



Charter Township of Meridian
Downtown Development Authority (DDA)
Municipal Building, 5151 Marsh Rd., Okemos, MI 48864
Monday, June 3, 2019 – Minutes

Members

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

Members Jim Spanos

Absent:

Staff

Present: Community Planning and Development Director Mark Kieselbach, Township Manager Frank Walsh, Economic Development Director Chris Buck, and Executive Assistant Michelle Prinz

Others

Present: Trustee Jackson, Treasurer Deschaine, Planning Commissioner Peter Trezise

1. CALL MEETING TO ORDER

Chair Fulk called the meeting to order at 7:31am.

2. APPROVAL OF THE AGENDA

MOTION BY SUPERVISOR STYKA TO APPROVE THE AGENDA. SUPPORTED BY MEMBER RANDLE. MOTION APPROVED 8-0.

3. APPROVAL OF MEETING MINUTES OF MAY 6, 2019

MOTION BY MEMBER KORREY TO APPROVE THE MINUTES. SUPPORTED BY MEMBER RAYNAK. MOTION APPROVED 8-0.

4. PUBLIC REMARKS

None.

5. FINANCIAL REPORT

Staff provided a summary update on the May 2019 Financial Report. Report on file.

6. AUTHORIZATION OF PAYMENTS

a. Reviewed Consumers Energy 5.2019 bill totaling \$101.23.

MOTION BY MEMBER RAYNAK TO APPROVE THE PAYMENT FOR THE CONSUMERS ENERGY IN THE AMOUNT OF \$101.23. SUPPORTED BY SUPERVISOR STYKA. MOTION APPROVED 8-0.

7. OLD BUSINESS

a. TIF Policies and Procedures Review & Vote

There have been a few small updates in the language from the Township attorney including details on FOIA, performance guarantee, and changing MDEQ to EGLE. Discussion took place about other grammatical changes that were made. Supervisor Styka modified the welcome letter to include the DDA chair's signature.

MOTION BY MEMBER KORREY TO AMEND THE DDA TIF POLICES AND PROCEDURES, AS DISCUSSED. SUPPORTED BY MEMBER RAYNAK. MOTION APPROVED 8-0.

b. Village of Okemos Approval Process Update

The Township Board will be holding the public hearing for the project on June 18, 2019.

8. NEW BUSINESS

a. DDA Budget

Director Buck reviewed the draft budget which consists of just under \$9,000 in annual income and expenses just under \$8,000 per year. Director Buck will forward these numbers to the finance team for our 2020 budget.

b. Purchase of Flowers for DDA

Discussion was had around whether or not to place the usual flower baskets in the DDA due to the impending demolition.

MOTION BY MEMBER KORREY TO APPROVE THE ANNUAL FLOWER BASKETS TO BE BOUGHT AND HUNG IN THE DDA AREA, NOT TO EXCEED \$2,000. SUPPORTED BY MEMBER RAYNAK. MOTION APPROVED 8-0.

c. Conflicts of Interest Review

Updates to article three, section 4 of the bylaws were discussed. The new proposed language from the Township attorney isolates the direct conflict versus the indirect conflict.

MOTION BY MEMBER CAWOOD TO AMEND THE DDA BYLAWS TO REFLECT THE UPDATED LANGUAGE TO ARTICLE III, SECTION 4. SUPPORTED BY MEMBER WEAVER. MOTION APPROVED 8-0.

9. TOWNSHIP BOARD REPORT

Supervisor Styka reported the Board adopted the medical marihuana ordinances and is discussing opting out of recreational marihuana.

10. PLANNING COMMISSION REPORT

Planning Commissioner Peter Trezise provided a summary of recent Planning Commission activities.

11. TOWNSHIP MANAGER REPORT

None.

12. CHAIR REPORT

None.

13. STAFF REPORT

Reviewed the June update of development projects. DDA Annual Report is due to the State of Michigan by June 30, 2019. Staff will prepare and submit report and share at the next meeting.

14. OPEN DISCUSSION/BOARD COMMENTS

None.

15. PUBLIC REMARKS

None.

16. NEXT MEETING DATE

a. July 8, 2019, 7:30am

17. ADJOURNMENT

The meeting adjourned without objection at 8:29 am.