

DOWNTOWN DEVELOPMENT AUTHORITY

Informational Meeting
Wednesday, June 22, 2022
7:00 pm



DDA Members Present: Ted Stroud, John Fischer, Gary Howe, Greg Mauldon, Fred Northrup, Todd Luks, Rob Benstein, and John Lazet.

Members Absent: None.

Others Present: Chris Lewis, Treasurer, and Emma Bostwick of LEAP.

I. Meeting was called to order by Chair Stroud at 7:02 pm.

II. Set/Amend Agenda:

MOTION Fischer, seconded by Luks, to approve the agenda as presented.

CARRIED 8-0.

III. Informational Meeting for Taxing Jurisdictions – Pursuant to Recodified Tax Increment Financing Act 57 of 2018. Discussed was the work authorized by the Authority in 2021, and performed in 2021, to improve the drainage of the athletic fields in the Township Hall park. It was reported that in the year since completion, drainage issues appear to have been completely eliminated, with no standing water or muddy spots. Mr. Mauldon (the contractor for the improvements) reported that there will be some remedial seeding work yet this year due to weather difficulties partially impairing growth of new grass cover in 2021 and the spring of 2022, as well as relatively heavy use late in the season last year.

The Board noted that substantial funds had been expended in 2016 to assist Lansing Community College establish their aviation maintenance training center at the Mason-Jewett Field Airport. Since that time, plans for other possible projects were forwarded to Wolverine Engineering for preliminary engineering reviews as to viability and cost, including extending utilities to various parcels within the DDA District, extending the Hayhoe Trail from Kipp Road to the Township Hall, and extending water and sewer across US 127 to the parcels on the west side of the highway. During this time, revenues above costs were saved for future projects being evaluated by Wolverine and the DDA Board. Also, revenues were used for support of the DDA functions and fire protection service to the DDA district.

The Board then discussed their actions in terms of timetables. There currently are two open space areas in the district that remain undeveloped, and the airport is exploring the possibility of commercial development along their north boundary, on the south side of Kipp Road. Possibilities for development and the cost were discussed. The airport has also started discussion on use of their parcel to the south that has been reserved for development of a north/south runway. That proposal has now been recommended to be stopped, and other potential uses of the land considered. There was discussion of the Township's efforts to secure county and state grants to improve recreational opportunities at the Township Hall park, and in extending the Hayhoe Trail to the Township Hall, which would then

function as a trailhead. It was agreed to review the DDA Plan later this year. How the DDA could support all of the above efforts was discussed, as well as the costs.

IV. Public Comment: Emma Bostwick (Tri-county Development Director) was present on behalf of LEAP. She discussed three topics:

- 1.) **Broadband Survey Update:** Ingham County Board of Commissioners created a taskforce earlier this year focused on assessing broadband coverage in Ingham County, creating recommendations, and exploring grant opportunities. The Ingham County Broadband Taskforce works with a third-party consultant that has been hired and is heading up the [survey](#) for residents in Ingham County. That survey is set to wrap up by the end of the month (June) and further analysis in the upcoming months.
- 2.) **Housing Update:** The LEAP Developers Committee is organizing a regional study about current gaps in workforce housing via an asset map. Their estimate is that the tri-county area will be short about 5,000 housing units by 2025. The group wants to garner a better understanding of what gaps could be filled within a relatively short timeline (36 months) if the current issues now, like construction costs, weren't as much of a barrier. After aggregating the info collected via LEAP and Tri-County Regional Planning Commission's [HousingDrives](#) report, we'd like to map it over the employment, transportation, and existing housing maps to see how they align. From there we will then utilize the map for broader outreach and as a launching point for further analysis of our capabilities for addressing the housing needs in our region. The Authority asked how they could be of assistance, especially as Authority funding had to directly benefit DDA district. She will let the DDA know of any possible actions once the overall report is finished, decisions are made, and planning begins..
- 3.) **Fredricks Property:** Preparing the final property owner paperwork in order for the firms to begin work. As a reminder, some of the work that is going to be done includes aerial mapping, ATLA survey, and Phase I environmental work.

V. Approval of March 23, 2022, minutes

There were no amendments to the March 23, 2022 minutes.

MOTION Benstein, seconded by Northrup, to approve the March 23, 2022 minutes as submitted. CARRIED 8-0.

VI. Treasurer's Reports

Treasurer Lewis distributed a cash and investment summary and answered questions. There are \$488,684 of DDA funds invested in various instruments, and they earned \$135 interest in December, 2021. He will be making the fire protection payment shortly. A new law passed this winter increases the personal property tax exemption from \$80,000 to \$180,000; he has reviewed records, and no parcels within the DDA district are affected by the law. The rest of the Township has 8 affected parcels for a de minimus loss in tax revenue. The DDA tax capture for 2022 is essentially unchanged from 2021.

VII. Pending Business:

1. Update on Vevay Township Athletic Fields project

Mr. Lazet explained the two remaining issues of re-seeding still needing to be done in certain areas, and the cracked floor of the pavilion. Mr. Mauldon noted extensive conversations with the concrete contractor and Wolverine Engineering to understand why the floor cracked. The consensus appears to be that a drainage system (tiling, laterals out to the storm sewer) needs to be installed before the floor is removed and a new one poured. Mr. Lazet noted that Township position that it (and the DDA) be held harmless as much as possible. He will also talk with Wolverine Engineering about the floor replacement process.

2. Possible Airport project

Mr. Benstein noted that the airport is for safety reasons looking to install lighting at the juncture of Aviation Drive and Eden Road. In response to questions: LCC teaches 2 classes per day. About 80 aircraft use the field, and annually there are about 6500 landings. Pilots do not need to be instrument certified to fly at night. Focus of the discussion was about night usage of the facility and how many people could benefit from the proposed lighting.

After discussion, the Authority asked Mr. Benstein to present a written proposal for consideration by the Authority at its September 21, 2022 meeting. Mr. Lazet was asked to check with legal counsel on whether this project was an appropriate project for funding.

The proposed north/south runway has been dropped from the airport Master Plan. This has been discussed since 1998, and with the recent FAA decision to not fund development, due to less than 5% of flights needing such a runway due to cross winds, there are now discussions on how best to utilize the dedicated parcel. It can still be leased for farming and, as federal funds were not involved in its purchase, there is a possibility it could be sold.

3. Possible Vevay Township recreational development grant program

Extending the Hayhoe Trail to the Township Hall has been previously explored by the DDA, Wolverine Engineering having proposed a possible route through the DDA district and developed an analysis accordingly. Mr. Lazet gave a brief overview of the Township's Recreation Commission efforts to date to plan for, and fund-raise for, both a renovated Township Hall park and extending the Hayhoe Trail to the Town hall.

Mr. Roger Cargill, Chair of the Vevay Township Recreation Commission gave a PowerPoint presentation on Township plans for both the park and extending the trail. At the conclusion he requested the DDA consider appropriating \$100,000 for matching other grants. If the Authority did so, while the funds would be critical in applying for other grants, they would not actually be expended unless grants were awarded and expenses then incurred. Mr. Cargill answered questions, and then was asked to prepare a written proposal for the Authority to consider at its September 21, 2022 meeting. Mr. Lazet noted that as it was likely that grant awards and expenditures would extend into the next fiscal year, a

similar motion would be needed at the January or March 2023 meeting to include this in the next budgetary cycle. Mr. Lazet was asked to check with legal counsel to ensure this would be an allowable expenditure.

VIII. Any Other Business

No other business was raised or discussed.

IX. Adjournment

**MOTION Luks, seconded by Fischer, to adjourn at 8:30 pm.
CARRIED 8-0.**

John Lazet, Secretary