

THE CHARTER TOWNSHIP OF OSHTEMO

**South Drake Road Corridor Improvement Authority (SoDA)
September 11, 2024, DRAFT Special Meeting Minutes**

The SoDA Board special meeting was held in person at Township Hall in the Meeting Room at 12 noon.

MEMBERS PRESENT:

Corey Ashley
Cheri Bell
Dennis Patzer, Chair
Theresa Spurr
Joe Gesmundo
Cheri Jodoin
Macy Walters

MEMBERS ABSENT:

Kelly Bringman

Also present were Jodi Stefforia, Planning Director; and Leeanna Harris, Zoning Administrator.

Approval of the Agenda

There were no changes to the agenda. Chair Patzer let the agenda stand as published.

Minutes

Chair Patzer asked if there were any additions, deletions, or corrections to the Minutes of December 6, 2023. Hearing none, he asked for a motion to approve the Minutes and to accept the Meeting Notes of June 5, 2024.

Mr. Gesmundo **made a motion** to approve the Minutes of December 6, 2023, as presented and to accept the Meeting Notes of June 5, 2024. Ms. Spurr **seconded the motion**. The **motion was approved unanimously**.

Public Comment on Non-Agenda Items

There were no members of the public present.

2024 Election of Officers

Officers were nominated to remain the same as they were in 2023. The Chair would remain Mr. Patzer, the Vice Chair would remain Kelly Bringman, the Secretary would remain Ms. Spurr, and the Treasurer would remain Mr. Ashley. The retention of the Officers was unanimous.

Treasurer's Report

Chair Patzer asked for the Treasurer's Report. Ms. Stefforia shared the 2023 end of year Treasurer's Report and the Treasurer's Report for January 2024 through August 2024.

Revenues for 2023 totaled \$70,301.49. Expenditures for 2023 totaled \$33,000. Expenditures for 2023 included the \$30,000 annual payment contribution for the Drake Road path and \$3,000 for striping across intersections. SoDA has a total of \$163,747 in carryover funds, per the audit.

Tax revenue in the amount of \$73,804.83 has been collected/captured in tax increment for 2024. There have been no 2024 expenditures to date.

Ms. Jodoin **made a motion** to approve the two Treasurer's Reports. Mr. Ashley **seconded the motion**. The **motion was approved unanimously**.

2025 – 2030 Capital Improvement Plan, Drake Road Non-Motorized Path Financial Contribution and 2024 Budget Amendment

Ms. Stefforia presented the Draft Capital Improvement Plan and noted that it included the expenditures and revenues for the next six years. She explained that for 2024, operating expenses are budgeted at \$9,300 and \$30,000 is budgeted for the Drake Road Path Repayment. Ms. Stefforia noted that, per the Memorandum of Understanding, the payments for the Drake Road Non-Motorized Path Contribution is supposed to increase to \$70,000 annually after 2024.

Ms. Stefforia shared that the expenditure for safety improvements covers SoDA projects such as pedestrian crossing restriping across public and private streets which occurs typically every other year. Ms. Spurr inquired about the cost of the striping and restriping. Ms. Stefforia shared that SoDA usually works with the Road Commission of Kalamazoo County on the design, which may increase costs from what is budgeted. Ms. Stefforia said that the Township paid for the striping across public streets, and Mr. Ashley shared that he had thought that the Road Commission of Kalamazoo County had said that the next time the striping refresh was needed, that RCKC would cover the striping.

Mr. Ashley suggested amending the Drake Road path repayment for 2024 to \$50,000 or \$55,000. Chair Patzer expressed concern about increasing the payment to \$70,000 in case this was equal to or greater than revenues.

Ms. Spurr and Mr. Gesmundo requested the total cost of the Drake Road Non-Motorized Path and what amount of the total cost has been covered by grants, to date. Ms. Stefforia said that she could bring those numbers to the December SoDA meeting but confirmed that the payments made by the SoDA will go towards the costs incurred by the Township and which are not covered through grants or other sources of funds provided by the Township.

Chair Patzer asked for a motion for an amendment to the 2024 budget. Mr. Gesmundo **made a motion** to adjust the Drake Road path repayment for 2024 from \$30,000 to \$60,000. Mr. Ashley **seconded the motion**. The **motion passed unanimously**.

2025 Budget and Projects

Chair Patzer moved to the 2025 Budget. He mentioned that Accounting and Legal costs are broken out and brought the Board's attention to the \$70,000 Capital Outlay/Obligated Projects line of the budget and asked for Member's thoughts.

Ms. Spurr asked what projects from the SoDA project list would the group like to accomplish over the next five years.

At this point, the Board reviewed the Master List of SoDA Project ideas. Chair Patzer went through each item, stopping for discussion on creating a gateway at or beautifying the corner of KL and Drake. Ms. Stefforia explained that she left that item on the list because if the project was low scale, didn't affect visibility of the area, and was on the southwest corner, it may still be feasible. She mentioned that the Speedway site will be redeveloping and some driveways may be closed. The group agreed that this item should be moved to the bottom of the list.

Chair Patzer asked about the Stadium to KL path on Drake Road. Ms. Stefforia shared that this project will begin next year and Public Works is currently working on acquiring the necessary easements and finalizing the design. Ms. Stefforia noted that she can provide the costs for the project from the Public Works Director. Mr. Gesmundo asked if the Township is funding the share that does not come from grants and if SoDA would reimburse the Township for these costs. Ms. Spurr asked if the Township was asking SoDA to add this project to their Master List of Project ideas. Chair Patzer clarified that SoDA was only presently dealing with KL Avenue to Stadium Drive, but that they were being asked to contribute to the path from Drake Road to West Main Street previously installed.

Another item on the list of project ideas is a Corridor Analysis of the entire Drake Road corridor from Stadium Drive to West Main Street with all modes of transportation being evaluated. Supervisor Bell shared that this corridor did arise during discussions due to the amount of traffic through the corridor and that multiple agencies could be involved and share the cost of the analysis, such as SoDA, Oshtemo, and the City of Kalamazoo. Ms. Stefforia was asked if KATS could be involved, and she shared that it is most likely an option since the group manages federal dollars for planning and road construction on federal aid eligible roads.

Chair Patzer asked if anything should be added to the Master List of Project ideas. Mr. Gesmundo said that the costs should be researched for the analysis and then they should review the revenue. Mr. Ashley asked if lighting needs would most likely arise from the corridor analysis. Supervisor Bell stated that the Sheriff had mentioned that lighting, or lack thereof, was contributing to unsafe conditions in this area and emphasized that providing safe streets and multiple modes of transportation was important and continued to arise during the ongoing Master Plan meetings. Ms. Spurr said that she is in favor of lighting in the area now that the path is nearing completion and suggested SoDA create a 'pot' of money that public and private owners could apply for to implement lighting. Chair Patzer said that the costs for the other projects should be researched and provided for the next few meetings but said that the budget must be finalized at this point. Mr. Ashley mentioned that he did not want the fund balance to get too high but agreed that they needed cost estimates for the proposed projects to move forward.

Ms. Spurr **made a motion** to recommend to the Township Board that SoDA set their Capital Outlay/Obligated Projects budget at \$40,000 for 2025. Mr. Gesmundo **seconded the motion**. The **motion was passed unanimously**.

Other Items

Mr. Gesmundo shared that he is interested in seeing a sidewalk on the west side of Drake, south of Stadium Drive along the Western Foundation property. Supervisor Bell shared that this is outside of the SoDA boundary area, so it would not be something SoDA could contribute to. Ms. Stefforia mentioned that the Township could potentially be a partner and pay for some of the cost of the project. Ms. Bell mentioned that this could be a part of Western Michigan's ongoing Master Planning Process.

With there being no further discussion, the meeting ended at 1:03 p.m.

Minutes prepared: September 20, 2024

Minutes approved: