



Charter Township of Meridian
Downtown Development Authority (DDA)
Township Municipal Building, 5151 Marsh Road, Okemos, MI 48864
Monday, February 5, 2024 – Minutes

Members

Present: Bill Cawood, Supervisor Jackson, Don Romain, Tom Stanko, Renee Korrey, and Angela Wright

Members

Absent: Peter Campbell

Staff

Present: Neighborhoods & Economic Development Director Amber Clark, Township Manager Walsh, Township Treasurer Phil Deschaine and Executive Assistant Michelle Prinz

Others

Present: Planning Commission Chair Mark Blumer

1. CALL MEETING TO ORDER

Chair Stanko called the meeting to order and read the mission statement at 7:31 am.

2. APPROVAL OF THE AGENDA

**MOTION BY MEMBER KORREY TO APPROVE THE AGENDA. SUPPORTED BY SUPERVISOR JACKSON.
MOTION APPROVED 6-0.**

3. APPROVAL MEETING MINUTES OF DECEMBER 2023

**MOTION BY MEMBER WRIGHT TO APPROVE THE MINUTES. SUPPORTED BY MEMBER KORREY.
MOTION APPROVED 6-0.**

4. COMMUNICATIONS

A. Gene Turnwall-Director Clark mentioned that Gene Turnwall came into the township to discuss the adding a decorative clock in front of his property on Hamilton. He spoke with Deputy Manager Opsommer since Director Clark was out of the office. The DDA decided to have Director Clark reach back out to Gene Turnwall on this issue and DDA members will forward Director Clark his contact information.

B. Peggy Biondi-Tobe-Director Clark shared her communication with Ms. Biondi-Tobe.

5. PUBLIC REMARKS

None.

6. FINANCIAL REPORT

A. Monthly Financial Report

Director Clark shared the December finances and highlighted the \$2,160.96 in interest earned on the CD. The finances were placed on file.

7. AUTHORIZATION OF PAYMENTS

A. Consumers Energy Bill December 2023

MOTION BY MEMBER KORREY TO APPROVE THE PAYMENT OF THE DECEMBER 2023 CONSUMERS ENERGY BILL OF \$112.39. SUPPORTED BY MEMBER CAWOOD. MOTION APPROVED 6-0.

8. OLD BUSINESS

A. Village of Okemos- Development Project Update Discussion

Director Clark gave an update on the project. November was the last meeting with the developer where there was discussion regarding the height of the building and the power lines along with an adjustment to the building. The developers have until October to bring revised plans to the township. Director Clark has added a frequently asked questions (FAQ) page to the website that refers to questions the public ask about the development.

9. NEW BUSINESS

A. 2024 Goals Action Plan

The DDA reviewed the five 2024 draft goals. They included the following:

1. Provide quality leadership and management of the redevelopment of Downtown Meridian “Downtown Okemos” as a desirable place to do business, shop and live.
2. Design and install a new entry sign to the Downtown Development Authority by June 2024.
3. Support the small businesses of the DDA district through the Match on Main program, Façade Improvement Grant, and other incentives available to the DDA.
4. Analyze and determine the vacancy rate and location of vacant units in the DDA through a DDA Inventory project.
5. Prepare and implement an updated Integrated Downtown Development Plan.

MOTION BY MEMBER KORREY TO APPROVE THE 2024 DOWNTOWN DEVELOPMENT AUTHORITY GOALS, AS PRESENTED. SUPPORTED BY MEMBER WRIGHT. MOTION APPROVED 6-0.

10. REPORTS

A. Township Board

Supervisor Jackson reported on the following will be covered at the next Board meeting tomorrow:

- Resolution for Redevelopment Ready Community Recertification
- Traffic Control Order for Summergate Lane adjacent to Hiawatha Elementary
- 2023 Master Plan Update
- Black History Month
- Ronald J. Styka Memorial Pathway

- Emergency Operations Plan Annual Update

B. Township Manager

Manager Walsh reported on the following:

- Listening session summary was distributed
- New fire ladder truck is having issues and might require litigation
- 2023 Annual Report is complete
- Board and Commission night will be on March 26th
- RFP is out for expansion at the Central Fire Station
- Police Department is finishing new flooring project
- The Community/Senior Center Task Force continues to meet
- Early voting will begin on February 16th in the Town Hall Room
- \$4.2 million local road program was bid early this year
- Phase 1 of the Lake Lansing to MSU Pathway was completed
- Received CHILL grant to aid low income homeowners with repairs
- Public Safety Recruitment and Retention Program is going well
- Implemented new Parental Leave Program
- New Parks & Recreation Director, former Trustee Wisinski, has begun her new position
- Deer Management Program is complete with 300 deer taken

C. Planning Commission

Chair Blumer stated the Planning Commission has two vacancies and they held the new officer election. Alisande Shrewsbury is the new Chair and Christina Snyder is the new Vice Chair.

D. Chair Report

Chair Stanko reported there is a new DDA member Ron Sdao who will be sworn in shortly.

E. Staff Report

Director Clark reported that the MEDC is restructuring and the Match on Main Program is on hold. She has developed a FAQ sheet for the website related to questions regarding the Village of Okemos Project and will work with the Communications Department to develop a Communications Strategy on the Project. She will reach out to Mr. Turnwall regarding the clock by his business on Hamilton. Director Clark shared five possible graphics for the new DDA sign and asked for feedback. This item will be discussed at the next meeting.

11. OPEN DISCUSSION/BOARD COMMENTS

Manager Walsh recognized Planning Commissioner's Mark Blumer's service and all the good he has done for the Township.

12. PUBLIC REMARKS

None.

13. NEXT MEETING DATE

- a. March 4, 2024, 7:30am-Township Municipal Building, Town Hall Room, 5151 Marsh Road.

14. ADJOURNMENT

The meeting was adjourned at 8:45am without objection.