

CHARTER TOWNSHIP OF MERIDIAN
DOWNTOWN DEVELOPMENT AUTHORITY (DDA)
5151 MARSH ROAD, OKEMOS, MI 48864
MONDAY, JANUARY 9, 2017, 7:30 AM - *DRAFT*

MEMBERS

PRESENT: Jim Raynak (Chairperson), Bill Cawood, Jim Spanos (Treasurer) (arrived at 7:35), Renee Korrey , Scott Weaver, Supervisor Ron Styka (arrived at 7:40)

MEMBERS

ABSENT: Sherry Fisher

STAFF

PRESENT: Assistant Township Manager/Director of Public Works Derek Perry, Senior Planner Peter Menser, Economic Development Coordinator Ben Motil

OTHERS

PRESENT: None

1. CALL MEETING TO ORDER

Chair Raynak called the meeting to order at 7:34 a.m.

2. APPROVAL OF THE AGENDA

MOTION BY MEMBER KORREY TO APPROVE AGENDA. SUPPORTED BY MEMBER CAWOOD. MOTION APPROVED 4-0.

3. PUBLIC COMMENT

None.

4. APPROVAL OF MEETING MINUTES OF NOVEMBER 7, 2016

MOTION BY CHAIR RAYNAK TO APPROVE MINUTES. SUPPORTED BY MEMBER CAWOOD. MOTION APPROVED 5-0.

5. AUTHORIZATION OF PAYMENTS

DDA Staff summarized the payments made in the past two months.

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

6. FINANCIAL REPORT

DDA Staff summarized the financial report. The financial report is on file. The DDA Board discussed their future involvement in the Celebrate Downtown Okemos/Celebrate Meridian events, if any. Discussion of total amount of funds in budget was held, as well as total amount of payment due to the township.

- Member Spanos asked for clarification if December taxes are due in February.

7. ON-GOING BUSINESS/REPORTS

- a. Snow Removal- DDA Staff provided summary of snow removal area responsibilities of the DDA as well as the area responsibilities of the Township.
- Chair Raynak will remove snow from the pathway in front of his property.
 - The Township will be responsible for the snow removal at the corner of the property, adjacent to the pedestrian crosswalk.
 - The logistics of the snow removal is due to the street lighting on the pathways and the inability of Township vehicles to maneuver around light poles and buildings.
 - DDA staff explained the proposed contract with Redwood Landscaping to provide snow removal services for the pathway on the west side of Okemos Road.

8. NEW BUSINESS

- a. Additional loan payment- DDA staff provided update and summary of the available funds for the loan payment schedule.
- Discussion was held regarding the possibility of making early payments with available funds in order to diminish interest rates.
 - DDA staff will follow up with Township officials regarding payment schedule process and possible fees associated with early payments.
- b. Election of Officers – DDA staff provided summary of annual election of officers.

MOTION BY MEMBER KORREY TO ACCEPT CURRENT OFFICERS AS THE 2017 OFFICERS. SUPPORTED BY MEMBER WEAVER. MOTION APPROVED 6-0.

- c. Introduction of Ben Motil – DDA staff introduced Ben Motil as the new Associate Planner/Economic Development Coordinator for the Township. Ben Motil will serve as DDA staff.
- d. Joint meeting of boards and commissions- DDA staff provided summary of letter dated 12/27/2016 from Supervisor Styka inviting DDA Board to attend the Township's joint meeting of boards and commissions set for Tuesday, January 10, 2017 at 6:00 p.m. in the Town Hall room. Supervisor Styka informed the DDA Board that he hopes this meeting will be more productive and goal-oriented than in years past.

9. STAFF REPORT

DDA staff provided updates on the potential Tavern and Tap project and the steps Evergreen Properties would need to make to continue forward regarding submittal of any future site plans.

- Member Spanos asked if staff has completed any feasibility studies within the DDA boundaries.
- Member Korrey asked about the property located between the Walgreens and 5/3 Bank regarding curb cuts and zoning issues.

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10. CHAIR'S REPORT

None.

11. PUBLIC COMMENT

None.

12. ADJOURNMENT

The meeting adjourned without objection at 8:28 a.m.

Jim Raynak, Chairperson