



Charter Township of Meridian  
Downtown Development Authority (DDA)  
Municipal Building, 5151 Marsh Rd., Okemos, MI 48864  
Monday, December 3, 2018 – Minutes

#### **Members**

**Present:** Will Randle, Scott Weaver, Jim Raynak, Bill Cawood, Susan Fulk, Jim Spanos, Peter Campbell, and Supervisor Ron Styka

#### **Members**

**Absent:** Renee Korrey

#### **Staff**

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

#### **Others**

**Present:** Eric Helzer, Advanced Redevelopment Solutions and Emily Stivers Planning Commission

1. CALL MEETING TO ORDER

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

2. APPROVAL OF THE AGENDA

**MOTION BY MEMBER RANDLE TO APPROVE THE AGENDA. SUPPORTED BY MEMBER RAYNAK. MOTION APPROVED 8-0.**

3. APPROVAL OF MEETING MINUTES OF OCTOBER 10, 2018

**MOTION BY MEMBER RAYNAK TO APPROVE AMENDED MINUTES. SUPPORTED BY MEMBER RANDLE. MOTION APPROVED 8-0.**

4. COMMUNICATIONS

None.

5. PUBLIC REMARKS

None.

6. FINANCIAL REPORT

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

**MOTION BY MEMBER RAYNAK TO APPROVE THE FINANCIAL REPORT. SUPPORTED BY MEMBER CAWOOD. MOTION APPROVED 8-0.**

7. AUTHORIZATION OF PAYMENTS

Reviewed Consumers Energy 11.2018 bill totaling \$118.68.

**MOTION BY MEMBER RANDLE TO APPROVE THE PAYMENT FOR THE CONSUMERS ENERGY IN THE AMOUNT OF \$118.68. SUPPORTED BY MEMBER RAYNAK. MOTION APPROVED 8-0.**

8. OLD BUSINESS

a. New DDA TIF Plan Update, Status, Timeline

Eric reported that Lansing Community College will consider on 12/17. Also, upcoming are two more CADL meetings.

b. CADL Letters of Support

Kate reported CADL will decide at their meeting on 12/19. There is concern that CADL will opt out due to 2017 legislation that was passed regarding opting out of tax captures. All Board members are encouraged to write a letter by 12/7 to include in the CADL packet. If you are unable to meet that deadline, sending a letter any time before 12/19 will be helpful.

9. NEW BUSINESS

a. Planning Commission Vacancies

Chair Fulk reviewed the requirements of a Planning Commissioner and encouraged folks to consider applying.

10. TOWNSHIP BOARD REPORT

- New Treasurer-Phil Deschaine
- Trustee opening-looking for applicants
- Medical marihuana ordinances are concluding soon
- 2019 goal setting
- Fire Department ISO level dropped from 4 to 3

11. PLANNING COMMISSION REPORT

Planning Commissioner Emily Stivers provided a summary of recent Planning Commission activities.

12. TOWNSHIP MANAGER REPORT

None.

13. CHAIR REPORT

None.

14. STAFF REPORT

- Development Projects Update
- Senior housing concept plan near Hannah will be on the Board agenda tomorrow night

15. OPEN DISCUSSION/BOARD COMMENTS

Emily Stivers reported she will be stepping down as Planning Commissioner due to her new role as County Commissioner.

16. PUBLIC REMARKS

None.

17. NEXT MEETING DATE

- a. January 7, 2019, 7:30am

18. ADJOURNMENT

The meeting adjourned without objection at 8:33 am.