AGENDA

CHARTER TOWNSHIP OF MERIDIAN
Downtown Development Authority

October 19, 2026 7:30AM
5000 Okemos Road Okemos, MI
Central Fire Station

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1. CALL MEETING TO ORDER
2. ROLL CALL
3. MISSION: 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.
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES – August 3, 2026 MEETING MINUTES
6. COMMUNICATIONS
7. PUBLIC REMARKS
8. AUTHORIZATION OF PAYMENTS
    A. Consumers Energy Bill September 2026
9. OLD BUSINESS
    A. West Hamilton and Okemos Update
10. NEW BUSINESS
    A. 4690 Okemos Development Agreement
    B. Third Quarter Salary Reimbursement
11. OPEN DISCUSSION/BOARD COMMENTS
    A. Development Project List
12. PUBLIC REMARKS
13. NEXT MEETING DATE
    A. November 2, 2026 7:30am – Central Fire Station 5000 Okemos Road, Okemos, MI
14. ADJOURNMENT

Individuals with disabilities requiring auxiliary aids or services should contact the Meridian Township Board by contacting:
Township Manager Timothy Dempsey, 5151 Marsh Road, Okemos, MI 48864 or 517.853.4258 - Ten Day Notice is Required.
Meeting Location: 5151 Marsh Road, Okemos, Ml 48864 Township Hall

Charter Township of Meridian
Downtown Development Authority (DDA)
Public Safety Building, 5151 Marsh Road, Okemos, MI 48864
Monday, August 3, 2026 – Minutes

Members Present: Lexi Denovich, Angela Wright, Peter Campbell, Srinivas Kandula, Tom Stanko, Ron Sdao, and Bill Cawood

Members Absent: Supervisor Hendrickson and Renee Korrey

Staff Present: Neighborhoods & Economic Development Director Amber Clark and Executive Assistant Michelle Prinz

Others Present: None

1. CALL MEETING TO ORDER

Chair Wright called the meeting to order and read the mission at 7:36 am.

2. APPROVAL OF THE AGENDA

MOTION BY MEMBER STANKO TO APPROVE THE AGENDA. SUPPORTED BY MEMBER CAWOOD. MOTION APPROVED 7-0.

3. APPROVAL MEETING MINUTES OF JUNE 1, 2026

MOTION BY CHAIR WRIGHT TO APPROVE THE MINUTES. SUPPORTED BY MEMBER CAWOOD. MOTION APPROVED 7-0.

4. COMMUNICATIONS

a. BUILD Grant Announcement

Director Clark presented the press release on Meridian Township and Ingham County receiving a $11.35 million Better Utilizing Investments to Leverage Development (BUILD) Grant from the U.S. Department of Transportation (USDOT) to provide infrastructure updates to Okemos and Hamilton Roads including pathway improvements and signalization. It could take up to six months for receipt of the award. Design work for the project will take place in 2027 and road work in 2028. Consumers Energy will be moving the HVD lines back because of the road work.

5. PUBLIC REMARKS

Brandon Blain -new owner of the therapist office, in the DDA, introduced himself and was present to learn more about the DDA.

6. AUTHORIZATION OF PAYMENTS

Director Clark reviewed the DDA financials which include $163,395 in General Fund revenue and $198,817 in CD revenue for total revenue of $362,212. There was discussion about moving $100,000 from the General Fund into the CD to create more interest earnings.

MOTION BY MEMBER SDAO TO MOVE $100,000 FROM THE GENERAL FUND INTO THE TWO DDA CDS ($50,000 IN EACH) AT INDEPENDENT BANK. SUPPORTED BY MEMBER KANDULA. MOTION APPROVED 7-0.

a. Consumers Energy Bill July 2026
b. Consumers Energy Bill August 2026

MOTION BY CHAIR WRIGHT TO AUTHORIZE THE CONSUMERS ENERGY JULY PAYMENT OF $97.93 AND AUGUST PAYMENT OF $106.91. SUPPORTED BY MEMBER SDAO. MOTION APPROVED 7-0.

7. OLD BUSINESS

a. High Voltage Distribution Lines-Discussion

Director Clark mentioned the last cost estimate to bury the lines was $7 million and that these lines do not meet the qualifications for Consumers Energy to bury. There was discussion about not being able to afford the burial of the lines and that putting it out to a vote probably would not have a favorable outcome. There was a suggestion to ask Consumers Energy to replace the poles, with decorative ones, when they move them or possible costs for that if Consumers Energy isn't willing to replace them.

8. NEW BUSINESS

a. 2027 Downtown Development Authority Budget

Director Clark shared a proposed 2027 DDA Budget.

MOTION BY CHAIR WRIGHT TO ADOPT THE ATTACHED BUDGET FOR 2027, INCLUDE THE ANNUAL BUDGET ON THE DOWNTOWN AUTHORITY WEBSITE AND SUBMIT TO THE TOWNSHIP BOARD. SUPPORTED BY MEMBER KANDULA. MOTION APPROVED 7-0.

b. General Fund Salary Reimbursement

Director Clark presented the 1st quarter reimbursement request. The DDA agreed to support up to 15% of the Economic Development Director's salary for one year. The DDA will reimburse the Meridian Township General Fund.

MOTION BY MEMBER KANDULA TO AUTHORIZE PAYMENT OF $5,826.90 TO THE MERIDIAN TOWNSHIP GENERAL FUND FOR THE QUARTERLY REIMBURSEMENT OF STAFF SALARY EXPENSES RELATED TO DOWNTOWN DEVELOPMENT AUTHORITY ACTIVITIES. SUPPORTED BY MEMBER STANKO. MOTION APPROVED 7-0.

9. OPEN DISCUSSION/BOARD COMMENTS

a. Development Project List

Director Clark will email the project list.

10. PUBLIC REMARKS

None.

11. NEXT MEETING DATE

a. September 14, 2026, 7:30am-Town Hall Room, 5151 Marsh Road, Okemos.

12. ADJOURNMENT

The meeting was adjourned at 8:49am without objection.

Outlook

Consumers Energy: Bill Ready

From Consumers Energy <noreply@alerts.consumersenergy.com>
Date Thu 8/13/2026 4:04 PM
To Amber Clark <clark@meridian.mi.us>

Your Consumers Energy Bill Is Available

Amount Due

ACCOUNT ENDING:2681
2167 Hamilton Rd Okemos MI 48864-1643

$102.35

Due Date: September 03, 2026

exclamation-icon Your account is on Auto-pay.

LOG IN TO VIEW & PAY YOUR BILL

Thank you for your last payment of $97.93 on August 5.

View the Latest News, Safety and Service Guides.

August Energy Usage

Click below to access your energy dashboard

July 14 - August 11 (29 Days)

Electric Usage Graph

Consumers Promotional Image

Outlook

Consumers Energy: Bill Ready

From Consumers Energy <noreply@alerts.consumersenergy.com>
Date Sat 9/12/2026 4:00 PM
To Amber Clark <clark@meridian.mi.us>

Your Consumers Energy Bill Is Available

Amount Due

ACCOUNT ENDING:2681
2167 Hamilton Rd Okemos MI 48864-1643

$115.25

Due Date: October 05, 2026

exclamation-icon Your account is on Auto-pay.

LOG IN TO VIEW & PAY YOUR BILL

Thank you for your last payment of $102.35 on September 3.

View the Latest News, Safety and Service Guides.

September Energy Usage

Click below to access your energy dashboard

August 12 - September 10 (30 Days)

Electric Usage Graph

Consumers Promotional Image

BALANCE SHEET FOR MERIDIAN TWP
Period Ending 09/30/2025

Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY

GL Number	Description	Balance
*** Assets ***		
248-000.000-001.000	CASH	75,016.58
248-000.000-001.003	CASH - CELEBRATE DOWNTOWN OKEMOS	0.00
248-000.000-003.000	CERTIFICATES OF DEPOSIT	193,153.77
248-000.000-020.000	TAXES RECEIVABLE	0.00
248-000.000-020.500	DELINQ TAXES RECEIVABLE	0.00
248-000.000-040.000	ACCOUNTS RECEIVABLE	0.00
248-000.000-084.070	DUE FROM GENERAL FUND	0.00
248-000.000-123.000	PREPAID EXPENSE	0.00
Total Assets		**268,170.35**
*** Liabilities ***		
248-000.000-202.000	ACCOUNTS PAYABLE	0.00
248-000.000-202.100	CREDIT CARD PAYABLE	0.00
248-000.000-214.150	DUE TO GENERAL FUND	0.00
248-000.000-214.300	DUE TO OTHER FUNDS	0.00
248-000.000-251.000	ACCRUED INTEREST PAYABLE	0.00
248-000.000-300.030	INSTALLMENT NOTE PAYABLE	0.00
248-000.000-300.035	CURRENT PORTION INSTALLMENT NOTE	0.00
248-000.000-339.000	UNEARNED REVENUE	0.00
248-000.000-360.000	DEFERRED INFLOW	0.00
Total Liabilities		**0.00**
*** Fund Balance ***		
248-000.000-390.000	FUND BALANCE	205,265.58
Total Fund Balance		**205,265.58**
Beginning Fund Balance		**205,265.58**
Net of Revenues VS Expenditures		**62,904.77**
Ending Fund Balance		**268,170.35**
Total Liabilities And Fund Balance		**268,170.35**

INDEPENDENT BANK

230 W Main St
Ionia, MI 48846

Statement Ending 09/30/2025

MERIDIAN CHARTER TOWNSHIP

Account Number: XXXXXXX5474

Managing Your Accounts

Okemos

800.355.0641

IndependentBank.com

MERIDIAN CHARTER TOWNSHIP
DOWNTOWN DEVELOPMENT AUTHORITY
ACCOUNTS PAYABLE
5151 MARSH RD
OKEMOS MI 48864-1104

Open enrollment is just around the corner, and if you have a high-deductible health insurance plan, you may need a Health Savings Account (HSA). Did you know that Independent Bank offers free health savings accounts that come with a free debit card for easy access to your funds? Use your accumulated funds to pay for medical expenses or save it up over time.* Your account moves with you even if you change jobs. To learn more and get started, visit IndependentBank.com/Personal/Accounts/Savings/HSA. *Please consult a tax advisor for more information.

Summary of Accounts

Account Type	Account Number	Ending Balance
Business Freedom Checking	XXXXXXX5474	$75,120.91

Business Freedom Checking - XXXXXXX5474

Account Summary

Date	Description	Amount
09/01/2025	**Beginning Balance**	**$75,225.24**
	0 Credit(s) This Period	$0.00
	1 Debit(s) This Period	$104.33
09/30/2025	**Ending Balance**	**$75,120.91**

Other Debits

Date	Description	Amount
09/05/2025	External Withdrawal CONSUMERS ENERGY DIRECT DEBITING - ENERGYBILL	$104.33

Daily Balances

Date	Amount	Date	Amount
09/01/2025	$75,225.24	09/05/2025	$75,120.91

Member FDIC
EQUAL HOUSING LENDER

REVENUE AND EXPENDITURE REPORT FOR MERIDIAN TWP

PERIOD ENDING 09/30/2025

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2025 AMENDED BUDGET	YTD BALANCE 09/30/2025	ACTIVITY FOR MONTH 09/30/25	AVAILABLE BALANCE	% BDGT USED	END BALANCE 12/31/2024
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY							
Revenues							
Dept 000.000							
248-000.000-402.000	CURRENT PROPERTY TAXES	52,281.00	59,248.28	0.00	(6,967.28)	113.33	56,043.55
248-000.000-540.100	STATE GRANT REVENUE	25,000.00	0.00	0.00	25,000.00	0.00	0.00
248-000.000-581.000	OTHER INTRGOVTL REVENUE	0.00	0.00	0.00	0.00	0.00	0.00
248-000.000-606.222	DDA DOWNTOWN EVENTS	0.00	0.00	0.00	0.00	0.00	0.00
248-000.000-665.000	INTEREST	0.00	5,236.04	0.00	(5,236.04)	100.00	5,790.43
248-000.000-669.100	INVESTMENT GAINS AND LOSSES	0.00	0.00	0.00	0.00	0.00	0.00
248-000.000-674.150	DONATIONS	0.00	0.00	0.00	0.00	0.00	0.00
248-000.000-675.000	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00
248-000.000-683.000	CARRYOVER	0.00	0.00	0.00	0.00	0.00	0.00
248-000.000-696.000	OTHR FINANCING SRCE-BOND PROCE	0.00	0.00	0.00	0.00	0.00	0.00
248-000.000-698.500	PROCEEDS FROM LOAN	0.00	0.00	0.00	0.00	0.00	0.00
248-000.000-699.000	OPERATING TRANSFER IN	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 000.000		77,281.00	64,484.32	0.00	12,796.68	83.44	61,833.98
TOTAL REVENUES		77,281.00	64,484.32	0.00	12,796.68	83.44	61,833.98
Expenditures							
Dept 000.000							
248-000.000-701.000	SALARIES	0.00	0.00	0.00	0.00	0.00	0.00
248-000.000-728.000	OPERATING SUPPLIES	3,000.00	417.38	0.00	2,582.62	13.91	1,331.28
248-000.000-820.000	CONTRACTUAL SERVICES	5,000.00	0.00	0.00	5,000.00	0.00	0.00
248-000.000-825.000	PROFESSIONAL CONFERENCES/DUES	125.00	0.00	0.00	125.00	0.00	0.00
248-000.000-851.000	COMMUNICATIONS	0.00	0.00	0.00	0.00	0.00	0.00
248-000.000-880.000	COMMUNITY PROMOTION	0.00	0.00	0.00	0.00	0.00	0.00
248-000.000-890.000	Special Events	0.00	0.00	0.00	0.00	0.00	0.00
248-000.000-892.500	CELEBRATE DOWNTOWN - DDA EXPEN	0.00	0.00	0.00	0.00	0.00	0.00
248-000.000-920.000	UTILITIES-ELECTRIC/GAS/WATER	0.00	0.00	0.00	0.00	0.00	0.00
248-000.000-922.000	UTILITIES-STREET LIGHTS	1,800.00	1,162.17	208.66	637.83	64.57	0.00
248-000.000-964.000	REFUNDS	0.00	0.00	0.00	0.00	0.00	0.00
248-000.000-974.000	CONSTRUCTION/IMPROVEMENTS	7,500.00	0.00	0.00	7,500.00	0.00	0.00
248-000.000-976.006	AARA GRANT EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0.00
248-000.000-976.600	GRANT EXPENDITURES - MATCH ON	35,000.00	0.00	0.00	35,000.00	0.00	15,285.29
248-000.000-992.200	PRINCIPAL EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00
248-000.000-993.000	DEBT SERVICE-INTEREST	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 000.000		52,425.00	1,579.55	208.66	50,845.45	3.01	16,616.57
TOTAL EXPENDITURES		52,425.00	1,579.55	208.66	50,845.45	3.01	16,616.57
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:							
TOTAL REVENUES		77,281.00	64,484.32	0.00	12,796.68	83.44	61,833.98
TOTAL EXPENDITURES		52,425.00	1,579.55	208.66	50,845.45	3.01	16,616.57
NET OF REVENUES & EXPENDITURES		24,856.00	62,904.77	(208.66)	(38,048.77)	253.08	45,217.41

To: Downtown Development Authority Members

From: Neighborhoods & Economic Development Director Amber Clark

Date: October 5, 2026

Re: West Hamilton and Okemos Update

In May 2026 Township staff were notified of the forbearance of the loan with County National Bank, the loan provider for the properties at Okemos and Hamilton road on the west side of Okemos road. These properties are locally known as the "Village of Okemos". The property is for sale by the Bank's third party real estate firm.

Current Status of Property: For sale- land is assembled as a package deal. 2137-2153 Hamilton Road, 4661-4695 Okemos Road, 2150 Clinton Road and 4700 Ardmore Ave.

Price: $2,000,000 Friedmanrealestate Price drop since August 2026

Next Action of the Township: Township is currently working to acquire the property on Liverance that previously was included as a stormwater management site for off-site retention for the project. The Township maintains a position of working through infrastructure issues that will impact future development.

The Bank will pursue any buyer at this time, which can have an impact on future development. Local developers with the capability to purchase the property have not moved forward with an offer to purchase. The Bank's focus is to sell the land and they will prioritize the sale to any reasonable buyer. The listing agent has asked Township Staff for support with identifying a buyer that will be interested in pursuing development. There are options for buyers of the property, but the concern is that the buyer may not desire to see redevelopment of the property. Until a sale is made, there is only speculation. The Bank is currently pursuing speculative buyers at this time.

No action is needed from members for this item.

To: Downtown Development Authority Members

From: Neighborhoods & Economic Development Director Amber Clark

Date: October 5, 2026

Re: 4690 Okemos Road Development Agreement

On September 15, 2026 the Township Board voted to approve the 4690 Okemos Brownfield Redevelopment Plan, to address site infrastructure and housing rent gap at 4690-4696 Okemos Road, 0 Moore Street, 4703 Moore Street, and 2114 Hamilton Road. The Plan will support the rehabilitation of the exterior site, surface parking lot, interior demolition, and asbestos removal. The Plan will also support rent gap loss for the seven rent restricted units for 16 years.

The project will potentially also be funded in part by the MI Neighborhood Grant Program ("MIN"), a Community Development Block Grant ("CDBG") Program offered through the federal office of Housing and Urban Development ("HUD"). The grant will support the rehabilitation of all seven housing units. The housing rehabilitation activities like demolition and construction must occur before commercial renovations can begin. In addition the housing units must be unoccupied in order to qualify for the MIN. Typically Meridian Township is not eligible for CDBG funding as those funds are designated to communities with a high percent of distress/poverty and/or reserved for Cities. The MIN is made especially for municipalities that fall outside of a traditional CDBG designated community.

Development Agreement

The attached draft Development Agreement is made between the Township, the DDA, Community Resources Commission, and VistaLuxe Realty. The Agreement focuses on the funding mechanisms, the eligibility of each of those mechanisms, and the requirement for the Developer to meet the program requirements. The 4690 Okemos Rehabilitation requires affordability durations for each program. This Agreement is made to clarify the details of the rehabilitation, construction, drawn down requests, and reimbursements.

MIN Program Details:

A governing municipal body can apply for MIN funding. If awarded the municipality can agree to administer the grant in-house or work with a third party administrator. Funds are made available in the State of Michigan IGX program to the municipality directly. Funds are only issued as reimbursements through a draw down request process.

Prerequisites to Drawing Fund:

1. Grant agreement is fully executed. Grant agreements can only be executed after the grant award is allocated. Environmental Review must be conducted prior to fully executed grant agreement.
2. MSHDA must formally issue the "notice to proceed."

Draw Down Requests:

1. Can be made as reimbursements only. Requests can be made after a phase of the work on the unoccupied rental property is completed (ex: interior demolition, proof of estimated costs, proof of work conducted, proof of payment)
2. Both the Township and the Developer/property owner must sign off on the completed work
3. The approved completed and paid for work will be submitted as a reimbursement request by the Township through the IGX system. This is done by compiling all signed documents, invoices, and proof of payments as a formal Financial Status Report (FSR) in the IGX system.
4. All payments must fully comply with Michigan Lien Act.

10% of the grant funds will not be issued during construction to ensure compliance. The Township will also desire to see recorded deeds showcasing required rent restrictions prior to certificate of occupancy will be issued. C of O is required to close out grant.

Brownfield TIF Details

The Township Brownfield Redevelopment Authority and Township Board approved the 16 year $901,695 eligible reimbursement. The Developer will proceed with the rehabilitation of the project site. Once eligible activities have been conducted, a reimbursement request can be made. Reimbursement requests are to be submitted to the MTBRA for compliance and review. The MTBRA will request their third party consultant to review the reimbursement request and ensure it is within compliance of the Reimbursement Agreement. Signed and sworn statements from vendors/contractors of the development must accompany proof of payment. Approved reimbursement requests are then filed with the Township. Reimbursement checks are then issued based on the approved eligible activities conducted at summer and winter tax collection. Property owners must be in compliance with their property taxes in order to receive reimbursement checks.

Ex: American House Meridian – Approved BRA Plan for $1.1M conducted $635,000 of BRA work, only $595,000 is eligible for reimbursement under the Plan. Reimbursement requests issued in 2023 and 2024. As property value increases, BRA capture for the site increases. The funds are paid from the increase over time, back to the Developer.

The attached draft Agreement details the position that Township, the DDA, and the CRC will have when approving the reimbursement requests and verifying eligible income of the potential tenants. There are 7 housing units total that will be supported under these programs.

Unit A: Single Bedroom (80% AMI or less) MIN Funded – 5 year affordability

Unit B: Single Bedroom (80% AMI or less) MIN Funded – 5 year affordability

Unit C: Singe Bedroom (80% AMI or less) MIN Funded – 5 year affordability

Unit D: Single Bedroom (80% AMI or less) MIN Funded – 5 year affordability

Unit E: Single Bedroom- (120% AMI or less) MIN + BRA funded-16 year affordability

Unit F: Single Bedroom- (120% AMI or less) MIN +BRA funded-16 year affordability

Unit G: Double Bedroom- (120% AMI or less) MIN+ BRA funded-16 year affordability

Discussion Points:

Staff is looking to ensure that we have covered the clarification requirements of both programs and define the relationship of programs. Staff also would like to ensure that the departments and commissions associated with review/administration of the programs understand the funding mechanisms and their relationships. DDA members will have an opportunity to ask questions related to the DDA conducting the public review of the draw down requests for the project.

No recommendation for action at this time. The Township Manager is currently reviewing the document and other edits may be recommended. Please provide comments to staff at this time.

This Housing Rehabilitation Development Agreement ("Agreement") is entered into as of the ___ day of _____, 2026, by and among Meridian Charter Township, a Michigan municipal corporation with offices located at 5151 Marsh Road, Okemos, Michigan 48864 ("Township"), the Meridian Township Downtown Development Authority, a Michigan public body corporate with offices located at 5151 Marsh Road, Okemos, Michigan 48864 ("DDA"), and VistaLuxe Realty LLC, a Michigan limited liability company ("Developer").

Article 1
RECITALS

A. The Developer owns and controls the development rights to certain real property located at 4690 Okemos Road, 4696 Okemos Road, 4703 Moore Street, 0 Moore Street, and 2114 Hamilton Road (collectively, the "Project Site"), as more particularly described in Exhibit A attached hereto

B. The Developer has submitted conceptual development plans to the Community Planning and Development department of Meridian Charter Township. Site Plan approval was granted by the Community Planning Department _____DATE_____. The approved conceptual development plans and architectural graphics are attached as Exhibit B (the Project Site).

C. This Agreement will establish the rights and obligations of the parties with respect to the administration of Michigan Neighborhood Grant ("MIN") funds, reimbursement procedures, construction requirements, annual reporting obligations, income verification requirements, affordability restrictions, and other obligations applicable to the Project Site. This Agreement shall be interpreted in conjunction with the 4690 Okemos Road Brownfield Reimbursement Agreement approved by the Meridian Township Brownfield Redevelopment Authority

D. The Township and the Developer wish to establish the terms and conditions under which the Development Parcel will be developed, owned, and affordability rental restrictions are maintained by the Developer and its successors and assigns.

E. Meridian Township may be awarded funding through the Michigan State Housing Development Authority ("MSHDA") under the MIN for the redevelopment and rehabilitation of all seven residential housing units at the Project Site, located within Meridian Charter Township. The Township will administer the funds to the developer through draw down requests as specified in this Agreement for the MI Neighborhood (MIN) CDBG Program.

F. Meridian Township has an approved Brownfield Plan that may be supported by School Education Tax (SET) millage, funded through MSHDA under the MIN for the redevelopment and rehabilitation of all seven residential housing units at the Project Site, located within Meridian Charter Township. The Township will reimburse the eligible activities as prescribed in the approved Brownfield Plan DATED____ and Brownfield Reimbursement Agreement DATED_____.

ARTICLE 2
DEVELOPMENT AGREEMENT

Developer shall complete the rehabilitation and redevelopment activities approved by the Township Board through the adopted 4690 Okemos Brownfield Plan, and approved Site Plan authorized by the Community Planning & Development Director Dated _____.

Now therefore, for good and valuable consideration of the approval of the Township's participation as the grant administrator of the MIN funds, and pursuant to Township Ordinance, the development of the Development Parcel by the Developer, including the covenants, agreements, and pledges contained herein, the parties agree to this Development Agreement in its entirety as follows:

The Project shall result in the complete rehabilitation of three commercial buildings, two mixed-use buildings with seven (7) residential rental housing units, and one commercial building located at:

> 4690 Okemos Road, 4696 Okemos Road, 0 Moore Street, 4703 Moore Street, and 2114 Hamilton.

The Project site will improve all seven residential housing units, provide a complete rehabilitation of all three buildings, and exterior site improvements.

Eligible improvements

MIN Grant funds may be used only for interior Project Site improvements of the residential housing units, rehabilitation activities, and related costs approved by MSHDA and authorized by the Township. Authorization of related costs should be publicly confirmed at a meeting of the DDA. Any material changes to the approved Project scope shall require prior written approval from the DDA and, when required, from MSHDA.

Approved Brownfield Tax Increment Financing funds may be reimbursed in accordance with the approved 4690 Okemos Brownfield Redevelopment Plan and associated Brownfield Reimbursement Agreement.

ARTICLE 3
MSHDA FUNDING: MI NEIGHBORHOOD GRANT PROGRAM

The parties acknowledge that financial assistance for the Project Site is being provided through MSHDA, MIN Program, funded through the U.S. Department of Housing and Urban Development ("HUD") Community Development Block Grant ("CDBG") Program. The Developer shall comply with all applicable federal requirements, including but not limited to environmental review requirements and 2 CFR Part 200.

Funding for this Project also originates with the Developer, and can be reimbursed for eligible activities through the approved Brownfield Redevelopment Plan and Reimbursement Agreement.

The Township with the support of the DDA shall act as the local grant administrator and shall receive grant proceeds from MSHDA for disbursement in accordance with this Agreement.

1. Funding Commitment. The Developer acknowledges that funding is contingent upon MSHDA MIN Program availability and approval. The approved Brownfield Redevelopment reimbursement is only eligible with the execution of the Brownfield Plan as approved by the Township Board and Meridian Township Brownfield Redevelopment Authority. The Township makes no guarantee regarding continued availability of funds. Funding may only be distributed in accordance with the MIN program and or Brownfield Reimbursement Agreement, for eligible and properly documented project expenses.

   The Developer acknowledges that the Brownfield Plan and Reimbursement Agreement are subject to the Meridian Township Brownfield Redevelopment Authority policies, and must reimburse only eligible activities as specified in the Brownfield Plan approved by the Township Board September 15, 2026 and approved Reimbursement Agreement authorized __ (Date) _____.

2. Compliance with Program Requirements. Developer shall comply with all applicable Federal, MSHDA, and Township program requirements, policies, procedures, affordability requirements, reporting obligations, and audit requirements.

ARTICLE 3
REIMBURSEMENTS

1. Reimbursement Basis. MIN Grant funds shall be distributed only on a reimbursement basis. The Developer shall initially fund and complete approved work and thereafter request reimbursement. Reimbursement for eligible MIN Program activities must include proof of cost estimates, proof of work conducted, and proof that the work was paid for. Sworn and signed statements from the contractors that conducted the work must accompany any proof of payment receipts. At no time will funds be dispersed to the Developer without proof of payment.

   Any request for Brownfield funds shall be distributed only on a reimbursement basis, and per the approved Brownfield Reimbursement Agreement. The Developer shall initially fund and complete the approved Brownfield activities. Reimbursement requests for Brownfield funds must adhere to the approved Brownfield Reimbursement Agreement.

2. MIN Payment Requests. The Developer shall submit reimbursement requests including:

   - Contractor estimates
   - Itemized invoices;
   - Contractor payment documentation;
   - Lien waivers as requested;
   - Signed, notarized and sworn statements from the contractor of work conducted, date the work was conducted, and cost of the work conducted.
   - Photographs of completed work;
   - Evidence of payment;
   - Any additional documentation required by the Township, DDA or MSHDA.

3. DDA Draw Down Funding Request Review. Upon receipt of a reimbursement request:

   - Township and/or DDA staff shall review submitted documentation.
   - Staff may conduct inspections to verify completion of work.
   - Staff shall prepare a recommendation regarding eligible reimbursement

- At a regular meeting of the DDA, the request for MIN reimbursement can be reviewed. Authorized drawn down requests can be made once the DDA has approved the request.

The DDA shall:

- Review eligible costs and supporting documentation.
- Approve cost estimates and completed work.
- Authorize submission of draw requests to MSHDA.
- Authorize reimbursement payments to Developer.

4. MIN Reimbursement Payments. Upon receipt of grant funds from MSHDA, the Township shall issue reimbursement payments to Developer for approved and eligible expenses.

5. Approved Draw Down Requests. Following DDA approval, the DDA shall submit draw requests to MSHDA for eligible completed work.

6. No MIN reimbursement payment shall be approved or issued until the reimbursement request has been reviewed by Township staff and approved by the DDA at a public meeting. Approval shall be based upon submission of satisfactory documentation, including evidence of completed work, contractor certifications, invoices, and proof of payment.

ARTICLE 4
RENT RESTRICTIONS AND INCOME VERIFICATION REQUIREMENTS

1. Required Affordable Units. The seven (7) residential rental housing units shall be subject to the affordability requirements of the approved Brownfield Plan, this Agreement and MIN. Three (3) residential rental units, including the two-bedroom residential unit, shall be restricted to occupancy by households with incomes at or below one hundred twenty percent (120%) of Area Median Income ("AMI"). Such affordability restrictions shall remain in effect for a period of sixteen (16) years beginning in 2027 and shall be evidenced by recorded deed restrictions. Income eligibility shall be verified upon initial occupancy, upon execution of a new lease, and annually thereafter.

2. Units must maintain annual rental income verification, and income verification at the time of the start of a new lease.

3. Michigan State Housing Development Authority Rental Restrictions. Four (4) of the residential rental housing units may be rented to households whose annual income does not exceed eighty percent (80%) of AMI. Those units shall remain subject to affordability requirements for a minimum period of five (5) years from issuance of the certificate of occupancy or commencement of occupancy, whichever occurs first.

4. Annual income verification is required and the Developer will submit the income information of all leased units to Meridian Township. Submission of the income verification must be remitted to:

   Attn: Neighborhoods & Economic Development Director
   CC: Human Services Specialist
   5151 Marsh Road
   Okemos, MI 48864

5. Income verification is required annually by **June 1st of each year**. Annual income verification must meet the State and Federal rental restrictions annually.

6. Area Median Income (AMI) Determinations. Area Median Income and MI shall be determined using the income limits published annually by HUD and adopted by MSHDA. The adopted list will be publicized each year beginning in May. See MSHDA's Income Rent and Utility Limits at: https://www.michigan.gov/mshda/rental/property-managers/compliance/income_rent_and_utility_limits

7. Annual Income Verification. Developer shall perform and maintain annual income verification for tenants occupying restricted units. Verification documentation shall be maintained for inspection and audit purposes and shall be provided to the DDA or MSHDA upon request.

8. Monitoring. The Township, DDA, and Meridian Township Community Resources Commission ("CRC") shall have the authority to monitor compliance with this Agreement. The Developer shall provide requested reports, records, and income-verification documentation within forty-five (45) days of a written request. Failure to provide such documentation shall constitute a default under this Agreement and may result in suspension of reimbursements, withholding of future requests for payment, or other remedies authorized herein. Failure to provide required reports or compliance documentation may constitute a default under this Agreement and may result in suspension of reimbursements, withholding of future reimbursement requests, or other remedies available under this Agreement.

9. Enforcement. The Meridian Township CRC shall review the rental applications of the seven rental units and confirm income verification to verify affordability restrictions. Meridian Township will accept administration funding to support staff time associated with the review of income eligibility through the MIN.

10. Applications screened by VistaLuxe Realty, LLC, its partners, associates, or leasing contractors, for rental approval shall be submitted to Meridian Township CRC for income verification. Applications for rent shall not be authorized for lease until the Meridian Township CRC verifies the income of the applicant is eligible for rent.

ARTICLE 5
DEED RESTRICTIONS

1. Prior to final disbursement of MIN grant funds, the Developer shall provide the Township with a complete recorded copy of all deed restrictions required by MSHDA and this Agreement. Submission shall include the recorded instrument, recording information, and all attached exhibits sufficient to verify the affordability restrictions imposed on the applicable residential units.

2. All residential rental applications for restricted units shall be submitted by the Developer to the Meridian Township CRC for income eligibility review. No lease shall be executed for a restricted unit until the Meridian Township CRC has confirmed the applicant's compliance with the applicable AMI requirements.

ARTICLE 6
CONSTRUCTION REQUIREMENTS

1. Compliance with laws. Developer shall comply with all federal, state, and local laws, ordinances, regulations, and building codes.
2. Permits. Developer shall obtain all necessary permits and approvals required by Meridian Charter Township and other governmental agencies.
3. Inspections. Township staff will inspect the Project upon reasonable notice to verify completion and compliance.

ARTICLE 7
DEFAULT/ NON COMPLIANCE

1. Events of Default. Any of the following shall constitute default or noncompliance:

- Failure to communicate to Meridian Township your inability to complete approved work and;
- Any submission of false documentation;
- Failure to maintain affordability requirements during the duration periods as determined by this Development Reimbursement Agreement and Brownfield Redevelopment Plan;
- Failure to record required deed restrictions;
- Failure to adhere to Township ordinances, approvals and authorizations;
- Noncompliance with the Townships Building Department or Community Planning Department.
- Violation of MSHDA and CDBG program requirements;
- Misuse of grant funds.

Upon default, the Township may:

- Suspend reimbursements;
- Withhold or deny future funding requests;
- Require repayment of improperly disbursed funds;
- Seek injunctive relief;
- Enforce deed restrictions;
- Pursue any lawful remedy available under Michigan law.

ARTICLE 8
RECORDS AND AUDIT

The Developer shall maintain complete project records, including rental applications, leases, tenant income-verification documentation, reimbursement documentation, contractor records, and supporting financial documentation for a minimum of sixteen (16) years following Project completion or for such longer period as may be required by law, MSHDA, the Brownfield Reimbursement Agreement, or HUD regulations. Such records shall be made available upon reasonable request for inspection by the Township, DDA, MSHDA, the State of Michigan, or authorized auditors.

ARTICLE 9
INDEMNIFICATION AND INSURANCE

Developer shall indemnify and hold harmless the DDA, Meridian Charter Township, MSHDA, their officers, employees, board members, and agents from claims arising from Developer's construction activities or failure to comply with this Agreement.
Developer shall maintain insurance coverage in amounts acceptable to the Township throughout construction.

ARTICLE 10
GENERAL PROVISIONS

1. Assignments. Developer shall not assign this Agreement without prior written approval of the DDA.

2. Amendments. No amendment shall be effective unless approved in writing by both parties and, when required, by MSHDA.

3. Governing Law. This Agreement shall be governed by the laws of the State of Michigan.

4. Entire Agreement. This Agreement constitutes the entire agreement between the parties relating to the Project and supersedes prior discussions or understandings.

SIGNATURES

MERIDIAN CHARTER TOWNSHIP

ITS: TOWNSHIP MANAGER

NAME_____

SIGNATURE_____

MERIDIAN CHARTER TOWNSHIP
DOWNTOWN DEVELOPMENT AUTHORITY

ITS: CHAIR

NAME_____

SIGNATURE_____

MERIDIAN CHARTER TOWNSHIP
COMMUNITY RESOURCES COMMISSION

ITS: CHAIR

NAME_____

SIGNATURE_____

THE DEVELOPER

ITS: _____

NAME: _____

SIGNATURE: _____

THE DEVELOPER

ITS: _____

NAME: _____

SIGNATURE: _____

EXHIBIT A

Project Property Legal Descriptions

EXHIBIT B

Approved Project Budget

EXHIBIT C

MSHDA Michigan Neighborhood Program Requirements

EXHIBIT D

Affordability and Income Compliance Covenant

EXHIBIT E

Development Drawn Down and Reimbursement Request Procedures

DOWNTOWN OKEMOS

To: Downtown Development Authority Members

From: Neighborhoods & Economic Development Director Amber Clark

Date: October 5, 2026

Re: Third Quarter Salary Reimbursement

On September 11, 2025 the DDA authorized a 15% support of the Economic Development Director's salary. The attached invoice is from the Township Finance department showcasing the 15% salary that has been issued to the Economic Development Director. The DDA authorized a reimbursement of those funds to the Township General Fund. Attached is that invoice and a request for payment is below.

MOVE TO AUTHORIZE THE THIRD QUARTER SLARAY REIMBURSEMENT REQUEST TO THE TOWNSHIP GENERAL FUND FOR $5,826.90

INVOICE

Charter Township of Meridian
Treasurer's Office
5151 Marsh Road
Okemos, MI 48864-1198
Phone (517) 853-4000
Fax (517) 853-4096
Tax Exempt: 38-6007712

Customer ID:	DDA
Invoice Number:	2600002075
Service Date:	09/24/2026
Invoice Date:	09/24/2026
Due Date:	10/24/2026
Property Address:	

DOWNTOWN DEVELOPMENT AUTHORITY (DDA)
5151 MARSH RD
OKEMOS, MI 48864

Remaining Unapplied Credits: 0.00

Description	Amount
3RD QUARTER REIMBURSEMENT	5,826.90

3RD QUARTER REIMBURSEMENT REQUEST
OF 15% OF THE ECONOMIC DEVELOPMENT DIRECTOR'S SALARY AND ASSOCIATED BENEFITS

DETAIL OF REQUEST IS ATTACHED

APPROVED ON THE DECEMBER 1, 2025 MEETING - MAX REIMBURSMENT OF $24,915.80

Total Invoice:	5,826.90
Credits Applied:	0.00
Payments Applied:	0.00
Invoice Balance:	5,826.90

Please remit this portion with your payment!

INVOICE

Charter Township of Meridian
Treasurer's Office
5151 Marsh Road
Okemos, MI 48864-1198

Customer ID:	DDA
Invoice Number:	2600002075
Service Date:	09/24/2026
Invoice Date:	09/24/2026
Due Date:	10/24/2026
Property Address:	

Invoice Balance: **5,826.90**

DOWNTOWN DEVELOPMENT AUTHORITY (DDA)
5151 MARSH RD
OKEMOS, MI 48864

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New or Relocating Developer Name	Project Name	Review Category	Project Location	Project Type	Unit #	Assigned To	Description
Home Instead	Home Instead	New Business Opening	2422 E Jolly Road Suite 400	New Business Opening	1	Building Department	New business focused on quality in home care for seniors.
Sindu Indian Cuisine	Sindu Indian Cuisine	Relocating	2929 Hannah Suite 2	Business Relocation	1	Building Department	Relocation of Sindu Indian Cuisine from 4790 Hagadorn Address to Hannah Address
Pawsome Pets Okemos LLC	Pet Supplies Plus	Closing	2100 W Grand River Ave	Business Closure	1	N/A	Closed Pet Supplies Plus "Okemos" location
Studio C!	Studio C!	Closing	1999 Central Park Drive	Business Closure	1	N/A	Celebration Cinema of Grand Rapids has determined not to extend their lease of the Okemos theater. Permanent closing of the Okemos Celebration Cinema Studio C! location.
Eyde Hannah Plaza LLC	New BBQ Restaurant	New Business Opening	4750 Hagadorn Rd	Commercial Remodel	1	Building Department	New Korean BBQ Restaurant proposed. C of O could be granted Mid- October.

Under Construction Developer Name	Project Name	Review Category	Project Location	Project Type	Unit #	Assigned To	Description
DTN Property Management	Newton Pointe	Under Construction	6276 Newton Road	New Commercial Development	5	Building Department	Continued construction of Newton Pointe MUPUD. This construction phase will develop the quadplexes.
SP Holding Company, LLC	Haslett Village Square 2.0	Under Construction	1621 Haslett Road	Commercial Remodel	4	Building and Engineering Department	Rehabilitation of the existing approximate 7,900 sq. ft. commercial building.
Eyde Hannah Plaza LLC	El Camino's Garage Bar	Under Construction	4790 Hagadorn Road Suite 102	New Commercial Development	1	Building Department	New bar/restaurant in Hannah Plaza. Hood issues to be resolved before final inspection can be conducted.
SP Holding Company, LLC	Haslett Village Square 2.0	Under Construction	1671 Haslett Road - Building A	New Development	67	Building, Engineering & Fire Department	Building A in the Haslett Village Square redevelopment. Building A is a four-story residential multifamily building with 67 residential units.
SP Holding Company LLC	Haslett Village Square 2.0	Under Construction	1669 Haslett Road - Building C-1	New Development	12	Building, Engineering, & Fire	Building C-1, of the Haslett Village Square MUPUD. 3 Story building total of 12 units.
SP Holding Company LLC	Haslett Village Square 2.0	Under Construction	1667 Haslett Road	New Development	12	Building, Engineering, & Fire	Building C-2, of the Haslett Village Square MUPUD. 3 Story building total of 12 units.
CFT NV Developments LLC	Panda Express	Under Construction	4990 Marsh Road	New Commercial Development	1	Building Department	Construction of the Panda Express. Quick service restaurant with dine-in, take-out service.
St. Martha Parish Okemos	St. Martha Parish Okemos School Building Expansions	Construction Permit Issued	1100 W. Grand River Ave	New Development	2	Building, Engineering, & Fire Department	Additional building/classroom developments at St. Martha Parish Okemos.
Louis J Eyde Family LLC	YEO & YEO P.C. Office Buildout	Construction Permit Issued	2843 Eyde Parkway Suite 230	Commercial Remodel	1	Building Department	Interior remodel for commercial office.
Eyde Hannah Plaza LLC	New BBQ Restaurant	Under Construction	4750 Hagadorn Rd	Commercial Remodel	1	Building Department	New Korean BBQ Restaurant proposed.

Under Review Developer Name	Project Name	Review Category	Project Location	Project Type	Unit #	Assigned To	Description
SP Holding Company LLC	Haslett Village Square 2.0	Under Building & Plan Review	1655 Haslett Road - Building D-3	New Development	12	Building, Engineering, & Fire	Building D-3, of the Haslett Village Square MUPUD. 3 Story building total of 12 units.
Eyde Land Holdings LLC	Authentix Okemos	Under Building & Plan Review	1604 Central Park Drive	New Development	24	Building Dept. Engineering Dept.	Construction of multifamily housing on Central Park Drive between Times Square and Columbus Avenue. 24 of 252 Housing units.
Eyde Land Holdings LLC	Authentix Okemos	Under Building & Plan Review	1608 Central Park Drive	New Development	24	Building Dept. Engineering Dept.	Construction of multifamily housing on Central Park Drive between Times Square and Columbus Avenue. 24 of 252 Housing units.
Eyde Land Holdings LLC	Authentix Okemos	Under Building & Plan Review	5040 Times Square	New Development	36	Building Dept. Engineering Dept.	Three story multifamily housing. Apart of the Authentix 252 housing development.
Eyde Land Holdings LLC	Authentix Okemos	Under Building & Plan Review	1610 Central Park Drive	New Development	1	Building Dept. Engineering Dept.	Construction of Clubhouse for Central Park/Authentix multifamily development.
David J Stanton & Associates	Wendy's	Under Building Review	4850 Marsh Road	Commercial Remodel	1	Building Dept. Engineering Dept.	Plans received for existing restaurant remodel. May soon issue permit to begin interior improvements.
3520 Okemos Road LLC	WINGSTOP	Under Building Review	3520 Okemos Road	New Development	1	Building Dept. Engineering Dept.	Plans received for new restaurant.
Eyde Hannah Plaza LLC	N/A	Under Building Review	4790 Hagadorn Road Suite 137	White Box	1	Building Department	Plans received to convert unit to white box interior.