

[meridian.mi.us/elections](https://meridian.mi.us/elections)

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**From:** Pohl, Diane E. <[DPohl@honigman.com](mailto:DPohl@honigman.com)> **On Behalf Of** Blair, Kevin M.  
**Sent:** Tuesday, June 18, 2024 11:36 AM  
**To:** Clerk's Office <[clerksoffice@meridian.mi.us](mailto:clerksoffice@meridian.mi.us)>  
**Cc:** [mkuschel@fsbrlaw.com](mailto:mkuschel@fsbrlaw.com); Township Board <[Townshipboard@meridian.mi.us](mailto:Townshipboard@meridian.mi.us)>; Pohl, Diane E. <[DPohl@honigman.com](mailto:DPohl@honigman.com)>  
**Subject:** June 19 Meridian Township Board Meeting

Good morning. Please see the attached letter. As I discussed with Matt Kuschel, please make sure that the Board members see this letter prior to tomorrow's board meeting.

Thank you for your assistance.

Kevin M. Blair

**Diane E. Pohl**  
Legal Secretary

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**HONIGMAN LLP**  
O [517.377.0271](tel:517.377.0271)  
[dpohl@honigman.com](mailto:dpohl@honigman.com)

This e-mail may contain confidential or privileged information. If you are not the intended recipient, please delete it and notify the sender of the error.



**AGENDA**  
CHARTER TOWNSHIP OF MERIDIAN  
TOWNSHIP BOARD – REGULAR MEETING  
June 18, 2024 6:00 PM

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1. CALL MEETING TO ORDER
2. PLEDGE OF ALLEGIANCE/INTRODUCTIONS
3. ROLL CALL
4. PRESENTATION
  - A. 2023 Township Audit Presentation-Ali Barnes, Yeo & Yeo
5. CITIZENS ADDRESS AGENDA ITEMS AND NON-AGENDA ITEMS
6. INTERIM TOWNSHIP MANAGER REPORT
7. BOARD MEMBER REPORTS OF ACTIVITIES AND ANNOUNCEMENTS
8. APPROVAL OF AGENDA
9. CONSENT AGENDA
  - A. Communications
  - B. Minutes
    - (1) June 4, 2024 Special Township Board Meeting
    - (2) June 4, 2024 Regular Township Board Meeting
  - C. Bills
  - D. Planning Commission Appointment
  - E. Silverleaf Subdivision-Property Donation
  - F. Disposal of Surplus Fire Equipment
  - G. Charitable Gaming License – Constellation Cat Cafe
10. QUESTIONS FOR THE ATTORNEY
11. HEARINGS
  - A. Whitehills Lakes South #1 – Streetlight SAD Public Hearing
  - B. Whitehills Lakes Subdivision #7 – Streetlight SAD Public Hearing
12. ACTION ITEMS
  - A. Recreational Marijuana License Application in Zone 3 – Marsh and Grand River Area
  - B. Acceptance of 2023 Township Audit Findings
  - C. Township Legal Services Contract
  - D. Draft Liquor License Ordinance-Introduction
  - E. Whitehills Lakes South #1 – Streetlight SAD Resolution #3
  - F. Whitehills Lakes Subdivision #7 – Streetlight SAD Resolution #3
13. BOARD DISCUSSION ITEMS
  - A. Community Survey
  - B. 2025 Township Budget Priorities
14. COMMENTS FROM THE PUBLIC
15. OTHER MATTERS AND BOARD MEMBER COMMENTS
16. ADJOURNMENT

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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: Interim Township Manager Tim Schmitt, 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

Providing a safe and welcoming, sustainable, prime community.

A PRIME COMMUNITY  
meridian.mi.us

# Charter Township of Meridian Audit Results

PRESENTED BY  
Ali N. Barnes  
CPA, CGFM

Fiscal Year Ended  
December 31, 2023



**YEO & YEO**

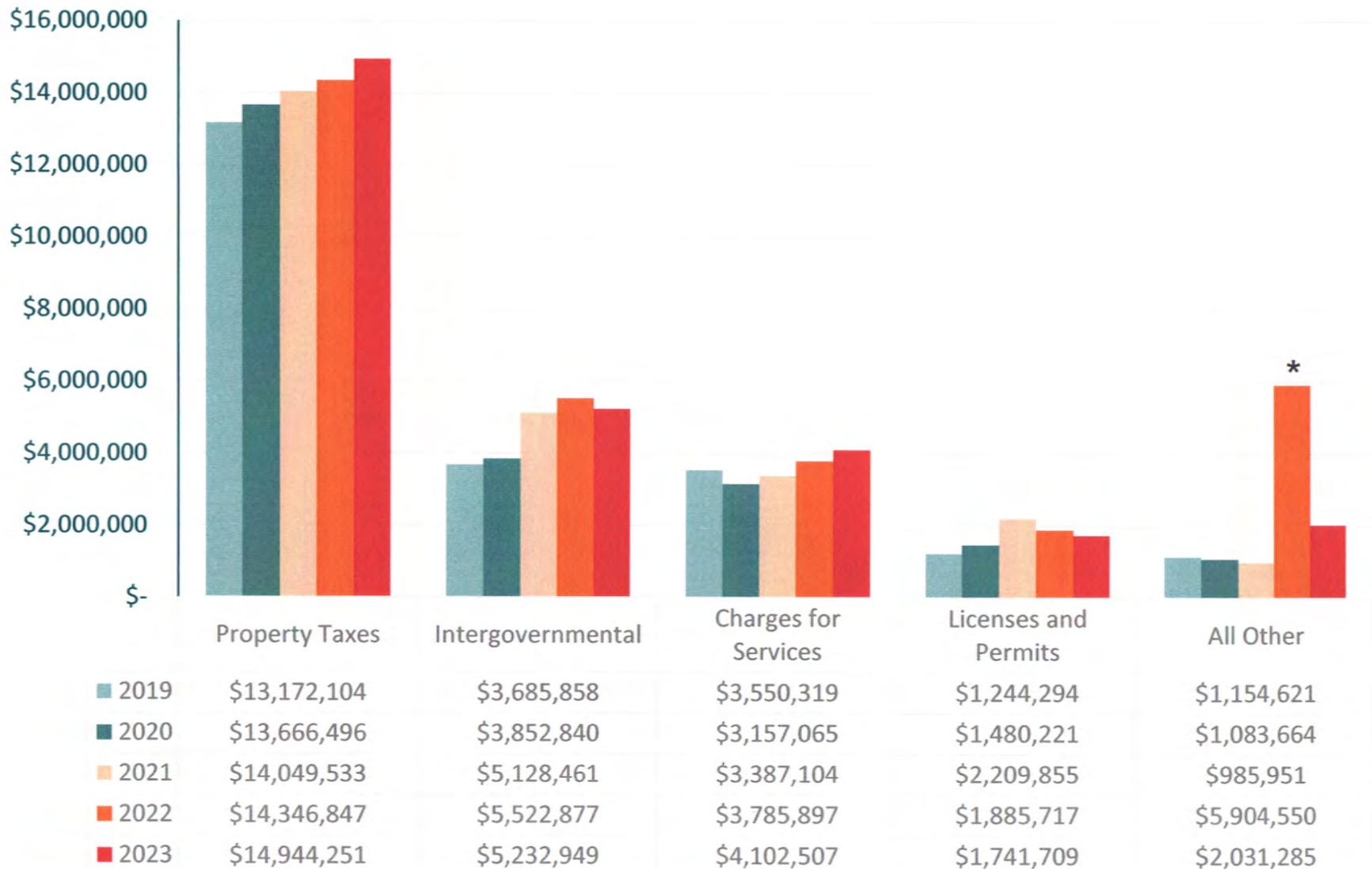
CPAS & ADVISORS



# Audit Opinion

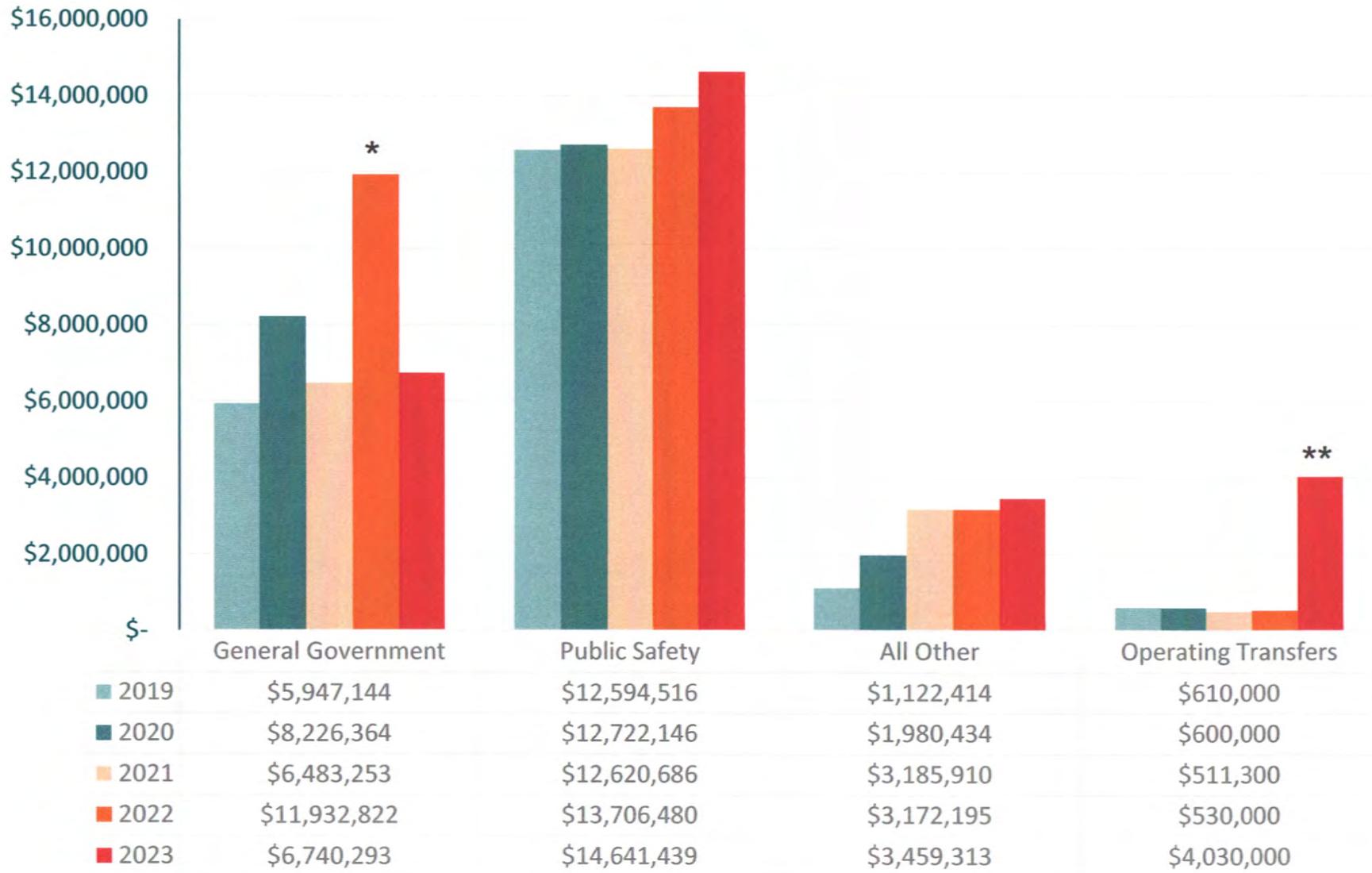
- The purpose of an audit
- Unmodified opinion
  - Highest level of assurance
- Management's responsibility
  - Preparation and fair presentation in accordance with GAAP
  - Design, implementation and maintenance of internal controls
- Auditors' responsibility
  - Express opinions on the financial statements based on our audit

# General Fund Revenues



\* Includes bond issuance sources of \$5,295,434 related to drain assessments.

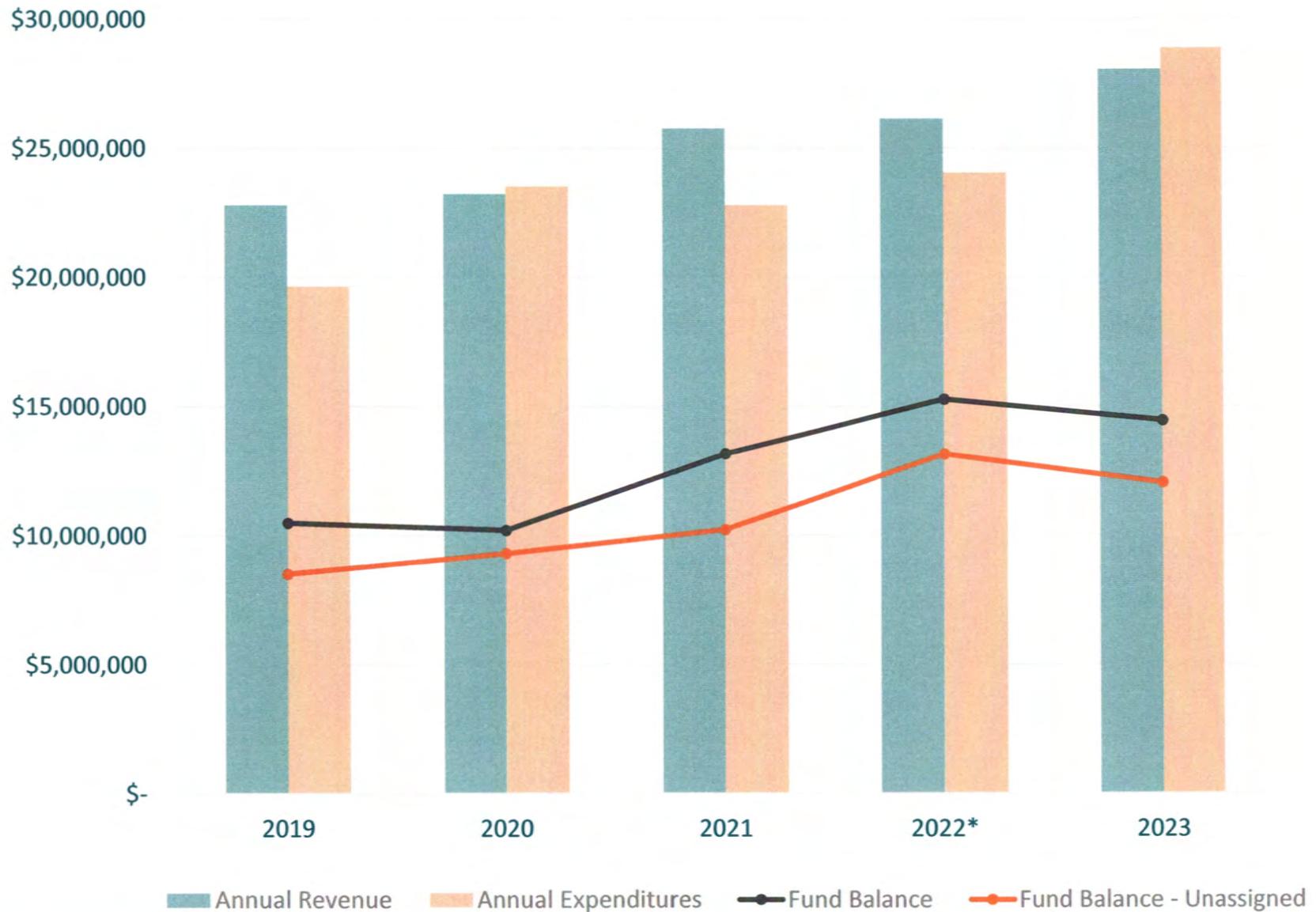
# General Fund Expenditures



\* Includes capital outlay expenditures of \$5,295,434 related to drain assessments.

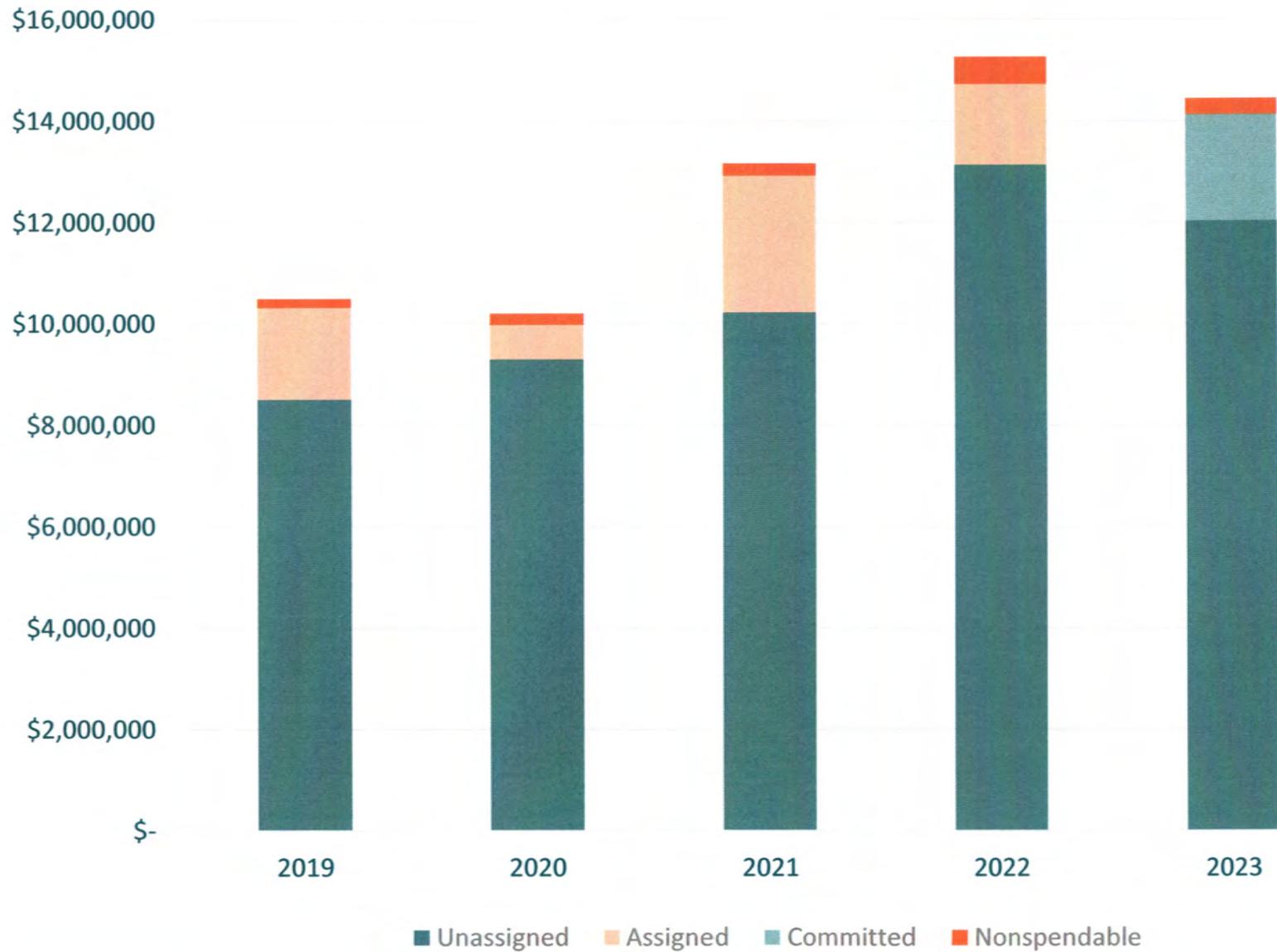
\*\* Includes transfer out of \$3,500,000 to establish a capital projects fund.

# General Fund – Fund Balance

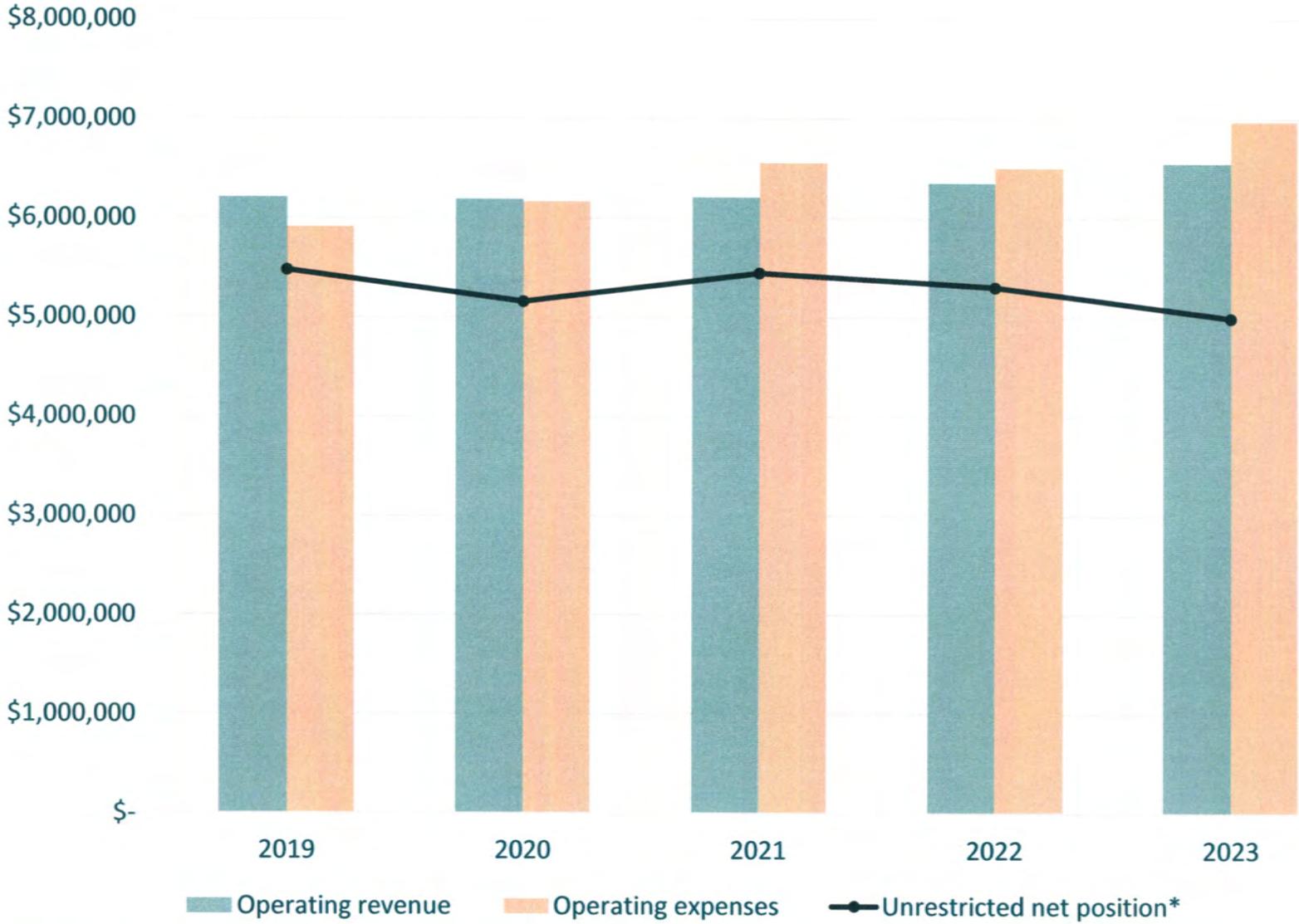


\* Revenue and expenditures exclude \$5,295,434 related to drain assessments.

# General Fund – Components of Fund Balance

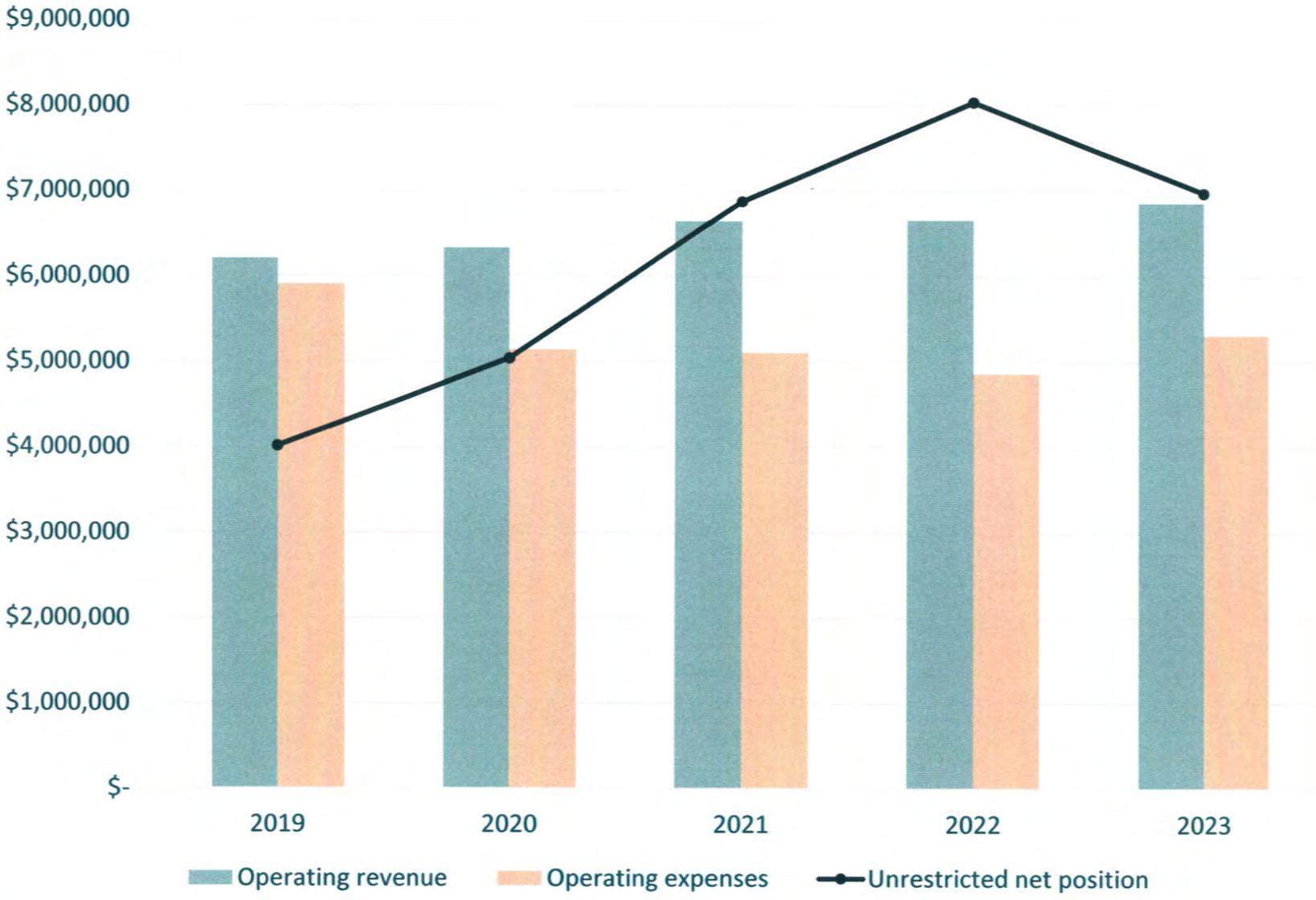


# Water Fund Activity

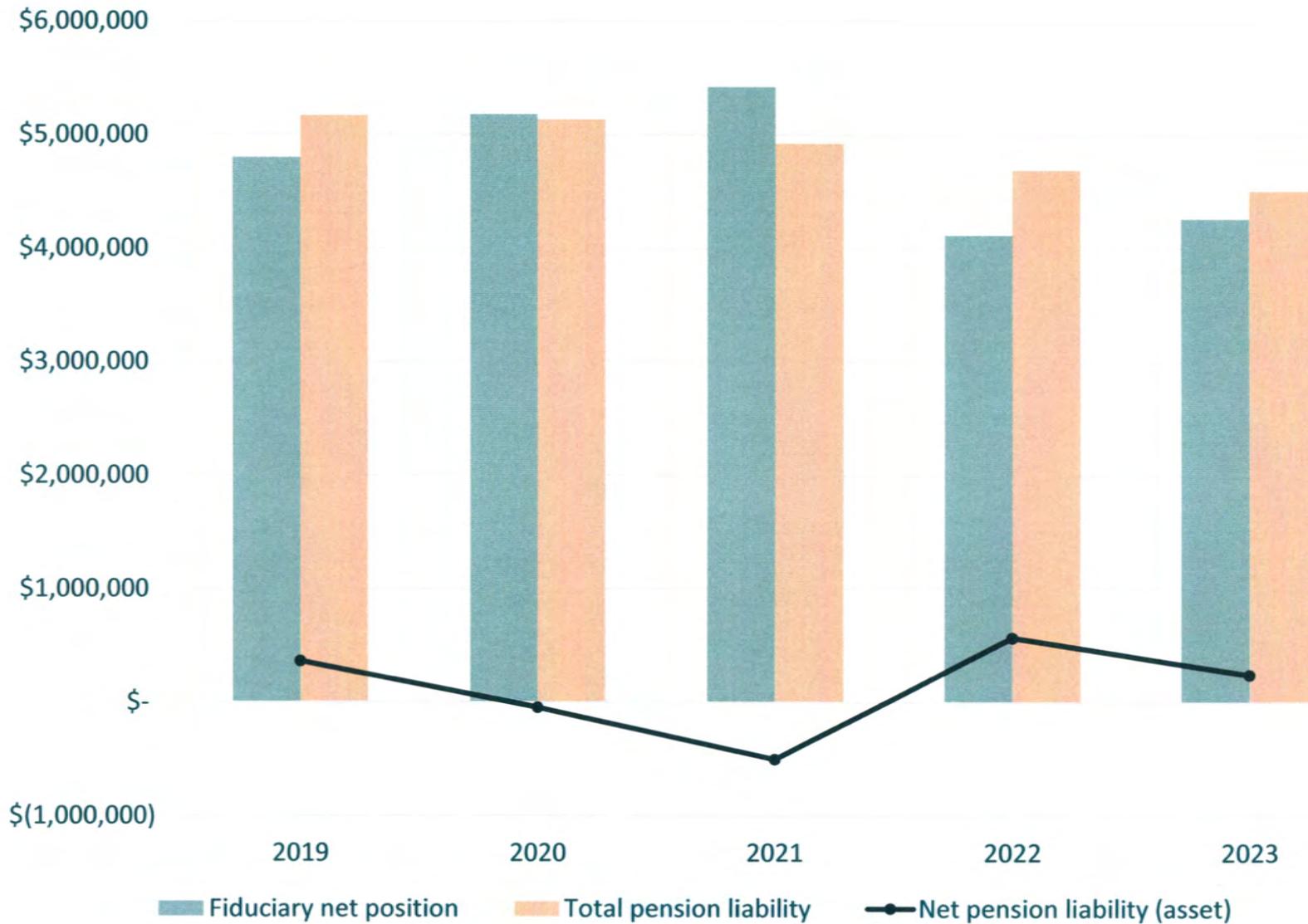


\* Net of investment in East Lansing-Meridian Water and Sewer Authority.

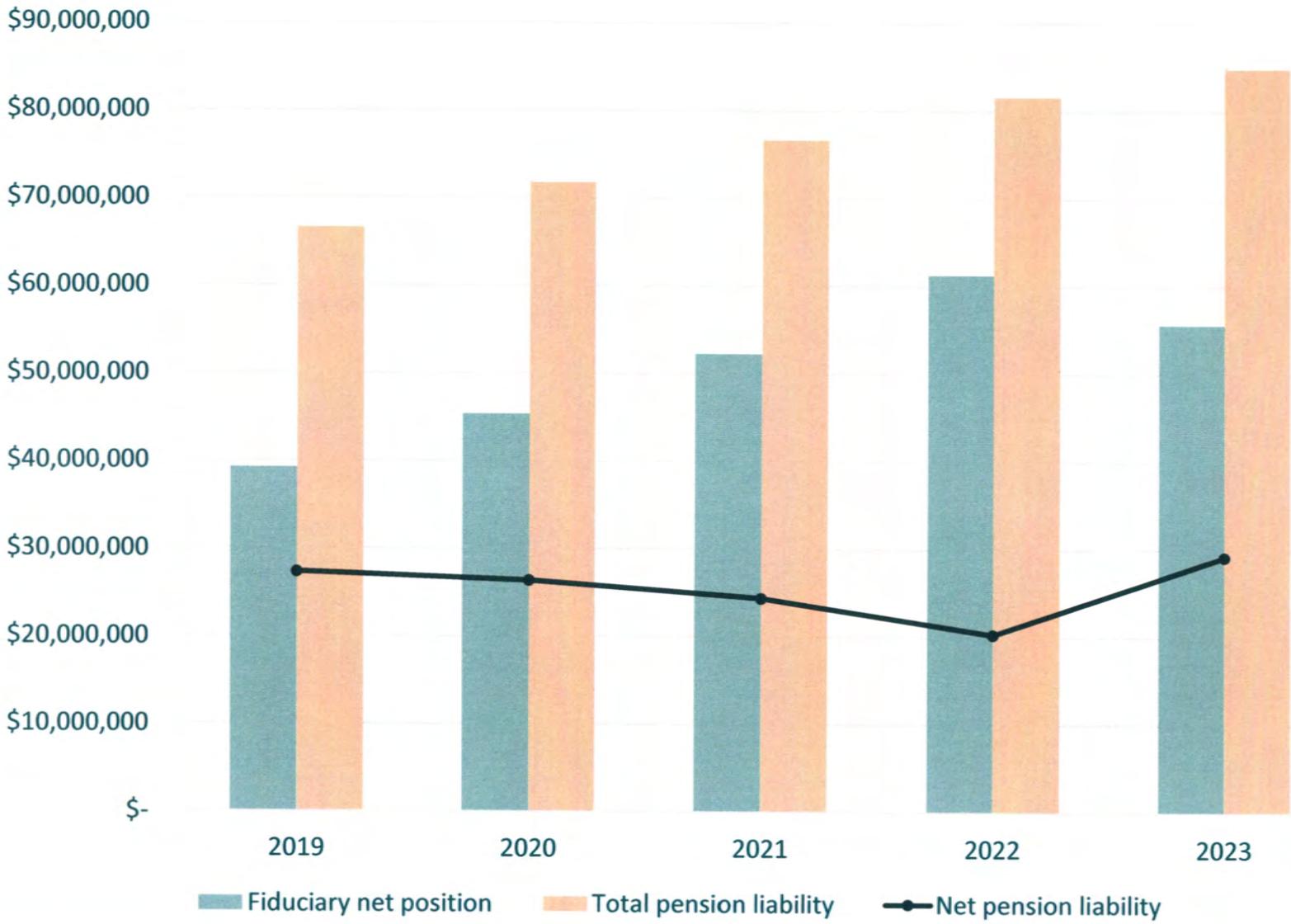
# Sewer Fund Activity



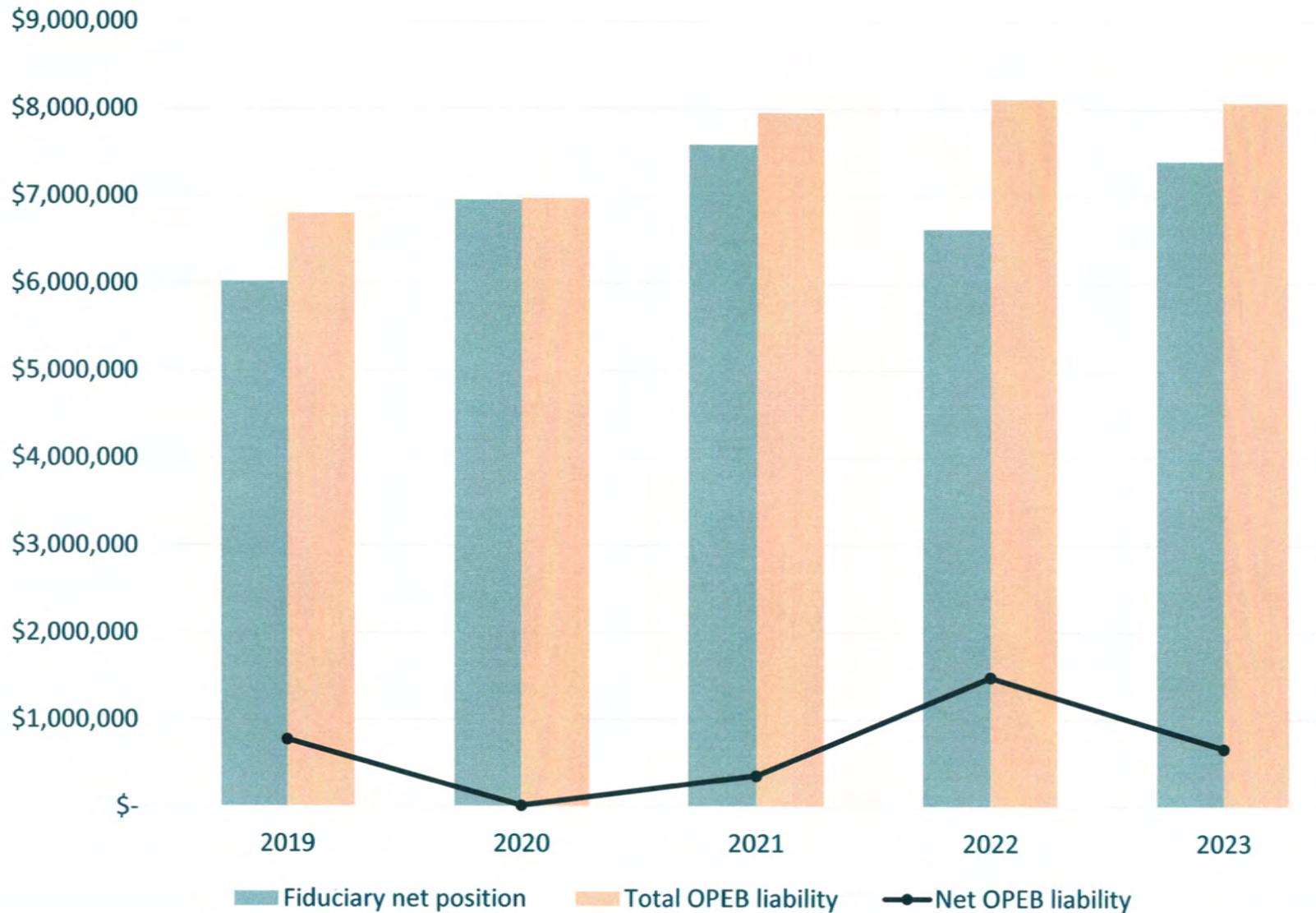
# Employee's Retirement Pension Plan



# Municipal Employees' Retirement System of Michigan



# Postemployment Health Benefits Plan



# Internal Controls and Compliance

- No Material Weakness
- No Significant Deficiencies
- No Federal Award Findings
- Management Comments
  - Audit Adjustments
  - Inventory Valuation
  - Capital Asset Management

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800.968.0010

EMAIL

[ali.barnes@yeoandyeo.com](mailto:ali.barnes@yeoandyeo.com)





9.A

**CONSENT AGENDA  
BOARD  
COMMUNICATIONS**

**From:** Ryan Irvin <[REDACTED]>  
**Sent:** Monday, June 3, 2024 3:27 PM  
**To:** Board <[Board@meridian.mi.us](mailto:Board@meridian.mi.us)>; Tim Schmitt <[schmitt@meridian.mi.us](mailto:schmitt@meridian.mi.us)>  
**Subject:** Please approve the dispensary

Hi there folks,

I received an opposition flyer on my door with a lot of misinformation.

I am emailing to say that if laws and rules are followed, I want more businesses in our township not less.

Good small businesses make our community vibrant and we shouldn't be turning dispensaries away just like we don't turn liquor stores away.

Let's give entrepreneurs the freedom to build and grow a business in our township. NIMBYism hurts all of us. Please don't stop the development of this new business.

You may use my comment publically. I am the owner of an ad agency and we were twice on the Inc 500 fastest growing private businesses in America list.

Best,

Ryan

Dear Sir/Madam,

I hope this letter finds you well.

This is Zhichao Cao from Spring Lake Community in Okemos. I am writing to express my concerns regarding the planned establishment of an adult-use marijuana dispensary center near my home. While I understand the legal and economic aspects of such businesses, I believe there are significant considerations that should be addressed to ensure the safety and well-being of our community.

### **1. Safety of Children:**

The proximity of the dispensary to residential areas and schools is particularly worrying. Children could be exposed to inappropriate substances and behaviors. The increased foot traffic and the presence of a dispensary might inadvertently send a message to young, impressionable minds that marijuana use is commonplace and acceptable.

### **2. Impaired Drivers:**

The risk of impaired driving poses a serious threat to our community. Marijuana consumption can impair judgment and motor skills, leading to an increased likelihood of accidents. The dispensary's location could result in more impaired drivers on our streets, endangering pedestrians and other motorists.

### **3. Increase in Strangers:**

A dispensary is likely to attract individuals from outside our immediate community. The influx of strangers may disrupt the sense of safety and familiarity we currently enjoy. This change could alter the character of our neighborhood and make residents, especially the elderly and children, feel less secure.

### **4. Potential for Crime:**

There is a well-documented association between dispensaries and increased crime rates. The presence of large amounts of cash and valuable products can make such establishments targets for theft and other criminal activities. This could lead to a general increase in crime in our area, affecting the quality of life for all residents.

### **5. Decreased Property Values:**

The establishment of a marijuana dispensary can negatively impact property values. Potential homebuyers might be deterred by the presence of a dispensary, fearing the associated risks and the change in neighborhood dynamics. This could result in decreased property values, affecting the financial well-being of homeowners in the area.

I urge the township to consider these concerns carefully and to conduct a thorough impact assessment before proceeding with the dispensary. Additionally, I request that the township explores alternative locations for the dispensary that are further removed from residential neighborhoods and schools.

Thank you for your attention to this matter. I look forward to your response and to working together to ensure that our community remains a safe and welcoming place for all residents.

Sincerely,

Zhichao Cao

-----Original Message-----

From: Marlene Stover <[REDACTED]>

Sent: Wednesday, June 5, 2024 9:45 AM

To: Board <[Board@meridian.mi.us](mailto:Board@meridian.mi.us)>

Subject: Marijuana dispensary Jolly/Okemos

Hello,

My husband and I have lived in Spring Lake next to Hiawatha Elementary for 20 years. We recently learned of a proposed commercial adult use marijuana dispensary center planned at the corner of Okemos Road and Jolly Roads. Special use permit 24009

We are completely against this business going into this location.

-It is in close proximity to our award winning Okemos schools and inadvertent availability to our children.

-Increased impaired drivers at the very busy Okemos/Jolly intersection, which already has a high number of accidents as it has a line of site problem and is a known dangerous intersection.

-Easy access off the highway for stranger seeking marijuana.

-Increased crime.

-Decreased property values.

Many children walk and bike to/from school in this area increasing risk to them. This is not the type of business we want in our neighborhood. Please do not allow this.

Sincerely,

Howard and Marlene Stover  
[REDACTED]

**From:** Xiaoshi <[REDACTED]>

**Sent:** Wednesday, June 5, 2024 7:41 PM

**To:** Tim Schmitt <[REDACTED]>; Board <[Board@meridian.mi.us](mailto:Board@meridian.mi.us)>

**Subject:** strong opposition to commercial adult use marijuana dispensary center in Okemos

Hi,

I am a resident of Okemos and a parent of two teenage children. I am writing to express my STRONG STRONG opposition to the proposed commercial adult use marijuana dispensary center at the corner of Okemos and Jolly roads. I moved to Okemos because of its safety, good house value, and good school district. The location of this center is very close to Okemos schools and it has serious negative influence to our children and neighborhood. Our children will have easy access to it and it will attract strangers who seek marijuana to this location. There will be increases impaired drivers in this area and increased crime. The house values will decrease. There are countless negative impacts to our children and neighborhood. Please do not open this center. It is a dangerous decision and will have many long-term negative impacts to us residents and children.

Thanks for taking my voice into consideration!

Xiaoshi Li

**From:** Praveen Kabra <[REDACTED]>  
**Sent:** Friday, June 14, 2024 2:02 PM  
**To:** Board <[Board@meridian.mi.us](mailto:Board@meridian.mi.us)>  
**Subject:** Against the new Development of marijuana dispensary Center

Dear Meridian township Board,

My name is Purushottam Kabara and I am a resident of **2995 Medinah Dr Okemos** Michigan.

This email is to write my strong objection to the recent new Development of **marijuana dispensary Center** in the northeast corner of **Okemos and Jolly**.

As you already know, Okemos is a kids and family friendly community and we dont want such type of development in our area which will definitely increase crime rate and will impact safety of our neighbourhood along with decreased property value.

Based on the recent status of the top neighbourhood in the entire State of Michigan, I would request you to reconsider this option to somewhere else and not within our community area.

**Thanks & Regards**  
**Purushottam**

From: <[REDACTED]>  
Sent: Saturday, June 15, 2024 4:25 PM  
To: Board <[Board@meridian.mi.us](mailto:Board@meridian.mi.us)>  
Subject:

We were under impression Meridian voters had voted to keep pot in any form out of Okemos. Deny this special use permit #24009. Brenda and Fred Trosko, 3572 West Arbutus Dr. Okemos, Mich.

From: Phil M <[REDACTED]>  
Sent: Saturday, June 15, 2024 11:26 AM  
To: Board <[Board@meridian.mi.us](mailto:Board@meridian.mi.us)>  
Subject: Marijuana dispensary at Okemos and Jolly

Dear Board Members,

I'm writing to reject the fear tactics that are being used by opponents of the proposed dispensary to be opened next to Biggy's.

The flyer that was left at my front door includes speculations and assumptions and not a single fact.

The location is not "near" our schools, and in fact is farther from the nearest school than the existing Big 10 Party Store is from the High School. Big 10 sells alcohol and tobacco, yet I don't believe it has "increased access" to those substances to our children.

I'm also unaware of increased impaired drivers or increased crime due to the location of the Big 10 store, and I do not believe that a marijuana dispensary reduces property values any more than a liquor store does.

These fear tactics are not the way that community decisions should be made, and I know that is not how you have reached your decisions in the past.

If the Board decides that the dispensary should not be permitted, for *\*valid, factual reasons\**, I will rely on the Board's judgment and will support your decision.

But I urge you not to be swayed by fear-based speculation that is unsupported by facts.

Sincerely,  
Philip F. Martinez

**From:** Dan Isaac <[REDACTED]>

**Sent:** Saturday, June 15, 2024 8:42 PM

**To:** Board <[Board@meridian.mi.us](mailto:Board@meridian.mi.us)>

**Subject:** Permit 24009

Hi,

I am writing to strongly oppose the building of a dispensary at the proposed location! This is right in between an elementary school and the high school. This would be terrible for our community! I strongly recommend reconsideration of this permit. I would consider this heavily when making future decisions about relocation as well as schools to send my children to.

Please consider otherwise.

Dan Isaac

From: Carolyn Isaac (Hurst) <[REDACTED]>  
Sent: Saturday, June 15, 2024 8:57 PM  
To: Board <[Board@meridian.mi.us](mailto:Board@meridian.mi.us)>  
Subject: Permit 24009

Good evening,

I am writing to strongly oppose the building of a dispensary at Jolly and Okemos. As this is the first introduction to Okemos people have coming from the freeway it certainly oh send the wrong message. Furthermore, its proximity to both Hiawatha Elementary and Okemos High School is disconcerting. The opening of such an establishment less than a mile from where my children currently attend elementary school will make me seriously consider the future of raising my family in Okemos.

Sincerely,  
Carolyn V. Isaac

**From:** alan thrush <[REDACTED]>  
**To:** "townshipboard@meridian.mi.us" <townshipboard@meridian.mi.us>; "[REDACTED]" <[REDACTED]>  
**Sent:** Sunday, June 16, 2024 at 03:10:21 PM EDT  
**Subject:** Adult use marijuana dispensary center - Jolly and Okemos roads

Special use permit 24009 - Marijuana dispensary center -

While the taxes from income could supply benefits to the township income, I feel the location is not conducive to the family or any other generally positive aspects of the neighborhood, or more generally the township.

Please note my objection to this proposal.

Alan J. Thrush, MS, MLS  
[REDACTED]  
[REDACTED]  
Okemos, Michigan 48864



**FOR IMMEDIATE RELEASE**  
**June 5, 2024**

**CONTACT:** Timothy R. Schmitt, Interim Township Manager  
517.853.4254 | [schmitt@meridian.mi.us](mailto:schmitt@meridian.mi.us)

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**Meridian Township Board Appoints New Township Trustee**  
*Vacant Seat Now Filled Until November General Election*



**Meridian Township, MI** – At the June 4, 2024 regular Township Board meeting, James McCurtis Jr. was selected to fill the vacant Trustee seat on the Meridian Township Board. The vacancy became available after former Trustee Scott Hendrickson was appointed to the role of Supervisor upon Patricia Herring Jackson’s resignation from the position.

The Township received a total of eight applications for the vacant Trustee seat. The Board held a special meeting prior to the June 4 regular meeting to interview and consider the three finalists.

“We are thrilled to welcome Trustee McCurtis to the Township Board,” said Supervisor Scott Hendrickson. “Trustee McCurtis is a long-time resident and volunteer with experience on multiple boards and commissions. James’ interview showed us that he was up to speed on the issues coming before the Board, and I believe that he will be ready to hit the ground running and contribute on day one. We are very lucky to have him.”

As a resident of over 23 years, James McCurtis Jr. is familiar with the Meridian Township area and its residents’ concerns. During his time as a reporter for the Lansing State Journal, he spent three years covering assignments in the Township. He has served on the Meridian Township Planning Commission since January 2023 and spent time on the Meridian Township Zoning Board of Appeals and Transportation Commission. In his current role, he serves as Communications Consultant for the Michigan Education Special Services Association (MESSA).

“I am honored to serve the people of Meridian Township. My wife and I decided to raise our three sons here because of the quality, the resources, and the sense of community that Meridian Township offers. As a Trustee, I want to help make sure that our Township remains an attractive community where people can raise their families for many years to come,” stated Township Trustee James McCurtis Jr.

McCurtis was sworn in on Tuesday, June 4 and will participate in his first Township Board meeting on Tuesday, June 18. His term will last until November 20, 2024.

###

The community of Meridian Township is in close proximity to the Michigan State Capitol and Michigan State University. The Township serves the community through exceptional services, beneficial amenities and an outstanding quality of life. It is a welcoming community that celebrates quality education, recreation and lifestyles.





**FOR IMMEDIATE RELEASE**  
**June 4, 2024**

**CONTACT:** Courtney Wisinski, Parks & Recreation Director  
517.853.4600 | [wisinski@meridian.mi.us](mailto:wisinski@meridian.mi.us)

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**Meridian Township Kicks Off Wednesday Farmers' Market and Summer Concert Series**  
*Additional Market Hours and Free Concerts from Local Bands at Marketplace on the Green*

**Meridian Township, MI** – The Meridian Township Farmers' Market kicks off its Wednesday market and Summer Concert Series on June 5 at the Marketplace on the Green Pavilion (1995 Central Park Drive, Okemos).

The Wednesday Farmers' Market features nearly 30 vendors including local farms, artisans, food trucks, and more. The Farmers' Market accepts SNAP, DUFEB, WIC Project FRESH, and Senior Project FRESH/Market FRESH. Most Farmers' Market vendors accept payment by credit card, but all vendors accept cash.

The Wednesday market runs in conjunction with the Summer Concert Series, which will begin on Wednesday, June 5 at 6:00 pm with a performance by the Sea Cruisers. Live musical acts will perform every Wednesday from 6:00 pm to 8:30 pm beginning in June and lasting through September.

Musical Performance Lineup:

- June 7 – Sea Cruisers (50s, 60s, and 70s music)
- June 12 – The Black Barn Band (70's to today's Hits)
- June 19 – Rear View Mirror (Pop and classic rock from the 60's, 70's, 80's, and 90's)
- June 26 – Shellouts (Classic rock favorites that will get you dancing)
- July 3 – Meridian Community Band (Connecting our community through Americana music)
- July 10 – Street Angels (Michigan's Stevie Nicks experience)
- July 17 – Oxymorons (Eclectic list of classic songs rooted in the 60's and 70's)
- July 24 – Mama Tryd Band (Classic rock and new country with a splash of the blues)
- July 31 – Slick Jimmy (80's pop, rock, top 40, dance, big hair, 70's, and country)
- August 7 – Garage Sale Band (80's, 90's to current pop/rock covers)
- August 14 – Global Village (Party band playing music from the 60's to today's hits)
- August 21 – Frog & the Beeftones (Hard-driving blues rock that puts you on the dance floor)
- August 28 – Don Middlebrook (Trop rock)
- September 4 – Steve Spees (Saxophonist playing modern favorites and classic hits)
- September 11 – Joe Wright (Solo country cover artist)
- September 18 – Life Support (High energy band covering every era and genre)
- September 25 – Justin Holcomb (Songwriter and recording artist playing live and acoustic music)

The Summer Concert Series is sponsored by Culver's of Okemos, Fahey Schultz Burzych Rhodes PLC, Graff Chevrolet Okemos, Midwest Power Equipment, Orthopaedic Rehab Specialists, The Overhead Door Company of Lansing, Retractable Solutions, INC, School of Rock East Lansing, and Thornton Realty Team powered by Coldwell Banker Realty.

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**FOR IMMEDIATE RELEASE**  
**June 4, 2024**

**CONTACT:** Courtney Wisinski, Parks & Recreation Director  
517.853.4600 | [wisinski@meridian.mi.us](mailto:wisinski@meridian.mi.us)

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For more information, visit the Summer Concert Series page on Meridian Township's website at [www.meridian.mi.us/SummerConcertSeries](http://www.meridian.mi.us/SummerConcertSeries). For questions, contact the Meridian Township Parks and Recreation Department at 517.853.4600 or email [parks@meridian.mi.us](mailto:parks@meridian.mi.us).

For the latest vendor information and market updates, visit the Farmers' Market's website at [www.meridian.mi.us/FarmersMarket](http://www.meridian.mi.us/FarmersMarket). The vendor list is updated weekly and will be available prior to the Wednesday markets. For questions, please contact Market Manager Tom Cary at 517.712.2395 or email [farmersmarket@meridian.mi.us](mailto:farmersmarket@meridian.mi.us).

###

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**WHITEHILLS LAKES #7 PUBLIC STREETLIGHTING IMPROVEMENT  
SPECIAL ASSESSMENT DISTRICT NO. 429**

**NOTICE OF HEARING**

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

Lots 147 through 152 (inclusive), Whitehills Lakes #7

**PLEASE TAKE NOTICE** that the Township Board of the Charter Township of Meridian, acting on a request from property owners of Whitehills Lakes #7 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 two (2) LED streetlights, white bulb, Acorn fixtures with cut-off and black fluted poles along Fenwick Court; a

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, June 18, 2024, 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.

Dated: June 5 & June 12, 2024

**Deborah Guthrie, Township Clerk  
CHARTER TOWNSHIP OF MERIDIAN**

**WHITEHILLS LAKES SOUTH #1 PUBLIC STREETLIGHTING IMPROVEMENT  
SPECIAL ASSESSMENT DISTRICT NO. 428**

**NOTICE OF HEARING**

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

Lots 1 through 13 (inclusive), Whitehills Lakes South #1

**PLEASE TAKE NOTICE** that the Township Board of the Charter Township of Meridian, acting on a request from property owners of Whitehills Lakes South #1 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 four (4) LED streetlights, white bulb, Traditional fixtures with cut-off and gray standard poles along Southridge Road;

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, June 18, 2024, 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.

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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:**

<b>First Year Cost:</b>	<b>\$121.54/Lot</b>
<b>Annually Thereafter:</b>	<b>\$55.39 /Lot</b>

Dated: June 5 & June 12, 2024

**Deborah Guthrie, Township Clerk  
CHARTER TOWNSHIP OF MERIDIAN**



CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY

LEGAL AD NOTICE: Rezoning #24015 (Copper Creek)

MONDAY, June 24, 2024

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CHARTER TOWNSHIP OF MERIDIAN  
LEGAL NOTICE  
Rezoning #24015 (Copper Creek)  
Public Hearing

Notice is hereby given that the Planning Commission of the Charter Township of Meridian will hold a public hearing on Monday, June 24, 2024 at 6:30 p.m. in the Meridian Municipal Building, Town Hall Room, 5151 Marsh Road, Okemos, MI, 48864 (phone 517-853-4560) to hear all persons interested in a rezoning request. Haslett Holding, LLC is requesting to rezone two parcels, approximately 139 acres, located on Haslett Road and adjacent to the east of the existing Copper Creek development, from RR (Rural Residential) to RA (Single-Family Residential).

Materials related to the request are available for viewing in the Department of Community Planning and Development office (5151 Marsh Road, Okemos, 48864), Monday-Friday, 8am-5pm, or on the Township website at the following location: [www.meridian.mi.us/about-us/departments/community-planning-development](http://www.meridian.mi.us/about-us/departments/community-planning-development). Written comments may be sent prior to the public hearing to the Planning Commission, Charter Township of Meridian, 5151 Marsh Road, Okemos, Michigan, 48864, or by email to [shorkey@meridian.mi.us](mailto:shorkey@meridian.mi.us).

**Publish:** City Pulse  
June 5, 2024

Deborah Guthrie  
Township Clerk

1 Affidavit, please



CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY  
LEGAL AD NOTICE: Special Use Permit #24017 (Herbana)  
MONDAY, June 24, 2023

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CHARTER TOWNSHIP OF MERIDIAN  
LEGAL NOTICE  
Special Use Permit #24017 (Herbana)  
Notice of Application

Notice is hereby given that the Planning Commission of the Charter Township of Meridian will hold a public hearing on Monday, June 24, 2024 at 6:30 p.m., in the Meridian Township Municipal Building, Town Hall Room, 5151 Marsh Road, Okemos, to hear all persons interested in a request from Haslett Gallery Inc. to construct an adult use marijuana provisioning center in the existing building at 2119A Haslett Road, Haslett, MI 48840. The approximately 1.92-acre parcel is zoned C-1 – Commercial.

Information may be examined at the Department of Community Planning and Development, 5151 Marsh Road, Okemos, Michigan 48864-1198, between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday. Written comments may be sent prior to the Planning Commission, Charter Township of Meridian, 5151 Marsh Road, Okemos, Michigan, 48864, or by email to [shorkey@meridian.mi.us](mailto:shorkey@meridian.mi.us), or at the public hearing..

**Publish:** City Pulse Deborah Guthrie  
June 5, 2024 Township Clerk

1 Affidavit, please



**CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY**

**LEGAL AD NOTICE: Variance Request 24-05  
2731 Grand River Ave.**

**WEDNESDAY, June 26, 2024**

---

**CHARTER TOWNSHIP OF MERIDIAN  
LEGAL NOTICE  
Variance Request 24-05  
2731 Grand River Avenue  
Public Hearing**

Notice is hereby given that the Zoning Board of Appeals of the Charter Township of Meridian will hold a public hearing on Wednesday, June 26, 2024 at 6:30 p.m. in the Meridian Municipal Building, Town Hall Room, 5151 Marsh Road, Okemos, MI, 48864 (phone 517.853.4560) to hear all persons interested in a variance request from Meridian Retail Management II LLC. The applicant is proposing to construct a restaurant with a drive-through that does not meet the perimeter landscape buffer, minimum landscape island width, and building landscaping width requirements at 2731 Grand River Avenue. The subject site is zoned C-2, Commercial.

Information may be examined at the Department of Community Planning and Development, 5151 Marsh Road, Okemos, Michigan 48864-1198, between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday. Written comments may be sent prior to the public hearing to the Zoning Board of Appeals, Charter Township of Meridian, 5151 Marsh Road, Okemos, Michigan, 48864, or by email to [chapman@meridian.mi.us](mailto:chapman@meridian.mi.us), or at the public hearing.

**Publish:**                      **City Pulse**                      **Deborah Guthrie**  
   **June 5, 2024**                      **Township Clerk**

**1 Affidavit, please**



**CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY**

**LEGAL AD NOTICE: Variance Request 24-06  
2233 Grand River Ave.**

**WEDNESDAY, June 26, 2024**

---

**CHARTER TOWNSHIP OF MERIDIAN  
LEGAL NOTICE  
Variance Request 24-06  
2233 Grand River Avenue  
Public Hearing**

**Notice is hereby given that the Zoning Board of Appeals of the Charter Township of Meridian will hold a public hearing on Wednesday, June 26, 2024 at 6:30 p.m. in the Meridian Municipal Building, Town Hall Room, 5151 Marsh Road, Okemos, MI, 48864 (phone 517.853.4560) to hear all persons interested in a variance request from Tyler & Emily Dawson. The applicant is proposing to construct a deck addition that does not meet required side yard setbacks to a nonconforming building at 2233 Grand River Avenue. The subject site is zoned C-2, Commercial.**

**Information may be examined at the Department of Community Planning and Development, 5151 Marsh Road, Okemos, Michigan 48864-1198, between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday. Written comments may be sent prior to the public hearing to the Zoning Board of Appeals, Charter Township of Meridian, 5151 Marsh Road, Okemos, Michigan, 48864, or by email to [chapman@meridian.mi.us](mailto:chapman@meridian.mi.us), or at the public hearing.**

**Publish:                      City Pulse                      Deborah Guthrie  
   June 5, 2024                      Township Clerk**

**1 Affidavit, please**



**CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY**

**LEGAL AD NOTICE: Variance Request 24-07**

**V/L Lake Lansing Road**

**WEDNESDAY, June 26, 2024**

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**CHARTER TOWNSHIP OF MERIDIAN**

**LEGAL NOTICE**

**Variance Request 24-07**

**V/L Lake Lansing Rd. (Tax ID #06-378-026)**

**Public Hearing**

Notice is hereby given that the Zoning Board of Appeals of the Charter Township of Meridian will hold a public hearing on Wednesday, June 26, 2024 at 6:30 p.m. in the Meridian Municipal Building, Town Hall Room, 5151 Marsh Road, Okemos, MI, 48864 (phone 517.853.4560) to hear all persons interested in a variance request from Consumers Energy. The applicant is proposing to construct a new building that does not meet required setbacks and a fence that exceeds permitted height at V/L Lake Lansing Rd. (Tax ID #06-378-026). The subject site is zoned RB, Single Family High Density.

Information may be examined at the Department of Community Planning and Development, 5151 Marsh Road, Okemos, Michigan 48864-1198, between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday. Written comments may be sent prior to the public hearing to the Zoning Board of Appeals, Charter Township of Meridian, 5151 Marsh Road, Okemos, Michigan, 48864, or by email to [chapman@meridian.mi.us](mailto:chapman@meridian.mi.us), or at the public hearing.

**Publish:**

**City Pulse**

**June 5, 2024**

**Deborah Guthrie**

**Township Clerk**

**1 Affidavit, please**



**CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY**

**LEGAL AD NOTICE: Variance Request 24-08  
2600 & 2630 Bennett**

**WEDNESDAY, June 26, 2024**

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**CHARTER TOWNSHIP OF MERIDIAN  
LEGAL NOTICE  
Variance Request 24-08  
2600 & 2630 Bennett Rd.  
Public Hearing**

Notice is hereby given that the Zoning Board of Appeals of the Charter Township of Meridian will hold a public hearing on Wednesday, June 26, 2024 at 6:30 p.m. in the Meridian Municipal Building, Town Hall Room, 5151 Marsh Road, Okemos, MI, 48864 (phone 517.853.4560) to hear all persons interested in a variance request from 242 Community Church. The applicant is proposing to construct a bridge that does not meet required setbacks at 2600 & 2630 Bennett Road. The subject site is zoned RA, Single Family Medium Density.

Information may be examined at the Department of Community Planning and Development, 5151 Marsh Road, Okemos, Michigan 48864-1198, between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday. Written comments may be sent prior to the public hearing to the Zoning Board of Appeals, Charter Township of Meridian, 5151 Marsh Road, Okemos, Michigan, 48864, or by email to [chapman@meridian.mi.us](mailto:chapman@meridian.mi.us), or at the public hearing.

**Publish:**

**City Pulse  
June 5, 2024**

**Deborah Guthrie  
Township Clerk**

**1 Affidavit, please**

***Confidential***

June 18, 2024

Meridian Township Board of Trustees  
c/o Clerk Guthrie  
5151 Marsh Road  
Okemos, MI 48864

***Re: DNVK Adult-Use Application***

Dear Esteemed Trustees:

My firm represents DNVK with regard to cannabis licensing and regulatory matters. DNVK was one of two applicants to apply for a Marijuana Retailer license in Zone 3. I am writing this letter in support of DNVK's application because I wholeheartedly believe that they are supremely qualified to operate a first-class marijuana businesses in Meridian Township, as evidenced by their complete application, that will provide tax revenue and help revitalize neighboring businesses for years to come. We want to again thank the Recreational Marijuana Licensing Review Committee for all of their hard work, and we are honored that the Committee recommended DNVK as the applicant best suited to operate in compliance with MRTMA within Meridian Township. I respectfully encourage you to follow the Committee's well-reasoned recommendation. Indeed, as Mr. Schmitt noted during your May 9, 2024 meeting, DNVK is the only applicant that has committed to invest \$1.7M+ to construct a new building, and DNVK also has the highest starting wage at \$18 per hour, with 15-20 full time equivalents.

You may also recall that some individuals at that May 9, 2024 meeting repeatedly mentioned and emphasized that Amsterdam supposedly has stronger local ties than DNVK does. First, I believe that is factually incorrect, but, in any event, Amsterdam should know better than to tout those newfound local ties because Michigan courts have long held that it is unconstitutional for a community to favor a "local" over an "outsider"—whether or not either/both labels are actually true or just perceptions, courts have traditionally been very suspicious of licensing decisions that appear to favor a "local" applicant over a perceived "outsider." See, e.g., *Cook Coffee Co v Flushing*, 267 Mich 131 (1934); *Williams v Civil Serv. Comm'n of City of Detroit*, 383 Mich 507, 516 (1970) ("This Court has not hesitated to strike down classifications based upon residence . . . in licensing cases.").

In closing, let me please just reiterate that DNVK is among the best, if not the best, companies in this industry. They are supremely qualified to operate a Marijuana Retailer in

# HONIGMAN<sup>®</sup>

Meridian Township Board of Trustees

June 18, 2024

Page 2

Meridian Township that will provide significant tax revenue and also help “rise the tide” for neighboring businesses for years to come with their significant investment and “ground up” development. I strongly encourage you to keep all that in mind as you are making your final decision tomorrow.

I want to sincerely thank you for your time and attention to this matter. Please do not hesitate to contact me if you have any questions or need anything else.

Very truly yours,

HONIGMAN LLP



Kevin M. Blair

KFB/dp

**From:** [Matthew Kuschel](#)  
**To:** [Deborah Guthrie](#)  
**Cc:** [Clerk's Office](#)  
**Subject:** RE: June 19 Meridian Township Board Meeting  
**Date:** Tuesday, June 18, 2024 6:34:20 PM  
**Attachments:** [image002.png](#)  
[image004.png](#)  
[image005.png](#)

---

Clerk Guthrie:

The letter from Mr. Blair may be treated as any other submitted written communication to the Township. The "confidential" notation was left on the communication in error.

Regards,

Matt



**Matthew A. Kuschel**

Associate • Fahey Schultz Burzych Rhodes

Direct: 517.381.3162 • Cell: 517.927.7300

Office: 517.381.0100 • Fax: 517.381.5051

[fsbrlaw.com](http://fsbrlaw.com) • [mkuschel@fsbrlaw.com](mailto:mkuschel@fsbrlaw.com)

4151 Okemos Road, Okemos, MI 48864 USA

▼ U.S. News & World Report Ranked Best Law Firm



Michigan Celebrates Small Business

**50 Companies to Watch**

AWARD RECIPIENT

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**From:** Deborah Guthrie <[guthrie@meridian.mi.us](mailto:guthrie@meridian.mi.us)>  
**Sent:** Tuesday, June 18, 2024 11:56 AM  
**To:** Blair, Kevin M. <[KBlair@honigman.com](mailto:KBlair@honigman.com)>; Clerk's Office <[clerksoffice@meridian.mi.us](mailto:clerksoffice@meridian.mi.us)>  
**Cc:** Matthew Kuschel <[MKuschel@fsbrlaw.com](mailto:MKuschel@fsbrlaw.com)>; Township Board <[Townshipboard@meridian.mi.us](mailto:Townshipboard@meridian.mi.us)>; Pohl, Diane E. <[DPohl@honigman.com](mailto:DPohl@honigman.com)>  
**Subject:** RE: June 19 Meridian Township Board Meeting

Received and confirmed. Thank you, Clerk Guthrie

To check your voter registration status, request an absent voter ballot or to track your ballot, please visit [www.michigan.gov/vote](http://www.michigan.gov/vote)

**Deborah Guthrie, MiPMC**

Clerk, Meridian Township

[guthrie@meridian.mi.us](mailto:guthrie@meridian.mi.us)

W 517.853.4324 | F 517.853.4251

5151 Marsh Road | Okemos, MI 48864

TO: Dept. of Public Works  
Meridian Township

FROM: Bill and Flora Mueller  
6241 Fenwick Ct.  
E. Lansing, MI 48823

RE: Proposed Street Installation on Fenwick Ct.

DATE: June 18, 2024

---

Dear Meridian Twp. Dept. of Public Works,

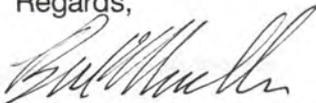
My name is Bill Mueller. My wife Flora and I live at 6241 Fenwick Ct. and have resided there since September of 2007. We received notice of a proposed installation of two streetlights on Fenwick Court recently and are strongly opposed to this project for the following reasons:

As stated we have lived on Fenwick Ct. for almost 17 years now without any streetlights and have never seen a need for them. When we made our initial move to our new home there were only two homes on the street. We were at the west end on the corner of Pine Hollow and Fenwick Court and at the east end of the street was the other home. There were four empty lots between us. Now these are developed and our street has six homes on it. During the time between 2007 and now my wife and I have not been given any reason to need these streetlights. We view this project as unneeded and a waste of resources and don't want to be involved.

We were canvassed several years ago and asked to give an opinion on whether the streetlights would be a positive addition. I agreed, however, I was not told that the owners of homes would have to pay an additional assessment to defray the cost. This, to my wife and I, is not our responsibility. Have the other homeowners in White Hills been assessed for their streetlights and charged for power usage on an annual basis?

Thank you for your time and consideration and I would like to speak for a short time this evening if possible. If the department has any further questions for me my contact information is: phone 517-282-0231 email [billmueller06@gmail.com](mailto:billmueller06@gmail.com), or the address above.

Regards,



1



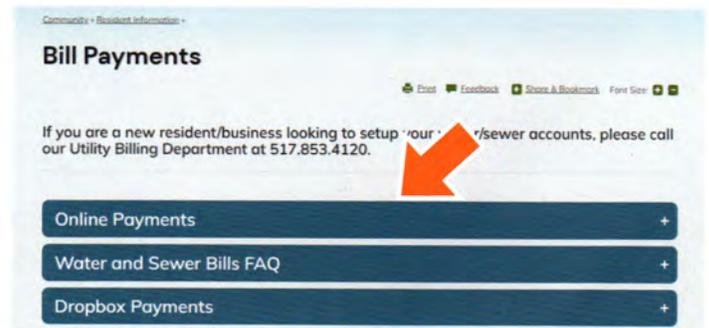
Go to [www.meridian.mi.us](http://www.meridian.mi.us).

On the home page, click the orange **Bill Payments** button. You may need to scroll down on your device to access this button.

2

Click on the blue **Online Payments** bar.

New text will drop down, as shown in Step 3.



3

## Online Payments

### Viewing and Setting Up Payments Online:

A new online utility billing payment system is being offered that is a more convenient, greener and paperless option.

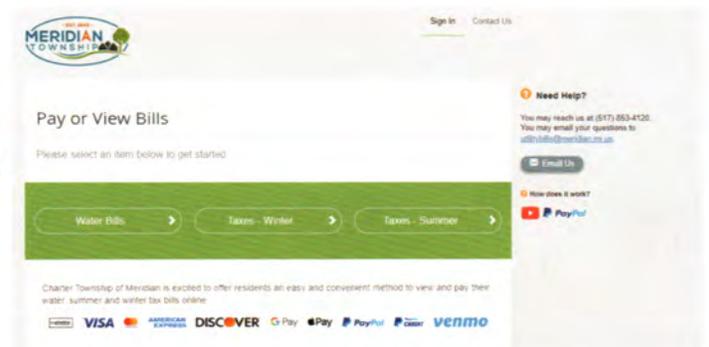
- User login: <http://bit.ly/MeridianUser>
- Pay Your Bill: <http://bit.ly/MeridianBill>

Click here if you have already registered one or more accounts

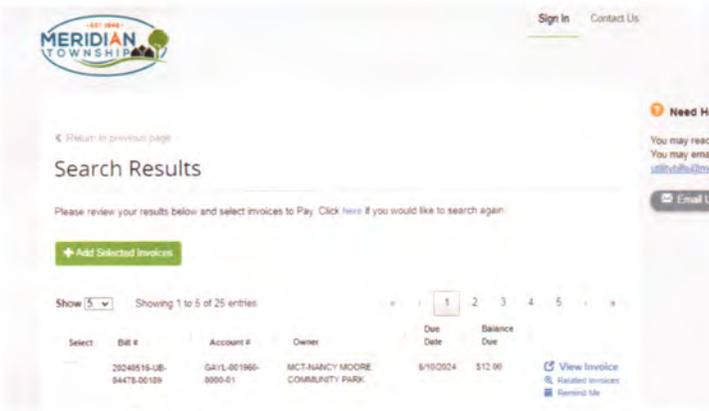
Click here if this is your first time using the online payment system. Continue to Step 4.

4

Select the type of bill you wish to pay. Options include **Water Bills**, **Taxes-Winter**, and **Taxes - Summer**. At the following page, enter your account number *exactly* as it appears on your utility bill, or enter your Parcel ID for tax bills. Select **Search Invoices** to see a list of your recent bills.



5



Select the checkbox on the left side of the bill(s) you wish to pay, then select **+Add Selected Invoices**.

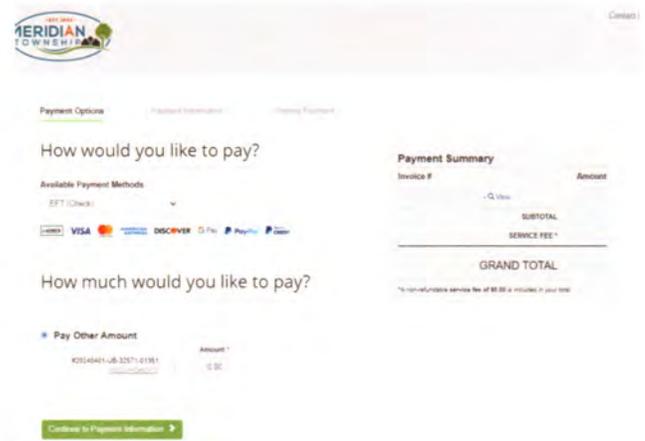
On the following page, select **Proceed to Payment**.

6

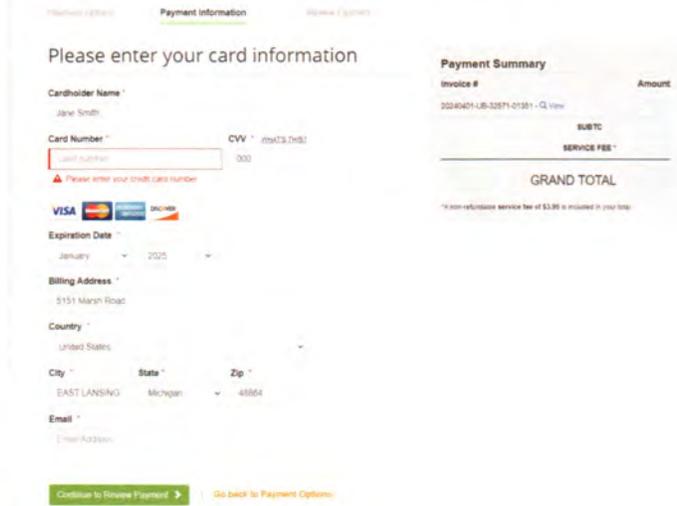
Under **How would you like to pay?**, select whether you would like to pay using Credit/Debit Card, EFT (direct deposit), or Google Pay.

Under **How much would you like to pay**, enter the total cost of the bill or another amount. Select **Continue to Payment Information**.

*A convenience fee will apply for all credit and debit card transactions (\$3.95 for utility bills; 2.87% for tax bills).*



7



Complete the form according to the payment method you have selected, then select **Continue to Review Payment**.

After verifying that your payment information is correct, select **Process Payment**.

Phil Deschaine, Township Treasurer  
Deanne Muliatt, Deputy Treasurer  
Korissa Freier, Bookkeeper

517.853.4144  
517.853.4148  
517.853.4132

deschaine@meridian.mi.us  
muliatt@meridian.mi.us  
treasurer@meridian.mi.us

Meridian Township Treasurer's Office  
5151 Marsh Road  
Okemos, MI 48864  
517.853.4140  
Monday - Friday  
8:00 am - 5:00 pm



A PRIME COMMUNITY  
meridian.mi.us



**CONSENT AGENDA  
PROPOSED BOARD MINUTES**

**PROPOSED MOTION:**

- (1) Move to approve and ratify the minutes of the Regular Meeting of June 4, 2024 and the Special Meeting of June 4, 2024 as submitted. (1)**

**ALTERNATE MOTION:**

- (1) Move to approve and ratify the minutes of the Regular Meeting of June 4, 2024 and the Special Meeting of June 4, 2024 with the following amendment(s):[insert amendments]**

CHARTER TOWNSHIP OF MERIDIAN  
REGULAR MEETING TOWNSHIP BOARD **-DRAFT-**  
5151 Marsh Road, Okemos MI 48864-1198  
517.853.4000, Township Hall Room  
Tuesday, June 4, 2024, 6:00 pm

PRESENT: Supervisor Hendrickson, Clerk Guthrie, Treasurer Deschaine, Trustee Sundland,  
Trustee Trezise, Trustee Wilson

ABSENT: NONE

STAFF: Interim Manager Schmitt

1. CALL MEETING TO ORDER

Supervisor Hendrickson called the June 4, 2024, Regular Township Board meeting to order at 6:00 pm.

2. PLEDGE OF ALLEGIANCE/INTRODUCTIONS

Supervisor Hendrickson led the Pledge of Allegiance.

3. ROLL CALL

Clerk Guthrie called the roll of the Board. Supervisor Hendrickson, Clerk Guthrie, Treasurer Deschaine, Trustee Sundland, Trustee Trezise, and Trustee Wilson present at 6:00 pm.

4. PRESENTATION

5. CITIZENS ADDRESS AGENDA ITEMS AND NON-AGENDA ITEMS

Supervisor Hendrickson opened comments from the public at 6:01 pm.

Supervisor Hendrickson closed comments from the public at 6:02 pm.

6. INTERIM TOWNSHIP MANAGER REPORT

Interim Manager Schmitt gave updates about the following:

- Thanked Deputy Manager Opsommer and Director Clark for leading the Township in his absence.
- Updated the Board on the Police Department hiring process, stating that by December there should be 42 Officers
- The new Nokomis garden is a joint project with MSU and will be a pollinator research location and include heritage education.
- The Utility Billing department is getting back on track after COVID disruption.
- Marshall Park is almost complete, but not yet open.
- Budget discussion has begun and is being brought to the Board this evening.
- Trader Joes is close, but no opening day has been announced.

7. BOARD MEMBER REPORTS OF ACTIVITIES AND ANNOUNCEMENTS

Trustee Trezise reminded the public that Juneteenth celebration is next week, and Celebrate Meridian is two weeks after that.

Supervisor Hendrickson attended the Memorial Day Celebration, thanked Clerk Guthrie for planning the event, and recognized the Meridian Community Band and Norm Reese who provided music for the ceremony.

Treasurer Deschaine reminded residents about the upcoming listening sessions.

8. APPROVAL OF AGENDA

**Trustee Wilson moved to approve the agenda. Supported by Treasurer Deschaine**

**VOICE VOTE: YEAS: Supervisor Hendrickson, Clerk Guthrie, Treasurer Deschaine, Trustee Sundland, Trustee Trezise, Trustee Wilson**

**NAYS: NONE**

**Motion carried: 6-0**

9. CONSENT AGENDA

Supervisor Hendrickson listed the items on the agenda.

**Trustee Wilson moved to approve the Consent Agenda. Supported by Treasurer Deschaine.**

**ROLL CALL VOTE YEAS: Supervisor Hendrickson, Clerk Guthrie, Treasurer Deschaine, Trustee Sundland, Trustee Trezise, Trustee Wilson**

**NAYS: NONE**

**Motion carried: 6-0**

10. QUESTIONS FOR THE ATTORNEY

NONE

11. HEARINGS

12. ACTION ITEMS

A. Township Trustee Appointment

Supervisor Hendrickson gave an overview of the interviews conducted during the Special Meeting. He stated that the Board has 45 days from the date the vacancy occurs to fill the vacancy.

Clerk Guthrie thanked the candidates and expressed her support for James McCurtis. She recognized James Etherton and Jeff Romback for the quality of their responses to the Board's questions.

Treasurer Deschaine thanked all of the candidates and expressed his support for James McCurtis.

Trustee Wilson, Trustee Trezise, Trustee Sundland, and Supervisor Hendrickson each expressed their support for James McCurtis, remarking that his experience on the Planning Commission and Zoning Board of Appeals will help him jump right in for this 5 month appointment.

**Treasurer Deschaine moved to appoint James McCurtis to fill a vacancy as Meridian Township Trustee for a term ending November 20, 2024. Supported by Trustee Wilson.**

**ROLL CALL VOTE      YEAS: Supervisor Hendrickson, Clerk Guthrie, Treasurer Deschaine, Trustee Sundland, Trustee Trezise, Trustee Wilson**

**NAYS: NONE**

**Motion carried: 6-0**

B. Appointment of Supervisor Pro Tem

Supervisor Hendrickson explained the need for a Supervisor Pro Tem appointment and nominated Trustee Trezise.

Trustee Trezise accepted the nomination.

**Clerk Guthrie moved that the Board appoint, through November 21, 2024, Trustee Peter Trezise to act as Supervisor Pro Tem at any meeting of the Township Board wherein the Supervisor is absent and may act with the statutory authority of Township Supervisor, when specifically delegated that authority by the Supervisor in writing. Supported by Trustee Wilson.**

**ROLL CALL VOTE      YEAS: Supervisor Hendrickson, Clerk Guthrie, Treasurer Deschaine, Trustee Sundland, Trustee Trezise, Trustee Wilson**

**NAYS: NONE**

**Motion carried: 6-0**

C. Resolution Recognizing Pride Month

Supervisor Hendrickson introduced the Resolution reinforcing that all people are welcome in Meridian Township.

Clerk Guthrie asked to amend the Resolution to include reference to the Resolution in Support of Meridian as a Welcoming Community and Elected Official Pledge of Support resolved by the Board on September 19, 2017.

**Clerk Guthrie moved to amend the motion to add after the December 6, 2016 Whereas an additional Whereas that states “Whereas, at a regular meeting of the Township Board on September 19, 2017 the Meridian Township Board officially pledged support to stand against hate and discrimination and affirm that Michigan should be a welcoming state for all; and,” Supported by Trustee Trezise.**

**VOICE VOTE                    YEAS: Supervisor Hendrickson, Clerk Guthrie, Treasurer Deschaine, Trustee Sundland, Trustee Trezise, Trustee Wilson**

**NAYS: NONE**

**Motion carried: 6-0**

**Trustee Wilson moved to approve the Resolution Recognizing June 2024 as Pride Month in Meridian Township as amended. Supported by Treasurer Deschaine**

**VOICE VOTE                    YEAS: Supervisor Hendrickson, Clerk Guthrie, Treasurer Deschaine, Trustee Sundland, Trustee Trezise, Trustee Wilson**

**NAYS: NONE**

**Motion carried: 6-0**

**D. Resolution in Recognition and Celebration of Juneteenth**

Supervisor Hendrickson introduced the Resolution recognizing the importance of Juneteenth to our community, the State, and at the Federal level.

**Trustee Trezise moved to approve the Resolution in Recognition and Celebration of Juneteenth. Supported by Trustee Wilson.**

**VOICE VOTE                    YEAS: Supervisor Hendrickson, Clerk Guthrie, Treasurer Deschaine, Trustee Sundland, Trustee Trezise, Trustee Wilson**

**NAYS: NONE**

**Motion carried: 6-0**

**E. Resolution Supporting National Flag Day**

Supervisor Hendrickson introduced the Resolution recognizing the dedication of the Township to support this holiday for many years.

Treasurer Deschaine remarked that Kiwanis Club of Haslett-Okemos has nearly 1,000 participants in Flags Over Meridian and gave residents information for how to participate in the program.

**Treasurer Deschaine moved to approve Supporting National Flag Day 2024.  
Supported by Clerk Guthrie.**

**VOICE VOTE                    YEAS: Supervisor Hendrickson, Clerk Guthrie, Treasurer  
Deschaine, Trustee Sundland, Trustee Trezise, Trustee Wilson**

**NAYS: NONE**

**Motion carried: 6-0**

13. BOARD DISCUSSION ITEMS

A. Listening Session Planning

Supervisor Hendrickson introduced the item and asked the Board to discuss moderators, topics, and staffing assistance.

Clerk Guthrie asked if the intent is to be different from the previous listening sessions, or if updates will be included from the Clerk's office and the Treasurer's office. She asked if a staff person will be taking notes or if she should plan to do so. Interim Manager Schmitt said he did not plan to have a staff person taking notes and encouraged her to do so, as she did the during the last round of Listening Sessions.

Trustee Wilson suggested ordering the topics as follows: police update, local roads, Community Center, then economic development, and to also include a brief tax update and election update. She stressed the need to keep the agenda topics within the first half hour and leave an hour for questions and discussion from residents.

Treasurer Deschaine asked to have the monitors removed from the dais to eliminate a visual barrier between Board Members and residents for the listening sessions.

B. Township Legal Services Contract

Interim Manager Schmitt gave an overview of the timeline for the current agreement with Fahey, Schultz, Burzych and Rhodes.

Treasurer Deschaine stated his support for a three-year extension.

Trustee Wilson asked Interim Manager Schmitt if he was aware of any problems that might occur with a three-year extension versus a one-year extension with respect to the upcoming transition to a new manager as well as the potential for new Board Members being elected. Interim Manager Schmitt stated that it is a possibility, but also noted that the current firm has been very professional during the time they have been retained by the Township and is aware of not controversy that would indicate that issues would arise.

Trustee Trezise stated his support, but also said that it would not be wise for the Township to continue extending the contract without periodically exploring other options.

Supervisor Hendrickson made the point that a one-year extension may be more prudent given that there will be new leadership who may want to make a different decision. He clarified that he does not otherwise have an issue with a three-year extension, except that he does not want to tie the hands of the next board or the new manager and recommended a one-year extension. Clerk Guthrie concurred.

Treasurer Deschaine suggested a compromise of a two-year extension. Trustee Sundland and Trustee Wilson concurred.

Supervisor Hendrickson asked Interim Manager Schmitt if a two-year contract could be negotiated with the current firm. Interim Manager Schmitt indicated that it could and will bring a proposal back to the Board for final adoption.

C. Recommended 2025 Budget Schedule

Interim Manager Schmitt gave an overview of the proposed 2025 budget schedule, noting that there are discussions planned throughout, not just at the end.

**Treasurer Deschaine moved to suspend the rules and take action on this item tonight. Seconded by Clerk Guthrie.**

**VOICE VOTE**                      **YEAS: Supervisor Hendrickson, Clerk Guthrie,  
Treasurer Deschaine, Trustee Sundland, Trustee Trezise,  
Trustee Wilson**

**NAYS: NONE**

**Motion carried: 6-0**

**Treasurer Deschaine moved to approve the 2025 Township Budget Schedule as presented by Interim Manager Schmitt as presented in item 13.C in tonight's packet. Seconded by Clerk Guthrie.**

**VOICE VOTE**                      **YEAS: Supervisor Hendrickson, Clerk Guthrie, Treasurer  
Deschaine, Trustee Sundland, Trustee Trezise, Trustee Wilson**

**NAYS: NONE**

**Motion carried: 6-0**

14. COMMENTS FROM THE PUBLIC

Supervisor Hendrickson opened comments from the public at 7:14 pm

Supervisor Hendrickson closed comments from the public at 7:14 pm

15. OTHER MATTERS AND BOARD MEMBER COMMENTS

Clerk Guthrie announced that the township will be receiving almost \$200,000 from the State for reimbursement for the Presidential Primary Election.

Supervisor Hendrickson announced that Congressperson Slotkin's office has named the Meridian Township Community and Senior Center in a request for Federal Funding.

16. ADJOURNMENT

**Trustee Wilson moved to adjourn. Seconded by Treasurer Deschaine.**

**VOICE VOTE**

**YEAS: Supervisor Hendrickson, Clerk Guthrie, Treasurer Deschaine, Trustee Sundland, Trustee Trezise, Trustee Wilson**

**NAYS: NONE**

**Motion carried: 6-0**

**The meeting adjourned at 7:17 pm.**

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Scott Hendrickson  
Township Supervisor

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Deborah Guthrie  
Township Clerk

CHARTER TOWNSHIP OF MERIDIAN  
SPECIAL MEETING TOWNSHIP BOARD **-DRAFT-**  
5151 Marsh Road, Okemos MI 48864-1198  
517.853.4000, Township Hall Room  
Tuesday, June 4, 2024, 6:00 pm

PRESENT: Supervisor Hendrickson, Clerk Guthrie, Treasurer Deschaine, Trustee Sundland,  
Trustee Trezise, Trustee Wilson

ABSENT: NONE

STAFF:

1. CALL MEETING TO ORDER

Supervisor Hendrickson called the June 4, 2024, Special Township Board meeting to order at 4:00 pm.

2. PLEDGE OF ALLEGIANCE/INTRODUCTIONS

Supervisor Hendrickson led the Pledge of Allegiance.

3. ROLL CALL

Clerk Guthrie called the roll of the Board. Supervisor Hendrickson, Clerk Guthrie, Treasurer Deschaine, Trustee Sundland, Trustee Trezise, and Trustee Wilson present at 4:00 pm.

4. CITIZENS ADDRESS AGENDA ITEMS AND NON-AGENDA ITEMS

Supervisor Hendrickson opened comments from the public at 4:01 pm.

Supervisor Hendrickson closed comments from the public at 4:20 pm.

5. APPROVAL OF AGENDA

**Trustee Wilson moved to approve the agenda. Supported by Trustee Sundland.**

**VOICE VOTE: YEAS: Supervisor Hendrickson, Clerk Guthrie, Treasurer Deschaine, Trustee Sundland, Trustee Trezise, Trustee Wilson**

**NAYS: NONE**

**Motion carried: 6-0**

6. BOARD DISCUSSION ITEMS

A. Township Trustee Candidate Interviews

Trustee Wilson provided an overview of the application review meeting with Trustee Wilson, Clerk Guthrie, Trustee Sundland, and Director Tithoff.

Supervisor Hendrickson provided overview of the process.

- (1) 4:00 pm – James Etherton
- (2) 4:30 pm – James McCurtis
- (3) 5:00 pm – Jeff Romback

7. COMMENTS FROM THE PUBLIC

Supervisor Hendrickson opened comments from the public at 5:18 pm

Supervisor Hendrickson closed comments from the public at 5:18pm

8. OTHER MATTERS AND BOARD MEMBER COMMENTS

9. ADJOURNMENT

**Treasurer Deschaine moved to adjourn. Seconded by Trustee Trezise**

**VOICE VOTE**

**YEAS: Supervisor Hendrickson, Clerk Guthrie, Treasurer Deschaine, Trustee Sundland, Trustee Trezise, Trustee Wilson**

**NAYS: NONE**

**Motion carried: 6-0**

**The meeting adjourned at 5:18 pm.**

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Scott Hendrickson  
Township Supervisor

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Deborah Guthrie  
Township Clerk



9.C

To: Board Members  
From: Dante Ianni, Finance Director  
Date: June 18, 2024

Charter Township of Meridian  
Board Meeting  
6/18/2024

MOVED THAT THE TOWNSHIP BOARD APPROVE THE TOWNSHIP  
INVOICES/EXPENSES AS FOLLOWS:

COMMON CASH	\$	1,161,032.05
PUBLIC WORKS	\$	208,588.33
TRUST & AGENCY	\$	-
	<b>TOTAL CHECKS:</b>	<b>\$ 1,369,620.38</b>
CREDIT CARD TRANSACTIONS		
05/30/2024 to 06/12/2024	\$	11,217.37
	<b>TOTAL PURCHASES:</b>	<b><u>\$ 1,380,837.75</u></b>
ACH PAYMENTS	\$	<u>1,240,363.09</u>

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 EXP CHECK RUN DATES 06/18/2024 - 06/18/2024  
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 BANK CODE: GF - CHECK TYPE: PAPER CHECK

Vendor Name	Description	Amount	Check #
1. A T & T	MAY 28 - JUN 27 2024 - INTERNET M1	195.25	112244
	JUN 5 - JUL 4 2024 - INTERNET F3	149.00	112244
	TOTAL	344.25	
2. ABONMARCHE	PROF SERVICES THRU 2/29/2024 - 2024 LOCAL RD PROG	5,730.00	
	PROF SERV THRU 5/31/2024 - 2024 LOCAL RD PROG ENGI	40,282.08	
	PROF SERV THRU 5/31/2024 - 2025 LOCAL RD PROG ENGI	10,231.00	
	TOTAL	56,243.08	
3. ADAM SLAVICK	JUNE 2024 - INVESTIGATORS CLOTHING REIMBURSEMENT	325.00	
4. ALLGRAPHICS CORP	SPORTIES FOR SHORTIES T SHIRTS	2,303.00	
	SUMMER CAMP SHIRTS - HNC STAFF	247.00	
	2024 CELEBRATE MERIDIAN FESTIVAL VOLUNTEER AND STA	679.50	
	TOTAL	3,229.50	
5. AMERICAN RENTALS	5/21/24 TO 6/21/24 - TRANSFER STATION PORTABLE TOI	86.00	
6. ASAP PRINTING	HENDRICKSON BUSINESS CARDS & THANK YOU CARDS	117.26	
7. AT & T	MAY 2 - JUN 1 2024 - TELEPHONE MALL 51734717102014	51.13	112245
	MAY 2 - JUN 1 2024 - TELEPHONE P1 51734742859240	137.97	112245
	MAY 2 - JUN 1 2024 - TELEPHONE F1-3 51734760215648	414.07	112245
	MAY 2 - JUN 1 2024 - TELEPHONE P1 51734768261735	56.43	112245
	MAY 2 - JUN 1 2024 - TELEPHONE S1 51734797052196	57.12	112245
	TOTAL	716.72	
8. AT & T MOBILITY	JUN 5 - JUL 4 2024 - WIRELESS 287252740666 517.332	76.32	112246
9. BARKHAM & CO	JUNE 2024 - BICYCLE/PEDESTRIAN PATHWAY MOWING	5,400.00	
10. BARYAMES CLEANERS	05/01/2024 - 05/31/2024 - POLICE UNIFORM CLEANING	608.30	
11. BERNADETTE BLONDE	ON-SITE AND PHONE CALL/EMAIL CONSULTING/TRAINING S	1,500.00	112247
12. BOARD OF WATER & LIGHT	4/1/24 TO 4/30/24 & 5/1/24 TO 5/31/24 - 5124 E BR	1,570.54	
13. BOUNDTREE MEDICAL	ORDER #105311569 - CURAPLEX SUPPLIES, BANDAGES, LA	810.04	
	ORDER #10540367 - MEDICAL SUPPLIES FOR AMBULANCES	1,169.42	
	TOTAL	1,979.46	
14. BRIAN CANEN	JUNE 2024 - INVESTIGATORS CLOTHING REIMBURSEMENT	241.00	
15. BRIDGET CANNON	MAY 2024 MILEAGE REIMBURSEMENT	44.09	
16. BRIGHTLINE TECHNOLOGIES	JUNE 2024 BRIGHTLINE QUICKHELP SUBSCRIPTION	1,421.00	
	JUNE 2024 - AUVIK NETWORK & SAAS MONITORING & MANA	1,055.00	
	JUNE 2024 BRIGHTLINE HPE 36M II SUBSCRIPTION	3,424.00	
	TOTAL	5,900.00	
17. BRYAN LEROY	JUNE 2024 - INVESTIGATORS CLOTHING REIMBURSEMENT	216.00	
18. BSN SPORTS	WILLIAMSTON T BALL SHIRTS	395.32	
19. BULL ENTERPRISES	MAY 2024 JANITORIAL SERVICES FOR TOWNSHIP BUILDING	10,527.00	
20. CARLISLE WORTMAN ASSOC	PERIOD ENDING 5/31/2024 - BLDG PERMIT REVIEW - CHI	675.00	

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Vendor Name	Description	Amount	Check #
21. CDW	CUST #6533836 - METER READ TABLET & CASE	308.30	
	CUST #6533836 - DELL TABLET POWER CORD	73.91	
	TOTAL	382.21	
22. CHRISTOPHER KING	FIRE TRAINING PROPS	26,784.85	
23. CINTAS CORPORATION #725	05/29/2024 - MECHANICS UNIFORMS	48.07	
	6/5/24 MECHANICS UNIFORMS	48.07	
	TOTAL	96.14	
24. CITY PULSE	5/29/2024 - TWP NOTICES	585.34	
25. CM BUCK & ASSOCIATES INC	BUILDINGS - POLICE - GENERATOR PROJECT QUICK CONNE	11,314.85	
26. COMCAST	JUN 16 - JUL 15 2024 - INTERNET + TV F1	164.85	112253
	JUN 20 - JUL 19 2024 - TV F1	10.67	112253
	TOTAL	175.52	
27. COMCAST	JUN 14 - JUL 13 2024 - INTERNET + TV HOMTV	463.77	112252
28. DAVID GREYDANUS	2024 - LEGAL UPDATE TRAINING	2,040.00	
29. DEWOLF AND ASSOCIATES	PROPERTY ROOM MANAGEMENT	445.00	
30. DINGES FIRE COMPANY	FOLDABLE SAFETY CONES, LIGHTS AND HARDWARE	342.31	
	FOLDABLE SAFETY CONES, LIGHTS AND HARDWARE	1,403.73	
	TOTAL	1,746.04	
31. DOUGLAS CRAWFORD	REIMB RESIDENT PERSONAL ITEMS BROKEN WHILE RESPOND	300.00	112239
32. EDWARD BESONEN	JUNE 2024 - INVESTIGATORS CLOTHING REIMBURSEMENT	82.00	
33. ELECTRICAL TERMINAL SERVICE	UNIT #722 - LED FLASHING LIGHTING	267.72	
	MOTOR POOL - PARKS UNIT #698 - ELECTRICAL CONNECTO	89.15	
	UNIT #722 - LED FLASHING LIGHTING	60.39	
	UNIT #698 - LED FLASHING LIGHTING/CONNECTORS	227.14	
	TOTAL	644.40	
34. EMILY GORDON	HOTEL/PARKING REIMB - 2024 NATL ELECTION MAIL POST	319.31	112254
	MILEAGE REIMB - 2024 NATL ELECTION MAIL POSTAGE FO	354.43	112254
	TOTAL	673.74	
35. FORESIGHT GROUP	WATER BILLS 5/31/2024 AND POSTAGE	1,651.64	
36. FRANK CHRISTMAS	2024 BOOT REIMB - RENTAL INSPECTOR CP&D	175.00	112255
37. FRIEDLAND INDUSTRIES INC	PICKUP 6 CURBIES 4/29/24	35.00	
38. FRONTLINE PUBLIC SAFETY SOLUTIONS	TRAINING TRACKER SOFTWARE	1,732.50	
39. GARY & CAROL ORYSZCZAK	FULL REFUND REQUEST FOR COLUMBIA LAND DIVISION FOR	300.00	
40. GRANGER	JUNE 2024 - ACCT 2827380 - PARKS SEASONAL TRASH SE	364.96	
41. GROUNDED ELECTRIC	REFUND - WRONG ADDRESS/JURISTICION	178.00	
42. HAMMOND FARMS	MI STONE - PARKS AND PATHWAY MAINTENANCE SUPPLIES	139.00	
43. HARPER HILL FORESTRY PRODUCTS LLC	TIHART LAND PRESERVE PRARIE MOWING	2,200.00	
44. INGHAM COUNTY FIRE CHIEFS ASSOC	CONFINED SPACE COURSE - 5 FIREFIGHTERS	250.00	

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45. JACK DOHENY COMPANIES INC	MOTOR POOL - WATER - REPAIRS TO UNIT 30	2,719.68	
46. JENNIFER SORIA	MAY 2024 MILEAGE REIMBURSEMENT	41.94	
47. JOHNSON SIGN COMPANY	PSB INTERNAL SIGNAGE	7,640.00	
48. KIMBALL MIDWEST	MOTOR POOL - SHOP SUPPLIES	870.35	
49. KODIAK EMERGENCY VEHICLES	REPAIR PARTS FOR FIRE UNIT 134	54.96	
50. LAFONTAINE AUTOMOTIVE GROUP	UNIT #685 RADIATOR SUPPORT SHEILD AND FASTENERS	134.48	
	MOTOR POOL - POLICE - UNIT #685 LOWER DEFLECTOR	139.26	
	TOTAL	273.74	
51. LANGUAGE LINE SERVICES	MAY 2024 - ACCT #0920508339 - LANGUAGE LINE SERVIC	11.55	
52. LANSING SANITARY SUPPLY INC	CLEANING SUPPLIES FOR STATION 91	340.59	
53. LANSING UNIFORM COMPANY	OFFICER UNIFORM ITEMS	828.40	
	BOOTS FOR OFFICER BURROUGHS	219.95	
	FIRE UNIFORM ITEMS - CHIEF	119.95	
	MISC OFFICER UNIFORM ITEMS	844.45	
	FIRE UNIFORM PANTS - DIAZ	64.95	
	TOTAL	2,077.70	
54. LAWN STAR GROUP LLC	MAY 2024 - GLENDALE - MOWING	5,023.12	
55. LEAK PETROLEUM EQUIPMENT INC	MOTOR POOL - FUEL ISLAND REPAIRS 5/20/24	640.99	
56. LEXISNEXIS RISK DATA MGT LLC	5/1/2024 TO 5/31/2024 - SEARCHES SERVICES	200.00	
57. MACQUEEN EMERGENCY GROUP	TFT MID-MATIC NOZZLE, 1.5" NH, QTY: 2	2,015.10	
58. MARY ANN GROOP	UTILITY BILLING TRAINING 5/24/24 TO 6/5/24	2,150.00	
59. MEDICAL MANAGEMENT SYSTEMS OF	MAY 2024 COLLECTION FEE FROM AMBULANCE BILLINGS	8,842.27	
60. MEI TOTAL ELEVATOR SERVICES	2ND QTR JUN-AUG 2024- ELEVATOR SERVICE	562.66	
61. MERIDIAN TOWNSHIP RETAINAGE	MI PAVING - 2024 LOCAL ROAD PROGRAM CRUSHING AND R	3,496.11	
	MICHIGAN PAVING - 2024 MILL & FILL LOCAL ROAD PROG	81,256.64	
	TOTAL	84,752.75	
62. METRO SIGNS	REFUND OVERPAID FOR 3 PERMITS	157.50	
63. MICHIGAN ASSOCIATION OF PLANNING	2024 RESILIENCE SUMMIT/SPRING INSTITUTE - PLANNING	165.00	
64. MICHIGAN MUNICIPAL LEAGUE	POLICY #5000880-24 - 7/1/2024 TO 7/1/2025 - WORKER	36,525.51	112248
65. MICHIGAN PAVING	2024 MILL & FILL LOCAL ROAD PROGRAM CONTRACT	712,209.80	
	2024 LOCAL ROAD PROGRAM CRUSHING AND RESURFACING C	66,426.14	
	TOTAL	778,635.94	
66. MICHIGAN POLICE EQUIPMENT CO	DUTY GUNS AND HOLSTERS	6,468.00	
	DUTY AMMO	2,280.00	
	TOTAL	8,748.00	
67. MICHIGAN RECYCLING COALITION	1/23/24-1/23/25 MEMBERSHIP RENEWAL - HARVEY/DIEHL	200.00	
68. MOSQUITO MOB	MAY 2024 - MOSQUITO TREATMENTS - PARKS & BUILDINGS	1,866.50	
69. MY GREEN MICHIGAN LLC	JUNE 2024 COMPOST SERVICE MARKETPLACE	177.00	

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Vendor Name	Description	Amount	Check #
70. MYERS PLUMBING	REFUND OVERPMT 2 MECHANICAL PERMITS	40.00	
71. NIESA	ZHAN CHEN - JUNE 3 TO AUG 28 2024 FIRE ACADEMY	750.00	
72. OLMSTED FARM	FARMERS MARKET VENDOR	309.00	112240
	FARMERS MARKET VENDOR	28.00	112241
	TOTAL	337.00	
73. OLMSTED FARMS	FARMERS MARKET VENDOR	6.00	112242
74. OVERHEAD DOOR OF LANSING	SERVICE CENTER - 5/29/2024 OVERHEAD DOOR REPAIR	229.60	
75. PEOPLEFACTS LLC	MAY 2024 EMPLOYEE PRE-EMPLOYMENT CREDIT CHECKS	41.67	
76. PROGRESSIVE AE	PROF SERV THRU MAY 31 2024 - AMENDMENT 2 HOURLY SE	15,517.94	
	PROF SERV THRU MAY 31 2024 - LAKE LANSING SAD	1,610.00	
	TOTAL	17,127.94	
77. PRO-TECH MECHANICAL SERVICES	BUILDINGS - 2024 HVAC PM SERVICES	4,206.25	
78. QUALITY TIRE INC	MOTOR POOL -TIRES - DISPOSAL FEES	28.00	
	MOTOR POOL - POLICE - STOCK TIRES	1,023.25	
	MOTOR POOL - CEMETARY UNIT #97 - TIRES	184.80	
	TOTAL	1,236.05	
79. R.C. SYSTEMS, INC	2024 ANNUAL RECPRO RECREATION SOFTWARE FEE	5,475.00	
80. REBECCA PAYNE	JUNE 2024 INVESTIGATORS CLOTHING REIMBURSEMENT	325.00	
81. RIVER WOODALL	BLDG 2300 APT 12 - KNOB HILL FIRE DONATION	1,865.13	
82. ROBERT M CLARK III	CENTRAL PARK PAVILION - PAINTING BRICK AND WALLS	7,325.00	
83. ROWERDINK AUTOMOTIVE PARTS	POLICE UNIT #684 - FLEET REPAIR PARTS	112.24	
	POLICE UNIT #49 - FLEET REPAIR PARTS	58.64	
	POLICE UNIT #128 - FLEET REPAIR PARTS	149.96	
	CORE RETURN - FLEET REPAIR PARTS	(14.00)	
	POLICE UNIT #684 - FLEET REPAIR PARTS	112.24	
	CORE RETURN - FLEET REPAIR PARTS	(30.00)	
	STOCK ORDER - FLEET REPAIR PARTS	164.20	
	UNIT #129 - FLEET REPAIR PARTS	149.96	
	STOCK ORDER - FLEET REPAIR PARTS	1,118.28	
	CORE RETURN - FLEET REPAIR PARTS	(14.00)	
	FIRE #134 - FLEET REPAIR PARTS	411.97	
	TOTAL	2,219.49	
84. SANDRA JOY GIANCOTTI	REFUND 242 CHURCH VARIANCE-SCOUT PROJECT	350.00	
85. SHROYERS TOWING INC	TOW UNIT 138-ENGINE 93	875.00	112249
86. SONDRRA GOLKE	OVERPAYMENT - AMBULANCE 01/19/2024	89.66	
87. ST MARTHA CONFERENCE OF	EMERGENCY RENTAL ASSISTANCE	300.00	112250
	EMERGENCY RENT ASSISTANCE	500.00	112250
	TOTAL	800.00	
88. ST THOMAS AQUINAS PARISH	EMERGENCY RENTAL ASSISTANCE	250.00	112251
89. STATE OF MICHIGAN	2ND QTR APR-JUN 2024 - QA ASSESSMENT - AMBULANCE (	2,864.33	
90. STRYKER MEDICIAL	ELECTRODES, ECG, MEDI-TRACE 5	326.04	

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Vendor Name	Description	Amount	Check #
91. SUPREME SANITATION	5/1/2024 - 5/31/2024 - TOWNER PARK PORTABLE TOILET	90.00	
	5/1/2024 - 5/31/2024 - NANCY MOORE PARK - PORTABLE	90.00	
	TOTAL	<u>180.00</u>	
92. TEAM FINANCIAL GROUP	MAY 2024 COPIER CONTRACT	2,552.82	
93. THE RAPID GROUP LLC	ON SITE DOCUMENT DESTRUCTION	425.00	
94. UPPERCUT TREE SERVICE LLC	GRASS RESTORATION ON SEQUOIA TRAIL - 2021 LRP	3,850.00	
95. USAA - ATTN REFUNDS	OVERPAYMENT - AMBULANCE ON 07/04/2023	882.50	
	OVERPAYMENT - AMBULANCE ON 07/04/2023	882.50	
	TOTAL	<u>1,765.00</u>	
96. VREDEVOOGD HEATING & COOLING	REFUND OVERPMT MECHANICAL PERMIT	29.50	
97. WASTE MANAGEMENT	6/1/24 - 6/30/24 - GAYLORD C SMITH - DUMPSTER SERV	225.06	
98. WAYNE BISARD INVESTIGATIONS LLC	RECRUIT BACKGROUND FEES	1,200.00	
	RECRUIT BACKGROUND FEES	1,200.00	
	RECRUIT BACKGROUND FEES	1,200.00	
	TOTAL	<u>3,600.00</u>	
99. YEO & YEO	SERVICES ENDING 5/31/2024 - 2023 AUDIT	14,017.86	
TOTAL - ALL VENDORS		1,161,032.05	

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Vendor Name	Description	Amount	Check #
1. BLACKBURN MFG CO	ORDER #0708667-0 - RED OIL BASED PAINT (3611) FOR	87.78	
2. CARL SCHLEGEL INC	TICKET 1063916 WATER - CLASS II SAND - GAYLORD C S	1,003.20	
3. FERGUSON WATERWORKS #3386	WATER - 3" METER AND INSTALLATION PARTS	3,655.48	
	WATER - 5/8X3/4 METER CHANGE OUT PROJECT - MAY MET	164,000.00	
	WATER - CUSTOMER INSTALLATION PARTS - PIT REGISTER	2,569.60	
	TOTAL	170,225.08	
4. HAMMOND FARMS	HYDRANT - CRUSHED MI STONE 10 YDS	620.00	
5. HYDROCORP	MAY 2024 - CROSS CONNECTION PROGRAM SERVICES DTD	2,673.00	
6. IDC CORPORATION	SEWER - 2024 LIFT STATION CONTROLS MAINTENANCE	777.64	
7. INGHAM COUNTY REGISTER OF DEEDS	RECORD WELL MAINT AGREEMENT - 2874 LK LANSING	30.00	
8. JACOB FLANNERY	REIMB FOR PARKING AT AWWA TRAINING	10.00	
9. MAULDON BROTHERS CONSTRUCTION LLC	2023 TIMBERLANE WATER MAIN REPLACEMENT CONTRACT	4,000.00	
10. MICHIGAN MUNICIPAL LEAGUE	POLICY #5000880-24 - 1ST QTR PMT - 7/1/2024 TO 7/1	3,039.49	29698
11. MICHIGAN PAVING	2024 MILL & FILL LOCAL ROAD PROGRAM CONTRACT	19,100.00	
12. MICHIGAN RURAL WATER ASSOC	7/1/2024-7/1/2025 MEMBERSHIP DUES MERIDIAN TOWNSHI	990.00	
13. MIKE ELLIS	CDL RENEWAL REIMBURSEMENT	30.00	
14. REDWOOD LANDSCAPING	RE-INSTALL METAL EDGING ON EDGE OF SIDEWALK - 5664	150.00	
	INSTALL CUSTOMER SUPPLIED BLACK EDGING - 5652 WOOD	150.00	
	TOTAL	300.00	
15. RYAN SCHANER	GISP CERTIFICATION ANNUAL MTCE FEE - RYAN SCHANER	95.00	
16. YEO & YEO	SERVICES ENDING 5/31/2024 - 2023 AUDIT	5,607.14	
TOTAL - ALL VENDORS		208,588.33	

**Credit Card Report 5/30/2024 to 6/12/2024**

Transaction Date	Transaction Merchant Name	Transaction Amount	Account Name
6/5/2024	FERGUSON ENT, INC 934	\$219.12	LAWRENCE BOBB
6/5/2024	THE HOME DEPOT #2723	\$5.98	LAWRENCE BOBB
6/6/2024	THE HOME DEPOT #2723	\$49.80	LAWRENCE BOBB
6/6/2024	THE HOME DEPOT #2723	\$38.11	LAWRENCE BOBB
6/10/2024	THE HOME DEPOT #2723	\$16.23	LAWRENCE BOBB
6/7/2024	THE HOME DEPOT #2723	\$49.87	ROBERT STACY
5/30/2024	THE HOME DEPOT #2723	\$122.92	TYLER KENNEL
6/5/2024	THE HOME DEPOT #2723	\$123.93	TYLER KENNEL
6/6/2024	THE HOME DEPOT #2723	\$6.90	TYLER KENNEL
6/11/2024	AFFORDABLE OPENERS	\$76.92	TYLER KENNEL
6/4/2024	JETS PIZZA - MI-053 MOTO	\$100.65	MICHAEL HAMEL
6/3/2024	ALLIANCE CALIFORNIA LAUND	\$30.66	MICHAEL HAMEL
6/10/2024	USPS PO 2569800864	\$5.08	MICHAEL HAMEL
6/7/2024	MICHIGAN TOWNSHIPS	\$100.00	DEBORAH GUTHRIE
5/31/2024	GRAINGER	\$44.48	JACOB FLANNERY
6/7/2024	COMPLETE BATTERY SOURCE	\$25.46	JACOB FLANNERY
6/7/2024	MIDWEST POWER EQUIPMENT	\$172.17	JACOB FLANNERY
5/31/2024	USPS PO 2538700439	\$136.00	ASHLEY WINSTEAD
6/8/2024	COSTAR GROUP INC	\$860.00	ASHLEY WINSTEAD
6/5/2024	DOMINO'S 1206	\$79.92	AL DIAZ
5/31/2024	OFFICEMAX/OFFICEDEPT#3379	\$139.98	MIKE DEVLIN
5/31/2024	OFFICEMAX/OFFICEDEPT#3379	\$143.28	MIKE DEVLIN
6/4/2024	MEIJER # 025	\$13.47	MIKE DEVLIN
6/7/2024	CHICK-FIL-A #03695	\$15.73	MIKE DEVLIN
6/10/2024	FUN EXPRESS	\$76.83	MIKE DEVLIN
5/30/2024	GRAINGER	\$124.80	BRIAN PENNELL
5/30/2024	THE HOME DEPOT #2723	(\$179.86)	BRIAN PENNELL
5/30/2024	GFS STORE #1901	\$91.94	BRIAN PENNELL
6/3/2024	STATE OF MI EMS	\$75.00	BRIAN PENNELL
6/5/2024	STATE OF MI EMS	(\$25.00)	BRIAN PENNELL
6/6/2024	THE HOME DEPOT #2723	\$167.96	BRIAN PENNELL
6/5/2024	AMZN MKTP US*1F6VT3CR3	\$36.95	MELISSA MASSIE
5/30/2024	STATE MI DLEG LIQUOR LIC	\$50.00	COURTNEY WISINSKI
6/5/2024	THE HOME DEPOT 2723	\$724.99	COURTNEY WISINSKI
6/6/2024	QUALITY DAIRY#31	\$54.41	COURTNEY WISINSKI
6/6/2024	QUALITY DAIRY#31	\$3.98	COURTNEY WISINSKI
6/6/2024	MICHIGAN RECREATION & PAR	\$835.00	COURTNEY WISINSKI
6/3/2024	AMAZON RET* 113-065514	\$39.24	STEPHEN GEBES
6/3/2024	DNH*GODADDY.COM	\$70.16	STEPHEN GEBES
6/7/2024	ZAGG - ECOM	\$96.45	STEPHEN GEBES
5/30/2024	TOM'S FOOD	\$36.94	RICHARD GRILLO
5/30/2024	OFFICEMAX/OFFICEDEPT#3379	\$89.19	RICHARD GRILLO
6/5/2024	TOM'S FOOD	\$58.39	RICHARD GRILLO
6/6/2024	MEIJER STORE #025	\$109.99	RICHARD GRILLO
6/6/2024	TOM'S FOOD	\$63.92	RICHARD GRILLO
6/7/2024	ROTARY MULTIFORMS	\$117.10	RICHARD GRILLO
5/31/2024	RETRODUCK.COM	\$75.00	YOUNES ISHRAIDI
6/3/2024	CONST SW AND SESC PRD	\$95.00	YOUNES ISHRAIDI
5/31/2024	MIDWEST POWER EQUIPMENT	\$158.49	ROBERT MACKENZIE
6/6/2024	MICHIGAN WATER ENVIORNMEN	\$95.00	ROBERT MACKENZIE
6/7/2024	HAMMOND FARMS E LANSING	\$186.00	KEITH HEWITT
6/7/2024	MIDWEST POWER EQUIPMENT	\$442.98	KEITH HEWITT
6/4/2024	AMZN MKTP US*K46N67VX3	\$167.80	MICHELLE PRINZ

6/9/2024	AMZN MKTP US*AI5HW6ZS3	\$40.08	MICHELLE PRINZ
6/9/2024	AMAZON.COM*5U7LN0PG3	\$323.94	MICHELLE PRINZ
6/10/2024	AMAZON.COM*DE5T93YO3	\$48.26	MICHELLE PRINZ
6/5/2024	TOP HAT CRICKET FARM INC	\$59.28	CATHERINE ADAMS
6/6/2024	AMZN MKTP US*DW1CK8HS3	\$740.96	CATHERINE ADAMS
6/8/2024	AMZN MKTP US*189FT2E03	\$78.99	CATHERINE ADAMS
6/10/2024	USA ARCHERY	\$70.00	CATHERINE ADAMS
6/10/2024	AMZN MKTP US*5X1O67GW3	\$15.67	CATHERINE ADAMS
5/30/2024	TST* BUDDYS PIZZA - OKEM	\$30.00	PHIL DESCHAIINE
5/31/2024	OFFICEMAX/OFFICEDEPT#3379	\$132.49	DANIEL OPSOMMER
6/2/2024	TITANHQ	\$376.25	DANIEL OPSOMMER
6/6/2024	BRIMAR INDUSTRIES	\$1,395.10	DANIEL OPSOMMER
5/31/2024	UPPBEAT PREMIUM	\$66.99	SAMANTHA DIEHL
6/3/2024	GREATER LANSING CVB	\$250.00	SAMANTHA DIEHL
6/7/2024	MSU PAYMENT ONLINE	\$150.00	SAMANTHA DIEHL
6/9/2024	ENVATO	\$198.00	SAMANTHA DIEHL
5/30/2024	FEEDERS SUPPLY COMPANY #4	\$39.99	ALLISON GOODMAN
6/3/2024	AMZN MKTP US*3A5WF0VE3	\$17.16	ALLISON GOODMAN
6/5/2024	TOM'S FOOD	\$9.38	ALLISON GOODMAN
6/5/2024	MEIJER # 253	\$5.24	ALLISON GOODMAN
6/6/2024	MEIJER # 253	\$101.32	ALLISON GOODMAN
6/7/2024	DISCOUNTSCH 8006272829	\$165.13	ALLISON GOODMAN
6/9/2024	AMZN MKTP US*YS7BT31B3	\$281.95	ALLISON GOODMAN
6/9/2024	AMZN MKTP US*1Z1JI82B3	\$91.22	ALLISON GOODMAN
6/10/2024	ETNA DISTRIBUTORS,LLC	\$14.66	DAN PALACIOS
<b>TOTAL</b>		<b>\$11,217.37</b>	

ACH Transactions

Date	Payee	Amount	Purpose
5/30/2024	Wageworks	\$ 93.00	Employee Health Savings
5/30/2024	Consumers Energy	\$ 4,144.64	Utility Transaction Fees
5/30/2024	First American	\$ 811.77	Employee Vision Insurance
5/31/2024	Alerus	\$ 51,297.51	Payroll Deductions 05/31/2024
5/31/2024	Nationwide	\$ 10,151.13	Payroll Deductions 05/31/2024
5/31/2024	IRS	\$ 125,920.25	Payroll Taxes 05/31/2024
5/31/2024	Various Financial Institutions	\$ 355,964.54	Direct Deposit 05/31/2024
5/31/2024	State of Michigan	\$ 59,346.68	State Payroll Taxes 05/31/2024
5/31/2024	Blue Care Network	\$ 136,284.83	Employee Health Insurance
6/3/2024	MERS	\$ 454,060.32	Employee Retirement
6/5/2024	Blue Care Network	\$ 27,577.66	Employee Health Insurance
6/7/2024	Inv Cloud	\$ 2,143.75	Utility Transaction Fees
6/7/2024	Health Equity	\$ 18.70	Employee Health Insurance
6/10/2024	Delta Dental	\$ 15,262.66	Employee Dental Insurance
6/12/2024	MCT Utilities	\$ 2,335.06	Water/Sewer
<b>Total ACH Payments</b>		<u><u>\$ 1,240,363.09</u></u>	



**To: Board Members**  
**From: Scott Hendrickson, Township Supervisor**  
**Date: June 18, 2024**  
**Re: Planning Commission Appointment**

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With the recent appointment to the Township Board of James McCurtis, there is currently one vacancy on the Planning Commission with a term ending 12/31/25.

Jeffrey Romback submitted an Application for Public Service to request an appointment to the Planning Commission. He is the Vice President of Strategic Business Operations at McLaren Health Plan. Mr. Romback moved to Okemos 7 years ago and has served as the Homeowners' Association President for New Forest Hills Homeowners Association. He

The following motion is proposed for Board consideration:

**MOVE TO APPROVE THE APPOINTMENT MADE BY SUPERVISOR HENDRICKSON OF JEFF ROMBACK TO THE PLANNING COMMISSION FOR A TERM ENDING 12/31/2025.**

**Attachment:**

1. Application for Public Service

\* 1. I am interested in service on one or more of the following public bodies as checked below:  
Planning Commission

**\* 2. Summarize your reasons for applying to do this type of service**

I would love to start serving Meridian Township by reviewing land use and development requests before the Commission and preparing the Master Plan. The Master Plan is crucial for the development and future of Meridian Township. I am very interested in the goals of Enhance Viability of Township Businesses and Maintaining Outstanding Public Services. These services are crucial to attract residents to the area.

**\* 3. Describe education, experience or training which will assist you if appointed.**

Bachelor's Degree in Political Science, minor in Economics. Law Degree Clerk for 3 years in Oakland County Circuit Court where we handled Zoning and Land Cases frequently. Strategic Planning Professional Experience.

(Attach resume if available)

[Jeff Romback's Resume 05022024.doc](#)

\* Full Name  
Jeffrey Romback

\* **Occupation**  
VP, Strategic Business Operations

\* **Place of Employment**  
McLaren Health Plan

\* Home Address  
[REDACTED]  
OKEMOS 48864

\* Phone (Day)  
[REDACTED]

\* Phone (Evening)  
[REDACTED]

\* **Email**  
[REDACTED]

\* **Please type your name in the box below as a digital signature**  
Jeffrey Romback

\* **Date and Time**  
06/05/2024

Other than the Downtown Development Authority Board, the Corridor Improvement Authority, and the Economic Development Corporation, persons appointed to Meridian Township boards and commissions must be a resident and elector (if of voting age) of the Township during the term of office. Excessive absences may be cause for review of appointment. The policy for appointment of candidates to the various public service positions is based on the following criteria: desire to serve, experience, expertise, availability of time to serve, and maintenance of equitable geographic representation. In most instances it will be desirable to develop further information through a personal interview. This application will be retained in township files for two years.

# Jeff Romback

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**Professional Statement:** A strategic thinking, goal-driven leader who excels under pressure and can effectively lead teams of internal and external stakeholders. Possesses the professionalism and business acumen to excel in any leadership position with measureable success delivering value to the organization and its clients.

## **Work Experience:**

### **March 2021 – Present, Vice President, Strategic Business Operations McLaren Health Plan**

- Responsible for strategic growth in the Individual/Marketplace, Medicare, and Medicaid markets through improved infrastructure and strategic partnerships.
- Leader of four departments, Sales, Communications, Medicaid Relations, Medicare Advantage Sales, and Strategic Business Operations which grew to meet market demands.
- Launched a Medicare Advantage Product in two states, Michigan and Indiana, and exceeded the enrollment of the last three Medicaid-primary health plans to enter the Michigan market.

### **April 2017 – March 2021, Deputy Director, Policy and Planning, Michigan Association of Health Plans**

- Liaison between Member Plans and State Government Officials in Regulatory Agencies and Legislature regarding Individual and Commercial Insurance policies.
- Staffed and led Innovation, Competition, and Exchange (ICE) Committee and Public Relations Committees with focused efforts on the Michigan Insurance Marketplace and the Employer/Group Market.
- Championed marketplace-wide initiatives to decrease healthcare costs, increase administrative efficiency, and improve healthcare in the State of Michigan through Policy.

### **February 2016—January 2017, Director, Compliance and Process Controls CareTech Solutions**

- Design, document, publish, implement, and maintain compliance programs, policies and procedures for service operations related to Healthcare Information Technology for 53 clients.
- Maintain accurate and reliable knowledgebase information, updating policies as necessary.
- Develop a rigorous test and control process to facilitate analysts' administration of client-specific and organizational security and compliance policies.
- Review contracts, confirming all guidelines and service level agreements are accurately incorporated into policy.
- Lead an international staff of 16 high-level compliance, knowledge management, and quality assurance team members.

### **June 2015—October 2015, Employee Benefits Department Operations Manager and Compliance Director Brown & Brown Insurance**

- Led a team of 20 account managers, benefit analysts, agents, and customer service representatives to coordinate and streamline the mission of our department.
- Acted as internal operations liaison with our corporate office to maintain compliance with policies and procedures both locally and corporately.
- Communicated complex compliance requirements to internal and external clients.

# Jeff Romback

- Strategically planned, developed, and executed the corporate vision and program to become nationwide Office of the Year, which included sales development, retention, and marketing.

## **November 2013—June 2015, Assistant Vice President, Compliance and Communications, NGS CoreSource**

- Developed business programs to achieve strategic business goals to increase compliance and reduce risk and developed key compliance metrics for senior leadership.
- Supervised a staff of 11 whose responsibilities included plan design, management and compliance with state, federal (CMS), and health care reform (Affordable Care Act) mandates for our self-funded, Employee Retirement Income Security Act of 1974 (ERISA), TPA clients.
- Amended and created operational policies for staffs in two locations—Detroit, MI and Columbus, OH.
- Maintained full regulatory compliance with internal and external claim procedures with state, federal, Medicare, and Medicaid regulations, including resolution and processing.
- Acted as subject matter expert for all nine CoreSource locations on ACA, Health Care Reform, ERISA, HIPAA and self-funding, and responded to state regulators and regulatory agencies regarding compliance and claims matters.
- Acted as liaison between NGS CoreSource, and Corporate and outside counsel for all legal matters.

## **October 2012—November 2013, Appeals and Grievance Team Lead, Blue Cross Blue Shield**

- Supervised and led a staff of eight Appeals and Grievance coordinators who independently made benefit decisions on medical, dental and vision claims.
- Communicated with Department of Labor/ERISA employee groups to make benefit decisions based on group documents and policies.
- Drafted compliance documents for department based on DOL/ERISA, HIPAA, PA250, NCQA and ACA requirements.
- Managed the grievance and Complaint Team in order to increase customer satisfaction and provide written responses to their issues.
- Developed plans for appeals, complaints, and grievances as well as design of Michigan Health Insurance Exchange (Qualified Health Plans).

## **October 2011—October 2012, Appeals and Grievance Coordinator, Blue Cross Blue Shield**

- Researched and decided member-filed appeals, issued written decisions, and facilitated discussion of revision of benefits and policies governing correct reimbursement.
- Operated within the guidelines and maintained compliance with regulations established by the Department of Labor and Public Acts 250 and 350.
- Applied appropriate and internal, external and clinical reviews regarding benefit and health care issues.
- Collaborated and negotiated with regulatory agencies and departments in order to maintain compliance and identify trends and patterns regarding member issues.
- Responsible for many projects where extensive communication and interface was required between executives, Blue Cross Blue Shield, and large corporate accounts to solve and prevent a wide range of issues.

## **Education**

**B.A. Public Administration and Criminal Justice, Saginaw Valley State University**

**Associates Degree, Philosophy/Ethics**

**J.D. Thomas M Cooley Law School**

# Jeff Romback

## Certifications and Memberships

**Certified Health Care Reform Specialist**—American Healthcare Congress

**Certified in Healthcare Compliance (CHC)** – Health Care Compliance Association

**Lean Six Sigma Black Belt (Healthcare Focus)** – Management and Strategy Institute

**Registered Employee Benefits Consultant (REBC)** – National Association of Health Underwriters

**Certified Knowledge Manager**—Knowledge Management Institute

**Member** - American Society for Quality

**Personal Statement:** A resume can never substitute for an interview. I look forward to meeting with you at a time of your convenience. Feel free to contact me either by phone at [REDACTED], or by email at [REDACTED]. I look forward to meeting with you.



**To:** Township Board

**From:** Timothy R. Schmitt, *AICP*, Interim Township Manager  
and Community Planning and Development Director

**Date:** June 11, 2024

**Re:** Silverleaf Development Land Donation

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**9.D**

As part of the 2020 rezoning for the Silverleaf project on the north side Bennett Road, west of Hulett Road, approximately 20 acres of land was required to be dedicated to the Township for permanent preservation. Staff has consistently relayed to the development team at Mayberry Homes that construction was not permitted to begin until this donation was made.

Mayberry Homes filed the deed transferring the property to Meridian Township on May 23<sup>rd</sup>. A copy was provided to Staff after the filing was made, and upon review, Township Assessor Winstead noticed several apparent, unintentional errors in the legal description for the property. This was brought to Mayberry's attention and they filed an affidavit, correcting the errors in the legal description. That affidavit was filed on June 5<sup>th</sup> and is attached to this memo.

At this time, the land donation has been properly completed, finalizing the last pre-development requirement for the project to proceed. Construction on Phase 1 has commenced, consisting of infrastructure and 25 developable lots.

**MOVE TO ACCEPT THE LAND DONATION FROM BENNETT ROAD HOLDING LLC OF  
THE NORTHERN APPROXIMATELY 20 ACRES OF LAND IN THE SILVERLEAF  
SUBDIVISION, PARCEL ID NUMBER 33-02-02-29-251-010.**

**Attachments**

1. Affidavit of Correction and Original Recorded Deed

**AFFIDAVIT OF CORRECTION**

THE UNDERSIGNED AFFIANT, Alicia Owen, WHO'S ADDRESS FOR THE PURPOSE OF THIS INSTRUMENT IS 1650 Kendale Blvd, Suite 120, East Lansing, MI 48823, DULY SWORN, DEPOSES AND STATES:

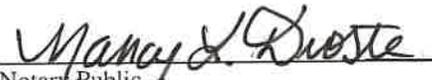
- 1) That on or about May 20, 2024 a Warranty Deed was prepared by Legal Doc Prep Services, PLLC and recorded on May 23, 2024, Instrument Number 2024-012614, Ingham County Register of Deeds.
- 2) That such Warranty Deed had an erroneous legal description.
- 3) The Warranty Deed's legal description needs to be corrected to the attached Exhibit A.
- 4) Further the Affiant sayeth not.

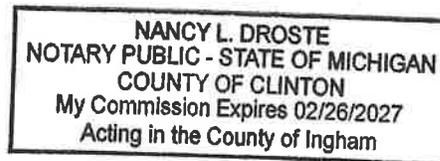
In witness whereof, this Affidavit of Correction is executed this 4<sup>th</sup> day of June, 2024.

By:   
Alicia Owen

State of Michigan     ))  
County of Ingham     ))

The foregoing was subscribed and sworn before me this 4<sup>th</sup> day of June, 2024, by Alicia Owen.

  
Notary Public



Drafted by and Return to:  
Alicia Owen  
1650 Kenale Blvd, Suite 120  
East Lansing, MI 48823

Exhibit "A"

BEING LAND DESCRIBED AS "PARCEL C" IN A SURVEY BY KEBS, INC., DATED 2/21/2023, PERFORMED BY ERICK R. FRIESTROM, PROFESSIONAL SURVEYOR NO. 53497, AS JOB NO. 100889.BND:

PARCEL C:

A PARCEL OF LAND IN THE NORTHWEST 1/4 AND THE NORTHEAST 1/4 OF SECTION 29, T4N, R1W, MERIDIAN TOWNSHIP, INGHAM COUNTY, MICHIGAN, THE SURVEYED BOUNDARY OF SAID PARCEL DESCRIBED AS: COMMENCING AT THE SOUTH 1/4 CORNER OF SAID SECTION 29; THENCE N00°24'18"W ALONG THE NORTH-SOUTH 1/4 LINE OF SAID SECTION 29 A DISTANCE OF 2639.23 FEET TO THE CENTER OF SAID SECTION 29 AND THE POINT OF BEGINNING OF THIS DESCRIPTION; THENCE S89°54'15"W ALONG THE EAST-WEST 1/4 LINE OF SAID SECTION 29 A DISTANCE OF 386.63 FEET; THENCE N69°37'20"E 280.00 FEET; THENCE N24°37'20"E 230.00 FEET; THENCE N15°22'40"W 140.00 FEET; THENCE N71°41'37"W 340.00 FEET; THENCE N00°22'40"W PARALLEL WITH SAID NORTH-SOUTH 1/4 LINE 408.03 FEET; THENCE N53°36'48"E 182.00 FEET; THENCE S84°18'45"E 819.47 FEET; THENCE N39°37'20"E 144.77 FEET TO THE SOUTHERLY RIGHT-OF-WAY LINE OF C.S.X RAILROAD SYSTEMS; THENCE S72°42'51"E ALONG SAID SOUTHERLY RIGHT-OF-WAY LINE 267.67 FEET TO THE WESTERLY LINE OF WOODS OF HERON CREEK NO. 2 AS RECORDED IN LIBER 46 OF PLATS, PAGE 20 OF INGHAM COUNTY RECORDS; THENCE S44°45'47"W ALONG SAID WESTERLY LINE A DISTANCE OF 37.82 FEET; THENCE N70°29'09"W 110.57 FEET; THENCE S44°46'30"W 150.63 FEET; THENCE S54°28'33"E 101.32 FEET TO SAID WEST LINE; THENCE ALONG SAID WESTERLY LINE THE FOLLOWING NINE COURSES: S44°46'30"W 52.00 FEET; S03°02'01"E 141.11 FEET; S82°44'08"W 20.06 FEET; NORTHWESTERLY 84.30 FEET ALONG A CURVE TO THE RIGHT WITH A RADIUS OF 60.00 FEET, A DELTA ANGLE OF 80°30'01", AND A CHORD OF 77.54 FEET BEARING N83°47'53"W; N87°00'13"W 205.00 FEET; S08°33'23"W 110.11 FEET; S04°45'33"E 66.00 FEET; SOUTHEASTERLY 45.15 FEET ALONG A CURVE TO THE LEFT WITH A RADIUS OF 142.00 FEET, A DELTA ANGLE OF 18°12'59", AND A CHORD OF 44.96 FEET BEARING S84°52'56"E; AND S76°48'20"E 46.75 FEET; THENCE S14°23'41"W 72.70 FEET; THENCE S04°15'45"E 65.11 FEET; THENCE S46°00'56"E 18.11 FEET TO SAID WEST LINE; THENCE ALONG SAID WESTERLY LINE THE FOLLOWING TWO COURSES: S09°14'58"W 206.42 FEET; AND S49°16'03"E 67.72 FEET; THENCE S40°31'55"E 91.01 FEET; THENCE S59°24'09"E 78.55 FEET TO THE SOUTHWESTERLY CORNER OF WOODS OF HERON CREEK NO. 2; THENCE S49°16'03"E ALONG THE WESTERLY LINE OF SAID WOODS OF HERON CREEK NO. 2 EXTENDED 2.87 FEET TO SAID EAST-WEST 1/4 LINE OF SECTION 29; THENCE S89°53'24"W ALONG SAID EAST-WEST 1/4 LINE 659.83 FEET TO THE POINT OF BEGINNING.

**2024-012614**  
**INGHAM COUNTY, MI**  
**DERRICK QUINNEY**  
**REGISTER OF DEEDS**  
**THIS DOCUMENT WAS**  
**eRECORDED**

## **OFFICIAL LAND RECORD**

**Instrument Number:** 2024-012614

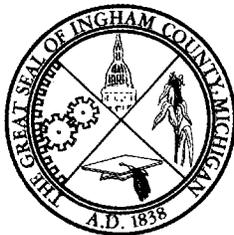
**Number of Pages:** 4

**Arrival Date and Time:** 5/23/2024 11:03:33 AM

**Recording Date and Time:** 05/23/2024 11:23 AM

**Document Type:** WARRANTY DEED

I hereby certify that this instrument was RECEIVED and RECORDED on the date and times stamped above in the OFFICIAL PUBLIC RECORDS of the REGISTER OF DEEDS, INGHAM COUNTY, MICHIGAN.



A handwritten signature in black ink, appearing to read "Derrick Quinney", is written over a horizontal line.

**DERRICK QUINNEY**  
**REGISTER OF DEEDS**  
**INGHAM COUNTY, MICHIGAN**

**This cover page is PAGE 1 of your document and is part of the Official Public Record.**

**For Internal Use ONLY:**

TxId: 4483876

DocId: 8700419

I HEREBY CERTIFY that there are no TAX LIENS or TITLES held by the state or any individual against the within description, and all TAXES on same are paid for five years previous to the date of this instrument as appears by the records of this office, except as stated.

Alan Fox, Ingham County Treasurer  
Sec.135, Act 206, 1893 as amended  
5/21/2024 by TD

## WARRANTY DEED

**When recorded return to:**  
Bell Title Agency of East Lansing  
1650 Kendale Blvd, Ste 120  
East Lansing, MI 48823

KNOW ALL MEN BY THESE PRESENTS THAT **BENNETT ROAD HOLDING LLC**

Whose address is: **1650 KENDALE BLVD, SUITE 200, EAST LANSING, MICHIGAN 48823**

Conveys and Warrants to **MERIDIAN CHARTER TOWNSHIP**

Whose address is: **5151 MARSH RD, OKEMOS, MICHIGAN 48864**

the following described premises described as follows:

SEE ATTACHED EXHIBIT "A"

Commonly known as: **V/L BENNETT RD, PARCEL D2, OKEMOS, MI 48864**  
Parcel ID No.: 33-02-02-29-300-010

for the full consideration of **ONE DOLLAR (\$1.00) subject to the existing building and use restrictions, easements and zoning ordinances of record, if any.**

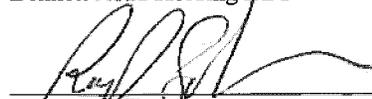
This property may be located within the vicinity of farmland or a farm operation. Generally accepted agricultural and management practices which may generate noise, dust, odors and other associated conditions may be used and are protected by the Michigan Right to Farm Act.

The Grantors herein convey to Grantees all rights of division under Section 108 of the Michigan Land Division Act.

Dated: May 20, 2024

Signed and Sealed:

Bennett Road Holding LLC



By: Robert K. Schroeder, Authorized Agent for OKI Holding, LLC  
Its: Member

State of MICHIGAN )

County of INGHAM )

The foregoing instrument was acknowledged before me this 20th day of May, 2024.

by: Robert K. Schroeder, Authorized Agent for OKI Holding, LLC, Member for Bennett Road Holding LLC.

KEVIN R SCHAFER  
NOTARY PUBLIC - STATE OF MICHIGAN  
COUNTY OF CLINTON  
My Commission Expires 05/22/29  
Acting in the County of Ingham

  
Notary Public, \_\_\_\_\_ County, \_\_\_\_\_  
Acting in \_\_\_\_\_ County,  
My Commission Expires: \_\_\_\_\_

Prepared by:  
**Legal Doc Prep Services, PLLC**  
**Leigh Kraushaar, Esq.**  
**6910 S. Cedar St.**  
**Lansing, MI 48911**  
File Number: 24238674-WD

**Treasurer's Certificate**

## Exhibit A

### Legal Description

LAND SITUATED IN THE TOWNSHIP OF MERIDIAN, COUNTY OF INGHAM, STATE OF MICHIGAN:

A PARCEL OF LAND IN THE NORTHWEST 1/4 AND THE NORTHEAST 1/4 OF SECTION 29, T4N, R1W, MERIDIAN TOWNSHIP, INGHAM COUNTY, MICHIGAN, THE SURVEYED BOUNDARY OF SAID PARCEL DESCRIBED AS: COMMENCING AT THE SOUTH 1/4 CORNER OF SAID SECTION 29; THENCE N00°24'18"W ALONG THE NORTH-SOUTH 1/4 LINE OF SAID SECTION 29 A DISTANCE OF 2639.23 FEET TO THE CENTER OF SAID SECTION 29 AND THE POINT OF BEGINNING OF THIS DESCRIPTION; THENCE S89°54'15"W ALONG THE EAST-WEST 1/4 LINE OF SAID SECTION 29 A DISTANCE OF 386.63 FEET; THENCE N69°37'20"E 280.00 FEET; THENCE N24°37'20"E 230.00 FEET; THENCE N15°22'40"W 140.00 FEET; THENCE N71°41'37"W 340.00 FEET; THENCE N00°22'40"W PARALLEL WITH SAID NORTH-SOUTH 1/4 LINE 408.03 FEET; THENCE N53°36'48"E 182.00 FEET; THENCE S84°18'45"E 819.47 FEET; THENCE N39°37'20"E 144.77 FEET TO THE SOUTHERLY RIGHT-OF-WAY LINE OF C.S.X. RAILROAD SYSTEMS; THENCE S72°42'51"E ALONG SAID SOUTHERLY RIGHT-OF-WAY LINE 267.67 FEET TO THE WESTERLY LINE OF WOODS OF HERON CREEK NO. 2 AS RECORDED IN LIBER 46 OF PLATS, PAGE 20 OF INGHAM COUNTY RECORDS; THENCE S44°45'47"W ALONG SAID WESTERLY LINE A DISTANCE OF 37.82 FEET; THENCE N70°29'09"W 110.57 FEET; THENCE S44°46'30"W 150.63 FEET; THENCE S54°28'33"E 101.32 FEET TO SAID WEST LINE; THENCE ALONG SAID WESTERLY LINE THE FOLLOWING NINE COURSES: S44°46'30"W 52.00 FEET; S03°02'01"E 141.11 FEET; S82°44'08"W 20.06 FEET; NORTHWESTERLY 84.30 FEET ALONG A CURVE TO THE RIGHT WITH A RADIUS OF 60.00 FEET, A DELTA ANGLE OF 80°30'01", AND A CHORD OF 77.54 FEET BEARING N83°47'53"W; N87°00'13"W 205.00 FEET; S08°33'23"W 110.11 FEET; S04°45'33"E 66.00 FEET; SOUTHEASTERLY 45.15 FEET ALONG A CURVE TO THE LEFT WITH A RADIUS OF 142.00 FEET, A DELTA ANGLE OF 18°12'59", AND A CHORD OF 44.96 FEET BEARING S84°52'56"E; AND S76°48'20"E 46.75 FEET; THENCE S14°23'41"W 72.70 FEET; THENCE S04°15'45"E 65.11 FEET; THENCE S46°00'56"E 18.11 FEET TO SAID WEST LINE; THENCE ALONG SAID WESTERLY LINE THE FOLLOWING TWO COURSES: S09°24'09"E 78.55 FEET TO THE SOUTHWESTERLY CORNER OF WOODS OF HERON CREEK NO. 2; THENCE S49°16'03"E ALONG THE WESTERLY LINE OF SAID WOODS OF HERON CREEK NO. 2 EXTENDED 2.87 FEET TO SAID EAST-WEST 1/4 LINE OF SECTION 29; THENCE S89°53'24"W ALONG SAID EAST-WEST 1/4 LINE 659.83 FEET TO THE POINT OF BEGINNING.



9. F

**To: Board Members**  
**From: Fire Chief Michael Hamel**  
**Date: June 11, 2024**  
**Re: Disposal of Surplus Fire Equipment**

---

The following SCBA equipment has been declared surplus by the Fire Department. We are requesting authorization to sell the equipment at public auction, internet auction, direct sale to another municipality, or by sealed bid.

Nineteen (19) SCBA cylinders and harnesses

**The following motion has been prepared for the Board's consideration:**

**MOVE TO APPROVE THE DISPOSAL OF SURPLUS SCBA EQUIPMENT.**



**To: Board Members**

**From: Timothy R. Schmitt, AICP, Interim Township Manager and Community Planning and Development Director**

**Date: June 18, 2024**

**Re: Charitable Gaming License-Constellation Cat Cafe**

---

The Township has received a request from the Constellation Cat Cafe for a gaming license to run a raffle. The organization is a 501 (c) (3) non-profit organization under the IRS code. They are planning a raffle on July 28, 2024.

Under state lottery laws, a local governing body must approve the function through a vote of the Board. Attached is the resolution request by the Lottery Bureau along with the Constellation Cat Cafe IRS tax exempt letter.

A motion is prepared for Board consideration:

**MOVE APPROVAL OF A REQUEST FROM THE CONSTELLATION CAT CAFE OF MERIDIAN TOWNSHIP, INGHAM COUNTY, ASKING THAT THEY BE RECOGNIZED AS A NON-PROFIT ORGANIZATION OPERATING IN THE COMMUNITY FOR THE PURPOSES OF OBTAINING A GAMING LICENSE FOR APPROVAL, AND FURTHER THAT THE TOWNSHIP CLERK BE AUTHORIZED TO EXECUTE THE RESOLUTION FROM THE STATE OF MICHIGAN.**

**Attachments:**

1. Resolution for Charitable Gaming License
2. IRS Tax Exempt Letter

MICHIGAN LOTTERY  
CHARITABLE GAMING DIVISION  
101 E. HILLSDALE, BOX 30023  
LANSING, MICHIGAN 48909  
(517) 335-5780  
www.michigan.gov/cg

LOCAL GOVERNING BODY RESOLUTION FOR  
CHARITABLE GAMING LICENSES  
(Required by MCL.432.103(K)(ii))

**RESOLUTION**

At a Regular meeting of the Charter Township of Meridian Board of Trustees called to order by Supervisor Scott Hendrickson on June 18, 2024 at 6:00 P.M.

the following resolution was offered:

Moved by \_\_\_\_\_ and supported by \_\_\_\_\_.

That the request from The Constellation Cat Cafe of Meridian Township, County of Ingham, asking that they be recognized as a nonprofit organization operating in the community for the purpose of obtaining a gaming license be considered for APPROVAL.

YEAS: \_\_\_\_\_

\_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

---

STATE OF MICHIGAN)

) ss

COUNTY OF INGHAM)

I hereby certify that the foregoing is a true and complete copy of resolution offered and adopted by the Township Board at a Regular meeting held on June 18, 2024.

\_\_\_\_\_  
Deborah Guthrie  
Meridian Township Clerk  
5151 Marsh Road, Okemos MI 48864



Department of the Treasury  
Internal Revenue Service  
Tax Exempt and Government Entities  
P.O. Box 2508  
Cincinnati, OH 45201

CONSTELLATION CAT CAFE  
C/O KELSEY MACCOMBS  
3320 E LAKE LANSING ROAD SUITE F  
EAST LANSING, MI 48823-1526

Date:  
11/15/2021  
Employer ID number:  
83-3697308  
Person to contact:  
Name: Brendon Stockwell  
ID number: 32115  
Telephone: 877-829-5500  
Accounting period ending:  
December 31  
Public charity status:  
509(a)(2)  
Form 990 / 990-EZ / 990-N required:  
Yes  
Effective date of exemption:  
February 22, 2019  
Contribution deductibility:  
Yes  
Addendum applies:  
No  
DLN:  
26053509004541

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to [www.irs.gov/charities](http://www.irs.gov/charities). Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Sincerely,

Stephen A. Martin  
Director, Exempt Organizations  
Rulings and Agreements



**To:** Township Board Members

**From:** Dan Opsommer, Deputy Township Manager  
Director of Public Works & Engineering

Younes Ishraidi, Township Engineer  
Deputy Director of Public Works & Engineering

**Date:** June 18, 2024

**Re:** Whitehills Lakes South #1 Public Streetlighting Improvement  
Special Assessment District #428 – Public Hearing and Resolution #3

---

A request was received from the property owners of Whitehills Lakes South #1 for installation and maintenance of streetlights in Whitehills Lakes South #1. The proposed plan is for four (4) LED streetlights, White bulb, Traditional fixtures with cut-off, and gray standard poles, to be installed and maintained along Silverstone Way. Please refer to the map attached to this cover memorandum.

At your May 21, 2024 meeting, the Board adopted Resolution #1, which ordered plans to be prepared showing the improvement, the location, and the estimate of cost. The Board also adopted Resolution #2, which filed the plans and cost estimate with the Clerk's Office, declared the Township Board's intention to make the improvements, tentatively designates a special assessment district, and set a public hearing for Tuesday, June 18, 2024 to hear objections to the improvement, cost estimate, and assessment district.

The proposed first year cost for streetlighting in Whitehills Lakes South #1 is \$1,580 (\$121.54/lot) and the cost annually thereafter will be \$ 720 (\$55.39/lot) (subject to adjustment).

**Proposed Motion:**

**MOVE TO APPROVE THE WHITEHILLS LAKES SOUTH #1 PUBLIC STREETLIGHTING IMPROVEMENT SPECIAL ASSESSMENT DISTRICT #428 – RESOLUTION #3, WHICH APPROVES THE CONSTRUCTION OF THE PUBLIC IMPROVEMENT, THE ESTIMATE OF COST AND DEFRAYING THE COST BY SPECIAL ASSESSMENT, DETERMINES THE SPECIAL ASSESSMENT DISTRICT, AND DIRECTS THE MAKING OF AN ASSESSMENT ROLL.**

**Attachments:**

1. Resolution #3
2. Assessment Roll
3. Streetlight Map
4. Consumers Energy Streetlight Installation Guide
5. May 21, 2024 Board Packet Materials

**WHITEHILLS LAKES SOUTH #1 PUBLIC STREETLIGHTING IMPROVEMENT  
SPECIAL ASSESSMENT DISTRICT NO. 428**

**RESOLUTION NO. 3**

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, Phone (517) 853-4000 on Tuesday, June 18, 2024 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 May 21, 2024, adopt a resolution tentatively approving the installation, operation and maintenance of certain public streetlighting improvements in Whitehills Lakes South #1, Lots 1 through 13 (inclusive), and the establishment of a special assessment district for the purpose of paying the cost thereof, which special assessment district is more specifically hereinafter described; and

**WHEREAS**, the Township Board did meet on June 18, 2024, at 6:00 p.m., the time, date and place set by the Board to hold a public hearing to hear any objections to the improvement and to the special assessment district therefore; and

**WHEREAS**, estimates of cost of said project are on file with the Township Clerk and have been on file since May 21, 2024, and

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

1. The Township Board hereby approves the following described improvement: Installation, operation and maintenance of four (4) LED streetlights, Traditional fixtures with cut-off, and gray standard poles along Southridge Road, and to defray the cost by special assessment against the properties specially benefited thereby.
2. The Township Board hereby approves the estimate of cost in the sum of \$1,580 (\$121.54/lot) for the first year cost and \$720 (\$55.39/lot) annually thereafter (subject to adjustment).
3. The Township Board finally determines that the special assessment district shall be described as follows:

Lots 1 through 13 (inclusive), Whitehills Lakes South #1



**WHITEHILLS LAKES SOUTH #1 PUBLIC STREETLIGHTIN IMPROVEMENT  
SPECIAL ASSESSMENT DISTRICT NO. 428**

**ASSESSMENT ROLL**

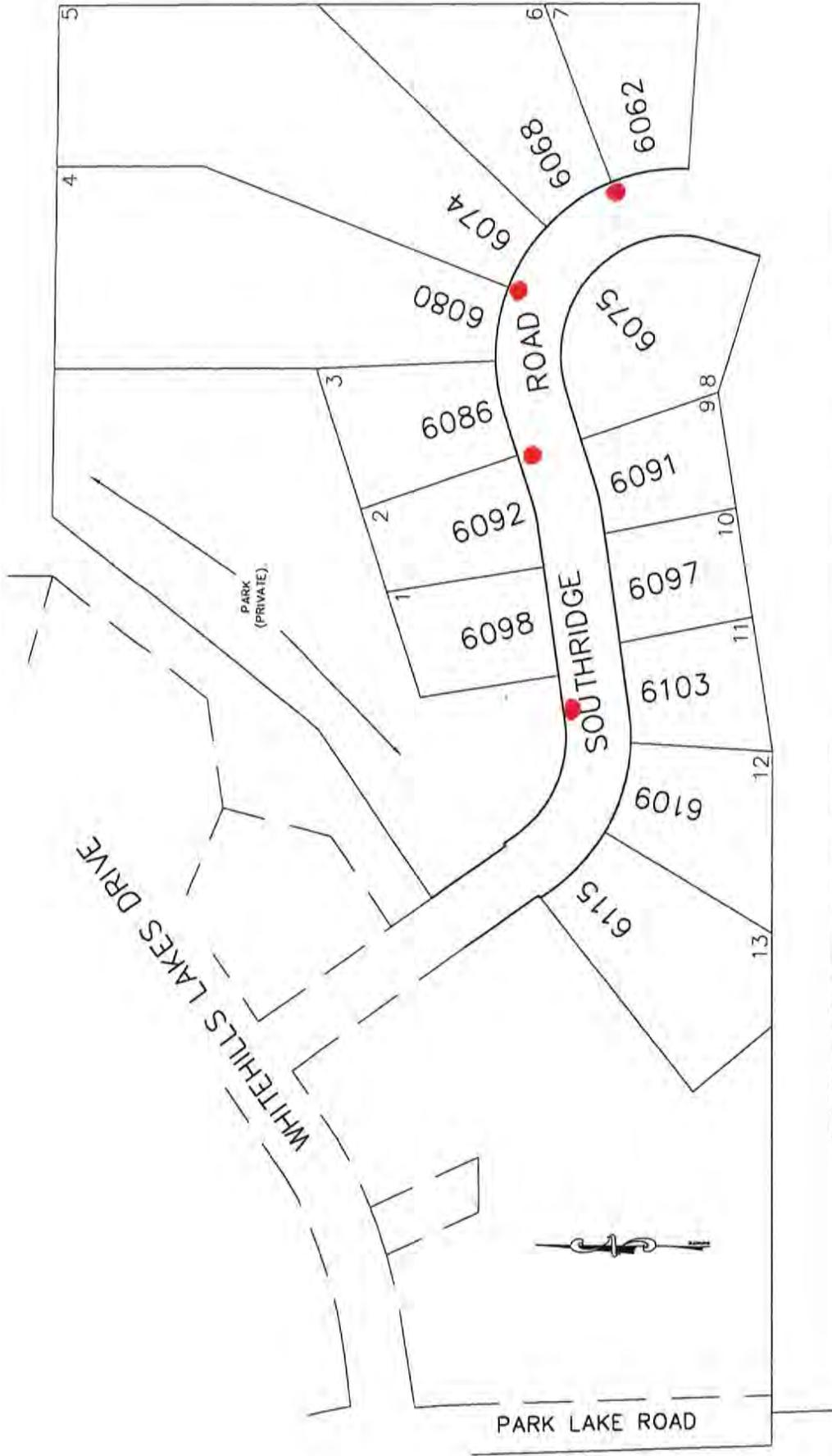
Lot 1 through 13 (inclusive), Whitehills Lakes South #1.

<b>Legal Description/ Address</b>	<b>Property Owner &amp; Address</b>	<b>First Year Cost</b>	<b>Annually Thereafter</b>
3302-02-0-478-001 (Lot 1) 6098 Southridge	Stephen McNeil & Jennifer Shaheen-McNeil 6098 Southridge Road East Lansing, MI 48823	\$121.54	\$55.39
3302-02-05-478-002 (Lot 2) 6092 Southridge	Lisa L & William G Lemanski 6092 Southridge Road East Lansing, MI 48823	\$121.54	\$55.39
3302-02-05-478-003 (Lot 3) 6086 Southridge	Wolfgang & Diane M. Bauer 6086 Southridge Road East Lansing, Mi 48823	\$121.54	\$55.39
3302-02-05-478-010 (Lot 4) 6080 Southridge	Bradley M & Danielle J Schertzing 6080 Southridge Road East Lansing, MI 48823	\$121.54	\$55.39
3302-02-05-478-011 (Lot 5) 6074 Southridge	Kevin & Touyen Nguyen 6074 Southridge Road East Lansing, MI 48823	\$121.54	\$55.39
3302-02-05-478-006 (Lot 6) 6068 Southridge	Christopher D & Kimberly B Dana 6068 Southridge Road East Lansing, MI 48823	\$121.54	\$55.39
3302-02-05-478-007 (Lot 7) 6062 Southridge	Walter L & Julie M Buzanowski 6062 Southridge Road East Lansing, MI 48823	\$121.54	\$55.39
3302-02-05-477-011 (Lot 8) 6075 Southridge	Mathew A & Jessica L Morales 6075 Southridge Road East Lansing, MI 48823	\$121.54	\$55.39
3302-02-05-477-010 (Lot 9) 6091 Southridge	Nihar & Pranamita Mahapatra 6091 Southridge Road East Lansing, MI 48823	\$121.54	\$55.39

**WHITEHILLS LAKES SOUTH #1  
PUBLIC STREETLIGHTING IMPROVEMENT  
SPECIAL ASSESSMENT DISTRICT NO. 428  
ASSESSMENT ROLL  
Page 2**

<b>Legal Description/ Address</b>	<b>Property Owner &amp; Address</b>	<b>First Year Cost</b>	<b>Annually Thereafter</b>
3302-02-05-477-009 (Lot 10) 6097 Southridge	Signature Land Development Corp 1188 E. Paris Avenue, Ste 100 Grand Rapids, MI 49546	\$121.54	\$55.39
3302-02-05-477-008 (Lot 11) 6103 Southridge	Sharon S Sung & Aaron M Abramovitz 6103 Southridge Road East Lansing, MI 48823	\$121.54	\$55.39
3302-02-05-477-007 (Lot 12) 6109 Southridge	Matthew Thomas McFadden & Amber Nicole Jackson 6109 Southridge Road East Lansing, MI 48823	\$121.54	\$55.39
3302-02-05-477-001 (Lot 13) 6115 Southridge	Peter T & Christine A Burke 6115 Southridge Road East Lansing, MI 48823	\$121.54	\$55.39

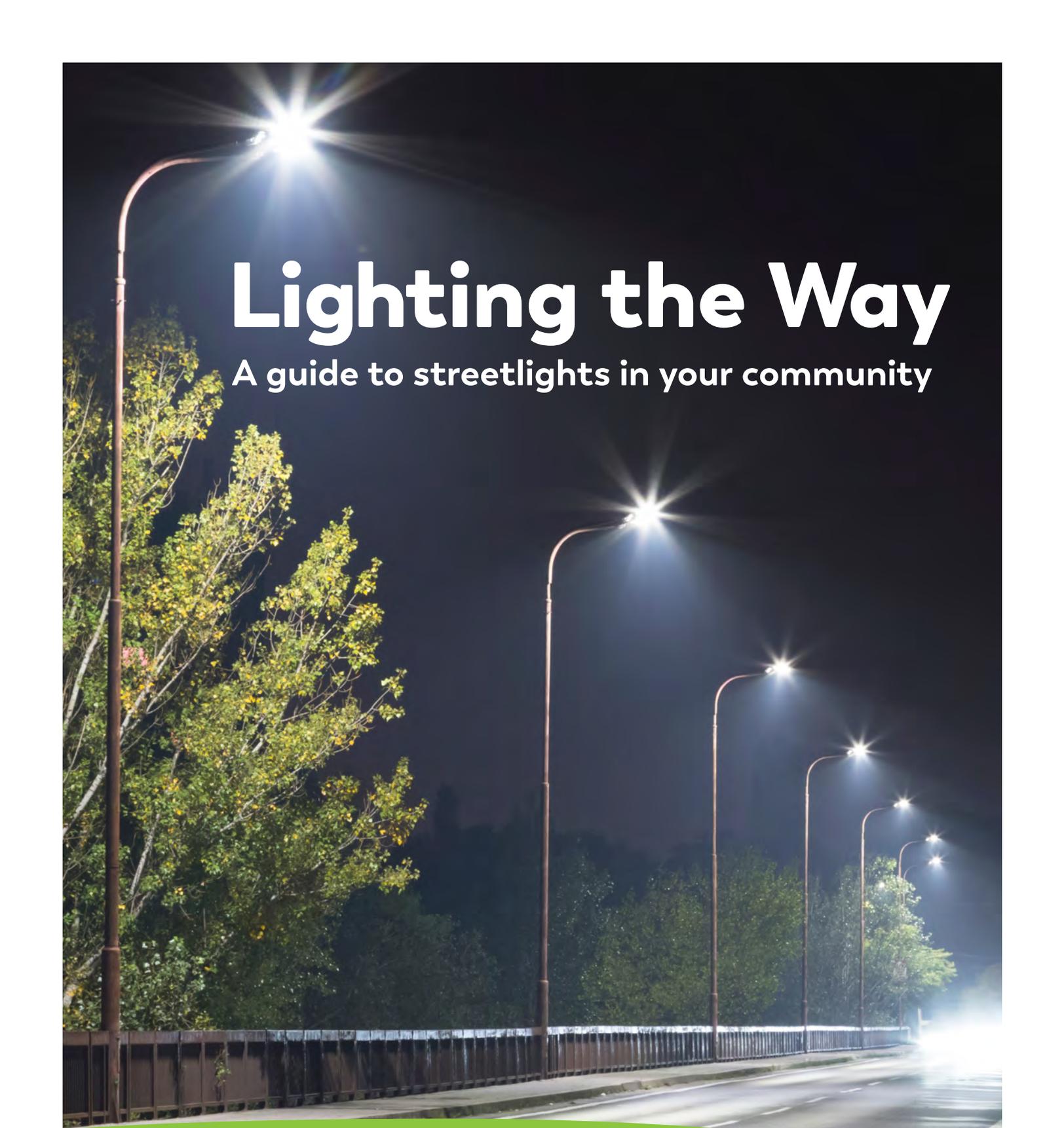
**(Subject to annual increases)**



# WHITEHILLS LAKES SOUTH

SAD #428

● - Proposed Street Light

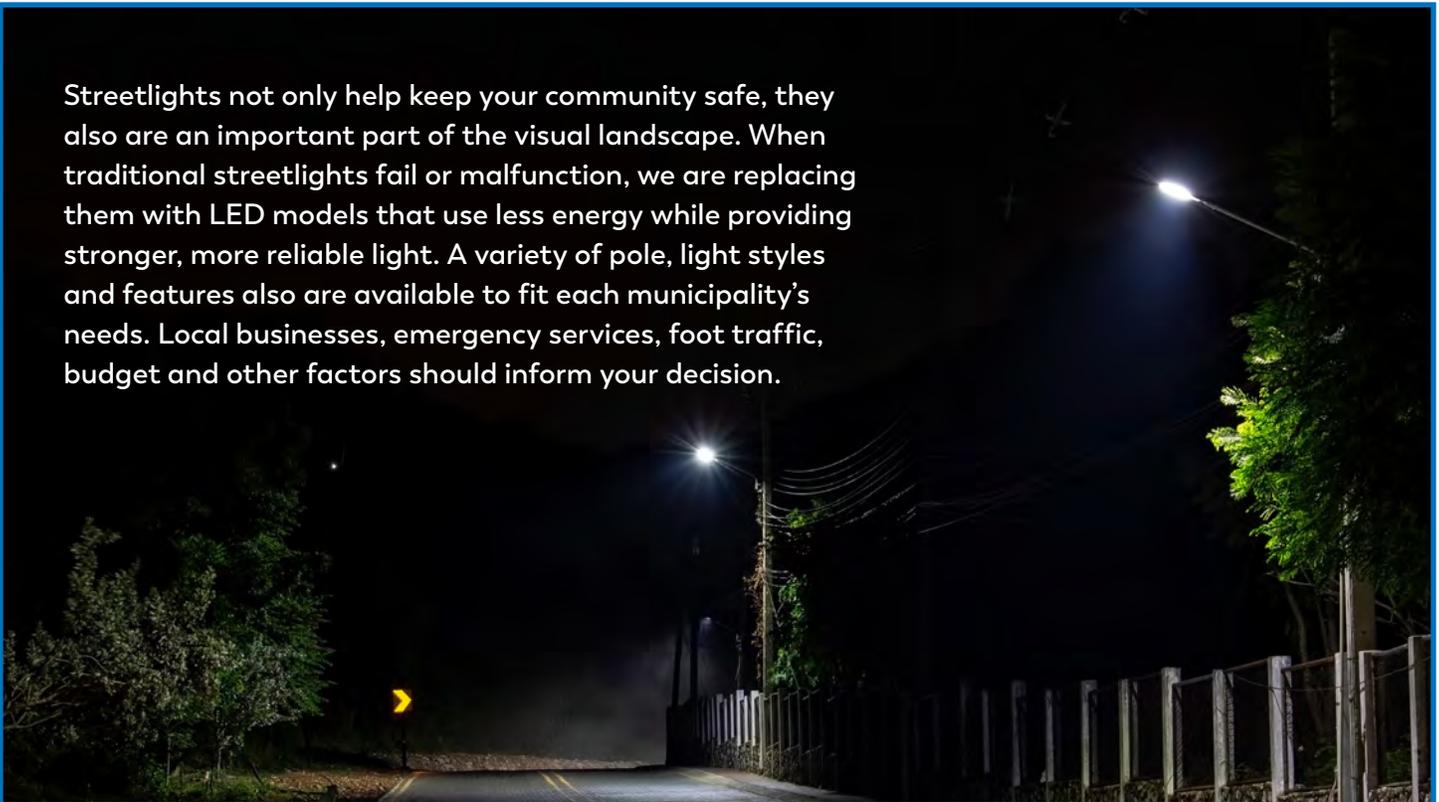


# Lighting the Way

A guide to streetlights in your community

**Consumers Energy** *Count on Us<sup>®</sup>*

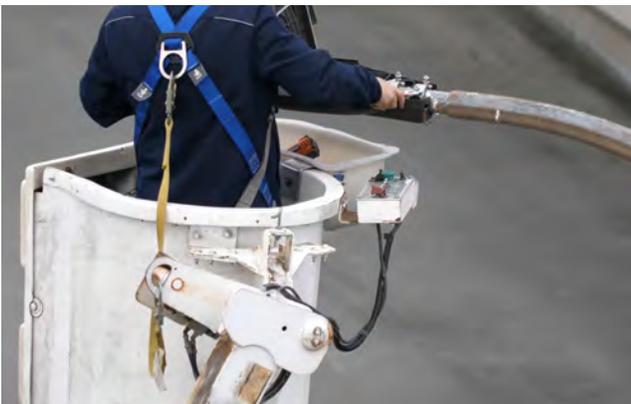
Streetlights not only help keep your community safe, they also are an important part of the visual landscape. When traditional streetlights fail or malfunction, we are replacing them with LED models that use less energy while providing stronger, more reliable light. A variety of pole, light styles and features also are available to fit each municipality's needs. Local businesses, emergency services, foot traffic, budget and other factors should inform your decision.



When you're ready to make a change, give us a call at **800-805-0490** and a project coordinator will help you understand your options.

### Free Adjustments:

If your streetlight fails and needs to be replaced, we will replace it. We can install shields to better direct lighting where it's needed, too.



### Additional services with fees:

If your current streetlights are not in an ideal location, need different wattage or if you prefer changing to a different style, we can provide a customized quote to upgrade.

Temporary service disconnect is available at a discounted monthly rate. (minimum 6 months required)



# Upgrading Your Streetlights



## Post Top Lighting

**What lighting style are you interested in?**  
Choose Post Top, Cobrahead or Mongoose.



## Cobrahead or Mongoose Lighting



### What wattage do you need?

A number of different wattage options are available. Before choosing, be sure to confirm if your area has a minimum wattage requirement.

### Yellow (3000K temp.) LED Post Tops replacing failed HPS Post Tops (available starting January 2024)



### White (4000K temp.) LED Post Tops replacing failed MV, MH, and White LED Post Tops



40W LED



70W LED



80W LED



150W LED



**Mongoose**  
HPS: 250W, 400W  
\*no bracket needed

### What type of light fixture do you want?

You have a choice of an open fixture (cutoff), or an enclosed fixture (non-cutoff).

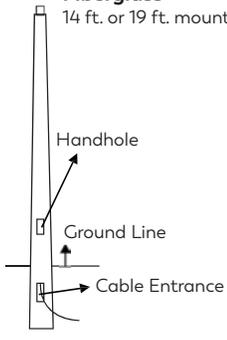


### What type of pole would you like?

Select a fiberglass, fluted or wood (Cobrahead and Mongoose only) pole. Special order steel poles are available by request.

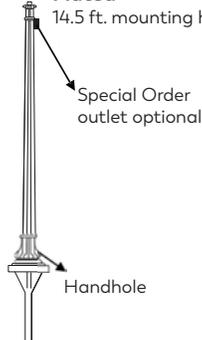
#### Fiberglass

14 ft. or 19 ft. mounting height

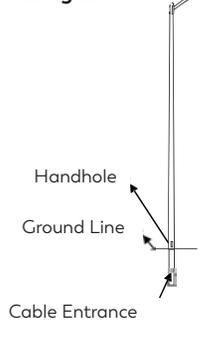


#### Fluted

14.5 ft. mounting height

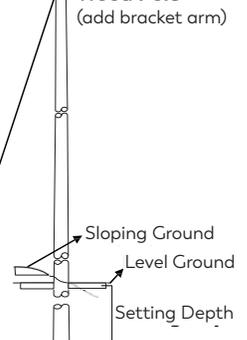


#### Fiberglass Pole



#### Wood Pole

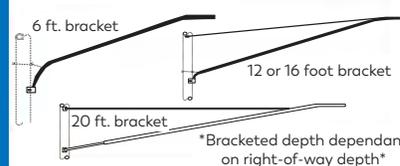
(add bracket arm)



### Special Considerations to ask yourself:

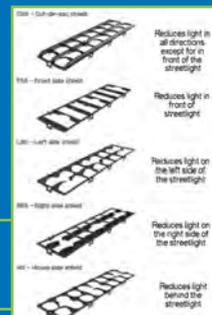
- Will we need an outlet on the pole?
- Will we want to put banners on the pole?
- Is the color important? Finish? Shape?
- How many banners will be on each pole?
- How much lead time can I accommodate?
- Are upfront costs affordable?

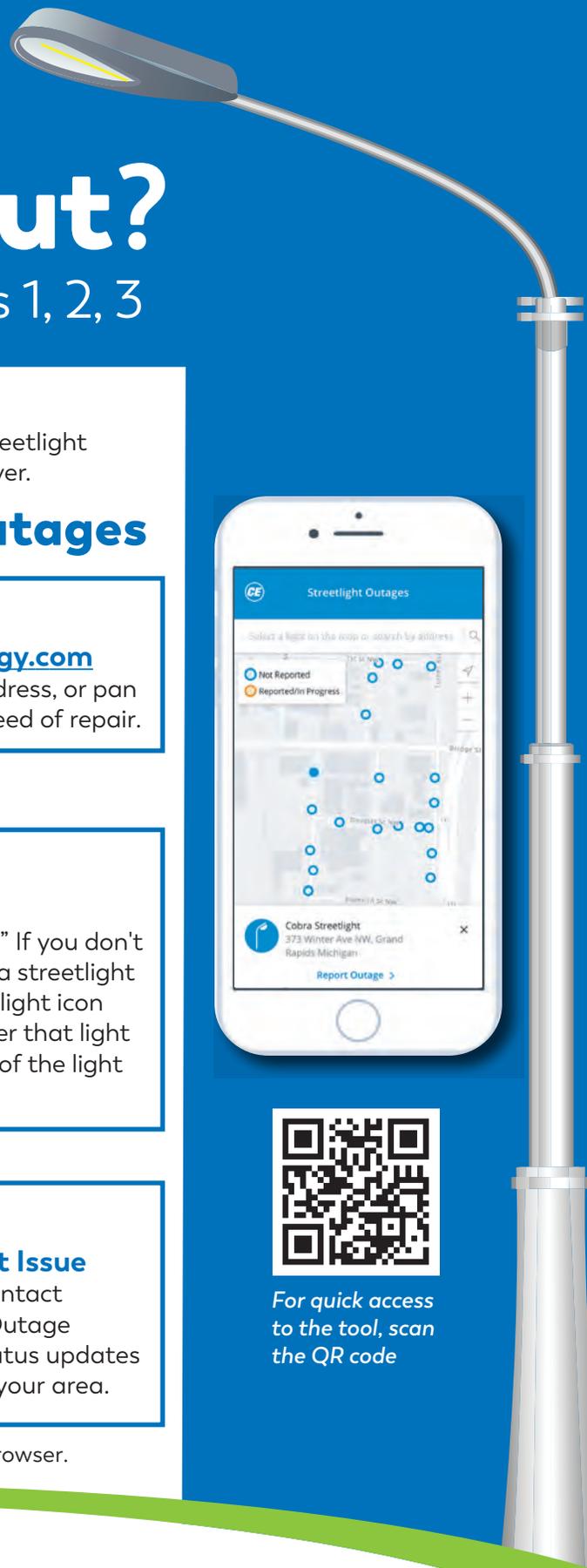
#### Wood Pole Brackets



#### STREETLIGHT SHIELD OPTIONS

Shielding prevents light illumination of unwanted areas. A 360-degree shield is also available to reduce light in all directions.





# Streetlight Out?

Reporting an Issue Is as Easy as 1, 2, 3

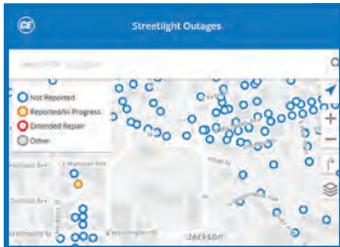
A well-lit community is a safer community. Our streetlight outage reporting tool makes reporting streetlight outages from your phone or computer easier than ever.

## How to Report Streetlight Outages

### Step 1:

Visit [streetlights.consumersenergy.com](https://streetlights.consumersenergy.com)

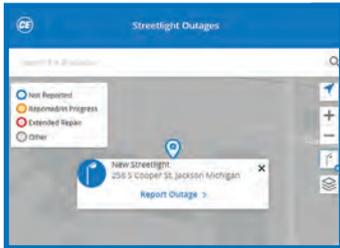
Then enable your location, enter the address, or pan and zoom the map to find the light in need of repair.



### Step 2:

Select the Streetlight to Report

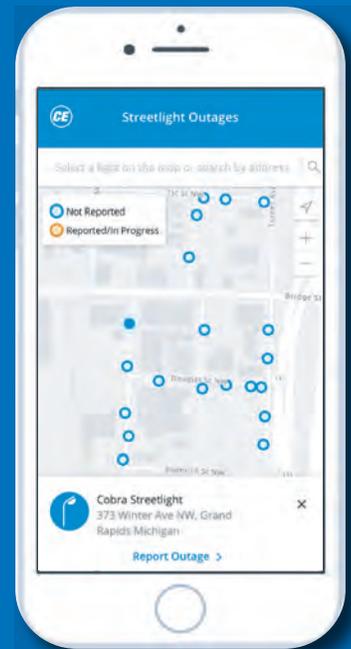
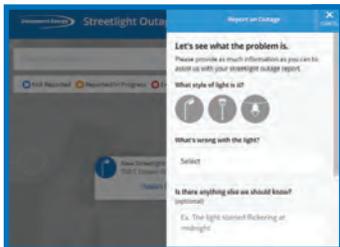
After selecting, click on "Report Outage." If you don't find the light on the map, you may add a streetlight at that location by clicking on the streetlight icon with a plus sign. We will look into whether that light is maintained by us. Uploading a photo of the light can help our team pinpoint the issue.



### Step 3:

Add Details about the Streetlight Issue

Answer a few questions, provide your contact information and then click on "Submit Outage Report." Check the map anytime for status updates and to see other streetlight outages in your area.



For quick access to the tool, scan the QR code

We recommend using Microsoft Edge, Google Chrome or Safari browser.



**To:** Township Board Members

**From:** Dan Opsommer, Deputy Township Manager  
Director of Public Works & Engineering

Younes Ishraidi, Township Engineer  
Deputy Director of Public Works & Engineering

**Date:** May 21, 2024

**Re:** Whitehills Lakes South #1 Public Streetlighting Improvement  
Special Assessment District #428 – Resolution #1 & #2

---

A request was received from the property owners of Whitehills Lakes South #1 for installation and maintenance of streetlights in Whitehills Lakes South #1. The proposed plan is for four (4) LED streetlights, White bulb, Traditional fixtures with cut-off, and gray standard poles, to be installed and maintained along Silverstone Way. Please refer to the map attached to this cover memorandum.

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 Clerks 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, June 18, 2024, for hearing objections to the improvement, cost estimate, and assessment district.

The proposed first year cost for streetlighting in Whitehills Lakes South #1 is \$1,580 (\$121.54/lot) and the cost annually thereafter will be \$ 720 (\$55.39/lot) (subject to adjustment).

**Proposed Motion:**

**MOVE TO APPROVE THE WHITEHILLS LAKES SOUTH #1 PUBLIC STREETLIGHTING IMPROVEMENT SPECIAL ASSESSMENT DISTRICT #428 – 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 FOUR (4) LED, WHITE BULB, TRADITIONAL W/CUT-OFF STREETLIGHTS AND DEFRAY THE COST OF INSTALLATION, OPERATION AND MAINTENANCE BY SPECIAL ASSESSMENT AGAINST THE 13 BENEFITING LOTS, AND SETTING A PUBLIC HEARING FOR TUESDAY, JUNE 4, 2024.**

**Attachments:**

1. Resolution #1
2. Resolution #2
3. Resolution #2 Notice of Hearing

**Memo to Township Board**

**May 21, 2024**

**Re: Whitehills Lakes South #1 Public Streetlighting Improvement Special Assessment  
District #428 - Resolution #1 & #2**

4. Resolution #2 Notice of Hearing Affidavit of Mailing
5. Proposed Assessment Roll
6. Authorization for change in standard lighting contract form 547
7. Prints

**WHITEHILLS LAKES SOUTH #1 PUBLIC STREETLIGHTING IMPROVEMENT  
SPECIAL ASSESSMENT DISTRICT NO. 428**

**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, May 21, 2024 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 Whitehills Lakes South #1 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 Whitehills Lakes South #1 to service the proposed special assessment district area described as:

**Lots 1 through Lot 13 (inclusive), Whitehills Lakes South #1; and**

**WHEREAS**, the public streetlighting improvement consists of installing four (4) LED streetlights, Traditional fixtures with cut-off, and gray standard poles along Southridge Road; and

**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, May 21, 2024.

\_\_\_\_\_  
Deborah Guthrie, Township Clerk

**WHITEHILLS LAKES SOUTH #1 PUBLIC STREETLIGHTING IMPROVEMENT  
SPECIAL ASSESSMENT DISTRICT NO. 428**

**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, May 21, 2024, 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 four (4) LED streetlights, white bub, Traditional fixtures with cut-off and gray standard poles along Southridge Road;

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 four (4) LED streetlights, Traditional fixtures with cut-off, and gray standard poles along Southridge Road.
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:



**WHITEHILLS LAKES SOUTH #1 PUBLIC STREETLIGHTING IMPROVEMENT  
SPECIAL ASSESSMENT DISTRICT NO. 428**

**NOTICE OF HEARING**

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

Lots 1 through 13 (inclusive), Whitehills Lakes South #1

**PLEASE TAKE NOTICE** that the Township Board of the Charter Township of Meridian, acting on a request from property owners of Whitehills Lakes South #1 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 four (4) LED streetlights, white bulb, Traditional fixtures with cut-off and gray standard poles along Southridge Road;

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, June 18, 2024, 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:**

<b>First Year Cost:</b>	<b>\$121.54/Lot</b>
<b>Annually Thereafter:</b>	<b>\$55.39 /Lot</b>

Dated: \_\_\_\_\_

\_\_\_\_\_  
Deborah Guthrie, Township Clerk  
CHARTER TOWNSHIP OF MERIDIAN



**WHITEHILLS LAKES SOUTH #1 PUBLIC STREETLIGHTIN IMPROVEMENT  
SPECIAL ASSESSMENT DISTRICT NO. 428**

**ASSESSMENT ROLL**

Lot 1 through 13 (inclusive), Whitehills Lakes South #1.

<b>Legal Description/ Address</b>	<b>Property Owner &amp; Address</b>	<b>First Year Cost</b>	<b>Annually Thereafter</b>
3302-02-0-478-001 (Lot 1) 6098 Southridge	Stephen McNeil & Jennifer Shaheen-McNeil 6098 Southridge Road East Lansing, MI 48823	\$121.54	\$55.39
3302-02-05-478-002 (Lot 2) 6092 Southridge	Lisa L & William G Lemanski 6092 Southridge Road East Lansing, MI 48823	\$121.54	\$55.39
3302-02-05-478-003 (Lot 3) 6086 Southridge	Wolfgang & Diane M. Bauer 6086 Southridge Road East Lansing, Mi 48823	\$121.54	\$55.39
3302-02-05-478-010 (Lot 4) 6080 Southridge	Bradley M & Danielle J Schertzing 6080 Southridge Road East Lansing, MI 48823	\$121.54	\$55.39
3302-02-05-478-011 (Lot 5) 6074 Southridge	Kevin & Touyen Nguyen 6074 Southridge Road East Lansing, MI 48823	\$121.54	\$55.39
3302-02-05-478-006 (Lot 6) 6068 Southridge	Christopher D & Kimberly B Dana 6068 Southridge Road East Lansing, MI 48823	\$121.54	\$55.39
3302-02-05-478-007 (Lot 7) 6062 Southridge	Walter L & Julie M Buzanowski 6062 Southridge Road East Lansing, MI 48823	\$121.54	\$55.39
3302-02-05-477-011 (Lot 8) 6075 Southridge	Mathew A & Jessica L Morales 6075 Southridge Road East Lansing, MI 48823	\$121.54	\$55.39
3302-02-05-477-010 (Lot 9) 6091 Southridge	Nihar & Pranamita Mahapatra 6091 Southridge Road East Lansing, MI 48823	\$121.54	\$55.39

**WHITEHILLS LAKES SOUTH #1  
PUBLIC STREETLIGHTING IMPROVEMENT  
SPECIAL ASSESSMENT DISTRICT NO. 428  
ASSESSMENT ROLL  
Page 2**

<b>Legal Description/ Address</b>	<b>Property Owner &amp; Address</b>	<b>First Year Cost</b>	<b>Annually Thereafter</b>
3302-02-05-477-009 (Lot 10) 6097 Southridge	Signature Land Development Corp 1188 E. Paris Avenue, Ste 100 Grand Rapids, MI 49546	\$121.54	\$55.39
3302-02-05-477-008 (Lot 11) 6103 Southridge	Sharon S Sung & Aaron M Abramovitz 6103 Southridge Road East Lansing, MI 48823	\$121.54	\$55.39
3302-02-05-477-007 (Lot 12) 6109 Southridge	Matthew Thomas McFadden & Amber Nicole Jackson 6109 Southridge Road East Lansing, MI 48823	\$121.54	\$55.39
3302-02-05-477-001 (Lot 13) 6115 Southridge	Peter T & Christine A Burke 6115 Southridge Road East Lansing, MI 48823	\$121.54	\$55.39

**(Subject to annual increases)**



AUTHORIZATION FOR CHANGE IN STANDARD LIGHTING  
CONTRACT (COMPANY-OWNED) FORM 547

Contract Number: 103025042856

Consumers Energy Company is authorized as of \_\_\_\_\_ by the Township of MERIDIAN, to make changes, as listed below, in the lighting system(s) covered by the existing Standard Lighting Contract between the Company and the Township of MERIDIAN, dated 1/6/2016.

Lighting Type: General Unmetered Light Emitting Diode Lighting Rate GU-LED

Except for the changes in the lighting system(s) as herein authorized, all provisions of the aforesaid Standard Lighting Contract dated 1/6/2016 shall remain in full force and effect.

Notification Number(s): 1069265284

Comments:

Township of MERIDIAN

By: \_\_\_\_\_

(Signature)

\_\_\_\_\_

(Printed)

Its: \_\_\_\_\_

(Title)

This Agreement may be executed and delivered in counterparts, including by a facsimile or an electronic transmission thereof, each of which shall be deemed an original. Any document generated by the parties with respect to this Agreement, including this Agreement, may be imaged and stored electronically and introduced as evidence in any proceeding as if original business records. Neither party will object to the admissibility of such images as evidence in any proceeding on account of having been stored electronically.

RESOLUTION

RESOLVED, that it is hereby deemed advisable to authorize Consumers Energy Company to make changes in the lighting service as provided in the Standard Lighting Contract between the Company and the Township of MERIDIAN, dated 1/6/2016, in accordance with the Authorization for Change in Standard Lighting Contract dated \_\_\_\_\_,

heretofore submitted to and considered by this  commission  council  board; and

RESOLVED, further, that the \_\_\_\_\_ Clerk be and are authorized to execute such authorization for change on the behalf of the Township.

STATE OF MICHIGAN  
COUNTY OF INGHAM

I, \_\_\_\_\_, clerk of the Township of MERIDIAN do hereby certify that the foregoing resolution was duly adopted by the

commission  council  board of said municipality, at the meeting held on \_\_\_\_\_.

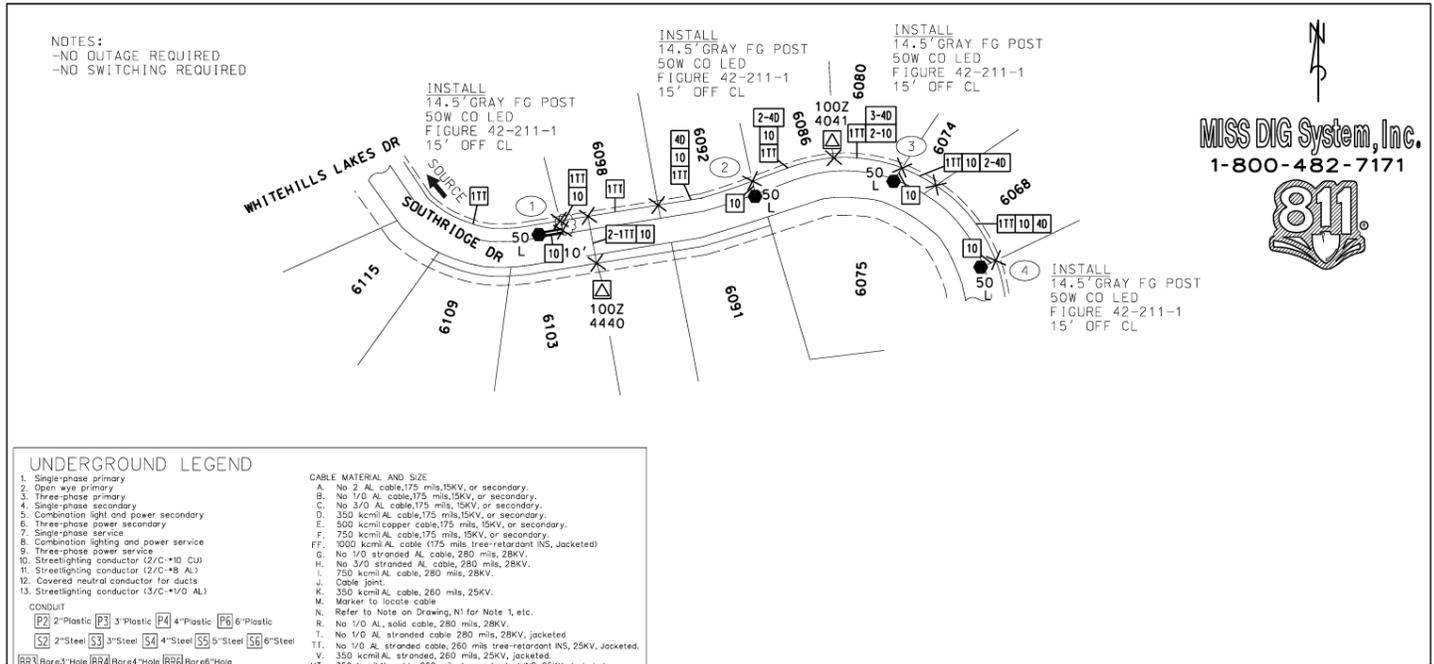
Dated:

\_\_\_\_\_

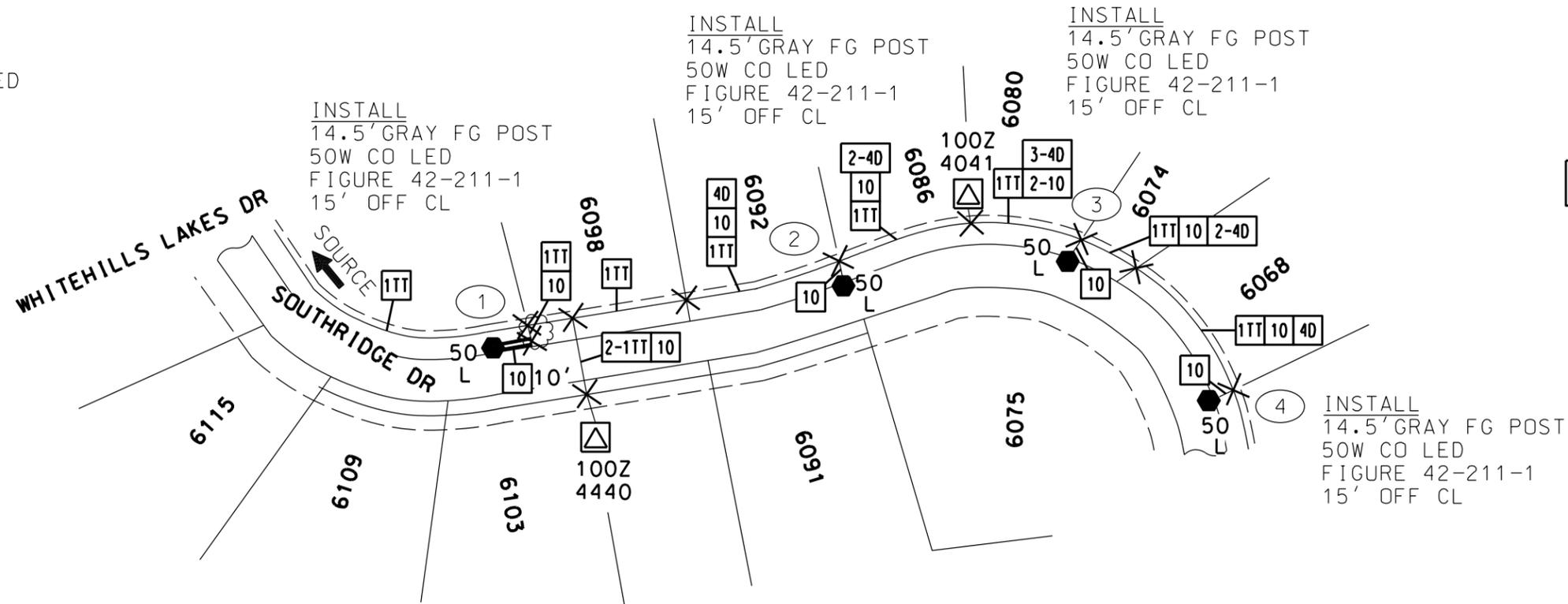
\_\_\_\_\_  
Municipal Customer Type: Township

GENERAL UNMETERED LIGHT EMITTING DIODE LIGHTING RATE GU-LED

- (4) 50 watt LED White Post Top Traditional to Install at location Whitehills Lakes south 1;



NOTES:  
 -NO OUTAGE REQUIRED  
 -NO SWITCHING REQUIRED

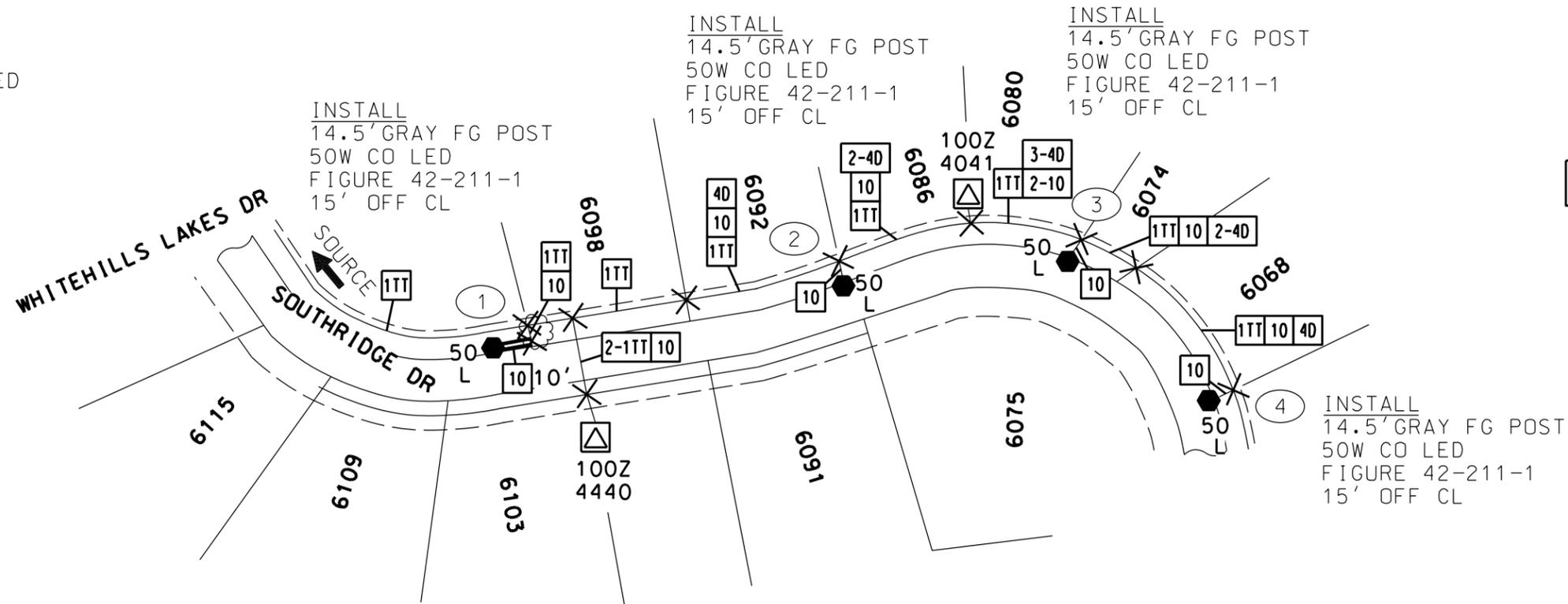


**UNDERGROUND LEGEND**

<p>1. Single-phase primary          2. Open wye primary          3. Three-phase primary          4. Single-phase secondary          5. Combination light and power secondary          6. Three-phase power secondary          7. Single-phase service          8. Combination lighting and power service          9. Three-phase power service          10. Streetlighting conductor (2/C-•10 CU)          11. Streetlighting conductor (2/C-•8 AL)          12. Covered neutral conductor for ducts          13. Streetlighting conductor (3/C-•1/0 AL)</p> <p>CONDUIT          [P2] 2"Plastic [P3] 3"Plastic [P4] 4"Plastic [P6] 6"Plastic          [S2] 2"Steel [S3] 3"Steel [S4] 4"Steel [S5] 5"Steel [S6] 6"Steel          [BR3] Bore3"Hole [BR4] Bore4"Hole [BR6] Bore6"Hole</p> <p>==== PROP. ELEC. CONDUCTORS ONLY          ===== PROP. ELEC. AND GAS LINES ONLY          - - - - - PROP. GAS LINE ONLY          ===== PROP. ELEC., GAS AND TELECOMMUNICATIONS          ===== EXIST. ELEC. CONDUCTORS ONLY          ===== EXIST. GAS LINE ONLY          ===== FUTURE ELECTRIC TRENCH</p>	<p>CABLE MATERIAL AND SIZE          A. No 2 AL cable, 175 mils, 15KV, or secondary.          B. No 1/0 AL cable, 175 mils, 15KV, or secondary.          C. No 3/0 AL cable, 175 mils, 15KV, or secondary.          D. 350 kcmil AL cable, 175 mils, 15KV, or secondary.          E. 500 kcmil copper cable, 175 mils, 15KV, or secondary.          F. 750 kcmil AL cable, 175 mils, 15KV, or secondary.          FF. 1000 kcmil AL cable (175 mils tree-retardant INS, Jacketed)          G. No 1/0 stranded AL cable, 280 mils, 28KV.          H. No 3/0 stranded AL cable, 280 mils, 28KV.          I. 750 kcmil AL cable, 280 mils, 28KV.          J. Cable joint.          K. 350 kcmil AL cable, 260 mils, 25KV.          M. Marker to locate cable          N. Refer to Note on Drawing, N1 for Note 1, etc.          R. No 1/0 AL, solid cable, 280 mils, 28KV.          T. No 1/0 AL stranded cable 280 mils, 28KV, jacketed          TT. No 1/0 AL stranded cable, 260 mils tree-retardant INS, 25KV, Jacketed.          V. 350 kcmil AL stranded, 260 mils, 25KV, jacketed.          VT. 350 kcmil AL cable, 260 mils tree-retardant INS, 25KV, Jacketed.          W. 750 kcmil AL stranded, 280 mils, 28KV, jacketed.          WT. 750 kcmil AL cable, 260 mils tree-retardant INS, 25KV, Jacketed.</p> <p>EX: [3R] - No. 1/0 solid AL cable for three-phase primary          [3G4D] - No. 1/0 AL cable for 3-phase primary and 350 AL cable for 1-phase secondary          X - CONDUCTOR CHANGE</p>
--	---

SUBSTATION LAKE LANSING		WD NO. 0194	METER ORDER NUMBER		METER NUMBER	READ	METER LOCATION	JOB PURPOSE: MUNICIPALITY REQUESTED INSTALL STREETLIGHTS		
CIRCUIT WHITE HILLS		CKT NO. 02	TLM NUMBER 0401054441	# OF RODS	OHMS	Whitehills Lakes south #1 ECNC STL CM NO.100007482850				
 A CMS Energy Company <b>ELECTRIC</b>		CE STAKING REQ'D <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		ORDER TYPE ECNC	MAT. TYPE STL	NOTIFICATION NUMBER 1069265284	DESIGN NUMBER 11603654	CONSUMERS ENERGY CONTACTS		
		FORESTRY REQ'D <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		DEPARTMENT DESIGNER		NAME TANYA GILROY ROB GOODWIN		NUMBER 616-251-0574 517-749-3000		

NOTES:  
 -NO OUTAGE REQUIRED  
 -NO SWITCHING REQUIRED



**UNDERGROUND LEGEND**

- 1. Single-phase primary
- 2. Open wye primary
- 3. Three-phase primary
- 4. Single-phase secondary
- 5. Combination light and power secondary
- 6. Three-phase power secondary
- 7. Single-phase service
- 8. Combination lighting and power service
- 9. Three-phase power service
- 10. Streetlighting conductor (2/C-•10 CU)
- 11. Streetlighting conductor (2/C-•8 AL)
- 12. Covered neutral conductor for ducts
- 13. Streetlighting conductor (3/C-•1/0 AL)

- CABLE MATERIAL AND SIZE**
- A. No 2 AL cable, 175 mils, 15KV, or secondary.
  - B. No 1/0 AL cable, 175 mils, 15KV, or secondary.
  - C. No 3/0 AL cable, 175 mils, 15KV, or secondary.
  - D. 350 kcmil AL cable, 175 mils, 15KV, or secondary.
  - E. 500 kcmil copper cable, 175 mils, 15KV, or secondary.
  - F. 750 kcmil AL cable, 175 mils, 15KV, or secondary.
  - FF. 1000 kcmil AL cable (175 mils tree-retardant INS, Jacketed)
  - G. No 1/0 stranded AL cable, 280 mils, 28KV.
  - H. No 3/0 stranded AL cable, 280 mils, 28KV.
  - I. 750 kcmil AL cable, 280 mils, 28KV.
  - J. Cable joint.
  - K. 350 kcmil AL cable, 260 mils, 25KV.
  - M. Marker to locate cable
  - N. Refer to Note on Drawing, N1 for Note 1, etc.
  - R. No 1/0 AL, solid cable, 280 mils, 28KV.
  - T. No 1/0 AL stranded cable 280 mils, 28KV, jacketed
  - TT. No 1/0 AL stranded cable, 260 mils tree-retardant INS, 25KV, Jacketed.
  - V. 350 kcmil AL stranded, 260 mils, 25KV, jacketed.
  - VT. 350 kcmil AL cable, 260 mils tree-retardant INS, 25KV, Jacketed.
  - W. 750 kcmil AL stranded, 280 mils, 28KV, jacketed.
  - WT. 750 kcmil AL cable, 260 mils tree-retardant INS, 25KV, Jacketed.

- CONDUIT**
- [P2] 2" Plastic [P3] 3" Plastic [P4] 4" Plastic [P6] 6" Plastic
  - [S2] 2" Steel [S3] 3" Steel [S4] 4" Steel [S5] 5" Steel [S6] 6" Steel
  - [BR3] Bore 3" Hole [BR4] Bore 4" Hole [BR6] Bore 6" Hole
  - ===== PROP. ELEC. CONDUCTORS ONLY
  - ===== PROP. ELEC. AND GAS LINES ONLY
  - PROP. GAS LINE ONLY
  - ===== PROP. ELEC., GAS AND TELECOMMUNICATIONS
  - ===== EXIST. ELEC. CONDUCTORS ONLY
  - EXIST. GAS LINE ONLY
  - ===== FUTURE ELECTRIC TRENCH

- EX: [3R] - No. 1/0 solid AL cable for three-phase primary  
 [3G40] - No. 1/0 AL cable for 3-phase primary and 350 AL cable for 1-phase secondary  
 X ----- CONDUCTOR CHANGE

<b>SUBSTATION</b> LAKE LANSING	<b>WD NO.</b> 0194	<b>METER ORDER NUMBER</b>	<b>METER NUMBER</b>	<b>READ</b>	<b>METER LOCATION</b>
<b>CIRCUIT</b> WHITE HILLS	<b>CKT NO.</b> 02	<b>TLM NUMBER</b> 0401054441	<b># OF RODS</b>	<b>OHMS</b>	Whitehills Lakes south #1 ECNC STL
 A CMS Energy Company <b>ELECTRIC</b>		<b>CE STAKING REQ'D</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<b>ORDER TYPE</b> ECNC	<b>MAT. TYPE</b> STL	<b>NOTIFICATION NUMBER</b> 1069265284
		<b>FORESTRY REQ'D</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<b>DESIGN NUMBER</b> 11603654	<b>ORDER NUMBER</b>	

<b>JOB PURPOSE:</b> MUNICIPALITY REQUESTED INSTALL STREETLIGHTS		
<b>UPSTREAM SECTIONALIZING DEVICE:</b> 522-100A	<b>CONSUMERS ENERGY CONTACTS</b>	
<b>LOCATION:</b> CORNER OF WHITEHILLS LK DR AND PARK LK RD	<b>DEPARTMENT</b>	<b>NAME</b>
	<b>COORDINATOR DESIGNER</b>	<b>NUMBER</b>
	TANYA GILROY ROB GOODWIN	616-251-0574 517-749-3000



**To: Township Board Members**

**From: Dan Opsommer, Deputy Township Manager  
Director of Public Works & Engineering**

**Younes Ishraidi, Township Engineer  
Deputy Director of Public Works & Engineering**

**Date: June 18, 2024**

**Re: Whitehills Lakes #7 Public Streetlighting Improvement  
Special Assessment District #429 – Public Hearing and Resolution #3**

---

A request was received from the property owners of Whitehills Lakes #7 for installation and maintenance of streetlights in Whitehills Lakes #7. The proposed plan is for two (2) LED streetlights, White bulb, Acorn fixtures with cut-off, and black fluted poles, to be installed and maintained along Fenwick Court. Please refer to the map attached to this cover memorandum.

At your May 21, 2024 meeting, the Board adopted Resolution #1, which ordered plans to be prepared showing the improvement, the location, and the estimate of cost. The Board also adopted Resolution #2, which filed the plans and cost estimate with the Clerk’s Office, declared the Township Board’s intention to make the improvements, tentatively designates a special assessment district, and set a public hearing for Tuesday, June 18, 2024 to hear objections to the improvement, cost estimate, and assessment district.

The proposed first year cost for streetlighting in Whitehills Lakes #7 is \$6,332 (\$1,055.34/lot) and the cost annually thereafter will be \$ 360 (\$60/lot) (subject to adjustment). Please note this cost is higher due to the type of streetlights being installed.

**Proposed Motion:**

**MOVE TO APPROVE THE WHITEHILLS LAKES #7 PUBLIC STREETLIGHTING IMPROVEMENT SPECIAL ASSESSMENT DISTRICT #429 – RESOLUTION #3, WHICH APPROVES THE CONSTRUCTION OF THE PUBLIC IMPROVEMENT, THE ESTIMATE OF COST AND DEFRAYING THE COST BY SPECIAL ASSESSMENT, DETERMINES THE SPECIAL ASSESSMENT DISTRICT, AND DIRECTS THE MAKING OF AN ASSESSMENT ROLL.**

**Attachments:**

1. Resolution #3
2. Assessment Roll
3. Streetlight Map
4. Consumers Energy Streetlight Installation Guide
5. May 21, 2024 Board Packet Materials

**WHITEHILLS LAKES #7 PUBLIC STREETLIGHTING IMPROVEMENT  
SPECIAL ASSESSMENT DISTRICT NO. 429**

**RESOLUTION NO. 3**

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, Phone (517) 853-4000 on Tuesday, June 18, 2024 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 May 21, 2024, adopt a resolution tentatively approving the installation, operation and maintenance of certain public streetlighting improvements in Whitehills Lakes #7, Lots 147 through 152 (inclusive), and the establishment of a special assessment district for the purpose of paying the cost thereof, which special assessment district is more specifically hereinafter described; and

**WHEREAS**, the Township Board did meet on June 18, 2024, at 6:00 p.m., the time, date and place set by the Board to hold a public hearing to hear any objections to the improvement and to the special assessment district therefore; and

**WHEREAS**, estimates of cost of said project are on file with the Township Clerk and have been on file since May 21, 2024, and

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

1. The Township Board hereby approves the following described improvement: Installation, operation and maintenance of two (2) LED streetlights, white bulb, Acorn fixtures with cut-off, and black fluted poles along Fenwick Court, and to defray the cost by special assessment against the properties specially benefited thereby.
2. The Township Board hereby approves the estimate of cost in the sum of \$6,332 (\$1,055.34/lot) for the first year cost and \$360 (\$60/lot) annually thereafter (subject to adjustment).
3. The Township Board finally determines that the special assessment district shall be described as follows:

Lots 147 through 152 (inclusive), Whitehills Lakes #7



**WHITEHILLS LAKES #7 STREETLIGHTING  
SPECIAL ASSESSMENT DISTRICT**

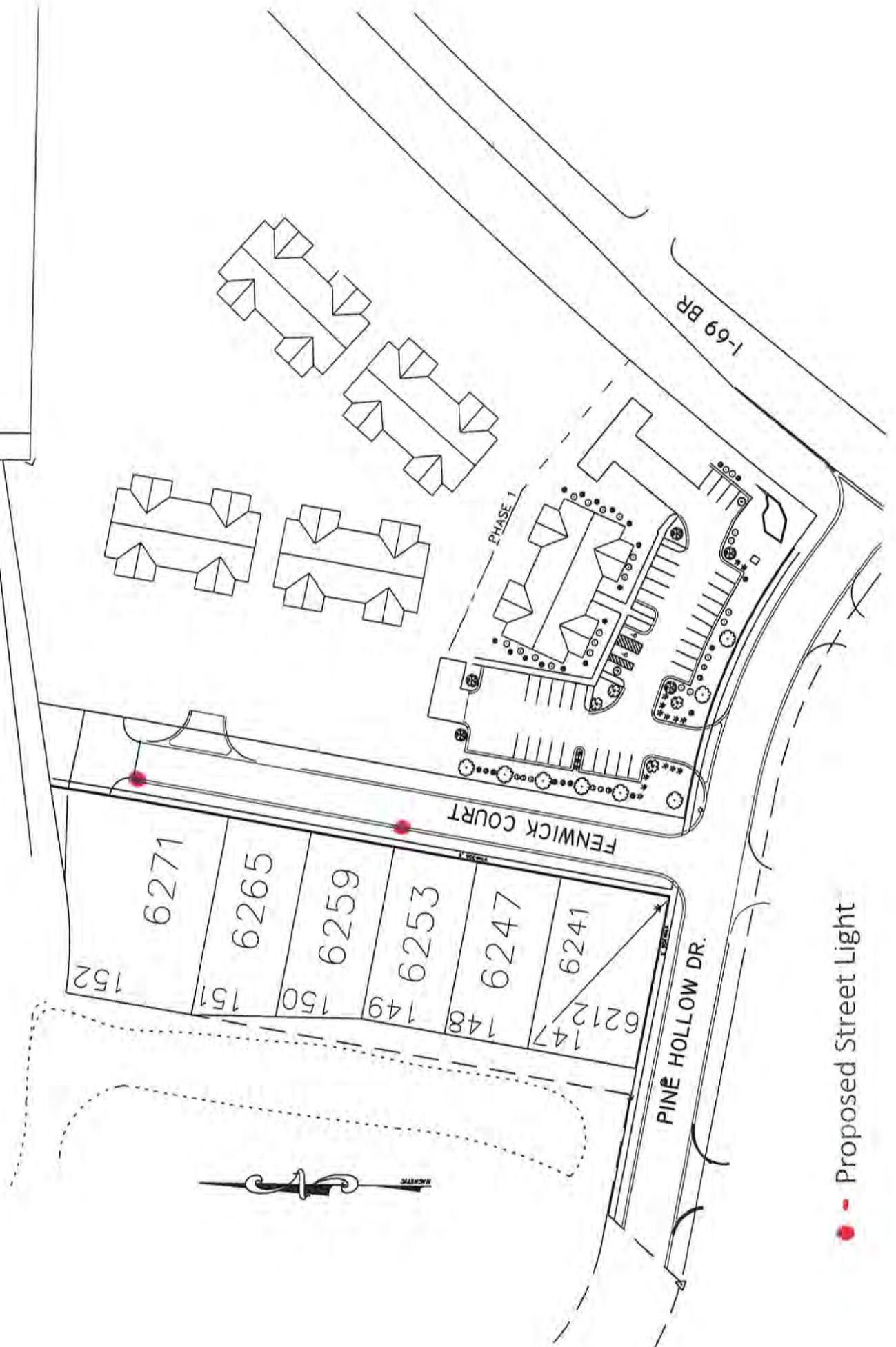
**PROPOSED SPECIAL ASSESSMENT ROLL**

2 8500 lumen HPS, Acorn fixtures with cut-off, on black fluted poles.

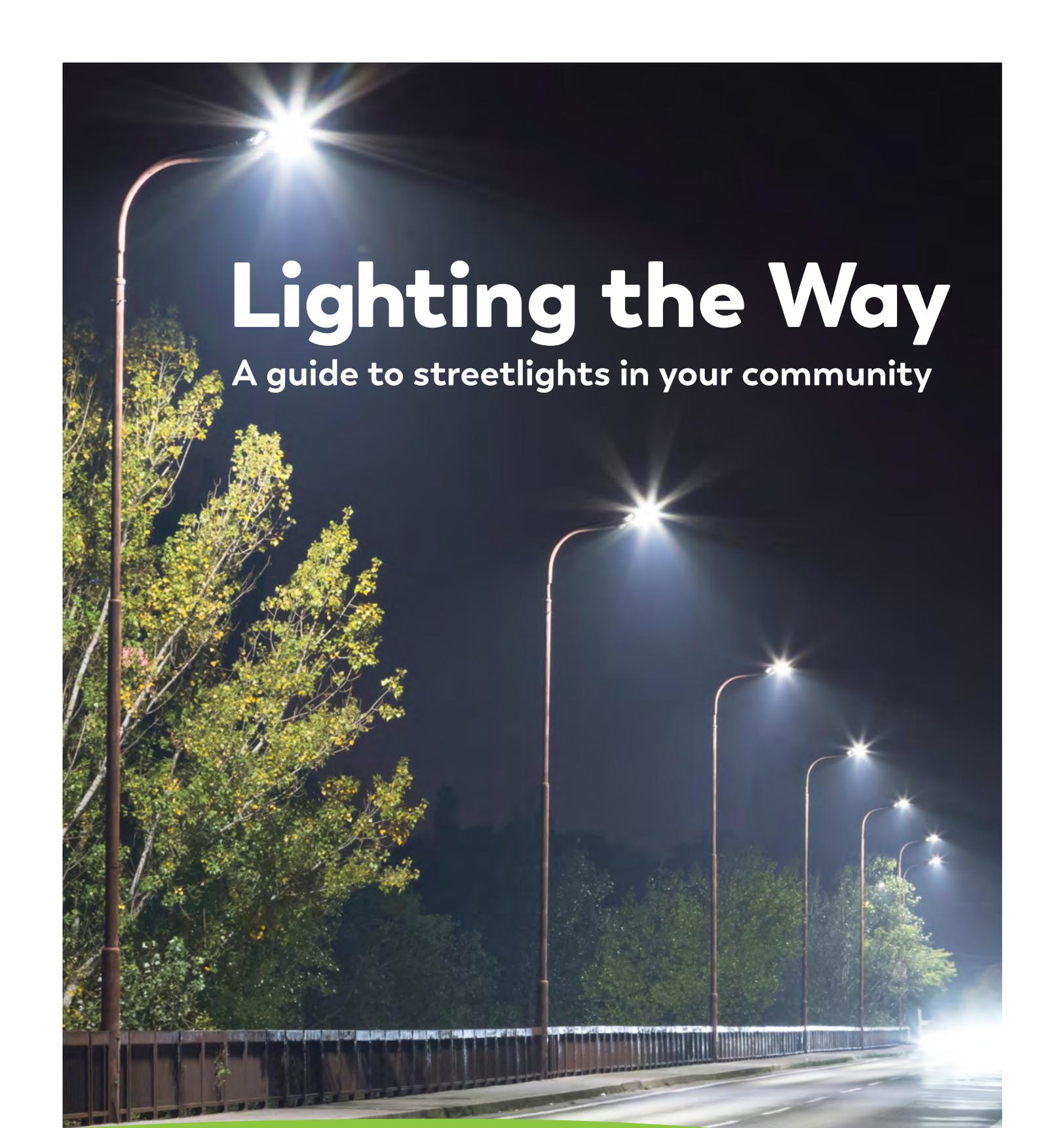
<b>LEGAL DESCRIPTION</b>	<b>PROPERTY OWNER &amp; ADDRESS</b>	<b>FIRST YEAR</b>	<b>ANNUALLY THEREAFTER</b>
3302-02-04-301-008 (Lot 147) 6241 Fenwick Court	William L. & Florella R. Mueller 6241 Fenwick Court East Lansing, MI 48823	\$1,055.34	\$60.00
3302-02-04-301-009 (Lot 148) 6247 Fenwick Court	Khanuja Revocable Trust 6247 Fenwick Court East Lansing, MI 48823	\$1,055.34	\$60.00
3302-02-04-301-010 (Lot 149) 6253 Fenwick Court	Xiaohui He 6253 Fenwick Court East Lansing, MI 48823	\$1,055.34	\$60.00
3302-02-04-301-011 (Lot 150) 6259 Fenwick Court	Taejung Kim & Eunjin Han 6259 Fenwick Court East Lansing, MI 48823	\$1,055.34	\$60.00
3302-02-04-301-012 (Lot 151) 6265 Fenwick Court	Kiffi Y Ford 6265 Fenwick Court East Lansing, MI 48823	\$1,055.34	\$60.00
3302-02-04-301-013 6271 Fenwick Court	Valerie J. Bartalone Trust 6271 Fenwick Court East Lansing, MI 48823	\$1,055.34	\$60.00

# WHITEHILLS LAKES #7

SAD #429



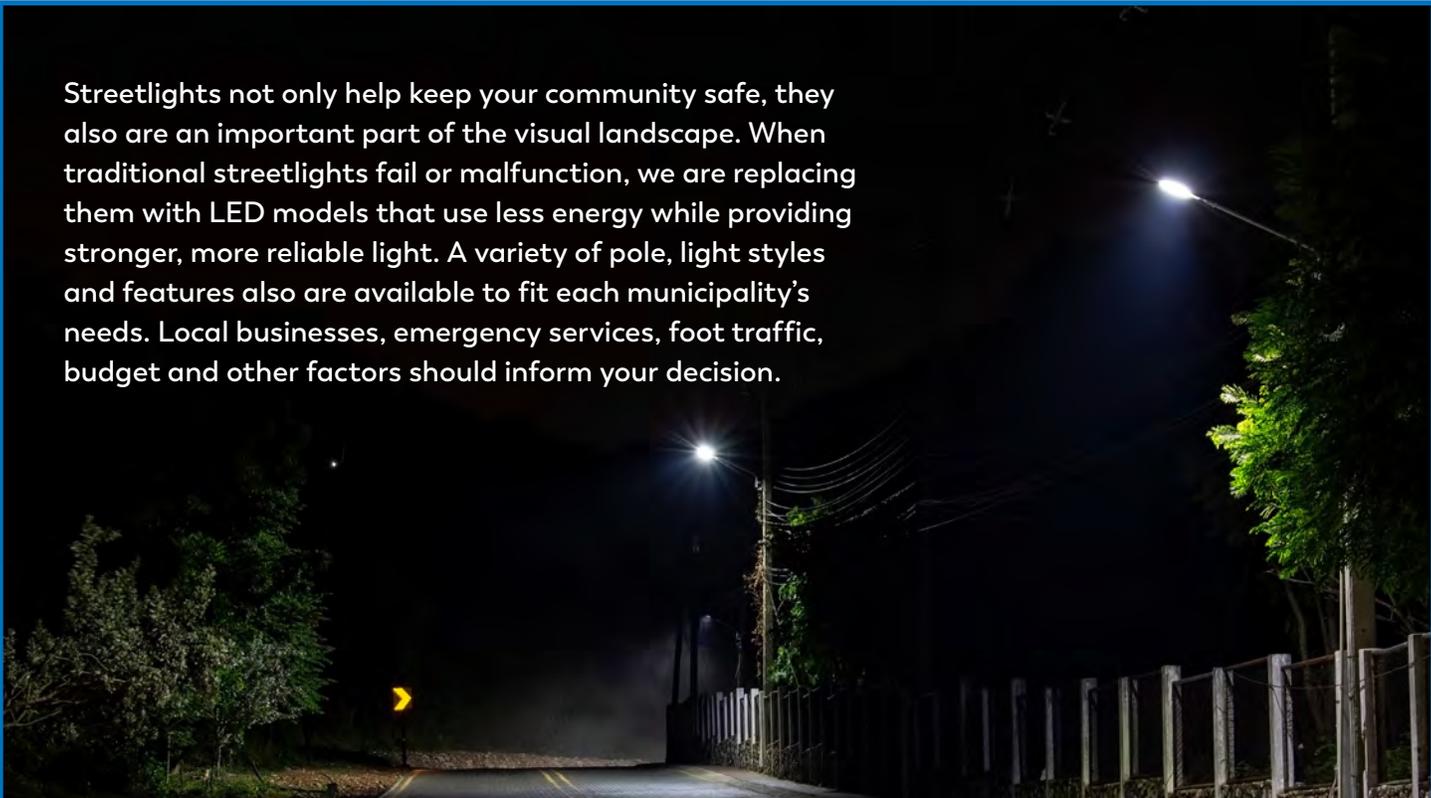
• Proposed Street Light



# Lighting the Way

A guide to streetlights in your community

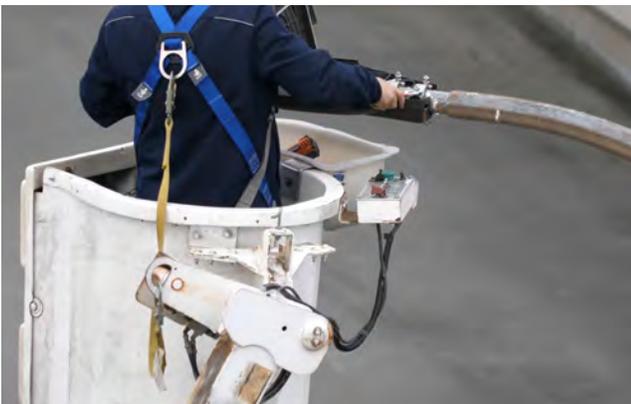
Streetlights not only help keep your community safe, they also are an important part of the visual landscape. When traditional streetlights fail or malfunction, we are replacing them with LED models that use less energy while providing stronger, more reliable light. A variety of pole, light styles and features also are available to fit each municipality's needs. Local businesses, emergency services, foot traffic, budget and other factors should inform your decision.



When you're ready to make a change, give us a call at **800-805-0490** and a project coordinator will help you understand your options.

### Free Adjustments:

If your streetlight fails and needs to be replaced, we will replace it. We can install shields to better direct lighting where it's needed, too.



### Additional services with fees:

If your current streetlights are not in an ideal location, need different wattage or if you prefer changing to a different style, we can provide a customized quote to upgrade.

Temporary service disconnect is available at a discounted monthly rate. (minimum 6 months required)



# Upgrading Your Streetlights



## Post Top Lighting

**What lighting style are you interested in?**  
Choose Post Top, Cobrahead or Mongoose.



## Cobrahead or Mongoose Lighting



### What wattage do you need?

A number of different wattage options are available. Before choosing, be sure to confirm if your area has a minimum wattage requirement.

### Yellow (3000K temp.) LED Post Tops replacing failed HPS Post Tops (available starting January 2024)



### White (4000K temp.) LED Post Tops replacing failed MV, MH, and White LED Post Tops



40W LED



70W LED



80W LED



150W LED



**Mongoose**  
HPS: 250W, 400W  
\*no bracket needed

### What type of light fixture do you want?

You have a choice of an open fixture (cutoff), or an enclosed fixture (non-cutoff).

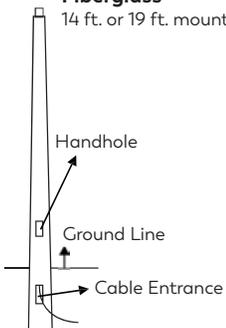


### What type of pole would you like?

Select a fiberglass, fluted or wood (Cobrahead and Mongoose only) pole. Special order steel poles are available by request.

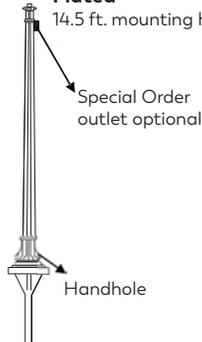
#### Fiberglass

14 ft. or 19 ft. mounting height

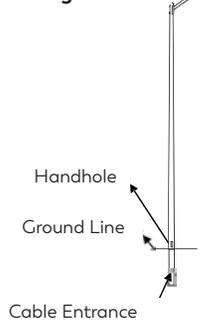


#### Fluted

14.5 ft. mounting height

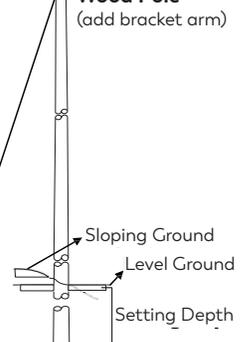


#### Fiberglass Pole



#### Wood Pole

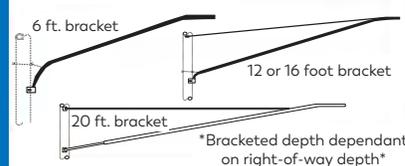
(add bracket arm)



### Special Considerations to ask yourself:

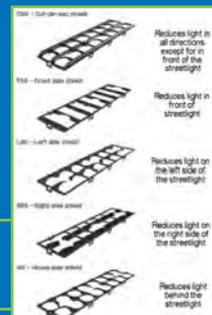
- Will we need an outlet on the pole?
- Will we want to put banners on the pole?
- Is the color important? Finish? Shape?
- How many banners will be on each pole?
- How much lead time can I accommodate?
- Are upfront costs affordable?

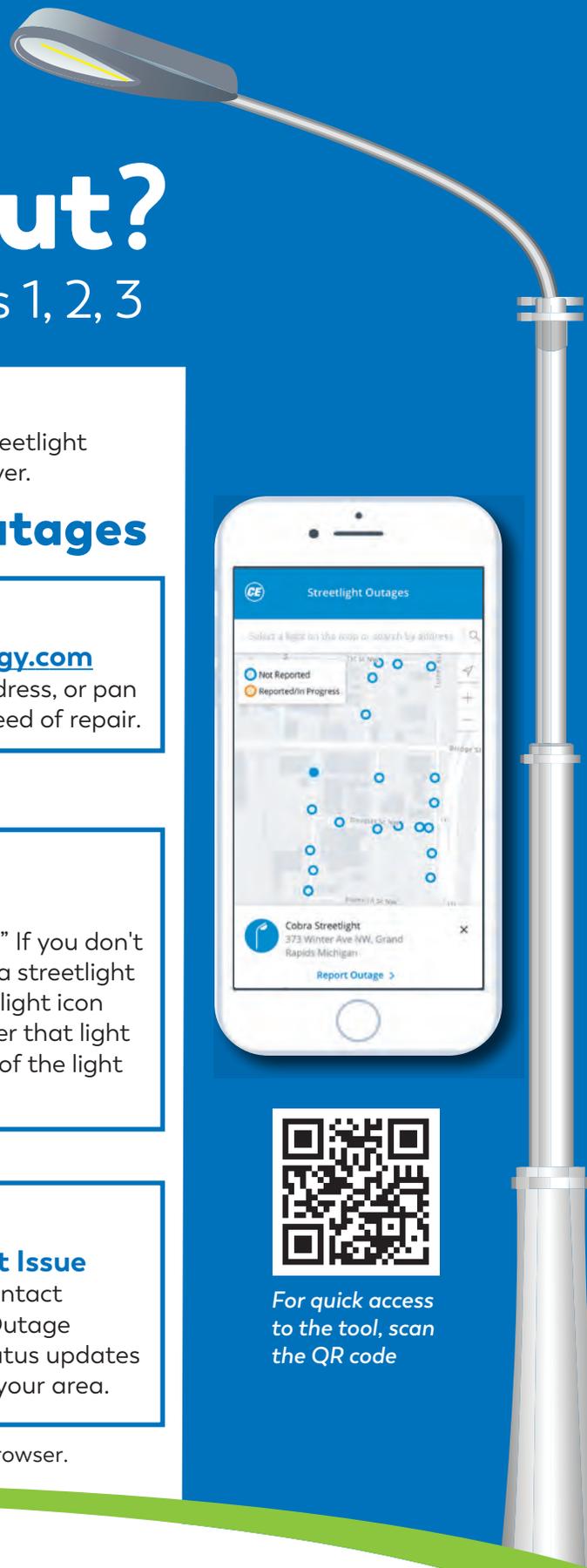
#### Wood Pole Brackets



#### STREETLIGHT SHIELD OPTIONS

Shielding prevents light illumination of unwanted areas. A 360-degree shield is also available to reduce light in all directions.





# Streetlight Out?

Reporting an Issue Is as Easy as 1, 2, 3

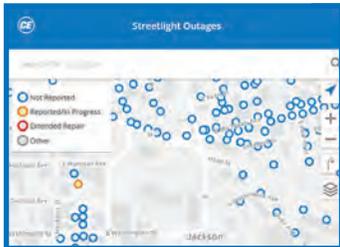
A well-lit community is a safer community. Our streetlight outage reporting tool makes reporting streetlight outages from your phone or computer easier than ever.

## How to Report Streetlight Outages

### Step 1:

Visit [streetlights.consumersenergy.com](https://streetlights.consumersenergy.com)

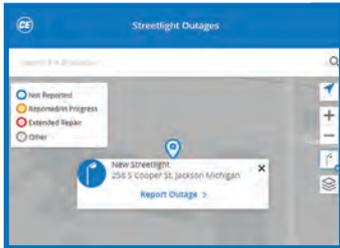
Then enable your location, enter the address, or pan and zoom the map to find the light in need of repair.



### Step 2:

Select the Streetlight to Report

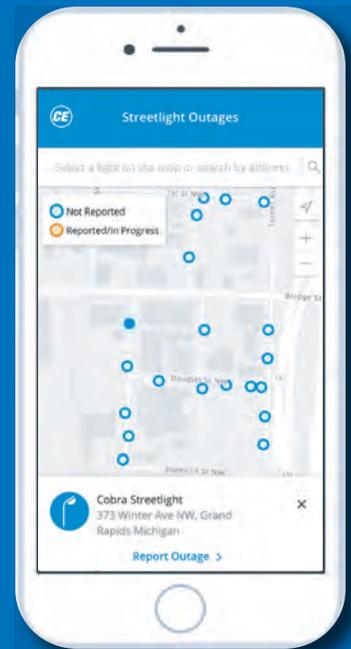
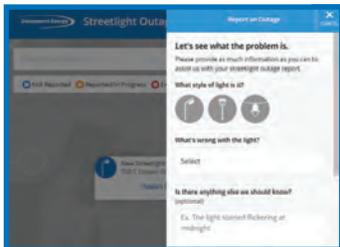
After selecting, click on "Report Outage." If you don't find the light on the map, you may add a streetlight at that location by clicking on the streetlight icon with a plus sign. We will look into whether that light is maintained by us. Uploading a photo of the light can help our team pinpoint the issue.



### Step 3:

Add Details about the Streetlight Issue

Answer a few questions, provide your contact information and then click on "Submit Outage Report." Check the map anytime for status updates and to see other streetlight outages in your area.



For quick access to the tool, scan the QR code

We recommend using Microsoft Edge, Google Chrome or Safari browser.



**To:** Township Board Members

**From:** Dan Opsommer, Deputy Township Manager  
Director of Public Works & Engineering

Younes Ishraidi, Township Engineer  
Deputy Director of Public Works & Engineering

**Date:** May 21, 2024

**Re:** Whitehills Lakes #7 Public Streetlighting Improvement  
Special Assessment District #429 – Resolution #1 & #2

---

A request was received from the property owners of Whitehills Lakes #7 for installation and maintenance of streetlights in Whitehills Lakes #7. The proposed plan is for two (2) LED streetlights, White bulb, Acorn fixtures with cut-off, and black fluted poles, to be installed and maintained along Fenwick Court. Please refer to the map attached to this cover memorandum.

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, June 18, 2024, for hearing objections to the improvement, cost estimate, and assessment district.

The proposed first year cost for streetlighting in Whitehills Lakes #7 is \$6,332 (\$1,055.34/lot) and the cost annually thereafter will be \$ 360 (\$60/lot) (subject to adjustment). Please note this cost is higher due to the type of streetlights being installed.

**Proposed Motion:**

**MOVE TO APPROVE THE WHITEHILLS LAKES #7 PUBLIC STREETLIGHTING IMPROVEMENT SPECIAL ASSESSMENT DISTRICT #429 – 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 TWO (2) LED STREETLIGHTS, WHITE BULB, ACORN FIXTURES W/CUT-OFF AND BLACK FLUTED POLES AND DEFRAY THE COST OF INSTALLATION, OPERATION AND MAINTENANCE BY SPECIAL ASSESSMENT AGAINST THE SIX (6) BENEFITING LOTS, AND SETTING A PUBLIC HEARING FOR TUESDAY, JUNE 18, 2024.**

**Attachments:**

1. Resolution #1

**Memo to Township Board**

**May 21, 2024**

**Re: Whitehills Lakes #7 Public Streetlighting Improvement Special Assessment District  
#429 – Resolution #1 & #2**

2. Resolution #2
3. Resolution #2 Notice of Hearing
4. Resolution #2 Notice of Hearing Affidavit of Mailing
5. Proposed Assessment Roll
6. Streetlight Map
7. Authorization for change in standard lighting contract form 547
8. Prints

**WHITEHILLS LAKES #7 PUBLIC STREETLIGHTING IMPROVEMENT  
SPECIAL ASSESSMENT DISTRICT NO. 429**

**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, May 21, 2024 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 Whitehills Lakes #7 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 Whitehills Lakes #7 to service the proposed special assessment district area described as:

**Lots 147 through Lot 152 (inclusive), Whitehills Lakes #7; and**

**WHEREAS**, the public streetlighting improvement consists of installing two (2) LED streetlights, white bulb, Acorn fixtures with cut-off, and black fluted poles along Fenwick Court; and

**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, May 21, 2024.

\_\_\_\_\_  
Deborah Guthrie, Township Clerk

**WHITEHILLS LAKES #7 PUBLIC STREETLIGHTING IMPROVEMENT  
SPECIAL ASSESSMENT DISTRICT NO. 429**

**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, May 21, 2024, 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 two (2) LED streetlights, white bub, Acorn fixtures with cut-off and black fluted poles along Fenwick Court; and

To defray the cost thereof by special assessment against the properties specially benefited 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 two (2) LED streetlights, white bulb, Acorn fixtures with cut-off, and black fluted poles along Fenwick Court.
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 147 through 152 (inclusive), Whitehills Lakes #7

4. The Township Board shall meet in the Meridian Township Municipal Building, 5151 Marsh Road, Okemos, MI on Tuesday, June 18, 2024 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, May 21, 2024.

\_\_\_\_\_  
Deborah Guthrie, Township Clerk

**WHITEHILLS LAKES #7 PUBLIC STREETLIGHTING IMPROVEMENT  
SPECIAL ASSESSMENT DISTRICT NO. 429**

**NOTICE OF HEARING**

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

Lots 147 through 152 (inclusive), Whitehills Lakes #7

**PLEASE TAKE NOTICE** that the Township Board of the Charter Township of Meridian, acting on a request from property owners of Whitehills Lakes #7 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 two (2) LED streetlights, white bulb, Acorn fixtures with cut-off and black fluted poles along Fenwick Court; 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, June 18, 2024, 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:**

<b>First Year Cost:</b>	<b>\$1,055.34/Lot</b>
<b>Annually Thereafter:</b>	<b>\$ 60.00/Lot</b>

Dated: \_\_\_\_\_

\_\_\_\_\_  
Deborah Guthrie, Township Clerk  
CHARTER TOWNSHIP OF MERIDIAN



**WHITEHILLS LAKES #7 STREETLIGHTING  
SPECIAL ASSESSMENT DISTRICT**

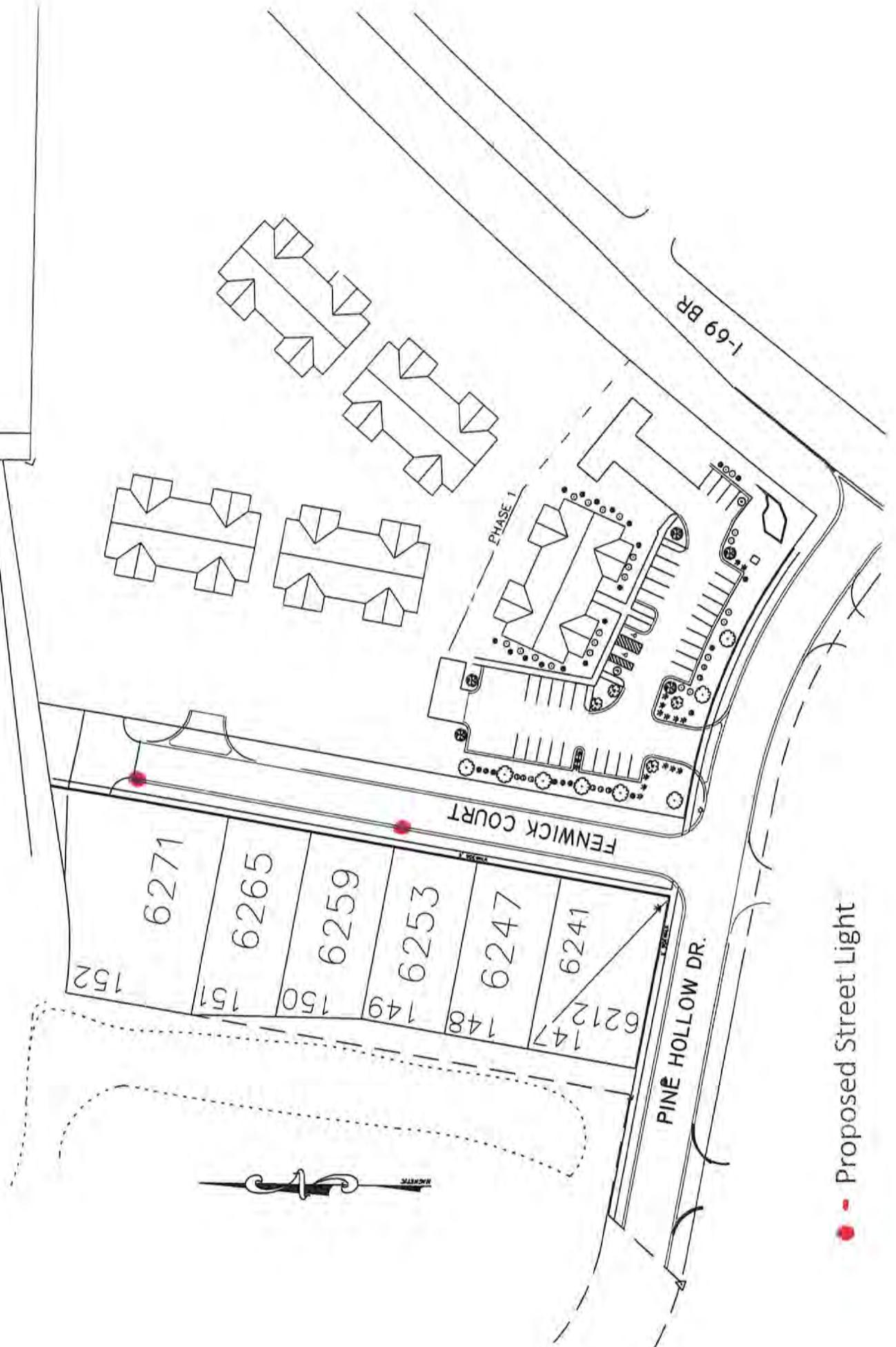
**PROPOSED SPECIAL ASSESSMENT ROLL**

2 8500 lumen HPS, Acorn fixtures with cut-off, on black fluted poles.

<b>LEGAL DESCRIPTION</b>	<b>PROPERTY OWNER &amp; ADDRESS</b>	<b>FIRST YEAR</b>	<b>ANNUALLY THEREAFTER</b>
3302-02-04-301-008 (Lot 147) 6241 Fenwick Court	William L. & Florella R. Mueller 6241 Fenwick Court East Lansing, MI 48823	\$1,055.34	\$60.00
3302-02-04-301-009 (Lot 148) 6247 Fenwick Court	Khanuja Revocable Trust 6247 Fenwick Court East Lansing, MI 48823	\$1,055.34	\$60.00
3302-02-04-301-010 (Lot 149) 6253 Fenwick Court	Xiaohui He 6253 Fenwick Court East Lansing, MI 48823	\$1,055.34	\$60.00
3302-02-04-301-011 (Lot 150) 6259 Fenwick Court	Taejung Kim & Eunjin Han 6259 Fenwick Court East Lansing, MI 48823	\$1,055.34	\$60.00
3302-02-04-301-012 (Lot 151) 6265 Fenwick Court	Kiffi Y Ford 6265 Fenwick Court East Lansing, MI 48823	\$1,055.34	\$60.00
3302-02-04-301-013 6271 Fenwick Court	Valerie J. Bartalone Trust 6271 Fenwick Court East Lansing, MI 48823	\$1,055.34	\$60.00

# WHITEHILLS LAKES #7

SAD #429



● - Proposed Street Light



AUTHORIZATION FOR CHANGE IN STANDARD LIGHTING  
CONTRACT (COMPANY-OWNED) FORM 547

Contract Number: 103025042856

Consumers Energy Company is authorized as of \_\_\_\_\_ by the Township of MERIDIAN, to make changes, as listed below, in the lighting system(s) covered by the existing Standard Lighting Contract between the Company and the Township of MERIDIAN, dated 1/6/2016.

Lighting Type: General Unmetered Light Emitting Diode Lighting Rate GU-LED

Except for the changes in the lighting system(s) as herein authorized, all provisions of the aforesaid Standard Lighting Contract dated 1/6/2016 shall remain in full force and effect.

Notification Number(s): 1069265289

Comments:

Township of MERIDIAN

By: \_\_\_\_\_

(Signature)

\_\_\_\_\_

(Printed)

Its: \_\_\_\_\_

(Title)

This Agreement may be executed and delivered in counterparts, including by a facsimile or an electronic transmission thereof, each of which shall be deemed an original. Any document generated by the parties with respect to this Agreement, including this Agreement, may be imaged and stored electronically and introduced as evidence in any proceeding as if original business records. Neither party will object to the admissibility of such images as evidence in any proceeding on account of having been stored electronically.

RESOLUTION

RESOLVED, that it is hereby deemed advisable to authorize Consumers Energy Company to make changes in the lighting service as provided in the Standard Lighting Contract between the Company and the Township of MERIDIAN, dated 1/6/2016, in accordance with the Authorization for Change in Standard Lighting Contract dated \_\_\_\_\_,

heretofore submitted to and considered by this  commission  council  board; and

RESOLVED, further, that the \_\_\_\_\_ Clerk be and are authorized to execute such authorization for change on the behalf of the Township.

STATE OF MICHIGAN  
COUNTY OF INGHAM

I, \_\_\_\_\_, clerk of the Township of MERIDIAN do hereby certify that the foregoing resolution was duly adopted by the

commission  council  board of said municipality, at the meeting held on \_\_\_\_\_.

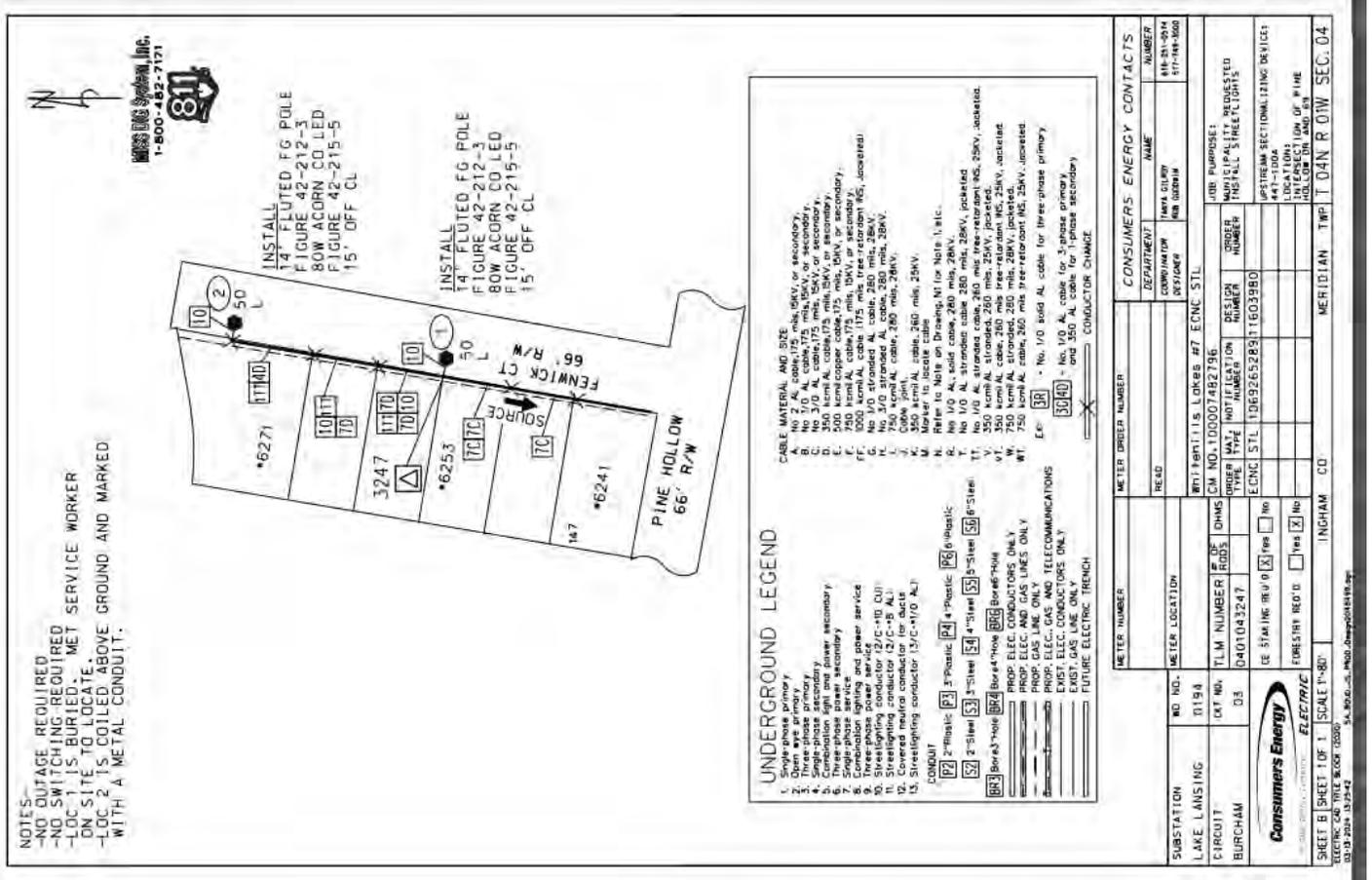
Dated:

\_\_\_\_\_

\_\_\_\_\_  
Municipal Customer Type: Township

GENERAL UNMETERED LIGHT EMITTING DIODE LIGHTING RATE GU-LED

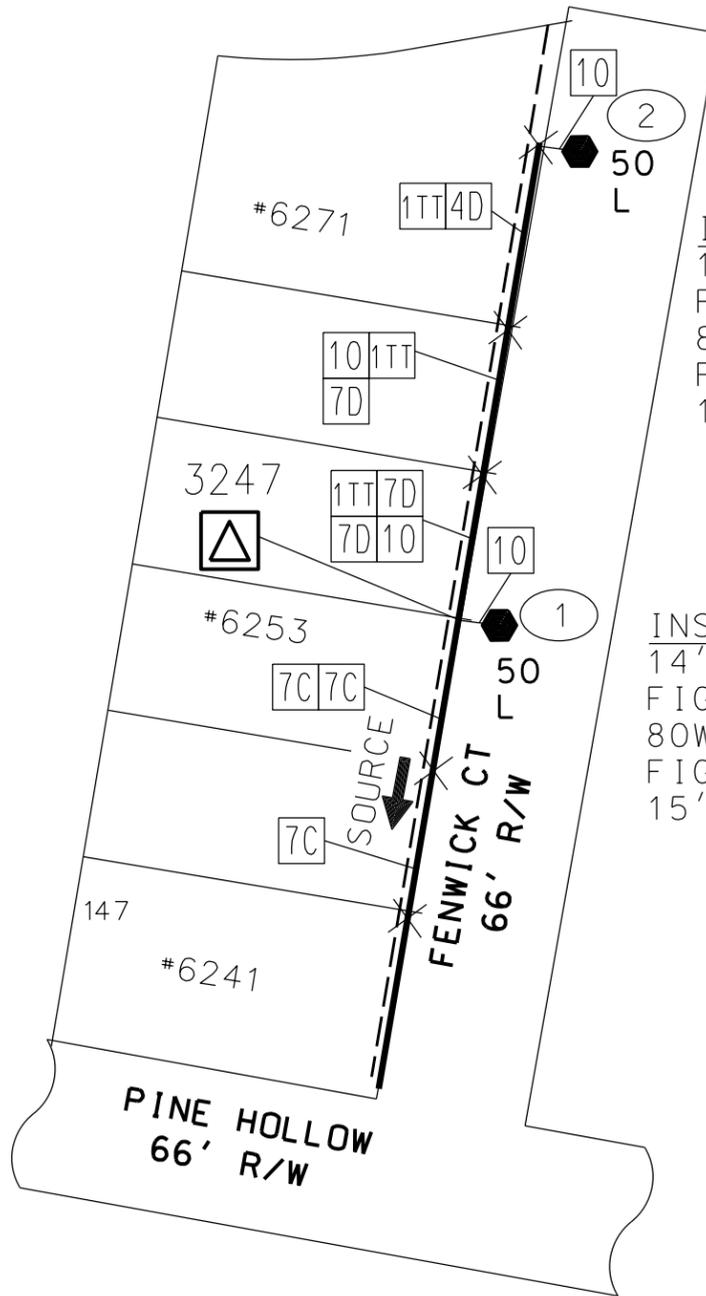
- (2) 80 watt LED White Post Top Acorn to Install at location Whitehills Lakes;



NOTES-  
 -NO OUTAGE REQUIRED  
 -NO SWITCHING REQUIRED  
 -LOC 1 IS BURIED. MET SERVICE WORKER ON SITE TO LOCATE.  
 -LOC 2 IS COILED ABOVE GROUND AND MARKED WITH A METAL CONDUIT.



MISS DIG System, Inc.  
 1-800-482-7171



INSTALL  
 14' FLUTED FG POLE  
 FIGURE 42-212-3  
 80W ACORN CO LED  
 FIGURE 42-215-5  
 15' OFF CL

INSTALL  
 14' FLUTED FG POLE  
 FIGURE 42-212-3  
 80W ACORN CO LED  
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 15' OFF CL

### UNDERGROUND LEGEND

1. Single-phase primary
2. Open wye primary
3. Three-phase primary
4. Single-phase secondary
5. Combination light and power secondary
6. Three-phase power secondary
7. Single-phase service
8. Combination lighting and power service
9. Three-phase power service
10. Streetlighting conductor (2/C-#10 CU)
11. Streetlighting conductor (2/C-#8 AL)
12. Covered neutral conductor for ducts
13. Streetlighting conductor (3/C-#1/0 AL)

#### CONDUIT

[P2] 2"Plastic [P3] 3"Plastic [P4] 4"Plastic [P6] 6"Plastic

[S2] 2"Steel [S3] 3"Steel [S4] 4"Steel [S5] 5"Steel [S6] 6"Steel

[BR3] Bore3"Hole [BR4] Bore4"Hole [BR6] Bore6"Hole

- PROP. ELEC. CONDUCTORS ONLY
- PROP. ELEC. AND GAS LINES ONLY
- PROP. GAS LINE ONLY
- PROP. ELEC., GAS AND TELECOMMUNICATIONS
- EXIST. ELEC. CONDUCTORS ONLY
- EXIST. GAS LINE ONLY
- FUTURE ELECTRIC TRENCH

#### CABLE MATERIAL AND SIZE

- A. No 2 AL cable, 175 mils, 15KV, or secondary.
- B. No 1/0 AL cable, 175 mils, 15KV, or secondary.
- C. No 3/0 AL cable, 175 mils, 15KV, or secondary.
- D. 350 kcmil AL cable, 175 mils, 15KV, or secondary.
- E. 500 kcmil copper cable, 175 mils, 15KV, or secondary.
- F. 750 kcmil AL cable, 175 mils, 15KV, or secondary.
- FF. 1000 kcmil AL cable (175 mils tree-retardant INS, Jacketed)
- G. No 1/0 stranded AL cable, 280 mils, 28KV.
- H. No 3/0 stranded AL cable, 280 mils, 28KV.
- I. 750 kcmil AL cable, 280 mils, 28KV.
- J. Cable joint.
- K. 350 kcmil AL cable, 260 mils, 25KV.
- M. Marker to locate cable
- N. Refer to Note on Drawing, N1 for Note 1, etc.
- R. No 1/0 AL, solid cable, 280 mils, 28KV.
- T. No 1/0 AL stranded cable 280 mils, 28KV, jacketed
- TT. No 1/0 AL stranded cable, 260 mils tree-retardant INS, 25KV, Jacketed.
- V. 350 kcmil AL stranded, 260 mils, 25KV, jacketed.
- VT. 350 kcmil AL cable, 260 mils tree-retardant INS, 25KV, Jacketed.
- W. 750 kcmil AL stranded, 280 mils, 28KV, jacketed.
- WT. 750 kcmil AL cable, 260 mils tree-retardant INS, 25KV, Jacketed.

EX: [3R] = No. 1/0 solid AL cable for three-phase primary

[3G|4D] = No. 1/0 AL cable for 3-phase primary and 350 AL cable for 1-phase secondary

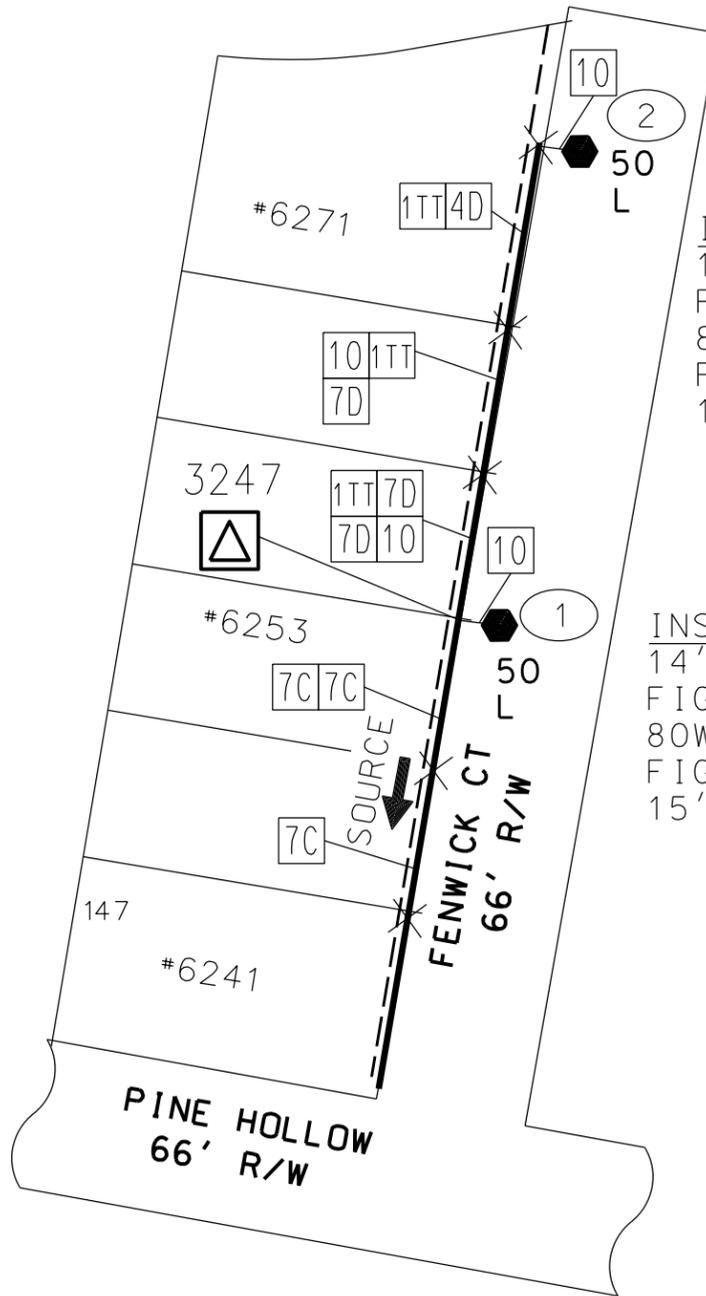
CONDUCTOR CHANGE

		METER NUMBER	METER ORDER NUMBER		CONSUMERS ENERGY CONTACTS					
				DEPARTMENT		NAME	NUMBER			
		READ		COORDINATOR		TANYA GILROY	616-251-0574			
				DESIGNER		ROB GOODWIN	517-749-3000			
SUBSTATION	WD NO.	METER LOCATION		Whitehills Lakes #7 ECNC STL						
LAKE LANSING	0194			CM NO.100007482796						
CIRCUIT	CKT NO.	TLM NUMBER	# OF RODS	OHMS	ORDER TYPE	MAT. TYPE	NOTIFICATION NUMBER	DESIGN NUMBER	ORDER NUMBER	JOB PURPOSE:
BURCHAM	03	0401043247			ECNC	STL	1069265289	11603980		MUNICIPALITY REQUESTED INSTALL STREETLIGHTS
 A CMS Energy Company <b>ELECTRIC</b>		CE STAKING REQ'D <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		UPSTREAM SECTIONALIZING DEVICE: 447-100A LOCATION: INTERSECTION OF PINE HOLLOW DR AND 69						
		FORESTRY REQ'D <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No								
SHEET B	SHEET 1 OF 1	SCALE 1"=80'	INGHAM CO		MERIDIAN TWP		T 04N R 01W SEC. 04			

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[BR3] Bore3"Hole [BR4] Bore4"Hole [BR6] Bore6"Hole

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- PROP. ELEC. AND GAS LINES ONLY
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- PROP. ELEC., GAS AND TELECOMMUNICATIONS
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CONDUCTOR CHANGE

		METER NUMBER	METER ORDER NUMBER		CONSUMERS ENERGY CONTACTS				
		READ		DEPARTMENT	NAME	NUMBER			
SUBSTATION	WD NO.	METER LOCATION			COORDINATOR	TANYA GILROY	616-251-0574		
LAKE LANSING	0194	Whitehills Lakes #7 ECNC STL			DESIGNER	ROB GOODWIN	517-749-3000		
CIRCUIT	CKT NO.	TLM NUMBER	# OF RODS	OHMS	JOB PURPOSE:				
BURCHAM	03	0401043247			MUNICIPALITY REQUESTED INSTALL STREETLIGHTS				
 A CMS Energy Company ELECTRIC		CE STAKING REQ'D <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			ORDER TYPE	MAT. TYPE	NOTIFICATION NUMBER	DESIGN NUMBER	ORDER NUMBER
		FORESTRY REQ'D <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			ECNC	STL	1069265289	11603980	
					UPSTREAM SECTIONALIZING DEVICE: 447-100A				
					LOCATION: INTERSECTION OF PINE HOLLOW DR AND 69				
SHEET B	SHEET 1 OF 1	SCALE 1"=80'	INGHAM CO		MERIDIAN TWP		T 04N R 01W SEC. 04		



**To: Board Members**

**From: Timothy R. Schmitt, AICP, Interim Township Manager and  
Director of Community Planning and Development**

**Date: June 13, 2024**

**Re: Recreational Marijuana Licensing - Zones 3**

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The Township Board previously discussed Recreational Marijuana Licensing in Zone 3 at their May 9, 2024 meeting. At that meeting, the Board held a robust discussion with Staff and the Township Attorney, resulting in the Board asking the Township Attorney to further review the applications and provide guidance for the Board.

As a reminder, the procedures for recreational marijuana licensing in Meridian Township require the Township to hold a public hearing once the Recreational Marijuana Review Committee has completed their review and made a recommendation to the Board for each Zone. Both of these items have been completed, with the public hearing being held on May 9<sup>th</sup>. The Review Committee previously reviewed the two applications that were submitted for the district, going through all the criteria for both applications and recommended approval of the license for DNVK 4 at 1614 Grand River Avenue. The second application, from Amsterdam CC at 4792 Marsh Road, was complete, but lacking in detail at the Committee review level. They have subsequently submitted additional information that was shared with the Board.

Only one license for recreational marijuana may be granted in each of the five Zones established in the Zoning ordinance. To aid the Board in making a decision, the Township Attorney has provided the attached matrix to walk through the Board's review of each application and they will facilitate that conversation at the Board meeting. The goal is to thoroughly review each application against the Board developed standards and make the best decision possible and create a thorough review record. At the end of the review, the following motion can be used to approve one of the licensees' applications.

**Motion to adopt the resolution granting CONDITIONAL APPROVAL of the recreational marijuana license application to (DVNK 4 OR AMSTERDAM CC) for the proposed marijuana retailer location at (1614 GRAND RIVER AVENUE OR 4792 MARSH ROAD). The property is zoned (C-2, COMMERCIAL OR C-3, COMMERCIAL), and is located within the Marijuana Facilities Overlay District.**

**Meridian Township – Competitive Review Worksheet**

<i>Cite</i>	<b>Competitive Review Factors</b>	<b>High Emphasis / Important</b>		<b>Strongest Applicant</b>		<b>Reasons / References to Application</b>
		Yes	No	<i>choose one</i>		
4(a)	<b>The content and sufficiency of the application</b>	Yes	No	DNVK	Amsterdam	_____
4(b)	<b>Consistent with the land use for the surrounding neighborhood</b>	Yes	No	DNVK	Amsterdam	_____
4(c)	<b>Demonstrated competency in business operations and have a good reputation</b>	Yes	No	DNVK	Amsterdam	_____
4(d)	<b>Mitigation of Odor and other adverse impacts on surrounding area</b>	Yes	No	DNVK	Amsterdam	_____
4(e)	<b>Demonstrated dedication to Meridian Township and Community</b>	Yes	No	DNVK	Amsterdam	_____
4(f)	<b>Quality and Detail of Physical Site Criteria</b> <i>Especially beyond ordinance minimum requirements</i>	Yes	No	DNVK	Amsterdam	_____
4(g)	<b>Sufficient financial resources for operations</b>	Yes	No	DNVK	Amsterdam	_____
4(h)	<b>Existing Twp Medical Permit Holder</b>	Yes	No	DNVK	Amsterdam	_____
4(i)	<b>Signage consistent with surroundings</b>	Yes	No	DNVK	Amsterdam	_____
4(j)	<b>Community Outreach Programs</b>	Yes	No	DNVK	Amsterdam	_____

*Applicant best suited to operate in compliance with MRTMA and the Ordinance in the Township in my considered judgment is*



12. B

**To: Board Members**

**From: Timothy R. Schmitt, AICP, Interim Township Manager and Community Planning and Development Director**

**Date: June 13, 2024**

**Re: Acceptance of 2023 Township Audit Findings**

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On Tuesday evening, a presentation of the 2023 Audited Financial Statements will be given for the Board's approval. An annual audit, required by state statute, of accounts, financial records, and transactions has been completed by the independent certified public accounting firm of Yeo & Yeo. The firm was appointed by the Township through an open bid process in 2017 and their contract extended in 2023.

The audit process is an important benchmark regarding the Township's management of our financial resources. We are more than pleased with the results of the 2023 Audit and take great pride in our stewardship of the public trust.

The following motion is prepared for Board consideration:

**MOVE TO APPROVE THE 2023 AUDITED FINANCIAL STATEMENTS AND THE 2023 SINGLE AUDIT, AS PRESENTED BY YEO & YEO**

**Attachments:**

1. Governance Letter from Yeo & Yeo
2. 2023 Audited Financial Statements
3. 2023 Single Audit

**Charter Township of Meridian, Michigan**

**Annual Comprehensive Financial Report  
For the Fiscal Year Ended December 31, 2023**

**Prepared by:  
Department of Finance  
Dante Ianni, Finance Director**



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June 12, 2024

**Meridian Township**  
5151 Marsh Road  
Okemos, MI 48864

P 517.853.4000  
F 517.853.4096

**Scott Hendrickson**  
*Township Supervisor*

**Deborah Guthrie**  
*Township Clerk*

**Phil Deschaine**  
*Township Treasurer*

**Kathy Ann Sundland**  
*Township Trustee*

**Peter Trezise**  
*Township Trustee*

**Marna Wilson**  
*Township Trustee*

**James McCurtis Jr.**  
*Township Trustee*

**Timothy R. Schmitt,**  
AICP  
*Interim Township  
Manager*

To the Township Board and the Citizens of the Charter Township of Meridian:

The annual comprehensive financial report of the Charter Township of Meridian (the “Township”) for the year ended December 31, 2023, is hereby submitted as mandated by both local ordinances and state statutes. These ordinances and statutes require that the Charter Township of Meridian issue annually a report on its financial position and activity, and that this report be audited by an independent certified public accounting firm. Responsibility for both the accuracy of the data, and the completeness and fairness of the presentation, including all disclosures, rests with management. To the best of our knowledge and belief, the enclosed data is accurate in all material respects and are reported in a manner that presents fairly the financial position and results of operations of the various funds and component units of the Charter Township of Meridian. All disclosures necessary to enable the reader to gain an understanding of the Charter Township of Meridian’s activities have been included.

Generally Accepted Accounting Principles (GAAP) requires that management provide a narrative introduction, overview, and analysis to accompany the basic financial statements in the form of the Management’s Discussion and Analysis (MD&A). This letter of transmittal is designed to complement the MD&A and should be read in conjunction with it. The Charter Township of Meridian’s MD&A can be found immediately following the report of the independent auditors.

The financial reporting entity (the government) includes all the funds of the primary government (i.e., the Charter Township of Meridian) as legally defined, as well as all of its component units. Component units are legally separate entities for which the primary government is financially accountable. The government provides a range of services, including police and fire protection, water and sanitary sewer services, recreational activities, and cultural events.

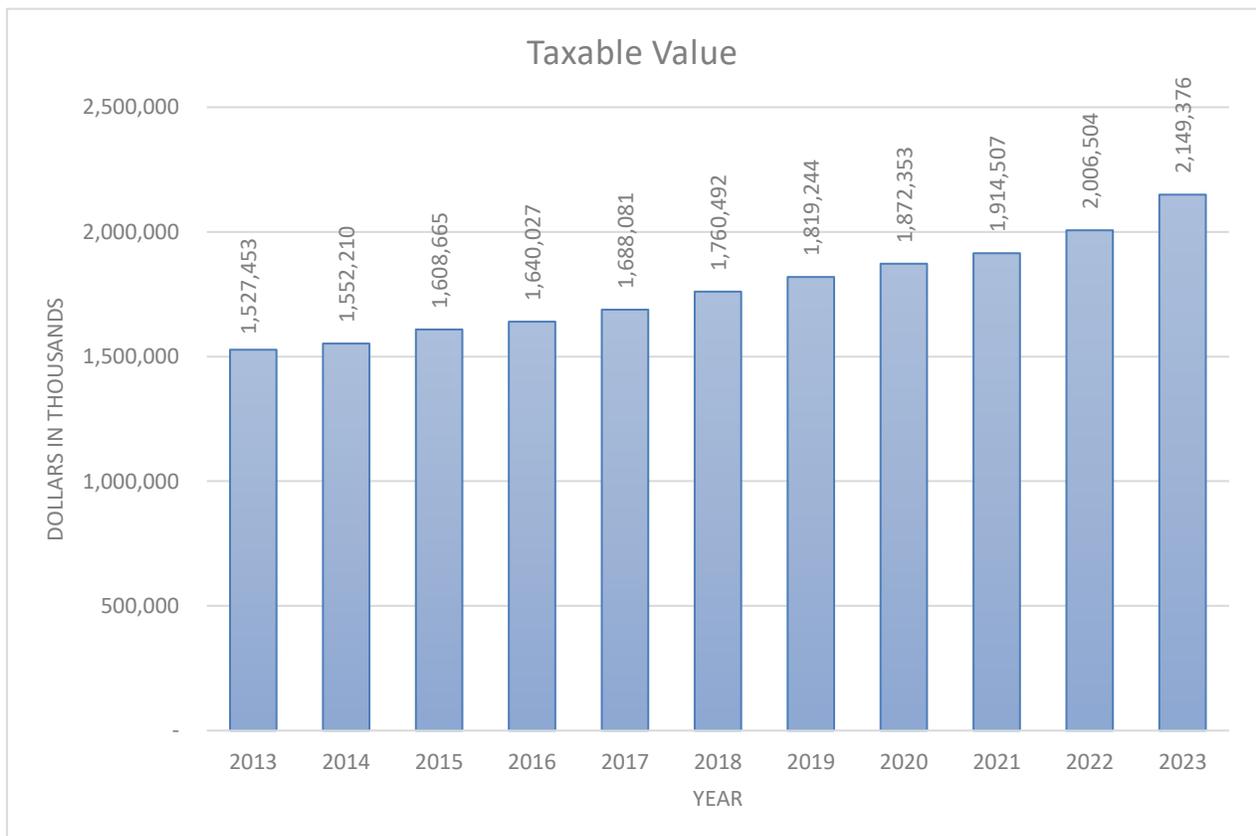
Discretely presented component units are reported in a separate column in the combined financial statements to emphasize that they are legally separate from the primary government and to differentiate their financial position, results of operations, and cash flows from those of the primary government. The Local Brownfield Revolving Fund, Brownfield Redevelopment Authority, Economic Development Corporation, and the Downtown Development Authority are reported as discretely presented component units.

## Governmental Structure, Local Economic Condition, and Outlook

The governmental unit, organized in 1842 and chartered in 1959, is approximately 32 square miles in the south-central area of Lower Michigan with a population of approximately 44,000. The municipality is a largely residential area located east of Lansing, the State Capital, and immediately adjacent to East Lansing, home of Michigan State University, and is part of the Lansing Metropolitan Area.

The Charter Township of Meridian was established pursuant to Act 359, Public Act of Michigan, 1947, as amended. The Township is governed by a Township Board, which is composed of a part-time Supervisor, full-time Clerk and full-time Treasurer, and four Trustees serving four-year terms. The Board is vested with all legislative powers, except those otherwise provided by law. The chief administrative officer is the Township Manager who is appointed by the Township Board and serves at its pleasure. The Manager is responsible for carrying out the policies and ordinances of the Township Board, for overseeing the day-to-day operations of the government, and for appointing the heads of the Township's departments, consistent with the duties of a Township superintendent.

The Charter Township of Meridian continues to be an attractive community for residential construction and commercial development. The following chart details the change in Taxable Value over the last ten years. The 2023 taxable value (2024 tax revenue) increased 7.1 percent over 2022 taxable value. This is the ninth consecutive year of growth in taxable value since 2009; the 2023 taxable value is 25.4 percent higher than the 2009 taxable value. The Township weathered the financial storm of the past several years by making changes to its organizational structure, increasing the usage of technology to maintain services to keep up with the demand of increased population and business activity, and monitoring and limiting discretionary spending where possible. The year ending December 31, 2023 was a very challenging year, but the Township continued to grow with new residents and businesses moving into the Township.



## Major Initiatives

The Township's staff, following specific directives from the Township Board and Manager, has been involved in a variety of projects throughout the year. These projects reflect the Township's commitment to promote the safety and welfare of its residents, as well as, investing in the infrastructure vital to sustaining quality service delivery.

The following accomplishments are indicative of our commitment to maintaining a quality community:

- 2023 year was another excellent year for the Township's Local Roads Program. Honoring the commitment to voters in 2019 when the new millage was proposed, the Township completed 34.36 miles of reconstruction and preventative maintenance work on local roads in 2023: 7.29 miles of overlay paving on roads in fair condition, 3.94 miles of crack fill on roads in fair and good condition, 14.27 miles of asphalt rejuvenator treatments, and 8.86 miles of road reconstruction. The work affected thousands of property owners and roadway users from May to November and the Township appreciates their patience and understanding as we completed our fourth year of the 10-year Local Roads Program. The crack filling, overlay paving and asphalt rejuvenator preventative maintenance work will allow Township roads with a Pavement Surface Evaluation and Rating (PASER) of "good" to "very good" to realize their full life expectancy. Funding for this preventative maintenance program is provided from the Township General Fund and part the Ingham County Road Department's small contribution to allow all of the road bond revenue to go towards paving work. The 2023 program has been completed. Our goal by the end of the tenth year of construction (i.e. 2029) is to achieve an average PASER rating of 8 on a 1-10 scale.
- Construction of Phase I of the MSU to Lake Lansing Regional Pathway began in December of 2022 and was completed in late 2023. Construction of Phase II will be completed by year end 2024. After many years of hard work to acquire the land, secure the necessary funding, design the MSU to Lake Lansing Trail, and secure all necessary permits, the end of this project is on the horizon. Once Phases I and II are completed in 2024, users will have an easy, safe, and enjoyable option for non-motorized travel between the MSU Campus and Lake Lansing Park South, along approximately five miles of connected pathways and trails.
- Meridian Cares functions to ensure that the human infrastructure within the community remains strong and vital. To that end, the program strives to help residents by developing, coordinating, and promoting local resources. Information, referrals, or emergency assistance was provided to Township residents for various services on an as-needed basis. In 2023, total expenditures were \$41,797. This includes funds used for the School Backpacks Program, bulk Redi-Ride pass purchases, and spending through the Emergency Needs Fund. In total, 98 households were assisted in 2023. 75% of these were for rent payments and 25% were for utility bills. The human services program received \$24,029 in donations. 258 discounted Redi-Ride passes were provided to the community. The Township receives a 40% discount on these passes from Capital Area Transportation Authority.

- The Meridian Township Deer Management Program was developed to address the overpopulation of deer in our community that continues to cause numerous car-deer collisions, as well as excessive environmental impacts in parks, preserves and neighborhoods. In total, 300 deer were culled by volunteer archery hunters and the Meridian Police Department Staff which lead to 6,156 lbs. of venison donated to local food banks. The program took place on 43 township properties and 28 private properties, as the result of collaboration between volunteer residential hunters, Meridian Police Department, Meridian Park and Recreation, and the nonprofit Sportsman Against Hunger.
- The Community Planning and Development Department activity remained high as the construction world started settling into a post pandemic normalcy. On the Planning side, 10 special use permits for 10 different properties and five rezoning requests were reviewed by the Staff and Planning Commission. Additionally, the Planning Commission finished work on the 2023 Master Plan update, which was forwarded to the Township Board and eventually adopted in early 2024. On the Building side, just over of 1,000 building permits were issued, which was just nearly identical to 2022 and the third highest number of permits issued in over 25 years. Trades permits were down approximately 13%, settling back into pre-Covid levels. Each one of those permits represents a minimum of a half hour of inspection time and many require several follow ups, creating thousands of hours of inspection time. The rental inspection program got fully back to pre-Covid levels and meeting our goal of being in every non-apartment unit on an annual basis and every apartment unit once every three years. 1,095 total new code enforcements were logged throughout the year, almost the same as in 2022. This continues to include dozens of new and ongoing issues in the Winslow Mobile Home Park.
- 1655 -1621 Haslett Road, referred to as "Haslett Village Square" is an approved MUPUD for 19.5 acres at Haslett and Marsh roads. This project is the finishing bookend to the previous Haslett Village that housed an old grocery store and several other small commercial businesses. The approved plan will include 290 residential units of varied size and 20,000 square feet of commercial space. The project developers successfully reached site plan review with the Planning Department August 24, 2024. At that public meeting the Ingham County Drain office objected to the issuing of an approved plan for construction as a private drain on the site was obstructed by a building shown on the plans. For several months the Drain office has held up approval for the project due to this drain issue. At our request a status update from the Drain office was provided noting they still needed to sort out the issue as of April 2024. Due to the economic climate, delays with complex projects typically have negative financial impacts. Our objective in 2024 is to see the project to construction as early as possible to allow for some construction through the winter. The developer may request a revocation of the CRA certificate authorized from 2023-2033 and request a reissuance if the abatement has not been completed. The site has an approved Brownfield plan by local and state authorities for \$2.78M for 11 years. Some site clearing has occurred with soil erosion mechanisms established to temporarily maintain the drainage area during construction. This project's village concept will completely reimagine the space and provide the Haslett area with an accessible commercial area.

- American House Meridian the 10-acre redevelopment at 1673 Haslett Road opened its door to residents Feb 21, 2024. With the “A la carte” recipe for the independent living seniors, residents began moving in late February 2024. The 4-story development is an MUPUD with an approved Brownfield plan by the Meridian Township BRA for \$1.2M for 7 years. With the high rate of inflation, the expected reimbursement period is about 4-5 years should the economy stay in its current state. One request for reimbursement has been granted and the project provided a full opening ribbon cutting May 16, 2024. The beautiful site features several onsite amenities for residents and will include commercial businesses, open to the public soon.
- The Township continues to fulfill the promise of enhanced pension payments to MERS by contributing over \$5,799,828 to MERS for the fiscal year 2023. The Township contributed an extra \$2,350,608 to the plan, and is using a 5.0% rate of return assumption and not the 7.0% rate of return assumption used by MERS.
- During the calendar year 2023, the Meridian Township Treasurer’s Office reported a total property tax collected and processed of \$ 112,885,447. These collections increased by \$ 1,887,943, or 1.7%, from the \$110,997,504 collected in 2022. In 2021 we collected \$109,131,271, in 2020, we collected \$105,219,167, \$102,919,241 in 2019, and \$95,411,904 was collected in 2018. These receipts were distributed to our four local school districts (Okemos, Haslett, East Lansing and Williamston, ISD), Ingham County Government, Lansing Community College (LCC), Capital Area Transit Authority (CATA), Capital Area District Library (CADL) and the Capital Region Airport Authority (CRAA). Meridian Township operations received approximately 18% of the tax collected in 2023.
- In 2023, the Meridian Township Fire Department responded to 6,307 emergencies consisting of 5,424 EMS calls and 883 fire-related calls. Our emergency response call volume increased by 3.7% from the year prior. This increase in call volume has been a trend over the past 14 years with a 54% increase since 2010. Throughout the year, the Department took a deep dive into our training needs based on the fact that 54% of the current firefighters have less than five years’ experience on the job. This has also led to the implementation of a mentoring program for young officers to identify training needs and requirements to enhance the new firefighters’ knowledge and skill levels. The first year of onboarding for new firefighters was revamped and includes changing our one-week orientation to two weeks. The first year probationary requirements were also changed to focus on quarterly accomplishments. Training continued with our METRO partners in confined space, live fire, AVI, ACLS, professional development and more.
- The Fire department received a FEMA Assistance to Firefighters Grant in 2023 for \$132,327 that will pay for sponsoring new and part-time employees to paramedic training leading to state licensure, along with funding for Fire Officer I and Fire Instructor I courses. This grant also allowed the Department to purchase training props for fire operations. This grant is set to expire in August 2024.
- Also in 2023, the Fire Department received a FEMA Assistance to Firefighters Grant for \$263,848.50 to purchase Self-Contained Breathing Apparatus (SCBA), cylinders, face masks, and a RIT-PAK used to rescue trapped firefighters. This grant, set to expire in September 2025, replaced equipment at the end of life expectancy based on NFPA and OSHA standards including 31 SCBA harnesses, 62 cylinders, and face masks for each firefighter.

- The year 2023 marked our twelfth siren installed near the intersection of Van Atta and Grand River Avenue. The goal is to finish installation of the remaining four sirens in 2024, providing full geographic coverage to the Township.
- The Meridian Township Police Department (MTPD) is committed to establishing and maintaining partnerships in our community; and with understanding, cooperation and equality we strive to enhance the quality of life and protect the rights of the community. The Department and its members prides themselves on our open relationship with the Meridian Township community, putting an emphasis on open communication and ensuring we build upon trust. In 2023, MTPD responded to over 20,000 calls for service.
- Staffing struggles in 2023 led to the development and implementation of the Public Safety Recruiting and Retention program. In November 2023, MTPD sworn staffing levels decreased to 30 officers, a 25 year low. When the Public Safety Recruiting and Retention program was approved and went into effect on January 1, 2024, MTPD was able to successfully retain its staff and recruit new, highly qualified candidates for hire. In 2023, MTPD sponsored three recruits through the police academy and in 2024 MTPD has sponsored five recruits with plans to send three more recruits through the police academy in the fall.
- Traffic safety is a key focus for MTPD as the community has expressed a strong desire to ensure our roadways are safe. A state funded traffic grant was acquired for 2023-2024 with a target goal of reducing traffic crashes in the highest volume areas of crashes in the township. MTPD has also worked with the Ingham County Road Department to implement no parking zones and pedestrian crossing traffic signs near our schools. In addition, meetings have been held with key stakeholders including superintendents from Okemos and Haslett school districts, members of the school boards, and County Commissioners to discuss steps to make school zones safer.
- MTPD was one of the first agencies in the state to achieve accreditation through the MLEAC and has maintained our accredited agency status since 2019. The department continues to follow best practices in law enforcement and are known as a leader in the state of Michigan in regards to accreditation.
- The Farmers' Market has grown dramatically since moving to Marketplace on the Green both in vendor participation and customer visits. The Market operated every Saturday May – October, every other Saturday November – April and on Wednesdays from June through August for a total of 61 Market Days. In total, there were 99 returning vendors and 32 new vendors and 72,000 customers served. The Market also hosted many special events in conjunction with the Green Team, solar demonstrations, recycling events, and continues to support a food composting drop off and a food gleaning program where vendors and customers donate their leftover produce for donations to local food banks and food pantries. Also, a total of \$29,200 in food assistance transactions occurred throughout the year.

- The Meridian Conservation Corps consists of 279 total members (70 new members in 2023) who volunteered 747.5 hours. While removing invasive species is a top stewardship priority, planting native species in their place is just as important. Quick Facts: 734 native plants transplanted into 8 parks and preserves • 52 native species collected • an estimated 650,000 seeds collected, and 41 different species sown. The Invasive Species Strike Team works hard throughout the season to bring stewardship to as many parks and preserves as possible, removing invasive species to open up habitat for native plants, wildlife, and insects. Quick Facts: • 58 stewardship work days performing litter cleanup, invasive species removal, native planting, native sowing, and wetland buffer restoration
- In 2023, Township IT staff continued work with Brightline IT on several key updates to township technology systems, including workstation replacements, upgrade of the physical & virtual server environment to enhance data continuity, and cleanup of Internet routing and firewall configurations. Primary enhancement of services updated in 2023 include patch management, intrusion prevention, system backups, and significant investments in cloud services to enhance network security for the end-users and core systems. The technology department will continue to invest significant funds for the training of technology staff & end-users, and the replacement of workstations across the organization in 2025.
- For the benefit of our residents and visitors of Meridian Township, the Township contracted with AbleEyes to provide virtual walk-through tours of the Township's public buildings. These virtual tours can be used by anyone, but they were specifically designed to help people with both physical and invisible disabilities such as autism, anxiety, or PTSD. These virtual tours will allow people to view Meridian Township's public buildings before they visit, leading to decreased anxiety and allowing people with disabilities to explore a building's layout prior to their visit. The following facilities have been mapped out by AbleEyes: Meridian Township Municipal Building, Meridian Township Service Center, Meridian Township Central Fire Station, and Harris Nature Center. These tours will be available on the Meridian Township website.

## Financial Information

**Internal Controls:** Management of the Township is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the government are protected from loss, theft, or misuse, and to ensure that adequate accounting data are compiled to allow for the preparation of financial statements in conformity with generally accepted accounting principles. The internal control structure is designed to provide reasonable, but not absolute, assurance that these objectives are met. The concept of reasonable assurance recognizes that: (1) the cost of a control should not exceed the benefits likely to be derived; and (2) the valuation of costs and benefits requires estimates and judgments by management.

**Budgetary Controls:** The Township maintains extensive budgetary controls. Formal budgets are adopted for all funds on a functional level. However, budgetary controls are exercised at a line item level for internal control purposes. The government maintains an encumbrance accounting system. Encumbered amounts lapse at year end. However; outstanding encumbrances, depending on their nature, may be re-appropriated as part of the following year's budget.

**Long-term Planning:** The Township prepares a one-year budget; however, longer range planning is also utilized to ensure that future needs and opportunities are addressed. These planning tools include the following:

Capital Improvements Plan (CIP) – A review of planned public improvements for the next five years, which is updated annually.

Technology Upgrade/Replacement Plan – A 10-year plan which is updated annually as part of the budget process.

Vehicle Replacement Plan – A 10-year plan for replacing township vehicles and heavy equipment that is reviewed annually as part of the budget process.

Tax Revenue Projections – A five-year estimate of future tax revenues based on economic reports, expected change in tax base, and anticipated tax rates that is updated annually.

Policy Governance Manual – Policy statements and priorities set forth by the Township Board, which is updated annually.

Parks and Recreation Master Plan – A five-year plan for maintaining the Township parks facilities and programs, which is updated annually.

Water & Sewer Rate Model – A 10-year projection of commodity, capital, and maintenance costs, which is updated annually.

Pension and Retiree Health Benefits Funding – The Township continues to monitor funding of both pension plans and the retiree health insurance plan and is continuing to budget contributions to these plans.

**2023 Financial Condition:** The financial condition and results of operations for 2023 are discussed in the Management's Discussion & Analysis section of the ACFR. The Township continues to maintain a strong financial position and provides services from current revenues.

**Relevant Financial Policies:** There have been no situations that have affected the application of the Township's standard financial policies.

**Tax abatements:** Tax abatements, strategically implemented by the Township, serve as an important instrument to foster economic growth and community development. This initiative not only spurs job creation and increases local investment, but also broadens the tax base over time. The anticipated long-term benefits include enhanced property tax values, greater economic activity, and improved health for the Township's businesses. This forward-thinking approach ensures sustained economic vitality for all Township residents.

### **Other Information**

**Independent Audit.** An annual audit, required by state statute, of accounts, financial records, and transactions has been completed by the independent certified public accounting firm of Yeo & Yeo. The firm was appointed by the Township through an open bid process in 2023. Bids are requested every five to seven years.

**Certificate of Achievement.** The Government Finance Officers Association of the United States and Canada (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to the Charter Township of Meridian for its Annual Comprehensive Financial Report for the fiscal year ended December 31, 2022.

**Acknowledgments.** The preparation of this report could not have been accomplished without the efficient and dedicated services of the Finance Department staff and the Treasurer's Department.

Respectfully submitted,

Timothy R. Schmitt  
Township Manager



Government Finance Officers Association

Certificate of  
Achievement  
for Excellence  
in Financial  
Reporting

Presented to

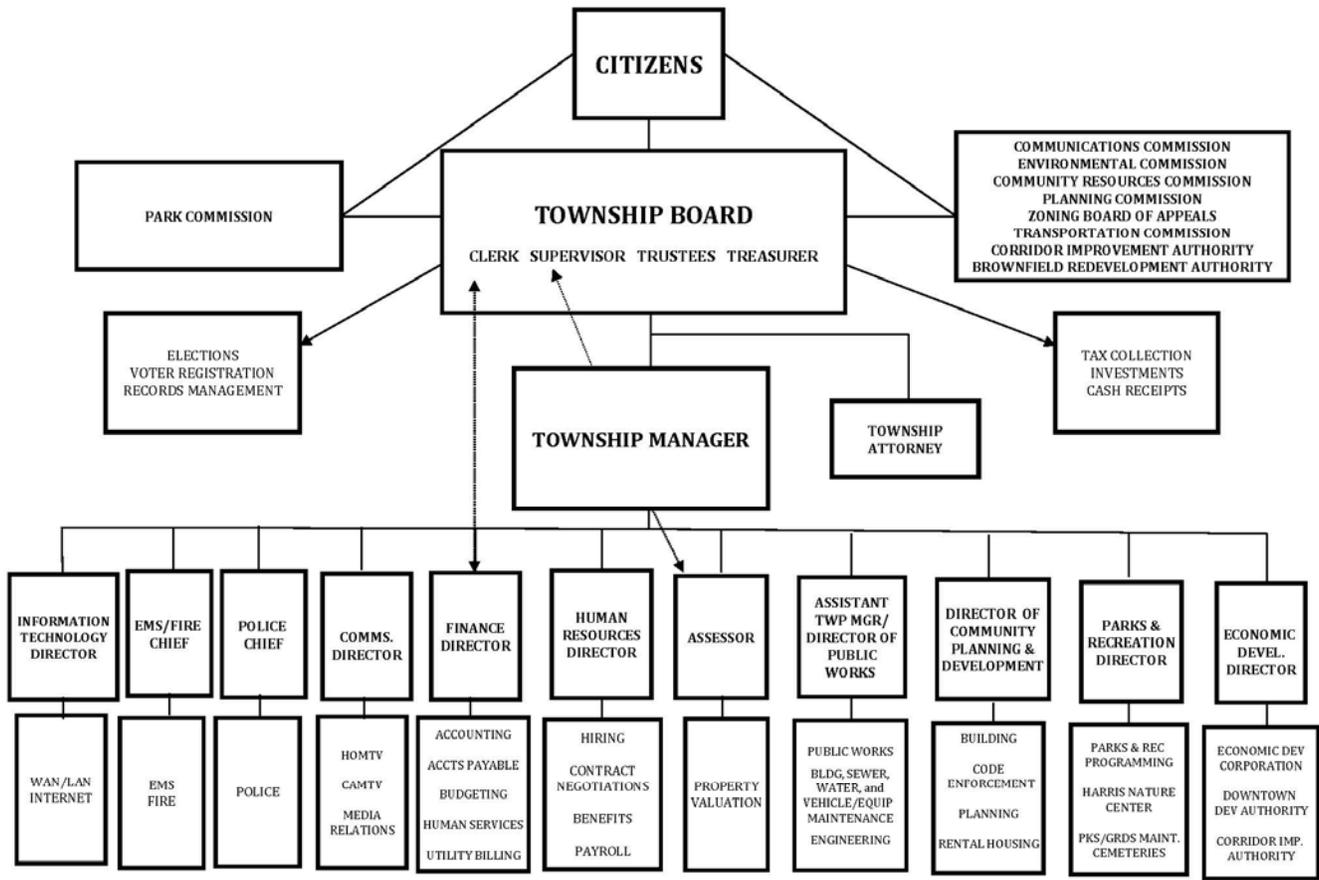
**Charter Township of Meridian  
Michigan**

For its Annual Comprehensive  
Financial Report  
For the Fiscal Year Ended

December 31, 2022

*Christopher P. Morill*

Executive Director/CEO



Dotted Lines – Denotes Relationship defined by State Statute

**Charter Township of Meridian**  
**List of Elected and Appointed Officials**  
**December 31, 2023**

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**Elected Officials**

Township Board

Supervisor	Patricia Herring Jackson
Clerk	Deborah Guthrie
Treasurer	Philip Deschaine
Trustee	Scott Hendrickson
Trustee	Kathy Ann Sundland
Trustee	Marna Wilson
Trustee	Courtney Wisinski

Park Commission

Chair	Ami Van Antwerp
Commissioner	Mary Nardo Farris
Commissioner	Amanda Lick
Commissioner	Mark Stephens
Commissioner	Michael McDonald

**Appointed Officials**

Manager	Frank Walsh
Human Resources Director	Abby Tithof
Finance Director	Dante Ianni
Parks & Recreation Director	LuAnn Maisner
Assessor	Ashley Winstead
Community Planning and Development Director	Tim Schmitt
Assistant Township Manager and Director of Public Works	Dan Opsommer
Fire Chief	Mike Hamel
Police Chief	Rick Grillo
Communications Manager	Samantha Diehl
Information Technology	Stephen Gebes
Economic Development Director	Amber Clark
Director of Project Management and Operations	Melissa Massie

## Independent Auditors' Report

Township Board  
Charter Township of Meridian  
Ingham County, Michigan

### Report on the Audit of the Financial Statements

#### Opinions

We have audited the accompanying financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of Charter Township of Meridian (the Township), as of and for the year ended December 31, 2023, and the related notes to the financial statements, which collectively comprise the Township's basic financial statements as listed in the table of contents.

In our opinion, based on our audit and the report of the other auditors, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the Township as of December 31, 2023, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

We did not audit the financial statements of the East Lansing – Meridian Water and Sewer Authority, a joint venture, which represents 8.07 percent of the assets of the business-type activities as of December 31, 2023, and the respective changes in financial position, and where applicable, cash flows thereof for the year then ended. Those statements were audited by other auditors whose report has been furnished to us, and our opinion, insofar as it relates to the amounts included for East Lansing – Meridian Water and Sewer Authority is based solely on the report of the other auditors.

#### Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Township, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

#### Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Township's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

## **Auditors' Responsibilities for the Audit of the Financial Statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Township's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Township's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

## **Required Supplementary Information**

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and other required supplementary information, as identified in the table of contents, be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We and other auditors have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

## Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Township's basic financial statements. The other supplementary information, as identified in the table of contents, is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America by us and other auditors. In our opinion, based on our audit and the report of the other auditors, the other supplementary information, as identified in the table of contents, is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

## Other Information

Management is responsible for the other information included in the annual report. The other information comprises the introductory and statistical sections but does not include the basic financial statements and our auditors' report thereon. Our opinions on the basic financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon.

In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

## Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated June 12, 2024, on our consideration of the Township's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Township's internal control over financial reporting or on compliance. That report does not include the results of the other auditors' testing of internal control over financial reporting or compliance and other matters that are reported on separately by those auditors. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Township's internal control over financial reporting and compliance.

Yeo & Yeo, P.C.

Lansing, Michigan  
June 12, 2024

**Charter Township of Meridian  
Management’s Discussion and Analysis  
December 31, 2023**

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The Township’s Annual Comprehensive Financial Report is presented in the format required by the Governmental Accounting Standards Board (GASB) Statement No. 34. The 2023 annual report consists of five parts: (1) management’s discussion and analysis, (2) the basic financial statements, (3) required supplementary information, (4) other supplementary information that presents combining statements for nonmajor governmental funds, and (5) a statistical section. The basic financial statements include two kinds of statements that present different views of the Township. The first two statements are government-wide financial statements that provide both long-term and short-term information about the Township’s overall financial status. The remaining statements are fund financial statements that focus on individual parts of the Township’s government, reporting the Township’s operations in more detail than the government-wide statements.

**Government-wide Statements**

The government-wide statements report information about the Township as a whole using accounting methods similar to those used by private sector companies. The statement of net position includes all of the government’s assets and deferred outflows of resources and liabilities and deferred inflows of resources. All of the current year’s revenues and expenses are accounted for in the statement of activities regardless of when cash is received or paid. The two government-wide statements report the Township’s net position and how it has changed. Net position, the difference between the Township’s assets and deferred outflows of resources and liabilities and deferred inflows of resources, is one way to measure the Township’s financial health or position.

The government-wide financial statements of the Township are divided into three categories:

- **Governmental Activities** – Most of the Township’s basic services are included here, such as police, fire, streets and highways, recreation, parks, and general administration. Property taxes, state-shared revenue, and charges for services provide most of the funding.
- **Business-type Activities** – The Township charges fees to customers to cover the costs of certain services it provides. The Township’s water and sewer system is treated as a business-type activity.
- **Component Units** – The Township includes four other entities in its report: the Downtown Development Authority, the Local Brownfield Revolving Fund, the Brownfield Redevelopment Authority, and the Economic Development Corporation. Although legally separate, these “component units” are important because the Township is financially accountable for them.

**Fund Financial Statements**

The fund financial statements provide more detailed information about the Township’s most significant funds – not the Township as a whole. Funds are accounting devices that the Township uses to keep track of specific sources of revenue and spending for particular purposes. Some funds are required by state law and bond covenants. The Township’s Board establishes other funds to control and manage money for particular purposes.

**Charter Township of Meridian  
Management's Discussion and Analysis  
December 31, 2023**

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**Fund Financial Statements (continued)**

The Township has three kinds of funds:

- **Governmental Funds** – Most of the Township's basic services are included in governmental funds, which focus on how cash and other financial assets that can be readily converted to cash flow in and out and the balances left at year end that are available for spending. The governmental fund statements provide a detailed short-term view that helps you determine whether there are more or fewer financial resources that can be spent in the near future to finance the Township's programs.
- **Proprietary Funds** – Services for which the Township charges customers a fee are generally reported in proprietary funds. Proprietary funds, like government-wide statements, provide both long and short-term financial information.
- **Fiduciary Funds** – The Township is responsible for ensuring that the assets reported in these funds are used for their intended purpose (taxes collected on behalf of other agencies and retirement payments). All of the Township's fiduciary activities are reported in a separate statement of fiduciary net position. We exclude these activities from the Township's government-wide financial statements because the Township cannot use these assets to finance its operations.

**Charter Township of Meridian  
Management's Discussion and Analysis  
December 31, 2023**

**Financial Overview**

In a condensed format, the table below shows a comparison of the net position as of the current date to the prior year:

	Governmental Activities		Business-type Activities		Total	
	2023	2022	2023	2022	2023	2022
<b>Assets</b>						
Current assets	\$ 75,196,715	\$ 76,078,119	\$ 14,672,576	\$ 16,430,464	\$ 89,869,291	\$ 92,508,583
Capital assets	70,734,759	71,999,944	72,714,148	70,133,594	143,448,907	142,133,538
Investment in joint venture	-	-	7,674,740	6,681,438	7,674,740	6,681,438
Total assets	145,931,474	148,078,063	95,061,464	93,245,496	240,992,938	241,323,559
<b>Deferred outflows of resources</b>						
Deferred OPEB	13,106,376	1,184,845	-	-	13,106,376	1,184,845
Deferred pension	810,112	9,685,652	439,864	306,081	1,249,976	9,991,733
Total deferred outflows of resources	13,916,488	10,870,497	439,864	306,081	14,356,352	11,176,578
<b>Liabilities</b>						
Current liabilities	3,033,089	4,666,349	535,555	948,953	3,568,644	5,615,302
Long-term liabilities	50,360,497	47,213,028	30,884,956	31,048,821	81,245,453	78,261,849
Total liabilities	53,393,586	51,879,377	31,420,511	31,997,774	84,814,097	83,877,151
<b>Deferred inflows of resources</b>						
Property taxes levied for a subsequent period	22,761,785	21,380,298	-	-	22,761,785	21,380,298
Deferred leases receivable	-	-	1,504,438	1,517,379	1,504,438	1,517,379
Deferred OPEB	738,119	890,908	-	-	738,119	890,908
Deferred pension	395,036	5,171,493	13,493	172,133	408,529	5,343,626
Special assessments levied for a subsequent period	499,670	489,008	-	-	499,670	489,008
Total deferred inflows of resources	24,394,610	27,931,707	1,517,931	1,689,512	25,912,541	29,621,219
<b>Net Position</b>						
Net investment in capital assets	56,938,398	59,496,854	42,912,061	39,833,359	99,850,459	99,330,213
Restricted	24,702,716	15,836,041	-	-	24,702,716	15,836,041
Unrestricted	418,652	3,804,581	19,650,825	20,030,932	20,069,477	23,835,513
Total net position	<u>\$ 82,059,766</u>	<u>\$ 79,137,476</u>	<u>\$ 62,562,886</u>	<u>\$ 59,864,291</u>	<u>\$ 144,622,652</u>	<u>\$ 139,001,767</u>

The Charter Township of Meridian had combined net position of \$144.6 million, which is an increase from last year of by \$5.6 million, or 4.26%. Business-type activities comprise \$62.6 million, which is an increase of \$2.7 million compared to last year. The primary reason for the increase is due to increased charges for services, as the Township increased billing rates approximately 5% compared to 2022, along with improved interest rates. Governmental activities make up \$82.0 million of the total net position, which is a \$2.92 million increase compared to last year. The primary reason for this increase is improved interest rates as market conditions improved.

There was an \$8.9 million increase in the restricted net position.

**Charter Township of Meridian  
Management's Discussion and Analysis  
December 31, 2023**

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**Financial Overview (continued)**

The current ratio (current assets divided by current liabilities) is at 25.18, an increase from 16.47 in 2022. The increase in this ratio is related to a decrease in current liabilities. The decrease is due to timing of payments at year end that are included in accounts payable and accrued liabilities. This ratio shows that the Township has adequate current assets to meet its current obligations.

Long-term liabilities of \$81.2 million represent 56.2% of net position; however, \$30.1 million of this is the net pension and OPEB liability. This is an increase of \$2.9 million from 2022. The increase is due to an increase of \$3.1 million in Governmental liabilities and a decrease of \$0.2 million in Business liabilities based on the pension and OPEB liability fluctuations.

**Governmental Activities**

Revenues for governmental activities totaled approximately \$39.9 million in 2023. A total of \$21.9 million was in the form of property tax collections, \$6.5 million was charges for services, \$2.7 million was operating grants and contributions, and \$1.0 was capital grants and contributions. Revenue from state sources was \$5.1 million and we recorded investment income of \$2.3 million. Other miscellaneous income totaled \$0.3 million.

Expenses for governmental activities totaled \$37.0 million. A little less than half (40.1 %) of this expense funded public safety in the Township.

**Business-type Activities**

Business-type activities in the Township include water and sewer services. Revenue for business-type activities totaled \$14.8 million; \$13.4 million was collected from customers and \$0.83 million is the value of assets contributed by developers. The Township purchases water from the East Lansing-Meridian Water Sewer Authority and the Board of Water and Light, and water is distributed by the Township through mains to customers. The Township contracts for sewage treatment from the City of East Lansing Wastewater Treatment Plant. Township residential customers are billed quarterly for water and sewer service based on water consumption. Commercial customers are billed monthly.

**Charter Township of Meridian  
Management's Discussion and Analysis  
December 31, 2023**

The following table shows the changes in net position:

	Governmental Activities		Business-type Activities		Total	
	2023	2022	2023	2022	2023	2022
<b>Revenue</b>						
Program revenue:						
Charges for services	\$6,460,806	\$6,107,293	\$13,421,557	\$13,020,765	\$19,882,363	\$19,128,058
Operating grants and contributions	2,747,247	3,305,718	-	-	2,747,247	3,305,718
Capital grants and contributions	1,034,349	3,090,591	826,331	755,345	1,860,680	3,845,936
General Revenue:						
Property taxes	21,932,209	21,046,529	-	-	21,932,209	21,046,529
State sources	5,067,428	5,657,643	-	-	5,067,428	5,657,643
Unrestricted investment income (loss)	2,290,171	(184,721)	557,271	(139,602)	2,847,442	(324,323)
Gain on Sale of capital assets	45,818	-	-	-	45,818	-
Other miscellaneous income	346,898	33,217	-	399,406	346,898	432,623
<b>Total revenue</b>	<b>39,924,926</b>	<b>39,056,270</b>	<b>14,805,159</b>	<b>14,035,914</b>	<b>54,730,085</b>	<b>53,092,184</b>
<b>Program Expenses</b>						
General government	6,032,287	6,178,614	-	-	6,032,287	6,178,614
Public safety	14,829,667	11,793,433	-	-	14,829,667	11,793,433
Public works	11,151,291	2,861,014	-	-	11,151,291	2,861,014
Health and welfare	262,078	348,573	-	-	262,078	348,573
Community and economic development	1,261,967	1,161,096	-	-	1,261,967	1,161,096
Recreation and culture	3,013,366	2,800,743	-	-	3,013,366	2,800,743
Interest on long-term debt	451,980	535,987	-	-	451,980	535,987
Water and sewer	-	-	12,106,564	11,921,549	12,106,564	11,921,549
<b>Total program expenses</b>	<b>37,002,636</b>	<b>25,679,460</b>	<b>12,106,564</b>	<b>11,921,549</b>	<b>49,109,200</b>	<b>37,601,009</b>
<b>Change in Net Position</b>	<b>2,922,290</b>	<b>13,376,810</b>	<b>2,698,595</b>	<b>2,114,365</b>	<b>5,620,885</b>	<b>15,491,175</b>
Net Position – beginning of year	79,137,476	65,760,666	59,864,291	57,749,926	139,001,767	123,510,592
<b>Net Position – end of year</b>	<b>\$82,059,766</b>	<b>\$79,137,476</b>	<b>\$62,562,886</b>	<b>\$59,864,291</b>	<b>\$144,622,652</b>	<b>\$139,001,767</b>

**Current Economic Events**

The Township continues to experience a relatively healthy economy in the community. This is seen in a relatively stable housing market, as well as some new construction growth. The Township saw an increase in taxable value through 2008. The 2009 taxable value and tax revenues were flat, but in 2010 through 2012 both taxable value and tax revenue experienced decreases. The 2013 taxable value decreased, however the increase of 0.05 mills kept the tax revenue flat for 2013. The 2014 taxable value decreased, however revenue increased due to the addition of 0.2 mills. In 2015, the taxable value increased for the first time since 2008. Looking forward to 2024, we see that the taxable value will continue to increase for the ninth year in a row, bringing us 25.4% above 2009. This, coupled with rising costs, continues to create challenges to maintain existing services levels.

Personnel costs represent approximately 73.4% of the governmental operating expenses of the Township. The increasing cost of healthcare and legacy costs continue to be a concern. Changes in programs and employee cost-sharing agreements in the past couple of years have helped to contain healthcare costs; however, they continue to rise along with payroll taxes, pension, and other personnel costs. Operating efficiencies, organizational restructuring, and improved technology have helped to contain expenditures to available revenue.

**Charter Township of Meridian  
Management's Discussion and Analysis  
December 31, 2023**

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**Financial Analysis of Township Funds and Budgets**

The General Fund ended 2023 with a fund balance of approximately \$14.5 million (compared with \$13.1 million in 2022). This represents approximately 6.5 months of annual expenditures, which is within the requirements of policy governance established by the Township's board. The total increase in fund balance is approximately \$1.4 million. The overall increase is a result of an increase of an increase of \$0.6 million of property taxes, and a reduction of expenses for General Government of \$5.2 million. The Township has continued to operate with a balanced budget. This has been accomplished with the dedicated efforts of all employees to work more efficiently, manage expenditures, and enhance revenue whenever possible.

The Park Millage Fund continues to maintain a healthy fund balance of \$1.5 million. The fund balance increased \$0.4 million from 2023 mainly attributable to investment gains.

The Local Roads fund has a fund balance of \$9.8 million. The fund balance decreased \$4.8 million from 2022 attributed to road construction projects.

**Budget Variances**

All funds of the Township operate with a board-approved budget. These budgets are monitored and amended as needed throughout the year. Such amendments are primarily related to projects carried over from the prior year and unanticipated projects or revenue. In addition, unexpected changes in projected revenues may result in changes to the expenditure budgets (e.g., reduction in state-shared revenue).

The actual vs. budget variances in the General Fund are the result of efforts to keep costs below budget. On the revenue side, the largest positive variances occurred in the State-shared revenue, charges for services, and investment income. On the expenditure side, no departments had significant variances (expenditures over budget).

The General fund had significant budget amendments during the year related to increases in Charges for services and investment income.

**Capital Assets Activity**

There were several projects in 2023, including renovations of the Municipal Building, and flooring improvements at the public safety building.

Additional information about capital assets is presented in Note 10 to the financial statements.

**Long-term Debt Activity**

The Township continued to pay off its debt and made principal payments on the outstanding governmental activities debt of approximately \$4,072,000 during 2023. Outstanding governmental activities debt at December 31, 2023 including compensated absences was approximately \$21.2 million.

For business-type activities, the Township recorded \$2.1 million of new debt for wastewater system improvements and paid down approximately \$2.6 million of existing debt. Ending business-type debt including compensated absences was approximately \$29.9 million.

More detailed information about long-term liabilities is presented in Note 9 to the financial statements.

**Charter Township of Meridian  
Management's Discussion and Analysis  
December 31, 2023**

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**Contact Us**

This report is intended to aid our residents and other interested parties in understanding the Township's financial condition. Should you have further questions, please contact the Finance Department at the Township's Municipal Building.

**Charter Township of Meridian**  
**Statement of Net Position**  
**December 31, 2023**

	Primary Government			Component Units
	Governmental Activities	Business-type Activities	Total	
<b>Assets</b>				
Cash and cash equivalents	\$ 39,604,506	\$ 8,633,244	\$ 48,237,750	\$ 337,612
Investments	18,049,201	1,714,820	19,764,021	-
Receivables				
Accounts	853,976	19,287	873,263	10,000
Taxes	12,519,988	-	12,519,988	360,560
Utility bills	-	1,814,383	1,814,383	-
Special assessments	3,004,071	-	3,004,071	-
Leases receivable	-	1,504,438	1,504,438	-
Due from other units of government	815,978	-	815,978	-
Inventories	-	690,912	690,912	-
Prepaid items	348,995	295,492	644,487	-
Investment in joint venture	-	7,674,740	7,674,740	-
Capital assets not being depreciated	38,032,769	363,060	38,395,829	-
Capital assets, net of accumulated depreciation	32,701,990	72,351,088	105,053,078	-
Total assets	<u>145,931,474</u>	<u>95,061,464</u>	<u>240,992,938</u>	<u>708,172</u>
<b>Deferred outflows of resources</b>				
Pension related	13,106,376	439,864	13,546,240	-
OPEB related	810,112	-	810,112	-
Total deferred outflows of resources	<u>13,916,488</u>	<u>439,864</u>	<u>14,356,352</u>	<u>-</u>

See Accompanying Notes to the Financial Statements

**Charter Township of Meridian**  
**Statement of Net Position**  
**December 31, 2023**

	Primary Government			Component Units
	Governmental Activities	Business-type Activities	Total	
<b>Liabilities</b>				
Accounts payable	\$ 1,074,553	\$ 128,959	\$ 1,203,512	\$ -
Due to other units of government	-	-	-	32,189
Payroll and other liabilities	330,415	245,643	576,058	-
Interest payable	280,150	160,953	441,103	-
Customer deposits	22,084	-	22,084	-
Unearned revenue	1,325,887	-	1,325,887	-
Noncurrent liabilities				
Debt due within one year	4,801,141	1,766,970	6,568,111	-
Debt due in more than one year	16,378,983	28,152,843	44,531,826	-
Net pension liability	28,510,817	965,143	29,475,960	-
Net OPEB liability	669,556	-	669,556	-
Total liabilities	<u>53,393,586</u>	<u>31,420,511</u>	<u>84,814,097</u>	<u>32,189</u>
<b>Deferred inflows of resources</b>				
Property taxes levied for a subsequent period	22,761,785	-	22,761,785	356,208
Special assessments levied for a subsequent period	499,670	-	499,670	-
Lease related	-	1,504,438	1,504,438	-
Pension related	395,036	13,493	408,529	-
OPEB related	738,119	-	738,119	-
Total deferred inflows of resources	<u>24,394,610</u>	<u>1,517,931</u>	<u>25,912,541</u>	<u>356,208</u>
<b>Net position</b>				
Net investment in capital assets	56,938,398	42,912,061	99,850,459	-
Restricted for				
Land preservation	7,480,028	-	7,480,028	-
Pedestrian/bike path millage	2,508,874	-	2,508,874	-
Fire	2,068	-	2,068	-
Police	58,207	-	58,207	-
Senior center millage	460,595	-	460,595	-
Cable TV	140,863	-	140,863	-
Community needs	87,398	-	87,398	-
Library	14,276	-	14,276	-
Grants	137,105	-	137,105	-
CATA millage	30,306	-	30,306	-
Opioid remediation	246,369	-	246,369	-
Local roads	3,377,744	-	3,377,744	-
Local roads - capital projects	6,429,321	-	6,429,321	-
Park millage	1,498,991	-	1,498,991	-
Fire station debt service	143,294	-	143,294	-
Road debt service	2,087,277	-	2,087,277	-
Unrestricted	<u>418,652</u>	<u>19,650,825</u>	<u>20,069,477</u>	<u>319,775</u>
Total net position	<u>\$ 82,059,766</u>	<u>\$ 62,562,886</u>	<u>\$ 144,622,652</u>	<u>\$ 319,775</u>

See Accompanying Notes to the Financial Statements

**Charter Township of Meridian**  
**Statement of Activities**  
**For the Year Ended December 31, 2023**

	Program Revenues				Net (Expense) Revenue and Changes in Net Position			Component Units
	Expenses	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Primary Government		Total	
					Governmental Activities	Business-type Activities		
<b>Functions/programs</b>								
<b>Primary government</b>								
<b>Governmental activities</b>								
General government	\$ 6,032,287	\$ 1,407,488	\$ 2,218,980	\$ -	\$ (2,405,819)	\$ -	\$ (2,405,819)	\$ -
Public safety	14,829,667	3,559,562	119,676	-	(11,150,429)	-	(11,150,429)	-
Public works	11,151,291	1,050,000	335,000	321,849	(9,444,442)	-	(9,444,442)	-
Health and welfare	262,078	-	49,924	-	(212,154)	-	(212,154)	-
Community and economic development	1,261,967	-	-	-	(1,261,967)	-	(1,261,967)	-
Recreation and culture	3,013,366	443,756	23,667	712,500	(1,833,443)	-	(1,833,443)	-
Interest	451,980	-	-	-	(451,980)	-	(451,980)	-
<b>Total governmental activities</b>	<b>37,002,636</b>	<b>6,460,806</b>	<b>2,747,247</b>	<b>1,034,349</b>	<b>(26,760,234)</b>	<b>-</b>	<b>(26,760,234)</b>	<b>-</b>
<b>Business-type activities</b>								
Sewer	6,124,687	6,864,972	-	307,598	-	1,047,883	1,047,883	-
Water	5,981,877	6,556,585	-	518,733	-	1,093,441	1,093,441	-
<b>Total business-type activities</b>	<b>12,106,564</b>	<b>13,421,557</b>	<b>-</b>	<b>826,331</b>	<b>-</b>	<b>2,141,324</b>	<b>2,141,324</b>	<b>-</b>
<b>Total primary government</b>	<b>\$ 49,109,200</b>	<b>\$ 19,882,363</b>	<b>\$ 2,747,247</b>	<b>\$ 1,860,680</b>	<b>(26,760,234)</b>	<b>2,141,324</b>	<b>(24,618,910)</b>	<b>-</b>
<b>Component units</b>								
Local Brownfield Revolving Fund	\$ -	\$ -	\$ -	\$ -	-	-	-	-
Brownfield Redevelopment Authority	527,732	-	-	-	-	-	-	(527,732)
Economic Development Corporation	11,804	10,000	5,256	-	-	-	-	3,452
Downtown Development Authority	27,936	-	25,000	-	-	-	-	(2,936)
<b>Total component units</b>	<b>\$ 567,472</b>	<b>\$ 10,000</b>	<b>\$ 30,256</b>	<b>\$ -</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(527,216)</b>
<b>General revenues</b>								
Property taxes	-	-	-	-	21,932,209	-	21,932,209	477,969
Unrestricted state-shared revenue	-	-	-	-	5,067,428	-	5,067,428	-
Unrestricted investment earnings	-	-	-	-	2,290,171	557,271	2,847,442	2,334
Gain on sale of capital assets	-	-	-	-	45,818	-	45,818	-
Miscellaneous	-	-	-	-	346,898	-	346,898	-
<b>Total general revenues</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>29,682,524</b>	<b>557,271</b>	<b>30,239,795</b>	<b>480,303</b>
<b>Change in net position</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,922,290</b>	<b>2,698,595</b>	<b>5,620,885</b>	<b>(46,913)</b>
<b>Net position - beginning of year</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>79,137,476</b>	<b>59,864,291</b>	<b>139,001,767</b>	<b>366,688</b>
<b>Net position - end of year</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>\$ 82,059,766</b>	<b>\$ 62,562,886</b>	<b>\$ 144,622,652</b>	<b>\$ 319,775</b>

See Accompanying Notes to the Financial Statements

**Charter Township of Meridian**  
**Governmental Funds**  
**Balance Sheet**  
**December 31, 2023**

	General	Special Revenue Funds		Debt	Nonmajor Governmental Funds	Total Governmental Funds
		Local Roads	Park Millage	Service Fund Road Debt		
<b>Assets</b>						
Cash and cash equivalents	\$ 6,752,869	\$ 9,823,097	\$ 2,144,062	\$ 4,067,918	\$ 15,471,815	\$ 38,259,761
Investments	15,400,682	-	-	-	2,648,519	18,049,201
Receivables						
Accounts	619,763	16,524	-	-	217,689	853,976
Taxes	8,381,008	-	775,424	2,291,429	1,072,127	12,519,988
Special assessments	198,899	-	-	-	2,805,172	3,004,071
Due from other units of government	809,946	-	-	-	6,032	815,978
Prepaid items	316,093	750	833	-	31,319	348,995
<b>Total assets</b>	<b>\$ 32,479,260</b>	<b>\$ 9,840,371</b>	<b>\$ 2,920,319</b>	<b>\$ 6,359,347</b>	<b>\$ 22,252,673</b>	<b>\$ 73,851,970</b>
<b>Liabilities</b>						
Accounts payable	\$ 896,636	\$ 33,306	\$ 9,442	\$ -	\$ 107,881	\$ 1,047,265
Payroll and other liabilities	316,467	-	8,519	-	3,700	328,686
Customer deposits	22,084	-	-	-	-	22,084
Unearned revenue	82,566	-	-	-	1,243,321	1,325,887
<b>Total liabilities</b>	<b>1,317,753</b>	<b>33,306</b>	<b>17,961</b>	<b>-</b>	<b>1,354,902</b>	<b>2,723,922</b>
<b>Deferred inflows of resources</b>						
Unavailable revenue - state shared revenue	809,349	-	-	-	-	809,349
Unavailable revenue - special assessments	-	-	-	-	2,732,233	2,732,233
Unavailable revenue - ambulance charges	18,361	-	-	-	-	18,361
Unavailable revenue - federal grant revenue	597	-	-	-	749	1,346
Unavailable revenue - state grant revenue	-	15,803	-	-	5,716	21,519
Unavailable revenue - other revenue	-	-	-	-	214,645	214,645
Unavailable revenue - licenses and permits	149,023	-	-	-	-	149,023
Unavailable revenue - charges for services	41,426	-	-	-	-	41,426
Property taxes levied for a subsequent period	15,271,518	-	1,403,367	4,143,278	1,943,622	22,761,785
Special assessments levied for a subsequent period	419,670	-	-	-	80,000	499,670
<b>Total deferred inflows of resources</b>	<b>16,709,944</b>	<b>15,803</b>	<b>1,403,367</b>	<b>4,143,278</b>	<b>4,976,965</b>	<b>27,249,357</b>
<b>Fund balances</b>						
Non-spendable						
Prepaid items	316,093	750	833	-	31,319	348,995
Restricted for						
Park millage	-	-	1,498,158	-	-	1,498,158
Pedestrian/bike path millage	-	-	-	-	2,506,357	2,506,357
Fire	-	-	-	-	2,068	2,068
Police	-	-	-	-	55,008	55,008
Senior center millage	-	-	-	-	460,595	460,595
Cable TV	-	-	-	-	140,863	140,863
Community needs	-	-	-	-	87,398	87,398
Library	-	-	-	-	14,276	14,276
Grants	-	-	-	-	136,356	136,356
Capital area transportation authority millage	-	-	-	-	30,306	30,306
Opioid remediation	-	-	-	-	31,724	31,724
Local roads	-	3,361,191	-	-	-	3,361,191
Local roads - capital projects	-	6,429,321	-	-	-	6,429,321
Land preservation	-	-	-	-	7,480,028	7,480,028
Fire station debt service	-	-	-	-	147,449	147,449
Road debt service	-	-	-	2,216,069	-	2,216,069
Committed - pension stabilization	2,099,040	-	-	-	-	2,099,040
Assigned						
American Rescue Plan Act	-	-	-	-	73,389	73,389
Township improvement	-	-	-	-	4,723,670	4,723,670
Unassigned	12,036,430	-	-	-	-	12,036,430
<b>Total fund balances</b>	<b>14,451,563</b>	<b>9,791,262</b>	<b>1,498,991</b>	<b>2,216,069</b>	<b>15,920,806</b>	<b>43,878,691</b>
<b>Total liabilities, deferred inflows of resources, and fund balances</b>	<b>\$ 32,479,260</b>	<b>\$ 9,840,371</b>	<b>\$ 2,920,319</b>	<b>\$ 6,359,347</b>	<b>\$ 22,252,673</b>	<b>\$ 73,851,970</b>

See Accompanying Notes to the Financial Statements

**Charter Township of Meridian**  
**Governmental Funds**  
**Reconciliation of Fund Balances of Governmental Funds**  
**to Net Position of Governmental Activities**  
**December 31, 2023**

<b>Total fund balances for governmental funds</b>	<b>\$ 43,878,691</b>
Total net position for governmental activities in the statement of net position is different because:	
Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds.	
Capital assets not being depreciated	38,032,769
Capital assets, net of accumulated depreciation	29,689,050
Certain receivables are not available to pay for current period expenditures and, therefore are deferred in the funds.	
	3,987,902
Deferred outflows (inflows) of resources.	
Deferred outflows of resources resulting from net pension liability	13,043,775
Deferred outflows of resources resulting from net OPEB liability	810,112
Deferred inflows of resources resulting from net pension liability	(393,117)
Deferred inflows of resources resulting from net OPEB liability	(738,119)
Long-term liabilities that are not due and payable in the current period, and therefore, are not reported in the funds.	
Accrued interest	(280,150)
Compensated absences	(944,071)
Bonds, notes, premiums and discounts	(20,225,682)
Net pension liability	(28,373,460)
Net OPEB liability	(669,556)
Internal service funds are included as part of governmental activities.	4,241,622
<b>Net position of governmental activities</b>	<b>\$ 82,059,766</b>

**Charter Township of Meridian**  
**Governmental Funds**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**For the Year Ended December 31, 2023**

	Special Revenue Funds			Debt Service Fund	Nonmajor Governmental Funds	Total Governmental Funds
	General	Local Roads	Park Millage	Road Debt		
<b>Revenues</b>						
Taxes	\$ 14,944,251	\$ 1,010	\$ 1,308,209	\$ 3,883,652	\$ 1,813,858	\$ 21,950,980
Licenses and permits	1,741,709	-	-	-	-	1,741,709
Federal grants	62,265	-	-	-	1,507,641	1,569,906
State grants	5,170,684	-	7,091	20,885	20,857	5,219,517
Local contributions	-	335,000	-	-	-	335,000
Charges for services	4,102,507	-	-	-	321,850	4,424,357
Fines and forfeitures	234,004	-	-	-	-	234,004
Investment income (loss)	865,372	329,761	84,246	85,260	886,065	2,250,704
Other revenue	630,909	2,375	247,968	-	862,743	1,743,995
<b>Total revenues</b>	<u>27,751,701</u>	<u>668,146</u>	<u>1,647,514</u>	<u>3,989,797</u>	<u>5,413,014</u>	<u>39,470,172</u>
<b>Expenditures</b>						
Current						
General government	6,740,293	-	-	-	-	6,740,293
Public safety	14,641,439	-	-	-	17,954	14,659,393
Public works	-	5,730,986	-	-	1,612,092	7,343,078
Health and welfare	62,086	-	-	-	180,678	242,764
Community and economic development	1,251,307	-	-	-	-	1,251,307
Recreation and culture	1,271,034	-	1,221,366	-	553,596	3,045,996
Capital outlay	-	-	-	-	2,361,382	2,361,382
Debt service						
Principal retirement	667,772	-	-	3,165,000	240,000	4,072,772
Interest and fiscal charges	207,114	-	-	727,917	19,233	954,264
<b>Total expenditures</b>	<u>24,841,045</u>	<u>5,730,986</u>	<u>1,221,366</u>	<u>3,892,917</u>	<u>4,984,935</u>	<u>40,671,249</u>
Excess (deficiency) of revenues over expenditures	<u>2,910,656</u>	<u>(5,062,840)</u>	<u>426,148</u>	<u>96,880</u>	<u>428,079</u>	<u>(1,201,077)</u>
<b>Other financing sources (uses)</b>						
Transfers in	300,000	280,000	-	-	3,500,000	4,080,000
Transfers out	(4,030,000)	-	-	-	(300,000)	(4,330,000)
Sale of capital assets	1,000	-	-	-	-	1,000
<b>Total other financing sources (uses)</b>	<u>(3,729,000)</u>	<u>280,000</u>	<u>-</u>	<u>-</u>	<u>3,200,000</u>	<u>(249,000)</u>
Net change in fund balances	(818,344)	(4,782,840)	426,148	96,880	3,628,079	(1,450,077)
Fund balances - beginning of year	<u>15,269,907</u>	<u>14,574,102</u>	<u>1,072,843</u>	<u>2,119,189</u>	<u>12,292,727</u>	<u>45,328,768</u>
Fund balances - end of year	<u>\$ 14,451,563</u>	<u>\$ 9,791,262</u>	<u>\$ 1,498,991</u>	<u>\$ 2,216,069</u>	<u>\$ 15,920,806</u>	<u>\$ 43,878,691</u>

See Accompanying Notes to the Financial Statements

**Charter Township of Meridian**  
**Governmental Funds**  
**Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balances**  
**of Governmental Funds to the Statement of Activities**  
**For the Year Ended December 31, 2023**

<b>Net change in fund balances - total governmental funds</b>	<b>\$ (1,450,077)</b>
Governmental funds report capital outlays as expenditures. However, in the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation and amortization expense.	
Depreciation and amortization expense	(3,616,452)
Capital outlay	2,599,686
Revenues in the statement of activities that do not provide current financial resources are not reported as revenue in the funds.	
	369,469
Expenses are recorded when incurred in the statement of activities.	
Accrued interest	137,341
Compensated absences	(145,414)
The statement of net position reports the net pension liability and deferred outflows of resources and deferred inflows related to the net pension liability and pension expense. However, the amount recorded on the governmental funds equals actual pension contributions.	
Net change in the net pension liability	(8,216,344)
Net change in the deferred outflow of resources related to the net pension liability	3,403,466
Net change in the deferred inflow of resources related to the net pension liability	4,752,877
The statement of net position reports the net OPEB liability and deferred outflows of resources and deferred inflows related to the net OPEB liability and pension expense. However, the amount recorded on the governmental funds equals actual OPEB contributions.	
Net change in the net OPEB liability	818,200
Net change in the deferred outflow of resources related to the net OPEB liability	(374,733)
Net change in the deferred inflow of resources related to the net OPEB liability	152,789
Long-term liabilities and related transactions applicable to governmental activities are not due and payable in the current period and, accordingly, are not reported as fund liabilities.	
Repayments of long-term debt	4,072,772
Amortization of premiums, discounts and similar items	364,943
Internal service funds are also included as governmental activities	53,767
<b>Change in net position of governmental activities</b>	<b>\$ 2,922,290</b>

**Charter Township of Meridian**  
**Proprietary Funds**  
**Statement of Net Position**  
**December 31, 2023**

	Enterprise Funds			Internal Service Fund
	Sewer	Water	Total	Motor Pool
<b>Assets</b>				
<b>Current assets</b>				
Cash and cash equivalents	\$ 6,325,537	\$ 2,307,707	\$ 8,633,244	\$ 1,344,745
Investments	-	1,714,820	1,714,820	-
Receivables				
Accounts	6,649	12,638	19,287	-
Utility bills	981,790	832,593	1,814,383	-
Leases receivable, current	-	14,095	14,095	-
Inventories	-	690,912	690,912	-
Prepaid items	279,153	16,339	295,492	-
<b>Total current assets</b>	<u>7,593,129</u>	<u>5,589,104</u>	<u>13,182,233</u>	<u>1,344,745</u>
<b>Noncurrent assets</b>				
Investment in joint venture	-	7,674,740	7,674,740	-
Leases receivable, long-term	-	1,490,343	1,490,343	-
Capital assets not being depreciated	181,530	181,530	363,060	-
Capital assets, net of accumulated depreciation	<u>52,939,841</u>	<u>19,411,247</u>	<u>72,351,088</u>	<u>3,012,940</u>
<b>Total noncurrent assets</b>	<u>53,121,371</u>	<u>28,757,860</u>	<u>81,879,231</u>	<u>3,012,940</u>
<b>Total assets</b>	<u>60,714,500</u>	<u>34,346,964</u>	<u>95,061,464</u>	<u>4,357,685</u>
<b>Deferred outflows of resources</b>				
Pension related	<u>129,993</u>	<u>309,871</u>	<u>439,864</u>	<u>62,601</u>
<b>Liabilities</b>				
<b>Current liabilities</b>				
Accounts payable	106,194	22,765	128,959	27,288
Payroll and other liabilities	134,178	111,465	245,643	1,729
Interest payable	160,953	-	160,953	-
Compensated absences	9,589	11,684	21,273	1,867
Current portion of long-term liabilities	<u>1,745,697</u>	<u>-</u>	<u>1,745,697</u>	<u>-</u>
<b>Total current liabilities</b>	<u>2,156,611</u>	<u>145,914</u>	<u>2,302,525</u>	<u>30,884</u>
<b>Noncurrent liabilities</b>				
Compensated absences	43,229	53,224	96,453	8,504
Long-term liabilities	28,056,390	-	28,056,390	-
Net pension liability	<u>285,218</u>	<u>679,925</u>	<u>965,143</u>	<u>137,357</u>
<b>Total noncurrent liabilities</b>	<u>28,384,837</u>	<u>733,149</u>	<u>29,117,986</u>	<u>145,861</u>
<b>Total liabilities</b>	<u>30,541,448</u>	<u>879,063</u>	<u>31,420,511</u>	<u>176,745</u>
<b>Deferred inflows of resources</b>				
Lease related	-	1,504,438	1,504,438	-
Pension related	<u>3,992</u>	<u>9,501</u>	<u>13,493</u>	<u>1,919</u>
<b>Total deferred inflows of resources</b>	<u>3,992</u>	<u>1,513,939</u>	<u>1,517,931</u>	<u>1,919</u>
<b>Net position</b>				
Net investment in capital assets	23,319,284	19,592,777	42,912,061	3,012,940
Unrestricted	<u>6,979,769</u>	<u>12,671,056</u>	<u>19,650,825</u>	<u>1,228,682</u>
<b>Total net position</b>	<u>\$ 30,299,053</u>	<u>\$ 32,263,833</u>	<u>\$ 62,562,886</u>	<u>\$ 4,241,622</u>

See Accompanying Notes to the Financial Statements

**Charter Township of Meridian**  
**Proprietary Funds**  
**Statement of Revenues, Expenses and Changes in Fund Net Position**  
**For the Year Ended December 31, 2023**

	Enterprise Funds			Internal Service Fund
	Sewer	Water	Total	Motor Pool
<b>Operating revenue</b>				
Customer fees	\$ 6,863,644	\$ 6,488,053	\$ 13,351,697	\$ 1,151,330
Rental income	-	31,797	31,797	-
Other revenue	1,328	36,735	38,063	10,430
<b>Total operating revenue</b>	<u>6,864,972</u>	<u>6,556,585</u>	<u>13,421,557</u>	<u>1,161,760</u>
<b>Operating expenses</b>				
Personnel services	892,392	1,365,582	2,257,974	177,595
Supplies	25,680	119,150	144,830	-
Contractual services	2,080,599	4,026,403	6,107,002	58,818
Utilities	89,700	13,402	103,102	-
Repairs and maintenance	187,080	86,244	273,324	507,515
Other expenses	600,000	540,403	1,140,403	-
Depreciation	1,436,138	823,994	2,260,132	698,350
<b>Total operating expenses</b>	<u>5,311,589</u>	<u>6,975,178</u>	<u>12,286,767</u>	<u>1,442,278</u>
<b>Operating income (loss)</b>	<u>1,553,383</u>	<u>(418,593)</u>	<u>1,134,790</u>	<u>(280,518)</u>
<b>Nonoperating revenue (expenses)</b>				
Investment income	347,095	210,176	557,271	39,467
Change in value of joint venture	-	993,301	993,301	-
Gain on sale of capital assets	-	-	-	44,818
Interest expense	(813,098)	-	(813,098)	-
<b>Total nonoperating revenues (expenses)</b>	<u>(466,003)</u>	<u>1,203,477</u>	<u>737,474</u>	<u>84,285</u>
<b>Income (loss) before contributions and transfers</b>	<u>1,087,380</u>	<u>784,884</u>	<u>1,872,264</u>	<u>(196,233)</u>
Capital contributions	307,598	518,733	826,331	-
Transfers in	-	-	-	250,000
<b>Change in net position</b>	<u>1,394,978</u>	<u>1,303,617</u>	<u>2,698,595</u>	<u>53,767</u>
<b>Net position - beginning of year</b>	<u>28,904,075</u>	<u>30,960,216</u>	<u>59,864,291</u>	<u>4,187,855</u>
<b>Net position - end of year</b>	<u>\$ 30,299,053</u>	<u>\$ 32,263,833</u>	<u>\$ 62,562,886</u>	<u>\$ 4,241,622</u>

See Accompanying Notes to the Financial Statements

**Charter Township of Meridian**  
**Proprietary Funds**  
**Statement of Cash Flows**  
**For the Year Ended December 31, 2023**

	Enterprise Funds			Internal Service Funds
	Sewer	Water	Total	
<b>Cash flows from operating activities</b>				
Receipts from customers	\$ 7,129,589	\$ 6,753,131	\$ 13,882,720	\$ 1,161,760
Receipts from other funds	1,543	881	2,424	-
Payments to other funds	-	-	-	(429,799)
Payments to suppliers	(3,382,873)	(5,034,287)	(8,417,160)	(235,104)
Payments to employees	(881,635)	(1,352,127)	(2,233,762)	-
Net cash provided (used) by operating activities	<u>2,866,624</u>	<u>367,598</u>	<u>3,234,222</u>	<u>496,857</u>
<b>Cash flows from noncapital financing activities</b>				
Transfer from other funds	-	-	-	250,000
<b>Cash flows from capital and related financing activities</b>				
Capital contributions	307,598	518,733	826,331	-
Purchases/construction of capital assets	(1,320,375)	(1,444,536)	(2,764,911)	(449,931)
Principal and interest paid on long-term debt	(3,601,441)	-	(3,601,441)	-
Proceeds from sale of capital assets	-	-	-	44,818
Net cash provided (used) by capital and related financing activities	<u>(4,614,218)</u>	<u>(925,803)</u>	<u>(5,540,021)</u>	<u>(405,113)</u>
<b>Cash flows from investing activities</b>				
Proceeds from sales and maturities of investments	-	993,301	993,301	-
Purchases of investments	-	(1,061,302)	(1,061,302)	-
Interest received	347,095	210,176	557,271	39,467
Net cash provided (used) by investing activities	<u>347,095</u>	<u>142,175</u>	<u>489,270</u>	<u>39,467</u>
Net change in cash and cash equivalents	(1,400,499)	(416,030)	(1,816,529)	381,211
Cash and cash equivalents - beginning of year	7,726,036	2,723,737	10,449,773	963,534
Cash and cash equivalents - end of year	<u>\$ 6,325,537</u>	<u>\$ 2,307,707</u>	<u>\$ 8,633,244</u>	<u>\$ 1,344,745</u>
<b>Reconciliation of operating income (loss) to net cash provided (used) by operating activities</b>				
Operating income (loss)	\$ 1,553,383	\$ (418,593)	\$ 1,134,790	\$ (280,518)
Adjustments to reconcile operating income to net cash from operating activities				
Depreciation and amortization expense	1,436,138	823,994	2,260,132	698,350
Changes in assets and liabilities				
Receivables (net)	264,617	209,487	474,104	-
Due from other funds	1,543	881	2,424	-
Inventories	-	(227,637)	(227,637)	-
Prepaid items	(252,773)	13,241	(239,532)	74,428
Pension related deferred outflows of resources	(31,150)	(102,633)	(133,783)	(17,258)
Accounts payable	80,361	(56,981)	23,380	2,678
Accrued and other liabilities	(218,336)	(4,022)	(222,358)	1,131
Compensated absences	10,757	13,455	24,212	1,309
Net pension liability	73,683	236,388	310,071	40,317
Lease related deferred inflows of resources	-	(12,941)	(12,941)	-
Pension related deferred inflows of resources	(51,599)	(107,041)	(158,640)	(23,580)
Net cash provided (used) by operating activities	<u>\$ 2,866,624</u>	<u>\$ 367,598</u>	<u>\$ 3,234,222</u>	<u>\$ 496,857</u>

See Accompanying Notes to the Financial Statements

**Charter Township of Meridian**  
**Fiduciary Funds**  
**Statement of Fiduciary Net Position**  
**December 31, 2023**

	<u>Pension and Other Employee Benefit Trust Funds</u>	<u>Custodial Fund Tax Collection Fund</u>
<b>Assets</b>		
Cash and cash equivalents	\$ 121,376	\$ 7,770,528
Investments		
Exchange traded funds	1,050,790	-
Mutual funds	10,486,973	-
Receivables		
Accrued interest and other	<u>4,894</u>	<u>-</u>
 Total assets	 <u>11,664,033</u>	 <u>7,770,528</u>
<b>Liabilities</b>		
Accounts payable	-	34,132
Due to other units of government	<u>-</u>	<u>7,736,396</u>
 Total liabilities	 <u>-</u>	 <u>7,770,528</u>
<b>Net position</b>		
Restricted for:		
Pensions	4,261,753	-
Postemployment benefits other than pension	<u>7,402,280</u>	<u>-</u>
 Total net position	 <u>\$ 11,664,033</u>	 <u>\$ -</u>

**Charter Township of Meridian**  
**Fiduciary Funds**  
**Statement of Changes in Fiduciary Net Position**  
**For the Year Ended December 31, 2023**

	Pension and Other Employee Benefit Trust Funds	Custodial Fund Tax Collection Fund
<b>Additions</b>		
Contributions		
Employer	\$ 178,336	\$ -
Investment earnings		
Interest, dividends and other	103,858	-
Net increase in fair value of investments	1,283,334	-
Investment expenses	(23,157)	-
Net investment gain (loss)	1,364,035	-
Property tax collections for other governments	-	100,328,658
Total additions	1,542,371	100,328,658
<b>Deductions</b>		
Benefits paid to participants or beneficiaries	564,355	-
Other deductions	61,646	-
Payments of property tax to other governments	-	100,328,658
Total deductions	626,001	100,328,658
Change in net position	916,370	-
Net position - beginning of year	10,747,663	-
Net position - end of year	\$ 11,664,033	\$ -

See Accompanying Notes to the Financial Statements

**Charter Township of Meridian**  
**Component Units**  
**Statement of Net Position**  
**December 31, 2023**

	Local Brownfield Revolving Fund	Brownfield Redevelopment Authority	Economic Development Corporation	Downtown Development Authority	Total
<b>Assets</b>					
Current assets					
Cash and cash equivalents	\$ 34,029	\$ 95,015	\$ 48,937	\$ 159,631	\$ 337,612
Receivables					
Accounts	-	-	10,000	-	10,000
Taxes	-	320,281	-	40,279	360,560
<b>Total assets</b>	<b>34,029</b>	<b>415,296</b>	<b>58,937</b>	<b>199,910</b>	<b>708,172</b>
<b>Liabilities</b>					
Current liabilities					
Due to other units of government	-	32,189	-	-	32,189
<b>Deferred inflows of resources</b>					
Unavailable revenue - taxes	-	316,346	-	39,862	356,208
<b>Net position</b>					
Unrestricted	\$ 34,029	\$ 66,761	\$ 58,937	\$ 160,048	\$ 319,775

**Charter Township of Meridian**  
**Component Units**  
**Statement of Activities**  
**For the Year Ended December 31, 2023**

	Local Brownfield Revolving Fund	Brownfield Redevelopment Authority	Economic Development Corporation	Downtown Development Authority	Total
<b>Expenses</b>					
Community and economic development	\$ -	\$ 527,732	\$ 11,804	\$ 27,936	\$ 567,472
<b>Program revenues</b>					
Charges for services	-	-	10,000	-	10,000
Operating grants and contributions	-	-	5,256	25,000	30,256
Total program revenues	-	-	15,256	25,000	40,256
Net program expense (revenue)	-	527,732	(3,452)	2,936	527,216
<b>General revenues</b>					
Property taxes	-	420,216	-	57,753	477,969
Unrestricted investment earnings	-	-	206	2,128	2,334
<b>Transfers</b>	34,029	(34,029)	-	-	-
Total general revenues and transfers	34,029	386,187	206	59,881	480,303
Change in net position	34,029	(141,545)	3,658	56,945	(46,913)
Net position - beginning of year	-	208,306	55,279	103,103	366,688
Net position - end of year	\$ 34,029	\$ 66,761	\$ 58,937	\$ 160,048	\$ 319,775

**Charter Township of Meridian**  
**Notes to the Financial Statements**  
**December 31, 2023**

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**Note 1 - Summary of Significant Accounting Policies**

**Reporting Entity**

The accounting policies of the Charter Township of Meridian, Ingham County, Michigan (Township) conform to accounting principles generally accepted in the United States of America (GAAP) as applicable to governmental units. The following is a summary of the significant accounting policies used by the Charter Township of Meridian, Ingham County, Michigan.

The Charter Township of Meridian, Ingham County, Michigan is governed by an elected seven-member board. The accompanying financial statements present the Township and its component units, entities for which the Township is considered to be financially accountable. The discretely presented component units are reported in a separate column in the government-wide financial statements to emphasize that they are legally separate from the Township (see discussion below for description).

**Discretely Presented Component Units** – The following component units are reported within the component unit column in the combined financial statements. They are reported in a separate column in the government-wide financial statements to emphasize that they are legally separate from the Township.

*Local Brownfield Revolving Fund* – The Local Brownfield Revolving Fund (LBRF) was established pursuant to Public Act 381 of 1996, as amended. The primary purpose of the LBRF is to assist in financing environmental assessment, remediation, and other eligible activities as authorized by PA 381, as amended. The LBRF is managed by the BRA's governing body.

*Brownfield Redevelopment Authority* – The Brownfield Redevelopment Authority (BRA) was created to finance environmental cleanup within the boundaries of the Township. The BRA's governing body includes the Township Manager, a member of each of the Planning Commission, Economic Development Corporation, and Environmental Commission, and 3 other members approved by the Township board, who has the ability to impose its will. It is reported within the component unit column in the government-wide financial statements to emphasize that it is legally separate from the Township. The BRA does not issue separate financial statements.

*Economic Development Corporation* – The Economic Development Corporation (EDC) was created to provide means and methods for the encouragement and assistance of industrial and commercial enterprises in relocating, purchasing, constructing, improving, or expanding within the Township, so as to provide needed services and facilities of such enterprises to the residents of the Township. The Township board approves the individuals appointed to the EDC's governing body by the Township supervisor and can impose its will. The EDC does not issue separate financial statements.

*Downtown Development Authority* – The Downtown Development Authority (DDA) of Okemos was created to halt property value deterioration and increase property tax valuation where possible in its business district, to eliminate the causes of such deterioration, and to promote economic growth in and surrounding the DDA. The DDA's governing body includes the Township supervisor and members who are appointed by the Township supervisor and approved by the Township board. In addition, the DDA's budget is subject to approval by the Township board. The DDA does not issue separate financial statements.

**Fiduciary Component Units** – The Pension and Other Postemployment Benefits Trust Funds were established to account for the assets set aside to fund the Township's pension and OPEB plans. The primary purpose of the Trusts are to provide the necessary funding for pension payments and retiree healthcare coverage provided to eligible Township employees during retirement. The Pension Trust is overseen by a five-member board consisting of the Township Treasurer, an employee representative and three residents appointed by the Township Supervisor. The OPEB Trust is overseen by a committee consisting of the Township Manager, Finance Director and Township Treasurer. The assets of the Trusts are for the exclusive benefit of the participants and their beneficiaries, and the assets shall not be diverted to any other activity prior to the satisfaction of all liabilities.

**Charter Township of Meridian**  
**Notes to the Financial Statements**  
**December 31, 2023**

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The assets are protected from any of the Township's creditors. The respective oversight groups have the ability to exercise responsibility, specifically in the area of designation of management.

**Government-wide and Fund Financial Statements**

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the nonfiduciary activities of the primary government and its component units. *Governmental activities*, which normally are supported by taxes and intergovernmental revenues, are reported separately from *business-type activities*, which rely to a significant extent on fees and charges for support. Likewise, the *primary government* is reported separately from certain legally separate *component units* for which the primary government is financially accountable.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segments are offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function or segment. *Program revenues* include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as *general revenues*.

Separate financial statements are provided for governmental funds, proprietary funds, and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements.

**Measurement Focus, Basis of Accounting, and Financial Statement Presentation**

The government-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*, as are the proprietary fund and fiduciary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be *available* when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the Township considers revenues to be available if they are collected within 45 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

Property taxes, sales taxes, franchise taxes, licenses, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. Only the portion of special assessments receivable due within the current fiscal period is considered to be susceptible to accrual as revenue of the current period. All other revenue items are considered to be measurable and available only when cash is received by the Township.

The Township reports the following major governmental funds:

The General Fund is the Township's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

The Local Roads Fund is used to account for tax revenue that supports local road maintenance.

**Charter Township of Meridian**  
**Notes to the Financial Statements**  
**December 31, 2023**

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The Park Millage Fund is used to account for tax revenue that supports local park maintenance and improvements.

The Road Debt Service Fund is used to account for tax revenue and debt service related to the 2019 and 2022 bond issuances for road improvements.

The Township reports the following major proprietary funds:

The Water Fund is used to account for the provision of water services to the residents of the Township. Activities of the fund include administration, operating, maintenance, and billing and collection activities.

The Sewer Fund is used to account for the provision of sewer services to the residents of the Township. Activities of the fund include administration, operating, maintenance, and billing and collection activities.

Additionally, the Township reports the following:

The Nonmajor Special Revenue Funds account for the proceeds of specific revenue sources requiring separate accounting because of legal or regulatory provisions or administrative requirements.

The Motor Pool Fund accounts for the financing of goods or services provided by one department or agency to other departments or agencies of the Township, or to other governments, primarily on a cost-reimbursement basis.

Fiduciary funds include amounts held in a fiduciary capacity for others. These amounts will not be used to operate our Township's programs. Activities that are reported as fiduciary include:

The Pension Trust Fund accounts for the assets of the Township employees' pension plan. The Employer Funded Retiree Health Insurance Fund accounts for the assets and expenses of the Township retirees' other postemployment benefits (OPEB).

The Custodial Fund includes the Tax Collection Fund which accounts for property tax and other deposits collected on behalf of other units and individuals.

Amounts reported as *program revenues* include 1) charges to customers or applicants for goods, services, or privileges provided, 2) operating grants and contributions, and 3) capital grants and contributions, including special assessments. Internally dedicated resources are reported as *general revenues* rather than as program revenues. Likewise, general revenues include all taxes.

Proprietary funds distinguish *operating* revenues and expenses from *nonoperating* items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the sewer and water funds and the internal service fund are charges to customers for sales and services. The Township also recognizes as operating revenue the portion of tap fees intended to recover the cost of connecting new customers to the system. Operating expenses for the sewer and water funds and the internal service fund include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

**Assets, Liabilities, and Net Position or Fund Balance**

Deposits and investments – Cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with a maturity of three months or less when acquired. Investments are stated at fair value based on quoted market price. Certificate of deposits are stated at cost which approximates fair value. Pooled investment income is generally allocated to each fund using a weighted average balance for the principal.

**Charter Township of Meridian**  
**Notes to the Financial Statements**  
**December 31, 2023**

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Receivables and payables – In general, outstanding balances between funds are reported as “due to/from other funds.” Activity between funds that is representative of a lending/borrowing arrangement outstanding at the end of the fiscal year is referred to as “advances to/from other funds.” Any residual balances outstanding between the governmental activities and the business-type activities are reported in the government-wide financial statements as “internal balances.” All trade and property tax receivables are shown net of an allowance for uncollectible amounts of \$12,240.

Property tax revenue – Property taxes are assessed as of December 31. The related property taxes are billed and become a lien on December 1 of the following year and are due on February 14 with the final collection date of February 28 before they are added to the county tax rolls.

Property taxes billed during the month of December will be used to finance the following year’s operations. As such, these taxes are recorded as deferred inflows in each respective fund as of December 31. The 2022 taxable valuation of the Township totaled approximately \$2.00 billion, on which ad valorem taxes consisted of the following mills, and resulted in the following revenue, exclusive of any Michigan Tax Tribunal or Board of Review adjustments.

Purpose	Mills Levied	Ad Valorem Taxes Levied Raised (in millions)
Township operating	4.1444	\$ 8.31
Streets debt	1.9429	3.90
Police protection	0.5996	1.20
Fire protection	0.6318	1.26
Police and fire protection	1.4723	2.95
Community services	0.1478	0.30
Bike path	0.3297	0.66
CATA Redi Ride	0.1971	0.40
Park & recreation	0.6575	1.32
Land preservation	0.0996	0.20
Fire station debt	0.2000	0.40

Inventories and prepaid items – Inventories are valued at cost, on a first-in, first-out basis. Inventories of governmental funds are recorded as expenditures when purchased rather than when consumed. Certain payments to vendors reflect costs applicable to future fiscal years. For such payments in governmental funds the Township follows the consumption method, and they therefore are capitalized as prepaid items in both government-wide and fund financial statements.

Capital assets – Capital assets, which include property, plant, equipment, intangible assets, and infrastructure assets (e.g. bike paths and similar items) are reported in the applicable governmental or business-type activities column in the government-wide financial statements. Capital assets are defined by the Township as assets with an initial individual cost of more than \$5,000 and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost, if purchased or constructed. Donated capital assets are recorded at acquisition value at the date of donation, unless received in a service concession arrangement which would require acquisition value to be used rather than fair value.

**Charter Township of Meridian**  
**Notes to the Financial Statements**  
**December 31, 2023**

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Property, plant and equipment are depreciated using the straight-line method over the following useful lives:

Infrastructure	5 to 20 years
Buildings, additions and improvements	10 to 40 years
Furniture and equipment	5 to 10 years
Machinery and equipment	5 to 10 years
Vehicles	5 to 10 years
Drainage flow rights	50 years
Water and sewer infrastructure	15 to 50 years
Other tools and equipment	5 to 20 years

Deferred outflows of resources – A deferred outflow of resources represents a consumption of net assets by the Township that applies to future periods. The Township may report deferred outflows of resources as a result of the following:

- Pension and OPEB earnings which are the result of a difference between what the plan expected to earn from plan investments and what is actually earned. This amount will be amortized over the next four years and included in pension and OPEB expense.
- Changes in assumptions and experience differences relating to the net pension and net OPEB liability are deferred and amortized over the expected remaining service lives of the employees and retirees in the plan.
- Pension and OPEB contributions made after the measurement date. This amount will reduce the net pension liability and net OPEB liability in the following year.

Compensated absences – It is the Township’s policy to permit employees to accumulate earned but unused vacation and sick pay benefits. There is no liability for unpaid accumulated sick leave since the Township does not have a policy to pay any amounts when employees separate from service with the Township. All vacation pay is accrued when incurred in the government-wide, proprietary, and fiduciary fund financial statements. A liability for these amounts is reported in governmental funds only if they have matured, for example, as a result of employee resignations and retirements.

Long-term obligations – In the government-wide financial statements, and proprietary fund types in the fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund type statement of net position. Bond premiums and discounts are deferred and amortized over the life of the bonds using the effective interest method. Bonds payable are reported net of the applicable bond premium or discount.

In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

Pensions – The Township offers a defined benefit pension plan to its employees. The Township receives an actuarial valuation to compute the annual required contribution (ARC) necessary to fund the obligation over the remaining amortization period. In the governmental funds, pension costs are recognized as contributions are made. For the government-wide statements and proprietary funds, the Township records a net pension liability for the difference between the total pension liability calculated by the actuary and the pension plan’s fiduciary net position. For the purpose of measuring the net pension liability, deferred outflows of resources, deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of

**Charter Township of Meridian**  
**Notes to the Financial Statements**  
**December 31, 2023**

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the Township's pension plan and additions to/deductions from the pension plan's fiduciary net position have been determined on the same basis as they are reported by the pension plan. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value. The General Fund, Sewer Fund, Water Fund and Motor Pool Fund are primarily responsible for liquidating the pension liability.

Other Postemployment Benefits (OPEB) – For purposes of measuring the net OPEB liability, deferred outflows of resources and deferred inflows of resources related to OPEB, and OPEB expense, information about the fiduciary net position of the OPEB Plan and additions to/deductions from the Plan's fiduciary net position have been determined on the same basis as they are reported by the Plan. For this purpose, the Plan recognizes benefit payments when due and payable in accordance with the benefit terms. Investments are reported at fair value, except for money market investments and participating interest earning investment contracts that have a maturity at the time of purchase of one year or less, which are reported at cost.

Deferred inflows of resources – A deferred inflow of resources represents an acquisition of net assets by the Township that applies to future periods. The Township may report deferred inflows of resources as a result of the following:

- Unavailable revenue in connection with receivables for revenues that are not considered available to liquidate liabilities of the current period.
- Lease revenue related to leases receivable which is being amortized to recognize lease revenue in a systematic and rational manner over the term of the lease.
- Property taxes and special assessments levied during the year that were intended to finance future periods.
- Pension and OPEB earnings which are the result of a difference between what the plan expected to earn from plan investments and what is actually earned. This amount will be amortized over the next four years and included in pension and OPEB expense.
- Changes in assumptions and experience differences relating to the net OPEB liability are deferred and amortized over the expected remaining service lives of the employees and retirees in the plan.

Fund Balances – In the fund financial statements, governmental funds report fund balances in the following categories:

Non-spendable – assets that are not available in a spendable form.

Restricted – amounts that are legally imposed or otherwise required by external parties to be used for a specific purpose.

Committed – amounts constrained on use imposed by the government's highest level of decision-making, its Township Board. A fund balance commitment may be established, modified, or rescinded by a resolution of the Township Board.

Assigned – amounts intended to spend resources on specific purposes expressed by the governing body or the Township Manager, who is authorized by resolution approved by the governing body to make assignments. Residual amounts in governmental funds other than the general fund are automatically assigned by their nature.

Unassigned – all other resources; this is the residual classification for amounts in the General Fund and represents fund balance that has not been assigned to other funds and has not been restricted, committed, or assigned to specific purposes in the General Fund. In other governmental funds, only negative unassigned amounts are reported, if any, and represent expenditures incurred for specific purposes exceeding the amounts previously restricted, committed, or assigned to those purposes.

**Charter Township of Meridian**  
**Notes to the Financial Statements**  
**December 31, 2023**

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When an expenditure is incurred for purposes for which both restricted and unrestricted fund balance is available, the Township's policy is to consider restricted funds spent first.

When an expenditure is incurred for purposes for which committed, assigned, or unassigned amounts could be used, the Township's policy is to consider the funds to be spent in the following order: (1) committed, (2) assigned, (3) unassigned.

**Use of Estimates**

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets, deferred outflows, liabilities, deferred inflows and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the period. Actual results could differ from those estimates.

**Adoption of New Accounting Standards**

Statement No. 96, *Subscription-Based Information Technology Arrangements*, is based on the standards established in Statement No. 87 *Leases*. This statement (1) defines a SBITA as a contract that conveys control of the right to use a SBITA vendor's IT software, alone or in combination with tangible capital assets, as specified in the contract for a period of time in an exchange or exchange-like transaction (2) requires governments with SBITAs to recognize a right-to-use subscription asset, an intangible asset, and a corresponding subscription liability, and (3) provides guidance related to outlays other than subscription payments, including implementation costs, and requirements for note disclosures related to a SBITA.

**Upcoming Accounting and Reporting Changes**

Statement No. 100, *Accounting Changes and Error Corrections*, improves the clarity of the accounting and financial reporting requirements for accounting changes and error corrections, which will result in greater consistency in application in practice. More understandable, reliable, relevant, consistent and comparable information will be provided to financial statement users for making decisions or assessing accountability. Additionally, the display and note disclosure requirements will result in more consistent, decision useful, understandable and comprehensive information for users about accounting changes and error corrections. This statement is effective for the year ending December 31, 2024.

Statement No. 101, *Compensated Absences*, updates the recognition and measurement guidance for compensated absences. That objective is achieved by aligning the recognition and measurement guidance under a unified model and by amending certain previously required disclosures. This statement is effective for the year ending December 31, 2024.

Statement No. 102, *Certain Risk Disclosures*, requires organizations to provide users of the financial statements with essential information about risks related to the organization's vulnerabilities due to certain concentrations or constraints. This statement is effective for the year ending December 31, 2025.

Statement No. 103, *Financial Reporting Model Improvements*, improves key components of the financial reporting model to enhance its effectiveness in providing information that is essential for decision making and assessing an organization's accountability while also addressing certain application issues. This statement includes changes to management's discussion and analysis, unusual or infrequent items, presentation of the proprietary fund statements of revenues, expenses, and changes in fund net position, major component unit information, and budgetary comparison information. This statement is effective for the year ending December 31, 2026.

The Township is evaluating the impact that the above GASB statements will have on its financial reporting.

**Charter Township of Meridian**  
**Notes to the Financial Statements**  
**December 31, 2023**

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**Note 2 - Stewardship, Compliance, and Accountability**

**State Code Construction Act**

The Township oversees building construction, in accordance with the State's Construction Code Act, including inspection of building construction and renovation to ensure compliance with the building codes. The Township charges fees for these services. The law requires that collection of these fees be used only for construction code costs, including an allocation of estimated overhead costs. A summary of the current year activity and the cumulative surplus or shortfall generated since January 1, 2000 is as follows:

Current year permit revenue		\$ 994,292
Related expenses:		
Direct costs	\$ 670,340	
Estimated indirect costs	<u>128,749</u>	<u>799,089</u>
Current year surplus		195,203
Cumulative shortfall - beginning of year		<u>(6,084,822)</u>
Cumulative shortfall - end of year		<u><u>\$ (5,889,619)</u></u>

**Note 3 - Deposits and Investments**

At year end the Township's deposits and investments were reported in the financial statements in the following categories:

	Cash and Cash	Investments	Total
	<u>Equivalents</u>	<u>Investments</u>	<u>Total</u>
Governmental activities	\$ 39,604,506	\$ 18,049,201	\$ 57,653,707
Business-type activities	<u>8,633,244</u>	<u>1,714,820</u>	<u>10,348,064</u>
Total	48,237,750	19,764,021	68,001,771
Fiduciary funds	7,891,904	11,537,763	19,429,667
Component unit	<u>337,612</u>	<u>-</u>	<u>337,612</u>
Total	<u><u>\$ 56,467,266</u></u>	<u><u>\$ 31,301,784</u></u>	<u><u>\$ 87,769,050</u></u>

**Charter Township of Meridian**  
**Notes to the Financial Statements**  
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The breakdown between deposits and investments is as follows:

	Primary Government	Fiduciary Funds	Component Unit	Total
Bank deposits (checking and savings accounts, money markets and certificates of deposit)	\$ 23,570,337	\$ 7,770,529	\$ 337,612	\$ 31,678,478
Investments in securities, mutual funds and similar vehicles	44,431,034	11,659,138	-	56,090,172
Petty cash and cash on hand	400	-	-	400
	\$ 68,001,771	\$ 19,429,667	\$ 337,612	\$ 87,769,050

Michigan Compiled Laws Section 129.91 (Public Act 20 of 1943, as amended) authorizes local governmental units to make deposits and invest in the accounts of federally insured banks, credit unions, and savings and loan associations that have offices in Michigan. A local unit is allowed to invest in bonds, securities, and other direct obligations of the United States or any agency or instrumentality of the United States; repurchase agreements; banker's acceptances of United States banks; commercial paper rated within the two highest classifications, which matures not more than 270 days after the date of purchase; obligations of the State of Michigan or its political subdivisions, which are rated as investment grade; and mutual funds composed of investment vehicles that are legal for direct investment by local units of government in Michigan. To the extent that cash from various funds has been pooled in an investment, related investment income is allocated to each fund based on relative participation in the pool, except that the custodial fund's investment earnings are allocated to the General Fund.

The Township has designated several banks for the deposit of its funds. The investment policy adopted by the Township board in accordance with Public Act 196 of 1997 has authorized investments as allowed under state statutory authority as listed above.

The Township's investments include the Cooperative Liquid Assets Securities System – Michigan (CLASS), which is a Michigan public sector joint investment program that is subject to oversight by the program's board of trustees. The Township's investment in this pool is recorded at cost, which approximates fair value.

The Township's cash and investments are subject to several types of risk, which are examined in more detail as follows:

*Interest rate risk* – Interest rate risk is the risk that the value of investments will decrease as a result of a rise in interest rates. The Township's investment policy does restrict certain investment maturities, other than commercial paper which can only be purchased with a maximum 270-day maturity.

At year end, the average maturities of investments are as follows:

Investment Type	Fair Value	Less than One Year	1 to 5 Years	6 to 10 years	More than 10 years
U.S. agency securities	\$ 17,080,040	\$ -	\$ 14,083,718	\$ 2,131,762	\$ 864,560
Money market mutual funds	121,375	121,375	-	-	-
Government investment pool	24,667,013	24,667,013	-	-	-
	\$ 41,868,428				

**Charter Township of Meridian**  
**Notes to the Financial Statements**  
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*Credit risk* – State law limits investments in commercial paper to the top two ratings issued by nationally recognized statistical rating organizations. The Township has no investment policy that would further limit its investment choices. As of year end, the credit quality ratings of debt securities (other than U.S. government) are as follows:

Investment	Carrying Value	Rating	Rating Organization
U.S. agency securities	\$ 17,080,040	Aaa	Moody's
Money market mutual funds	121,375	AAAm	S&P
Government investment pool	24,667,013	AAAm	S&P
	\$ 41,868,428		

*Concentration of credit risk* –

Government-wide

It is the policy of the Township to invest its funds in a manner which will ensure the preservation of principal and provide the highest investment return with the maximum security while meeting the daily cash flow needs of the Township and complying with all state statutes governing the investment of public funds.

More than 5% of the Township's government-wide investments are in:

Federal National Mortgage Association (FNMA)	\$ 4,641,630
Treasury Securities	12,438,410

Pension and Similar Trust Funds

Pension and similar trust funds are authorized by Michigan Public Act 314 of 1965, as amended, to invest in certain reverse repurchase agreements, stocks, diversified investment companies, annuity investment contracts, real estate leased to public entities, mortgages, debt or equity of certain small businesses, certain state and local government obligations, and certain other specified investment vehicles.

More than 5% of the Township's pension and similar trust funds' investments are in:

**Pension Investments**

Federated Hermes International Equity Fund	\$ 402,508
Fidelity 500 Index Fund	1,335,470

**OPEB Investments**

Mission Square II Model Portfolio Conservative Fund	7,402,280
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*Custodial credit risk - deposits* – Custodial credit risk is the risk that in the event of a bank failure, the Township's deposits may not be returned to it. The Township does not have a deposit policy for custodial credit risk. At year-end, the Township's bank balance was \$63,286,240 and \$61,827,672 of that amount was exposed to custodial credit risk because it was uninsured and uncollateralized. All bank deposits of the component units were insured and collateralized by federal depository insurance at year end. The Township believes that due to the dollar amounts of cash deposits and the limits of FDIC insurance, it is impractical to insure all deposits. As a result, the Township evaluates each financial institution with which it deposits funds and assesses the level of risk of each institution; only those institutions with an acceptable estimated risk level are used as depositories.

**Charter Township of Meridian**  
**Notes to the Financial Statements**  
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**Note 4 - Fair Value Measurements**

The Township categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; and Level 3 inputs are significant unobservable inputs. Investments that are measured at fair value using the net asset value per share (or its equivalent) as a practical expedient are not classified in the fair value hierarchy.

In instances whereby inputs used to measure fair value fall into different levels in the above fair value hierarchy, fair value measurements in their entirety are categorized based on the lowest level input that is significant to the valuation. The Township's assessment of the significance of particular inputs to these fair value measurements requires judgment and considers factors specific to each asset or liability.

Debt securities are valued by the Township's investment custodian using independent pricing services based on the type of asset. The pricing services may use valuation models or matrix pricing, which consider: (a) benchmark yields, (b) reported trades, (c) broker/dealer quotes, (d) benchmark securities, (e) bids or offers, and (f) reference data. The Township's level 2 investments as noted in the table below are valued using significant other observable inputs of the underlying securities.

The Township has the following recurring fair value measurements as of year end:

Investment	Balance at December 31, 2023	Fair Value Measurement Using		
		Quoted Prices in Active Markets for Identical Assets (Level1)	Significant Other Observable Inputs (Level 2)	Significant Unobservable Inputs (Level 3)
<b>Primary Government</b>				
U.S. agency securities				
Residential mortgage backed securities	\$ 4,641,630	\$ -	\$ 4,641,630	\$ -
Treasury securities	12,438,410	-	12,438,410	-
Certificates of deposit	<u>2,683,981</u>	<u>2,683,981</u>	<u>-</u>	<u>-</u>
	<u>19,764,021</u>	<u>2,683,981</u>	<u>17,080,040</u>	<u>-</u>
<b>Fiduciary Funds</b>				
Exchange traded funds	1,050,790	1,050,790	-	-
Money market funds	121,375	121,375	-	-
Mutual funds	<u>3,084,693</u>	<u>3,084,693</u>	<u>-</u>	<u>-</u>
	<u>4,256,858</u>	<u>4,256,858</u>	<u>-</u>	<u>-</u>
	24,020,879	<u>\$ 6,940,839</u>	<u>\$ 17,080,040</u>	<u>\$ -</u>
<b>Investments carried at net asset value</b>				
Michigan CLASS government investment pool	24,667,013			
MissionSquare II Model Portfolio Conservative Fund	<u>7,402,280</u>			
Total investments	<u>\$ 56,090,172</u>			

**Charter Township of Meridian**  
**Notes to the Financial Statements**  
**December 31, 2023**

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**Investments in Entities that Calculate Net Asset Value per Share**

The Township holds shares or interests in investment companies whereby the fair value of the investments is measured on a recurring basis using net asset value per share (or its equivalent) of the investment companies as a practical expedient.

The net asset value of the Township's investment in Michigan CLASS was \$24,667,013. The investment pool had no unfunded commitments, specific redemption frequency or redemption notice period required. The Michigan CLASS investment pool invests in U.S. treasury obligations, federal agency obligations of the U.S. government, high-grade commercial paper (rated 'A-1' or better) collateralized bank deposits, repurchase agreements (collateralized at 102% by Treasuries and agencies), and approved money-market funds. The program seeks to provide safety, liquidity, convenience, and competitive rates of return, and is designed to meet the needs of Michigan public sector investors. It purchases securities that are legally permissible under state statutes and are available for investment by Michigan counties, cities, townships, school districts, authorities and other public agencies. It has a rating of AAA from Standard and Poor's with a weighted average maturity of 48 days.

The net asset value of the Township's investment in the MissionSquare II Model Portfolio Conservative Fund (Fund) was \$7,402,280. There are no unfunded commitments, specific redemption frequencies or redemption notice periods required. The Fund invests in a combination of MissionSquare Funds Class M and third-party ETFs to seek to obtain exposure to approximately 62% fixed income investments, 34% equity investments, and 4% multi-strategy investments. These asset allocations are referred to as "neutral targets" because they do not reflect decisions that may be made by MissionSquare Investments (MSQI), the investment advisor to the Fund, to overweight or underweight a particular asset class based on market or operational factors. The neutral targets also do not reflect performance differences between the Fund's asset class allocations that will cause temporary deviations from the neutral targets. The actual asset class allocation of the Fund may vary by as much as +/-10 percentage points for the fixed income and equity investments as a result of MSQI's allocation decisions, performance differences between asset classes of the Fund, or some combination thereof, although the multi-strategy investments will generally not exceed 7 percentage points of the Fund's total assets.

**Note 5 - Receivables**

Receivables not expected to be collected within one year are as follows:

	Due After One Year	Fund
<b>Primary government</b>		
Special assessments	\$ 80,000	Nonmajor governmental funds

**Charter Township of Meridian**  
**Notes to the Financial Statements**  
**December 31, 2023**

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**Note 6 - Capital Assets**

Capital assets activity of the primary government for the current year is as follows:

	Beginning Balance	Increases	Decreases	Ending Balance
<b>Governmental activities</b>				
Capital assets not being depreciated				
Land	\$ 36,791,712	\$ 377,550	\$ -	\$ 37,169,262
Construction-in-progress	710,955	863,507	710,955	863,507
Total capital assets not being depreciated	37,502,667	1,241,057	710,955	38,032,769
Capital assets being depreciated				
Infrastructure	18,068,226	-	222,927	17,845,299
Buildings, additions and improvements	19,217,389	1,377,679	-	20,595,068
Furniture and equipment	1,780,883	691,905	-	2,472,788
Machinery and equipment	332,636	114,396	16,801	430,231
Vehicles	7,680,951	335,535	202,218	7,814,268
Drainage flow rights	13,407,923	-	-	13,407,923
Total capital assets being depreciated	60,488,008	2,519,515	441,946	62,565,577
Less accumulated depreciation for				
Infrastructure	10,274,543	2,367,026	222,927	12,418,642
Buildings, additions and improvements	8,179,105	804,173	-	8,983,278
Furniture and equipment	1,118,979	176,486	-	1,295,465
Machinery and equipment	295,957	17,481	16,801	296,637
Vehicles	4,456,271	680,869	202,218	4,934,922
Drainage flow rights	1,665,876	268,767	-	1,934,643
Total accumulated depreciation	25,990,731	4,314,802	441,946	29,863,587
Net capital assets being depreciated	34,497,277	(1,795,287)	-	32,701,990
Governmental activities net capital assets	\$ 71,999,944	\$ (554,230)	\$ 710,955	\$ 70,734,759

**Charter Township of Meridian**  
**Notes to the Financial Statements**  
**December 31, 2023**

	Beginning Balance	Increases	Decreases	Ending Balance
<b>Business-type activities</b>				
Capital assets not being depreciated				
Land	\$ 363,060	\$ -	\$ -	\$ 363,060
Construction-in-progress	273,000	-	273,000	-
Total capital assets not being depreciated	<u>636,060</u>	<u>-</u>	<u>273,000</u>	<u>363,060</u>
Capital assets being depreciated				
Buildings, additions and improvements	3,356,737	-	-	3,356,737
Other tools and equipment	4,137,088	695,260	67,959	4,764,389
Water and sewer infrastructure	107,891,993	4,418,426	-	112,310,419
Total capital assets being depreciated	<u>115,385,818</u>	<u>5,113,686</u>	<u>67,959</u>	<u>120,431,545</u>
Less accumulated depreciation for				
Buildings, additions and improvements	3,284,466	6,944	-	3,291,410
Other tools and equipment	3,043,737	144,794	67,959	3,120,572
Water and sewer infrastructure	39,560,081	2,108,394	-	41,668,475
Total accumulated depreciation	<u>45,888,284</u>	<u>2,260,132</u>	<u>67,959</u>	<u>48,080,457</u>
Net capital assets being depreciated	<u>69,497,534</u>	<u>2,853,554</u>	<u>-</u>	<u>72,351,088</u>
Business-type capital assets, net	<u>\$ 70,133,594</u>	<u>\$ 2,853,554</u>	<u>\$ 273,000</u>	<u>\$ 72,714,148</u>

Depreciation expense was charged to programs of the primary government as follows:

**Governmental activities**

General government	\$ 475,614
Public safety	305,496
Public works	2,636,517
Health and welfare	15,852
Recreation and culture	182,973
Capital assets held by the government's internal service funds are charged to the various functions based on their usage of the assets	<u>698,350</u>
Total governmental activities	<u>4,314,802</u>

**Business-type activities**

Sewer Fund	1,436,138
Water Fund	<u>823,994</u>
Total business-type activities	<u>2,260,132</u>
Total primary government	<u>\$ 6,574,934</u>

**Construction Commitments**

The Township entered into contracts for construction of trail improvements, signage, and flooring totaling \$1,330,040. As of December 31, 2023, \$466,532 remained outstanding on the contract.

**Charter Township of Meridian**  
**Notes to the Financial Statements**  
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**Note 7 - Interfund Transfers**

The details for interfund transfers are as follows:

Transfers In	Transfers Out		Total
	General Fund	Nonmajor Governmental Funds	
General Fund (1)	\$ -	\$ 300,000	\$ 300,000
Local Roads Fund (2)	280,000	-	280,000
Internal Service Fund (3)	250,000	-	250,000
Nonmajor Governmental Funds (4)	3,500,000	-	3,500,000
	\$ 4,030,000	\$ 300,000	\$ 4,330,000

- (1) To support cost of increased public safety wages
- (2) To support local roads
- (3) To support purchase of public safety vehicles
- (4) To establish capital project fund

**Note 8 - Leases**

**Lease Receivable**

The Township has an agreement leasing clock tower space. The lease commenced in December 2001 and will automatically renew in 5-year terms through December 2057, unless the lessee notifies the Township in writing of the lessee's intention not to extend the agreement prior to the commencement of any succeeding term. The Township intends to exercise all renewal periods available in the agreement. The Township recognized \$12,942 in lease revenue and \$19,649 in related interest income for the year ended December 31, 2023. Monthly payments increase 3% annually. Future minimum lease payments at an imputed interest rate of 1.3% are as follows:

Year Ending December 31,	Principal	Interest
2024	\$ 14,095	\$ 19,474
2025	15,292	19,284
2026	16,535	19,078
2027	17,826	18,855
2028	19,167	18,617
2029-2033	117,770	88,838
2034-2038	159,630	79,886
2039-2043	209,708	67,957
2044-2048	269,416	52,473
2049-2053	340,400	32,758
2054-2057	324,599	8,665
Total	\$ 1,504,438	\$ 425,885

**Charter Township of Meridian**  
**Notes to the Financial Statements**  
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**Note 9 - Long-Term Debt**

The Township issues bonds to provide for the acquisition and construction of major capital facilities. General obligation bonds are direct obligations and pledge the full faith and credit of the Township. Compensated absences are typically satisfied by the general fund, internal service fund, water fund and sewer fund.

Long-term obligation activity is summarized as follows:

	Amount of Issue	Maturity Date	Interest Rate Ranges	Principal Maturity Ranges	Beginning Balance	Additions	Reductions	Ending Balance	Due Within One Year
<b>Governmental activities</b>									
Bonds and notes payable									
General obligation bonds									
Fire Station Construction Bond	\$ 3,500,000	2028	2.25% - 2.60%	\$200,000 - \$250,000	\$ 935,000	\$ -	\$ 240,000	\$ 695,000	\$ 245,000
Road Construction Bond	11,100,000	2023	5.00%	\$0	1,525,000	-	1,525,000	-	-
Road Construction Bond	12,000,000	2026	5.00%	\$3,320,000 - \$3,625,000	12,000,000	-	1,640,000	10,360,000	3,415,000
Special assessment obligations									
Towar Gardens	1,873,200	2026	4.98%	\$187,320	749,280	-	187,320	561,960	187,320
Towar Snell	251,250	2026	5.40%	\$25,125	100,500	-	25,125	75,375	25,125
Briarwood	211,500	2026	5.33%	\$10,575	42,300	-	10,575	31,725	10,575
Kinawa	190,000	2032	4.19%	\$10,000	100,000	-	10,000	90,000	10,000
Ember Oaks	35,800	2033	5.25%	\$1,790	19,690	-	1,790	17,900	1,790
Smith Consolidated	111,953	2036	3.22%	\$5,598	78,366	-	5,598	72,768	5,598
Nemoka	3,120,000	2040	2.49%	\$156,000	2,808,000	-	156,000	2,652,000	156,000
Daniels	5,238,614	2041	2.00% - 2.125%	\$260,000 - \$265,000	4,980,000	-	260,000	4,720,000	260,000
Remy Chandler	56,820	2026	1.68%	\$11,364	45,456	-	11,364	34,092	11,364
Total bonds and notes payable					23,383,592	-	4,072,772	19,310,820	4,327,772
Less deferred amounts									
For issuance premiums									
Total					1,279,805	-	364,943	914,862	301,569
Total					24,663,397	-	4,437,715	20,225,682	4,629,341
Compensated absences									
Internal service fund obligations					798,657	876,000	730,586	944,071	169,933
Compensated absences					9,062	7,928	6,619	10,371	1,867
Total governmental activities					\$ 25,471,116	\$ 883,928	\$ 5,174,920	\$ 21,180,124	\$ 4,801,141
<b>Business-type activities</b>									
Bonds and notes payable									
General obligation bonds									
2013 SRF Wastewater Optimization Bonds	\$ 681,738	2033	2.00%	\$34,216 - \$41,410	\$ 408,010	\$ -	\$ 32,994	\$ 375,016	\$ 34,216
2015 SRF Wastewater Optimization Bonds	4,999,500	2036	2.50%	\$196,647 - \$304,970	3,522,978	-	116,650	3,406,328	233,310
2017 SRF Wastewater Optimization Bonds	5,632,185	2038	2.50%	\$405,029 - \$584,410	8,142,095	-	798,699	7,343,396	405,029
2019 SRF Wastewater Optimization Bonds	4,837,994	2040	2.00%	\$395,962 - \$806,796	12,708,249	13,459	1,160,460	11,561,248	598,190
2021 SRF Wastewater Optimization Bonds	2,440,234	2042	1.88%	\$193,454 - \$594,941	5,518,903	2,062,316	465,120	7,116,099	474,952
Total general obligation bonds					30,300,235	2,075,775	2,573,923	29,802,087	1,745,697
Compensated absences									
Water Fund					51,453	25,303	11,848	64,908	11,684
Sewer Fund					42,061	65,655	54,898	52,818	9,589
Total business-type activities					\$ 30,393,749	\$ 2,166,733	\$ 2,640,669	\$ 29,919,813	\$ 1,766,970

**Charter Township of Meridian**  
**Notes to the Financial Statements**  
**December 31, 2023**

Annual debt service requirements to maturity for the above obligations are as follows:

Year Ending December 31,	Governmental Activities		Business-type Activities	
	Bonds		Bonds	
	Principal	Interest	Principal	Interest
2024	\$ 4,327,772	\$ 724,199	\$ 1,745,697	\$ 1,414,813
2025	4,542,772	530,309	1,784,127	1,336,222
2026	4,187,772	325,390	1,823,033	1,255,846
2027	433,388	136,477	1,861,461	1,173,990
2028	433,388	126,674	1,902,002	1,090,448
2029-2033	2,156,940	486,319	10,163,204	4,134,742
2034-2038	2,121,788	247,569	9,319,805	1,632,491
2039-2042	1,107,000	36,882	1,202,758	113,776
	<u>\$ 19,310,820</u>	<u>\$ 2,613,819</u>	<u>\$ 29,802,087</u>	<u>\$ 12,152,328</u>

**Other Debt**

From time to time, the Economic Development Corporation issues limited Obligation Revenue Bonds to provide financial assistance to private sector entities for the acquisition and construction of commercial facilities deemed to be in the public interest. The bonds are secured by the property financed. The resulting debt of the developers is serviced directly by the financial institution. Neither the Township nor any political subdivision thereof is obligated in any manner for repayment of the bonds. Accordingly, the bonds are not reported as liabilities in the accompanying financial statements.

As of December 31, 2023, there were three series of Limited Obligation Revenue Bonds outstanding, with an aggregate principal amount payable of \$5,390,000.

**Note 10 - Net Investment in Capital Assets**

The composition of net investment in capital assets as of year end, was as follows:

	Governmental Activities	Business-type Activities
Capital assets		
Capital assets not being depreciated	\$ 38,032,769	\$ 363,060
Capital assets, net of accumulated depreciation	<u>32,701,990</u>	<u>72,351,088</u>
Total capital assets	<u>70,734,759</u>	<u>72,714,148</u>
Unspent bond proceeds	<u>6,429,321</u>	<u>-</u>
Related debt		
General obligation bonds	(11,055,000)	(29,802,087)
Special assessment obligations	(8,255,820)	-
Unamortized bond premiums	<u>(914,862)</u>	<u>-</u>
Total related debt	<u>(20,225,682)</u>	<u>(29,802,087)</u>
Net investment in capital assets	<u>\$ 56,938,398</u>	<u>\$ 42,912,061</u>

**Charter Township of Meridian**  
**Notes to the Financial Statements**  
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**Note 11 - Risk Management**

The Township is exposed to various risks of loss related to property loss, torts, errors and omissions, and employee injuries (workers' compensation), as well as medical benefits provided to employees. The Township has purchased commercial insurance for medical benefit claims and for claims relating to property loss, torts, and errors and omissions. The Township participates in the Michigan Municipal Workers' Compensation Fund (risk pool) for claims relating to employee injuries (workers' compensation). Settled claims relating to the commercial insurance have not exceeded the amount of insurance coverage in any of the past three fiscal years.

The Michigan Municipal League risk pool program operates as a common risk-sharing management program for local units of government in Michigan; member premiums are used to purchase commercial excess insurance coverage and to pay member claims in excess of deductible amounts.

**Note 12 - Employee Retirement and Benefit Systems**

**Defined Benefit - Charter Township of Meridian Employees' Retirement System**

Plan Administration – The Charter Township of Meridian Pension Board is the administrator of the Meridian Township Employees' Pension Plan (Plan), a single-employer defined benefit pension plan that provides pensions to all full-time employees of the Township, excluding those included in the Municipal Employees' Retirement System of Michigan and defined contribution plan. This Plan is closed to new employees. Benefit terms have been established by contractual agreements between the Township and the various employee union representation; amendments are subject to the same process.

Management of the Plan is vested with the Pension Board, which consists of five members – the Township Treasurer, an employee representative, and three residents appointed by the Township Supervisor.

This is a single employer defined benefit plan administered by the Township. The plan does not issue a separate stand-alone financial statement.

Benefits Provided – The Plan provides retirement, disability, and death benefits to plan members and their beneficiaries. Postretirement cost of living adjustments are not provided. Retirement benefits for general plan members are calculated as a percent of the member's final average compensation based on the highest five consecutive years out of the last ten years of service. The percentages used for the various groups are as follows:

- 1) Basic Benefit – A participant eligible for a normal retirement benefit shall be entitled to a monthly ten year certain and life pension equal to the greater of the amount listed below or his or her accrued benefit as of December 31, 1988:
  - a. Non-Represented Employees – 1.0% of final average compensation not in excess of \$1,725, plus 1.4% of final average compensation in excess of \$1,725, multiplied by years of benefit credited service.
  - b. Professional Supervisory and Non-Supervisory Union Employees – Effective January 1, 1988, 1.11% of final average compensation multiplied by years of benefit credited service.
  - c. Firefighters Union Employees – Effective January 1, 1988, 1.5% of final average compensation multiplied by years of benefit credited service. Effective October 14, 1991, 1.6% of final average compensation multiplied by years of benefit credited service. Effective April 30, 1996, 1.8% of final average compensation multiplied by years of benefit credited service.
  - d. Police Supervisory Union Employees – Effective January 1, 1988, 1.6% of final average compensation multiplied by years of benefit credited service. Effective July 1, 1994, 2.16% of final average compensation multiplied by years of benefit credited service. Effective December 31, 1996, 2.25% of final average compensation multiplied by years of benefit credited service.

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- e. Police Non-Supervisory Union Employees – Effective January 1, 1987, 1.48% of final average compensation multiplied by years of benefit credited service. Effective December 31, 1991, 1.6% of final average compensation multiplied by years of benefit credited service. Effective January 1, 1995, 1.8% of final average compensation multiplied by years of benefit credited service.
  - f. Public Works/Physical Plant Union Employees – 1.25% of final average compensation multiplied by years of benefit credited service.
  - g. Clerical and Secretarial Union Employees – 1.05% of final average compensation multiplied by years of benefit credited service.
  - h. For Any Active Participant Who is an Employee of the Township as of May 1, 2000 – 1.5% of final average compensation multiplied by years of benefit credited service. Effective January 1, 2009, the benefit multiplier of 1.5% shall be increased to 1.8% for a participant who is an active non-union employee hired prior to February 1, 1980.
- 2) Additional Normal Retirement Benefit – Any participant-fireman or participant-policeman who is entitled to a retirement benefit under the Plan shall receive an additional retirement benefit during each month for which retirement benefits are payable which is prior to the month in which such participant attains age 62. This benefit shall not apply to a police supervisory union employee who terminates service on or after July 1, 1994.

The additional normal retirement benefit shall equal the amount such participant would be entitled to commencing at age 62 under Title II of the Social Security Act then in effect, multiplied by a fraction (not greater than one), the numerator of which is equal to such participant's years of benefit credited service earned while a participant-fireman or participant-policeman as of the date of his or her retirement, and the denominator of which is 25. The additional normal retirement benefit shall be payable only during the life of the retired participant, with no continuing benefits payable to such participant's spouse, joint pensioner or other beneficiary following death. In addition, the additional normal retirement benefit shall not be considered in determining the amount of any pre-retirement death benefit payable. Further, the additional normal retirement benefit described herein shall not be subject to any actuarial adjustment.

Benefit Options – In lieu of the benefit forms provided for above, a participant may elect pursuant to a qualified election made during the election period, an actuarially equivalent optional form of benefit. Such actuarially equivalent optional form of benefit may be:

- 1) A monthly benefit payable for the life of the participant with or without a period certain (five years or ten years), as specified by the participant. If a five- or ten-year period certain is specified, the participant shall name one or more designated beneficiaries to receive payments after the participant's death. The participant shall specify shares or priority among designated beneficiaries.
- 2) A monthly benefit payable for life of the participant with a percentage (50, 66 2/3, 75, or 100%) of such monthly benefit, as specified by the participant, continued to the participant's eligible spouse until his or her death and continued to the participant's designated beneficiary after the eligible spouse's death.

Normal Retirement Date – The date on which the participant attains age 65, except that the normal retirement date for participant-firemen and participant-policemen shall be the earlier of (1) the date on which the participant attains age 65, or (2) the date on which the participant attains age 55 and completes 25 years of benefit credited service. Effective April 1, 1996, in the case of a participant fireman who terminates service between April 1, 1996 and April 15, 1996, the age requirement in clause (2) of the preceding sentence shall not apply. Effective April 30, 1996, the normal retirement date for participant-fireman shall be the earlier of (1) the date on which the participant attains age 65, or (2) the date on which the participant attains age 52 and completes 25 years of benefit credited service. Effective as of April 1, 1997, in the case of a participant-fireman who terminates service between April 1, 1997 and May 31, 1997, who, as of April 1, 1997, has attained age 50 and completed 20 or more years of benefit credited service, and the sum of whose age and years of benefit credited service was not

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less than 75 as of April 1, 1997, such participant's normal retirement date shall be the earlier of (1) the date determined under the preceding three sentences, or (2) the date on which the participant terminates service. Effective January 1, 1991, the normal retirement date for police supervisory union employees shall be the earlier of (1) the date on which the participant attains age 65, or (2) the date on which the participant attains age 52 and completes 25 years of benefit credited service. Effective December 31, 1991, the normal retirement date for police non-supervisory union employees shall be the earlier of (1) the date on which the participant attains age 65, or (2) the date on which the participant attains age 52 and completes 25 years of benefit credited service. Effective August 19, 1997, the normal retirement date for the participant holding the position of public safety director of the employer on July 1, 1997, shall be October 31, 1997. For any active participant employed by the Township on or after May 1, 2000, the normal retirement date shall be the earlier of (1) the date on which participant attains age 65, or (2) the date on which the participant attains age 55 and completes 20 years of benefit credited service.

Effective June 1, 2003, the normal retirement date for the participant-police officer labor council – terminated vested participants, police department non-supervisory – terminated vested participants and fire department – terminated vested participants shall be the earlier of (1) the date on which the terminated vested participant attains age 65, or (2) the date on which the terminated vested participant attains age 52 and completes 25 years of benefit credited service, or (3) the date on which the terminated vested participant attains age 55 and completes 15 years of benefit credited service.

Early Retirement Benefit – The “Early Retirement Date” means the first day of the month following the month in which the participant attains age 55 and completes 15 or more years of benefit credited service. A participant eligible for an early retirement benefit hereunder shall be entitled to a monthly ten year certain and life pension equal to his or her accrued benefit, reduced by 5/9ths of one % for each of the first 60 months and 5/18ths of one % for each additional month that the date on which the participant's early retirement benefit commences precedes his or her normal retirement date.

Death Benefit – Effective January 1, 1985, upon the death of a participant before commencement of benefits under this plan, an early survivor's pension shall be payable to his or her eligible spouse, if any. The amount of the early survivor's pension and the time at which it will commence shall be determined as follows:

- 1) If the participant had met the requirements for immediate commencement of any benefit under the Plan on or prior to his or her date of death, the early survivor's pension shall be the survivor's pension that would have been payable if the participant had retired on the day before his or her death and not elected an optional form of retirement benefit.
- 2) If the participant had not met the requirements for immediate commencement of any benefit under the Plan on or prior to his or her date of death, the early survivor's pension shall be the survivor's pension that would have been payable if the participant had:
  - a. separated from service on the date of his or her death;
  - b. survived until the earliest date on which he or she could elect to receive retirement benefits under the Plan and retired on said date without electing an optional form of retirement benefit; and
  - c. died on the day after his or her deemed early retirement date.
- 3) The death benefit payable shall commence not earlier than the earliest date on which the participant could have elected to receive retirement benefits under the Plan.

Disability Benefits – A participant eligible for a disability retirement benefit under the plan document shall be entitled to a monthly pension commencing as of the first day of the month coincident with or next following the participant's normal retirement date in an amount equal to what the participant's normal retirement benefit would be if the participant had remained in service until his or her normal retirement date (accruing years of benefit

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credited service until such normal retirement date) and based on the participant's final average compensation determined as of the date on which the disability is certified.

Plan Membership – As of December 31, 2023, pension plan membership consisted of the following:

Inactive employees or beneficiaries currently receiving benefits	39
Inactive employees entitled to, but not yet receiving benefits	14
Active employees*	-
	53
	53

\*The plan is closed to new members.

Contributions – Article 9, Section 24 of the State of Michigan constitution requires that financial benefits arising on account of employee service rendered in each year are to be funded during that year. Accordingly, the Township retains an independent actuary to determine the annual contribution, and the Township considers this during the budget process. The actuarially determined rate is the estimated amount necessary to finance the costs of benefits earned by plan members during the year, with an additional amount to finance any unfunded accrued liability. The Plan does not call for any employee contributions to the Plan. The Township made no contributions for the year ended December 31, 2023.

Investment Policy – The Plan's policy in regard to the allocation of invested assets is established and may be amended by the Pension Board by a majority vote of its members. It is the policy of the Pension Board to pursue an investment strategy that manages risk through the prudent diversification of the portfolio across a broad selection of distinct asset classes. The Plan's investment policy discourages the use of cash equivalents, except for liquidity purposes, and aims to refrain from dramatically shifting asset class allocations over short time spans.

The Plan's asset allocation policy is as follows:

Asset Class	Target Allocation
Domestic equity - large cap	40.00%
Domestic equity - small cap	13.00%
International equity	8.00%
Intermediate bonds - fixed income	32.00%
Real estate	4.00%
Cash or cash equivalents	3.00%
	100.00%

Rate of Return – For the year ended December 31, 2023, the annual money-weighted rate of return on Plan investments, net of investment expense, was 15.01%. The money-weighted rate of return expresses investment performance, net of investment expense, adjusted for the changing amounts actually invested.

Reserves – The Plan does not require reserves to be set aside.

Funding Policy – Historically, the Township has made periodic employer contributions at actuarially determined rates; however, this is a closed plan with no active employees that was over 100% funded in 2008. The Township suspended contributions, so as to not overfund the Plan. The subsequent economic downturn resulted in the Plan dropping to 76% funded at the time of the January 1, 2011 actuarial valuation. Township management made the decision to resume funding the Plan in 2012. The Township once again suspended contributions for 2013. The Plan was funded at 66.9% at the time of the January 1, 2014 actuarial valuation and 65.9% at the

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time of the January 1, 2013 actuarial valuation. The Township resumed contributions for the years ended December 31, 2014 through 2021. Administrative costs of the Plan are financed through investment earnings.

Net Pension Liability – The components of the net pension liability as of December 31, 2023 were as follows:

	Increase (Decrease)		
	Total Pension Liability (a)	Plan Fiduciary Net Position (b)	Net Pension Liability (a) - (b)
Balances as of December 31, 2022	\$ 4,693,398	\$ 4,120,408	\$ 572,990
Changes for the year			
Interest on total pension liability	268,174	-	268,174
Experience differences	(5,631)	-	(5,631)
Net investment income (loss)	-	589,010	(589,010)
Benefit payments and refunds	(447,665)	(447,665)	-
Net changes	(185,122)	141,345	(326,467)
Balances as of December 31, 2023	\$ 4,508,276	\$ 4,261,753	\$ 246,523

Actuarial Assumptions – The December 31, 2023 total pension liability was determined by an actuarial valuation as of December 31, 2023. The measurement date was December 31, 2023 and all census data provided to the actuary was as of December 31, 2023, therefore no update procedures to roll forward the estimated liability to December 31, 2023 were needed.

The valuation used the following actuarial assumptions, applied to all periods included in the measurement:

Investment rate of return      6.00%

Mortality rates were based on the fully generational Pub-2010 amount-weighted General Mortality Tables for males and females with MP-2019 mortality improvement scales. The actuarial assumptions are generally based on past experience, modified for projected changes in conditions.

The long-term expected rate of return on pension plan investments of 6.0% was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The best estimates of arithmetic real rates of return for each major asset class are summarized in the following table:

	Long-term Expected Real Rate of Return
Domestic equity - large cap	7.35%
Domestic equity - small cap	8.55%
International equity	8.80%
Intermediate bonds - fixed income	3.00%
Real estate	7.05%
Cash or cash equivalents	0.00%
	4.85%

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Discount Rate – The discount rate used to measure the total pension liability was 6.0%. The projection of cash flows used to determine the discount rate assumed that employee contributions will be made at the current contribution rate and that Township contributions will be made at rates equal to the difference between actuarially determined contribution rates and the employee rate. Based on those assumptions, the pension plan’s fiduciary net position was projected to be available to make all projected future benefit payments of current active and inactive employees. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Sensitivity of the Net Pension Liability to Changes in the Discount Rate – The following presents the net pension liability of the Township, calculated using the discount rate of 6.0%, as well as what the Township’s net pension liability would be if it were calculated using a discount rate that is 1 percentage point lower (5.0%) or 1 percentage point higher (7.0%) than the current rate:

	<u>1% Decrease</u>	<u>Current Discount Rate</u>	<u>1% Increase</u>
Net pension liability	\$ 554,304	\$ 246,523	\$ (25,728)

Pension Expense and Deferred Outflows of Resources Related to Pensions – For the year ended December 31, 2023, the Township recognized pension expense of (\$61,752). As of December 31, 2023, the Township reported deferred outflows of resources related to pensions from the following sources:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>	<u>Total to Amortize</u>
Net difference between projected and actual earning on plan investments	\$ 225,035	\$ -	\$ 225,035

Amounts reported as deferred outflows of resources related to pensions will be recognized in pension expense as follows:

<u>Year ended December 31,</u>	
2024	\$ 37,112
2025	101,842
2026	157,124
2027	(71,043)
	<u>\$ 225,035</u>

**Defined Benefit – Municipal Employees’ Retirement System of Michigan**

Plan description – The Township participates in the Michigan Municipal Employees’ Retirement System (MERS), an agent multiple-employer, statewide public employee defined benefit pension plan that covers all employees of the government. The plan was established by the Michigan Legislature under Public Act 135 of 1945 and administered by a nine-member Retirement Board. The system provides retirement, disability and death benefits to plan members and their beneficiaries. MERS issues a publicly available financial report that includes financial statements and required supplementary information for the system. That report may be obtained by writing to MERS at 1134 Municipal Way, Lansing, Michigan 48917 or on the web at <http://www.mersofmich.com>.

Benefits provided – The Plan provides certain retirement, disability, and death benefits to plan members and beneficiaries. PA 427 of 1984, as amended, established and amends the benefit provisions of the participants in MERS. The MERS plan covers all public works (American Federation of State, County, and Municipal Employees (AFSCME)), police nonsupervisory, clerical unit, police supervisory employees, firefighters, and Teamsters employees of the Township.

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01 - DPW	Closed to new hires
Benefit Multiplier	2.25% Multiplier (80% max)
Normal Retirement Age	60
Vesting	6 years
Early Retirement (Unreduced)	55/20
Early Retirement (Reduced)	50/25 or 55/15
Final Average Compensation	5 years
Employee Contributions	5.00%
Act 88	Yes (Adopted 7/10/2001)
02 - Police Patrol	Closed to new hires
Benefit Multiplier	2.75% Multiplier (80% max)
Normal Retirement Age	60
Vesting	10 years
Early Retirement (Unreduced)	50/25
Early Retirement (Reduced)	55/15
Final Average Compensation	3 years
COLA for Future Retirees	2.50% (Non-Compound)
Employee Contributions	8.29%
D-2	D-2 (25%)
Act 88	Yes (Adopted 7/10/2001)
05 - Firefighters	Closed to new hires
Benefit Multiplier	Bridged Benefit: 2.75% Multiplier (80% max) - Termination FAC; 2.50% Multiplier (80% max)
Bridged Benefit Date	12/31/2016
Normal Retirement Age	60
Vesting	10 years
Early Retirement (Unreduced)	50/25
Early Retirement (Reduced)	55/15
Final Average Compensation	3 years
COLA for Future Retirees	2.50% (Non-Compound)
Employee Contributions	7.76%
D-2	D-2 (25%)
Act 88	Yes (Adopted 7/10/2001)
10 - Admin Professional	Closed to new hires
Benefit Multiplier	Bridged Benefit: 2.50% Multiplier (80% max) - Termination FAC; 2.25% Multiplier (80% max)
Bridged Benefit Date	12/31/2016
Normal Retirement Age	60
Vesting	10 years
Early Retirement (Unreduced)	55/25
Early Retirement (Reduced)	50/25 or 55/15
Final Average Compensation	5 years
Employee Contributions	5.00%
Act 88	Yes (Adopted 7/10/2001)

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<b>11 - Teamsters</b>	<b>Open Division</b>
Benefit Multiplier	2.00% Multiplier (no max)
Normal Retirement Age	60
Vesting	6 years
Early Retirement (Unreduced)	55/20
Early Retirement (Reduced)	50/25 or 55/15
Final Average Compensation	5 years
Employee Contributions	5.00%
Act 88	Yes (Adopted 7/10/2001)
<b>12 - Admin Professional on/aft 1/1/17</b>	<b>Open Division</b>
Benefit Multiplier	1.50% Multiplier (no max)
Normal Retirement Age	60
Vesting	10 years
Early Retirement (Unreduced)	55/25
Early Retirement (Reduced)	50/25 or 55/15
Final Average Compensation	5 years
Employee Contributions	5.00%
Act 88	Yes (Adopted 7/10/2001)
<b>13 - DPW on/aft 1/1/17</b>	<b>Open Division</b>
Benefit Multiplier	1.50% Multiplier (80% max)
Normal Retirement Age	60
Vesting	6 years
Early Retirement (Unreduced)	55/20
Early Retirement (Reduced)	50/25 or 55/15
Final Average Compensation	5 years
Employee Contributions	5.00%
Act 88	Yes (Adopted 7/10/2001)
<b>20 - Police Command</b>	<b>Closed to new hires</b>
Benefit Multiplier	2.75% Multiplier (80% max)
Normal Retirement Age	60
Vesting	10 years
Early Retirement (Unreduced)	50/25
Early Retirement (Reduced)	55/15
Final Average Compensation	3 years
COLA for Future Retirees	2.50% (Non-Compound)
Employee Contributions	11.24%
D-2	D-2 (25%)
Act 88	Yes (Adopted 7/10/2001)

**Charter Township of Meridian  
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21 - Command/Patrol on/aft 1/1/20	Open Division
Benefit Multiplier	1.75% Multiplier (no max)
Normal Retirement Age	60
Vesting	10 years
Early Retirement (Unreduced)	55/25
Early Retirement (Reduced)	50/25 or 55/15
Final Average Compensation	3 years
Employee Contributions	8.29%
D-2	D-2 (25%)
Act 88	Yes (Adopted 7/10/2001)
50 - Firefighters IAFF on/aft 1/1/17	Open Division
Benefit Multiplier	1.75% Multiplier (no max)
Normal Retirement Age	60
Vesting	10 years
Early Retirement (Unreduced)	55/25
Early Retirement (Reduced)	50/25 or 55/15
Final Average Compensation	3 years
Employee Contributions	7.76%
D-2	D-2 (25%)
Act 88	Yes (Adopted 7/10/2001)

Employees covered by benefit terms – At the December 31, 2022 valuation date, the following employees were covered by benefit terms:

Inactive employees or beneficiaries currently receiving benefits	118
Inactive employees entitled to, but not yet receiving benefits	57
Active employees	110
	285

Contributions – The employer is required to contribute amounts at least equal to the actuarially determined rate, as established by MERS Retirement Board. The actuarially determined rate is the estimated amount necessary to finance the cost of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. The employer may establish contribution rates to be paid by its covered employees. Employer and employee contribution rates were as follows:

	Percentage of Payroll	
	Employer Contributions	Employee Contributions
01 - DPW	-	5.00%
02 - Police Patrol	-	8.29%
05 - Firefighters	-	7.76%
10 - Admin Professional	-	5.00%
11 - Teamsters	-	5.00%
12 - Admin Prof on/aft 1/1/17	3.78%	5.00%
13 - DPW on/aft 1/1/17	3.40%	5.00%
20 - Police Command	-	11.24%
21 - Command/Patrol on/aft 1/1/20	1.35%	8.29%
50 - Fire IAFF on/aft 1/1/17	2.76%	7.76%

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Net pension liability – The employer’s net pension liability was measured as of December 31, 2022, and the total pension liability used to calculate the net pension liability was determined by an annual actuarial valuation as of that date.

Actuarial assumptions – The total pension liability in the December 31, 2022 annual actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement include: 1) Inflation 2.50%; 2) Salary increases 3.00% in the long-term; 3) Investment rate of return of 7.00%, net of investment expense, including inflation.

Although no specific price inflation assumptions are needed for the valuation, the 3.00% long-term wage inflation assumption would be consistent with a price inflation of 2.5%.

Mortality rates used were based on the Pub-2010 Mortality Tables. For disabled retirees, the regular mortality table is used with a 10-year set forward in ages to reflect the higher expected mortality rates of disabled members.

The actuarial assumptions used in valuation were based on the results of the most recent actuarial experience study.

The long-term expected rate of return on pension plan investments was determined using a model method in which the best-estimate ranges of expected future real rates of return (expected returns, net of investment and administrative expenses and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates or arithmetic real rates of return for each major asset class are summarized in the following table:

Asset Class	Target Allocation	Target Allocation Gross Rate Of Return	Long-Term Expected Gross Rate of Return	Inflation Assumption	Long-term Expected Real Rate of Return
Global equity	60.00%	7.00%	4.20%	2.50%	2.70%
Global fixed income	20.00%	4.50%	0.90%	2.50%	0.40%
Private investments	20.00%	9.50%	1.90%	2.50%	1.40%
	<u>100.00%</u>		<u>7.00%</u>		<u>4.50%</u>

Discount rate – The discount rate used to measure the total pension liability is 7.25%. The projection of cash flows used to determine the discount rate assumes that employer and employee contributions will be made at the rates agreed upon for employees and the actuarially determined rates for employers. Based on these assumptions, the pension plans fiduciary net position was projected to be available to pay all projected future benefit payments of current active and inactive employees. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

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	Increase (Decrease)		
	Total Pension Liability (a)	Plan Fiduciary Net Position (b)	Net Pension Liability (a) - (b)
Balances as of December 31, 2022	\$ 81,695,314	\$ 61,359,076	\$ 20,336,238
Changes for the year			
Service cost	1,073,413	-	1,073,413
Interest on total pension liability	5,802,953	-	5,802,953
Experience differences	766,196	-	766,196
Employer contributions	-	5,199,999	(5,199,999)
Employee contributions	-	525,344	(525,344)
Net investment income (loss)	-	(6,861,125)	6,861,125
Benefit payments and refunds	(4,382,602)	(4,382,602)	-
Administrative expense	-	(114,855)	114,855
Net changes	3,259,960	(5,633,239)	8,893,199
Balances as of December 31, 2023	\$ 84,955,274	\$ 55,725,837	\$ 29,229,437

Sensitivity of the net pension liability to changes in the discount rate – The following presents the net pension liability of the employer, calculated using the discount rate of 7.25%, as well as what the employer’s net pension liability would be using a discount rate that is 1% point lower (6.25%) or 1% higher (8.25%) than the current rate.

	1% Decrease	Current Discount Rate	1% Increase
Net pension liability	\$ 40,222,938	\$ 29,229,437	\$ 20,189,675

Pension expense and deferred outflows of resources and deferred inflows of resources related to pensions – For the year ended December 31, 2023 the employer recognized pension expense of \$5,478,340. The employer reported deferred outflows and inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources	Total to Amortize
Differences in experience	\$ 595,637	\$ (408,529)	\$ 187,108.00
Differences in assumptions	2,219,738	-	2,219,738
Net difference between projected and actual earning on plan investments	5,166,370	-	5,166,370
Contributions subsequent to the measurement date*	5,339,460	-	-
Total	\$ 13,321,205	\$ (408,529)	\$ 7,573,216

\*The amount reported as deferred outflows of resources resulting from contributions subsequent to the measurement date will be recognized as a reduction in the net pension liability in subsequent years.

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Amounts reported as deferred outflows and inflows of resources related to pensions will be recognized in pension expense as follows:

<u>Year ended December 31,</u>	
2024	\$ 1,895,071
2025	1,740,366
2026	1,666,946
2027	<u>2,270,833</u>
	<u>\$ 7,573,216</u>

**Financial Statement Reconciliation**

	Net Pension Liability	Deferred Outflows of Resources	Deferred Inflows of Resources	Total Pension Expense
Charter Township of Meridian Employees' Retirement System	\$ 246,523	\$ 225,035	\$ -	\$ (61,752)
Municipal Employee's Retirement System of Michigan	<u>29,229,437</u>	<u>13,321,205</u>	<u>(408,529)</u>	<u>5,478,340</u>
	<u>\$ 29,475,960</u>	<u>\$ 13,546,240</u>	<u>\$ (408,529)</u>	<u>\$ 5,416,588</u>

**Defined Contribution – Meridian Charter Township Money Purchase Plan**

“The Township provides pension benefits to its nonunion, professional supervisory, and professional nonsupervisory employees through a defined contribution plan which is administered by MissionSquare (as of November 2023, MERS) and provides a 401a plan to fire employees hired after 1/1/2017 and police employees hired after 1/1/2020. The Township also provides a defined contribution Retirement Health Savings Plan (RHS) (as of November 2023, Health Care Savings Plan (HCSP)) for all employees, except fire and police union personnel hired prior to 1/1/2017 and 1/1/2020, respectively), through a plan administered by Vantage Care (as of Nov 2023, MERS HCSP). In a defined contribution plan, benefits depend solely on amounts contributed to the plan plus investment earnings. The plan provisions and contribution requirements were established through negotiation with the Township’s collective bargaining units. For the defined contribution plan, the Township contributes 10% of employees’ base earnings and 15% of the Township Manager’s base earnings, while employees contribute 3.5%. For Fire employees hired after 1/1/2017 and Police employees hired after 1/1/2020, the Township contributes 10% of employees’ base wages with no employee contribution. Fire employees participate with Nationwide for the defined contribution.

For the healthcare plan, the Township contributes 2% of employees’ base earnings, while employees contribute 1%. Additionally, when an employee separates or retires from the Township, 25% (separation) or 50% (retirement) of their unused sick time is contributed to their Retirement Health Savings Plan (as of November 2023, MERS HCSP). For Fire employees hired after 1/1/2017 and Police employees hired after 1/1/2020, the Township contributes 7% of employees’ base earnings with no employee contributions. When an employee separates or retires, 25% of their unused sick time is paid out.

In accordance with these requirements, the Township contributed \$525,139 and \$221,014 during the current year and employees contributed \$128,849 and \$55,906 for the defined contribution and healthcare plans, respectively.

**Charter Township of Meridian**  
**Notes to the Financial Statements**  
**December 31, 2023**

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**Note 13 - Other Postemployment Benefits**

Plan description – The Township, in accordance with the labor contracts, administers the Charter Township of Meridian Other Postemployment Benefits Plan - a single employer defined benefits plan used to provide postemployment health care benefits. The committee designated with oversight within the Township consists of the Township Manager, Finance Director, and Township Treasurer.

This is a single employer defined benefit plan administered by the Township. The benefits are provided under collective bargaining agreements. The plan does not issue a separate stand-alone financial statement. Administrative costs are paid by the plan through the employer contributions.

Benefits provided – Benefits are provided through a self-insurance plan, and half of the cost of benefits is covered by the plan. The Township, in accordance with labor contracts, has the authority to establish and amend the benefit terms. Benefits are provided for as follows:

Retiree Coverage and Eligibility

All police and fire uniformed employees (MTFFA/POAM/CCLP) receive two-person coverage after reaching age 50 with 25 years of service. The Township pays 50% of the monthly premium.

All AFSCME-DPW and Teamsters employees who are hired prior to 1981 and have at least twenty (20) years of service and are at least age 55. The Township will pay one-half (1/2) of the two (2) person rate (not to exceed \$4,000 annually) or one-half (1/2) the single subscriber rate (not to exceed \$2,000 annually).

AFSCME-Clerical, AFSCME-Non-Supervisory, Professional Supervisory and Non-Union employees do not receive retiree post-retirement health coverage.

Spouse Coverage

One-half of the cost of spouse coverage is included for retirees covered by the MTFFA, POAM and CCLP collective bargaining agreements. AFSCME-DPW and Teamsters employees' spouse are covered subject to the limits listed above.

Coverage for Beneficiary of Deceased Active Employee

MTFFA only – Coverage will be maintained for the firefighter and their family after their death or disability. The coverage will be maintained for the spouse until remarriage and for the children until they reach age 21 or until they marry, if marrying before age 21.

Coverage for Beneficiary of Deceased Retired Employee

One-half of the cost of the surviving spouse coverage is included for retirees covered by the MTFFA, POAM and CCLP collective bargaining agreements. AFSCME-DPW and Teamsters employees' surviving spouse are covered subject to the limits listed above.

Employees covered by benefit terms – At December 31, 2023, the plan membership consisted of the following:

Inactive employees or beneficiaries currently receiving benefits	34
Inactive employees entitled to, but not yet receiving benefits	37
Active employees	<u>49</u>
	<u>120</u>

**Charter Township of Meridian**  
**Notes to the Financial Statements**  
**December 31, 2023**

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Contributions – The Township, in accordance with labor contracts, has the authority to establish and amend the contribution requirements of the Township and plan members. The Township establishes rates based on an actuarially determined rate. For the year ended December 31, 2023, the Township contributed \$178,337. Plan members are not required to contribute to the plan.

Investment policy – The Plan does not have a formal policy in regards to the allocation of invested assets. Establishing such a policy, and any subsequent amendments to the policy, would require a majority vote of the Township Board's members. It is the intention of the Board to pursue an investment strategy that reduces risk through the prudent diversification of the portfolio across the broad selection of distinct asset classes. The Plan informally discourages the use of cash equivalents, except for liquidity purposes, and aims to refrain from dramatically shifting asset class allocations over short time spans. The Plan invests in accordance with the authorizations noted in Note 3 that are applicable to the Township.

The long-term expected rate of return on OPEB plan investments have not been formally determined by asset allocation class. The Plan as a whole expects the long-term expected rate to be 5%. The Plan currently has one investment which is considered a balanced fund that seeks to obtain exposure to approximately 62% fixed income/stable value investment and 34% equity investments and 4% multi-strategy investments.

Rate of return – For the year ended December 31, 2023, the annual money-weighted rate of return on investments, net of investment expense, was 11.69%. The money-weighted rate of return expresses investment performance, net of investment expenses, adjusted for the changing amounts actually invested.

Net OPEB liability – The net OPEB liability was measured as of December 31, 2023 and the total OPEB liability used to calculate the net OPEB liability was determined by an actuarial valuation as of December 31, 2022. The components of the net OPEB liability as of December 31, 2023 were as follows:

Total OPEB liability	\$ 8,071,836
Plan fiduciary net position	<u>(7,402,280)</u>
Net OPEB liability	<u><u>\$ 669,556</u></u>

Plan fiduciary net position as a percentage of the total OPEB liability is 91.71%.

Actuarial assumptions – The total OPEB liability was determined by an actuarial valuation as of December 31, 2022, using the following actuarial assumptions, applied to all periods included in the measurement.

Inflation	2.50%
Salary increases	N/A
Investment rate of return	5.00%, net of OPEB plan investment expense, including inflation
Healthcare cost trend rates	Non-medicare: 7.50% in 2023, grading to 3.50% in 2034. Medicare: 6.25% in 2023, grading to 3.50% in 2034.

Mortality rates were based on the following:

*Post Retirement:* Sex distinct Pub-2010 General Healthy Retiree tables scaled by a factor of 106%. The base year is 2010 and future mortality improvements are assumed each year using scale MP-2019, as published by the Society of Actuaries.

**Charter Township of Meridian**  
**Notes to the Financial Statements**  
**December 31, 2023**

*Disabled Retirement:* Sex distinct PubNS-2010 Disabled tables without adjustment. The base year is 2010 and future mortality improvements are assumed each year using scale MP-2019, as published by the Society of Actuaries.

*Pre Retirement:* Sex distinct Pub-2010 General Employees tables without adjustment. The base year is 2010 and future mortality improvements are assumed each year using scale MP-2019, as published by the Society of Actuaries.

Discount rate – The discount rate used to measure the total OPEB liability was 4.99%. This single discount rate was based on a combination of the expected rate of return on OPEB plan investments of 5.00% and the municipal bond rate of 3.77%. The projection of cash flows used to determine the discount rate assumed that Township contributions will be made at rates equal to the actuarially determined contribution rates. Based on those assumptions, the OPEB plan’s fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on OPEB plan investments was applied to all periods of projected benefit payments to determine the total OPEB liability.

	Increase (Decrease)		
	Total OPEB	Plan Fiduciary	Net OPEB
	Liability (a)	Net Position (b)	Liability (a) - (b)
Balances as of December 31, 2022	\$ 8,115,011	\$ 6,627,255	\$ 1,487,756
Changes for the year			
Service cost	102,366	-	102,366
Interest on total OPEB liability	403,044	-	403,044
Experience differences	(693,185)	-	(693,185)
Changes in actuarial assumptions	278,012	-	278,012
Other changes	44,925	-	44,925
Employer contributions	-	178,337	(178,337)
Net investment income (loss)	-	775,025	(775,025)
Benefit payments and refunds	(178,337)	(178,337)	-
Net changes	(43,175)	775,025	(818,200)
Balances as of December 31, 2023	\$ 8,071,836	\$ 7,402,280	\$ 669,556

Sensitivity of the net OPEB liability to changes in the discount rate – The following presents the net OPEB liability of the Township, as well as what the Township’s net OPEB liability would be if it were calculated using a discount rate that is 1% lower (5.00%) or 1% higher (7.00%) than the current discount rate.

	1% Decrease	Current Discount Rate	1% Increase
	Net OPEB liability	\$ 1,905,853	\$ 669,556

Sensitivity of the net OPEB liability to changes in the healthcare cost trend rates – The following presents the net OPEB liability of the Township, as well as what the Township’s net OPEB liability would be if were calculated using healthcare cost trend rates that are 1% lower or 1% higher than the current healthcare cost trend rates:

	1% Decrease	Healthcare Cost Trend Rates	1% Increase
	Net OPEB liability	\$ (367,257)	\$ 669,556

**Charter Township of Meridian**  
**Notes to the Financial Statements**  
**December 31, 2023**

OPEB expense and deferred outflows of resources and deferred inflows of resources related to OPEB – For the year ended December 31, 2023 the employer recognized OPEB expense of \$(141,201). The employer reported deferred outflows and inflows of resources related to OPEB from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources	Total to Amortize
Differences in experience	\$ 118,058	\$ (722,311)	\$ (604,253)
Differences in assumptions	410,919	(15,808)	395,111
Net difference between projected and actual earning on plan investments	<u>281,135</u>	<u>-</u>	<u>281,135</u>
Total	<u>\$ 810,112</u>	<u>\$ (738,119)</u>	<u>\$ 71,993</u>

\*The amount reported as deferred outflows of resources resulting from contributions subsequent to the measurement date will be recognized as a reduction in the OPEB liability in subsequent years.

Amounts reported as deferred outflows and inflows of resources related to OPEB will be recognized in OPEB expense as follows:

<u>Year ended December 31,</u>	
2024	\$ (18,311)
2025	133,563
2026	90,417
2027	<u>(133,676)</u>
	<u>\$ 71,993</u>

**Note 14 - Pension and Other Employee Benefit Trust Funds Financial Statements**

	Pension Trust Fund	Employer Funded Retiree Health Insurance Trust Fund	Total
<b>Assets</b>			
Cash and cash equivalents	\$ 121,376	\$ -	\$ 121,376
Investments			
Exchange traded funds	1,050,790	-	1,050,790
Mutual funds	3,084,693	7,402,280	10,486,973
Receivables			
Accrued interest	<u>4,894</u>	<u>-</u>	<u>4,894</u>
Total assets	<u>4,261,753</u>	<u>7,402,280</u>	<u>11,664,033</u>

**Net Position**

Restricted - held in trust for pension benefits and other employee benefits	<u>\$ 4,261,753</u>	<u>\$ 7,402,280</u>	<u>\$ 11,664,033</u>
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**Charter Township of Meridian**  
**Notes to the Financial Statements**  
**December 31, 2023**

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	Pension Trust Fund	Employer Funded Retiree Health Insurance Trust Fund	Total
<b>Additions</b>			
Contributions			
Employer	\$ -	\$ 178,336	\$ 178,336
Investment earnings			
Interest and dividends	103,858	-	103,858
Change in fair value	508,309	775,025	1,283,334
Investment expenses	(23,157)	-	(23,157)
Net investment loss	589,010	775,025	1,364,035
Total additions	589,010	953,361	1,542,371
<b>Deductions</b>			
Benefits	386,019	178,336	564,355
Other deductions	61,646	-	61,646
Total deductions	447,665	178,336	626,001
Change in net position	141,345	775,025	916,370
Net position - beginning of year	4,120,408	6,627,255	10,747,663
Net position - end of year	\$ 4,261,753	\$ 7,402,280	\$ 11,664,033

**Charter Township of Meridian**  
**Notes to the Financial Statements**  
**December 31, 2023**

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**Note 15 - Joint Venture**

**East Lansing – Meridian Water and Sewer Authority**

The Township is a member of the East Lansing – Meridian Water and Sewer Authority, which provides water services to the residents of the City of East Lansing and the Charter Township of Meridian. The participating communities provide annual funding for its operations. During the current year, the Township contributed \$3,660,475 for its operations and debt. The Township is unaware of any circumstances that would cause an additional benefit or burden to the participating governments in the near future. The Township appoints three members to the joint venture’s governing board, which then approves the annual budget.

The following financial information of the joint venture is obtained from audited financial statements as of June 30, 2023. Complete financial statements for the East Lansing – Meridian Water and Sewer Authority can be obtained from the administrative office at 410 Abbot Road, East Lansing, Michigan.

Total assets	\$ 26,097,969
Total deferred outflows of resources	719,141
Total liabilities	14,226,377
Total deferred inflows of resources	292,067
Total net position	12,298,666
Total operating revenue	5,221,377
Total operating expenses	4,416,984
Total nonoperating revenue (expense)	931,591
Change in net position	1,735,984

The Township’s equity in this joint venture as of December 31, 2023 is \$7,674,740, which is recorded in the Water Fund.

**Note 16 - Tax Abatements**

The Township receives reduced property tax revenue as a result of payment in lieu of taxes agreements (PILT) under Section 15A of the State Housing Development Authority Act of 1966 and also under MCL 211.7d Public Act 8 of 2010. The Township has Brownfield reductions under Michigan Public Act 381 of 1996.

For the fiscal year ended December 31, 2023, the Township’s property tax revenues were reduced by \$172,047 under these programs. These long-term agreements expire in varying years with one agreement expiring only when the property ceases to be used for the purpose specified in the abatement agreement.

There are no significant abatements made by Ingham County that affect the Township.

**Note 17 - Property Tax Appeals**

The Township is defending various property tax appeal cases in the Michigan Tax Tribunal. In each case, the Township assessor is required to determine whether to litigate or settle. The property tax values relate to multiple tax years, and the outcome of these cases may affect property tax revenue.

## **Required Supplementary Information**

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**Charter Township of Meridian**  
**Required Supplementary Information**  
**Budgetary Comparison Schedule**  
**General Fund**  
**For the Year Ended December 31, 2023**

	Budgeted Amounts		Actual	Actual Over (Under)
	Original	Final		Final Budget
<b>Revenues</b>				
Taxes				
Property taxes	\$ 14,681,900	\$ 14,975,920	\$ 14,944,251	\$ (31,669)
Licenses and permits	1,645,650	1,835,350	1,741,709	(93,641)
Federal grants	-	63,000	62,265	(735)
State-shared revenue	4,500,000	4,501,000	4,919,989	418,989
State grants	343,240	175,280	250,695	75,415
Charges for services	3,397,700	3,789,813	4,102,507	312,694
Fines and forfeitures	253,250	258,742	234,004	(24,738)
Investment income	200,000	572,000	865,372	293,372
Other revenue	563,960	632,174	630,909	(1,265)
	<u>25,585,700</u>	<u>26,803,279</u>	<u>27,751,701</u>	<u>948,422</u>
<b>Expenditures</b>				
Current				
General government	7,213,230	7,571,123	6,740,293	(830,830)
Public safety	14,516,869	15,036,803	14,641,439	(395,364)
Health and welfare	60,370	65,181	62,086	(3,095)
Community and economic development	2,566,982	2,593,732	1,251,307	(1,342,425)
Recreation and culture	1,448,840	1,540,026	1,271,034	(268,992)
Debt service				
Principal retirement	660,000	667,772	667,772	-
Interest and fiscal charges	183,000	207,115	207,114	(1)
	<u>26,649,291</u>	<u>27,681,752</u>	<u>24,841,045</u>	<u>(2,840,707)</u>
Excess (deficiency) of revenues over expenditures	<u>(1,063,591)</u>	<u>(878,473)</u>	<u>2,910,656</u>	<u>3,789,129</u>
<b>Other financing sources (uses)</b>				
Transfers in	-	300,000	300,000	-
Transfers out	(530,000)	(4,030,000)	(4,030,000)	-
Sale of capital assets	-	1,000	1,000	-
	<u>(530,000)</u>	<u>(3,729,000)</u>	<u>(3,729,000)</u>	<u>-</u>
Net change in fund balance	(1,593,591)	(4,607,473)	(818,344)	3,789,129
Fund balance - beginning of year	15,269,907	15,269,907	15,269,907	-
Fund balance - end of year	<u>\$ 13,676,316</u>	<u>\$ 10,662,434</u>	<u>\$ 14,451,563</u>	<u>\$ 3,789,129</u>

See Accompanying Notes to Required Supplementary Information

**Charter Township of Meridian**  
**Required Supplementary Information**  
**Budgetary Comparison Schedule**  
**Local Roads Fund**  
**For the Year Ended December 31, 2023**

	Budgeted Amounts		Actual	Actual
	Original	Final		Over (Under)
				Final Budget
<b>Revenues</b>				
Taxes	\$ 1,010	\$ 1,010	\$ 1,010	\$ -
Local contributions	172,500	335,000	335,000	-
Investment income	300,000	320,000	329,761	9,761
Other revenue	-	17,000	2,375	(14,625)
	<u>473,510</u>	<u>673,010</u>	<u>668,146</u>	<u>(4,864)</u>
<b>Expenditures</b>				
Current				
Public works	<u>4,952,500</u>	<u>6,472,949</u>	<u>5,730,986</u>	<u>(741,963)</u>
Excess of revenues (deficiency) over expenditures	(4,478,990)	(5,799,939)	(5,062,840)	737,099
<b>Other financing sources (uses)</b>				
Transfers in	<u>280,000</u>	<u>280,000</u>	<u>280,000</u>	<u>-</u>
Net change in fund balance	(4,198,990)	(5,519,939)	(4,782,840)	737,099
Fund balance - beginning of year	<u>14,574,102</u>	<u>14,574,102</u>	<u>14,574,102</u>	<u>-</u>
Fund balance - end of year	<u>\$ 10,375,112</u>	<u>\$ 9,054,163</u>	<u>\$ 9,791,262</u>	<u>\$ 737,099</u>

See Accompanying Notes to Required Supplementary Information

**Charter Township of Meridian**  
**Required Supplementary Information**  
**Budgetary Comparison Schedule**  
**Park Millage Fund**  
**For the Year Ended December 31, 2023**

	Budgeted Amounts		Actual	Actual
	Original	Final		Over (Under)
				Final Budget
<b>Revenues</b>				
Taxes	\$ 1,280,250	\$ 1,307,188	\$ 1,308,209	\$ 1,021
State grants	5,600	7,092	7,091	(1)
Investment income	1,300	77,150	84,246	7,096
Other revenue	<u>195,500</u>	<u>251,361</u>	<u>247,968</u>	<u>(3,393)</u>
Total revenues	1,482,650	1,642,791	1,647,514	4,723
<b>Expenditures</b>				
Current				
Recreation and culture	<u>1,321,226</u>	<u>1,553,646</u>	<u>1,221,366</u>	<u>(332,280)</u>
Net change in fund balance	161,424	89,145	426,148	337,003
Fund balance - beginning of year	<u>1,072,843</u>	<u>1,072,843</u>	<u>1,072,843</u>	<u>-</u>
Fund balance - end of year	<u>\$ 1,234,267</u>	<u>\$ 1,161,988</u>	<u>\$ 1,498,991</u>	<u>\$ 337,003</u>

See Accompanying Notes to Required Supplementary Information

**Charter Township of Meridian**  
**Required Supplementary Information**  
**Charter Township of Meridian Employee's Retirement Pension Plan**  
**Schedule of Changes in Net Pension Liability and Related Ratios**

Fiscal year ended December 31,	2023	2022	2021	2020	2019
<b>Total pension liability</b>					
Service cost	\$ -	\$ -	\$ 8,529	\$ 8,064	\$ 7,933
Interest	268,174	281,388	294,717	297,676	302,038
Experience differences	(5,631)	(39,070)	-	120,898	54,195
Changes in assumptions	-	-	(51,802)	(33,084)	-
Benefit payments and refunds	<u>(447,665)</u>	<u>(477,437)</u>	<u>(461,241)</u>	<u>(424,945)</u>	<u>(448,911)</u>
Net change in total pension liability	(185,122)	(235,119)	(209,797)	(31,391)	(84,745)
Total pension liability - beginning	<u>4,693,398</u>	<u>4,928,517</u>	<u>5,138,314</u>	<u>5,169,705</u>	<u>5,254,450</u>
Total pension liability - ending (a)	<u>\$ 4,508,276</u>	<u>\$ 4,693,398</u>	<u>\$ 4,928,517</u>	<u>\$ 5,138,314</u>	<u>\$ 5,169,705</u>
<b>Plan fiduciary net position</b>					
Employer contributions	\$ -	\$ -	\$ 128,800	\$ 200,000	\$ 200,000
Net investment income (loss)	589,010	(829,509)	577,376	605,038	880,823
Benefit payments and refunds	(447,665)	(477,437)	(461,241)	(424,945)	(448,911)
Administrative expense	-	-	-	(50)	(74)
Net change in plan fiduciary net position	141,345	(1,306,946)	244,935	380,043	631,838
Plan fiduciary net position - beginning	<u>4,120,408</u>	<u>5,427,354</u>	<u>5,182,419</u>	<u>4,802,376</u>	<u>4,170,538</u>
Plan fiduciary net position - ending (b)	<u>\$ 4,261,753</u>	<u>\$ 4,120,408</u>	<u>\$ 5,427,354</u>	<u>\$ 5,182,419</u>	<u>\$ 4,802,376</u>
Net pension liability (a-b)	<u>\$ 246,523</u>	<u>\$ 572,990</u>	<u>\$ (498,837)</u>	<u>\$ (44,105)</u>	<u>\$ 367,329</u>
Plan fiduciary net position as a percentage of total pension liability	94.53%	87.79%	110.12%	100.86%	92.89%
Covered payroll	\$ -	\$ -	\$ -	\$ 112,521	\$ 106,283
Net pension liability as a percentage of covered payroll	N/A	N/A	N/A	(39.20%)	345.61%

See Accompanying Notes to Required Supplementary Information

**Charter Township of Meridian**  
**Required Supplementary Information**  
**Charter Township of Meridian Employee's Retirement Pension Plan**  
**Schedule of Changes in Net Pension Liability and Related Ratios**

Fiscal year ended December 31,	2018	2017	2016	2015	2014
<b>Total pension liability</b>					
Service cost	\$ 7,751	\$ 14,978	\$ 14,830	\$ 12,993	\$ 10,867
Interest	307,616	318,040	324,025	307,223	302,325
Experience differences	25,530	(86,411)	(22,387)	(124,938)	131,492
Changes in assumptions	-	-	-	474,087	-
Benefit payments and refunds	(418,997)	(414,434)	(418,211)	(362,253)	(365,991)
Net change in total pension liability	(78,100)	(167,827)	(101,743)	307,112	78,693
Total pension liability - beginning	5,332,550	5,500,377	5,602,120	5,295,008	5,216,315
Total pension liability - ending (a)	<u>\$ 5,254,450</u>	<u>\$ 5,332,550</u>	<u>\$ 5,500,377</u>	<u>\$ 5,602,120</u>	<u>\$ 5,295,008</u>
<b>Plan fiduciary net position</b>					
Employer contributions	\$ 300,000	\$ 400,000	\$ 400,000	\$ 250,000	\$ 260,000
Net investment income (loss)	(217,924)	593,541	162,002	86,536	296,201
Benefit payments and refunds	(418,997)	(414,434)	(418,211)	(362,253)	(365,991)
Administrative expense	(25)	(46)	(25)	(69,808)	(72,944)
Net change in plan fiduciary net position	(336,946)	579,061	143,766	(95,525)	117,266
Plan fiduciary net position - beginning	4,507,484	3,928,423	3,784,657	3,880,182	3,762,916
Plan fiduciary net position - ending (b)	<u>\$ 4,170,538</u>	<u>\$ 4,507,484</u>	<u>\$ 3,928,423</u>	<u>\$ 3,784,657</u>	<u>\$ 3,880,182</u>
Net pension liability (a-b)	<u>\$ 1,083,912</u>	<u>\$ 825,066</u>	<u>\$ 1,571,954</u>	<u>\$ 1,817,463</u>	<u>\$ 1,414,826</u>
Plan fiduciary net position as a percentage of total pension liability	79.37%	84.53%	71.42%	67.56%	73.28%
Covered payroll	\$ 104,560	\$ 102,156	\$ 100,153	\$ 99,161	\$ 97,050
Net pension liability as a percentage of covered payroll	1,036.64%	807.65%	1,569.55%	1,832.84%	1,457.83%

See Accompanying Notes to Required Supplementary Information

**Charter Township of Meridian**  
**Required Supplementary Information**  
**Charter Township of Meridian Employee's Retirement Pension Plan**  
**Schedule of Employer Contributions**

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Fiscal Year Ended	Actuarially Determined Contribution	Actual Contribution	Contribution Deficiency (Excess)	Covered Payroll	Actual Contribution as a % of Covered Payroll
12/31/2014	\$ 421,346	\$ 260,000	\$ 161,346	\$ 97,050	267.90%
12/31/2015	403,377	250,000	153,377	99,161	252.12%
12/31/2016	430,449	400,000	30,449	100,153	399.39%
12/31/2017	206,057	400,000	(193,943)	102,156	391.56%
12/31/2018	151,469	300,000	(148,531)	104,560	286.92%
12/31/2019	146,745	200,000	(53,255)	106,283	188.18%
12/31/2020	127,718	200,000	(72,282)	112,521	177.74%
12/31/2021	89,043	128,800	(39,757)	-	N/A
12/31/2022	13,085	-	13,085	-	N/A
12/31/2023	-	-	-	-	N/A

See Accompanying Notes to Required Supplementary Information

**Charter Township of Meridian**  
**Required Supplementary Information**  
**Charter Township of Meridian Employee's Retirement Pension Plan**  
**Schedule of Investment Returns**

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Fiscal Year Ended December 31,	Money-weighted Rate of Return
2014	8.01%
2015	2.23%
2016	4.35%
2017	15.46%
2018	-5.34%
2019	22.46%
2020	13.04%
2021	11.55%
2022	-16.28%
2023	15.01%

See Accompanying Notes to Required Supplementary Information

**Charter Township of Meridian**  
**Required Supplementary Information**  
**Municipal Employees Retirement System of Michigan**  
**Schedule of Changes in Net Pension Liability and Related Ratios**

Fiscal year ended December 31,	2023	2022	2021	2020	2019
<b>Total pension liability</b>					
Service cost	\$ 1,073,413	\$ 964,989	\$ 983,064	\$ 984,875	\$ 984,557
Interest	5,802,953	5,709,764	5,347,638	5,226,527	5,023,418
Changes of benefit terms	-	-	-	-	-
Experience differences	766,196	(817,059)	83,960	14,112	(17,758)
Changes in assumptions	-	3,259,691	2,359,578	2,527,677	-
Other changes	-	-	-	-	-
Benefit payments and refunds	<u>(4,382,602)</u>	<u>(4,136,081)</u>	<u>(3,864,734)</u>	<u>(3,575,639)</u>	<u>(3,327,410)</u>
Net change in total pension liability	3,259,960	4,981,304	4,909,506	5,177,552	2,662,807
Total pension liability - beginning	<u>81,695,314</u>	<u>76,714,010</u>	<u>71,804,504</u>	<u>66,626,952</u>	<u>63,964,145</u>
Total pension liability - ending (a)	<u>\$ 84,955,274</u>	<u>\$ 81,695,314</u>	<u>\$ 76,714,010</u>	<u>\$ 71,804,504</u>	<u>\$ 66,626,952</u>
<b>Plan fiduciary net position</b>					
Employer contributions	\$ 5,199,999	\$ 4,759,365	\$ 4,176,804	\$ 3,854,707	\$ 3,802,749
Employee contributions	525,344	535,007	507,808	503,377	500,743
Net investment income (loss)	(6,861,125)	7,992,331	6,164,510	5,449,737	(1,638,422)
Benefit payments and refunds	(4,382,602)	(4,136,081)	(3,864,734)	(3,575,639)	(3,327,410)
Administrative expense	<u>(114,855)</u>	<u>(86,644)</u>	<u>(93,507)</u>	<u>(94,307)</u>	<u>(79,386)</u>
Net change in plan fiduciary net position	(5,633,239)	9,063,978	6,890,881	6,137,875	(741,726)
Plan fiduciary net position - beginning	<u>61,359,076</u>	<u>52,295,098</u>	<u>45,404,217</u>	<u>39,266,342</u>	<u>40,008,068</u>
Plan fiduciary net position - ending (b)	<u>\$ 55,725,837</u>	<u>\$ 61,359,076</u>	<u>\$ 52,295,098</u>	<u>\$ 45,404,217</u>	<u>\$ 39,266,342</u>
Net pension liability (a-b)	<u>\$ 29,229,437</u>	<u>\$ 20,336,238</u>	<u>\$ 24,418,912</u>	<u>\$ 26,400,287</u>	<u>\$ 27,360,610</u>
Plan fiduciary net position as a percentage of total pension liability	65.59%	75.11%	68.17%	63.23%	58.93%
Covered payroll	\$ 6,867,923	\$ 6,370,191	\$ 6,525,085	\$ 6,445,381	\$ 6,473,935
Net pension liability as a percentage of covered payroll	425.59%	319.24%	374.23%	409.60%	422.63%

Data will be added as information is available until 10 years of such data is available.

**Charter Township of Meridian**  
**Required Supplementary Information**  
**Municipal Employees Retirement System of Michigan**  
**Schedule of Changes in Net Pension Liability and Related Ratios**

Fiscal year ended December 31,	2018	2017	2016	2015
<b>Total pension liability</b>				
Service cost	\$ 1,010,514	\$ 1,000,303	\$ 981,161	\$ 972,200
Interest	4,901,121	4,711,548	4,473,927	4,260,390
Changes of benefit terms	(201,785)	-	-	-
Experience differences	(948,982)	(268,400)	(344,829)	-
Changes in assumptions	-	-	2,496,029	-
Other changes	(9,031)	-	-	-
Benefit payments and refunds	<u>(3,092,898)</u>	<u>(3,064,869)</u>	<u>(2,837,026)</u>	<u>(2,460,442)</u>
Net change in total pension liability	1,658,939	2,378,582	4,769,262	2,772,148
Total pension liability - beginning	<u>62,305,206</u>	<u>59,926,624</u>	<u>55,157,362</u>	<u>52,385,214</u>
Total pension liability - ending (a)	<u>\$ 63,964,145</u>	<u>\$ 62,305,206</u>	<u>\$ 59,926,624</u>	<u>\$ 55,157,362</u>
<b>Plan fiduciary net position</b>				
Employer contributions	\$ 3,460,367	\$ 2,835,443	\$ 2,065,675	\$ 1,863,475
Employee contributions	519,853	454,938	434,297	552,292
Net investment income (loss)	4,636,217	3,637,926	(517,185)	1,898,696
Benefit payments and refunds	(3,092,898)	(3,064,869)	(2,837,026)	(2,460,442)
Administrative expense	<u>(73,113)</u>	<u>(71,256)</u>	<u>(70,405)</u>	<u>(69,906)</u>
Net change in plan fiduciary net position	5,450,426	3,792,182	(924,644)	1,784,115
Plan fiduciary net position - beginning	<u>34,557,642</u>	<u>30,765,460</u>	<u>31,690,104</u>	<u>29,905,989</u>
Plan fiduciary net position - ending (b)	<u>\$ 40,008,068</u>	<u>\$ 34,557,642</u>	<u>\$ 30,765,460</u>	<u>\$ 31,690,104</u>
Net pension liability (a-b)	<u>\$ 23,956,077</u>	<u>\$ 27,747,564</u>	<u>\$ 29,161,164</u>	<u>\$ 23,467,258</u>
Plan fiduciary net position as a percentage of total pension liability	62.55%	55.47%	51.34%	57.45%
Covered payroll	\$ 6,324,075	\$ 6,197,969	\$ 6,122,164	\$ 6,100,190
Net pension liability as a percentage of covered payroll	378.81%	447.69%	476.32%	384.70%

Data will be added as information is available until 10 years of such data is available.

**Charter Township of Meridian  
Required Supplementary Information  
Municipal Employees Retirement System of Michigan  
Schedule of Employer Contributions**

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Fiscal Year Ended	Actuarially Determined Contribution	Actual Contribution	Contribution Deficiency (Excess)	Covered Payroll	Actual Contribution as a % of Covered Payroll
12/31/2014	\$ 1,917,900	\$ 1,852,078	\$ 65,822	\$ 6,100,190	30.36%
12/31/2015	2,001,384	3,049,113	(1,047,729)	6,122,164	49.80%
12/31/2016	1,835,443	2,835,443	(1,000,000)	6,197,969	45.75%
12/31/2017	2,318,478	3,460,368	(1,141,890)	6,324,075	54.72%
12/31/2018	2,302,708	3,802,749	(1,500,041)	6,453,286	58.93%
12/31/2019	2,264,527	3,854,707	(1,590,180)	6,586,586	58.52%
12/31/2020	2,472,037	4,176,804	(1,704,767)	6,434,228	64.92%
12/31/2021	3,009,366	4,759,366	(1,750,000)	6,460,360	73.67%
12/31/2022	3,265,891	5,199,999	(1,934,108)	7,432,637	69.96%
12/31/2023	3,153,463	5,339,460	(2,185,997)	6,126,422	87.15%

See Accompanying Notes to Required Supplementary Information

**Charter Township of Meridian**  
**Required Supplementary Information**  
**Other Postemployment Benefits**  
**Schedule of Changes in Net OPEB Liability and Related Ratios**  
**For the Year Ended December 31, 2023**

Fiscal year ended December 31,	2023	2022	2021	2020	2019	2018	2017
<b>Total OPEB liability</b>							
Service cost	\$ 102,366	\$ 126,654	\$ 77,036	\$ 109,467	\$ 101,169	\$ 190,743	\$ 184,032
Interest	403,044	394,891	346,126	336,017	451,588	433,155	422,016
Other changes	44,925	-	-	-	-	-	-
Experience differences	(693,185)	(171,130)	272,930	(74,110)	(3,048,686)	(177,273)	(146,888)
Changes in assumptions	278,012	(10,952)	445,576	(29,617)	218,141	(38,069)	49,580
Benefit payments and refunds	<u>(178,337)</u>	<u>(181,341)</u>	<u>(165,327)</u>	<u>(162,018)</u>	<u>(136,274)</u>	<u>(126,136)</u>	<u>(123,649)</u>
Net change in total OPEB liability	(43,175)	158,122	976,341	179,739	(2,414,062)	282,420	385,091
Total OPEB liability - beginning	<u>8,115,011</u>	<u>7,956,889</u>	<u>6,980,548</u>	<u>6,800,809</u>	<u>9,214,871</u>	<u>8,932,451</u>	<u>8,547,360</u>
Total OPEB liability - ending (a)	<u>\$ 8,071,836</u>	<u>\$ 8,115,011</u>	<u>\$ 7,956,889</u>	<u>\$ 6,980,548</u>	<u>\$ 6,800,809</u>	<u>\$ 9,214,871</u>	<u>\$ 8,932,451</u>
<b>Plan fiduciary net position</b>							
Employer contributions	\$ 178,337	\$ 181,341	\$ 190,327	\$ 447,018	\$ 447,774	\$ 450,136	\$ 295,649
Net investment income (loss)	775,025	(968,342)	608,510	652,811	724,043	(212,818)	395,193
Benefit payments and refunds	<u>(178,337)</u>	<u>(181,341)</u>	<u>(165,327)</u>	<u>(162,018)</u>	<u>(136,274)</u>	<u>(126,136)</u>	<u>(123,649)</u>
Net change in plan fiduciary net position	775,025	(968,342)	633,510	937,811	1,035,543	111,182	567,193
Plan fiduciary net position - beginning	<u>6,627,255</u>	<u>7,595,597</u>	<u>6,962,087</u>	<u>6,024,276</u>	<u>4,988,733</u>	<u>4,877,551</u>	<u>4,310,358</u>
Plan fiduciary net position - ending (b)	<u>\$ 7,402,280</u>	<u>\$ 6,627,255</u>	<u>\$ 7,595,597</u>	<u>\$ 6,962,087</u>	<u>\$ 6,024,276</u>	<u>\$ 4,988,733</u>	<u>\$ 4,877,551</u>
Net OPEB liability (a-b)	<u>\$ 669,556</u>	<u>\$ 1,487,756</u>	<u>\$ 361,292</u>	<u>\$ 18,461</u>	<u>\$ 776,533</u>	<u>\$ 4,226,138</u>	<u>\$ 4,054,900</u>
Plan fiduciary net position as a percentage of total OPEB liability	91.71%	81.67%	95.46%	99.74%	88.58%	54.14%	54.60%
Covered payroll	N/A						
Net OPEB liability as a percentage of covered payroll	N/A						

Data will be added as information is available until 10 years of such data is available.

**Charter Township of Meridian  
Required Supplementary Information  
Other Postemployment Benefits  
Schedule of Employer Contributions**

Fiscal Year Ending December 31,	Actuarially Determined Contribution	Actual Contribution	Contribution Deficiency (Excess)	Covered Payroll	Actual Contribution as a % of Covered Payroll
2014	\$ 283,991	\$ 501,000	\$ (217,009)	N/A	N/A
2015	283,991	500,000	(216,009)	N/A	N/A
2016	283,991	306,674	(22,683)	N/A	N/A
2017	453,565	295,649	157,916	N/A	N/A
2018	449,295	450,136	(841)	N/A	N/A
2019	207,005	447,774	(240,769)	N/A	N/A
2020	205,355	447,018	(241,663)	N/A	N/A
2021	172,422	190,327	(17,905)	N/A	N/A
2022	167,659	181,341	(13,682)	N/A	N/A
2023	190,086	178,337	11,749	N/A	N/A

See Accompanying Notes to Required Supplementary Information

**Charter Township of Meridian**  
**Required Supplementary Information**  
**Other Postemployment Benefits**  
**Schedule of Investment Returns**

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Fiscal Year Ended December 31,	Money-weighted Rate of Return
2017	9.01%
2018	-5.34%
2019	22.46%
2020	10.68%
2021	8.74%
2022	-12.75%
2023	11.69%

**Charter Township of Meridian**  
**Notes to the Required Supplementary Information**  
**December 31, 2023**

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**Budgetary Information**

Annual budgets are adopted on a basis consistent with generally accepted accounting principles. The Township adopts a formal budget for the General Fund, special revenue fund types, and debt service fund types. By mid-June of each year, all department heads submit spending requests to the director of finance so that a budget may be prepared. Before September 1, the proposed budget is submitted by the Township manager to the Township board for review. Public hearings are held, and a final budget is adopted no later than November 1. Any budget amendments must be approved by the Township board. During the year, the budget was amended in a legally permissible manner.

The budget is adopted on a functional basis. Although spending estimates are produced for each line item, budgetary control is exercised at the department level for internal control purposes. Encumbrances represent commitments related to unperformed contracts (or purchase orders) for goods or services. Encumbrances are not included as expenditures or liabilities; the amount of encumbrances outstanding at December 31, is not significant. Unexpended appropriations lapse at year end.

The budgetary comparison schedules for the General Fund and major special revenue funds are presented on the same basis of accounting used in preparing the adopted budgets.

A comparison of actual results of operations to all budgets shown in the other supplementary information section is for management analysis and is more detailed than the adopted budget on a functional basis.

**Excess of Expenditures Over Appropriations in Budgeted Funds**

The Township did not have any significant budget variances.

**Pension Information – Charter Township of Meridian Employees’ Retirement System**

**Notes to the Schedule of Changes in Net Pension Liability and Related Ratios**

There were no changes in assumptions for the year ending December 31, 2023.

**Notes to the Schedule of Employer Contributions**

- Valuation date: December 31, 2023
- Actuarially determined contribution rates are calculated as of December 31 each year, which is 1 day prior to the beginning of the fiscal year in which contributions are reported. The actuarially determined contribution (ADC) included in this schedule is calculated as the normal cost payment plus the amortized portion of the unfunded actuarial accrued liability.

Methods and assumptions used to determine contribution rates:

- Actuarial cost method: Individual entre-age normal
- Amortization method: Level dollar, closed
- Remaining amortization period: 5 years
- Asset valuation method: 4-year smoothed market
- Inflation: N/A
- Salary increase: N/A
- Investment rate of return: 6 percent
- Mortality rates: Fully generational Pub-2010 amount-weighted General Mortality Tables for males and females with MP-2019 mortality improvement scales. Pub-2010 Healthy Annuitant Mortality Tables – 50% male and 50% female blend

**Charter Township of Meridian**  
**Notes to the Required Supplementary Information**  
**December 31, 2023**

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**Pension Information – Municipal Employees’ Retirement System of Michigan**

**Notes to the Schedule of Changes in Net Pension Liability and Related Ratios**

The December 31, 2023 changes in assumptions are due to the following:

- The discount rate was lowered from 7.60% to 6.00%.
- The investment rate of return was lowered from 7.00% to 6.85%.

**Notes to the Schedule of Employer Contributions**

- Valuation date: December 31, 2022
- The actuarially determined contribution (ADC) included in this schedule is calculated as the normal cost payment plus the amortized portion of the unfunded actuarial accrued liability.

Methods and assumptions used to determine contribution rates:

- Actuarial cost method: Entry age
- Amortization method: Level percentage of pay, open
- Remaining amortization period: 18 years
- Asset valuation method: 5 years smoothed
- Inflation: 2.5 percent
- Salary increase: 3.0 percent, plus merit and longevity
- Investment rate of return: 6.85 percent net of pension plan investment expense, including inflation
- Mortality rates: Fully generational Pub-2010 amount-weighted General Mortality Tables for males and females with MP-2019 mortality improvement scales.

**OPEB Information – Meridian Charter Township Money Purchase Plan**

**Notes to the Schedule of Changes in Total Net OPEB and Related Ratios**

The December 31, 2023 changes in assumptions are due to the following:

- The discount rate was increased from 4.98% to 4.99%.

**Notes to the Schedule of Employer Contributions**

- Valuation date: December 31, 2022
- Actuarially determined contribution rates are calculated as of December 31 of even numbered years, which is 1 day prior to the beginning of the fiscal year biennium in which contributions are reported.

Methods and assumptions used to determine contribution rates:

- Actuarial cost method: Entry age normal level percent of pay
- Amortization method: Level dollar, closed
- Remaining amortization period: 29 years
- Asset valuation method: Market value
- Inflation: 2.5 percent
- Salary increase: N/A
- Investment rate of return: 5 percent net of pension plan investment expense, including inflation

**Charter Township of Meridian**  
**Notes to the Required Supplementary Information**  
**December 31, 2023**

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- Mortality:
  - Post-Retirement: Sex distinct Pub-2010 General Healthy Retiree tables scaled by a factor of 106%. The base year is 2010 and future mortality improvements are assumed each year using scale MP-2019, as published by the Society of Actuaries.
  - Disabled Retirement: Sex distinct PubNS-2010 Disabled tables without adjustment. The base year is 2010 and future mortality improvements are assumed each year using scale MP-2019, as published by the Society of Actuaries.
  - Pre-Retirement: Sex distinct Pub-2010 General Employees table without adjustment. The base year is 2010 and future mortality improvements are assumed each year using scale MP-2019, as published by the Society of Actuaries.
- Health Care Trend Rates: Non-Medicare: 7.50% in 2023, grading to 3.50% in 2034. Medicare: 6.25% in 2023, grading to 3.50% in 2034.
- Aging Factors: The tables used in developing the retiree premium are based on a recent Society of Actuaries study of health costs.

## **Other Supplementary Information**

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## Charter Township of Meridian Description of Funds Nonmajor Governmental Funds

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**Pedestrian/Bike Path Millage Fund** – This fund is used to account for the design and construction of the Township’s millage-supported pedestrian/bicycle pathway system.

**Fire Fund** – This fund is used to account for donations that are restricted and designated for fire-related activities.

**Police Fund** – This fund is used to account for donations, forfeitures, and State of Michigan funds that are specifically used to aid law enforcement.

**Land Preservation Fund** – This fund is used to account for tax revenue which will be used to purchase land and/or an interest in land for the permanent preservation of open green spaces and natural features throughout the Township.

**Senior Center Millage Fund** – This fund is used to account for tax revenue and donations that are used to support the Meridian Senior Center.

**Cable TV Fund** – This fund is used to account for the operations of government access channels, which provide news and information about the Township’s government activities and the community it serves. Funds for operations are derived from cable franchise fees.

**Community Needs Fund** – This fund is used to account for donations that provide emergency funds to needy Township residents.

**Library Fund** – This fund is used to account for donations for improvements to the local libraries.

**Grants Fund** – This fund is used to account for various federal grant awards.

**CATA Millage Fund** – This fund is used to account for tax revenue that supports increased public transportation.

**Opioid Settlement Fund** – This fund is used to account for revenues received through opioid settlements and the related expenditures on opioid remediation.

**American Rescue Plan Act Fund** – This fund is used to account for funding received for pandemic relief and the related expenditures.

**Fire Station Debt Service Fund** – This fund is used to account for tax revenue and debt service related to the 2013 bond issuance to construct a new central fire station.

**Capital Projects Fund** – This fund is used to account for the activity of the Township’s capital projects.

**Township Improvement Revolving Fund** – This fund is used to account for advances from the General Fund and reimbursements from special assessments for specific public improvements.

**Charter Township of Meridian**  
**Other Supplementary Information**  
**Combining Balance Sheet**  
**Nonmajor Governmental Funds**  
**December 31, 2023**

	Special Revenue Funds					
	Pedestrian/Bike Path Millage	Fire	Police	Land Preservation	Senior Center Millage	Cable TV
<b>Assets</b>						
Cash and cash equivalents	\$ 2,862,092	\$ 2,068	\$ 55,748	\$ 4,935,531	\$ 596,513	\$ 140,863
Investments	-	-	-	2,648,519	-	-
Receivables						
Accounts	2,517	-	-	527	-	-
Taxes	388,816	-	-	117,434	97,598	-
Special assessments	-	-	-	-	-	-
Due from other units of government	-	-	5,283	-	-	-
Prepaid items	-	-	-	-	-	-
<b>Total assets</b>	<b>\$ 3,253,425</b>	<b>\$ 2,068</b>	<b>\$ 61,031</b>	<b>\$ 7,702,011</b>	<b>\$ 694,111</b>	<b>\$ 140,863</b>
<b>Liabilities</b>						
Accounts payable	\$ 39,854	\$ -	\$ -	\$ 6,365	\$ 56,825	\$ -
Payroll and other liabilities	543	-	2,824	333	-	-
Unearned revenue	-	-	-	-	-	-
<b>Total liabilities</b>	<b>40,397</b>	<b>-</b>	<b>2,824</b>	<b>6,698</b>	<b>56,825</b>	<b>-</b>
<b>Deferred inflows of resources</b>						
Unavailable revenue - special assessments	-	-	-	-	-	-
Unavailable revenue - federal grant revenue	-	-	-	-	-	-
Unavailable revenue - state grant revenue	2,517	-	3,199	-	-	-
Unavailable revenue - other revenue	-	-	-	-	-	-
Property taxes levied for a subsequent period	704,154	-	-	215,285	176,691	-
Special assessments levied for a subsequent period	-	-	-	-	-	-
<b>Total deferred inflows of resources</b>	<b>706,671</b>	<b>-</b>	<b>3,199</b>	<b>215,285</b>	<b>176,691</b>	<b>-</b>
<b>Fund balances</b>						
Non-spendable						
Prepaid items	-	-	-	-	-	-
Restricted for						
Pedestrian/bike path millage	2,506,357	-	-	-	-	-
Fire	-	2,068	-	-	-	-
Police	-	-	55,008	-	-	-
Senior center millage	-	-	-	-	460,595	-
Cable TV	-	-	-	-	-	140,863
Community needs	-	-	-	-	-	-
Library	-	-	-	-	-	-
Grants	-	-	-	-	-	-
Capital area transportation authority millage	-	-	-	-	-	-
Opioid remediation	-	-	-	-	-	-
Land preservation	-	-	-	7,480,028	-	-
Fire station debt service	-	-	-	-	-	-
Assigned						
American Rescue Plan Act	-	-	-	-	-	-
Township improvement	-	-	-	-	-	-
<b>Total fund balances</b>	<b>2,506,357</b>	<b>2,068</b>	<b>55,008</b>	<b>7,480,028</b>	<b>460,595</b>	<b>140,863</b>
<b>Total liabilities, deferred inflows of resources, and fund balances</b>	<b>\$ 3,253,425</b>	<b>\$ 2,068</b>	<b>\$ 61,031</b>	<b>\$ 7,702,011</b>	<b>\$ 694,111</b>	<b>\$ 140,863</b>

**Charter Township of Meridian**  
**Other Supplementary Information**  
**Combining Balance Sheet**  
**Nonmajor Governmental Funds**  
**December 31, 2023**

	Special Revenue Funds					
	Community Needs	Library	Grants	CATA Millage	Opioid Settlement	American Rescue Plan Act
<b>Assets</b>						
Cash and cash equivalents	\$ 88,287	\$ 14,276	\$ 136,356	\$ 218,920	\$ 31,724	\$ 1,316,710
Investments	-	-	-	-	-	-
Receivables						
Accounts	-	-	-	-	214,645	-
Taxes	-	-	-	232,427	-	-
Special assessments	-	-	-	-	-	-
Due from other units of government	-	-	749	-	-	-
Prepaid items	-	-	-	-	-	31,319
<b>Total assets</b>	<b>\$ 88,287</b>	<b>\$ 14,276</b>	<b>\$ 137,105</b>	<b>\$ 451,347</b>	<b>\$ 246,369</b>	<b>\$ 1,348,029</b>
<b>Liabilities</b>						
Accounts payable	\$ 889	\$ -	\$ -	\$ -	\$ -	\$ -
Payroll and other liabilities	-	-	-	-	-	-
Unearned revenue	-	-	-	-	-	1,243,321
<b>Total liabilities</b>	<b>889</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,243,321</b>
<b>Deferred inflows of resources</b>						
Unavailable revenue - special assessments	-	-	-	-	-	-
Unavailable revenue - federal grant revenue	-	-	749	-	-	-
Unavailable revenue - state grant revenue	-	-	-	-	-	-
Unavailable revenue - other revenue	-	-	-	-	214,645	-
Property taxes levied for a subsequent period	-	-	-	421,041	-	-
Special assessments levied for a subsequent period	-	-	-	-	-	-
<b>Total deferred inflows of resources</b>	<b>-</b>	<b>-</b>	<b>749</b>	<b>421,041</b>	<b>214,645</b>	<b>-</b>
<b>Fund balances</b>						
Non-spendable						
Prepaid items	-	-	-	-	-	31,319
Restricted for						
Pedestrian/bike path millage	-	-	-	-	-	-
Fire	-	-	-	-	-	-
Police	-	-	-	-	-	-
Senior center millage	-	-	-	-	-	-
Cable TV	-	-	-	-	-	-
Community needs	87,398	-	-	-	-	-
Library	-	14,276	-	-	-	-
Grants	-	-	136,356	-	-	-
Capital area transportation authority millage	-	-	-	30,306	-	-
Opioid remediation	-	-	-	-	31,724	-
Park millage	-	-	-	-	-	-
Fire station debt service	-	-	-	-	-	-
Assigned						
American Rescue Plan Act	-	-	-	-	-	73,389
Township improvement	-	-	-	-	-	-
<b>Total fund balances</b>	<b>87,398</b>	<b>14,276</b>	<b>136,356</b>	<b>30,306</b>	<b>31,724</b>	<b>104,708</b>
<b>Total liabilities, deferred inflows of resources, and fund balances</b>	<b>\$ 88,287</b>	<b>\$ 14,276</b>	<b>\$ 137,105</b>	<b>\$ 451,347</b>	<b>\$ 246,369</b>	<b>\$ 1,348,029</b>

**Charter Township of Meridian**  
**Other Supplementary Information**  
**Combining Balance Sheet**  
**Nonmajor Governmental Funds**  
**December 31, 2023**

	Debt		Capital		Total Nonmajor Governmental Funds
	Service Fund	Projects	Projects	Funds	
	Fire Station Debt Service	Capital Projects	Township Improvement Revolving		
<b>Assets</b>					
Cash and cash equivalents	\$ 338,048	\$ 2,549,922	\$ 2,184,757		\$ 15,471,815
Investments	-	-	-		2,648,519
Receivables					
Accounts	-	-	-		217,689
Taxes	235,852	-	-		1,072,127
Special assessments	-	-	2,805,172		2,805,172
Due from other units of government	-	-	-		6,032
Prepaid items	-	-	-		31,319
	<u>-</u>	<u>-</u>	<u>-</u>		<u>31,319</u>
Total assets	<u>\$ 573,900</u>	<u>\$ 2,549,922</u>	<u>\$ 4,989,929</u>		<u>\$ 22,252,673</u>
<b>Liabilities</b>					
Accounts payable	\$ -	\$ 884	\$ 3,064		\$ 107,881
Payroll and other liabilities	-	-	-		3,700
Unearned revenue	-	-	-		1,243,321
	<u>-</u>	<u>-</u>	<u>-</u>		<u>1,243,321</u>
Total liabilities	<u>-</u>	<u>884</u>	<u>3,064</u>		<u>1,354,902</u>
<b>Deferred inflows of resources</b>					
Unavailable revenue - special assessments	-	-	2,732,233		2,732,233
Unavailable revenue - federal grant revenue	-	-	-		749
Unavailable revenue - state grant revenue	-	-	-		5,716
Unavailable revenue - other revenue	-	-	-		214,645
Property taxes levied for a subsequent period	426,451	-	-		1,943,622
Special assessments levied for a subsequent period	-	-	80,000		80,000
	<u>426,451</u>	<u>-</u>	<u>2,812,233</u>		<u>4,976,965</u>
<b>Fund balances</b>					
Non-spendable					
Prepaid items	-	-	-		31,319
Restricted for					
Pedestrian/bike path millage	-	-	-		2,506,357
Fire	-	-	-		2,068
Police	-	-	-		55,008
Senior center millage	-	-	-		460,595
Cable TV	-	-	-		140,863
Community needs	-	-	-		87,398
Library	-	-	-		14,276
Grants	-	-	-		136,356
Capital area transportation authority millage	-	-	-		30,306
Opioid remediation	-	-	-		31,724
Park millage	-	-	-		7,480,028
Fire station debt service	147,449	-	-		147,449
Assigned					
American Rescue Plan Act	-	-	-		73,389
Township improvement	-	2,549,038	2,174,632		4,723,670
	<u>147,449</u>	<u>2,549,038</u>	<u>2,174,632</u>		<u>15,920,806</u>
Total fund balances	<u>147,449</u>	<u>2,549,038</u>	<u>2,174,632</u>		<u>15,920,806</u>
Total liabilities, deferred inflows of resources, and fund balances	<u>\$ 573,900</u>	<u>\$ 2,549,922</u>	<u>\$ 4,989,929</u>		<u>\$ 22,252,673</u>

**Charter Township of Meridian**  
**Other Supplementary Information**  
**Combining Statement of Revenues, Expenditures and Changes in Fund Balances**  
**Nonmajor Governmental Funds**  
**For the Year Ended December 31, 2023**

	Special Revenue Funds					
	Pedestrian/Bike Path Millage	Fire	Police	Land Preservation	Senior Center Millage	Cable TV
<b>Revenues</b>						
Taxes	\$ 656,250	\$ -	\$ -	\$ 200,815	\$ 164,665	\$ -
Federal grants	-	1,298	6,683	-	-	-
State grants	3,556	-	11,969	1,075	893	-
Charges for services	-	-	-	-	-	-
Investment income	123,053	19	1,990	336,203	24,063	6,968
Other revenue	779,500	29	2,000	-	-	-
<b>Total revenues</b>	<u>1,562,359</u>	<u>1,346</u>	<u>22,642</u>	<u>538,093</u>	<u>189,621</u>	<u>6,968</u>
<b>Expenditures</b>						
Current						
Public safety	-	955	16,250	-	-	-
Public works	1,463,482	-	-	-	-	-
Health and welfare	-	-	-	-	123,102	-
Recreation and culture	-	-	-	148,823	-	19,773
Capital outlay	-	-	16,687	63,444	-	-
Debt service						
Principal retirement	-	-	-	-	-	-
Interest and fiscal charges	-	-	-	-	-	-
<b>Total expenditures</b>	<u>1,463,482</u>	<u>955</u>	<u>32,937</u>	<u>212,267</u>	<u>123,102</u>	<u>19,773</u>
Excess (deficiency) of revenues over expenditures	<u>98,877</u>	<u>391</u>	<u>(10,295)</u>	<u>325,826</u>	<u>66,519</u>	<u>(12,805)</u>
<b>Other financing sources (uses)</b>						
Transfers in	-	-	-	-	-	-
Transfers out	-	-	-	-	-	-
<b>Total other financing sources (uses)</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Net change in fund balances</b>	<u>98,877</u>	<u>391</u>	<u>(10,295)</u>	<u>325,826</u>	<u>66,519</u>	<u>(12,805)</u>
Fund balances - beginning of year	<u>2,407,480</u>	<u>1,677</u>	<u>65,303</u>	<u>7,154,202</u>	<u>394,076</u>	<u>153,668</u>
Fund balances - end of year	<u>\$ 2,506,357</u>	<u>\$ 2,068</u>	<u>\$ 55,008</u>	<u>\$ 7,480,028</u>	<u>\$ 460,595</u>	<u>\$ 140,863</u>

**Charter Township of Meridian**  
**Other Supplementary Information**  
**Combining Statement of Revenues, Expenditures and Changes in Fund Balances**  
**Nonmajor Governmental Funds**  
**For the Year Ended December 31, 2023**

	Special Revenue Funds					
	Community Needs	Library	Grants	CATA Millage	Opioid Settlement	American Rescue Plan Act
<b>Revenues</b>						
Taxes	\$ -	\$ -	\$ -	\$ 392,402	\$ -	\$ -
Federal grants	-	-	-	-	-	1,499,660
State grants	-	-	-	2,126	-	-
Charges for services	-	-	-	-	-	-
Investment income	3,023	673	6,402	12,242	1,163	90,921
Other revenue	<u>50,224</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>30,561</u>	<u>-</u>
Total revenues	<u>53,247</u>	<u>673</u>	<u>6,402</u>	<u>406,770</u>	<u>31,724</u>	<u>1,590,581</u>
<b>Expenditures</b>						
Current						
Public safety	-	-	749	-	-	-
Public works	-	-	-	-	-	-
Health and welfare	57,576	-	-	-	-	-
Recreation and culture	-	-	-	385,000	-	-
Capital outlay	4,135	-	-	-	-	1,199,660
Debt service						
Principal retirement	-	-	-	-	-	-
Interest and fiscal charges	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total expenditures	<u>61,711</u>	<u>-</u>	<u>749</u>	<u>385,000</u>	<u>-</u>	<u>1,199,660</u>
Excess (deficiency) of revenues over expenditures	<u>(8,464)</u>	<u>673</u>	<u>5,653</u>	<u>21,770</u>	<u>31,724</u>	<u>390,921</u>
<b>Other financing sources (uses)</b>						
Transfers in	-	-	-	-	-	-
Transfers out	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(300,000)</u>
Total other financing sources (uses)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(300,000)</u>
Net change in fund balances	<u>(8,464)</u>	<u>673</u>	<u>5,653</u>	<u>21,770</u>	<u>31,724</u>	<u>90,921</u>
Fund balances - beginning of year	<u>95,862</u>	<u>13,603</u>	<u>130,703</u>	<u>8,536</u>	<u>-</u>	<u>13,787</u>
Fund balances - end of year	<u>\$ 87,398</u>	<u>\$ 14,276</u>	<u>\$ 136,356</u>	<u>\$ 30,306</u>	<u>\$ 31,724</u>	<u>\$ 104,708</u>

**Charter Township of Meridian**  
**Other Supplementary Information**  
**Combining Statement of Revenues, Expenditures and Changes in Fund Balances**  
**Nonmajor Governmental Funds**  
**For the Year Ended December 31, 2023**

	<u>Debt Service</u>		<u>Capital Projects Funds</u>		Total Nonmajor Governmental Funds
	Fire Station		Township Improvement		
	<u>Debt Service</u>	<u>Capital Projects</u>	<u>Revolving</u>		
<b>Revenues</b>					
Taxes	\$ 399,726	\$ -	\$ -	\$ -	\$ 1,813,858
Federal grants	-	-	-	-	1,507,641
State grants	1,238	-	-	-	20,857
Charges for services	-	-	321,850	-	321,850
Investment income	3,867	126,494	148,984	-	886,065
Other revenue	-	-	429	-	862,743
	<u>404,831</u>	<u>126,494</u>	<u>471,263</u>	<u>-</u>	<u>5,413,014</u>
<b>Total revenues</b>					
<b>Expenditures</b>					
Current					
Public safety	-	-	-	-	17,954
Public works	-	-	148,610	-	1,612,092
Health and welfare	-	-	-	-	180,678
Recreation and culture	-	-	-	-	553,596
Capital outlay	-	1,077,456	-	-	2,361,382
Debt service					
Principal retirement	240,000	-	-	-	240,000
Interest and fiscal charges	19,233	-	-	-	19,233
	<u>259,233</u>	<u>1,077,456</u>	<u>148,610</u>	<u>-</u>	<u>4,984,935</u>
<b>Total expenditures</b>					
Excess (deficiency) of revenues over expenditures	<u>145,598</u>	<u>(950,962)</u>	<u>322,653</u>	<u>-</u>	<u>428,079</u>
<b>Other financing sources (uses)</b>					
Transfers in	-	3,500,000	-	-	3,500,000
Transfers out	-	-	-	-	(300,000)
	<u>-</u>	<u>3,500,000</u>	<u>-</u>	<u>-</u>	<u>3,200,000</u>
<b>Total other financing sources (uses)</b>					
Net change in fund balances	<u>145,598</u>	<u>2,549,038</u>	<u>322,653</u>	<u>-</u>	<u>3,628,079</u>
Fund balances - beginning of year	<u>1,851</u>	<u>-</u>	<u>1,851,979</u>	<u>-</u>	<u>12,292,727</u>
Fund balances - end of year	<u>\$ 147,449</u>	<u>\$ 2,549,038</u>	<u>\$ 2,174,632</u>	<u>\$ -</u>	<u>\$ 15,920,806</u>

**Charter Township of Meridian**  
**Other Supplementary Information**  
**Budgetary Comparison Schedule**  
**Nonmajor Governmental Fund**  
**Pedestrian/Bike Path Millage Fund**  
**For the Year Ended December 31, 2023**

	Budgeted Amounts		Actual	Actual
	Original	Final		Over (Under)
				Final Budget
<b>Revenues</b>				
Taxes	\$ 640,100	\$ 656,334	\$ 656,250	\$ (84)
State grants	2,810	3,556	3,556	-
Investment income	2,000	112,450	123,053	10,603
Other revenue	<u>2,756,000</u>	<u>2,823,000</u>	<u>779,500</u>	<u>(2,043,500)</u>
 Total revenues	 3,400,910	 3,595,340	 1,562,359	 (2,032,981)
<b>Expenditures</b>				
Current				
Public works	<u>4,347,995</u>	<u>4,352,098</u>	<u>1,463,482</u>	<u>(2,888,616)</u>
 Net change in fund balance	 (947,085)	 (756,758)	 98,877	 855,635
 Fund balance - beginning of year	 <u>2,407,480</u>	 <u>2,407,480</u>	 <u>2,407,480</u>	 <u>-</u>
 Fund balance - end of year	 <u>\$ 1,460,395</u>	 <u>\$ 1,650,722</u>	 <u>\$ 2,506,357</u>	 <u>\$ 855,635</u>

**Charter Township of Meridian**  
**Other Supplementary Information**  
**Budgetary Comparison Schedule**  
**Nonmajor Governmental Fund**  
**Fire Fund**  
**For the Year Ended December 31, 2023**

	Budgeted Amounts		Actual	Actual
	Original	Final		Over (Under)
				Final Budget
<b>Revenues</b>				
Federal grants	\$ -	\$ 1,297	\$ 1,298	\$ 1
Investment income	5	35	19	(16)
Other revenue	-	-	29	29
	5	1,332	1,346	14
<b>Expenditures</b>				
Current				
Public safety	-	1,297	955	(342)
Net change in fund balance	5	35	391	356
Fund balance - beginning of year	<u>1,677</u>	<u>1,677</u>	<u>1,677</u>	-
Fund balance - end of year	<u>\$ 1,682</u>	<u>\$ 1,712</u>	<u>\$ 2,068</u>	<u>\$ 356</u>

**Charter Township of Meridian**  
**Other Supplementary Information**  
**Budgetary Comparison Schedule**  
**Nonmajor Governmental Fund**  
**Police Fund**

**For the Year Ended December 31, 2023**

	Budgeted Amounts		Actual	Actual
	Original	Final		Over (Under)
				Final Budget
<b>Revenues</b>				
Federal grants	\$ 5,000	\$ 6,684	\$ 6,683	\$ (1)
State grants	7,000	11,969	11,969	-
Investment income	100	1,800	1,990	190
Other revenue	-	2,000	2,000	-
	<u>12,100</u>	<u>22,453</u>	<u>22,642</u>	<u>189</u>
<b>Expenditures</b>				
Current				
Public safety	12,000	13,000	16,250	3,250
Capital outlay	18,000	18,000	16,687	(1,313)
	<u>30,000</u>	<u>31,000</u>	<u>32,937</u>	<u>1,937</u>
Net change in fund balance	(17,900)	(8,547)	(10,295)	(1,748)
Fund balance - beginning of year	65,303	65,303	65,303	-
Fund balance - end of year	<u>\$ 47,403</u>	<u>\$ 56,756</u>	<u>\$ 55,008</u>	<u>\$ (1,748)</u>

**Charter Township of Meridian**  
**Other Supplementary Information**  
**Budgetary Comparison Schedule**  
**Nonmajor Governmental Fund**  
**Land Preservation Fund**  
**For the Year Ended December 31, 2023**

	Budgeted Amounts		Actual	Actual
	Original	Final		Over (Under)
				Final Budget
<b>Revenues</b>				
Taxes	\$ 195,100	\$ 200,696	\$ 200,815	\$ 119
State grants	850	1,075	1,075	-
Investment income	48,000	261,500	336,203	74,703
Other revenue	-	-	-	-
	<u>243,950</u>	<u>463,271</u>	<u>538,093</u>	<u>74,822</u>
Total revenues				
<b>Expenditures</b>				
Current				
Recreation and culture	289,659	290,159	148,823	(141,336)
Capital outlay	-	75,000	63,444	(11,556)
	<u>289,659</u>	<u>365,159</u>	<u>212,267</u>	<u>(152,892)</u>
Total expenditures				
Net change in fund balance	(45,709)	98,112	325,826	227,714
Fund balance - beginning of year	<u>7,154,202</u>	<u>7,154,202</u>	<u>7,154,202</u>	<u>-</u>
Fund balance - end of year	<u>\$ 7,108,493</u>	<u>\$ 7,252,314</u>	<u>\$ 7,480,028</u>	<u>\$ 227,714</u>

**Charter Township of Meridian**  
**Other Supplementary Information**  
**Budgetary Comparison Schedule**  
**Nonmajor Governmental Fund**  
**Senior Center Millage Fund**  
**For the Year Ended December 31, 2023**

	Budgeted Amounts		Actual	Actual
	Original	Final		Over (Under)
				Final Budget
<b>Revenues</b>				
Taxes	\$ 160,050	\$ 164,593	\$ 164,665	\$ 72
State grants	705	1,598	893	(705)
Investment income	500	21,700	24,063	2,363
	<u>161,255</u>	<u>187,891</u>	<u>189,621</u>	<u>1,730</u>
<b>Expenditures</b>				
Current				
Health and welfare	140,000	140,000	123,102	(16,898)
	<u>21,255</u>	<u>47,891</u>	<u>66,519</u>	<u>18,628</u>
Net change in fund balance				
Fund balance - beginning of year	394,076	394,076	394,076	-
Fund balance - end of year	<u>\$ 415,331</u>	<u>\$ 441,967</u>	<u>\$ 460,595</u>	<u>\$ 18,628</u>

**Charter Township of Meridian**  
**Other Supplementary Information**  
**Budgetary Comparison Schedule**  
**Nonmajor Governmental Fund**  
**Cable TV Fund**  
**For the Year Ended December 31, 2023**

	Budgeted Amounts		Actual	Actual
	Original	Final		Over (Under)
				Final Budget
<b>Revenues</b>				
Investment income	\$ 250	\$ 6,750	\$ 6,968	\$ 218
<b>Expenditures</b>				
Current				
Recreation and culture	20,000	26,407	19,773	(6,634)
Net change in fund balance	(19,750)	(19,657)	(12,805)	6,852
Fund balance - beginning of year	153,668	153,668	153,668	-
Fund balance - end of year	<u>\$ 133,918</u>	<u>\$ 134,011</u>	<u>\$ 140,863</u>	<u>\$ 6,852</u>

**Charter Township of Meridian**  
**Other Supplementary Information**  
**Budgetary Comparison Schedule**  
**Nonmajor Governmental Fund**  
**Community Needs Fund**  
**For the Year Ended December 31, 2023**

	Budgeted Amounts		Actual	Actual
	Original	Final		Over (Under)
				Final Budget
<b>Revenues</b>				
Investment income	\$ 100	\$ 2,800	\$ 3,023	\$ 223
Other revenue	11,000	49,391	50,224	833
<b>Total revenues</b>	<u>11,100</u>	<u>52,191</u>	<u>53,247</u>	<u>1,056</u>
<b>Expenditures</b>				
Current				
Health and welfare	51,000	67,005	57,576	(9,429)
Capital outlay	-	4,136	4,135	(1)
<b>Total expenditures</b>	<u>51,000</u>	<u>71,141</u>	<u>61,711</u>	<u>(9,430)</u>
Net change in fund balance	(39,900)	(18,950)	(8,464)	10,486
Fund balance - beginning of year	95,862	95,862	95,862	-
Fund balance - end of year	<u>\$ 55,962</u>	<u>\$ 76,912</u>	<u>\$ 87,398</u>	<u>\$ 10,486</u>

**Charter Township of Meridian**  
**Other Supplementary Information**  
**Budgetary Comparison Schedule**  
**Nonmajor Governmental Fund**  
**Library Fund**  
**For the Year Ended December 31, 2023**

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	Budgeted Amounts		Actual	Actual
	Original	Final		Over (Under)
				Final Budget
<b>Revenues</b>				
Investment income	\$ 20	\$ 360	\$ 673	\$ 313
Fund balance - beginning of year	<u>13,603</u>	<u>13,603</u>	<u>13,603</u>	-
Fund balance - end of year	<u>\$ 13,623</u>	<u>\$ 13,963</u>	<u>\$ 14,276</u>	<u>\$ 313</u>

**Charter Township of Meridian**  
**Other Supplementary Information**  
**Budgetary Comparison Schedule**  
**Nonmajor Governmental Fund**  
**Grants Fund**  
**For the Year Ended December 31, 2023**

	Budgeted Amounts		Actual	Actual
	Original	Final		Over (Under)
				Final Budget
<b>Revenues</b>				
Investment income	\$ 150	\$ 5,775	\$ 6,402	\$ 627
<b>Expenditures</b>				
Current				
Public safety	-	750	749	(1)
Net change in fund balance	150	5,025	5,653	628
Fund balance - beginning of year	130,703	130,703	130,703	-
Fund balance - end of year	<u>\$ 130,853</u>	<u>\$ 135,728</u>	<u>\$ 136,356</u>	<u>\$ 628</u>

**Charter Township of Meridian**  
**Other Supplementary Information**  
**Budgetary Comparison Schedule**  
**Nonmajor Governmental Fund**  
**CATA Millage Fund**  
**For the Year Ended December 31, 2023**

	Budgeted Amounts		Actual	Actual
	Original	Final		Over (Under)
				Final Budget
<b>Revenues</b>				
Taxes	\$ 385,050	\$ 392,173	\$ 392,402	\$ 229
State grants	1,680	2,127	2,126	(1)
Investment income	100	9,000	12,242	3,242
	<u>386,830</u>	<u>403,300</u>	<u>406,770</u>	<u>3,470</u>
Total revenues	386,830	403,300	406,770	3,470
<b>Expenditures</b>				
Current				
Recreation and culture	<u>385,000</u>	<u>385,000</u>	<u>385,000</u>	<u>-</u>
Net change in fund balance	1,830	18,300	21,770	3,470
Fund balance - beginning of year	<u>8,536</u>	<u>8,536</u>	<u>8,536</u>	<u>-</u>
Fund balance - end of year	<u>\$ 10,366</u>	<u>\$ 26,836</u>	<u>\$ 30,306</u>	<u>\$ 3,470</u>

**Charter Township of Meridian**  
**Other Supplementary Information**  
**Budgetary Comparison Schedule**  
**Nonmajor Governmental Fund**  
**Opioid Settlement Fund**  
**For the Year Ended December 31, 2023**

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	Budgeted Amounts		Actual	Actual
	Original	Final		Over (Under)
				Final
				Budget
<b>Revenues</b>				
Investment income	\$ -	\$ 1,000	\$ 1,163	\$ 163
Other revenue	-	30,661	30,561	(100)
Total revenues	-	31,661	31,724	63
Fund balance - beginning of year	-	-	-	-
Fund balance - end of year	\$ -	\$ 31,661	\$ 31,724	\$ 63

**Charter Township of Meridian**  
**Other Supplementary Information**  
**Budgetary Comparison Schedule**  
**Nonmajor Governmental Fund**  
**American Rescue Plan Act Fund**  
**For the Year Ended December 31, 2023**

	Budgeted Amounts		Actual	Actual
	Original	Final		Over (Under)
				Final Budget
<b>Revenues</b>				
Federal grants	\$ 235,800	\$ 2,486,703	\$ 1,499,660	\$ (987,043)
Investment income	1,000	87,500	90,921	3,421
Total revenues	236,800	2,574,203	1,590,581	(983,622)
<b>Expenditures</b>				
Capital outlay	235,800	2,186,703	1,199,660	(987,043)
Excess of revenues (deficiency) over expenditures	1,000	387,500	390,921	3,421
<b>Other financing sources (uses)</b>				
Transfers out	-	(300,000)	(300,000)	-
Net change in fund balance	1,000	87,500	90,921	3,421
Fund balance - beginning of year	13,787	13,787	13,787	-
Fund balance - end of year	\$ 14,787	\$ 101,287	\$ 104,708	\$ 3,421

**Charter Township of Meridian**  
**Other Supplementary Information**  
**Budgetary Comparison Schedule**  
**Nonmajor Governmental Fund**  
**Fire Station Debt Service Fund**  
**For the Year Ended December 31, 2023**

	Budgeted Amounts		Actual	Actual Over (Under) Final Budget
	Original	Final		
<b>Revenues</b>				
Taxes	\$ 390,100	\$ 399,522	\$ 399,726	\$ 204
State grants	1,075	1,239	1,238	(1)
Investment income	500	3,000	3,867	867
Total revenues	<u>391,675</u>	<u>403,761</u>	<u>404,831</u>	<u>1,070</u>
<b>Expenditures</b>				
Debt service				
Principal retirement	240,000	240,000	240,000	-
Interest and fiscal charges	<u>35,243</u>	<u>35,243</u>	<u>19,233</u>	<u>(16,010)</u>
Total expenditures	<u>275,243</u>	<u>275,243</u>	<u>259,233</u>	<u>(16,010)</u>
Net change in fund balance	116,432	128,518	145,598	17,080
Fund balance - beginning of year	<u>1,851</u>	<u>1,851</u>	<u>1,851</u>	<u>-</u>
Fund balance - end of year	<u>\$ 118,283</u>	<u>\$ 130,369</u>	<u>\$ 147,449</u>	<u>\$ 17,080</u>

**Charter Township of Meridian**  
**Other Supplementary Information**  
**Budgetary Comparison Schedule**  
**Nonmajor Governmental Fund**  
**Capital Project Fund**  
**For the Year Ended December 31, 2023**

	Budgeted Amounts		Actual	Actual
	Original	Final		Over (Under)
				Final Budget
<b>Revenues</b>				
Investment income	\$ -	\$ 112,500	\$ 126,494	\$ 13,994
<b>Expenditures</b>				
Capital outlay	-	1,200,000	1,077,456	(122,544)
Excess of revenues (deficiency) over expenditures	-	(1,087,500)	(950,962)	136,538
<b>Other financing sources (uses)</b>				
Transfers in	-	3,500,000	3,500,000	-
Net change in fund balance	-	2,412,500	2,549,038	136,538
Fund balance - beginning of year	-	-	-	-
Fund balance - end of year	<u>\$ -</u>	<u>\$ 2,412,500</u>	<u>\$ 2,549,038</u>	<u>\$ 136,538</u>

**Charter Township of Meridian**  
**Other Supplementary Information**  
**Budgetary Comparison Schedule**  
**Nonmajor Governmental Fund**  
**Township Improvement Revolving Fund**  
**For the Year Ended December 31, 2023**

	Budgeted Amounts		Actual	Actual
	Original	Final		Over (Under)
				Final Budget
<b>Revenues</b>				
Charges for services	\$ 680,000	\$ 680,002	\$ 321,850	\$ (358,152)
Investment income	50,000	162,000	148,984	(13,016)
Other revenue	-	500	429	(71)
	<u>730,000</u>	<u>842,502</u>	<u>471,263</u>	<u>(371,239)</u>
<b>Expenditures</b>				
Current				
Public works	<u>140,000</u>	<u>163,000</u>	<u>148,610</u>	<u>(14,390)</u>
	590,000	679,502	322,653	(356,849)
Net change in fund balance				
Fund balance - beginning of year	<u>1,851,979</u>	<u>1,851,979</u>	<u>1,851,979</u>	<u>-</u>
Fund balance - end of year	<u>\$ 2,441,979</u>	<u>\$ 2,531,481</u>	<u>\$ 2,174,632</u>	<u>\$ (356,849)</u>

**Charter Township of Meridian**  
**Other Supplementary Information**  
**Budgetary Comparison Schedule**  
**Major Governmental Fund - Debt Service**  
**Road Debt Fund**  
**For the Year Ended December 31, 2023**

	Budgeted Amounts		Actual	Actual Over (Under) Final Budget
	Original	Final		
<b>Revenues</b>				
Taxes	\$ 3,791,000	\$ 3,881,255	\$ 3,883,652	\$ 2,397
State grants	10,230	20,886	20,885	(1)
Investment income	3,000	84,800	85,260	460
 Total revenues	 <u>3,804,230</u>	 <u>3,986,941</u>	 <u>3,989,797</u>	 <u>2,856</u>
<b>Expenditures</b>				
Debt service				
Principal retirement	3,165,000	3,165,000	3,165,000	-
Interest and fiscal charges	727,920	727,920	727,917	(3)
 Total expenditures	 <u>3,892,920</u>	 <u>3,892,920</u>	 <u>3,892,917</u>	 <u>(3)</u>
 Excess of revenues (deficiency) over expenditures	 (88,690)	 94,021	 96,880	 2,859
 Fund balance - beginning of year	 <u>2,119,189</u>	 <u>2,119,189</u>	 <u>2,119,189</u>	 <u>-</u>
 Fund balance - end of year	 <u>\$ 2,030,499</u>	 <u>\$ 2,213,210</u>	 <u>\$ 2,216,069</u>	 <u>\$ 2,859</u>

## **Statistical Section**

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## Charter Township of Meridian Statistical Section

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This part of the Annual Comprehensive Financial Report presents detailed information as a context for understanding what the information in the financial statements, note disclosures, and required supplementary information says about the Township's overall financial health.

The statistical section is organized into the following main categories:

**Financial trends** – These schedules contain trend information to help the reader understand how the Township's financial performance and well-being have changed over time.

**Revenue capacity** – These schedules contain information to help the reader assess the Township's most significant local revenue source, the property tax.

**Debt capacity** – These schedules contain information to help the reader assess the affordability of the Township's current levels of outstanding debt and the Township's ability to issue additional debt in the future.

**Demographic and economic information** – These schedules offer demographic and economic indicators to help the reader understand the environment within which the Township's financial activities take place.

**Operating information** – These schedules contain service and infrastructure data to help the reader understand how the information in the Township's financial report relates to the services the Township provides and the activities it performs.

**Sources:** Unless otherwise noted, the information in these schedules is derived from the Annual Comprehensive Financial Reports for the relevant year.

**Charter Township of Meridian**  
**Net Position by Component**  
**Last Ten Fiscal Years**  
**(Unaudited)**

	December 31				
	(in thousands of dollars)				
	2014	2015	2016	2017	2018
<b>Governmental Activities:</b>					
Net investment in capital assets	\$ 34,416	\$ 36,166	\$ 37,311	\$ 40,613	\$ 42,957
Restricted	7,345	8,400	9,757	9,150	10,204
Unrestricted	10,629	(10,661)	(11,611)	(11,910)	(15,183)
Total net position	<u>\$ 52,390</u>	<u>\$ 33,905</u>	<u>\$ 35,457</u>	<u>\$ 37,853</u>	<u>\$ 37,978</u>
<b>Business-type Activities:</b>					
Net investment in capital assets	\$ 40,452	\$ 39,764	\$ 39,273	\$ 39,865	\$ 39,887
Restricted	-	-	-	-	-
Unrestricted	8,972	7,433	9,077	10,972	12,615
Total net position	<u>\$ 49,424</u>	<u>\$ 47,197</u>	<u>\$ 48,350</u>	<u>\$ 50,837</u>	<u>\$ 52,502</u>
<b>Primary Government:</b>					
Net investment in capital assets	\$ 74,868	\$ 75,930	\$ 76,584	\$ 80,478	\$ 82,844
Restricted	7,345	8,400	9,757	9,150	10,204
Unrestricted	19,601	(3,228)	(2,534)	(938)	(2,568)
Total net position	<u>\$ 101,814</u>	<u>\$ 81,102</u>	<u>\$ 83,807</u>	<u>\$ 88,690</u>	<u>\$ 90,480</u>

**Charter Township of Meridian**  
**Net Position by Component**  
**Last Ten Fiscal Years**  
**(Unaudited)**

	December 31				
	(in thousands of dollars)				
	2019	2020	2021	2022	2023
<b>Governmental Activities:</b>					
Net investment in capital assets	\$ 44,162	\$ 51,739	\$ 55,088	\$ 59,497	\$ 56,938
Restricted	23,050	12,130	13,627	15,836	24,703
Unrestricted	(22,274)	(8,430)	(2,954)	3,804	419
Total net position	<u>\$ 44,938</u>	<u>\$ 55,439</u>	<u>\$ 65,761</u>	<u>\$ 79,137</u>	<u>\$ 82,060</u>
<b>Business-type Activities:</b>					
Net investment in capital assets	\$ 39,914	\$ 40,505	\$ 39,141	\$ 39,833	\$ 42,912
Restricted	-	-	-	-	-
Unrestricted	14,977	16,111	18,609	20,031	19,651
Total net position	<u>\$ 54,891</u>	<u>\$ 56,616</u>	<u>\$ 57,750</u>	<u>\$ 59,864</u>	<u>\$ 62,563</u>
<b>Primary Government:</b>					
Net investment in capital assets	\$ 84,076	\$ 92,244	\$ 94,229	\$ 99,330	\$ 99,850
Restricted	23,050	12,130	13,627	15,836	24,703
Unrestricted	(7,297)	7,681	15,655	23,835	20,070
Total net position	<u>\$ 99,829</u>	<u>\$ 112,055</u>	<u>\$ 123,511</u>	<u>\$ 139,001</u>	<u>\$ 144,623</u>

**Charter Township of Meridian**  
**Changes in Governmental Net Position**  
**Last Ten Fiscal Years**  
**(Unaudited)**

	Fiscal Year Ended December 31				
	(in thousands of dollars)				
	2014	2015	2016	2017	2018
<b>Expenses:</b>					
General government	\$ 3,941	\$ 4,346	\$ 4,347	\$ 4,785	\$ 4,239
Public safety	9,799	10,937	12,247	11,454	12,450
Public works	1,277	946	1,230	1,132	1,414
Health and welfare	166	162	159	180	143
Community and economic development	-	-	-	-	-
Recreation and culture	2,118	2,258	2,484	3,078	2,514
Interest on long-term debt	221	168	148	138	128
Total expenses	<u>17,522</u>	<u>18,817</u>	<u>20,615</u>	<u>20,767</u>	<u>20,888</u>
<b>Program revenue:</b>					
Charges for services:					
General government	383	416	414	667	699
Public safety	2,658	2,574	2,724	2,895	2,685
Public works	89	121	82	120	204
Recreation and culture	321	338	346	1,181	1,181
Total charges for services	<u>3,451</u>	<u>3,449</u>	<u>3,566</u>	<u>4,863</u>	<u>4,769</u>
Operating grants and contributions	175	127	137	172	121
Capital grants and contributions	-	-	-	-	589
Total program revenue	<u>3,626</u>	<u>3,576</u>	<u>3,703</u>	<u>5,035</u>	<u>5,479</u>
<b>Excess of expenses over revenue</b>	(13,896)	(15,241)	(16,912)	(15,732)	(15,409)
<b>General revenue:</b>					
Property taxes	11,710	13,005	13,464	13,695	16,142
State-shared revenue	3,085	3,087	3,165	3,496	3,579
Investment income (loss)	212	152	128	238	486
Franchise fees*	856	1,021	1,058	-	-
Miscellaneous income	424	562	694	723	793
Total general revenue	<u>16,287</u>	<u>17,827</u>	<u>18,509</u>	<u>18,152</u>	<u>21,000</u>
<b>Transfers</b>	-	-	(45)	(24)	-
<b>Change in net position</b>	<u>\$ 2,391</u>	<u>\$ 2,586</u>	<u>\$ 1,552</u>	<u>\$ 2,396</u>	<u>\$ 5,591</u>

\*Franchise fees were included in charges for services beginning in 2017 to comply with the State of Michigan's chart of accounts requirements.

**Charter Township of Meridian**  
**Changes in Governmental Net Position**  
**Last Ten Fiscal Years**  
**(Unaudited)**

	Fiscal Year Ended December 31				
	(in thousands of dollars)				
	2019	2020	2021	2022	2023
<b>Expenses:</b>					
General government	\$ 3,789	\$ 5,350	\$ 5,038	\$ 6,179	\$ 6,032
Public safety	13,146	12,450	11,089	11,793	14,830
Public works	1,070	1,851	2,127	2,861	11,151
Health and welfare	273	196	233	349	262
Community and economic development	-	129	1,554	1,161	1,262
Recreation and culture	2,700	1,221	2,944	2,801	3,013
Interest on long-term debt	334	400	360	536	452
Total expenses	<u>21,312</u>	<u>21,597</u>	<u>23,345</u>	<u>25,680</u>	<u>37,002</u>
<b>Program revenue:</b>					
Charges for services:					
General government	680	1,440	1,497	1,441	1,407
Public safety	2,897	2,421	3,078	3,224	3,560
Public works	417	1,231	1,050	1,050	1,050
Recreation and culture	1,203	118	298	392	443
Total charges for services	<u>5,197</u>	<u>5,210</u>	<u>5,923</u>	<u>6,107</u>	<u>6,460</u>
Operating grants and contributions	418	1,460	856	3,306	2,747
Capital grants and contributions	-	252	1,536	3,091	1,034
Total program revenue	<u>5,615</u>	<u>6,922</u>	<u>8,315</u>	<u>12,504</u>	<u>10,241</u>
<b>Excess of expenses over revenue</b>	(15,697)	(14,675)	(15,030)	(13,176)	(26,761)
<b>General revenue:</b>					
Property taxes	16,766	20,099	20,620	21,047	21,932
State-shared revenue	3,711	3,728	4,333	5,658	5,067
Investment income (loss)	748	720	214	(185)	2,290
Franchise fees*	-	-	-	-	-
Miscellaneous income	1,432	629	-	33	394
Total general revenue	<u>22,657</u>	<u>25,176</u>	<u>25,167</u>	<u>26,553</u>	<u>29,683</u>
<b>Transfers</b>	-	-	185	-	-
<b>Change in net position</b>	<u>\$ 6,960</u>	<u>\$ 10,501</u>	<u>\$ 10,322</u>	<u>\$ 13,377</u>	<u>\$ 2,922</u>

\*Franchise fees were included in charges for services beginning in 2017 to comply with the State of Michigan's chart of accounts requirements.

**Charter Township of Meridian**  
**Changes in Business-type Net Position**  
**Last Ten Fiscal Years**  
**(Unaudited)**

	Fiscal Year Ended December 31				
	(in thousands of dollars)				
	2014	2015	2016	2017	2018
<b>Expenses:</b>					
Sewer	\$ 4,761	\$ 5,538	\$ 5,342	\$ 5,200	\$ 5,293
Water	5,101	5,097	5,147	5,609	5,591
Total expenses	<u>9,862</u>	<u>10,635</u>	<u>10,489</u>	<u>10,809</u>	<u>10,884</u>
<b>Program revenue:</b>					
Charges for services:					
Sewer	4,305	4,260	4,638	5,227	5,626
Water	4,977	4,575	6,172	6,317	6,388
Total charges for services	<u>9,282</u>	<u>8,835</u>	<u>10,810</u>	<u>11,544</u>	<u>12,014</u>
Operating grants and contributions	-	-	403	-	-
Capital grants and contributions	1,572	1,126	383	1,213	526
Total program revenue	<u>10,854</u>	<u>9,961</u>	<u>11,596</u>	<u>12,757</u>	<u>12,540</u>
<b>Excess of expenses over revenue</b>	992	(674)	1,107	1,948	1,656
<b>General revenue:</b>					
Investment income (loss)	4	3	1	1	1
Gain (loss) on sale of assets	-	-	-	-	7
State-shared revenue	-	-	-	514	-
Miscellaneous	-	-	-	-	-
Total general revenue	<u>4</u>	<u>3</u>	<u>1</u>	<u>515</u>	<u>8</u>
<b>Transfers</b>	-	-	45	24	-
<b>Change in net position</b>	<u>\$ 996</u>	<u>\$ (671)</u>	<u>\$ 1,153</u>	<u>\$ 2,487</u>	<u>\$ 1,664</u>
<b>Change in net position – primary government</b>	<u>\$ 3,387</u>	<u>\$ 1,915</u>	<u>\$ 2,705</u>	<u>\$ 4,883</u>	<u>\$ 7,255</u>

**Charter Township of Meridian**  
**Changes in Business-type Net Position**  
**Last Ten Fiscal Years**  
**(Unaudited)**

	Fiscal Year Ended December 31				
	(in thousands of dollars)				
	2019	2020	2021	2022	2023
<b>Expenses:</b>					
Sewer	\$ 4,365	\$ 5,776	\$ 5,680	\$ 5,412	\$ 6,125
Water	5,911	6,316	6,562	6,509	5,982
Total expenses	<u>10,276</u>	<u>12,092</u>	<u>12,242</u>	<u>11,921</u>	<u>12,107</u>
<b>Program revenue:</b>					
Charges for services:					
Sewer	5,896	6,335	6,650	6,662	6,865
Water	6,559	6,617	6,214	6,359	6,557
Total charges for services	<u>12,455</u>	<u>12,952</u>	<u>12,864</u>	<u>13,021</u>	<u>13,422</u>
Operating grants and contributions	-	-	-	-	-
Capital grants and contributions	155	1,300	94	755	826
Total program revenue	<u>12,610</u>	<u>14,252</u>	<u>12,958</u>	<u>13,776</u>	<u>14,248</u>
<b>Excess of expenses over revenue</b>	2,334	2,160	716	1,855	2,141
<b>General revenue:</b>					
Investment income (loss)	56	23	46	(140)	557
Gain (loss) on sale of assets	-	-	-	-	-
State-shared revenue	-	-	-	-	-
Miscellaneous	-	-	372	399	-
Total general revenue	<u>56</u>	<u>23</u>	<u>418</u>	<u>259</u>	<u>557</u>
<b>Transfers</b>	-	-	-	-	-
<b>Change in net position</b>	<u>\$ 2,390</u>	<u>\$ 2,183</u>	<u>\$ 1,134</u>	<u>\$ 2,114</u>	<u>\$ 2,698</u>
<b>Change in net position – primary government</b>	<u>\$ 9,350</u>	<u>\$ 12,684</u>	<u>\$ 11,456</u>	<u>\$ 15,491</u>	<u>\$ 5,620</u>

**Charter Township of Meridian**  
**Fund Balances - Governmental Funds**  
**Last Ten Fiscal Years**  
**(Unaudited)**

	Fiscal Year Ended December 31				
	(in thousands of dollars)				
	2014	2015	2016	2017	2018
<b>General Fund</b>					
Nonspendable	\$ 217	\$ 297	\$ 289	\$ 119	\$ 140
Committed	-	-	-	-	-
Assigned	-	-	-	1,111	592
Unassigned	6,896	7,307	7,137	5,627	7,229
Total general fund	<u>\$ 7,113</u>	<u>\$ 7,604</u>	<u>\$ 7,426</u>	<u>\$ 6,857</u>	<u>\$ 7,961</u>
<b>All Other Governmental Funds</b>					
Nonspendable	\$ 7	\$ 31	\$ 13	\$ 11	\$ 8
Restricted	10,501	8,368	9,744	9,139	10,197
Assigned	1,170	1,131	1,059	1,150	956
Unassigned (deficit)	(1)	-	-	-	-
Total all other governmental funds	<u>\$ 11,677</u>	<u>\$ 9,530</u>	<u>\$ 10,816</u>	<u>\$ 10,300</u>	<u>\$ 11,161</u>

**Charter Township of Meridian**  
**Fund Balances - Governmental Funds**  
**Last Ten Fiscal Years**  
**(Unaudited)**

	Fiscal Year Ended December 31				
	(in thousands of dollars)				
	2019	2020	2021	2022	2023
<b>General Fund</b>					
Nonspendable	\$ 174	\$ 222	\$ 245	\$ 538	\$ 317
Committed	-	-	-	-	2,099
Assigned	1,812	683	2,694	1,594	-
Unassigned	8,508	9,301	10,227	13,138	12,036
Total general fund	<u>\$ 10,494</u>	<u>\$ 10,206</u>	<u>\$ 13,166</u>	<u>\$ 15,270</u>	<u>\$ 14,452</u>
<b>All Other Governmental Funds</b>					
Nonspendable	\$ 8	\$ 2	\$ -	\$ 56	\$ 32
Restricted	23,055	18,437	16,749	28,192	24,597
Assigned	1,003	1,033	961	1,852	4,798
Unassigned (deficit)	-	-	-	(41)	-
Total all other governmental funds	<u>\$ 24,066</u>	<u>\$ 19,472</u>	<u>\$ 17,710</u>	<u>\$ 30,059</u>	<u>\$ 29,427</u>

**Charter Township of Meridian**  
**Changes in Fund Balances - Governmental Funds**  
**Last Ten Fiscal Years**  
**(Unaudited)**

	Fiscal Year Ended December 31				
	(in thousands of dollars)				
	2014	2015	2016	2017	2018
<b>Revenue</b>					
Property taxes	\$ 11,710	\$ 13,005	\$ 13,464	\$ 13,695	\$ 16,142
Licenses and permits	841	737	796	2,280	1,946
Intergovernmental revenue	3,229	3,226	3,252	3,555	4,198
Charges for services	3,498	3,597	3,624	3,337	3,656
Investment income (loss)	212	152	128	236	476
Other	1,640	1,902	2,160	1,062	1,149
Total revenue	<u>21,130</u>	<u>22,619</u>	<u>23,424</u>	<u>24,165</u>	<u>27,567</u>
<b>Expenditures</b>					
Current:					
General government	4,925	5,010	5,208	5,832	5,257
Public safety	10,263	10,273	11,287	11,042	12,656
Public works	539	287	519	823	1,205
Health and welfare	166	161	168	163	123
Community and economic development	-	-	-	-	-
Recreation and culture	2,185	2,275	2,711	2,552	2,629
Capital outlay	1,019	5,852	1,732	4,003	2,816
Debt service:					
Principal	516	659	480	486	491
Interest	232	217	155	145	136
Debt issuance costs	-	-	-	-	-
Total expenditures	<u>19,845</u>	<u>24,734</u>	<u>22,260</u>	<u>25,046</u>	<u>25,313</u>
<b>Excess of revenues over (under) expenditures</b>	1,285	(2,115)	1,164	(881)	2,254
<b>Other financing sources (uses)</b>					
Proceeds from issuance of long-term debt	-	-	-	-	-
Premium on issuance of debt	-	-	-	-	-
Transfers in	467	462	190	451	550
Transfers out	(467)	(462)	(247)	(700)	(840)
Insurance recoveries	-	-	-	43	-
Sale of capital assets	-	459	-	3	-
Total other financing sources (uses)	<u>-</u>	<u>459</u>	<u>(57)</u>	<u>(203)</u>	<u>(290)</u>
<b>Net change in fund balance</b>	<u>\$ 1,285</u>	<u>\$ (1,656)</u>	<u>\$ 1,107</u>	<u>\$ (1,084)</u>	<u>\$ 1,964</u>
Debt service as a percentage of noncapital expenditures	3.97%	4.64%	3.09%	3.00%	2.82%
Capital outlay as a percentage of total expenditures	5.13%	23.66%	7.78%	15.98%	11.12%

**Charter Township of Meridian**  
**Changes in Fund Balances - Governmental Funds**  
**Last Ten Fiscal Years**  
**(Unaudited)**

	Fiscal Year Ended December 31				
	(in thousands of dollars)				
	2019	2020	2021	2022	2023
<b>Revenue</b>					
Property taxes	\$ 16,766	\$ 20,099	\$ 20,620	\$ 21,047	\$ 21,951
Licenses and permits	2,008	1,480	2,210	1,886	1,742
Intergovernmental revenue	3,999	3,943	5,512	7,901	6,790
Charges for services	3,695	3,343	3,619	4,766	4,424
Investment income (loss)	730	713	211	(190)	2,251
Other	1,827	1,282	1,879	1,646	2,312
Total revenue	<u>29,025</u>	<u>30,860</u>	<u>34,051</u>	<u>37,056</u>	<u>39,470</u>
<b>Expenditures</b>					
Current:					
General government	5,595	6,339	5,841	11,431	6,096
Public safety	12,552	12,407	12,531	13,106	14,558
Public works	424	850	658	688	6,087
Health and welfare	240	180	214	338	225
Community and economic development	-	130	1,554	1,124	1,242
Recreation and culture	2,700	1,075	2,322	2,441	2,652
Capital outlay	3,114	10,404	5,182	6,146	4,784
Debt service:					
Principal	491	3,515	3,791	4,846	4,073
Interest	124	593	529	462	954
Debt issuance costs	117	-	-	126	-
Total expenditures	<u>25,357</u>	<u>35,493</u>	<u>32,622</u>	<u>40,708</u>	<u>40,671</u>
<b>Excess of revenues over (under) expenditures</b>	3,668	(4,633)	1,429	(3,652)	(1,201)
<b>Other financing sources (uses)</b>					
Proceeds from issuance of long-term debt	11,100	-	-	18,355	-
Premium on issuance of debt	880	-	-	-	-
Transfers in	400	350	330	280	4,080
Transfers out	(610)	(600)	(561)	(530)	(4,330)
Insurance recoveries	-	-	-	-	-
Sale of capital assets	-	-	-	-	1
Total other financing sources (uses)	<u>11,770</u>	<u>(250)</u>	<u>(231)</u>	<u>18,105</u>	<u>(249)</u>
<b>Net change in fund balance</b>	<u>\$ 15,438</u>	<u>\$ (4,883)</u>	<u>\$ 1,198</u>	<u>\$ 14,453</u>	<u>\$ (1,450)</u>
Debt service as a percentage of noncapital expenditures	2.73%	16.40%	15.59%	17.72%	16.81%
Capital outlay as a percentage of total expenditures	12.28%	29.31%	15.88%	15.10%	11.76%

**Charter Township of Meridian**  
**Taxable Value and Actual Value of Taxable Property**  
**Last Ten Fiscal Years**  
**(Unaudited)**

<u>Taxable Value by Property Type (\$000s)</u>						
<u>Tax Year</u>	<u>Residential</u>	<u>Commercial, Industrial, Agricultural, and Other</u>	<u>Total Value</u>	<u>Tax Rate (Mills)</u>	<u>Estimated Actual Value (\$000s)</u>	<u>Taxable Value as a Percent of Actual</u>
2014	\$ 1,151,524	\$ 400,686	\$ 1,552,210	7.84%	\$ 3,209,695	48.36%
2015	1,182,156	426,509	1,608,665	7.84%	3,447,893	46.66%
2016	1,206,787	433,240	1,640,027	7.82%	3,642,106	45.03%
2017	1,242,176	445,905	1,688,081	9.02%	3,784,714	44.60%
2018	1,290,897	469,595	1,760,492	9.00%	3,943,992	44.64%
2019	1,346,089	473,155	1,819,244	10.50%	4,141,308	43.93%
2020	1,391,098	481,255	1,872,353	10.45%	4,366,300	42.88%
2021	1,427,589	486,918	1,914,507	10.45%	4,494,352	42.60%
2022	1,498,553	507,951	2,006,504	10.42%	4,711,694	42.59%
2023	1,606,522	542,854	2,149,376	10.42%	5,098,188	42.16%

Note: Under Michigan law, the revenue base is referred to as "taxable value." This amount represents assessed value (50 percent of true cash value), limited for each property by the lower of 5 percent or inflation.

Taxes levied in a particular "tax year" become revenue of the subsequent fiscal year.

Source: Charter Township of Meridian Assessor

**Charter Township of Meridian**  
**Direct and Overlapping Property Tax Rates**  
**Last Ten Fiscal Years**  
**(Unaudited)**

Tax Year	Millage Rates - Direct Township Taxes				Overlapping Taxes				
	General Operating	Debt	Special Purpose	Total Direct Taxes	Ingham County	Lansing Community College	Ingham Intermediate School District	Okemos School - Homestead	Okemos School - Non-Homestead
2014	4.20	0.20	3.44	7.84	15.26	3.81	5.99	13.99	31.99
2015	4.20	0.20	3.44	7.84	15.09	3.81	5.99	13.99	31.99
2016	4.18	0.20	3.44	7.82	15.33	3.81	5.99	13.99	31.99
2017	4.17	0.20	4.64	9.02	15.34	3.81	5.99	13.99	31.99
2018	4.17	0.20	4.63	9.00	11.34	3.81	6.00	13.99	31.99
2019	4.17	0.20	6.13	10.50	11.34	3.81	6.00	13.99	31.99
2020	4.16	2.14	4.15	10.45	11.91	3.78	6.24	13.99	31.99
2021	4.16	2.14	4.15	10.45	11.98	3.77	6.23	13.99	31.99
2022	4.14	2.14	4.14	10.42	11.31	3.77	6.23	13.99	31.99
2023	4.14	2.14	4.14	10.42	11.31	3.77	6.23	13.99	31.99

Note: The Township has multiple overlapping tax districts due to 425 agreements, additional school districts, and TIF plans. The tax rates shown above relate to the Township's tax for the Ingham, Okemos, Haslett, Williamston, and East Lansing School Districts. Information relating to other overlapping tax districts can be obtained from the Finance Department at Township Hall.

Source: Charter Township of Meridian Treasurer

**Charter Township of Meridian**  
**Direct and Overlapping Property Tax Rates**  
**Last Ten Fiscal Years**  
**(Unaudited)**

Overlapping Taxes									
Tax Year	Haslett School - Homestead	Haslett School - Non- Homestead	Williamston School - Homestead	Williamston School - Non- Homestead	East Lansing School - Homestead	East Lansing School - Non- Homestead	Capital Regional Airport Authority	Capital Area District Library	Capital Area Transit Authority
2014	16.36	34.36	15.73	33.73	15.38	33.38			
2015	16.36	34.36	15.59	33.59	12.74	30.74			
2016	16.35	34.35	15.58	33.58	12.49	30.49			
2017	16.33	34.33	15.57	33.57	14.28	32.28			
2018	16.33	34.33	15.57	33.57	14.28	32.26	0.70	1.56	3.01
2019	16.33	34.33	15.58	33.58	13.50	31.50	0.70	1.56	3.01
2020	16.32	34.32	15.57	33.41	14.00	32.00	0.70	1.56	3.00
2021	16.30	34.30	15.56	33.40	13.80	31.80	0.70	1.55	2.99
2022	16.29	34.29	15.55	33.32	13.63	31.63	0.70	1.56	2.99
2023	16.30	34.30	15.55	33.32	13.30	31.30	0.70	1.56	2.99

Note: The Township has multiple overlapping tax districts due to 425 agreements, additional school districts, and TIF plans. The tax rates shown above relate to the Township's tax for the Ingham, Okemos, Haslett, Williamston, and East Lansing School Districts. Information relating to other overlapping tax districts can be obtained from the Finance Department at Township Hall.

Source: Charter Township of Meridian Treasurer

**Charter Township of Meridian  
Principal Property Taxpayers  
(Unaudited)**

Taxpayer	2023 Taxable Value	Percentage of Total	2014 Taxable Value	Percentage of Total	2014 Rank
1 Consumers Energy	\$ 34,611,364	1.61%	\$ 18,386,333	1.18%	2
2 C150 2929 Hannah Lofts, LLC	22,515,200	1.05%			
3 East Lansing I, LLC	16,169,374	0.75%	14,021,200	0.90%	4
4 Meridian Mall, LP	15,252,000	0.71%	28,513,300	1.84%	1
5 TEG Central, LLC	11,218,900	0.52%			
6 GC Club Meridian Apartments LLC	11,165,995	0.52%			
7 East Lansing Athletic Club, Inc.	10,498,930	0.49%			
8 Brandywine Creek II, LLC	9,784,821	0.46%	8,158,083	0.00%	7
9 ACC OP, LLC	9,144,753	0.43%			
10 Okemos Pointe, LLC	8,613,659	0.40%			

Source: Charter Township of Meridian Assessor

**Charter Township of Meridian  
Property Tax Levies and Collections  
Last Ten Fiscal Years  
(Unaudited)**

Tax Year	Fiscal Year Ended December 31	Total Levy	Current Collections	Percent Collected	Delinquent Collections	Total Tax Collections	Percent of Levy Collected
2013	2014	\$ 12,158,875	\$ 11,843,345	97.40%	\$ 10,490	\$ 11,853,835	97.49%
2014	2015	12,602,616	12,309,015	97.67%	14,730	12,323,745	97.79%
2015	2016	12,797,544	12,513,915	97.78%	11,080	12,524,995	97.87%
2016	2017	15,189,137	14,838,327	97.69%	7,355	14,845,682	97.74%
2017	2018	15,745,273	15,479,066	98.31%	21,849	15,500,915	98.45%
2018	2019	19,000,536	18,647,722	98.14%	7,166	18,654,888	98.18%
2019	2020	19,465,284	19,033,079	97.78%	8,130	19,041,209	97.82%
2020	2021	19,971,703	19,649,465	98.39%	3,834	19,653,299	98.41%
2021	2022	20,874,637	20,465,242	98.04%	10,611	20,475,853	98.09%
2022	2023	22,256,351	21,818,727	98.03%	14,868	21,833,595	98.10%

Source: Charter Township of Meridian Assessor and Treasurer

**Charter Township of Meridian**  
**Ratios of Outstanding Debt by Type**  
**Last Ten Fiscal Years**  
**(Unaudited)**

	2014	2015	2016	2017	2018
<b>Governmental Activities</b>					
General obligation bonds	\$ 3,290,000	\$ 3,080,000	\$ 2,865,000	\$ 2,650,000	\$ 2,430,000
Installment purchase agreements	184,000	-	-	-	-
Road construction bond	-	-	-	-	-
Drain assessments	3,043,384	2,777,947	2,624,463	2,353,428	2,082,394
Unamortized issuance premiums*	-	-	-	-	-
<b>Total</b>	<b>6,517,384</b>	<b>5,857,947</b>	<b>5,489,463</b>	<b>5,003,428</b>	<b>4,512,394</b>
<b>Business-type Activities</b>					
Other governmental obligations	349,450	1,773,094	5,024,672	5,370,166	10,771,821
<b>Total debt of the government</b>	<b>\$ 6,866,834</b>	<b>\$ 7,631,041</b>	<b>\$ 10,514,135</b>	<b>\$ 10,373,594</b>	<b>\$ 15,284,215</b>
<b>Total taxable value (\$000s)</b>	<b>\$ 1,552,210</b>	<b>\$ 1,608,665</b>	<b>\$ 1,640,027</b>	<b>\$ 1,688,081</b>	<b>\$ 1,760,492</b>
<b>Debt as a Percentage of Taxable Value</b>	<b>0.44%</b>	<b>0.47%</b>	<b>0.64%</b>	<b>0.61%</b>	<b>0.87%</b>
<b>Total Population</b>	<b>39,688</b>	<b>39,688</b>	<b>39,688</b>	<b>39,688</b>	<b>39,688</b>
<b>Total Debt per Capita</b>	<b>\$ 173</b>	<b>\$ 192</b>	<b>\$ 265</b>	<b>\$ 261</b>	<b>\$ 385</b>

\*Unamortized issuance premiums were added to this schedule beginning with fiscal year 2019

**Charter Township of Meridian**  
**Ratios of Outstanding Debt by Type**  
**Last Ten Fiscal Years**  
**(Unaudited)**

	2019	2020	2021	2022	2023
<b>Governmental Activities</b>					
General obligation bonds	\$ 2,210,000	\$ 1,985,000	\$ 1,755,000	\$ 935,000	\$ 695,000
Installment purchase agreements	-	-	-	-	-
Road construction bond	11,100,000	8,050,000	4,885,000	13,525,000	10,360,000
Drain assessments	1,811,360	1,570,952	4,294,544	8,923,592	8,255,820
Unamortized issuance premiums*	880,482	660,361	440,240	1,279,805	914,862
Total	16,001,842	12,266,313	11,374,784	24,663,397	20,225,682
<b>Business-type Activities</b>					
Other governmental obligations	17,333,107	26,784,161	25,665,087	30,300,235	29,802,087
Total debt of the government	\$ 33,334,949	\$ 39,050,474	\$ 37,039,871	\$ 54,963,632	\$ 50,027,769
<b>Total taxable value (\$000s)</b>	\$ 1,819,244	\$ 1,872,353	\$ 1,914,507	\$ 2,006,504	\$ 2,149,376
<b>Debt as a Percentage of Taxable Value</b>	1.83%	2.09%	1.93%	2.74%	2.33%
<b>Total Population</b>	39,688	39,688	43,916	43,916	43,916
<b>Total Debt per Capita</b>	\$ 840	\$ 984	\$ 843	\$ 1,252	\$ 1,139

\*Unamortized issuance premiums were added to this schedule beginning with fiscal year 2019

**Charter Township of Meridian**  
**Ratios of General Bonded Debt Outstanding**  
**Last Ten Fiscal Years**  
**(Unaudited)**

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Fiscal Year	Tax-limited General Obligation Bonds (LTGO)	Tax Supported Bonds (UTGO)	Less Pledged Debt Service Funds	Special Assessment Obligations	Other General Obligation Debt
2014	\$ -	\$ 3,290,000	\$ -	\$ 3,043,384	\$ 1,215,188
2015	-	3,080,000	-	2,777,947	1,773,094
2016	-	2,865,000	-	2,624,463	5,024,672
2017	-	2,650,000	-	2,353,428	5,370,166
2018	-	2,430,000	-	2,082,394	10,771,820
2019	11,980,482	2,210,000	-	1,811,360	17,333,107
2020	8,710,361	1,985,000	-	1,570,952	26,784,161
2021	5,325,240	1,755,000	-	4,294,544	25,665,087
2022	14,804,805	935,000	-	8,923,592	30,300,235
2023	11,274,862	695,000	-	8,255,820	29,802,087

**Charter Township of Meridian**  
**Ratios of General Bonded Debt Outstanding**  
**Last Ten Fiscal Years**  
**(Unaudited)**

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Fiscal Year	Net General Obligation Debt	Net Position Restricted for Debt Service	Taxable Value (\$000s)	Debt as a Percentage of Actual Taxable Value	Population	Net General Obligation Debt per Capita
2014	\$ 7,548,572	\$ -	\$ 1,552,210	0.49%	39,688	190
2015	7,631,041	-	1,608,665	0.47%	39,688	192
2016	10,514,135	-	1,640,027	0.64%	39,688	265
2017	10,373,594	-	1,688,081	0.61%	39,688	261
2018	15,284,214	-	1,760,492	0.87%	39,688	385
2019	33,334,949	-	1,819,244	1.83%	39,688	840
2020	39,050,474	-	1,872,353	2.09%	39,688	984
2021	37,039,871	-	1,914,507	1.93%	43,916	843
2022	54,963,632	1,924,293	2,006,504	2.74%	43,916	1,208
2023	50,027,769	2,087,277	2,149,376	2.33%	43,916	1,092

**Charter Township of Meridian**  
**Direct and Overlapping Governmental Activities Debt**  
**December 31, 2023**  
**(Unaudited)**

Governmental Unit	Debt Outstanding	Estimated Percent Applicable	Estimated Share of Overlapping Debt
Ingham County	\$ 91,959,484	21.04%	\$ 19,348,275
East Lansing School District	90,028,377	13.44%	12,099,814
Okemos School District	22,866,460	87.63%	20,037,879
Williamston School District	35,537,094	7.44%	2,643,960
Haslett School District	58,444,397	66.79%	39,035,013
Ingham Intermediate School District	11,621,000	17.90%	2,080,159
Lansing Community College	66,875,000	14.43%	9,650,063
Total overlapping debt			<u>104,895,163</u>
Direct Township debt			<u>20,225,682</u>
Total direct and overlapping debt			<u><u>\$ 125,120,845</u></u>

Source: The overlapping debt is calculated by the Municipal Advisory Council of Michigan (MAC). MAC's method is to take the outstanding debt for all municipalities in its geographic region except for the State of Michigan and the federal government and multiply that by the estimated percent applicable, which is based on the relative taxable value in each municipality.

**Charter Township of Meridian**  
**Pledged Revenue Coverage**  
**Last Ten Fiscal Years**  
**(Unaudited)**

Fiscal Year	Water and Sewer Revenue Bonds						Special Assessment Bonds				
	Gross Revenue	Applicable Expenses	Net Revenue	Debt Service			Special Assessment Collections	Debt Service			
				Principal	Interest	Coverage		Principal	Interest	Coverage	
2014	-	-	-	-	-	-	-	-	-	-	
2015	-	-	-	-	-	-	-	-	-	-	
2016	-	-	-	-	-	-	-	-	-	-	
2017	-	-	-	-	-	-	-	-	-	-	
2018	-	-	-	-	-	-	-	-	-	-	
2019	-	-	-	-	-	-	-	-	-	-	
2020	-	-	-	-	-	-	-	-	-	-	
2021	-	-	-	-	-	-	-	-	-	-	
2022	-	-	-	-	-	-	-	-	-	-	
2023	-	-	-	-	-	-	-	-	-	-	

**Charter Township of Meridian**  
**Legal Debt Margin**  
**Last Ten Fiscal Years**  
**(Unaudited)**

	2014	2015	2016	2017	2018
<b>Calculation of Debt Limit</b>					
State equalized valuation	\$ 1,604,386,223	\$ 1,723,946,700	\$ 1,821,053,200	\$ 1,892,356,824	\$ 1,971,995,800
10% of taxable value	160,438,622	172,394,670	182,105,320	189,235,682	197,199,580
<b>Calculation of debt subject to limit</b>					
Total debt	7,637,481	8,330,658	11,298,335	11,196,846	16,130,928
Less debt not subject to limit:					
Special assessment bonds	3,043,384	2,777,947	2,624,463	2,353,428	2,082,395
Contractual adjustment	241,400	8,200	-	-	-
Employee compensated absences	770,647	699,617	784,200	823,252	846,714
Total	4,055,431	3,485,764	3,408,663	3,176,680	2,929,109
Net debt subject to limit	<u>\$ 3,582,050</u>	<u>\$ 4,844,894</u>	<u>\$ 7,889,672</u>	<u>\$ 8,020,166</u>	<u>\$ 13,201,819</u>
<b>Legal debt margin</b>	\$ 156,856,572	\$ 167,549,776	\$ 174,215,648	\$ 181,215,516	\$ 183,997,761
<b>Net debt subject to limit as a percentage debt limit</b>	2.23%	2.81%	4.33%	4.24%	6.69%

**Charter Township of Meridian**  
**Legal Debt Margin**  
**Last Ten Fiscal Years**  
**(Unaudited)**

	2019	2020	2021	2022	2023
<b>Calculation of Debt Limit</b>					
State equalized valuation	\$ 2,070,653,588	\$ 2,183,150,200	\$ 2,247,176,400	\$ 2,355,846,878	\$ 2,549,094,366
10% of taxable value	207,065,359	218,315,020	224,717,640	235,584,688	254,909,437
<b>Calculation of debt subject to limit</b>					
Total debt	33,303,774	39,336,765	37,955,863	55,864,865	50,964,755
Less debt not subject to limit:					
Special assessment bonds	1,811,360	1,570,952	4,294,544	8,923,592	8,255,821
Contractual adjustment	-	-	-	-	-
Employee compensated absences	849,305	946,652	915,992	901,233	1,072,072
Total	2,660,665	2,517,604	5,210,536	9,824,825	9,327,893
Net debt subject to limit	<u>\$ 30,643,109</u>	<u>\$ 36,819,161</u>	<u>\$ 32,745,327</u>	<u>\$ 46,040,040</u>	<u>\$ 41,636,862</u>
<b>Legal debt margin</b>	\$ 176,422,250	\$ 181,495,859	\$ 191,972,313	\$ 189,544,648	\$ 213,272,575
<b>Net debt subject to limit as a percentage debt limit</b>	14.80%	16.87%	14.57%	19.54%	16.33%

**Charter Township of Meridian  
Demographic and Economic Statistics  
(Unaudited)**

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Calendar Year	Population	Personal Income (in thousands)	Per Capita Personal Income	Township's Unemployment Rate
1970	23,827	\$ 103,933	\$ 4,362	5.70%
1980	28,735	308,815	10,747	6.20%
1990	35,644	594,506	16,679	3.10%
2000	39,125	1,259,434	32,190	1.80%
2010	39,688	1,483,180	37,371	6.00%
2020	43,916	2,034,409	46,325	3.30%

Sources: Regional Economic Information System, Bureau of Economic Analysis, U.S. Department of Commerce and U.S. Census Bureau, Charter Township of Meridian Department of Planning and Community Development

**Charter Township of Meridian  
Principal Employers  
(Unaudited)**

Employer	Calendar Year 2022 Employees	Percentage of Total	Calendar Year 2013 Employees	Percentage of Total	Calendar Year 2013 Rank
1 State of Michigan	13,880	25.96%	N/A	N/A	N/A
2 Michigan State University	11,118	20.80%	N/A	N/A	N/A
3 Sparrow Health System	9,000	16.84%	N/A	N/A	N/A
4 General Motors	4,186	7.83%	N/A	N/A	N/A
5 Auto Owners	5,943	11.12%	N/A	N/A	N/A
6 Jackson National Life	2,439	4.56%	N/A	N/A	N/A
7 Peckham	2,200	4.12%	N/A	N/A	N/A
8 Lansing Community College	1,800	3.37%	N/A	N/A	N/A
9 Lansing School District	1,490	2.79%	N/A	N/A	N/A
10 McLaren Health	1,401	2.62%	N/A	N/A	N/A

N/A = Information is not available  
2018 switched source to LEAP  
Source: LEAP Largest Employers Lansing Michigan  
2023 information not yet available

**Charter Township of Meridian**  
**Full-time Equivalent Government Employees**  
**Last Ten Fiscal Years**  
**(Unaudited)**

Function/Program	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
General government	37	37	39	32	33	33	35	31	35	39
Public safety:										
Police	45	45	45	45	46	46	46	46	46	46
Fire and EMS	34	34	34	35	36	36	36	36	36	38
Community planning and development	11	12	12	16	17	18	13	13	12	12
Public works	22	21	21	20	21	22	21	21	27	22
Parks and recreation	10	10	11	15	15	13	13	13	13	13
Total	<u>159</u>	<u>159</u>	<u>162</u>	<u>163</u>	<u>168</u>	<u>168</u>	<u>164</u>	<u>160</u>	<u>169</u>	<u>170</u>

Source: Charter Township of Meridian records

**Charter Township of Meridian  
Operating Indicators  
Last Ten Fiscal Years  
(Unaudited)**

Function/Program	2014	2015	2016	2017	2018
Election data:					
Registered voters	29,099	29,070	31,257	30,263	30,954
Voters (at polls or absentee)	16,513	8,791	22,934	5,625	21,344
Percent voting	56.7%	30.2%	73.4%	18.6%	69.0%
Police:					
Physical arrests	855	765	700	559	577
Traffic violations	2,618	2,366	2,272	1,752	1,922
Investigations	208	234	366	398	263
Fire:					
Fire runs	714	623	925	1,181	991
Emergency medical runs	3,683	3,884	4,028	3,988	4,226
Inspections	275	205	158	173	285
Water					
Number of customers billed	13,000	13,000	12,310	12,300	12,250
Total gallons purchased (000s)	1,376,308	1,135,397	1,212,208	1,304,855	1,306,647
Average consumption per year	106	87	98	106	107
Sewer - Average daily sewage treatment	4,290,875	4,264,226	4,233,669	4,742,521	4,617,594

N/A = Information is not available

Source: Charter Township of Meridian records

**Charter Township of Meridian  
Operating Indicators  
Last Ten Fiscal Years  
(Unaudited)**

Function/Program	2019	2020	2021	2022	2023
Election data:					
Registered voters	31,106	33,942	33,139	32,599	33,304
Voters (at polls or absentee)	7,116	25,798	4,496	22,047	-
Percent voting	22.9%	76.0%	13.6%	67.6%	0.0%
Police:					
Physical arrests	563	402	554	503	441
Traffic violations	2,096	1,517	1,711	1,231	736
Investigations	222	351	279	171	292
Fire:					
Fire runs	1,217	875	963	795	883
Emergency medical runs	4,220	4,031	4,627	5,286	5,424
Inspections	412	86	203	160	93
Water					
Number of customers billed	12,300	12,320	12,564	12,344	12,475
Total gallons purchased (000s)	1,287,860	1,349,203	1,252,861	1,175,134	1,172,580
Average consumption per year	105	110	100	95	94
Sewer - Average daily sewage treatment	4,715,567	4,579,664	4,534,271	3,993,802	3,394,374

N/A = Information is not available

Source: Charter Township of Meridian records

**Charter Township of Meridian  
Capital Asset Statistics  
Last Ten Fiscal Years  
(Unaudited)**

Function/Program	2014	2015	2016	2017	2018
Police:					
Stations	1	1	1	1	1
Patrol units (number of officers and sergeants)	36	37	35	34	34
Fire:					
Stations	3	3	3	3	3
Fire response vehicles	4	4	4	4	4
Emergency response vehicles	4	4	4	5	5
Pedestrian/Bicycle pathways (miles)	73.63	74.50	74.50	76.00	76.00
Parks and recreation:					
Acreage	904	911	911	911	911
Mowing acres	215	219	215	215	215
Developed parks/playgrounds	17	17	17	17	17
Developed fields (soccer, baseball, etc.)	13	14	14	14	15
Water					
Mains (miles)	167.74	168.08	168.08	171.66	225.66
Fire hydrants	1,900	1,900	1,900	1,900	2,279
Storage capacity	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000
Sewer - Miles of sanitary sewers	147.18	147.18	147.35	148.87	192.54
Township vehicles/equipment	136	136	136	136	136

Source: Charter Township of Meridian records

Note: In 2018 an asset management study was done resulting in significant increases in fire hydrants, water main miles and sanitary sewer miles.

**Charter Township of Meridian  
Capital Asset Statistics  
Last Ten Fiscal Years  
(Unaudited)**

Function/Program	2019	2020	2021	2022	2023
Police:					
Stations	1	1	1	1	1
Patrol units (number of officers and sergeants)	38	36	38	40	32
Fire:					
Stations	3	3	3	3	3
Fire response vehicles	4	4	4	5	5
Emergency response vehicles	5	5	5	5	5
Pedestrian/Bicycle pathways (miles)	76.00	77.00	77.51	77.69	78.84
Parks and recreation:					
Acreage	911	931	933	933	933
Mowing acres	215	215	215	215	215
Developed parks/playgrounds	17	17	17	17	17
Developed fields (soccer, baseball, etc.)	15	16	16	16	16
Water					
Mains (miles)	226.00	227.60	227.74	228.30	237.05
Fire hydrants	2,284	2,299	2,305	2,314	2,332
Storage capacity	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000
Sewer - Miles of sanitary sewers	192.54	193.97	194.03	194.03	196.53
Township vehicles/equipment	138	137	140	147	147

Source: Charter Township of Meridian records

Note: In 2018 an asset management study was done resulting in significant increases in fire hydrants, water main miles and sanitary sewer miles.

June 12, 2024

Township Board and Management  
Charter Township of Meridian  
Okemos, Michigan

We have audited the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of Charter Township of Meridian (the Township) as of and for the year ended December 31, 2023. We are required to communicate certain matters to you in accordance with generally accepted auditing standards that are related to internal control and the audit.

Our communication includes the following:

- I. Auditors' Communication of Significant Matters with Those Charged with Governance
- II. Matters for Management's Consideration

Matters for management's consideration are not required to be communicated but we believe are valuable for management.

We discussed these matters with various personnel in the Township during the audit and with management. We would also be pleased to meet with you to discuss these matters at your convenience.

This information is intended solely for the information and use of the Township Board and management of the Township and is not intended to be, and should not be, used by anyone other than these specified parties.

*Yeo & Yeo, P.C.*

Lansing, Michigan

## Appendix I

### Auditors' Communication of Significant Matters with Those Charged with Governance

Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, *Government Auditing Standards* and the Uniform Guidance, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our engagement letter to you dated January 4, 2024. Professional standards also require that we communicate to you the following information related to our audit.

#### Significant Audit Matters

##### Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Township are described in the footnotes of the financial statements. The Township has adopted the following Governmental Accounting Standards Board Statements effective January 1, 2023:

- Statement No. 96, *Subscription-Based Information Technology Arrangements* is based on the standards established in Statement No. 87 *Leases*. This statement (1) defines a SBITA as a contract that conveys control of the right to use a SBITA vendor's IT software, alone or in combination with tangible capital assets, as specified in the contract for a period of time in an exchange or exchange-like transaction (2) requires governments with SBITAs to recognize a right-to-use subscription asset, an intangible asset, and a corresponding subscription liability, and (3) provides guidance related to outlays other than subscription payments, including implementation costs, and requirements for note disclosures related to a SBITA.

We noted no transactions entered into by the Township during the year for which there is lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the Township's financial statements were:

- The useful lives of its capital assets. Useful lives are estimated based on the expected length of time during which the asset is able to deliver a given level of service.
- Leases receivable and the related deferred inflows of resources. The estimate is based on management's assessment of the likelihood of exercising renewal options and utilizing interest and discount rates.
- Net pension liability, and related deferred outflows of resources and deferred inflows of resources. The estimate is based on an actuarial report.
- Net other postemployment benefits (OPEB) liability, and related deferred outflows of resources and deferred inflows of resources. The estimate is based on an actuarial report.

We evaluated the key factors and assumptions used to develop these estimates in determining that they are reasonable in relation to the financial statements taken as a whole.

Disclosures in the financial statements are neutral, consistent and clear.

We have identified the following significant risks of material misstatement as part of our audit planning:

- Management override of controls
- Improper revenue recognition
- Turnover within the finance department

### **Accounting Standards and Regulatory Updates**

The Governmental Accounting Standards Board has released additional Statements. Details regarding these Statements are described in the footnotes of the financial statements.

Implementation Guide No 2021-1, *Implementation Guidance Update-2021* has an amended response related to the capitalization of assets purchased as a group. Under the amended guidance, governments *should* capitalize individual items when the purchase in the aggregate is considered significant, even if the individual items are less than the capitalization threshold of the government. The effective date for implementation is for reporting periods beginning after June 15, 2023 (effectively, for the first year ended December 31, 2024 or later) and requires retroactive implementation.

### **Difficulties Encountered in Performing the Audit**

We encountered no significant difficulties in dealing with management in performing and completing our audit.

### **Corrected and Uncorrected Misstatements**

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial and communicate them to the appropriate level of management. Management has corrected all such misstatements except as discussed below.

In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to each opinion unit's financial statements taken as a whole.

Management has determined that the effects of the uncorrected misstatements summarized below are immaterial both individually and in the aggregate, to the financial statements taken as a whole. The uncorrected misstatements or the matters underlying them could potentially cause future period financial statements to be materially misstated, even though, in our judgment, such uncorrected misstatements are immaterial to the financial statements under audit.

- The Township has elected to forego recording the effect of leases in instances where the Township is the lessee, as required by GASBS No. 87, *Leases*. As a result, the Township's governmental activities' ending total assets and liabilities were understated by \$122,215 and the General Fund's revenues and expenses were understated by \$152,849.

Management has excluded disclosures related to GASBS No. 87, *Leases*, in instances where the Township is the lessee, which are typically required by accounting principles generally accepted in the United States of America since the disclosures are immaterial to the financial statements taken as a whole.

### **Disagreements with Management**

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditors' report. We are pleased to report that no such disagreements arose during the course of our audit.

## **Management Representations**

We have requested certain representations from management that are included in the management representation letter dated as of the date of the audit report.

## **Management's Consultations with Other Accountants**

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Township's financial statements or a determination of the type of auditors' opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

## **Other Audit Findings or Issues**

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Township's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

## **Other Reports**

Other information that is required to be reported to you is included in the: Independent Auditors' Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*; Independent Auditors' Report on Compliance For Each Major Federal Program; Independent Auditors' Report on Internal Control Over Compliance; Independent Auditors' Report on Schedule of Expenditures of Federal Awards Required by the Uniform Grant Guidance; and the Schedule of Findings and Questioned Costs. Please read all information included in those reports to ensure you are aware of relevant information.

## **Report on Required Supplementary Information**

We applied certain limited procedures to management's discussion and analysis and the remaining required supplementary information (RSI) as described in the table of contents of the financial statements that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

## **Report on Other Supplementary Information**

We were engaged to report on other supplementary information as described in the table of contents of the financial statements, which accompany the financial statements but are not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

## **Annual Comprehensive Financial Report**

The Township's audited financial statements are included in their annual comprehensive financial report. Our responsibility for the other information contained in the annual comprehensive financial report does not extend beyond the financial information identified in our audit report. We do not have an obligation to perform any procedures to corroborate the other information contained in the introductory section and statistical section. However, we read the other information and considered whether such information, or the manner of its presentation, was materially inconsistent with information, or the manner of its presentation, appearing in the financial statements. Nothing came to our attention that caused us to believe that such information, or its manner of presentation, was materially inconsistent with the information, or manner of its presentation, appearing in the financial statements.

## **Appendix II**

### **Matters for Management's Consideration**

In planning and performing our audit of the financial statements of the Township as of and for the year ended December 31, 2023, we considered the Township's internal control over financial reporting (internal control) as a basis for designing audit procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Township's internal control. Accordingly, we do not express an opinion on the effectiveness of the Township's internal control.

However, during our audit we became aware of the following matters for management's consideration that are opportunities for strengthening internal controls and improving financial reporting. This letter does not affect our report dated June 12, 2024 on the financial statements of the Township.

#### **Audit Adjustments**

Management is responsible for the fair presentation of financial statements that are free from material misstatement. Nine audit adjustments were identified because of audit procedures and were posted in order to correct misstatements in the financial statements. While these audit adjustments were not material, either individually or in the aggregate, it indicates that there are areas for improvement in internal controls over financial reporting. The annual financial statement audit cannot be a part of the Township's internal controls. We recommend that management reviews controls over year-end reconciliations to ensure accurate financial reporting.

#### **Inventory Valuation**

During our evaluation of inventory balances, we noted an instance where the values used for recording inventory had not been updated to reflect the true cost of the items held in inventory. An audit adjustment was required to decrease the value of identified items. We recommend that management reviews the inventory listing and makes any necessary adjustments to the cost of each item and the number on hand of each item to ensure the total inventory value is accurately reported at year end.

#### **Capital Asset Management**

We recommend that management completes a comprehensive review of the Township's capital asset detail. The current capital asset detail contains several older items that are likely no longer in use at the Township and should be disposed of for financial reporting purposes. Additionally, the detail contains several items well below the Township's capitalization threshold. This review will help to ensure accuracy in financial reporting. We would also recommend management considers increasing the capitalization threshold, which is currently \$5,000, as the Township continues to grow, and prices continue to increase. Doing so will reduce administrative efforts and ensure only significant assets are capitalized.

**Charter Township of Meridian**

**Single Audit**

**December 31, 2023**



**YEO & YEO**

**BUSINESS SUCCESS  
PARTNERS**

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# **Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance With *Government Auditing Standards***

## **Independent Auditors' Report**

Township Board  
Charter Township of Meridian  
Ingham County, Michigan

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of Charter Township of Meridian, as of and for the year ended December 31, 2023, and the related notes to the financial statements, which collectively comprise Charter Township of Meridian's basic financial statements, and have issued our report thereon dated June 12, 2024. Our report includes a reference to other auditors who audited the financial statements of the East Lansing – Meridian Water and Sewer Authority, as described in our report on Charter Township of Meridian's financial statements.

### **Report on Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered Charter Township of Meridian's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Charter Township of Meridian's internal control. Accordingly, we do not express an opinion on the effectiveness of Charter Township of Meridian's internal control.

*A deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. *A material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

### **Report on Compliance and Other Matters**

As part of obtaining reasonable assurance about whether Charter Township of Meridian's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an

objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

### **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

*Yeo & Yeo, P.C.*

Lansing, Michigan  
June 12, 2024

# **Report on Compliance for Each Major Federal Program; Report on Internal Control Over Compliance; and Report on Schedule of Expenditures of Federal Awards Required by the Uniform Guidance**

## **Independent Auditors' Report**

Township Board  
Charter Township of Meridian  
Ingham County, Michigan

### **Report on Compliance for Each Major Federal Program**

#### **Opinion on Each Major Federal Program**

We have audited Charter Township of Meridian's compliance with the types of compliance requirements identified as subject to audit in the *OMB Compliance Supplement* that could have a direct and material effect on each of Charter Township of Meridian's major federal programs for the year ended December 31, 2023. Charter Township of Meridian's major federal programs are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

In our opinion, Charter Township of Meridian complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended December 31, 2023.

#### **Basis for Opinion on Each Major Federal Program**

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America (GAAS); the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States; and the audit requirements of Title 2 *U.S. Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditors' Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of Charter Township of Meridian and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of Charter Township of Meridian's compliance with the compliance requirements referred to above.

#### **Responsibilities of Management for Compliance**

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or agreements applicable to Charter Township of Meridian's federal programs.

## **Auditors' Responsibilities for the Audit of Compliance**

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on Charter Township of Meridian's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material, if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about Charter Township of Meridian's compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding Charter Township of Meridian's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of Charter Township of Meridian's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of Charter Township of Meridian's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

## **Report on Internal Control over Compliance**

*A deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the Auditors' Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

### **Report on Schedule of Expenditures of Federal Awards Required by the Uniform Guidance**

We have audited the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of Charter Township of Meridian, as of and for the year ended December 31, 2023, and the related notes to the financial statements, which collectively comprise Charter Township of Meridian's basic financial statements. We issued our report thereon dated June 12, 2024, which contained unmodified opinions on those financial statements. Our audit was performed for the purpose of forming opinions on the financial statements that collectively comprise the basic financial statements. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by the Uniform Guidance and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated in all material respects in relation to the basic financial statements as a whole.

*Yeo & Yeo, P.C.*

Lansing, Michigan  
June 12, 2024

**Charter Township of Meridian**  
**Schedule of Expenditures of Federal Awards**  
**Year Ended December 31, 2023**

Federal Grantor Pass-Through Grantor Program or Cluster Title	Federal Assistance Listing Number	Grant/ Project Number	Approved Grant Amount	Current Year Expenditures
<b>U.S. Department of Justice</b>				
Passed through Michigan State Police				
Bulletproof Vest Partnership Program	16.607	202BUBX20023090	\$ 3,651	\$ 3,651
Emergency Law Enforcement Assistance Grant	16.824	15PBJA-23-GG-00288-EFLE	9,961	<u>9,961</u>
				<u>13,612</u>
<b>U.S. Department of Transportation</b>				
Passed through Michigan State Police				
Highway Safety Project Grant	20.600	2024-PT-20-00	8,412	<u>749</u>
<b>U.S. Department of Treasury</b>				
Direct Program				
Coronavirus State and Local Fiscal Recovery Funds	21.027	MI3311	4,539,412	<u>1,499,660</u>
<b>U.S. Department of Homeland Security</b>				
Passed through Michigan State Police				
Homeland Security Grant Program	97.036	FEMA-4494-DR-MI	48,514	48,514
Direct Program				
Assistance to Firefighters Grant	97.044	EMW-2021-FG-04646	43,820	<u>5,684</u>
Total U.S. Department of Homeland Security				<u>54,198</u>
Total Federal Awards				<u>\$ 1,568,219</u>

See Accompanying Notes to the Schedule of Expenditures of Federal Awards

**Charter Township of Meridian**  
**Notes to the Schedule of Expenditures of Federal Awards**  
**December 31, 2023**

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**Note 1 - Basis of Presentation**

The accompanying schedule of expenditures of federal awards (the Schedule) includes the federal award activity of Charter Township of Meridian, Michigan (the "Township") under programs of the federal government for the year ended December 31, 2023. The information in this Schedule is presented in accordance with the requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of the Township, it is not intended to and does not present the financial position, changes in net position, or cash flows of the Township.

**Note 2 - Summary of Significant Accounting Policies**

**Expenditures**

Expenditures reported on the Schedule are reported on the modified accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, where certain types of expenditures are not allowable or are limited as to reimbursement.

**Indirect Cost Rate**

Charter Township of Meridian has elected not to use the 10 percent de minimis indirect cost rate as allowed under the Uniform Guidance.

**Note 3 - Subrecipients**

No amounts were provided to subrecipients.

**Note 4 - Reconciliation to the Financial Statements**

Federal revenue per financial statements	\$ 1,569,906
Add: current year deferred inflow of resources	1,346
Less: prior year deferred inflow of resources	<u>(3,033)</u>
Total expenditures of federal awards	<u>\$ 1,568,219</u>

**Charter Township of Meridian**  
**Schedule of Findings and Questioned Costs**  
**December 31, 2023**

---

**Section I – Summary of Auditors’ Results**

*Financial Statements*

Type of report the auditor issued on whether the financial statements were prepared in accordance with Generally Accepted Accounting Principles: Unmodified

Internal control over financial reporting:

- Material weakness(es) identified?                    \_\_\_\_\_ yes      X   no
- Significant deficiency(ies) identified?            \_\_\_\_\_ yes      X   none reported

Noncompliance material to financial statements noted?                    \_\_\_\_\_ yes      X   no

*Federal Awards*

Internal control over major federal programs:

- Material weakness(es) identified?                    \_\_\_\_\_ yes      X   no
- Significant deficiency(ies) identified?            \_\_\_\_\_ yes      X   none reported

Type of auditors’ report issued on compliance for major federal programs: Unmodified

Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)?                    \_\_\_\_\_ yes      X   no

Identification of major federal programs:

<i>Assistance Listing Number(s)</i>	<i>Name of Federal Program or Cluster</i>
21.027	Coronavirus State and Local Fiscal Recovery Funds

Dollar threshold used to distinguish between type A and type B programs:                    \$ 750,000

Auditee qualified as low-risk auditee?                    \_\_\_\_\_ yes      X   no

**Charter Township of Meridian**  
**Schedule of Findings and Questioned Costs**  
**December 31, 2023**

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**Section II – *Government Auditing Standards* Findings**

There were no *Government Auditing Standards* findings identified for the year ended December 31, 2023.

**Section III – Federal Award Findings**

There were no findings or questioned costs for Federal Awards for the year ended December 31, 2023.

**Charter Township of Meridian**  
**Summary Schedule of Prior Audit Findings**  
**December 31, 2023**

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**Section IV – Prior Audit Findings**

**Government Auditing Standards Findings**

**Finding 2022-001 – Material Weakness and Material Noncompliance – Improper Recording of Debt Transactions**

**Current Year Status:** Corrected finding as identified in corrective action plan.

**Federal Award Findings**

There were no findings or questioned costs for Federal Awards identified for the year ended December 31, 2022.



12.C

**To:** Township Board

**From:** Timothy R. Schmitt, *AICP*, Interim Township Manager and  
Director of Community Planning and Development

**Date:** June 11, 2024

**Re:** Township Legal Services Contract

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At the June 4, 2024 Township Board meeting, there was discussion regarding the extension of the Township's legal services contract with Fahey, Schultz, Burzych and Rhodes (FSBR), which is set to expire on July 1st. As a reminder, this agreement includes all Township legal services, with the exception of prosecutorial services, which are handled by The Harkness Law Firm.

After discussion, the Board ultimately settled on being comfortable extending the contract for two years, until July 1, 2026. This will allow the new Township Manager and Township Board time to work with the firm for a period of time, before a Request for Proposals is issued for legal services in early 2026. FSBR is happy to accept the extension and the attached agreement would formalize this extension.

There is a slight cost decrease in the monthly flat rate (\$750 in the first year and \$500 in the second year), while the hourly rates on the team have increased from \$5 to \$25 per hour, depending on the employee. Overall, Staff is pleased with the service we receive from FSBR and their attorneys and are pleased to **recommend approval** of the proposed contract extension and would offer the following motion for the Board's use:

**MOVE TO APPROVE A TWO YEAR EXTENSION OF THE LEGAL SERVICES CONTRACT WITH FAHEY, SHULTZ, BURZYCH, and RHODES UNTIL JULY 1, 2026.**

**Attachment:**

1. Fahey, Schultz, Burzych and Rhodes Township Agreement

June 10, 2024

**Via Email**

Tim Schmitt, Interim Township Manager  
Charter Township of Meridian  
5151 Marsh Road  
Okemos MI 48840

Dear Manager Schmitt:

**Re: *Renewal Engagement as Township Attorneys***

We are very appreciative that the Township Board of the Charter Township of Meridian (the "Township") has elected to renew its engagement with Fahey Schultz Burzych Rhodes PLC to continue serving as your Township Attorneys for an additional period of two (2) years, beginning July 1, 2024. This letter confirms our representation.

You will be our Firm's primary contact for the Township and I will be the primary attorney responsible for our Firm's representation of the Township. Except as otherwise stated in this letter, the terms of our agreement are described in the enclosed Standard Terms, which are incorporated in this letter.

The basic services we will provide the Township are covered by a monthly flat fee of \$5,500 in the first year, and increasing to \$5,750 in the second year of this renewal term. This flat fee is in exchange for full access to our time, review and advice regarding the routine, day-to-day legal matters that the Township encounters, as generally outlined in the table below:

Examples of Matters Included:

Examples of Matters Not Included:

Review and advice on:

- |  |  |
|--|--|
| <ul style="list-style-type: none"><li>• Liability or potential litigation matters and claim letters.</li></ul> | Prosecution or defense of litigation.  |
| <ul style="list-style-type: none"><li>• Any subpoena, summons, complaint, or claim served on you.</li></ul>    | Appearance in court or at depositions, preparing pleadings, motions and briefs, etc. |



- Purchase or sale of Township property. Closing or drafting of final contracts and documents for the purchase or sale of Township property or real estate.
- General employment and labor relations matters, including contract interpretation, employment policy drafting and grievance issues. Defending or prosecuting at the MDCR, EEOC, MERC, UIA, MERS, or other government agencies, arbitrations or courts.
- General Collective bargaining matters. Serving as lead negotiator or representative.
- Zoning, land use, and code enforcement matters. Litigation of zoning or land use matters.
- Ordinances and ordinance amendments proposed for adoption by Township Board. Drafting major new ordinances or ordinance revisions.
- Public works, utility and contract matters. Drafting contracts or special assessment documents for public works projects.

Attendance at:

Scheduled office hours at Township Hall.

- Township Board meetings as requested by the Township Board or Manager, scheduled to accommodate items of legal concern on the agenda.
- Township staff and external meetings, as requested by the Manager.

Whether a particular matter is covered by the scope of the monthly flat fee will be handled with common sense, mutual agreement, mutual respect, and fairness to both the Township and the firm. The firm and the Township will periodically meet and discuss the workings of this flat fee arrangement, including its cost effectiveness for both the Township and the firm. The terms of the flat fee may be renegotiated at any time, at the initiative of either the Township or the firm.

Matters not covered by the flat fee will be billed at hourly rates for the time incurred by each member of our professional staff on behalf of the Township. Although our hourly rates for other townships currently range up to \$350 per hour, for the Township our hourly rates will be capped at \$230 per hour in the first year, and \$235 per hour in the second year of this renewal period. The Township will be billed the lower of the capped rate or the standard hourly rate for any member of our professional staff.

We are excited about the opportunity to continue representing the Township as your Township Attorneys. Although this engagement letter is intended to cover the two-year renewal period, we would be delighted to discuss future renewals on terms that are mutually agreeable to the Township and the firm.

We appreciate the confidence you have in us and look forward to working with you. If you have any questions about this letter, please do not hesitate to call me. If you agree with the above, please return a signed copy of this letter so we can continue to represent the Township's interests.

Sincerely,

  
**CHRISTOPHER S. PATTERSON**  
**MEMBER**

Direct: 517.381.3205

[cpatterson@fsbriaw.com](mailto:cpatterson@fsbriaw.com)

Acknowledged and Agreed:

By: \_\_\_\_\_  
Tim Schmitt, Interim Township Manager

Dated: \_\_\_\_\_

## STANDARD TERMS OF ENGAGEMENT

Thank you for retaining **Fahey Schultz Burzych Rhodes PLC** (“Firm”) for legal services. These **Standard Terms** govern our engagement unless otherwise stated in your engagement letter or by the Rules of Professional Conduct. Please review these **Standard Terms** carefully and retain them in your files. If you have any questions about our legal representation or invoices, please contact your primary attorney promptly.

**1. SCOPE OF OUR SERVICES.** Our engagement letter states specific matter(s) where we represent you and the scope of our services, which can only be varied by express written agreement. Our services do not include tax advice unless specified in the engagement letter. If you request opinions of law or outcomes, our opinions are limited by known facts and law at the time our opinion is rendered, subject to factors unknown or beyond our control. We use our best professional judgment, but cannot guarantee any outcome.

**2. PRIMARY ATTORNEY.** The primary attorney responsible for your representation may use other attorneys, paralegals or non-legal professionals with the Firm in the exercise of professional judgment. Attorneys outside the Firm may be consulted to serve as legal advisors to the Firm based on their licensed status in other jurisdictions or expertise in particular legal specialties.

**3. CLIENT.** The Firm will provide representation only to the person(s) or entity identified in our engagement letter. In matters for corporations, partnerships and other legal entities, unless otherwise agreed in writing, our representation does not extend to officers, directors, employees, shareholders, partners, members, individuals or any affiliates (such as parent, sister or subsidiary corporations).

**4. OUR FEES.** Unless other arrangements are made, we will bill for our legal services at our standard hourly rates, which are available on request. Hourly rates are subject to periodic review and adjustment at least annually. On request, we provide estimates of our anticipated fees on a matter when, in our professional judgment, they can be made; but unless we agree in writing to perform a specific service for a fixed fee, an estimate will not represent a maximum, minimum or agreed fee. We may also consider the following factors as appropriate to submit invoices in excess of our standard hourly rates: novelty and difficulty of the question involved; skill requisite to perform the legal services; likelihood that acceptance of a particular matter will preclude other representation; fee customarily charged in the locality for similar services; risk assumed by the Firm in performing certain types of work; amount involved and results obtained; and any time limitations imposed by the Client or by other circumstances.

**5. COSTS.** In addition to hourly rates, you must reimburse us for costs such as filing and recording, experts and expert witnesses, deposition transcripts, overnight or special delivery service, certified mail, mileage exceeding twenty-five (25) miles from our office and lodging (all without any mark-up). These costs will not include copies we make in-house, regular US postage, faxes or other costs that we typically consider as overhead. We submit costs in excess of \$1,500.00 by third parties to you for direct payment.

**6. INVOICES.** We will invoice you at the beginning of each month for hourly rates and costs. Payment within 30 days is expected, and we may charge you interest of 1% per month on accounts not paid within 30 days. Invoices can be paid by check (to Fahey Schultz Burzych Rhodes PLC), cash, money order or electronic transfer (ACH). If you have questions on any invoice, contact your primary attorney as soon as possible.



**7. RETAINERS.** Unless otherwise stated in the engagement letter, we may withdraw amounts from a retainer at any time as necessary to satisfy unpaid invoices. If the retainer becomes insufficient to cover past due invoices or falls below the agreed amount, you will be required to replenish the retainer. Any portion of the retainer remaining after all legal services have been paid for will be refunded to you.

**8. CONFLICTS OF INTEREST.** We try to identify existing and potential conflicts at the outset of any engagement. We may ask you to sign a conflict waiver prior to an engagement. Other clients or prospective clients may ask us to seek a conflict waiver from you to represent them, but that doesn't mean we will represent you less zealously. If a conflict arises or appears after we begin an engagement, we will do our best to address and resolve the conflict consistent with our professional responsibilities. We will not represent any other client on a matter where we represent you unless you expressly agree and we can do so under the Rules of Professional Conduct. We may represent another client who is one of your market competitors.

**9. INSURANCE COVERAGE.** You must determine if you are covered by insurance for liability or legal expenses. Please notify your insurer(s) of any claim or potential claim and our involvement as soon as possible. Please inform us if you have insurance coverage for the matter(s) for which we are retained. With your approval and cooperation of your insurer(s), we can work with or serve as assigned insurance counsel as appropriate.

**10. TERMINATION OF REPRESENTATION.** You may terminate our representation at any time, with or without cause. We may terminate your representation if you fail to pay us any amount invoiced, fail to cooperate with us, or we determine that your representation would violate the Rules of Professional Responsibility or be impractical. Termination of the representation does not relieve you of the obligation to pay for legal services we provided prior to termination or need to provide for orderly transfer to your new counsel. On termination of representation for any reason, we will return your papers, documents and other property to you at your request, but may retain a copy for our own files. If any unpaid invoices are owed to us, we may retain your documents if they are subject to a lien. When we complete the work for which you retained us, our representation will end. Any further or additional work will be subject to these **Standard Terms** unless otherwise expressly agreed in writing.

**11. RECORDS RETENTION.** Subject to the above, we will return your materials at the end of the engagement. After the engagement, in accordance with these **Standard Terms**, applicable law and the Rules of Professional Conduct, we will hold your files for seven (7) years, when they may be destroyed. We will attempt to notify you before destroying any files and may charge you to dispose of or retain your files.

**12. ELECTRONIC DATA COMMUNICATION AND STORAGE.** We may communicate with you and others by email or fax, send data over the Internet, store electronic data via computer software applications hosted remotely on the Internet, or allow access to data through third-party vendors' secured portals or clouds. Electronic data confidential to your matters(s) may be transmitted or stored using these methods. In using these data communication and storage methods, the Firm will make a reasonable effort to keep such communications and data secure in accordance with our obligations under applicable laws and professional standards. You agree that we have no control over the unauthorized interception or breach of any communications or data once it has been sent or has been subject to unauthorized access, notwithstanding all reasonable security measures employed by us or our third-party vendors.

Please contact your primary attorney if you have any questions regarding these **Standard Terms**.



**To: Township Board Members**

**From: Amber Clark, Neighborhoods and Economic Development Director**

**Date: June 18, 2024**

**RE: Draft Liquor License Ordinance - Introduction 2024-05**

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May 21, 2024, the Meridian Township Board set an extension on the moratorium on the review of new liquor license requests to July 21, 2024 to grant time to staff and the Township’s legal team to create/update the current liquor license ordinance and process. This moratorium applies to request to issue new SDD/SDM and Class C liquor Licenses. The attached draft ordinance is being introduced for adoption by the Township Board. The updated ordinance institutes a process for new license requests, transfer requests, and renewal requests. The ordinance also institutes a process to allow the Township to revoke a license if a license holder has an issue. License fees can be determined by resolution and can be included in the budget cycle.

The request before the Township Board is to review the updated ordinance for approval of liquor licenses in the Township. A new application and agreement document will be created to supply any applicant with accurate information for our process. Establishment of review criteria as this will also be a competitive review for licenses. Meridian Charter Township Licenses current quota:

Quota Name	Type	Allowed	Issued	Available	Allocated
MERIDAIN TWP. – Retail – On Premises (Class C)		29	26	3	0
MERIDAIN TWP. – Retail – SDD - Off Premises		15	14	0	1
MERIDAIN TWP. – Retail – SDM -Off Premises		44	20	20	4

(LARA) requires local government authorization to begin their review and potential approval of a new request for a liquor license. Local units of government are also authorized to accept transfers of licenses from other communities. The notice of transfer is submitted to the local government for their authorization. Once a license is issued, the license holder has an asset to support that business during its operation. Licenses not actively supporting a business can be held in escrow by LARA and remain in the custody of the license holder for 5 years. Issued licenses can be transferred out of Meridian Township and would be a draw in another community. The transfer of a license does not increase the number of available licenses.



The current ordinance and process to gain approval from the Township for a new liquor license is outdated. The current ordinance does not consider the license as an asset to the community for development. The PICA redevelopment locations are priority sites identified in the MasterPlan. The Board may consider when approving a license location, redevelopment sites, and investment of the applicant, type of business, site improvements, and more as a competitive review.

**Attachments:**

Clean Version of Draft Liquor License Ordinance  
Resolution to Adopt Liquor License Ordinance



## Memo To: Township Board

From: Community Planning, Meridian Police, Meridian Fire, and Economic Development departments

RE: Comments on the draft liquor license ordinance

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### Renewals:

The Township in past years has conducted “sting” operations on liquor license holders to establish a base monitoring/evaluation program, check in on establishments that have served minors in the past, and continue safety engagement with establishments going forward. [State law requires 55 percent of all retail liquor license fees collected in Michigan to be returned to local law enforcement agencies specifically for use in enforcing the liquor law and rules.](#) This is typically an annual payment via our SIGMA account from MLCC in July or August. A new process at LARA now has payments issued at the time of annual renewal at the end of March. This year Meridian received \$32,915.85. We are recommending an annual renewal process for active license holders in the Township.

*The Ordinance has established an annual review. An internal policy for the review of annual licenses can be created. Before the annual state renewal date of April 30, license holders of a particular type or all license holders will be evaluated.*

### Transfers:

Transfers are permitted and unless the Local Government Unit LGU, submits a letter to MLCC requesting the denial of the license, MLCC will begin investigating the request. A transfer does not increase or decrease the number of quota licenses to issue. The new process would include an application fee, a review of applicants through iChat, and potential approval by the Township Board.

### New License Issuances:

New licenses issued by the Township are a granting of a Township asset to a new entity to increase and bolster the tourism and hospitality industry. Applications for requests for Meridian Township licenses will be reviewed as they are received, with competitive criteria created by Township staff, the Township Board, and the Township’s legal team. The application will be reviewed based on the presentation of the application review criteria, and ordinance requirements. A recommendation from staff will be presented to the Township Board.



#### Review Criteria:

While all of the criteria outlined in this ordinance are relevant to the decision of whether to grant a license, an applicant must demonstrate that the proposed facility:

1. Proximity to other license holders
2. Proximity to similar license holders
3. Location in a PICA
4. Proximity to a PICA
5. Number of licenses within a 1-mile radius of the requested location
6. Investment of the Applicant
7. Applicants' demonstration of an identifiable benefit to the Township and its inhabitants
8. Applicant will provide a service, product, or function not currently available in the Township or that would be unique in an identifiable area
9. Establishment will foster or generate economic development or growth within the Township
10. Applicant represents an added financial investment on a long-term (more than 10 years) business or resident with recognized ties to the Township and local community.

The weight of each criterion and determination of whether an applicant meets/satisfies the criteria is intended to be the sole discretion of the Township Board. Several other criteria are listed in the ordinance and will be used on a competitive review basis.

#### Process:

1. Applications for New for quota on-premises or transfer of a license into the Township, are to be submitted with payment to the Economic Development Director. All application information should be included, completely with any other information pertinent to the application, operation, or facility to be included.
2. A nonrefundable application fee based on the application type must accompany the application. No review of an application is performed before receipt of payment. Fees will be established to sufficiently cover the costs of investigation, review, and inspection.
3. The Economic Development Director shall after review of the application for completeness, shall issue the application in its entirety to the following departments for review:



*Department of Community Planning & Development, Police Department,*

*Fire Department, and such other departments as required by the Township Manager, which departments shall make their recommendations prior? to consideration by the Township Board.*

4. All comments submitted by the departments, application materials, and pertinent information are submitted on the next upcoming Board Agenda.
5. A recommendation, conditional recommendation from staff shall be included with a recommendation for approval or denial. The Township Board may then move to approve, conditionally approve, or deny a request. Any denied requests for a license will be accompanied by a letter to the Michigan Liquor Control Commission for our reasoning behind the denial.

**Fees:**

Annual fees for liquor licenses can be adopted through a general policy approval and do not need to have a change of ordinance. Annually or Biennially the Board may wish to execute a review of fees from similar-sized communities in comparison to the fees the State of Michigan requires for licensing. After review the Board can update the associated fees for liquor licenses via voice vote and policy change. A liquor license fee schedule will need to be created.

**CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY, MICHIGAN  
LIQUOR LICENSE ORDINANCE**

**Ordinance No. \_\_\_\_\_**

At a meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Municipal Building on \_\_\_\_\_, 2024, at 6:00 p.m., Township Board Member \_\_\_\_\_ moved to introduce for first reading and subsequent adoption the following Ordinance, which motion was seconded by Board Member \_\_\_\_\_:

*An ordinance to amend the Code of Ordinances to regulate the issuance, transfer, renewal, and revocation of liquor licenses in the Charter Township of Meridian to preserve the public health, safety, and welfare of the citizens of and visitors to the Township.*

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

**SECTION 1. AMENDMENT TO CHAPTER 6, ARTICLE II, TO REPLACE SECTION 6-26.** Chapter 6, Article II, Section 6-26 of the Charter Township of Meridian Code of Ordinances is hereby repealed, replaced, and amended to read as follows:

**Section 6-26: Scope and intent.**

This ordinance governs applications for all licenses to sell beer, wine, or spirits for on-premises consumption within the Township, including, but not limited to, Class B licenses, Class C licenses, resort licenses, tavern licenses, club licenses, hotel licenses, and tasting rooms operated by manufacturers including, but not limited to, brewers, micro-brewers, wine makers, small wine makers, distillers, small distillers, mixed drink spirit manufacturers, and brandy manufacturers. This ordinance does not apply to applications for special licenses granted by the Michigan Liquor Control Commission, or one-day permits as allowed by statute.

The Township acknowledges the difference which the law recognizes between applications for new licenses and the transfer, renewal, or revocation of existing licenses. This Article is designed to provide a framework in which the Township can decide whether to approve or deny an application for a new license or an application to transfer an existing license. This framework, when followed, will show a reviewing court that the Township's discretion was not exercised arbitrarily or capriciously. The Township acknowledges that existing licensees have certain property rights in those licenses. Thus, for the renewal or revocation of existing licenses, the Township has adopted a system in this Article to meet procedural due process requirements.

**SECTION 2. AMENDMENT TO CHAPTER 6, ARTICLE II, TO REPLACE SECTION 6-27.** Chapter 6, Article II, Section 6-27 of the Charter Township of Meridian Code of Ordinances is hereby repealed, replaced, and amended to read as follows:

**Section 6-27: Licensing policy.**

- A. This ordinance establishes an application and review process for the issuance of both new licenses and the transfer of existing licenses into the Township or between or among applicants. The process is intended to ensure that the individuals and entities seeking licenses from, or charged with operating licensed establishments within, the Township meet certain minimum requirements as to criminal history, past conduct, and ongoing business operation standards. It requires Township Board review of application information in light of certain criteria that is established for purposes of identifying the kinds of facilities that qualify for a license. It reserves to the Township any and all discretion afforded to it under applicable law relating to the issuance of licenses.
- B. As a general matter of policy, applicants for a license will need to demonstrate an identifiable benefit to the Township and its inhabitants resulting from the granting of the license. The weight to be given to each item of the criteria identified in this ordinance, and the determination whether a particular applicant meets or satisfies those criteria is intended to be within the sole discretion of the Township Board. While all of the criteria set forth in this ordinance are relevant to the decision whether to grant a license, an applicant must demonstrate in particular that the proposed facility:
  - i. Will provide a service, product, or function that is not presently available within the Township or that would be unique to the Township or to an identifiable area within the Township;
  - ii. Is of a character that will foster or generate economic development or growth within the Township, or an identifiable area of the Township, in a manner consistent with the Township's policies; or
  - iii. Represents an added financial investment on the part of a long-term business or resident with recognized ties to the Township and the local community.

**SECTION 3. AMENDMENT TO CHAPTER 6, ARTICLE II, TO REPLACE SECTION 6-28.** Chapter 6, Article II, Section 6-28 of the Charter Township of Meridian Code of Ordinances is hereby repealed, replaced, and amended to read as follows:

**Section 6-28: Definitions.**

The following definitions shall apply to this ordinance. Terms not otherwise defined herein shall have the meaning assigned in the Michigan Liquor Control Code (MCL 436.1101 et seq.).

- A. "*Alcoholic beverages*" shall mean any spirituous, vinous, malt, or fermented liquor, liquid or compound, whether or not medicated, proprietary, or patented, and by whatever name

called, containing one-half (½) of one (1) percent or more of alcohol by volume which are fit use for beverage purposes.

- B. “*Applicant*” shall mean and include all persons and entities proposed to be owners of the license and/or of the licensed premises, all key personnel involved in the management of the licensed business, and all persons and entities proposed to be involved in the finance of the license and/or licensed premises. In the case of a partnership, "applicant" shall include all partners in the partnership. In the case of a corporation other than a corporation with publicly-traded stock, "applicant" shall include all shareholders. In the case of a limited liability company, "applicant" shall include all members.
- C. “*On-premises license*” means a liquor license to sell alcoholic liquor at retail for consumption on the licensed premises, including, but not limited to, Class B licenses, Class C licenses, resort licenses, tavern licenses, club licenses, hotel licenses, and tasting rooms operated by manufacturers including, but not limited to, brewers, micro-brewers, wine makers, small wine makers, distillers, small distillers, mixed drink spirit manufacturers, and brandy manufacturers.
- D. “*Person, firm, or corporation*” includes any person or legal entity of whatsoever kind or nature, either charitable or profitable, that desires to have or is already possessed of any license issued by the State of Michigan for the sale and dispensation of alcoholic beverages pursuant to a liquor license of any variety within Meridian Township.
- E. “*In writing*” shall be construed to include written correspondence, including electronic mail.

**SECTION 4. AMENDMENT TO CHAPTER 6, ARTICLE II, TO REPLACE SECTION 6-29.** Chapter 6, Article II, Section 6-29 of the Charter Township of Meridian Code of Ordinances is hereby repealed, replaced, and amended to read as follows:

**Section 6-29: Applications for on-premises license.**

- A. *Application required.* Every applicant for a new on-premises liquor license shall submit to the Economic Development Director a fully completed "Meridian Township Liquor License Application" on a form furnished by the Economic Development Director, along with all additional documents and materials referred to in the application form or otherwise required under this ordinance.
- B. *Required information.* The application shall include at least the following information:
  - i. *Name and address of applicant.* If the applicant is a partnership, the name and address of each partner shall be provided, and a copy of any partnership agreement attached. If the applicant is a privately-held corporation, the names and addresses of all corporate officers, members of the board of directors, and stockholders shall be provided, and a copy of the articles of incorporation attached. If the applicant is a publicly-held corporation, the names and addresses of all corporate officers, members of the board of directors, and stockholders who own ten (10) percent or more of the corporate stock shall be provided. If the applicant is a limited liability

company, the names and addresses of all members, managers and assignees of membership interests shall be provided, and a copy of the articles of organization attached.

- ii. Type of license desired.
- iii. The address and legal description of the property where the license is to be located.
- iv. Information and documents addressing all review criteria below.
- v. If the facility is to be located in a proposed building for which site plan approval has not yet been obtained, or in an existing building that is to be remodeled, and conceptual plan showing the relationship of the building to the surrounding properties and uses; proposed building elevations; floor plans; seating arrangements; site dimensions, including parking areas.
- vi. A written statement as to the applicant's character, experience, and financial ability to meet the obligations and business undertakings for which the license is to be issued.
- vii. A written statement demonstrating that the location proposed, and the methods of operation will not detrimentally and unreasonably impact nearby property owners, businesses, and residents.
- viii. Information and documents within the applicant's knowledge or control regarding the criteria listed in subsection (g) below.
- ix. Any other information pertinent to the applicant and operation of the proposed facility as may be required by this ordinance.

C. *Nonrefundable application fee.* The application shall include payment of a nonrefundable fee, in an amount determined by the Township Board, to be sufficient to cover the costs of investigation, review, and inspection.

D. *Recommendations from Township departments.*

- i. Following the receipt of the fully completed application, fees, and other such information as may be requested by the Township, the Economic Development Director shall forward the application to the Department of Community Planning & Development, Police Department, Fire Department, and such other departments as required by the Township Manager.
- ii. All Township departments shall make their recommendations prior to consideration by the Township Board.
- iii. In making its review, the Township may request from the applicant other pertinent information.
- iv. All department reviews or processing of the application shall be completed within sixty (60) days of receipt of a complete application, any additional information requested, and all required fees.

E. *Placement upon Township Board agenda.* Upon receipt by the Economic Development Director of the recommendations of all the departments identified above, the Economic

Development Director shall submit the application and recommendations for placement upon the agenda of the next regular Township Board meeting.

F. *Township Board action required.*

- i. All applications are subject to the final approval of the Township Board.
- ii. The Township Board may grant the requested license, conditionally grant the requested license, postpone consideration for a reasonable period, or deny the license.
- iii. If the license is either approved or denied, the Township Board shall cause its decision to be transmitted to the Michigan Liquor Control Commission and promptly give notice of the decision to the applicant, in writing.
- iv. The Township shall grant, grant with conditions, or deny the application within 30 (30) days of its placement on the agenda of a regular Township Board meeting or within one hundred twenty (120) days of the Economic Development Director's receipt of the completed application.
  - a. The processing time may be extended upon written notice by the Township for good cause.
  - b. Any failure to meet the required processing times shall not result in the automatic grant of the application or license.

G. *Contingencies; Requirements after Board approval.*

- i. Unless otherwise indicated by the Township Board, all approvals are contingent upon the applicant obtaining any required building permits and any other permits, licenses, or approvals from the Township or other regulatory agencies within sixty (60) days from the date of conditional approval.
- ii. The construction of new buildings and alterations of existing buildings shall commence within six (6) months after the date of conditional approval, with a completion date of no more than one (1) year after the issuance of the relevant building permit. Extensions for completion of construction or alteration may be granted by the Township Board for good cause.
- iii. Failure to comply with any contingency shall render the license subject to revocation.
- iv. Upon completion and in accordance with a prior conditional approval granted by the Township Board, the Township Board shall thereupon recommend the applicant for approval of the liquor license to the Liquor Control Commission of the State of Michigan. The Township Board may withhold or refuse recommendation and approval of the applicant if such applicant fails to satisfy all conditions set forth under the Township's prior conditional approval.

H. *Review criteria.* In making its determination pursuant to subsection above, the Township Board shall consider whether the applicant's proposal is reasonable when measured against any and all of the criteria listed below. For purposes of this review, an "applicant" shall be considered to include all officers, partners, members, and managers of an entity applying for a license.

- i. *General information regarding applicant:*
  - a. The applicant's management experience in the alcohol or liquor business.
  - b. The applicant's general business management experience.
  - c. The applicant's general business reputation.
  - d. The applicant's financial status and its ability to build or operate the proposed facility on which the proposed liquor license is to be located.
  - e. Past criminal convictions of the applicant for crimes involving moral turpitude, violence, or alcoholic liquors.
- ii. *Information related to the facility or building to which the license would apply:*
  - a. The recommendations of the Police Department, Building Department, Department of Community Planning & Development, Fire Department, and such other departments as required by the Township Manager with regard to the proposed facility.
  - b. Whether the facility to which the proposed liquor license is to be issued complies, or will comply, with the applicable building, plumbing, electrical and fire prevention codes, zoning ordinance, or other ordinances applicable in the Township.
  - c. The effects that the business facility to which the proposed license is to be issued would have upon vehicular and pedestrian traffic in the area.
  - d. The effects that the business facility to which the proposed license is to be issued would have upon the surrounding neighborhood and/or business establishments, including impacts upon residential areas and church and school districts or uses.
  - e. The availability of utilities to serve the facility.
  - f. The proximity of the proposed business facility to other similarly situated licensed liquor facilities.
  - g. The proximity to complementary uses, such as office and commercial development.
  - h. Availability of adequate parking, taking all circumstances of the location into consideration.
- iii. *Benefits to community:*
  - a. The effects that the issuance of a license would have upon the economic development of the Township or the surrounding area.
  - b. The effects that the issuance of a license would have on the health, welfare, and safety of the general public.
  - c. Whether the applicant has demonstrated a public need or convenience for the issuance of the liquor license for the business facility at the location proposed, taking into consideration the following, together with other factors deemed relevant by the Township Board:

1. The total number of licenses for similar establishments and/or operations in the Township, considered both in terms of whether such number of similar establishments is needed and whether there may be a need for other types of establishments that could go unmet if the requested license were granted;
  2. The proximity of the establishment to other licensed liquor establishments, the type of such establishments, whether such other establishments are similar to that proposed, and the anticipated impact of all such determinations;
  3. Whether the proposed location is in an area characterized as developed, redeveloping, or undeveloped, and the anticipated impact of approving the newly proposed establishment in light of such character, taking into consideration the need for any type of additional licensed establishment in the area, and the need the particular type of establishment proposed;
  4. The impact of the establishment on Township policing and code enforcement activities;
  5. The overall benefits of the proposed establishment to the Township;
  6. The overall detriments of the proposed establishment to the Township; and
  7. Any other factors that may affect the health, safety, and welfare relative to the need for or the convenience of the proposed establishment in the Township.
- d. The uniqueness of the proposed facility when contrasted against other existing or proposed facilities, and the compatibility of the proposed facility to surrounding architecture and land use.
  - e. The permanence of the establishment in the community, as evidenced by the prior or proposed contributions to the Township or community by the applicant or business, and the extent to which the issuance of the license will assist in the further investment of the applicant or business in the Township or the community.
  - f. The character and extent of investment in improvements to the building, premises, and general area.
  - g. Such other considerations as the Township Board may deem proper, provided such considerations are reasonable under all of the circumstances.
- I. *Restrictions on issuance of licenses.* No license shall be issued to or approved for:
- i. A person whose liquor license has been revoked or not renewed for cause under this ordinance, or a comparable Township ordinance, other local ordinance, or state law, whether in Michigan or otherwise.

- ii. A co-partnership or partnership, unless all the members of such co-partnership or partnership shall qualify to obtain a license.
  - iii. A corporation, other than a public corporation, if any officer, manager, or director thereof, or stockholder owning in the aggregate more than ten (10) percent of the stock of such corporation would not be eligible to receive a license hereunder for any reason.
  - iv. A limited liability company, if any member, manager or assignee owing a ten (10) percent membership interest or more would not be eligible to receive a license hereunder for any reason.
  - v. A person who has been convicted of a crime punishable by death or imprisonment in excess of one (1) year under the law which he was convicted; a crime involving theft, dishonesty, or false statement (including tax evasion) regardless of punishment; or a crime or administrative violation of a federal or state law concerning the manufacture, possession, or sale of alcoholic beverages or controlled substances.
  - vi. For premises where there exists a violation of the applicable building, electrical, mechanical, plumbing, fire, or other codes; applicable zoning regulations; applicable public health regulations; or any other applicable Township ordinance.
  - vii. A person who cannot establish that the license will be used by the licensee within six (6) months of Township approval and will not be held for investment.
  - viii. Any person for any premises where the Township Board determines that the proposed location is inappropriate because of the compatibility with adjacent uses of the land; traffic safety; accessibility to the site from abutting roads; capability of abutting roads to accommodate the commercial activity; proximity to schools; proximity of an inconsistent zoning classification; or accessibility from primary roads or state highways.
  - ix. Any person for any premises where any personal property taxes, real property taxes, or any other obligations are due and payable to the Township.
  - x. Any applicant who omits or falsifies any information required by this ordinance.
- J. *Reservation of authority.* No applicant for a liquor license has a right to the issuance of such license to him, her, or it, and the Township Board reserves the right to exercise reasonable discretion to determine who, if anyone, shall be entitled to the issuance of such licenses.

**SECTION 5. AMENDMENT TO CHAPTER 6, ARTICLE II, TO ADD SECTION 6-30.** Chapter 6, Article II of the Charter Township of Meridian Code of Ordinances is hereby amended to add Section 6-30 entitled Transfer of Existing Licenses to read as follows:

**Section 6-30: Transfer of existing licenses.**

- A. The transfer of any existing on-premises liquor license to another individual or entity, from a location in the Township to another location in the Township, or from a location outside the Township into the Township, shall require approval of the Township Board before any use and occupancy of the facility to which the license is being transferred is permitted. An applicant for approval of an on-premises license transfer and the use and occupancy of such a facility shall:
- i. Submit an application with all of the information required for an on-premises liquor license as provided for in this Article;
  - ii. Pay the nonrefundable transfer application fee established by the Township Board; and
  - iii. Furnish any necessary authorization to permit the Township's access to any and all files which may be in the Michigan Liquor Control Commission's possession regarding that commission's investigation of the transferee as a present licensee, or as a previous licensee, or in which transferee currently has or has had a partial interest.
- B. Transfers that involve the following circumstances may be placed on a Township Board agenda for consideration without payment of a fee and without the necessity of furnishing the information required for new licenses:
- i. The exchange of the assets of a licensed sole proprietorship, licensed general partnership, licensed limited liability company, or licensed limited partnership for all outstanding shares of stock in a corporation in which the sole proprietor, all members of the general partnership, all members of the limited liability company, or all members of the limited partnership are the only stockholders of that corporation.
  - ii. The removal of a member of a firm, a stockholder, a member of a general partnership, a member of a limited partnership, a member of a limited liability company, or association of licensees from a license.
  - iii. The occurrence of any of the following events:
    - a. A corporate stock split of a licensed corporation.
    - b. To an existing member or stockholder holding more than 10% of a licensed corporation or company, the issuance of previously unissued stock or ownership interest to that member or stockholder as compensation for services performed.
    - c. The redemption by a licensed corporation of its own stock.
    - d. A corporate public offering.

- C. Existing permits ancillary to liquor licenses are transferred with the liquor license unless cancelled in writing. Transferees must present plans regarding the operation they intend to conduct using the particular permit.

**SECTION 6. AMENDMENT TO CHAPTER 6, ARTICLE II, TO ADD SECTION 6-31.** Chapter 6, Article II of the Charter Township of Meridian Code of Ordinances is hereby amended to add Section 6-31 entitled Prohibition on profiteering by on-premise liquor licensees to read as follows:

**Section 6-31: Prohibition on profiteering by on-premise liquor licensees.**

- A. The Township Board has determined that profiteering by on-premise liquor licensees is contrary to the best interests of the Township. Accordingly, in order to prevent profiteering, to the full extent authorized by law, the Township Board shall not approve the transfer of a on-premise liquor license issued as a new license under this ordinance within three (3) years of the date of the original issuance of the license except under circumstances where the licensee clearly and convincingly demonstrates that unusual hardship will result if the Township does not consent to the transfer. An agreement between the applicant and the Township, following recommendation by the Township attorney may be prepared and agreed upon to give effect to this provision prior to final action being taken by the Township Board on an application.
- B. The agreement shall provide that, unless excused by the Township Board as provided above, in the event a license is proposed for transfer within three (3) years from the date of issuance, the applicant agrees that the Michigan Liquor Control Commission shall terminate the license and the Township Board may approve the issuance of a new license to a new applicant without any compensation to the licensee who placed the license into escrow, and that a licensee waives any property interest in such license upon placement of the license into escrow within such three-year period; provided, however, prior to the approval of such issuance to a new applicant, the person or entity who placed the license into escrow shall be afforded written notice and an opportunity to be heard, and all objections raised at the hearing shall be resolved (at the Michigan Liquor Control Commission or in the circuit court if necessary) prior to issuance of the license to a new applicant.

**SECTION 7. AMENDMENT TO CHAPTER 6, ARTICLE II, TO ADD SECTION 6-32.** Chapter 6, Article II of the Charter Township of Meridian Code of Ordinances is hereby amended to add Section 6-32 entitled Off-Premises Licenses to read as follows:

**Section 6-33: Off-Premises Licenses.** The application and review requirements for On-Premises licenses in this Article shall apply to the application for new Specially Designated Merchant

(“SDM”) and Specially Designated Distributor (“SDD”) licenses as well as to the application for transfer of an SDD or SDM license.

**SECTION 8. AMENDMENT TO CHAPTER 6, ARTICLE II, TO ADD SECTION 6-33.** Chapter 6, Article II of the Charter Township of Meridian Code of Ordinances is hereby amended to add Section 6-33 entitled Objections to renewal and requests for revocation to read as follows:

**Section 6-33: Objections to renewal and requests for revocation.**

- A. *Generally.* The Township Board may object to a renewal of any liquor license or request the revocation of any liquor license with the Michigan Liquor Control Commission.
- B. *Procedure.* Before filing an objection to the renewal or request for revocation of a license with the Michigan Liquor Control Commission, the Township Board shall serve the licensee, by first class mail, mailed not less than ten (10) days prior to the hearing, a notice of such hearing, which notice shall contain the following information:
  - i. Notice of the proposed action.
  - ii. Reasons for the proposed action.
  - iii. Date, time and place of such hearing.
  - iv. A statement that the licensee may present evidence and testimony, and may confront witnesses and may be represented by a licensed attorney.
- C. *Hearing and final decision.* Such hearing may be conducted by the Township Board as a whole, or by a hearing officer appointed by the Township Board for such purposes. It shall be the duty of the Township Board—or the hearing officer, if appointed—to undertake such hearing, hear and take evidence and testimony from the interested parties, especially including from the licensee or witnesses on its behalf, in opposition thereto. The hearing officer cannot be the Economic Development Director, the Community Planning and Development Director, or a member of the Township Board. If appointed, the hearing officer shall make a recommendation in writing to the Township Board. The Township Board shall have ultimate final review and decision and may adopt, adopt with modifications, or reject the recommendation of the hearing officer. The Township Board shall submit to the licensee, and the Michigan Liquor Control Commission, a written statement of its ultimate findings and determination not less than thirty (30) days before the date of expiration of the license.
- D. *Criteria for non-renewal or revocation.* The Township Board may recommend non-renewal or request revocation of a license upon a determination by it that, based upon a preponderance of the evidence presented at the hearing, any of the following exists:
  - i. A violation of any applicable building, electrical, mechanical, plumbing, or fire code; applicable zoning regulations; applicable public health regulations; applicable rules and regulations of the county health department; or any other applicable Township Code provision.

- ii. Maintenance of a nuisance upon the premises.
- iii. A material change in those conditions, statements or representations contained in the written application by the licensee, upon which the Township Board based its recommendation for approval, when that change is found to be contrary to the best interest of the Township residents, in the judgment of the Township Board.
- iv. A holder of a license or permit has been convicted of any federal or state law concerning the manufacture, possession, or sale of alcoholic liquor or a controlled substance.
- v. The premises do not or will not reasonably soon have adequate off-street parking, lighting, refuse disposal facilities, screening, noise control, or nuisance control where a nuisance does or will exist.
- vi. A violation of any section of this ordinance or of the rules and regulations of the liquor control commission.

**SECTION 9. SEVERABILITY.** The provisions of this Ordinance are hereby declared severable. If any part of this Ordinance is declared invalid for any reason by a court of competent jurisdiction, that declaration does not affect or impair the validity of all other provisions that are not subject to that declaration.

**SECTION 10. SAVINGS CLAUSE.** This Ordinance does not affect rights and duties matured, penalties that were incurred, before its effective date.

**SECTION 11. MORATORIUM LIFTED.** The moratorium established by the Township Board limiting the processing of liquor license applications is terminated as of the effective date of this Ordinance.

**SECTION 12. EFFECTIVE DATE.** This Ordinance shall become effective immediately upon its publication after final adoption.

YEAS: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

**ORDINANCE DECLARED ADOPTED.**

\_\_\_\_\_  
 Scott Hendrickson, Supervisor  
 Charter Township of Meridian

\_\_\_\_\_  
 Deborah Guthrie, Clerk  
 Charter Township of Meridian



**CHARTER TOWNSHIP OF MERIDIAN**

**RESOLUTION TO ESTABLISH FEE SCHEDULE FOR LIQUOR LICENSING**

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, MI 48864, on the \_\_\_\_ day of \_\_\_\_\_ 2024, at 6:00 p.m., Local Time.

PRESENT: \_\_\_\_\_

ABSENT: \_\_\_\_\_

The following resolution was offered by \_\_\_\_\_ and supported by \_\_\_\_\_:

**WHEREAS**, the Charter Township Act, Act 359 of 1947, MCL 42.1 *et seq.*, and the Michigan Liquor Control Act of 1998, Act 58 of 1998, authorizes a township to adopt ordinances regulating the public health, safety and general welfare of persons and property, including reviewing, authorizing, and signifying approval of certain liquor licenses to the Liquor Control Commission; and

**WHEREAS**, the Charter Township of Meridian (the “Township”) has adopted Ordinance No. \_\_\_\_ (the “Liquor License Ordinance”), to regulate the issuance, transfer, renewal, and revocation of certain quota liquor licenses in the Township to preserve the public health, safety, and welfare of the citizens of and visitors to the Township; and

**WHEREAS**, the Liquor License Ordinance provides that the Township Board shall establish a schedule for liquor license application fees in an amount determined to be sufficient to cover the costs of investigation, review, and inspection; and

**WHEREAS**, the Township conducted a review and estimate of the current direct and indirect costs among the several Township departments processing the applications; and

**WHEREAS**, the Township Board finds that the fee schedule set forth herein is proportionate to the necessary costs incurred by the Township and its several departments for the investigation, review, and inspection of liquor license applications.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Board of Meridian Charter Township, Ingham County, Michigan, that the following fee schedule is hereby adopted for applications for liquor licenses under the Township's Liquor License Ordinance:

1. *Application Fee*. For each application the Township requires a fee for the Township's necessary costs to investigate, review, or process the application. These costs include—but are not limited to—any third-party direct costs, outside consultant(s) or attorney(s) retained, as well as the cost of Township staff used for those purposes.
2. *New Application Fee*. The fee required for new liquor licenses shall be as follows:
  - a) On-Premises Liquor License Application Fee: \$1,500.00.
  - b) Off-Premises Liquor License Application Fee: \$1,000.00.
3. *Transfer Application Fee*. The fee required to transfer a liquor license shall be as follows:
  - a) On-Premises Transfer Application Fee: \$1,500.00.
  - b) Off-Premises Transfer Application Fee: \$1,000.00.
4. *Renewal Application Fee*. The fee required at the time of renewal of an existing liquor license shall be as follows:
  - a) On-Premises Renewal Application Fee: \$250.00.
5. Any prior resolutions in conflict with this resolution are hereby rescinded.

ADOPTED:

YEAS: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

The Supervisor declared the resolution adopted.

\_\_\_\_\_  
Scott Hendrickson, Supervisor  
Charter Township of Meridian

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 by the Township Board of the Charter Township of Meridian at a regular meeting held on the \_\_\_\_ of \_\_\_\_\_ 2024.

\_\_\_\_\_  
Deborah Guthrie, Clerk  
Charter Township of Meridian



To: Meridian Township Board Members  
From: Amber Clark Neighborhoods & Economic Development Director  
Date: June 18, 2024  
RE: 2024 Community Survey Draft Approval

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Every three years the Meridian Township staff and Township Board conduct a Community Survey to gain insight from our residents on the services, programs, and operational management of the Township. The intent of the survey is to gain feedback from residents on priority issues currently and soon to impact the community. The data will be quantified by a third party consulting firm Cobalt Community Research and a report of the accumulated data will be distributed. To capture members of our audience that may not be registered voters, we will allow for members of the public to take the survey online. The analysis of the entire survey will not combine the two response groups; however will provide for an overall holistic view from the community. Of the approximate 43,318 Meridian Township residents, 33,980 are registered to vote.

The Township Board has the opportunity today to review the included draft 2024 Community Survey. The Board typically elects to include no more than three questions they specifically would like feedback on. Today we are here to determine what those additional questions will be and to make any other changes to the survey. The following is a detailed schedule of the completion of the 2024 survey:

1. Distribution of the “2024 Community Survey Feedback Requested letter” (see included). This letter will be mailed to the sample population of the registered voters list. The letter will request the home occupant complete the upcoming Community Survey to provide the Township with feedback. This is just a notification letter with instructions on how the survey will be conducted. A second letter is issued as a reminder for residents to take the survey. This will be about 30 days’ time.
2. Distribution of the 2024 Community Survey of the sample registered voters list. This is typically a 3-4 week time frame for all survey’s to be mailed out and returned. A link online will be available for anyone that has a desire to take the survey and are not included in the random sampling. These results are quantified separately from the mailed in survey participants. This will be about 30 days’ time.
3. The final results of the Community Survey will be publicly reviewed at the meeting immediately following final computation. Cobalt Community Research will reach out to the Township with results and at the next upcoming Township Board meeting, the results will be shared. This will be about 30 days’ time.

Regarding the deliverable questions:

Once the questions are finalized, Cobalt will post the electronic survey to a landing page, draw the random sample from the list you provided, and conduct the survey itself. The survey instrument, cover letter, and postage-paid envelope will go to the recipients, and residents will also have the option to complete the survey online. Cobalt will have a survey ID number unique to each recipient that way they can manage reminders and ensure it's only one repose per recipient.



The first wave mailing will go out about a week after instrument approval. Since this will be over the summer, we'll stretch out the response time to 2 weeks. After 2 weeks, we'll send a reminder survey/envelope to those who haven't responded yet. Two weeks after that, we'll close the survey and do the analysis, which is about another 2 weeks. So you're looking at about 6-8 weeks to complete the survey once the survey instrument is approved.

We can provide early information to the Board on key questions you need once the first wave is back, as the numbers don't change much at that point.

The Board will receive a crosstab in Excel, verbatim comments in Excel, and the summary report itself in PowerPoint. If you want the raw data, then that will be provided as a CSV file with the personally identifiable information removed.

Surveys can be done on paper or online. If there are residents not included in the random sample who would like to participate, they can type in "Meridian" on the ID field prompt and proceed. These non-sample responses are kept separate from the random-sample responses to ensure report validity. The non-sample results will be a line in the crosstabs.

### **Township Board Options**

Presented to you today are the current formatted questions, lay out and order of the survey questions. The Township Board may move to adopt the drafted survey with minor edits, and instruct Meridian Township staff to proceed with the project.



**REMINDER: 2024 MERIDIAN TWP  
FEEDBACK REQUESTED**

C/O Cobalt Community Research  
PO Box 416 | Charlotte, MI 48813

You may complete this assessment online:  
***www.CobaltCommunityResearch.org/MERIDIAN***

**STUDY ID:**

**[ID]**

NAME  
ADDRESS I  
ADDRESS II  
CITY, STATE, ZIP

Your response will be strictly  
confidential – your name will  
Not be released for any  
purpose

**DUE: Before 6/XX/21**

[SAL]:

Please help improve the quality of life in Meridian Township. This short evaluation will help us understand how the Township can better meet your needs.

We really want to know what we're doing well and where we need to improve. It is very important that we hear from you.

Enclosed is a short evaluation that takes fewer than 10 minutes to complete. If there are individual questions not applicable to you or your household, select "Don't Know" and then complete the rest of the evaluation.

Please return the evaluation in the enclosed postage-paid envelope **before June xx.**

Meridian Township is reaching out to citizens like you to help meet and exceed your expectations and to ensure your tax dollars are being spent wisely. Your responses will help shape policies and priorities for the Township now and in the future.

This evaluation may be completed online by typing **<http://www.CobaltCommunityResearch.org/Meridian>** into your internet browser. Once on the evaluation page, type in the STUDY ID number shown at the top of this letter. The STUDY ID number helps us ensure we hear from you, but your response will be **strictly confidential** – your name will not be released or shared with the Township for any purpose without your permission.

The Meridian Township and Cobalt Community Research are working together on this evaluation to ensure your responses are shared anonymously with the Township and to provide outside analysis. Cobalt is a 501(c)(3) nonprofit organization created to help governmental and non-profit organizations measure, benchmark, and manage their efforts through high-quality, affordable research. If you have any questions about this evaluation, please call the Township at (517) XXX-XXXX.



Thank you for your cooperation and your insight.

**IMPORTANT: 2024 MERIDIAN TWP  
FEEDBACK REQUESTED**

C/O Cobalt Community Research  
PO Box 416 | Charlotte, MI 48813

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***[www.CobaltCommunityResearch.org/MERIDIAN](http://www.CobaltCommunityResearch.org/MERIDIAN)***

**STUDY ID: [ID]**

NAME  
ADDRESS I  
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CITY, STATE, ZIP

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purpose

**DUE: Before 6/XX/21**

[SAL]:

Please help improve the quality of life in Meridian Township. This short evaluation will help us understand how the Township can better meet your needs.

If you already have responded, thank you! If not, we really want to know what we're doing well and where we need to improve. It is very important that we hear from you.

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If you have any questions about this evaluation, please call the Township at (517) XXX-XXXX. Thank you for your cooperation and your insight.



5. Next, rate the **Public Works services** that you use on the following attributes:

	Poor= 1	2	3	4	5	Excellent= 6	Don't Know
Drinking water quality	<input type="checkbox"/>						
Response time to water/sewer emergencies	<input type="checkbox"/>						
Storm water/drain maintenance	<input type="checkbox"/>						
Ease of paying Township utility bills	<input type="checkbox"/>						
Snow management on trails and pathways	<input type="checkbox"/>						
Streetlight maintenance	<input type="checkbox"/>						
Respectful treatment of residents/customer service	<input type="checkbox"/>						

6. Please rate the maintenance of Meridian Township's **facilities and grounds**:

	Poor= 1	2	3	4	5	Excellent= 6	Don't Know
Meridian Township Hall (government offices)	<input type="checkbox"/>						
Okemos Library CADL Branch	<input type="checkbox"/>						
Haslett Library CADL Branch	<input type="checkbox"/>						
Glendale Cemetery	<input type="checkbox"/>						
Recycling/transfer station	<input type="checkbox"/>						

### Communications

7. When you need to find news or information about Meridian Township, where do you look first? (Mark one.)

<input type="checkbox"/> Meridian Township website	<input type="checkbox"/> Local news
<input type="checkbox"/> Email	<input type="checkbox"/> Utility Bill Insert
<input type="checkbox"/> Meridian Township's social media pages	<input type="checkbox"/> Text Message
<input type="checkbox"/> Meridian Township email newsletters (Meridian Happenings, Playbook, Green Gazette)	<input type="checkbox"/> HOMTV
<input type="checkbox"/> Meridian Township YouTube	<input type="checkbox"/> Contacting the Township directly via phone call
<input type="checkbox"/> Printed materials (Prime Meridian Magazine, flyers, etc.)	<input type="checkbox"/> I'm not sure how to go about finding information

8. If you use social media, what social media platforms do you use most often? (Mark all that apply.)

<input type="checkbox"/> Facebook	<input type="checkbox"/> TikTok
<input type="checkbox"/> Instagram	<input type="checkbox"/> YouTube
<input type="checkbox"/> X (formerly Twitter)	<input type="checkbox"/> LinkedIn
<input type="checkbox"/> Threads	<input type="checkbox"/> I don't use social media
<input type="checkbox"/> Nextdoor	<input type="checkbox"/> Other (note below)

### Community Planning and Development

9. What use would you like to see in the reimagined Meridian Mall space?

Recreational

Public Facilities

Research Park - (Brewery, technology development, park-like office centers, laboratories or pilot production research facilities, and similar activities compatible with adjacent residential or educational areas)

Other (note below)

10. What type of development is missing from the Township?

11. Which specific place in town would you encourage redevelopment of the existing buildings into higher density uses (condos, apartments, mixed use, duplex/triplex, etc.?)

12. What do you see as the more critical needs for economic development? (Mark all that apply.)

Development at Haslett/Marsh, Okemos/Hamilton, and Meridian Mall

Development of new industries (e.g., "green" products and services) to replace declining industries

Small businesses Expansion of medium businesses

Micro and small business incubation

24. Do you feel Meridian Township would benefit from the addition of a multi-generational Community & Senior Center, re-purposing the Younkers building in the Meridian Mall?

Yes

No

25. Would you (and your family, if applicable) use a Community & Senior Center if the programs and services met your needs?

Yes

No

26. What features would you like to see in a Community & Senior Center? (Mark all that apply.)

Recreational Facilities (regulation size basketball/volleyball/pickleball courts)

Dedicated Senior Citizen Area

Low-impact workout area/low-impact exercise equipment

Dedicated Youth Area

Large Auditorium/Meeting/Performing Space with Stage

Warming Kitchen

Community Meeting Rooms/Conference Rooms

Multi-Purpose Space

Other (note below)

**Meridian Township is a welcoming community. The information below helps us improve services for all of our residents. These questions are for analysis only and will not be used in any way to identify you. You may skip any questions that you are not comfortable answering.**

How long have you been living in Meridian Township?

One year or less

1-5 years

6-10 years

More than 10 years

Do you own or rent/lease your residence?

Own

Rent/Lease

Is your place of employment located in Meridian Township?

Yes

No, a different community

I am not currently employed

I am retired

What is your age group?

18 to 24

25 to 34

35 to 44

45 to 54

55 to 64

65 or over

Which of the following categories best describes your level of education?

- Some high school or less     High school graduate/GED     Some college     College graduate     Graduate degree(s)

Which of the following categories includes your total household income last year?

- \$25,000 or less     \$25,001 to \$50,000     \$50,001 to \$72,900     \$72,901 to \$92,800     More than \$192,800

How many people are included in your household?

- 1     2     3     4     5     6     7 or more

Mark the boxes that describe the people living in your house (other than yourself). Check all that apply.

- Child(ren) age 12 or under     Adult child(ren) age 18+     Roommate     None of these  
 Child(ren) age 12-17     Spouse/partner     Parent age 65 or older

How do you identify (check all that apply)?

- Male     Non-binary     Prefer to self describe (note below)  
 Female     Prefer not to say

To which group do you consider yourself to belong? Check all that apply.

- Asian     Black/African American     Indigenous American     Other  
 White/Caucasian     Hispanic/Latinx     Prefer not to say

What is your ZIP Code?

- 48864     48823     48840     48895     Other (note below)

**Thank you for your time. Please return this assessment in the postage-paid envelope provided.**



**To: Board Members**

**From: Timothy R. Schmitt, AICP, Interim Township Manager and Community Planning and Development Director**

**Date: June 13, 2024**

**Re: 2025 Budget Priorities**

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As we embark on another budget development season for the 2025 fiscal year, Staff would like to have an upfront conversation about budget priorities for the upcoming year, in advance of the hard number crunching that comes with eventually presenting a draft budget. The management team has developed their priorities for new 'asks' in the budget, beyond our existing programming and staffing items, which are listed below. What we are hoping to get out of the conversation with the Township Board on Tuesday is a sense of where the Board's priorities are going into the budget cycle, so the Manager and Finance Director can do our best to blend everyone's priorities together.

At this time, we have not assigned monetary values to any items, we are just looking to have the conceptual discussion. This early discussion will then be revisited in August, before the draft budget is presented, with more details of cost/timing/what is realistically able to make it into the budget. Additionally, it should be noted that some of these items, such as the tasers, are items that we will need to work into the budget regardless. They are included here to let the Board know they are coming. Additionally, all personnel requests are noted in this list in **ORANGE font**.

We look forward to this collaboration with the Board to develop the best possible budget for the Community in 2025.

#### Police

Tasers – Staff will explain further detail during budget development, but the Taser company is going to a subscription type business model, as opposed to a purchase model.

Ballistic Shield replacement – These are over a decade old and outdated technology.

Additional Patrol Vehicle – This is a direct result of having increased our staffing.

Various Smaller Equipment and Software changes

**One Sponsored Police Recruit to the Academy**

**Two Sworn Officers (bringing staffing to 44), which would then lead to a 2<sup>nd</sup> Lieutenant**

#### Fire

Stryker Contract (comes fully online in 2025)

Expedited purchase of new truck – The Board has previously authorized spending \$200,000 from the motor pool for a down payment on this and financing the remainder. Staff is currently evaluating some other options, after seeing the long term impact on the motor pool, to determine if we can tackle this problem better. This may not end up in the 2025 budget for this reason.

Main Station Addition – This is currently under design, with construction expected in 2025.

**One Fire Inspector**

Parks and Recreation

A number of P&R projects are funded from grants or the Parks millage directly. In 2025, these are likely to include development of 5280 Okemos Road, Nancy Moore Park upgrades, the Towner Road playground, the Ottawa Hills playground, and expansion of the Marketplace bathrooms. The only new expense currently proposed from the general fund is the Red Cedar waterway cleanup project, which is anticipated to be eventually reimbursed from the County millage.

Human Resources

**Non Police and Fire Salaries** – This discussion came up with a number of members of the Management Team, but is listed here for ease of discussion. There are areas where we appear to have fallen behind.

**One HR/Payroll Clerk**

Communications

**Communications Director**

Additionally, we hope to have a longer term discussion about the use of PEG fees for the capital improvement needs for HOMTV, as we have had several equipment failures in recent years.

Clerk's Office

Special School Election costs in 2025 (if needed)

**Election Specialist**

Finance

**Utility Billing Supervisor**

Public Works

Tracked skid steer and attachments for hydrant maintenance and offroad work

**One Project Engineer**

**Two additional Utility workers**

**Superintendent of Utility Billing**

Project Management

Service center furniture (at a minimum, this will be entered into the CIP for discussion in future years)

Information Technology

**One IT Technician**

Community Planning and Development

**One Administrative Assistant**

Please note: at this time, the Neighborhoods and Economic Development, and Assessing Departments do not have any major new budgetary asks for 2025.