Kalorama Way, Okemos, MI 48864	\$233.12	\$53.46
113	3302-02-14-376-016	1311 Kalorama Way	Chad M. Dutcher	2048 Arbor Meadows Drive, Dewitt, MI 48820	\$233.12	\$53.46
114	3302-02-14-376-017	1317 Kalorama Way	Melchora R & Frelon Bartley	1317 Kalorama Way, Okemos, MI 48864	\$233.12	\$53.46
115	3302-02-14-376-018	1323 Kalorama Way	Gopalakrishnan Packrisamy & Sangeetha Iiangovan	1323 Kalorama Way, Okemos, MI 48864	\$233.12	\$53.46
116	3302-02-14-376-019	1327 Kalorama Way	Chang Liu & Jia Xu	1327 Kalorama Way, Okemos, MI 48864	\$233.12	\$53.46
117	3302-02-14-378-001	1333 Kalorama Way	Mukta Sharma & Shiva Shrotriya	1333 Kalorama Way, Okemos, MI 48864	\$233.12	\$53.46

Lot #	Parcel #	Parcel Address	Property Owner	Mailing Address	First Year Cost	Annual Cost Thereafter
118	3302-02-14-378-002	1341 Kalorama Way	Amit Aurora & Anu Sikka	1341 Kalorama Way, Okemos, MI 48864	\$233.12	\$53.46
119	3302-02-14-378-003	1347 Kalorama Way	Caleb P & Shuang Li Troyer	4358 Dell Rd Apt J, Lansing, MI 48911	\$233.12	\$53.46
120	3302-02-14-378-004	1353 Kalorama Way	Nageswar & Surapaneni Haritha Yesu	1353 Kalorama Way, Okemos, MI 48864	\$233.12	\$53.46
121	3302-02-14-378-005	1359 Kalorama Way	Mojgan Nejad & Babak Saravi	1359 Kalorama Way, Okemos, MI 48864	\$233.12	\$53.46
122	3302-02-14-378-006	1363 Kalorama Way	Ling Wang	1363 Kalorama Way, Okemos, MI 48864	\$233.12	\$53.46
123	3302-02-14-378-007	1367 Kalorama Way	Jim Giguere Builders, Inc.	6200 Pine Hollow Dr Ste 100, East Lansing, MI 48823	\$233.12	\$53.46
124	3302-02-14-378-008	1373 Kalorama Way	Srinivas Parkala	1373 Kalorama Way, Okemos, MI 48864	\$233.12	\$53.46
125	3302-02-14-378-009	1379 Kalorama Way	William Luke & Jean O Seward	1379 Kalorama Way, Okemos, MI 48864	\$233.12	\$53.46
126	3302-02-14-378-010	1383 Kalorama Way	Magesh Boodhaguru & Uma Vasudha Purandiran	1383 Kalorama Way, Okemos, MI 48864	\$233.12	\$53.46
127	3302-02-14-378-011	1389 Kalorama Way	Suresh K Subedi & Anisha Timilsina	4665 Dobie Rd Ste 130, Okemos, MI 48864	\$233.12	\$53.46
128	3302-02-14-378-012	1395 Kalorama Way	Siva Koti-Reddy & Sumana Vupputri	1395 Kalorama Way, Okemos, MI 48864	\$233.12	\$53.46
129	3302-02-14-378-013	1403 Kalorama Way	Niyati Patel	1403 Kalorama Way, Okemos, MI 48864	\$233.12	\$53.46
130	3302-02-14-378-014	1409 Kalorama Way	Amrinder & Bhavna Saini	1409 Kalorama Way, Okemos, MI 48864	\$233.12	\$53.46
131	3302-02-14-378-015	1415 Kalorama Way	Andrei Verevko & Samar Benthami	1415 Kalorama Way, Okemos, MI 48864	\$233.12	\$53.46
132	3302-02-14-378-016	1423 Kalorama Way	Wane G & Lori A Sieloff	1423 Kalorama Way, Okemos, MI 48864	\$233.12	\$53.46
133	3302-02-14-378-017	1429 Kalorama Way	Chikka N Krishnamurt & Subhashini Mahalingappa	1429 Kalorama Way, Okemos, MI 48864	\$233.12	\$53.46
134	3302-02-14-378-018	1435 Kalorama Way	Param C & Jaya Aralikatti	1435 Kalorama Way, Okemos, MI 48864	\$233.12	\$53.46
135	3302-02-14-378-019	1441 Kalorama Way	Vinoj R Bethelli	1441 Kalorama Way, Okemos, MI 48864	\$233.12	\$53.46
136	3302-02-14-378-020	1449 Kalorama Way	Eyde Ltd Fam Ptrshp, L&G	P.O. Box 4218, East Lansing, MI 48826	\$233.12	\$53.46
					\$12,822	\$2,940

**GEORGETOWN #3 PUBLIC STREETLIGHTING IMPROVEMENTS
SPECIAL ASSESSMENT DISTRICT NO. 425**

-- CERTIFICATE OF SUPERVISOR --

STATE OF MICHIGAN)
) s.s.
COUNTY OF INGHAM)

I, Ronald Styka, Supervisor of the Charter Township of Meridian, Ingham County, Michigan, hereby certify that the attached Georgetown #3 Public Streetlighting Special Assessment District #425 Special Assessment Roll was made by me pursuant to the resolution of the Township Board of said Charter Township of Meridian heretofore adopted on December 4, 2018, 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.

Ronald J. Styka, Supervisor

Subscribed and sworn to before me this _____ day of _____, 2018.

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

AFFIDAVIT OF MAILING

STATE OF MICHIGAN)

) s.s.

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 January 8, 2019 before the Board of the Charter Township of Meridian.

IN WITNESS WHEREOF, I have hereunto affixed my official signature this _____ day of _____, 2018.

Brett Dreyfus, Township Clerk

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

To: Township Board

From: Mark Kieselbach, Director of Community Planning and Development
Justin Quagliata, Assistant Planner

Date: November 29, 2018

Re: Senior Housing at Hannah Concept Plan

Andev Group, LLC has submitted a concept plan for the development of a property recognized as Parcel I.D. #20-401-005, located at the east end of Hannah Boulevard, west of the Indian Lakes Estates subdivision. The site is located near the center of a 57.97 acre parcel, however only 10.89 acres of the property is proposed for development.

Andev Group, LLC is proposing to develop a 226-unit continuing care retirement community comprised of two buildings. The first building would be four-floors (with underground parking) comprised of 140 units of senior independent living, which would consist of one and two-bedroom units, ranging from 600 square feet to 1,800 square feet in size. The second building would consist of two wings; a three-floor, 54-unit assisted living facility and a two-floor, 32-unit memory care facility.

LOCATION MAP



**Senior Housing at Hannah Concept Plan
Township Board (December 4, 2018)
Page 2**

The Future Land Use Map from the 2017 Master Plan designates the subject property as R2-Residential 0.5-3.5 dwelling units per acre.

FUTURE LAND USE MAP



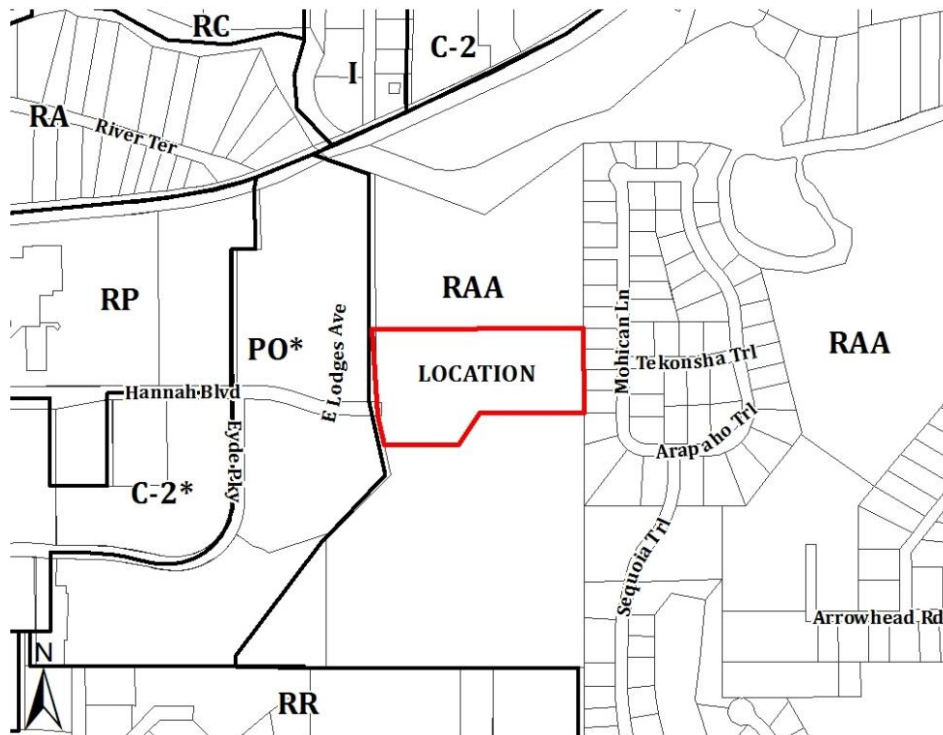
Zoning

The proposed project is located in the RAA (Single Family-Low Density) zoning district. A continuing care retirement community is not a listed use in the RAA zoning district. Section 86-654(c) lists nonresidential uses that may be permitted in residential zoning districts by special use permit. Institutions for human care, which includes clinics, homes for the aged, hospitals, and nursing or convalescent homes may be permitted by special use permit. Continuing care retirement communities are not a listed use in this section.

The zoning ordinance defines a dwelling unit as a building or portion thereof designed exclusively for residential occupancy by one family and having cooking facilities. As the proposed independent senior living would include full cooking facilities, it is considered multiple-family and not an institution for human care. Without a zoning amendment, the applicant would need to rezone the site to multiple-family to develop the property. The project as proposed consists of 226 units on 10.89 acres. With a density of 20.75 units per acre, the property would need to be rezoned to RCC (Multiple Family), which permits up to a maximum of 34 dwelling units per acre. The Township has not rezoned property to RCC since 1971. All other independent senior living in the Township is located in multiple-family zoning districts.

If the property was rezoned, the applicant would be required to receive a special use permit from the Planning Commission for the continuing care retirement community, as well as a special use permit from the Township Board for a group of buildings greater than 25,000 square feet in gross floor area.

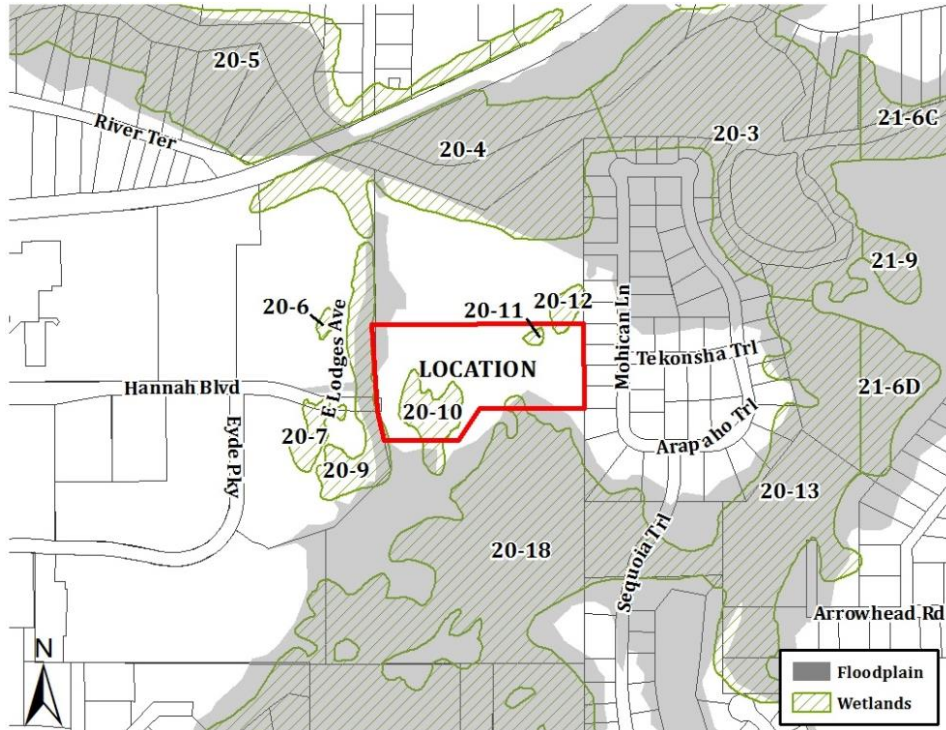
ZONING MAP



Physical Features

The Township Wetland Map and the Flood Insurance Rate Map (FIRM) for Meridian Township indicate there are wetlands and floodplain present on the site. Any work in the floodplain will require review and approval from both Meridian Township and the Michigan Department of Environmental Quality (MDEQ). Andev Group, LLC's wetland consultant completed a wetland delineation to determine the boundary, regulatory status, and size of the wetlands. The Township's environmental consultant must verify the wetland delineation if the project moves ahead to a formal submittal. Section 86-471 of the Code of Ordinances requires all structures and grading activities be set back 20 feet or 40 feet (depending on the size of the wetland) from a delineated wetland boundary, and that a natural vegetation strip be maintained within 20 feet of the wetland boundary.

WETLANDS AND FLOODPLAIN MAP



Utilities

Municipal water is available in the vicinity of the project site and sanitary sewer would have to be extended to serve the subject site. The location and capacity of utilities for the proposed new buildings will be reviewed in detail by the Department of Public Works and Engineering should the project move ahead to a formal submittal.

Staff Analysis

The applicant is requesting the Township Board to initiate a zoning amendment to add a definition of “independent living for older persons” to the zoning ordinance, as well as create a new category to allow a “continuing care retirement community” as a nonresidential use in a residential district.

The Township Attorney has provided a letter, which is included as an attachment to this memorandum, that outlines the challenges associated with the applicant’s proposed zoning amendment. To summarize the letter, appropriate standards would need to be created for continuing care retirement communities, which would be a new type of institution for human care. Other factors that would need to be considered include:

- Allowing continuing care retirement communities as nonresidential uses in residential zoning districts by special use permit
- Establishing maximum density per acre requirements
- Establishing maximum independent living unit ratios to specialized service units (such as memory care units); for example, 2:1 or 3:1 independent living units per one memory care unit or bed
- Establishing minimum floor area percentages for specialized service units
- Establishing minimum lot size requirements for continuing care retirement communities
- Establishing minimum levels for lot coverage, access points, traffic, and other factors

Township Board Options

The Township Board may comment and/or offer suggestions on the project design of the proposed senior housing development. If consensus of the Board is to initiate a zoning amendment, a motion will be provided at a future meeting.

Attachments

1. Andev Group concept plan presentation, received by the Township on November 28, 2018.
2. Concept plan prepared by Bolender Designs, LLC dated September 27, 2018 and received by the Township on November 28, 2018.
3. Letter from the Township Attorney, dated November 29, 2018 and received by the Township on November 29, 2018.



ANDEV GROUP
real estate development

ANDEV Group, LLC (ANDEV) is a global real estate business development firm based in the Midwest with over 60 years of experience.

Andev's specializations include:

- Integrated design
- Development
- Construction
- Financial coordination of:
 - Senior living communities,
 - Empty-nester housing
 - Medical clinics
 - Residential, hospitality and specialized healthcare facilities





Bella Vista
Oshkosh, Wisconsin
Completed in 2008

- 111 Independent Living Apartments
- 32 Assisted Living / Memory Care Units
- 34 Market Rate apartments
- Medical clinic

Amenities and services offered include:

- Linen service
- Medication management
- Housekeeping
- Laundry Service
- Beauty salon & barber shop
- Massage therapists
- Spa
- Workout and exercise room
- Private dining rooms
- Library/Computers
- Entertainment/Game room
- Health Clinic

Maravilla Senior Campus Vernon Hills, Illinois

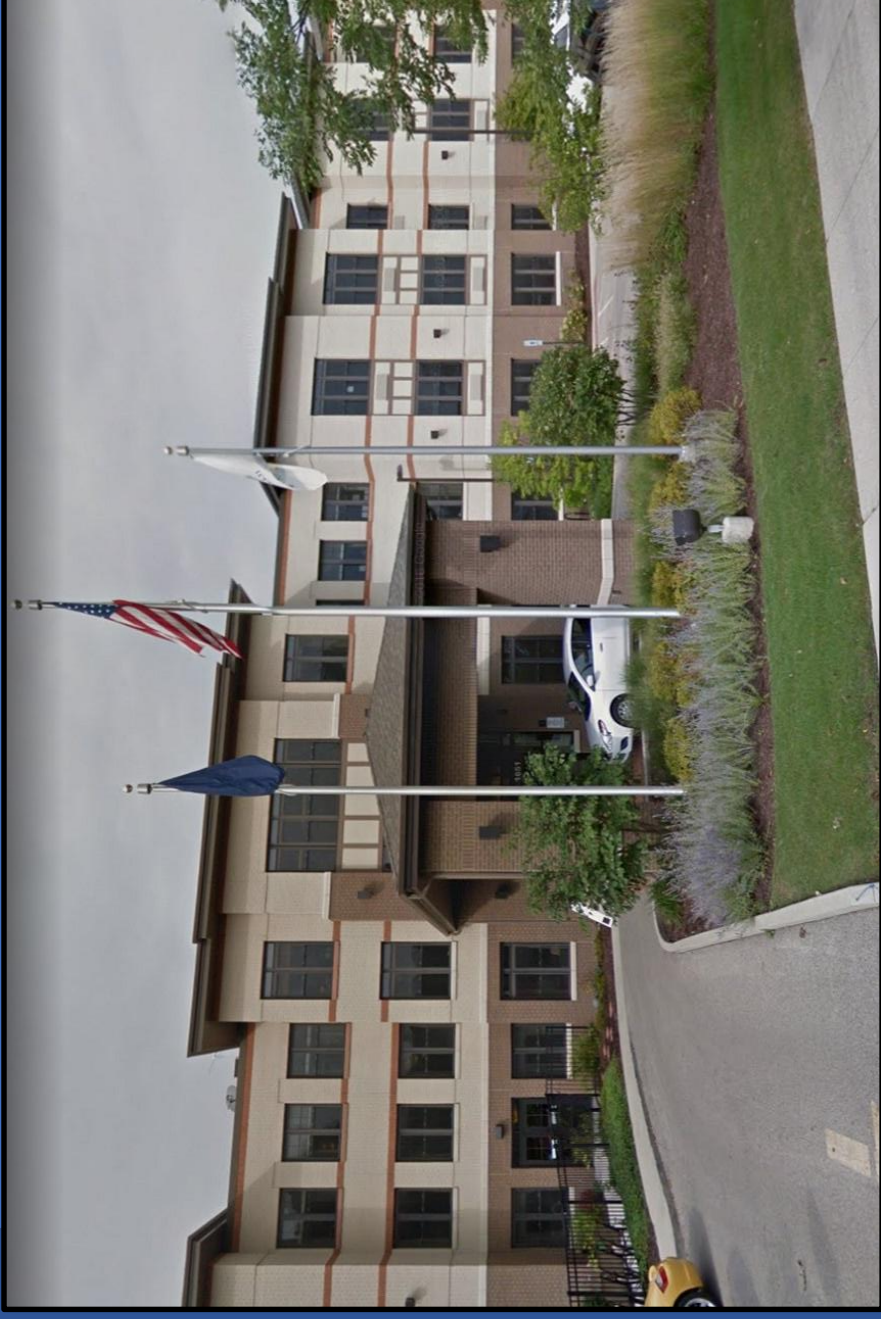
- 8.9 acre site
- 287 units
- 112 AL/MC
- 175 Independent living apartments with services and amenities
- Nation's first residential retirement resort community that integrates the world's largest residential glass-topped rainforest atrium/park.
- Incorporates health and longevity enhancing features including:
 - Extensive spa
 - Fitness room
 - Social gathering room
 - Cultural and entertainment amenities



ANDEV GROUP
real estate development

**Arbor Ridge Assisted Living and
Memory Care
Highland Park, Illinois**

Opened in 2012, this three story, 62 unit assisted living and memory care facility provides care for Alzheimer's and dementia residents utilizing state of the art design and layout parameters for therapeutic benefit to residents.



Opening in early 2019, **The Courtyard at Bellevue**, in Bellevue Wisconsin is Andev's newest development. This 43 unit assisted living and memory care facility has been designed as a two-phase project with an additional 25 unit wing pre approved for later addition.



ANDEV GROUP
real estate development



For over 15 years, Andev has teamed with Ganther Construction | Architecture for the design and construction of its senior housing developments.



History

- Company founded in 1900 by Ben B. Ganthers
- Ben's son, Alfred R. Ganthers, Sr., joined the firm in 1923
- His son, Alfred (Fritz) R. Ganthers, Jr., headed the company until 1992
- Fritz's son, Ben Ganthers, joined the firm in 1980 and has been president since 1992

Today, the company serves as general contractor providing

- Construction management
- Architectural and construction services
- 80% of the company's work is concentrated in the senior living space

Management Team

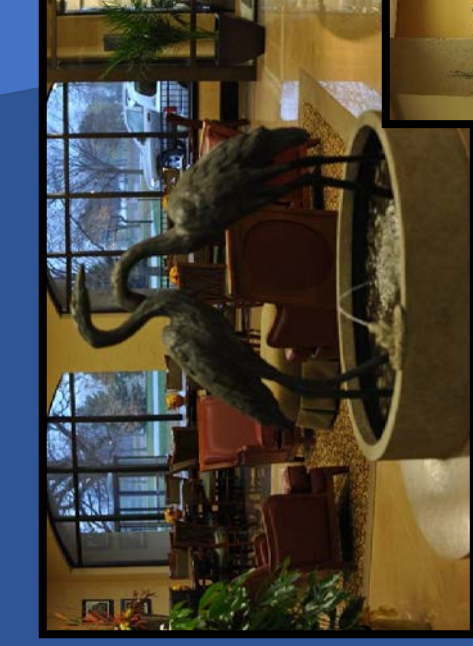
- President -- Ben Ganthers
- Executive Vice President and Senior Project Manager -- Kelly Schleif, LEED AP
- Director of Design -- Ken Koziczowski, AIA



- Type: Adaptive Reuse – Name: Bella Vista CCRC
- Location: Oshkosh, WI
- Owner: Senior Lifestyle Corp.

Description:

- Conversion of the former 250,000 SF Mercy Hospital 34 units of memory care
- 34 market rate apts.
- 111 senior apts.
- Private dining room
- Activity rooms,
- Health club
- Doctors' offices
- Spa
- Coffee shop
- Retail space

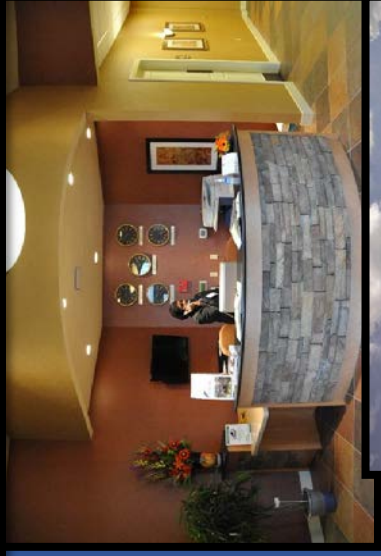




- Type: New Construction
- Name: Merrill Hills
- Location: Waukesha, WI
- Owner: Senior Lifestyle, Corp.

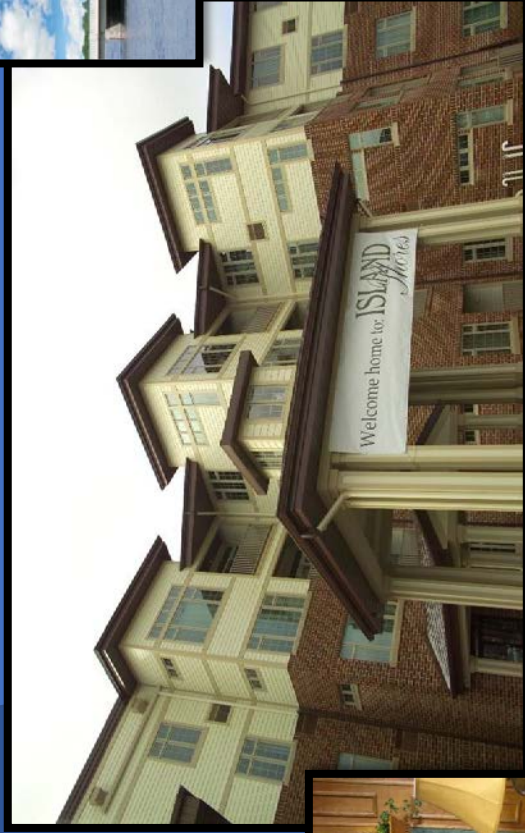
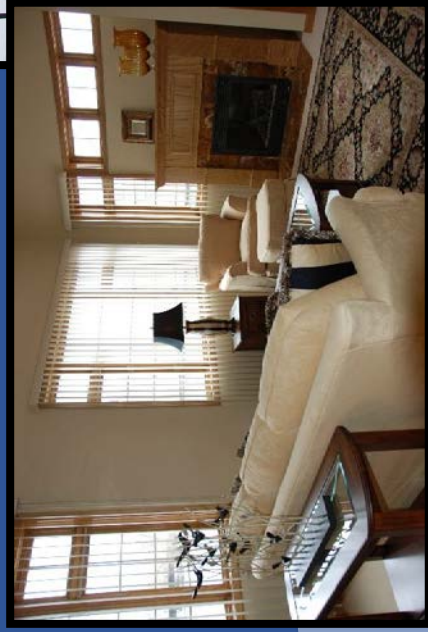
Description:

- 67,000 SF
- 92 bed
- AL/MC/Hospice.
- Designed & built to nursing home code.
- Three internal courtyards
- Large shared central patio.



Type: New Construction & Remodeling
Name: Island Shores CCRC
Location: Neenah, WI
Owner: Senior Lifestyle Corp.

- Description:
- 58 Unit IL Addition
 - Remodeling of existing AL building
 - Commercial kitchen
 - Private dining room
 - Underground parking
 - Bar/lounge
 - Spa
 - Hair Salon
 - Wellness center
 - Library/computer center



- Type: New Construction – Orchard Park Memory Community – Morton Grove, IL
- Owner: Silverado

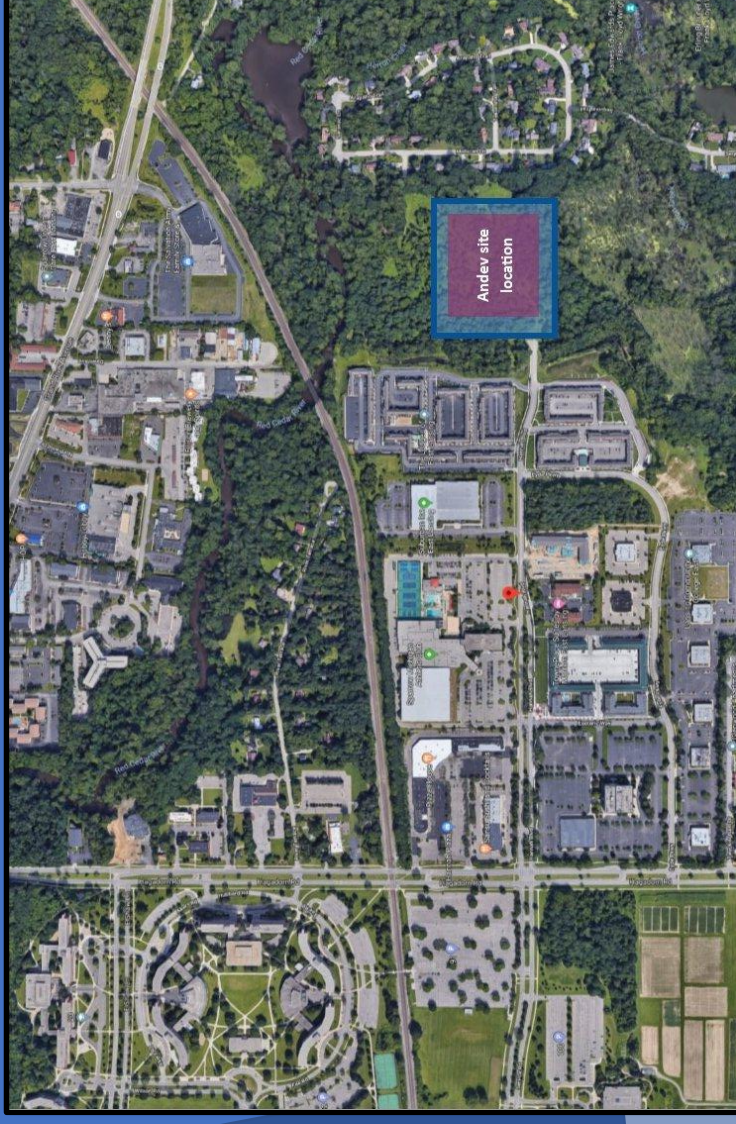
Description:

- 74,000 SF
- 84 Unit/112 bed
- AL/MC



**CONTINUING CARE
RETIREMENT COMMUNITY
(CCRC)**

**HANNAH BLVD. INDEPENDENT, ASSISTED LIVING,
AND MEMORY CARE CAMPUS IN EAST LANSING,
MICHIGAN**





Freedom Village, Holland, MI

The proposed development will entail a full campus of senior independent living, assisted living and memory care residential housing facilities on approximately 10 acres of wooded land in Meridian Township. The assisted living portion of the project will be licensed as a “Home for the Aged.”

For comparison and reference, this community will be substantially similar to Brookdale’s Freedom Village in Holland Michigan with all of the same amenities and services, however without the need for an entrance fee.

The project is to be comprised of two separate buildings. The first, a four story over indoor parking independent living apartment building with:

- 140 units of senior independent living apartments including:
- 1 BR units of 600-1000 sq. ft.,
- 1 BR w/den units of 850-1,500sq. ft.
- 2 BR 2BA units of 1,000 to 1,800 sq. ft.

Amenities are planned to include:

- Convenience store
- Spa
- Hair salon
- Medical/dental clinic
- Café/bistro
- Indoor pool
- Movie theater
- Library/business center
- Fitness center
- Tavern/pub
- and more for the residents' exclusive use.




Ganther Construction Architecture, Inc.
4825 County Road A
Owensville, Missouri 64601
Tel: 636.428.4778
Fax: 636.428.4788
www.ganther.com

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BolanderDesigns
982 Parkway Street
Deer Park, MO 64515
Tel: 800.308.3008

PROPOSED PROJECT:
SENIOR LIVING COMMUNITY
MERCURIAN TOWNSHIP, MI

REVISIONS

#	DATE	REVISIONS

Project Number 18-1009
Date 09-27-18
Drawn By VP
Checked By KK

A1.0

The recommended programs and amenities listed below are based on our experience of consumer preferences across the country.

Recommended Campus Amenities

- Full service concierge
- Common space to include:
 - Café and/or Pub
 - Community kitchen with an option for experiential cooking activities
 - Library & Business Center
 - Theatre seating
 - Flexible Community Room for arts, life long learning, and other programming.
- Complimentary breakfasts (periodically)
- Fitness center with locker rooms
- Salon
- Wi-Fi in community spaces
- Garage parking
- Enough Storage for every unit to have a locker
- Guest Suite for Rent
- Outdoor space to include:
 - Fire pit
 - Grilling/outdoor cooking
 - Walking paths
 - Dog path/park
 - Raised gardens
 - Swimming pool

Sample Life Enrichment Programming

- Life long learning
- Volunteer opportunities
- Health & Wellness
- Arts programming
- Gardening programming
- Cooking classes
- Travel & Day Trips
- Religious & Spiritual programming
- Game programming

Recommended IL Apartment Amenities

- Designer kitchens and bathrooms with granite counters, tile backsplashes, high end energy efficient appliances
- Built-ins and other generous storage spaces
- Hard wood floors
- Full sized washer and dryer
- Private balcony/patio
- Closet systems
- Window coverings (mini-blinds)

Andev has retained the internationally renowned accounting and marketing firm, Plante Moran, of Southfield, MI for its recommendations and analysis of the optimum design parameters and amenities offerings for its projects.

Of note here is the strong recommendation of full designer kitchens with “high-end” appliances for the independent living apartments within the development.

Plante Moran’s report describes a very strong market for the units and unit mix that Andev has designed for this project – provided that the units meet the criteria established for the independent living component described in the last slide.

Summary of Results		
Unit Potential		
Independent Living:		
Market Rate	50 - 260	
Subset: Entrance Fee	90	
Assisted Living & Memory Care:		
Market Rate	250	
Subset: Assisted Living Memory Care	30 - 60	
Demographics		
	2018	2023
Total Households	99,676	102,768
Households Age 75+	9,043	10,437
HH 75+; Household Income \$35,000+	5,180	6,290
HH 75+; Household Income \$57,000+	3,178	4,042
HH 75+; Household Income \$78,000+	1,954	2,638
Households Age 45-64	32,148	30,898
HH 45-64; Household Income \$75,000+	14,097	15,050
HH 45-64; Household Income \$100,000+	10,378	11,526
Median Owner-Occupied Housing Unit Value	\$ 147,117	\$ 157,904
Percent HH Age 75+ Owner-Occupied	70%	71%
Median HH Income	\$51,683	\$56,859
Market Area Average Occupancy		
Independent Living	86%	
Assisted Living & AL Memory Care	90%	
Penetration Rates		
Independent Living: 140 unit project		
Project: \$57,000 screen	2021	
Benchmark	3%	
	5%	
	2018	2023
Gross Market: \$35,000 screen	15%	14%
Benchmark	15%	
Assisted Living: 86 unit project		
Project: \$78,000 screen	2021	
Benchmark	4%	
	10%	
	2018	2023
Gross Market: \$35,000 screen	27%	29%
Benchmark	40%	

Unit Potential

- The results show the market can support up to 260 additional independent living units, of which up to 90 could be entrance fee units.
- The market also supports up to 250 additional assisted living & memory care units, of which up to 60 could be memory care units. A note of caution is the high construction activity which will cause fill up pressure to any new AL&MC project. See following pages for discussion.
- **As a rule of thumb, it is recommended that a project not exceed 80% of the total calculated unit potential. The Andev project considered herein (140 units of IL, 52 units of traditional AL, and 34 units of MC) would capture 44% of the 510 units of total unit potential found in this report.**

Market Area Demographics

The market area has:

- High number of senior HH
- High number of adult child HH
- Moderate homes values and home ownership among seniors

Market Area Supply

The market area has:

- Slightly below average IL occupancy with slightly active development
- Strong AL occupancy with highly active development

Market Area Penetration Rates

- The IL penetration rates are in line with the national benchmarks which is a favorable indicator.
- The AL&MC gross market penetration rates are below the national benchmarks which is a favorable indicator.

Note: Relative to benchmarks, a low penetration rate indicates potential for increased supply in the market area. Relatively high penetration rates indicate little potential, or a surplus of inventory in the market area. However, higher penetration rates are not always indicative of saturated markets. It is important to consider penetration rates in combination with other indicators of market potential such as a market area’s attractiveness as a retirement destination, tendency to remain in the area for retirement, proximity to family. Additionally, quality, design, size, age, and attractiveness of the existing supply in the market area as well as occupancy of existing supply are other factors to consider in conjunction with penetration rates.

Meridian Township's zoning ordinance does not currently have a classification for independent senior living as a distinct use. Under the current ordinance, the township has had to fit such a use as either a market rate apartment subject to density parameters limiting the number of units per acre or by special use restrictions that prohibit the apartments from having full kitchens.

In particular, on the subject site the township has legitimate concerns that, if permitted, the construction of senior independent apartments with full kitchens could, sometime in the future be converted to either market rate or student housing.

Andev is therefore proposing that the current ordinance be amended to describe and set forth parameters that would ensure that housing units developed as a special use for senior living are restricted from future repurposing.

Specifically, Andev is proposing the following requirements to be incorporated in the special use ordinance.



ANDEV GROUP
real estate development

The ordinance should add a definition for “Independent Housing for Older Persons” to include only structures that are qualified under the Federal Fair Housing guidelines for Age- Qualified Occupants. That is, those aged 55 and older.

Further, the ordinance should identify and define a new category of development to be known as a “Continuing Care Retirement Community” (CCRC). In order to qualify as a CCRC, a proposed development must include a combination in one contiguous campus of an Independent Living apartment building and at least two of the following facilities intended for seniors aged 55 or older:

- Assisted Living
- Memory Care
- Nursing Home

November 29, 2018

Via Email

Mark Kieselbach
Meridian Township
5151 Marsh Road
Okemos, MI 48864

Dear Mr. Kieselbach:

Re: Continuing Care Retirement Community

Recently, the Township has considered development of a Continuing Care Retirement Community (CCRC). This project would include both independent living, assisted living, and specialty care such as skilled nursing, memory care, and other specialty nursing care. Currently, the Meridian Township Zoning Ordinance does not provide for such multiple uses on one site. In this letter, I have outlined several different options the Township could consider in drafting ordinance amendments to provide for this type of flexible land use.

The proposed land use provides several benefits, including allowing an integrated campus providing connected services to retired or semi-retired individuals. Generally, such communities are limited to persons aged 55 and older. Additional challenges are present, such as overall project density and ensuring that future site use remains appropriate to the region.

To ensure continuing, appropriate site use, several factors could be incorporated into the zoning classification:

- Require the associated services be provided to individuals aged 55 and older, consistent with state law and Federal Fair Housing guidelines for Age-Qualified Occupants.
- Require deed restrictions on the subject property limiting residency to individuals aged 55 and older.
- Allow CCRCs only as a special use or planned unit development (rather than a use by right), such that future land use changes must be evaluated and determined appropriate.



Overall project scope and density can be managed with careful consideration of the component parts of any CCRC definition. Several different factors may be selected to fit the needs of the community, including requiring CCRCs to:

- Be planned developments by special use;
- Have a single corporation or organization operate all aspects of the development as a coordinated unit;
- House patients and individuals aged 55 or older;
- Include a continuum of housing, services, and health care on one campus or site;
- Provide some combination of in-patient and 24-hour care, including Independent Living, Assisted Living, Memory Care, Nursing Care, Skilled Nursing Care, Homes for the Aged, and Hospice Care;
- Meet maximum density per acre requirements;
- Meet maximum Independent Living unit ratios to specialized service units (such as Memory Care units), for example 2:1 or 3:1 Independent Living units per one Memory Care unit or bed;
- Meet minimum floor area percentages for specialized service units;
- Meet minimum site acreage size requirements;
- Meet minimum levels for lot coverage, access points, traffic, and other factors; or
- Provide site plans compatible with the character of the surrounding neighborhood.

Additional definitions may need to be developed to provide specificity for the activities at a CCRC, including the specialized care that will be provided. For example, precise definitions of Independent Living Units, Assisted Living Units, Skilled Nursing Care, or Memory Care may be required if they are incorporated into a new zoning classification. Also, Michigan law provides specific definitions for “home for the aged” and “continuing care community.” See MCL 333.20106 and MCL 554.903(j). Licensing and other regulatory requirements may be implicated for a site operating under the state definitions; these definitions could be incorporated or specifically excluded from the zoning classification.

We look forward to working with the Township to develop a zoning classification to the benefit of all residents.

Sincerely,



MATTHEW A. KUSCHEL
ASSOCIATE

Direct: 517.381.3162

mkuschel@fsbriaw.com



13.B

To: Township Board

From: Mark Kieselbach, Director of Community Planning and Development

Date: November 30, 2018

Re: Medical Marihuana Ordinance

The Township Board at its last meeting asked the Township attorney to address two questions related to the taxing of medical marihuana and the impacts recreational marihuana will have on medical marihuana facilities. The Township attorney has provided a confidential legal opinion on those two questions. For the Board meeting on December 11, 2018 we will have proposed ordinance language for the three criteria which includes the issue of residency and proposed language for the lottery system.

G:\Community Planning & Development\Planning\Medical Marihuana\Medical Marihuana Ordinance.tb4.docx



To: Board Members
From: Joyce A. Marx, Human Resources Director
Date: November 29, 2018
Re: Property and Liability Insurance Contract

In accordance with the purchasing policy of the Township, formal proposals were solicited and received for Property and Liability Insurance for the period January 1, 2019 to December 31, 2019 with a renewal option for a two year extension. The RFP process is used to assure a regular review of the services and pricing being offered to the Township. There is no requirement to rotate insurance providers on any regular schedule.

We have had discussions with Township Manager Frank Walsh, Finance Director Mattison and Trustee Jackson to assist in the review process. After considering three written proposals, and interviewing two providers (MTA PAR-Michigan Township Association and MML-Michigan Municipal League), we are evaluating the presentations with emphasis on the following factors:

1. Advantages to Meridian Township with respect to the firm's experience and expertise with handling municipal or public-entity accounts.
2. Cost, however, cost alone will not be the sole factor in recommending approval of accepting the proposal.
3. References from other governmental entities and list of insured clients.
4. Financial stability and assigned rating of carrier.
5. Duplication or enhancement of current coverage.

At the December 11, 2018 Board meeting, we will be making a recommendation for Property and Liability Insurance coverage for January 1, 2019-December 31, 2019.



To: Board Members
From: Ronald J. Styka, Township Supervisor
Date: November 29, 2018
Re: Township Manager Performance Review

Attached, you will find the Township Manager's current employment contract, 2017 Annual Performance Evaluation and the evaluation tool the Township Board has used over the past several years to assess the Manager's performance. According to contractual terms, the performance review shall be completed by December 1, 2018.

I spoke with Manager Walsh in mid-November and he agreed to allow for some additional time due to the vast amount of issues before the Board and the need to focus on the process to name a new Township Treasurer. I appreciate his willingness to be patient as the Board works through the multitude of agenda items before us.

My suggestion is that we take up the Manager's performance review at our December 10 goal setting meeting. In fairness to the Manager, we should wrap up the process before the end of the year. Further, I'd suggest we use the same attached review tool as we have used in the past. As allowed by law, the Manager has requested that his annual performance review be conducted in closed session. In order to make this happen, I'll need to receive your completed review forms by 5:00pm on Thursday, December 6th.

Motion for Township Board's Consideration:

MOVE TO SET A DATE OF DECEMBER 10, 2018 TO REVIEW THE TOWNSHIP MANAGER'S ANNUAL PERFORMANCE. THE REVIEW, AS ALLOWED BY LAW AND REQUESTED BY THE TOWNSHIP MANAGER, SHALL BE CONDUCTED IN CLOSED SESSION.

Attachments:

1. Current Township Manager Contract
2. 2017 Annual Performance Evaluation
3. Evaluation Tool

EMPLOYMENT AGREEMENT

This AGREEMENT made on the date affixed by the parties below, between the CHARTER TOWNSHIP OF MERIDIAN, County of Ingham, State of Michigan (hereinafter referred to as the "Employer"), and Frank L. Walsh (hereinafter referred to as the "Township Manager").

RECITALS

WHEREAS, the Township Board has appointed Frank L. Walsh as Township Manager of the Charter Township of Meridian; and

WHEREAS, it is the desire of the Township Board to provide certain benefits, establish certain conditions of employment, and to set working conditions for the Township Manager; and

WHEREAS, the Township Manager desires to accept the appointment as Township Manager under the provisions as set forth herein.

IT IS AGREED as follows:

1. Appointment and Duties. The Employer hereby agrees to appoint Frank L. Walsh as Township Manager of the Charter Township of Meridian to perform the functions and duties specified in paragraphs (a) through (o) inclusive of Section 10 of the Charter Townships Act (MCL 42.10; MSA 5.46[10]), and to perform such other legally permissible and proper duties and functions as the Township Board shall from time to time assign. The Township Board reserves the unilateral right to add to, amend, modify, or withdraw any and all of the delegated and assigned functions and duties. The Township Manager accepts such appointment on the terms and conditions of this Agreement.

2. Term. The original term of this Agreement will begin on January 9, 2018 and end on January 7, 2020.

Prior to December 1 of each year, the Employer or its authorized representative(s) shall meet with the Township Manager, and the parties shall review such

information as they deem relevant. The Employer may extend this Agreement for a successor year with any modifications to which the parties mutually agree.

Failure to renew or extend this Agreement or any successor Agreement at the end of its term shall obligate the Employer to pay to the Township Manager a Severance Settlement as specified and defined in Section 7 of this Agreement, but shall give the Township Manager no other right or claim. Failure to renew or extend this or any successor Agreement shall not be considered a breach hereof or a termination with or without cause, nor give rise to any cause of action which may be arbitrated under the terms of this Agreement or adjudicated in any court of law, tribunal or administrative agency.

3. Extent of Services.

A. Best Efforts. Except as provided in Section 3.8., the Township Manager shall devote his entire time, attention, and energies to the Employer's business and shall not, during the term of this Agreement, be engaged in any other employment or business activity, whether or not pursued for gain, profit, or pecuniary advantage, without the express prior written consent of the Township Board. The Township Manager also shall not engage in any activity which conflicts or interferes with the performance of his duties as specified in this Agreement and as directed by the Employer or any of its agents as described in Section 1 above.

B. Other Activities. The Township Manager may, with prior written consent of the Township Board, teach, write or engage in similar or related activities which do not interfere with, but rather enhance, the Township Manager's performance of the duties and functions required under this Agreement. The Township Board acknowledges that Township Manager is authorized to conduct up to three managerial searches per calendar year. The Township Manager shall notify the Township Supervisor of each search process.

4. Salary. The Employer shall pay the Township Manager for all services rendered pursuant to this Agreement calculated at an annual rate of \$117,565. The Township Manager's salary shall be payable in installments at the same time and in the same manner as

other employees of the Township are paid.

5. Benefits. The Employer shall provide the Township Manager with the following benefits:

A. Pension. The Township Manager shall be included in the Township Employee's Pension Plan ("Plan") ICMA-RC Money Purchase Plan pursuant to the terms of the Plan. The Township shall provide 12% of the Manager's base salary into the pension plan.

B. Deferred Compensation. The Employer shall provide the Township Manager a mutually agreeable mechanism for deferred compensation, such as the International City Management Association-Retirement Corporation ("ICMA-RC"), for the Township Manager's participation. In addition to the Township Manager's salary, the Employer shall make an annual contribution of 1.5% of the annual salary annually to the Township Manager's account.

C. Automobile. The Employer will provide the Township Manager an automobile for the Township Manager's unlimited use for official purposes and unlimited use for personal purposes. The personal use shall be reported as required by IRS regulations and the Township Manager shall pay any required taxes for such personal use. The Employer shall have the option of selecting the automobile to be provided to the Township Manager. The Employer shall be responsible to pay for or provide maintenance expenses, gas, oil and insurance coverage for the automobile. The Township Manager may choose to receive a monthly car allowance of \$800.00 in lieu of the automobile, maintenance, gas, oil and insurance expenses as compensation for all business miles driven within a 50 mile radius of the Township Municipal Building.

D. Professional Activities, Conferences, and Training. The Employer recognizes that the Township Manager's participation in municipal and professional activities, conferences, and training is mutually beneficial. The Employer will provide as budgeted, funds for the Township Manager to participate in a minimum of one professional conference per year. Such funds shall be available for the activities of the Township Manager only. This

provision shall supersede Section 25 of the "Personnel Policy" of the Charter Township of Meridian adopted March 24, 1992, as revised.

E. Vacation. On January 2 of each year beginning 2018, the Township Manager shall receive twenty-eight (28) days of vacation. The Township Manager shall not be paid for more than forty (40) vacation days upon separation of employment. The Township Manager shall use a minimum of fifteen (15) days per year, and is encouraged to use all vacation days each year.

F. Life Insurance. The Township shall reimburse the Township Manager for an annual life insurance policy with a maximum premium of \$1,000 per year.

G. The parties hereby adopt and incorporate by reference the following sections of the "Personnel Policy" of the Charter Township of Meridian as amended, or an adopted successor policy, which shall apply to the Township Manager.

- (1) Section 12 "Benefits."
- (2) Section 12.1 "Health and Hospitalization Insurance."
- (3) Section 12.3 "Life Insurance."
- (4) Section 12.4 "Accidental Death and Dismemberment."
- (5) Section 12.5 "Accident and Sickness Income."
- (6) Section 12.6 "Workers' Compensation ."
- (7) Section 12.7 "Sick Leave."
- (8) Section 12.8 "Funeral Leave."
- (9) Section 12.9 "Personal Leave Days."
- (10) Section 12.11 "Family and Medical Leave Act."
- (11) Section 12.12 "Holiday Provisions."
- (12) Section 12.14 "Jury Duty."
- (13) Section 12.15 "Longevity."
- (14) Section 12.17 "Act of God Days."

- (15) Any other benefits to which the parties shall subsequently mutually agree in writing, and as approved by the Township Board at a Board Meeting.

For purposes of this Agreement, all applicable sections of the Township Personnel Policy shall be modified by inserting the term "Township Board" for the terms "Township Manager", "Department Head", or "Supervisor" as appropriate.

6. Nature of Employment. The Parties recognize that the Township Manager serves at the pleasure of the Township Board and that the Township Manager is an at-will employee. The Employer may terminate the appointment of the Township Manger for any reason, with or without cause, at any time, either by refusing to extend this Agreement or a successor Agreement, or at any time during the term of this or any successor Agreement, subject to the terms of Section 7, "Severance Settlement", set forth below.

7. Severance Settlement. In the event the Township Board exercises its sole and exclusive right to terminate the Township Manager's at-will appointment, the Employer shall pay to the Township Manager a lump-sum severance settlement, equal to twelve (12) months' salary at the Township Manager's then-current salary (hereinafter the "Severance Settlement"), or within the Employer's discretion pay twelve (12) month salary continuation, plus any payments then due and owing to the Township Manager for accumulated and unused sick leave pursuant to Section 12.7 of the Township Personnel Policy, and any accumulated but unused vacation leave pursuant to Section 12.13 of the Township Personnel Policy. All Severance Settlement sums shall be reduced by applicable taxes or withholdings as required by law. The Manager shall also receive twelve (12) months continued health care coverage at the level he was receiving at the time of termination.

8. Termination of Appointment for Gross Misconduct or Disability. The Township Manager's appointment may be terminated immediately and without Section 7 severance pay requirements by the Employer for "gross misconduct" as defined herein and shall terminate on the date of occurrence in the event of "disability" of the Township Manager, as defined herein. Written notice of alleged gross misconduct shall be provided to the Township Manager and he shall be given

an opportunity to respond to such charges.

A. Termination for Gross Misconduct. In the event of a termination of the Township Manager's appointment pursuant to this Section, no Severance Settlement payment shall be due to the Township Manager, but the Township Manager shall be entitled to receive only accrued but unused sick and vacation leave as specified in Section 7.

In the event the Township Manager's appointment is terminated by the Employer for gross misconduct, the Township Manager shall be paid his salary until the date of termination. Upon termination, all payments including the Township Manager's salary and all other benefits (except as may be required by law) shall there upon cease.

B. Definition of Gross Misconduct. As used in this Agreement, the term "gross misconduct" includes but is not limited to: (I) theft, dishonesty or fraud; (ii) an illegal act reflecting negatively on the Employer or relating to or affecting the Township Manager's duties or responsibilities to the Employer; (iii) grossly negligent failure to perform duties; (iv) intentional and material misrepresentation to the Employer; or (v) grossly deficient performance or gross failure to perform duties following written notice to the Township Manager that his performance has been deficient or that he had failed to perform his duties as specified.

C. Definition of Disability. As used in this Agreement, "disability" shall mean a physical or mental illness, injury, incompetency or incapacity, including alcoholism or drug addiction, which renders the Township Manager incapable of performing the services required of the Township Manager. Such definition shall include the definition as defined in the Township's insurance policy. Determination of disability and the date upon which it is deemed to have occurred shall be made by a physician who is acceptable to both the Employer and Township Manager. Such determination shall be binding on all parties to this Agreement. In the event the Employer and Township Manager do not agree upon a physician they shall each name a physician and the two physicians shall name a third

physician who shall conduct the examination and make the determination as to whether the Township Manager is suffering a disability.

9. Resignation/Salary Reduction. In the event the Township Manager terminates his appointment pursuant to this Agreement by voluntary resignation in writing, the Township Manager shall not be entitled to any Severance Settlement as provided in Section 7 of this Agreement, except that a resignation submitted at the written request of a majority of the Township Board shall entitle the Township Manager to receive a Severance Settlement pursuant to Section 7 of this Agreement. The Township Manager shall give the Employer at least sixty (60) days prior written notice of his intent to voluntarily resign from his appointment, unless the parties agree otherwise in writing. If the Township Manager provides such notice, the Township Manager shall be eligible to receive pay for all accrued and unused sick leave and vacation leave pursuant to the applicable provisions of the Township Personnel Policy. If the Township Manager fails to provide written notice as required herein, the Township Manager shall forfeit any right or claim to any accrued sick or vacation leave or other benefits. Any reduction in the Township Manager's salary by a percentage greater than any average across-the-board reduction for other employees may be considered a termination by the Township Manager and the Township Manager shall, upon submission of his written resignation giving notice as required in this Section, then be entitled to a Severance Settlement as specified in Section 7 of this Agreement.

10. Evaluations. The Employer shall conduct an annual evaluation of the Township Manager in a manner satisfactory to the Employer. The Township Manager shall assist in developing goal-based evaluation forms and an evaluation process subject to the sole approval of the Employer. The evaluation shall be completed and furnished to the Township Manager prior to December 1 of each year. The Township Manager shall have the right to file a written response to any written evaluation provided by the Employer. Such evaluation shall not alter or affect the nature of the Township Manager's at-

will appointment status or any other term of this Agreement, including but not limited to, the Employer's rights under the "Term" or "Termination" provisions of this Agreement, shall not cause or require the Employer to extend or renew this Agreement or any extension of this Agreement, and shall not give rise to any right of the Township Manager to reply upon or enforce the terms of such evaluation with respect to job tenure, salary, benefits or any other reason or purpose.

11. Residency. The Township Manager shall maintain residency in the Township throughout his term of appointment.

12. Township Manager's Obligations under Township Personnel Policy. The parties hereby adopt and incorporate by reference the following sections of the Township Personnel Policy with respect to the Township Manager's obligations to the Employer. For the purposes of this Agreement, all sections of the Township Personnel Policy adopted by reference shall be modified by inserting the term "Township Board" for the terms "Superintendent" "Department Head", or "Supervisor" as appropriate.

Adoption of these provisions shall be in addition to all other duties and obligations of the Township Manager to the Employer as set forth in this Agreement and as imposed by the Employer:

- A Section 4.6 "Physical Examination."
- B. Section 20 "Care and Control of Property."
- C. Section 21 "Ethics."
- D. Section 3 "Policy on Non-Discrimination and Harassment."
- E. Section 22 "Smoking Policy."
- F. Section 23 "Conferences and Workshops."
- G. Section 25 "Political Activities."
- H. Section 24 "Substance Abuse."

13. Other Terms and Conditions of Employment. The Township shall fix any other

terms and conditions of the Township Manager appointment, as it may determine from time to time, provided such terms and conditions are not inconsistent with or in conflict with the provisions of this Agreement.

14. Assignment. The Township Manager acknowledges that the services to be rendered by him are unique and personal. The Township Manager shall temporarily appoint one Department Director as Acting Township Manager during periods of vacation, sick leave, or other short term leave periods. The Township Board may, at its discretion, choose an alternative person to perform the duties of Acting Township Manager.

15. Arbitration. Any controversy or claim arising out of, or relating to Section 8 of this Agreement, shall be settled by final and binding arbitration in the County of Ingham, State of Michigan, in accordance with the then applicable rules of the American Arbitration Association, and judgment upon the award rendered by the arbitrator may be entered and enforced in any court having jurisdiction.

The arbitrator, if he/she should determine that termination of the Township Manager was not for gross misconduct, shall be limited, by way of remedy, to issuing a monetary award not to exceed the Township Manager's Severance Settlement, and shall have no power of reinstatement. In the event the arbitrator determines that termination of the Township Manager was for gross misconduct, the arbitrator shall have no power to modify the termination or otherwise substitute his/her judgment for that of the Employer.

16. Waiver of Breach. The waiver by the Employer or any of its agents of a breach of any provision of this Agreement by the Township Manager shall not operate or be construed as a waiver of any subsequent breach by the Employer. No waiver shall be valid unless it is in writing and signed by the Township Board.

17. Situs. This Agreement shall be governed by and construed according to the laws of the State of Michigan.

18. Severability. The invalidity or unenforceability of any provision, or a portion thereof of this Agreement, shall not affect the validity or enforceability of any other provision or

portion thereof. Should a provision, or portion thereof, be deemed invalid or unenforceable and later be deemed valid or enforceable, the parties hereto agree that such provision shall be deemed revived and in full force and effect in this Agreement.

19. Section Headings. Section and other headings contained in this Agreement are for reference purposes only and shall not affect in any way the meaning or interpretation of this Agreement.

20. Entire Agreement. This Agreement constitutes the entire agreement between The parties respecting the appointment of the Township Manager, and there are no representations, warranties, or commitments between the parties, except as set forth herein. The terms of this Agreement shall prevail over any conflicting document, except the Meridian Township Employee's Pension Plan and in that case the Plan document shall control over any conflicting language in this Agreement.

21. Modification. Except where the Employer has reserved the right of unilateral amendment, this Agreement may be amended or modified only by written instrument intended as such executed by the parties.

IN WITNESS WHEREOF, the Charter Township of Meridian, through its Township Board, has caused this Agreement to be signed and executed in its behalf by its Supervisor and Clerk, and the Township Manager has signed and executed this Agreement on the 11th day of January 2018.

WITNESSES:

Michelle Pruz
Michelle Pruz
Michelle Pruz

EMPLOYER CHARTER TOWNSHIP OF
MERIDIAN

Ronald J. Styka
By: Ronald J. Styka, Supervisor

Brett Dreyfus
By: Brett Dreyfus, Clerk

Frank L. Walsh
By: Frank L. Walsh, Township Manager

Meridian Charter Township
January 9, 2018
Annual Performance Evaluation of 2017
Frank L. Walsh
Township Manager

On December 12, 2017, the members of the Meridian Township Board met to evaluate Meridian Township Manager, Frank L. Walsh. Each board member and the manager reviewed and discussed the manager's performance during the 2017 calendar year. After careful review the Board determined that overall Manager Walsh performed his duties in an excellent manner. Indeed, 2017 was in every respect an outstanding year. The Board's determination was based on review of the manager's performance in nine areas.

First, the Board determined that Manager Walsh excelled in providing customer service. He responded in a timely, courteous, and effective manner to the hundreds of annual calls for service received from Meridian residents. Board members determined that he prided himself on providing service to residents, created a culture of excellent customer service, fostered a sense of confidence and cooperation in many township employees, and quickly brought about solutions to problems presented by residents or board members.

Next, the Board determined that Mr. Walsh excelled in planning and problem solving. He anticipated and analyzed problem areas, researched and established alternative solutions, and was skillful in conflict resolution. Board members determined that he watched for signs of problems and took cues from board members and citizens before problems arose. He used innovative thinking and relied on his wealth of experience and fact-finding to resolve conflicts and problems. One example was the resolution of the township's unfunded pension liabilities. He worked to resolve both the immediate problem through a millage increase and the long term problem through renegotiation of retirement clauses in bargaining unity contracts.

Third, the Board determined that the manager far exceeded expectations with regard to interpersonal relations. He cooperated effectively with the governing body, department heads, supervisors, unions, employees and the public. He is empathetic and exhibited tact and sensitivity to the needs of others. He keeps Board members in the loop on all on-going matters. Board members determined that he was very helpful to them on all issues and cooperated very effectively with all constituencies—the board, employees, citizens, and businesses.

Fourth, the Board determined that Mr. Walsh excelled at organization. He demonstrated the ability to arrange work and to respond to conflicting or changing priorities. He maintained orderliness of documentation and assured the effective functioning of township government. Board members noted that he had to deal with many issues and did so in a very efficient and productive manner. In addition, the manager undertook to reorganize significant portions of the township departments and staff, resulting in efficiencies in work product, funds spent, and the timeliness of responses to both day-to-day activities and unusual circumstances. With redevelopment of key commercial areas being one of the Board's highest priorities, he reorganized the development office, hiring a director dedicated to working on development issues, including recruitment and retention of appropriate businesses and residential developments. Along with this, he encouraged the Board to establish a development fund.

Also, the Board determined that Manager Walsh was a strong communicator. He demonstrated the ability to effectively communicate in oral and written form with the governing body, department heads, supervisors, employees, media, other government leaders, and the public. He kept others informed of pertinent information and listened to the positions of others. Board members determined that the manager had outstanding communication skills and excelled in most aspects of this skill. His messages were clear, concise, and easily understood. He kept board

members informed of all aspects of township operations. He made over 25 presentations to the public on the facts behind the need for a police and fire millage, and did so in a clear and convincing manner. This clearly exceeded Board expectations.

Sixth, the Board determined that the manager also excelled in his work attitudes and ethics. He was open and straight-forward, accepted responsibility, responded to direction from the governing body, and conformed to high ethical standards. Board members determined that he was very responsible in responding to board issues, and seemed to always be on the job. It was noted that Mr. Walsh responded to board direction without complaint and accepted responsibility for success and failure. He willingly spent many evenings making community presentations, and did so without complaint. He rarely used sick or vacation time.

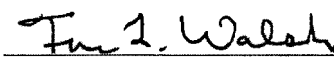
Seventh, the Board determined that Manager Walsh was excellent in providing supervision and leadership. He motivated others, effectively assigned work, encouraged employees and gave them the opportunity to increase their skills. Board members determined that Mr. Walsh was an excellent motivator and leader. Under his direction numerous employees received recognition, enhancing morale. Overall, the board found him to be an excellent leader and supervisor.

Next, the Board determined that, with regard to financial management, Mr. Walsh performed in an excellent manner. He accurately and effectively managed financial and material resources, maintained policies in purchasing procedures, materials replacement, equipment, etc. Also, he prioritized expenditures to reflect board policies. The budget process was very straight forward. Under Mr. Walsh's leadership the fund balance increased, allowing the board to approve one-time additional expenditures on roads and solar infrastructure.

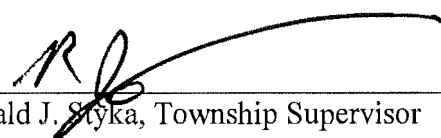
Ninth, the Board determined that the manager performed excellently, as he worked to accomplish the township's goals. He focused on efforts to accomplish the goals and needs as outlined by the board, effectively working as a team player. The board appreciated the accomplishments that had occurred under Mr. Walsh's leadership. He led staff to work toward goal completion, with many being completed and significant progress being made on others. The manager was a team player and team leader, but deferred to the board's wishes on matters. The Board's highest goal, resolving the unfunded pension liabilities, was met in an outstanding manner.

In conclusion, the township board determined that Manager Frank Walsh is an excellent township manager. The consensus of the Board was that he was excellent in all phases of township governance. His insights and calm discernment of solutions to problems are to be envied. He cares about his job and about the community and its citizens, and takes pride in his work. His devotion to outstanding customer service gave the township government a reputation for caring about all of its citizens. In a year with difficult challenges, he was able to continue his focus on sustainability and stability, so that all programs and services of the township continued at a high level, even as the difficult tasks were being accomplished. It was observed that Meridian could not find a better manager than Frank Walsh.

Ronald J. Styka, Supervisor
On behalf of the Township Board



Frank L. Walsh, Township Manager



Ronald J. Styka, Township Supervisor

Date Jan 11, 2018

Date 1-23-18

Meridian Township
ANNUAL PERFORMANCE REVIEW
2018

Employee: Frank L. Walsh

Date: December 2018

Title: Township Manager

Evaluated By: Township Board

Please rate the Manager's performance in the following key areas:

1. CUSTOMER SERVICE: Responds in a timely, courteous and effective manner to the hundreds of annual calls for service received from Meridian Township residents.

Unacceptable Needs Improvement Meets Expectations Exceeds Expectations Excellent

Comments:

2. PLANNING/PROBLEM SOLVING: Anticipates and/or analyzes problem areas; researches and establishes alternative solutions; makes sound decisions; is skillful in conflict resolution.

Unacceptable Needs Improvement Meets Expectations Exceeds Expectations Excellent

Comments:

3. INTERPERSONAL RELATIONS: Cooperates effectively with governing body, department heads, supervisors, unions, employee relations and/or the public; exhibits tact and sensitivity to the needs of others.

Unacceptable Needs Improvement Meets Expectations Exceeds Expectations Excellent

Comments:

4. ORGANIZATION: Ability to arrange work and to respond to conflicting or changing priorities; ability to maintain orderliness of documentation and to assure effective functioning of Township government.

Unacceptable Needs Improvement Meets Expectations Exceeds Expectations Excellent

Comments:

5. COMMUNICATION: Ability to effectively communicate, in oral and written form, with governing body, department heads, supervisors, employees, media, other government leaders and/or the public; ability to keep others informed of pertinent information; ability to listen to the position of others.

- Unacceptable Needs Improvement Meets Expectations Exceeds Expectations Excellent

Comments:

6. WORK ATTITUDES/ETHICS: Is open and straight-forward; accepts responsibility; responds to direction of the governing body; conforms to high ethical standards.

- Unacceptable Needs Improvement Meets Expectations Exceeds Expectations Excellent

Comments:

7. SUPERVISION/LEADERSHIP: Ability to motivate others; effectively assigns work to others; encourages and affords the opportunity to employees to increase skills.

- Unacceptable Needs Improvement Meets Expectations Exceeds Expectations Excellent

Comments:

8. FINANCIAL MANAGEMENT: Accurately and effectively manages financial and material resources; maintains policies in purchasing procedures, materials replacement; equipment, etc. Prioritizes expenditures to reflect Board policies.

- Unacceptable Needs Improvement Meets Expectations Exceeds Expectations Excellent

Comments:

9. TOWNSHIP GOALS AND ACCOMPLISHMENTS: Has the ability to focus efforts to accomplish Township goals and needs as outlined by the Board, able to effectively work as a team player.

- Unacceptable Needs Improvement Meets Expectations Exceeds Expectations Excellent

Comments:

10. OVERALL PERFORMANCE FOR 2016:

Unacceptable Needs Improvement Meets Expectations Exceeds Expectations Excellent

Comments:

NARRATIVE COMMENTS:

GOALS AND OBJECTIVES:

Township Board Member

Date

Ronald J. Styka, Township Supervisor

Date