



Charter Township of Meridian
Downtown Development Authority (DDA)
Municipal Building, 5151 Marsh Rd., Okemos, MI 48864
Monday, February 7, 2022 – Minutes

Members

Present: Renee Korrey, Bill Cawood, Tom Stanko, Don Romain serving for Scott Weaver, and Trustee Jackson serving for Supervisor Styka

Members

Absent: Supervisor Ron Styka, Scott Weaver, Jim Raynak, Susan Fulk, Peter Campbell and Jim Spanos

Staff

Present: Neighborhoods & Economic Development Director Amber Clark, Township Manger Frank Walsh and Executive Assistant Michelle Prinz

Others

Present: Planning Commissioner Mark Blumer and Treasurer Phil Deschaine

1. CALL MEETING TO ORDER

Chair Korrey called the meeting to order at 7:35am and read the mission statement. Introduction of Don Romain who is representing Douglas J on the behalf of Scott Weaver.

2. APPROVAL OF THE AGENDA

**MOTION BY MEMBER CAWOOD TO APPROVE THE AGENDA. SUPPORTED BY TRUSTEE JACKSON.
MOTION APPROVED 5-0.**

3. APPROVAL MEETING MINUTES OF DECEMBER 6, 2021

**MOTION BY MEMBER STANKO TO APPROVE THE MINUTES. SUPPORTED BY TRUSTEE JACKSON.
MOTION APPROVED 5-0.**

4. PUBLIC REMARKS

None.

5. FINANCIAL REPORT

A. Monthly Financials

Director Clark reported that the current bank statement balance is \$57,880.60. An internal bank error of \$50 will be credited. The financials will be placed on file.

6. AUTHORIZATION OF PAYMENTS

A. Consumers Energy Bill December 2021

MOTION BY MEMBER CAWOOD TO APPROVE THE PAYMENT OF THE DECEMBER 2021 CONSUMERS ENERGY BILL IN THE AMOUNT OF \$135.95. SUPPORTED BY TRUSTEE JACKSON. MOTION APPROVED 5-0.

7. OLD BUSINESS

A. Meridian Township 2022 Goals & Economic Development Goals

Discussion was had regarding great Township communication on upcoming infrastructure projects and need for a Village of Okemos project update. Director Clark will give an update in her staff report.

8. NEW BUSINESS

A. Annual Officer Election

MOTION BY MEMBER CAWOOD TO APPROVE THE 2022 DDA SLATE OF OFFICERS CHAIR TOM STANKO, VICE CHAIR SUE FULKER, AND TREASURER/SECRETARY PETER CAMPBELL. SUPPORTED BY TRUSTEE JACKSON. MOTION APPROVED 5-0.

B. Match on Main Business Grant Selection Criteria

Director Clark introduced the Match on Main grant program from the Michigan Economic Development Corporation (MEDC). This is a tool to support new or expanding businesses by providing up to \$25,000 in funding support. The program requires no less than a 10% match from the applicant (DDA). The recommendation is to allocate up to \$10,000 of the available DDA funds in support of these grants. Each grant must be \$2,500 or more to qualify. The draft application and selection criteria were reviewed. There was discussion regarding food trucks and whether they would qualify as an applicant and how food trucks affect assessments of businesses. Director Clark will follow up with MEDC to see if they have funded food trucks in the past and Assessor Winstead regarding the assessments. Trustee Jackson suggested there may be a need to do a general review of the ordinances involved with food trucks. There was a general consensus to participate in the Match on Main Program.

C. 2022 DDA Goals

Director Clark reviewed the draft 2022 DDA Goals.

9. REPORTS

A. Township Board

Trustee Jackson reported on the following:

- There will be one Board meeting for January and February
- Gathering legal opinions regarding remote public meetings
- Township 2021 Annual Report is complete

B. Township Manager

- Planning Commission Chair is now Mark Blumer
- Deer cull is complete with 328 total
- Okemos Bridge begins 2/14
- Derek Perry is leaving the Township to become the City of Marshall Manager

- IT infrastructure report will be complete in 2-3 weeks
- 2022 Local Road Program has been announced
- 4 & 1 Work Program is continuing through the end of February
- Prime Meridian Magazine is coming out in March

C. Planning Commission

Commissioner Blumer reported the Planning Commission will be looking to revamp the sign ordinances.

D. Chair Report

None.

E. Staff Report

Director Clark shared that she received the Meridian Redevelopment Fund request from the Village of Okemos on 1/31. The request is 12% more than expected. The EDC will review the application this week. She will be asking the Supervisor to appoint two trustees to sit on the subcommittee to review the grant.

10. OPEN DISCUSSION/BOARD COMMENTS

Thanks to Derek Perry. The Township has been fortunate to have had him. Treasurer Deschaine thanked Chair Korrey for her leadership of the DDA and Chair Blumer for stepping up to chair the Planning Commission.

11. PUBLIC REMARKS

None.

12. NEXT MEETING DATE

- a. March 7, 2022, 7:30am

13. ADJOURNMENT

The meeting was adjourned at 8:44am without objection.