



7275 W. MAIN STREET, KALAMAZOO, MI 49009
269-216-5220 Fax 375-7180
www.oshtemo.org

**DOWNTOWN DEVELOPMENT AUTHORITY
BOARD OF DIRECTORS – REGULAR MEETING**

**MEETING WILL BE HELD IN PERSON
AT THE OSHTEMO COMMUNITY CENTER
6407 PARKVIEW AVENUE**

**THURSDAY, JULY 20, 2023
3:00 P.M.**

AGENDA

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes: March 16, 2023
4. Public Comment on Non-Agenda Items
5. Treasurer's Report: March – June 2023 (unaudited)
6. Update: Atlantic Avenue Expansion Project
7. Update: DDA & SoDA Open Houses
8. 2024 Budget Discussion
9. Other Items
10. Announcements and Adjournment

Next Meeting: September 21, 2023

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**OSHTEMO CHARTER TOWNSHIP
DOWNTOWN DEVELOPMENT AUTHORITY
BOARD OF DIRECTORS**

DRAFT MINUTES OF A MEETING HELD MARCH 16, 2023

The Oshtemo Charter Township Downtown Development Authority (DDA) Board of Directors held meeting at the Oshtemo Community Center, on Thursday, March 16, 2023. The meeting was called to order at approximately 3:03 p.m.

Members Present: Bill Cekola, Themis Corakis, Libby Heiny-Cogswell, Rich MacDonald, and Ryan Winfield.

Members absent: Grant Taylor, Chair, Stephen Dallas, and Dick Skalski

Also present: Iris Lubbert, Planning Director, Martha Coash, Recording Secretary and guest Ben Herbert.

Agenda

In the absence of the Chair, Vice Chair MacDonald chaired the meeting. He asked if there were any corrections or additions to the agenda.

Ms. Lubbert indicated the order of items needed to be changed to address those needing action first as Mr. Corakis might need to leave early. In addition, she reported Chairperson Taylor had resigned from the group which meant an election was necessary.

Vice Chair MacDonald asked for a motion.

Mr. Corakis made a motion to re-order the agenda and add an "Election" item as recommended. Mr. Winfield seconded the motion. The motion carried unanimously.

Approval of Minutes: January 19, 2023

The Vice Chair asked if there were additions or corrections to the Minutes of January 19, 2023. Hearing none, he asked for a motion.

Mr. Corakis made a motion to approve the Minutes of the Meeting of January 19, 2023 as presented. Mr. Winfield seconded the motion. The motion carried unanimously.

Public Comment on Non-Agenda Items

There were no public comments.

Treasurer's Report: November - December 2022 (unaudited)

Ms. Lubbert presented the Treasurer's Report for January – February, 2023, unaudited. No interest or revenue had been collected yet in 2023. A carryover amount from 2022 of \$292,398.62 was confirmed with Siegfried Crandall.

Expenditures from this cycle included the purchase of 6227 Stadium Drive and general operating expenditures.

Mr. Winfield made a motion to accept the Treasurer's Report for January – February, 2023, as presented. Mr. Skalski seconded the motion. The motion carried unanimously.

Atlantic Avenue Extension Project

Ms. Lubbert reported that on March 3, 2023, the DDA, in partnership with Oshtemo Township, purchased 6227 Stadium Drive.

The Township requested the DDA Board adopt a Guarantee Resolution to ensure payments for the property purchase as agreed. Per the amortization schedule, payments will be \$91,846.98 a year starting in 2024 to be completed in 10 years.

Mr. Corakis made a motion to adopt the Guarantee Resolution to ensure payments for the property purchase as agreed. Per the amortization schedule, this amount will be \$91,846.98 annually starting in 2024 with payments to be completed in 10 years. Mr. MacDonald seconded the motion. The Guarantee Resolution was adopted 5 – 0 by roll call vote.

2023 Landscaping and Lawn Maintenance Quote

Ms. Lubbert asked the group to consider a quote from S&T Lawn Service to renew their contract with the DDA Board to provide landscaping and lawn care of the Parkview Hall, Millards Way and the Village Corner Plaza. Prices have increased due to economic changes, but noted the Township Maintenance Dept. will be taking over the mowing of Millards Way, which was reflected in the proposed quote. The proposed annual cost for 2023 service was \$11,912.96, with service provision from April 1 to November 30.

Mr. Corakis made a motion to approve the proposal from S&T as quoted at an annual cost of \$11,912.96 for service from April 1 to November 30, 2023. Mr. Cekola seconded the motion. The motion carried unanimously.

Sponsor Request for "Music in the Park" 2023

Karen High, Oshtemo Township Parks Director, on behalf of Oshtemo Friends of the Parks, submitted a memo requesting continued DDA funding of the Music in the

Park Series for 2023, consisting of three concerts, at the same sponsor level of \$750 as has been provided in the past.

The group was enthusiastic about supporting this expenditure and appreciative of the positive impact of the continuing concert series on the community.

Mr. Corakis made a motion to approve the request for DDA funding of the 'Music in the Park' Series for 2023, at the same sponsor level of \$750 as has been provided in the past. Vice Chair MacDonald seconded the motion. The motion carried unanimously.

Officer Election for the Remainder of 2023

Mr. MacDonald made a motion which was seconded by Mr. Mr. Winfield, to adopt the following slate of officers for the remainder of 2023.

Rich MacDonald, Chair
Themi Corakis, Vice Chair
Bill Cekola, Treasurer
Ryan Winfield, Secretary
Iris Lubbert, Assistant Treasurer
Martha Coash, Assistant Secretary

The motion carried unanimously.

Members expressed their appreciation for Mr. Taylor's service to the DDA and Oshtemo Township and wished him well.

2023 Open House Coordination

Ms. Lubbert said Public Act 57 of 2018 requires Downtown Development Authorities to hold at least two informational meetings a year. These meetings do not have to be official Board meetings, but can be designed as open houses to inform the public of the goals of the Board and the projects the DDA is financing.

She asked for direction about how to provide information/updates, particularly regarding the Atlantic Avenue purchase and the delay of the south side Stadium Drive sidewalk installation, due to budget constraints from the property purchase.

It was agreed that Ms. Lubbert will schedule an open house in April or May to address these issues specifically and to answer any questions from attendees. In addition, a mailer will be sent to those property owners affected by the sidewalk project delay. Information will also be posted on the Township's website, Facebook, and at the Oshtemo Library.

Staff will identify a list of businesses within the DDA for future notifications.

Chairperson MacDonald requested there be a special request to the Township and its other Boards to possibly assist with identifying and pursuing grant opportunities for the south side sidewalk project.

Other Items/Updates

Ms. Lubbert provided a preliminary timeline for the Atlantic Extension Project:

February 28, 2023: Staff presented to the RCKC Board, asking for partnership

March 3rd, 2023: Closing on 6227 Stadium property

April/May, 2023: Open House to update residents on upcoming project and postponement of the Stadium Drive project (south side)

April/June 2023: Prepare and solicit RFP for traffic study and design work

October 2023: Traffic counts – tie to the completion of the Parkview project

Winter 2023 (Q4): Concept planning and preliminary design

Early 2024: First Open Houses

May 2024: Apply for Safety Grant (earliest)

Ms. Lubbert introduced Mr. Ben Herbert, owner of Herbert Machnik at 6281 Stadium Drive, which is adjacent to the recently acquired Atlantic Avenue property. He indicated interest in purchasing a piece of the property.

Announcements and Adjournment

Ms. Heiny-Cogswell reported six good bids were received for the sewer project for completion in 2024.

There being no further business to consider, Chairperson MacDonald adjourned the meeting at 3:45 p.m.

Oshemo Charter Township
Downtown Development Authority

Minutes Prepared: March 17, 2023

Minutes Approved:



July 11, 2023

To: DDA Board

From: Iris Lubbert, AICP, Planning Director

Re: March – June 2023 Treasurer’s Report

Attached you will find the Treasurer’s Report for March – June 2023, unaudited.

\$205,323.93 has been collected in property tax revenue this cycle. \$2,702.73 in interest has been collected.

Expenditures from this cycle total \$6,607.65. Expenditures include the annual sponsorship of Music in the Park, general operating expenditures, mailing for the DDA’s open house, and a payment of \$668.73 toward the 2022 Stadium sidewalk project. It should be noted that the \$668.73 is related to the United Methodist Church site work which was completed in 2022 (the invoice for this work was not submitted until recently). As this was part of a previously approved 2022 project, no budget amendment is needed for 2023.

Attachments: March – June 2023 Treasurer’s Report
Invoices

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DOWNTOWN DEVELOPMENT AUTHORITY
Treasurer's Report April - June 2023
Unaudited

REVENUES	2023 Budget	Previous Activity	Activity this Period	Total Revenue
Carryover (fund balance)	\$292,398.62	\$292,398.62	\$0.00	\$292,398.62
Property Tax Revenue	\$190,000.00	\$0.00	\$205,323.93	\$205,323.93
Interest Earned	\$1,000.00	\$0.00	\$2,702.73	\$2,702.73
TOTAL REVENUES	\$483,398.62	\$292,398.62	\$208,026.66	\$500,425.28

EXPENDITURES	2023 Budget	Previous Activity	Activity this Period	Total Expenditure	Available Balance	Percent Used
Staff	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0.00%
Supplies	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
Postage	\$500.00	\$0.00	\$53.92	\$53.92	\$446.08	10.78%
Community Events	\$1,050.00	\$0.00	\$1,050.00	\$1,050.00	\$0.00	100.00%
Consultants	\$50,000.00	\$0.00	\$173.25	\$173.25	\$49,826.75	0.35%
<i>Assistance with new projects (traffic/road design)</i>	<i>\$50,000.00</i>	<i>\$0.00</i>	<i>\$173.25</i>	<i>\$173.25</i>	<i>\$49,826.75</i>	<i>0.35%</i>
Accounting & Auditing Fees	\$3,000.00	\$190.00	\$1,320.00	\$1,510.00	\$1,490.00	50.33%
Legal Fees	\$2,000.00	\$0.00	\$120.00	\$120.00	\$1,880.00	6.00%
Legal Notices	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
Water	\$1,200.00	\$73.44	\$73.44	\$146.88	\$1,053.12	12.24%
Electric	\$700.00	\$116.15	\$132.07	\$248.22	\$451.78	35.46%
Outdoor Decorations	\$5,500.00	\$0.00	\$0.00	\$0.00	\$5,500.00	0.00%
Repairs & Maintenance	\$17,800.00	\$410.00	\$3,016.24	\$3,426.24	\$14,373.76	19.25%
<i>Stadium Drive snow removal</i>	<i>\$2,000.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$2,000.00</i>	<i>0.00%</i>
<i>Banner rotation/storage/maintenance</i>	<i>\$2,000.00</i>	<i>\$410.00</i>	<i>\$0.00</i>	<i>\$410.00</i>	<i>\$1,590.00</i>	<i>20.50%</i>
<i>Lawn care and maintenance</i>	<i>\$12,800.00</i>	<i>\$0.00</i>	<i>\$3,016.24</i>	<i>\$3,016.24</i>	<i>\$9,783.76</i>	<i>23.56%</i>
<i>Millard's Way snow removal</i>	<i>\$1,000.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$1,000.00</i>	<i>0.00%</i>
Capital Outlay/Obligated Projects	\$10,000.00	\$0.00	\$668.73	\$668.73	\$9,331.27	6.69%
<i>Façade grant program</i>	<i>\$10,000.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$10,000.00</i>	<i>0.00%</i>
Capital Outlay/Land Acquisition	\$274,693.67	\$274,693.67	\$0.00	\$274,693.67	\$0.00	100.00%
TOTAL EXPENDITURES	\$369,443.67	\$275,483.26	\$6,607.65	\$282,090.91	\$87,352.76	76.36%

Remaining Funds (Total Revenue - Total Expenditure)	\$218,334.37
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S&T Lawn Service Inc.

(269) 375-0334
 3393 South 6th Street
 Kalamazoo, MI 49009

Invoice

Date:	Invoice #:
3/30/2023	22179

Bill To:
Oshtemo Charter Township 7275 West Main Street Kalamazoo, MI 49009

Terms:	Regarding:
Net 15	Parkview Hall

Date:	Description:	Quantity:	Rate:	Amount:
3/30/2023	Monthly Lawn Maintenance	1	347.00	347.00
	Temporary Fuel Recovery	1	15.00	15.00

Total		\$362.00
Payments/Credits		\$0.00
Balance Due		\$362.00

Phone #	Fax #	E-mail
269.375.0334	269.375.2664	ccrouch@stlawnservice.com

S&T Lawn Service Inc.

(269) 375-0334
 3393 South 6th Street
 Kalamazoo, MI 49009

Invoice

Date:	Invoice #:
3/30/2023	22182

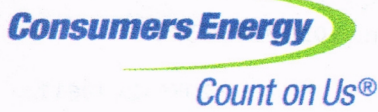
Bill To:
Oshtemo Charter Township 7275 West Main Street Kalamazoo, MI 49009

Terms:	Regarding:
Net 15	Village Corner

Date:	Description:	Quantity:	Rate:	Amount:
3/30/2023	Monthly Lawn Maintenance	1	654.00	654.00
	Temporary Fuel Recovery	1	15.00	15.00
			Total	\$669.00
			Payments/Credits	\$0.00
			Balance Due	\$669.00

Phone #	Fax #	E-mail
269.375.0334	269.375.2664	ccrouch@stlawnservice.com

15387



Questions:
Visit: ConsumersEnergy.com
Call us: **800-805-0490**

Amount Due: \$45.87
Please pay by: April 05, 2023

**GATEWAY ATTN DUSTY FARMER
OSHTEMO TOWNSHIP
7275 W MAIN ST
KALAMAZOO MI 49009-8210**



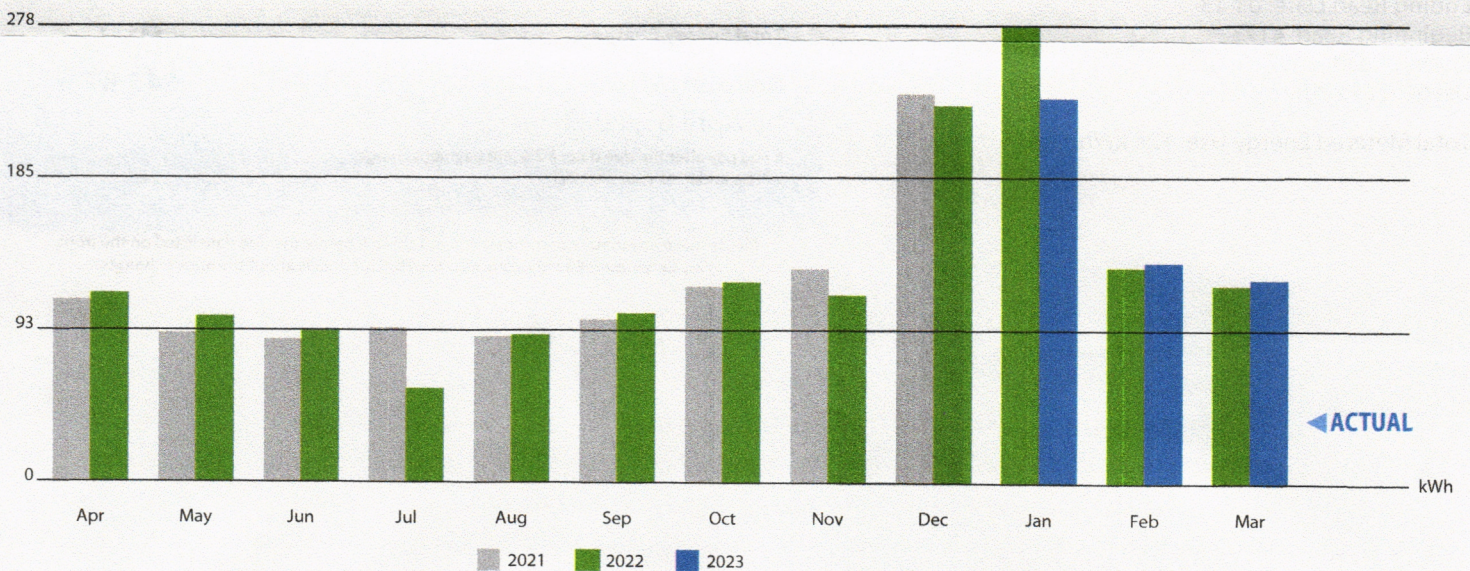
▶ **Thank You** - We received your last payment of **\$49.62** on **March 06, 2023**

▶ **Service Address:**
6520 STADIUM DR
KALAMAZOO MI 49009-2018

March Energy Bill

Service dates: February 10, 2023 - March 13, 2023 (32 days)

Total Electric Use (kWh - kilowatt-hour)



March Electric Use

124 kWh
March 2022 use: 120 kWh

Cost per day:

\$1.43

kWh per day:

4

Prior 12 months electric use:

1,515 kWh

STAY SAFE: Call 9-1-1 and 800-477-5050. We'll respond day or night.



Downed power lines.
Stay 25 feet away. Call from a safe location.

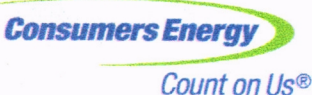


If you smell natural gas.
If the "rotten egg" odor of gas is apparent, call from a safe location.

Less paper. Less waste.

Enroll in paperless billing and help make Michigan greener. It is free to sign up. With an online account, you can easily view and pay your bill, set alerts, track energy use, customize your bill due date and more. Visit www.ConsumersEnergy.com/ebill

Fold, detach and mail this portion with your check made payable to Consumers Energy. Please write your account number on your check.



You can pay your bill by mail, by phone or online
See reverse side for more information

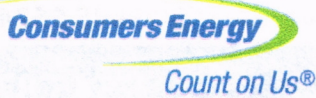
Account: **1030 3845 5574**

Service Address:
OSHTEMO TOWNSHIP
6520 STADIUM DR
KALAMAZOO MI 49009-2018

PAYMENT CENTER
PO BOX 740309
CINCINNATI OH 45274-0309

Amount Due: \$45.87
Please pay by: April 05, 2023
Enclosed: 45.87

I 103038455574 000000045872 0000 2056 9 000000000000



Need to talk to us? Visit ConsumersEnergy.com
or call **800-805-0490**
Hearing/speech impaired: Call 7-1-1

Service Address:
6520 STADIUM DR; KALAMAZOO MI
49009-2018
Account: **1030 3845 5574**

Account Information

Bill Month: March
Service dates: 02/10/2023 - 03/13/2023
Days Billed: 32
Portion: 12 03/23

Rate Information

Elec Gen Sec Rate GS Com
Rate: 1100

Meter Information

Your next scheduled meter read
date is on or around 04/12/2023

Electric Service:

Smart Meter
Meter Number: 31641858
POD Number: 000003870323
Beginning Read Date: 02-10
Ending Read Date: 03-13
Beginning Read: 4173
Ending Read: 4297 (Actual)
Usage: 124 kWh

Total Metered Energy Use: 124 kWh

March Energy Bill

Invoice: 205012420611

Account Summary

Last Month's Account Balance	\$49.62
Payment on March 06, 2023	<u>\$49.62-</u>
Balance Forward	\$0.00

Payments applied after Mar 14, 2023 are not included.

Electric Charges

Energy	124@ 0.090108	\$11.17
PSCR	124@ 0.001610	\$0.20
System Access		\$20.00
Deferral Surcharge	124@ 0.000228	\$0.03
Refund	124@ 0.000406-	\$0.05-
Distribution	124@ 0.044692	\$5.54
FCM Incentive	124@ 0.000098	\$0.01
Other Surcharges		\$7.91
Power Plant Securitization	124@ 0.001277	\$0.16
Low-Income Assist Fund		<u>\$0.90</u>
Total Electric		\$45.87

Total Energy Charges \$45.87

Amount Due: \$45.87
by April 05, 2023

If you pay after the due date, a 2% late payment charge will be added to your next bill.

Please make any inquiry or complaint about this bill before the due date listed on the front. Visit ConsumersEnergy.com/aboutmybill for details about the above charges.

NEWS AND INFORMATION

ALERT: Beware of unauthorized payment centers or phone and email scams regarding utility payments: Consumers Energy never demands payment using only a prepaid card. For your

convenience, you can find a payment center near you or choose from many other secure payment options at www.ConsumersEnergy.com/waystopay.

We are building a stronger power grid to reduce the frequency and length of electric outages. Learn more at www.ConsumersEnergy.com/reliability

Consumers Energy is regulated by the Michigan Public Service Commission, Lansing, Michigan

Ways to pay your energy bill:



Auto-pay
Checking or savings

Auto-pay
Discover® MasterCard®
or Visa®
(Eligibility varies)



eLockbox
via ACH

Secure electronic
payment with
emailed remittance



Same-day payment
ConsumersEnergy.com

Discover® MasterCard®
Visa® or eCheck



Same-day payment
866-329-9593

Discover® MasterCard®
Visa® or eCheck



By mail
Check, money order

Consumers Energy
Payment Center
P.O. Box 740309
Cincinnati, OH 45274-0309



In person
Cash, check, card
or money order

Varies by authorized
payment location
Fee may apply

S&T Lawn Service Inc.

(269) 375-0334
 3393 South 6th Street
 Kalamazoo, MI 49009

Invoice

Date:	Invoice #:
3/30/2023	22177

Bill To:
Parkview Hall 7275 West Main Street Kalamazoo, MI 49009

Terms:	Regarding:
Net 15	Millards Way

Date:	Description:	Quantity:	Rate:	Amount:
3/30/2023	Lawn Mowing & Trimming	1	487.12	487.12
	Temporary Fuel Recovery		10.00	10.00
			Total	\$497.12
			Payments/Credits	\$0.00
			Balance Due	\$497.12

Phone #	Fax #	E-mail
269.375.0334	269.375.2664	ccrouch@stlawnservice.com

River Valley Builders' Collective, LLC

926 S Rose St

Kalamazoo, MI 49001

Phone: 269-391-7000, Email: contact@rvbc.coop

INVOICE

Client

Oshtemo Township

7275 W Main St

Kalamazoo, MI 49009

Invoice # 90-1000-1

Date 10/30/2022

Homeowner

United Methodist Church

Worksite Address

6574 Stadium Dr

ITEM	DESCRIPTION	AMOUNT
	<u>PROJECT COSTS</u>	
Labor	Project labor costs.	\$ 609.00
Transportation	Project transportation costs.	\$ 26.56
Materials	Project material costs.	\$ 33.17
	Subtotal:	\$ 668.73
	AMOUNT DUE	\$ 668.73

ADDITIONAL NOTES

None.

PAYMENT TERMS

Due upon receipt.

Please make all checks or money orders payable to "River Valley Builders' Collective, LLC".

River Valley Builders' Collective (RVBC) is a licensed and insured worker-owned residential construction company with a focus on safety and quality. Thank you for considering RVBC for your next project.

Michigan Residential Builders License #262200090, EPA RRP Certified #NAT-F236977-1

SiegfriedCrandallPC

Certified Public Accountants & Advisors

PO # 15540

15540

246 E. Kilgore Road
Portage, MI 49002-5599
www.siegfriedcrandall.com

Telephone 269-381-4970
800-876-0979
Fax 269-349-1344

CHARTER TOWNSHIP OF OSHTEMO
7275 WEST MAIN STREET
KALAMAZOO, MI 49009

Invoice Number: 111889
Client ID: 6870

Date: 03/31/2023
Payable upon receipt

Professional services during the month of March 2023, which included the following:

Josh Gabrielse - accounting services for March 2023 - 56 hours @ \$250	\$14,000.00
Joel Frederickson - accounting services for March 2023 - 23 hours @ \$170	3,910.00
Steve Bryer - accounting services for March 2023 - 16 hours @ \$250	4,000.00
Tyler Moulton - accounting services for March 2023 - 15 hours @ \$145	2,175.00
A Knafel - assistance with BS&A report creation - 9.75 hours @ \$145	1,413.75
Less: discount	(2,878.75)

Breakdown by fund:

101 - \$13,620
 107 - 1,000
 204 - 1,000
 206 - 1,000 15376
 207 - 1,000
 211 - 1,000 15376
 249 - 1,000
 490 - 1,000
 491 - 1,000
 900 - 1,000

\$22,620
=====

New Charges:	\$22,620.00
Plus Prior Balance:	\$0.00
New Balance:	<u>\$22,620.00</u>

SiegfriedCrandallPC

Certified Public Accountants & Advisors

246 E. Kilgore Road
Portage, MI 49002-5599
www.siegfriedcrandall.com

Telephone 269-381-4970
800-876-0979
Fax 269-349-1344

CHARTER TOWNSHIP OF OSHTEMO
7275 WEST MAIN STREET
KALAMAZOO, MI 49009

Invoice Number: 111216
Client ID: 6870

Date: 02/28/2023
Payable upon receipt

Professional services during the month of February 2023, which included the following:
Josh Gabrielse - accounting services - 9 hours @ \$210 1,890.00

Breakdown by fund:

101 - \$810
107 - 120
204 - 120
206 - 120
207 - 120
211 - 120
249 - 120
490 - 120
491 - 120
900 - 120

\$1,890
=====

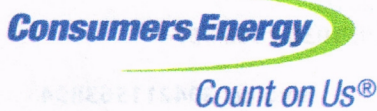
New Charges: \$1,890.00
Plus Prior Balance: \$0.00
New Balance: \$1,890.00

<u>02/28/2023</u>	<u>01/31/2023</u>	<u>12/31/2022</u>	<u>11/30/2022</u>	<u>10/31/2022+</u>
1,890.00	0.00	0.00	0.00	0.00

Unpaid balances after 60 days subject to interest at 1% per month, minimum of \$1.00

15387

Account: 1030 3845 5574



Questions:
Visit: ConsumersEnergy.com
Call us: 800-805-0490

Amount Due: \$44.30
Please pay by: May 05, 2023



**GATEWAY ATTN DUSTY FARMER
OSHTEMO TOWNSHIP
7275 W MAIN ST
KALAMAZOO MI 49009-8210**



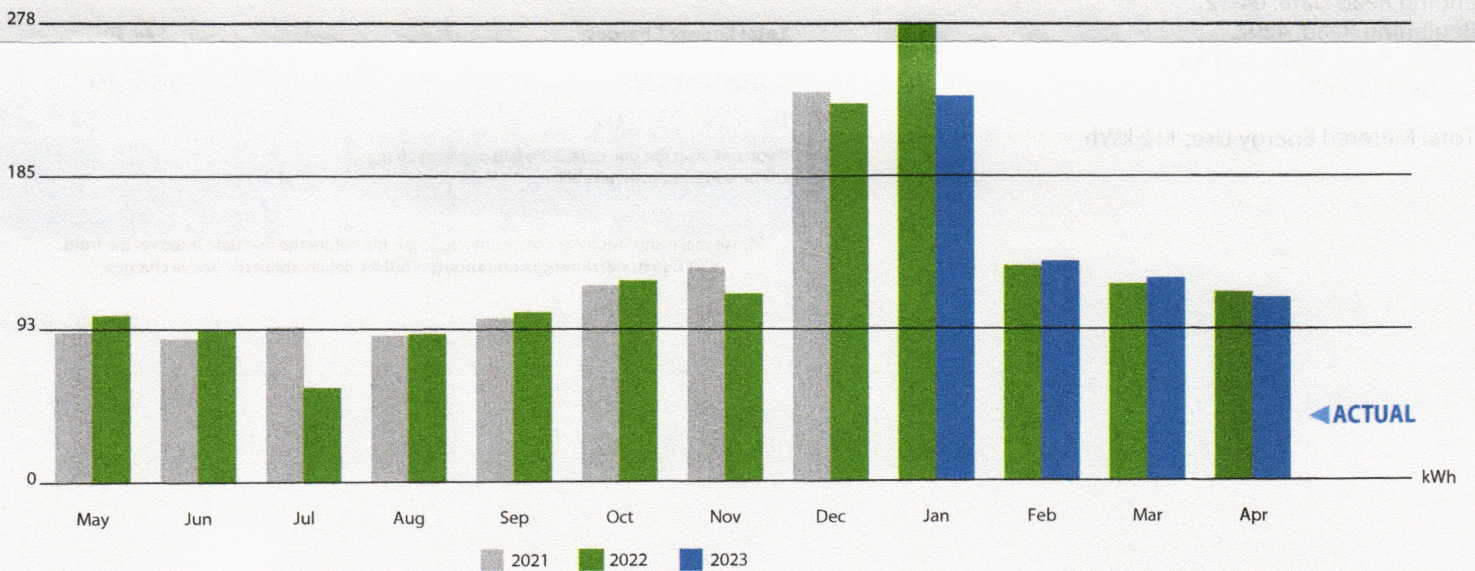
▶ **Thank You** - We received your last payment of **\$45.87** on **March 29, 2023**

▶ **Service Address:**
6520 STADIUM DR
KALAMAZOO MI 49009-2018

April Energy Bill

Service dates: March 14, 2023 - April 12, 2023 (30 days)

Total Electric Use (kWh - kilowatt-hour)



April Electric Use

112 kWh
April 2022 use: 115 kWh

Cost per day: **\$1.48**

kWh per day: **4**

Prior 12 months electric use: **1,512 kWh**

STAY SAFE: Call 9-1-1 and 800-477-5050. We'll respond day or night.



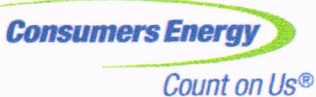
Downed power lines.
Stay 25 feet away. Call from a safe location.



If you smell natural gas.
If the "rotten egg" odor of gas is apparent, call from a safe location.

The **Consumers Energy app** for iOS and Android is here. It has never been easier to manage your account. From checking and paying your bill to quick ways to report an outage or setting custom alerts, we are putting the tools you need at your fingertips. Download from the app store today.

Fold, detach and mail this portion with your check made payable to Consumers Energy. Please write your account number on your check.



You can pay your bill by mail, by phone or online
See reverse side for more information

Account: 1030 3845 5574

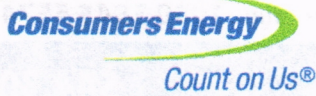
Service Address:
OSHTEMO TOWNSHIP
6520 STADIUM DR
KALAMAZOO MI 49009-2018

PAYMENT CENTER
PO BOX 740309
CINCINNATI OH 45274-0309

Amount Due: \$44.30
Please pay by: May 05, 2023
Enclosed:

I 103038455574 000000044305 0000 2056 1 000000000000

H



Need to talk to us? Visit ConsumersEnergy.com
or call **800-805-0490**
Hearing/speech impaired: Call 7-1-1

Service Address:
6520 STADIUM DR; KALAMAZOO MI
49009-2018
Account: **1030 3845 5574**

Account Information

Bill Month: April
Service dates: 03/14/2023 - 04/12/2023
Days Billed: 30
Portion: 12 04/23

Rate Information

Elec Gen Sec Rate GS Com
Rate: 1100

Meter Information

Your next scheduled meter read
date is on or around 05/11/2023

Electric Service:

Smart Meter
Meter Number: 31641858
POD Number: 0000003870323
Beginning Read Date: 03-14
Ending Read Date: 04-12
Beginning Read: 4297
Ending Read: 4409 (Actual)
Usage: 112 kWh

Total Metered Energy Use: 112 kWh

April Energy Bill

Invoice: 204211563894

Account Summary

Last Month's Account Balance	\$45.87
Payment on March 29, 2023	<u>\$45.87-</u>
Balance Forward	\$0.00

Payments applied after Apr 13, 2023 are not included.

Electric Charges

Energy	112@ 0.090108	\$10.09
PSCR	112@ 0.002320	\$0.26
System Access		\$20.00
Deferral Surcharge	112@ 0.000228	\$0.03
Refund	112@ 0.000406-	\$0.05-
Distribution	112@ 0.044692	\$5.01
FCM Incentive	112@ 0.000098	\$0.01
Other Surcharges		\$7.91
Power Plant Securitization	112@ 0.001277	\$0.14
Low-Income Assist Fund		<u>\$0.90</u>
Total Electric		\$44.30

Total Energy Charges \$44.30

Amount Due: \$44.30
by May 05, 2023

If you pay after the due date, a 2% late payment charge
will be added to your next bill.

Please make any inquiry or complaint about this bill before the due date listed on the front.
Visit ConsumersEnergy.com/aboutmybill for details about the above charges.

NEWS AND INFORMATION

Go Paperless. Get the same bill you are used to, now
delivered to your email inbox. Log in or create an
account to get started.
www.ConsumersEnergy.com/ebill

Get outage and billing alerts. Choose the reminders
you want, and how often you want them. Customize
at: www.ConsumersEnergy.com/alerts

email, phone number and mailing address are correct
so we can notify you about work affecting your
service and other updates. Visit
www.ConsumersEnergy.com/updatesmyinfo

Verify your contact information. Confirm your

Consumers Energy is regulated by the Michigan Public Service Commission, Lansing, Michigan

Ways to pay your energy bill:



Auto-pay
Checking or savings

Auto-pay
Discover® MasterCard®
or Visa®
(Eligibility varies)



eLockbox
via ACH

Secure electronic
payment with
emailed remittance



Same-day payment
ConsumersEnergy.com

Discover® MasterCard®
or Visa® or eCheck



Same-day payment
866-329-9593

Discover® MasterCard®
or Visa® or eCheck



By mail
Check, money order

Consumers Energy
Payment Center
P.O. Box 740309
Cincinnati, OH 45274-0309



In person
Cash, check, card
or money order

Varies by authorized
payment location
Fee may apply

For more information, visit ConsumersEnergy.com/waystopay



July 13, 2023

To: DDA Board

From: Iris Lubbert, AICP, Planning Director

Re: Atlantic Avenue Extension Project

Proposals from consultants for work on the Atlantic project are due to the Township by the end of day Thursday, July 13th. Staff will review the submissions and provide a summary of the proposals along with a recommendation to the DDA at their regular July 20th meeting. Note that a budget amendment for 2023 may be needed and what is submitted will impact the 2024 budget.

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July 12, 2023

To: DDA Board

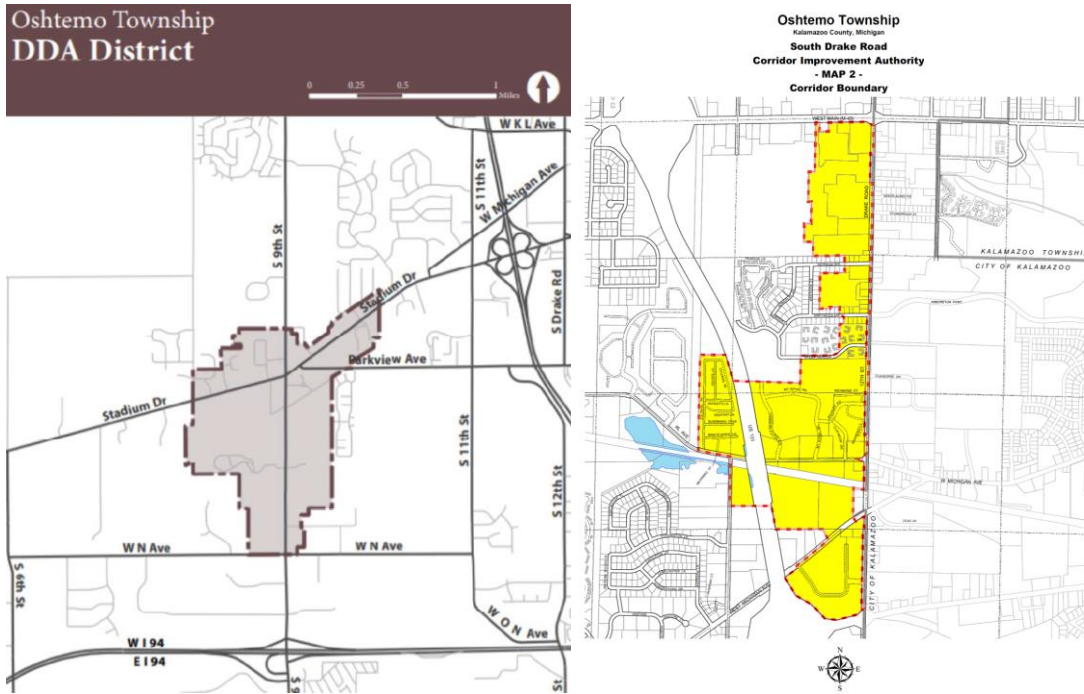
From: Iris Lubbert, AICP, Planning Director

Re: DDA & SoDA Open Houses

An Open House for both the DDA and SoDA was held on Monday, May 15th from 4 – 6PM. The Open House provided residents with general information about the two Boards and introduced the Atlantic Avenue expansion project. Staff will provide details on how the event went at the DDA's regular July 20th meeting.

Attachments: Open House flyer, Letter to neighboring property owners

Downtown Development Authority (DDA)
&
South Drake Road Corridor Improvement Authority (SoDA)
OPEN HOUSE



When: Monday, May 15, 2023
Stop by anytime between **4:00 to 6:00 PM**

Where: Oshtemo Community Center
6407 Parkview Avenue, Kalamazoo, Michigan 49009

What: Have you ever wondered what the DDA and SoDA are? Curious to know what these Authorities do and how they do it? This informational meeting will outline both the DDA's and SoDA's Development Plans and provide information on their past, present, and future projects.

At this Open House the DDA will also introduce and collect initial feedback on a road reconfiguration project which will improve the overall safety and circulation for the district. Specifically, the project will explore the reconfiguration and continuation of Atlantic Avenue to Stadium Drive and the reconfiguration of the Parkview Avenue and Stadium Drive intersection.

Please come to learn and share your thoughts anytime between 4:00 to 6:00 PM!

To learn more about the Open House, please contact Iris Lubbert, Planning Director, at ilubbert@oshtemo.org or (269) 216-5232.



7275 West Main Street
Kalamazoo, MI 49009
269.375.4260 phone
269.375.7180 fax
www.oshtemo.org

April 24, 2023

Re: Stadium Drive Sidewalk Project and Atlantic Road Reconfiguration Project Update

Dear Property Owner,

You are receiving this letter because you own property along the south side of Stadium Drive within the Oshtemo Downtown Development Authority's boundary or are within 300 feet of 6227 Stadium Drive.

Stadium Drive Sidewalk Project: As you may recall the Oshtemo Downtown Development Authority (DDA) had plans to fund in full the installation of sidewalk along both the south and north side of Stadium Drive within their boundary. The installation of the sidewalk along the north side was completed in 2022. The sidewalk on the south side was scheduled for installation this year.

The DDA has been made aware of a road extension and intersection reconfiguration project that would greatly improve the safety and circulation within the DDA area. The DDA Board has refocused their efforts to take advantage of the opportunity which also would coordinate efforts with the sidewalk project. For this reason, the sidewalk project for the south side of Stadium Drive has been postponed. Although the sidewalk project has been postponed, it is still a priority for the DDA Board and they will be exploring grants to implement the plan. No timeline is yet in place.

Atlantic Road Reconfiguration Project: The DDA Board purchased 6227 Stadium Drive to allow for the reconfiguration and continuation of Atlantic Avenue to Stadium Drive and the potential reconfiguration of the Parkview Avenue and Stadium Drive intersections. This project not only aligns with the DDA's TIF plan, it will implement a portion of the Village Theme Development Plan and also improve the overall safety and circulation for the district. Now that the 6227 Stadium Drive has been purchased, the DDA's next step is to hire a consultant to conduct a traffic study and look into the specifics of the road extension and redesign. The earliest construction would start is 2026.

An Open House is being held on Monday, May 15th, 2023 at the Community Center from 4 to 6 PM to share an introduction of the Atlantic Road Reconfiguration Project and collect initial feedback. Please note that additional Open Houses will be held as the project moves forward. Please feel free to contact me at ilubbert@oshtemo.org or (269) 216-5232 if you have any questions.

Thank you,

Iris Lubbert, AICP, Planning Director

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July 11, 2023

To: Downtown Development Authority

From: Iris Lubbert, AICP, Planning Director

RE: 2024 Draft Budget

As with previous years, the process is for the DDA Board to recommend a draft budget to the Oshtemo Township Board. The Township will then incorporate the budget into their review and approval process. Draft budgets are requested to be provided to the Township Supervisor by the end of July. A draft budget for 2024 is attached. The DDA Board is asked to review the drafted budget and amend as needed. Note that the highlighted items in particular will need the DDA's attention.

Attachments: Draft 2024 Budget

2024 DDA Budget

DRAFT: 07-11-2023

REVENUES	2022 Budget	2022 Actual	2023 Budget Amended	2024 Proposed Budget
Carryover	\$ 371,652.60	\$ 371,652.60	\$ 292,398.62	\$ 113,954.95
Current Real Property Tax	\$ 200,000.00	\$ 220,954.91	\$ 190,000.00	\$ 190,000.00
Interest Earned	\$ 1,000.00	\$ 1,471.08	\$ 1,000.00	\$ 1,000.00
Loans/Grants	\$ -	\$ -	\$ -	\$ -
TOTAL REVENUES	\$ 572,652.60	\$ 594,078.59	\$ 483,398.62	\$ 304,954.95

2023 actual \$205,323.93

2023 actual 2,702.73

EXPENDITURES	2022 Budget	2022 Actual	2023 Budget Amended	2024 Proposed Budget
Staff	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
Supplies	\$ 500.00	\$ -	\$ 500.00	\$ 500.00
Postage	\$ 500.00	\$ -	\$ 500.00	\$ 500.00
Community Events	\$ 1,050.00	\$ 1,050.00	\$ 1,050.00	\$ 1,050.00
Consultants	\$ 31,908.00	\$ 29,178.55	\$ 50,000.00	\$ 40,000.00
Assistance with new projects	\$ 20,000.00	\$ 21,805.55	\$ 50,000.00	\$ 40,000.00
Zoning Amendment	\$ 11,908.00	\$ 7,373.00	\$ -	\$ -
Accounting & Auditing Fees	\$ 4,000.00	\$ 3,445.00	\$ 3,000.00	\$ 3,000.00
Legal Fees	\$ 2,000.00	\$ 405.00	\$ 2,000.00	\$ 1,000.00
Water	\$ 1,200.00	\$ 238.00	\$ 1,200.00	\$ 1,200.00
Electric	\$ 600.00	\$ 569.38	\$ 700.00	\$ 700.00
Legal Notices	\$ 500.00	\$ -	\$ 500.00	\$ 500.00
Repairs & Maintenance	\$ 17,800.00	\$ 15,045.91	\$ 17,800.00	\$ 19,800.00
Banner rotation/storage	\$ 2,000.00	\$ 1,140.00	\$ 2,000.00	\$ 2,000.00
Lawn care and maintenance	\$ 12,800.00	\$ 12,804.16	\$ 12,800.00	\$ 12,800.00
Millards Way snow removal	\$ 1,000.00	\$ 126.61	\$ 1,000.00	\$ 1,000.00
Stadium drive sidewalk snow removal	\$ 2,000.00	\$ 975.14	\$ 2,000.00	\$ 2,000.00
Misc	\$ -	\$ -	\$ -	\$ 2,000.00
Holiday Décor	\$ 5,000.00	\$ 5,253.93	\$ 5,500.00	\$ 5,500.00
Capital Outlay/Obligated Projects	\$ 296,111.00	\$ 224,494.20	\$ 10,000.00	\$ 10,000.00
Stadium Dr sidewalk (S design/ N construction)	\$ 231,111.00	\$ 212,261.20	\$ -	\$ -
Facade improvement	\$ 10,000.00	\$ -	\$ 10,000.00	\$ 10,000.00
OCC Wifi	\$ 5,000.00	\$ -	\$ -	\$ -
9th Street sidewalk	\$ 30,000.00	\$ -	\$ -	\$ -
Car Charging Station	\$ 20,000.00	\$ 12,233.00	\$ -	\$ -
Property Acquisition	\$ 60,000.00	\$ 20,000.00	\$ 274,693.67	\$ 101,846.98
General	\$ 60,000.00	\$ 20,000.00	\$ -	\$ 10,000.00
6227 Stadium Drive payment	\$ -	\$ -	\$ 274,693.67	\$ 91,846.98
TOTAL EXPENDITURES	\$ 423,169.00	\$ 301,679.97	\$ 369,443.67	\$ 187,596.98

vandalism, 6227 Stadium. Etc

From June 2023 Treasurer report

Remaining Funds	\$ 218,335.37
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