



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

**SOUTH DRAKE ROAD CORRIDOR IMPROVEMENT AUTHORITY
BOARD OF DIRECTORS – REGULAR MEETING**

**MEETING WILL BE HELD IN PERSON
IN THE NORTH CONFERENCE ROOM AT OSHTEMO TOWNSHIP HALL
7275 WEST MAIN STREET**

**WEDNESDAY, JUNE 1, 2022
12:00 P.M.**

AGENDA

1. Call to Order and Roll Call
2. Approval of Agenda
3. Approval of Minutes – December 1, 2021
4. Public Comment on Non-Agenda items
5. 2022 Election of Officers – Chair, Vice-Chair, Secretary, Treasurer, Assistant Treasurer, and Assistant Secretary
6. Treasurer's Reports
 - a. 2021 Year End
 - b. January 1, 2022 through May 25, 2022
7. Nonmotorized Paths Update
 - a. Drake Road Path
 - b. KL Ave
8. 2023 Budget Discussion
9. 2022 Open Houses
10. Other Items
11. Adjournment

Next Meeting: **December 7, 2022**

THE CHARTER TOWNSHIP OF OSHTEMO

**South Drake Road Corridor Improvement Authority (SoDA)
December 1, 2021**

SoDA Board meeting was held virtually through Zoom. The meeting was called to order by Treasurer Patzer at 12:07 p.m.

MEMBERS PRESENT:	LOCATION:
Corey Ashley, Chair	Oshtemo
Joe Gesmundo	Yorkville, MI
Libby Heiny-Cogswell	Oshtemo
Dennis Patzer, Treasurer	Oshtemo
Kelly Bringman	Oshtemo
Theresa Spurr	Portage, MI
Dale Shugars (joined around 12:30PM)	Oshtemo

MEMBERS ABSENT:
Christine Morse
Galen Rike

Also present were Planning Director Iris Lubbert, Township Attorney James Porter, and Public Works Director Marc Elliott.

Minutes

Chair Ashley asked if there were any additions, deletions, or corrections to the Minutes of June 22, 2021. Hearing none, he asked for motion to approve the Minutes.

Mr. Patzer made a motion to approve the Minutes of June 22, 2021 as presented. Mr. Gesmundo seconded the motion. The motion was approved with a vote of 6 to 0, with 3 absent.

Treasurer's Report

Chair Ashley asked for the Treasurer's Report. Ms. Lubbert shared the unaudited Treasurer's Report for the period between June 1, 2021 through November 31, 2021.

She reported that to date the SoDA has received \$40,554.84 in Property Tax Revenue and \$12.02 in Interest Earned.

Expenditures for this period include \$950.00 for accounting and audit fees, \$255.00 in legal fees, and \$1,000.79 for 2020/21 Sidewalk Winter Maintenance. The \$30,000 annual payment to the Township for the Drake Road Path is currently being processed.

Ms. Lubbert also noted that SoDA had been charged twice for a \$45 invoice for legal services and staff is currently looking into correcting this.

Mr. Patzer made a motion to approve the Treasurer's Report. Ms. Spurr seconded the motion. The motion was approved with a vote of 6 to 0, with 3 absent.

Drake Road Path Update

Marc Elliott, Public Works Director provided an update on the Drake Road Path.

He shared that the Drake Road project was completed early in the spring, The Green Meadow path, which is also within the SoDA boundary, was completed in mid-summer.

Chair Ashley inquired how far south the sidewalk now goes past Green Meadow. Mr. Elliot responded that the sidewalk is fully completed down to KL Avenue. The piece below this area crosses the railroad; this section is still under negotiation between MDOT and M-Trak.

Ms. Heiny-Cogswell asked for an update on the KL path as it is within the SoDA boundary.

Mr. Elliot noted that the planned 10 foot wide KL path will span between Drake Road to Copper Beach Drive and will be located on the north side of the road. The Township has been awarded a grant from KATS to cover the installation of the eastern portion of this path up until the bridge. The Township has submitted materials for a second grant to cover the remainder, which comprises of the area under the bridge to Coper Beach Drive.

Mr. Patzer inquired about the reconstruction of Speedway on Drake Road and whether it would effect the installation of the sidewalk along that segment.

Mr. Elliot noted that detailed engineering plans have been submitted and that Speedway will be installing the continuation of the sidewalk down to the railroad right of way as part of their project.

Chair Ashley asked if the other SoDA Board members previously knew that another path was going down KL Avenue and that SoDA would be responsible for it. Other members responded that they had been aware of the project.

Ms. Lubbert clarified that the path along KL Avenue is being planned for installation by the Township and is not the financial responsibility of SoDA. She asked Ms. Heiny-Cogswell to confirm.

Ms. Heiny-Cogswell noted that this path has been in the Township's nonmotorized plan for years and has been incrementally worked on. She noted that grant money from MDOT never covers 100% of the cost and anticipates that the Township will cover the remaining amount. Once the project costs are known the SoDA can consider contributing to the project.

Chair Ashley commented that based on the SoDA's incoming revenue more funding would be needed before the Board could consider taking on new projects. Revenue sources for the SoDa were discussed.

Mr. Shugars inquired if the Road Commission was financially contributing to the planned KL path.

Ms. Heiny-Cogswell responded that the Road Commission's policy precludes them from

participating. The project will be funded by MDOT TAP money and Oshtemo.

2021 Informational Session Update

Ms. Lubbert reported that the required second open house for the SoDA is scheduled for 3 to 5 PM later that day. She shared the flier advertising the open house. With this open house the SoDA has met the requirements of Public Act 57 of 2018.

Chair Ashley inquired if there was a lot of participation at the last Open house.

Ms. Lubbert noted that roughly 10 members of the public attended that meeting. She added that that open house was also tailored to be an opportunity for property owners to come and comment on the DDA's Stadium sidewalk project. Most of the people that attended that open house were property owners interested in knowing how the Stadium Drive sidewalk project would affect their property. She added that in the previous open houses that she ran for the SoDA typically about three members of the public attended.

2022 Meeting Schedule

Chair Ashley asked the Board if the two proposed meeting dates of June 1, 2022 and December 7, 2022 were suitable.

Hearing no comments he asked for a motion to adopt the 2022 SoDA meeting dates. Ms. Spurr made a motion to adopt the two proposed meeting dates. Mr. Gesmundo seconded the motion. The motion was approved with a vote of 7 to 0, with 2 absent.

Public Comment

Chair Ashley asked if there was any Public Comment. There was none.

Other Business

Chair Ashley asked if the Township has heard of any concerns regarding electric bikes on non-motorized path.

Ms. Lubbert noted that she has not heard of any such concerns yet. She added that shared use paths are designed to be wider to allow individuals to safely pass each other and avoid conflicts.

Mr. Elliot commented that motorized scooters are limited to a maximum speed.

Chair Ashley asked if there had been any accidents reported regarding pedestrians using the path or crossing the road.

Ms. Heiny-Cogswell, Ms. Lubbert, and Mr. Porter all responded they have not heard of any accidents of this nature.

Ms. Heiny-Cogswell asked if Mr. Ashley had witnessed anything.

He noted that he has almost been hit multiple times on his way to the post office along this stretch. He shared his experiences and commented on the vision impairments he has noticed.

Mr. Shugars asked about setting up a system to keep track of concerns or incidents. He noted this information could help the Board determine if any specific actions can be taken to help mitigate problems.

Mr. Porter noted that the Township does have an ordinance that states that pedestrians should notify the Township if there is an accident. But in addition to that he agrees that a database would be helpful. Staff will look into a database along with visibility requirements.

With there being no further business, the meeting was adjourned at approximately 1:00 p.m.

Minutes prepared:
12/3/2021

Minutes approved:

DRAFT

May 26, 2022



To: South Drake Road Corridor Improvement Authority

From: Iris Lubbert, AICP
Planning Director

RE: Treasurer's Reports

Attached you will find the Treasurer's Report for 2021 year end and the Treasurer's Report for January 1st, 2022 through May 25th, 2022, unaudited.

In running the 2021 year end report it came to staff's attention that the Township did not bill SoDA for their 2021 \$30,000 Drake Road Path payment. In speaking with the Township Clerk, she advised the best approach to remedy the situation is to pay for both the 2021 and 2022 Drake Road Path installments in one \$60,000 payment, see attached invoice. In order to do so the SoDA Board will need to make a budget amendment. It is also recommended that a budget amendment to \$1,000 be made for the 2022 budget item 'Accounting and Legal fees' in response to the actual expenditures for this item in 2021.

There have been no expenditures to date in 2022. \$75,967.59 in tax revenue has been collected. This is significantly higher than the anticipated \$40,000. In speaking with the Township Treasurer, the increase in collected tax revenue is due primarily to the Road Millage and increased housing values.

Attachments: 2021 and 20222 Drake Road Path Invoice
2021 Year End Treasurer's Report
2021 Invoices
January – May 2022 Treasurer's Report

***Oshtemo
Township***
7275 W. Main
Kalamazoo MI, 49009



Bill To:
South Drake Road Corridor Authority
7275 West Main
Kalamazoo, MI 49009

INVOICE # 10158

Date: May 26, 2022

STATEMENT

Invoice #	Description	Rate	Quantity	Due	Balance
10158	Drake Road Non-Motorized 2021 & 2022	\$30,000.00	2	\$60,000.00	\$60,000.00
				Total:	\$60,000.00

PAST DUE BALANCE

Invoice #	0-30	30-60	60-90	90+
10158	\$60,000.00			

Please make all checks payable to: ***Oshtemo Township***
Invoice # 10158

Attention:
Oshtemo Twp Treasurer's Office
7275 W Main
Kalamazoo MI, 49009

Total Due: \$60,000.00

SOUTH DRAKE ROAD CORRIDOR IMPROVEMENT AUTHORITY
Treasurer's Report November 17, 2021 through December 31, 2021
Unaudited

REVENUES	2021 Budget	Previous Activity	Activity this Period	Available Balance
Current Real Property Tax	\$40,000.00	\$40,554.84	\$5,568.75	\$46,123.59
Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00
Interest Earned	\$500.00	\$12.02	\$15.14	\$27.16
Carryover	\$1,000.00	\$0.00	\$0.00	\$1,000.00
TOTAL REVENUES	\$41,500.00	\$40,566.86	\$5,583.89	\$47,150.75

EXPENDITURES	2021 Budgeted	Previous Activity	Activity this Period	Total Activity	Available Balance	Percent Used
Salary-Staff	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Postage	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Consultants	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Accounting & Audit Fees	\$1,300.00	\$950.00	\$0.00	\$950.00	\$350.00	0.00%
Legal Fees	\$500.00	\$420.00	\$0.00	\$420.00	\$80.00	84.00%
Legal Notices	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Repairs/Maintenance	\$7,200.00	\$1,000.79	\$159.20	\$1,159.99	\$6,040.01	16.11%
Capital Outlay/Obligated Projects	\$30,000.00	\$0.00	\$0.00	\$0.00	\$30,000.00	0.00%
Capital Outlay/Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
TOTAL EXPENDITURES	\$39,000.00	\$2,370.79	\$159.20	\$2,529.99	\$36,470.01	6.49%

Actual Available Balance (Total Revenue - Total Expenditure)	\$44,620.76
Fund Equity	\$67,679.00
Total Cash Balance	\$112,299.76

Oshtemo
Township
 7275 W. Main
 Kalamazoo MI, 49009



Bill To:
 South Drake Road Corridor Authority
 7275 West Main
 Kalamazoo, MI 49009

INVOICE # 10147

Date: October 12, 2021

STATEMENT

Invoice #	Description	Rate	Instances	Due	Balance
10147	2020/21 Sidewalk Winter Maintenance	\$125.10	8	\$1,000.79	\$1,000.79
Total Due					\$1,000.79

PAST DUE BALANCE

Invoice #	0-30	30-60	60-90	90+
10147	\$1,000.79			

Please make all checks payable to: ***Oshtemo Township***
Invoice # 10147

Attention:
Oshtemo Twp Treasurer's Office
7275 W Main
Kalamazoo MI, 49009

Total Due: \$1,000.79
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SoDA Sidewalk Winter Maintenance
Oshtemo Township Maintenance Department

Date	Job			
1/4/2021	Blow Side walk			
1/20/2021	Blow Side walk	Walk Blowing Instances		
1/27/2021	Blow Side walk	7028 ft X \$0.0178 per ft		
2/1/2021	Blow Side walk		8	\$1,000.79
2/5/2021	Blow Side walk			
2/8/2021	Blow Side walk			
2/18/2021	Blow Side walk			
2/22/2021	Blow Side walk			
		Total seasonal cost		\$1,000.79

***Oshtemo
Township***
7275 W. Main
Kalamazoo MI, 49009



Bill To:
South Drake Road Corridor Authority
7275 West Main
Kalamazoo, MI 49009

INVOICE # 10134

Date: July 19, 2021

STATEMENT

Invoice #	Description	Rate	Quantity	Due	Balance
10134	2nd Qtr 2021 Legal Support				
	Apr 2021	\$150	-0-	\$0.00	
	May 2021	\$150	-0-	\$0.00	
	Jun 2021	\$150	1.4	\$210.00	\$210.00
Total Due					\$210.00

PAST DUE BALANCE

Invoice #	0-30	30-60	60-90	90+
10134	\$210.00			

Please make all checks payable to: ***Oshtemo Township***
Invoice # 10134

Attention:
Oshtemo Twp Treasurer's Office
7275 W Main
Kalamazoo MI, 49009

Total Due: \$210.00

***Oshtemo
Township***
7275 W. Main
Kalamazoo MI, 49009



Bill To:
South Drake Road Corridor Authority
7275 West Main
Kalamazoo, MI 49009

INVOICE # 10127

Date: April 5, 2021

STATEMENT

Invoice #	Description	Rate	Quantity	Due	Balance
10127	1st Qtr 2021 Legal Support				
	Jan 2021	\$150	-0-	\$0.00	
	Feb 2021	\$150	-0-	\$0.00	
	Mar 2021	\$150	0.3	\$45.00	\$45.00
Total Due					\$45.00

PAST DUE BALANCE

Invoice #	0-30	30-60	60-90	90+
10127	\$45.00			

Please make all checks payable to: ***Oshtemo Township***
Invoice # 10127

Attention:
Oshtemo Twp Treasurer's Office
7275 W Main
Kalamazoo MI, 49009

Total Due: \$45.00

**Oshtemo
Township**
7275 W. Main
Kalamazoo MI, 49009



Bill To:
South Drake Road Corridor Authority
7275 West Main
Kalamazoo, MI 49009

INVOICE # 10118

Date: January 21, 2021

STATEMENT

Invoice #	Description	Rate	Quantity	Due	Balance
10118	4th Quarter 2020 Legal Support				
	Oct 2020	\$150	-0-	\$0.00	
	Nov 2020	\$150	-0-	\$0.00	
	Dec 2020	\$150	0.8	\$120.00	\$120.00
Total Due					\$120.00

PAST DUE BALANCE

Invoice #	0-30	30-60	60-90	90+
10118	\$120.00			

Please make all checks payable to: **Oshtemo Township**
Invoice # 10118

Attention:
Oshtemo Twp Treasurer's Office
7275 W Main
Kalamazoo MI, 49009

Total Due: \$120.00

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: 106181
Client ID: 6870

Date: 04/30/2021
Payable upon receipt

Professional services during the month of April 2021, which included the following:

A Knafel (6.50 hours @ \$135) assistance with bank reconciliations	877.50
J Frederickson (3.50 hours @ \$160) for audit and financial statement preparation	560.00
S Bryer (19 hours @ \$210) for audit preparation, financial statement preparation and review, & meeting	3,990.00
K Todd (5 hours @ \$95) for formatting/checking financial statements	475.00
Less: discount	(402.50)

Breakdown by Fund:

101 - \$3,000	13792 Gen
107 - 250	Parks 13801
206 - 250	FD 13800
207 - 250	Police 13793
211 - 250	FD 13800
249 - 250	Ord. Ent. 13795
490 - 250	PW 7 13753
491 - 250	PW
219 - 250	Streetlight PW
247 - 250	SODA Fund
900 - 250	Planning 13794

\$5,500
=====

New Charges:	\$5,500.00
Plus Prior Balance:	\$2,300.00
New Balance:	<u>\$7,800.00</u>

SiegfriedCrandallPC

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246 E. Kilgore Road
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Telephone 269-381-4970
800-876-0979
Fax 269-349-1344

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

Invoice Number: 106759
Client ID: 6870

Date: 07/31/2021
Payable upon receipt

Professional services during the month of July 2021, which included the following:

J Frederickson (8.75 hours @ \$160) May and June bank reconciliations	1,400.00
S Bryer (5 hours @ \$210) DDA, SODA reports; Top line budget calculation	1,050.00
A Knafel (4 hours @ \$135) - bank account reconciliation assistance/research	540.00

Breakdown by fund:

- 101 - \$ ~~700~~ 790 - Per Elmitra 7/4/21
 - 107 - 200
 - 206 - 200
 - 207 - 200
 - 211 - 200
 - 249 - 200
 - 490 - 200
 - 491 - 200
 - SODA - 300
 - 900 - 500

~~\$2,900~~ 2,990
 =====

New Charges:	\$2,990.00
Plus Prior Balance:	\$0.00
New Balance:	<u>\$2,990.00</u>

<u>07/31/2021</u>	<u>06/30/2021</u>	<u>05/31/2021</u>	<u>04/30/2021</u>	<u>03/31/2021+</u>
2,990.00	0.00	0.00	0.00	0.00

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

SiegfriedCrandallPC

Certified Public Accountants & Advisors

246 E. Kilgore Road
Portage, MI 49002-5599
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Telephone 269-381-4970
800-876-0979
Fax 269-349-1344

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

Invoice Number: 106506
Client ID: 6870

Date: 05/31/2021
Payable upon receipt

Professional services during the month of May 2021, which included the following:

Steve - assistance with questions from auditors, 2 meetings, SODA report, 5 year expense analysis spreadsheet, responses to Seber Tans questions, 2020 Financial Statement Updates (12.50 hours @ \$210 per hour)	2,625.00
Ann - assistance with cash reconciliation's (4 hours @ \$135 per hour)	540.00
Joel - assistance with cash reconciliation's - March & April (7.25 hours @ \$160 per hour)	1,160.00
Tyler - F65 preparation - 1 hour @ \$125 per hour	125.00

Breakdown by Fund

101 - \$2,000	13792
107 - 150	13801
206 - 150	13800
207 - 150	13793
211 - 150	13795
247 - 400	SODA
249 - 1,000	13795
490 - 150	13753
491 - 150	13753
900 - 150	13794

\$4,450
=====

New Charges:	\$4,450.00
Plus Prior Balance:	\$7,800.00
New Balance:	<u>\$12,250.00</u>

SOUTH DRAKE ROAD CORRIDOR IMPROVEMENT AUTHORITY
Treasurer's Report January 1, 2022 through May 25, 2022
Unaudited

REVENUES	2022 Budget	Previous Activity	Activity this Period	Available Balance
Current Real Property Tax	\$40,000.00	\$0.00	\$75,967.59	\$75,967.59
Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00
Interest Earned	\$0.00	\$0.00	\$3.76	\$3.76
Carryover	\$500.00	\$0.00	\$0.00	\$500.00
TOTAL REVENUES	\$40,500.00	\$0.00	\$75,971.35	\$76,471.35

EXPENDITURES	2021 Budgeted	Previous Activity	Activity this Period	Total Activity	Available Balance	Percent Used
Salary-Staff	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Postage	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Consultants	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Accounting & Audit Fees	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
Legal Fees	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
Legal Notices	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Repairs/Maintenance	\$7,500.00	\$0.00	\$0.00	\$0.00	\$7,500.00	0.00%
Capital Outlay/Obligated Projects	\$30,000.00	\$0.00	\$0.00	\$0.00	\$30,000.00	0.00%
Capital Outlay/Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
TOTAL EXPENDITURES	\$38,500.00	\$0.00	\$0.00	\$0.00	\$38,500.00	0.00%

Actual Available Balance (Revenue - Expenditure)	\$76,471.35
Fund Equity	\$111,799.76
Total Cash Balance	\$188,271.11

May 25, 2022



To: South Drake Road Corridor Improvement Authority

**From: Iris Lubbert, AICP
Planning Director**

RE: Nonmotorized Paths Update

At the Board's June 1st meeting, a member of the Oshtemo Public Works Department will be in attendance to provide an update on the Drake Road Path project and an upcoming Township project planned for KL Avenue.

May 26, 2022



To: South Drake Road Corridor Improvement Authority

**From: Iris Lubbert, AICP
Planning Director**

RE: 2023 Budget Discussion

Staff proposes the budget for 2023 generally follow the adopted 2022 budget. To date in 2022 \$75,967.59 in tax revenue has been collected. According to the Township Treasurer, the increase in collected tax revenue is due primarily to the Road Millage and increased housing values. It is anticipated that approximately the same amount of tax revenue will be collected in 2023.

For expenditures, SoDA generally has three expenses: the agreed upon annual \$30,000 payment to the Township toward the Drake Road Path, Drake Road Path maintenance, and accounting/auditing/legal fees. An increase to \$1,000 is recommended for 'Accounting and Audit Fees' to mirror the actual expenditures on this line item in 2021.

Please see the attached proposed draft budget for further discussion at the meeting.

Attachments: Draft 2023 Budget

SUGGESTED BUDGET FOR 2022

GL NUMBER	DESCRIPTION	2021 AMENDED BUDGET	2021 ACTUAL	2022 APPROVED BUDGET	2023 REQUESTED BUDGET
Fund 247 - TAX INCREMENT FINANCE AUTHORITY (SoDA)					
ESTIMATED REVENUES					
Dept 001-Revenue					
247-001-40100	Carryover	\$ 1,000.00	\$ 1,000.00	\$ 500.00	\$ -
247-001-40300	Current Real Property Tax	\$ 40,000.00	\$ 46,123.59	\$ 40,000.00	\$ 75,000.00
247-001-47500	Miscellaneous	\$ -	\$ -	\$ -	\$ -
247-001-66500	Interest Earned	\$ 500.00	\$ 27.16	\$ -	\$ 100.00
TOTAL ESTIMATED REVENUES		\$ 41,500.00	\$ 47,150.75	\$ 40,500.00	\$ 75,100.00
APPROPRIATIONS					
Dept 728-Economic Development					
247-728-70300	Salary-Staff	\$ -	\$ -	\$ -	\$ -
247-728-72800	Supplies	\$ -	\$ -	\$ -	\$ -
247-728-73000	Postage	\$ -	\$ -	\$ -	\$ -
247-728-80800	Consultants	\$ -	\$ -	\$ -	\$ -
247-728-82500	Accounting & Audit Fees	\$ 1,300.00	\$ 950.00	\$ 500.00	\$ 1,000.00
247-728-82600	Legal Fees	\$ 500.00	\$ 420.00	\$ 500.00	\$ 500.00
247-728-90300	Legal Notices	\$ -	\$ -	\$ -	\$ -
247-728-93300	Repairs/Maintenance	\$ 7,200.00	\$ 1,159.99	\$ 7,500.00	\$ 7,500.00
247-728-97500	Capital Outlay/Obligated Projects	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00
247-728-97600	Capital Outlay/Land Acquisition	\$ -	\$ -	\$ -	\$ -
TOTAL APPROPRIATIONS		\$ 39,000.00	\$ 32,529.99	\$ 38,500.00	\$ 39,000.00

May 26, 2022



To: South Drake Road Corridor Improvement Authority

**From: Iris Lubbert, AICP
Planning Director**

RE: 2022 Open Houses

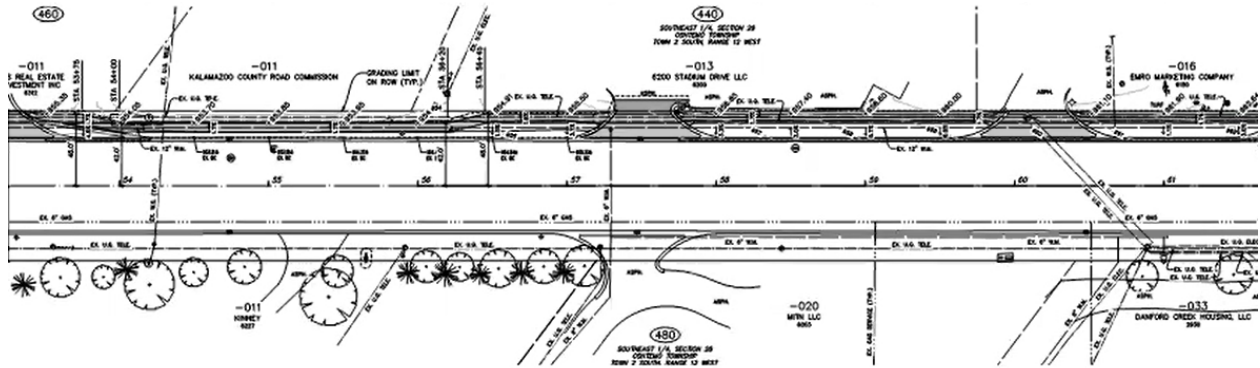
Public Act 57 of 2018 requires that Corridor Improvement Authorities hold at least two informational meetings a year. These meetings do not have to be official Board meetings but can be designed as Open Houses to inform the public of the goals of the Board and the projects that the South Drake Road Corridor Improvement Authority is financing. For efficiency, the SoDA Board agreed to combining the two required Open Houses with the two Open Houses required for the Downtown Development Authority (DDA).

The DDA is currently finalizing their plans to install sidewalk on the south side of Stadium Drive that is within their boundary. To collect public input on the project they scheduled an in-person Open House on February 16, 2022 and also utilized this meeting as one of their two required informational meetings. Given the SoDA Board's previous permissions to staff, this meeting was also designed as one of the two informational meetings required for SoDA. See attached flyer for the February 16th Open House.

Staff is requesting input from the Board on how they wish to approach the second required informational meeting for 2022.

Attachment: February 16, 2022 DDA and SoDA Open House Flyer

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



You are invited! We are looking for feedback on our Stadium Drive sidewalk project.

When: Wednesday, February 16th, 2022
Stop by anytime between **3:00 to 5:00 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 present their plans for and collect feedback on the installation of sidewalk on the south side of Stadium Drive which is planned to be installed within their boundary this year.

Please come to learn and share your thoughts anytime between 3:00 to 5:00 PM!

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