



## AGENDA

CHARTER TOWNSHIP OF MERIDIAN  
Downtown Development Authority  
November 6, 2017 7:30 am  
Municipal Building-Town Hall Room  
5151 Marsh Rd. Okemos



1. CALL MEETING TO ORDER
2. APPROVAL OF AGENDA
3. PUBLIC COMMENT
4. MINUTES-SEPTEMBER 11, 2017
5. AUTHORIZATION OF PAYMENTS
6. FINANCIAL REPORT
7. NEW BUSINESS
  - A. Expiring Terms/Vacancies
  - B. 2018 Officers
  - C. 2018 Meeting Dates
  - D. 2018 Goals & Objectives
8. OLD BUSINESS
9. STAFF REPORT
  - A. Development Projects Update
10. CHAIR REPORT
11. PUBLIC COMMENT
12. NEXT MEETING DATE
  - A. January 8, 2018, 7:30am
13. ADJOURNMENT

"The Meridian Township DDA mission is to beautify and revitalize downtown Okemos as a very desirable place to shop, live, and do business. It is a commitment to promoting and improved quality of life by creating a friendly, walkable community embracing the natural aesthetics of the river and parks."

Individuals with disabilities requiring auxiliary aids or services should contact the Meridian Township Board by contacting:  
Township Manager Frank L. Walsh, 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

Charter Township of Meridian  
Downtown Development Authority (DDA)  
5151 Marsh Road, Okemos, MI 48864  
Monday, September 11, 2017 – Minutes (Draft)

**Members**

**Present:** Bill Cawood, Susan Fulk, Jim Spanos, Jim Raynak, Scott Weaver, Renee Korrey

**Members**

**Absent:** Supervisor Ron Styka, Sherry Fisher

**Staff**

**Present:** Township Manager Frank Walsh, Senior Planner Peter Menser, Executive Assistant Michelle Prinz, Community Planning and Development Director Mark Kieselbach, Interim Economic Development Director Chris Buck

**Others**

**Present:** None

1. CALL MEETING TO ORDER

Chair Raynak called the meeting to order at 7:30 a.m.

2. APPROVAL OF THE AGENDA

**MOTION BY MEMBER KORREY TO APPROVE AGENDA. SUPPORTED BY MEMBER CAWOOD. MOTION APPROVED 6-0.**

3. PUBLIC COMMENT

None.

4. APPROVAL OF MEETING MINUTES OF JUNE 26, 2017

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

5. AUTHORIZATION OF PAYMENTS

**MOTION BY MEMBER KORREY TO AUTHORIZE PAYMENTS. SUPPORTED BY MEMBER FULK. MOTION APPROVED 6-0.**

6. FINANCIAL REPORT

a. August 2017 Financial Report

Staff provided a summary update on the August 2017 Financial Report. Report on file.

7. NEW BUSINESS

Developers are showing interest in the Downtown Okemos area. Staff have been in communication with them on a regular basis. The Township is doing several things to attract developers to the core commercial areas. These include the following: developed a Brownfield Redevelopment Authority, establishing a Redevelopment Fund to aid developers who invest in the core commercial areas of the Township with reimbursement from the \$570,000 sale of the MARC property, and hiring a full time Economic Development Director.

8. OLD BUSINESS

a. Daylilies along Okemos Road/Hamilton Road

Discussion supported the need to mow the daylilies and the consensus was it was not worth the time it would take to maintain them. Recognition was given to Independent Bank for the improvements they have made with their property.

9. STAFF REPORT

a. Development Project Update

Staff shared a new format to the development funnel to include a variety of phases Township development projects are in. Staff reported the Township will be hosting a Shaping the Avenue Open House on Thursday, September 14, 2017 from 5-7pm. This will allow the community a chance to provide feedback on plans.

10. CHAIR'S REPORT

None

11. PUBLIC COMMENT

None

12. ADJOURNMENT

The meeting adjourned without objection at 8:07am.

Jim Raynak, Chairperson

| <b>Date</b> | <b>Check #</b> | <b>Vendor Name</b> | <b>Description</b> | <b>Amount</b>   |
|-------------|----------------|--------------------|--------------------|-----------------|
| 9/22/2017   | 1078           | Consumers Energy   | electricity        | \$112.63        |
| 10/20/2017  | 1079           | Consumers Energy   | electricity        | \$111.81        |
| 10/26/2017  | 1081           | Meridian Township  | water              | \$5.00          |
|             |                |                    |                    |                 |
|             |                |                    |                    |                 |
|             |                |                    |                    |                 |
|             |                |                    | <b>TOTAL</b>       | <b>\$229.44</b> |

**Meridian Twp DDA**  
**Preliminary Financial Statements**  
 Period Ending 10/30/2017

**BALANCE SHEET**

Year to Date

**ASSETS**

|                       |  |                    |
|-----------------------|--|--------------------|
| Cash                  |  | \$45,769.63        |
| Due from General Fund |  | \$0.00             |
| Taxes Receivable      |  | \$0.00             |
| Accounts Receivable   |  | \$0.00             |
| Prepaid Expense       |  | \$0.00             |
| <b>TOTAL ASSETS</b>   |  | <b>\$45,769.63</b> |

**LIABILITIES**

|                             |  |                     |
|-----------------------------|--|---------------------|
| Accrued Interest Payable    |  | \$1,496.00          |
| Due to General Fund         |  | \$0.00              |
| Unearned Revenue            |  | \$0.00              |
| Deferred Inflows of Revenue |  | \$0.00              |
| LT Note Payable             |  | \$149,500.00        |
| <b>TOTAL LIABILITIES</b>    |  | <b>\$150,996.00</b> |

**FUND BALANCE**

|   |  |                       |
|---|--|-----------------------|
| Fund Balance 12/31/16                       |  | (\$122,795.98)        |
| 2017 YTD Net Income                         |  | \$17,569.61           |
| <b>TOTAL FUND BALANCE</b>                   |  | <b>(\$105,226.37)</b> |
| <b>TOTAL LIABILITIES &amp; FUND BALANCE</b> |  | <b>\$45,769.63</b>    |

**INCOME STATEMENT**

**REVENUES**

|                               | <u>Sept.</u>      | <u>Oct.</u>   | <u>Year to Date</u> |
|-------------------------------|-------------------|---------------|---------------------|
| Tax Capture                   | \$5,871.80        | \$0.00        | \$16,212.75         |
| PPT Reimbursement             | \$0.00            | \$0.00        | \$10,889.08         |
| Grants                        | \$0.00            | \$0.00        | \$0.00              |
| DDA Downtown Events/Donations | \$0.00            | \$0.00        | \$0.00              |
| Other                         | \$0.00            | \$0.00        | \$0.00              |
| <b>TOTAL REVENUE</b>          | <b>\$5,871.80</b> | <b>\$0.00</b> | <b>\$27,101.83</b>  |

**EXPENDITURES**

|  |                   |                   |                    |
|--|-------------------|-------------------|--------------------|
| Operating Costs                          | \$210.74          | \$111.81          | \$1,384.93         |
| Professional Consultant/Contractual Serv | \$0.00            | \$0.00            | \$2,662.29         |
| Community Projects                       | \$0.00            | \$0.00            | \$0.00             |
| Communications                           | \$0.00            | \$0.00            | \$0.00             |
| Conferences                              | \$0.00            | \$0.00            | \$0.00             |
| Special Events - Celebrate Expenses      | \$0.00            | \$0.00            | \$0.00             |
| Tax Appeal Refunds                       | \$0.00            | \$0.00            | \$0.00             |
| Interest on Loan                         | \$5,485.00        | \$0.00            | \$5,485.00         |
| <b>TOTAL EXPENDITURES</b>                | <b>\$5,695.74</b> | <b>\$111.81</b>   | <b>\$9,532.22</b>  |
| <b>2017 Net Income</b>                   | <b>\$176.06</b>   | <b>(\$111.81)</b> | <b>\$17,569.61</b> |

| <b>Board Member</b>                                 | <b>Term Expires</b> |
|---|---------------------|
| <b>Bill Cawood</b>                                  | <b>12.31.2017</b>   |
| <b>Sherry Fisher (2016-2017 Vice Chair)</b>         | <b>12.31.2018</b>   |
| <b>Demetrios James Spanos (2016-2017 Secretary)</b> | <b>12.31.2019</b>   |
| <b>Scott Weaver</b>                                 | <b>12.31.2019</b>   |
| <b>Ronald Styka (Board Liaison)</b>                 | <b>12.31.2020</b>   |
| <b>Renee Korrey</b>                                 | <b>12.31.2020</b>   |
| <b>James Raynak (2016-2017 Chair)</b>               | <b>12.31.2020</b>   |
| <b>Susan Fulk</b>                                   | <b>12.31.2019</b>   |

**Downtown Development Authority Meeting Dates  
2018 Schedule**

**RESOLUTION**

At a regular meeting of the Downtown Development Authority of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Municipal Building, in said Township on the 6<sup>th</sup> day of November, 2017 at 7:30am, Local Time.

PRESENT: \_\_\_\_\_

\_\_\_\_\_

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

The following resolution was offered by \_\_\_\_\_ and supported by \_\_\_\_\_.

WHEREAS, Public Act 267 of the Public Acts of 1976 requires the publication of the meeting schedule of every municipal board at least once a year; and

WHEREAS, the Downtown Development Authority (DDA) desires to announce the time, date, and place of all regular meetings of the DDA, pursuant to the provisions of Act 267 of the Public Act of 1976.

NOW, THEREFORE, BE IT RESOLVED BY THE DOWNTOWN DEVELOPMENT AUTHORITY OF THE CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY, MICHIGAN as follows:

1. The Downtown Development Authority will meet for regular meetings on certain Mondays, January through December in 2018 in the Town Hall Room of the Township Municipal Building, 5151 Marsh Road, Okemos, MI 48864, 517.853.4258.
2. The specific dates for meetings are as follows:

|           |                      |
|-----------|----------------------|
| January   | 8 - regular meeting  |
| March     | 5 - regular meeting  |
| May       | 7 - regular meeting  |
| July      | 9 - regular meeting  |
| September | 10 - regular meeting |
| November  | 5 - regular meeting  |
3. Meetings will begin at approximately 7:30am
4. Special meetings of the Downtown Development Authority may be called pursuant to the applicable statute.
5. Regular meetings may be canceled, recessed, or postponed by members of the Downtown Development Authority pursuant to the applicable statute.
6. A summary of this resolution stating date, place, and time shall be posted in the Meridian Municipal Building within ten (10) days after the first regularly scheduled meeting of the year in accordance with MCL 15.265.

**Downtown Development Authority Meeting Dates  
2018 Schedule  
Page 2**

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

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

STATE OF MICHIGAN )

)ss

COUNTY OF INGHAM )

I, the undersigned, the duly qualified Chairperson of the Downtown Development Authority 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 at a regular meeting of the Downtown Development Authority held on the 6<sup>th</sup> day of November, 2017.

\_\_\_\_\_  
Jim Raynak  
Downtown Development Authority Chairperson





## CHARTER TOWNSHIP OF MERIDIAN Development Projects Update

November 2017

### Businesses Opened:

- **Michigan First Mortgage**, at 3544 Meridian Crossing (10/5)
- **Moneyball Sportsware**, 1982 Grand River Avenue (Meridian Mall 10/6)
- **Gleaner Financial**, 3681 Okemos Road (10/23 11:00am)
- **Costco**, 5800 Park Lake (10/27 8:00am)
- **Kingston Kitchen**, Jamaican food 4749 Central Park Dr (10/30 10:30am)
- **Good Life Shaving Co**, next to Tanin/Central Park Place (10/30 1:00pm)
- **We Will Come To You**, new event planner at 1982 Grand River Avenue (Meridian Mall)
- **Go! Calendar, Games & Toys**, new store at 1982 Grand River Avenue (Meridian Mall)

### Ribbon Cuttings Coming:

- **Good Eats Diva**, bakery in Shoptown by Curves 1561 Haslett Rd (11/9 10:30am)
- **Hampton Inn & Suites** – 2200 Hampton Place Okemos (11/9 3:00pm)

### New Businesses Coming

- **Taste of Thai**, new restaurant at 2838 Grand River Avenue (Coral Gables, 11/16 open)
- **Tilted Kilt**, new restaurant at 5000 Northwind Drive (Red Cedar Flats)
- **MI Sushi & Noodles**, new restaurant at 3340 Lake Lansing Road
- **The Art & Etiquette of Driving**, new driving educator at 1749 Hamilton Road
- **Once Upon A Child**, new store at 1839 Grand River Ave (by Dusty's)
- **Momo Tea**, new café at 4790 Hagadorn (Hannah Plaza)
- **Local legend USA**, new graphic clothing designer at 1456 Haslett Road

### Projects under consideration

- **Hannah Farms East** - mixed use/student housing proposed at Eyde Pkwy/Hannah Boulevard.

### Projects under construction

- **Great Lakes Interiors** - 5,600 square foot office furniture retailer at 2076 Towner Road.
- **Holiday Inn Express** – 63,000 square foot hotel with 112 rooms at 2350 Jolly Oak Road. Slated to open in December 2017.
- **Red Cedar Flats** - 125,000 square foot, 112 unit, mixed use project with 11,800 square feet of commercial space on Northwind Drive. Two buildings are completed, with a third building currently under construction.
- **Elevation** - mixed use project with 350+ residential units and 21,000 square feet of commercial space at Jolly Oak Road.
- **Ingham County Medical Care Facility** – 64,000 square foot (48 room) addition at 3860 Dobie.
- **Whitehills Lakes South #2** – initial site work underway for 21 single family lots at the northwest corner of Saginaw Highway/Lake Lansing Road.
- **Georgetown #4** – initial site work underway for 22 single family lots at Tihart/Cornell Roads.
- **Sierra Ridge #3** – initial site work underway for 20 single family lots Lake Lansing/Newton.

**Charter Township of Meridian**  
**November 2017**  
**Re: Development Projects Update**  
**Page 2**

Projects approved/not yet commenced

- **Portnoy and Tu dentist office** – site plan approved for 4,332 square foot dental office at 2476 Jolly Road. Building Permit under review.
- **Marriot Courtyard** – building permit under review for 64,000 square foot, 4-story Marriot Courtyard hotel with 97 rooms at SW corner of Jolly Oak Road/Meridian Crossing Drive.