

## AGENDA

CHARTER TOWNSHIP OF MERIDIAN  
Economic Development Corporation

November 5, 2020 7:30 am  
5151 Marsh Road, Town Hall Room

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1. CALL MEETING TO ORDER
  2. MISSION: Set the standard in creating an entrepreneurial culture; be the example for revitalization of our business districts and be the leaders in building sustainable public/private partnerships.
  3. APPROVAL OF AGENDA
  4. CONSENT AGENDA
    - A. Minutes – Special Meeting October 8, 2020
    - B. Financial Report
      - i. Independent Bank Balance Summary
      - ii. Burcham Hills Retirement Invoice
    - C. Development Projects
  5. PUBLIC REMARKS
  6. NEW BUSINESS
    - A. WLNS Meridian Township Business Package
    - B. Meridian Township Business Survey
  7. TOWNSHIP REPORTS
    - A. Township Board
    - B. Township Manager
    - C. Planning Commission
    - D. Chair
    - E. Staff
  8. COMMUNITY REPORTS
    - A. Meridian Mall
    - B. MABA
  9. OPEN DISCUSSION/BOARD COMMENTS
  10. PUBLIC REMARKS
  11. NEXT MEETING DATE
    - A. December 3, 2020, 7:30am
  12. ADJOURNMENT
- 

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



Charter Township of Meridian  
Meridian Economic Development Corporation  
5151 Marsh Road, Okemos, MI 48864  
Thursday, October 8, 2020– Minutes -DRAFT

**Members**

**Present:** Jade Sims, Joel Conn, Treasurer Phil Deschaine, David Ledebuhr, Tom Conway, Shawn Dunham, Brenda Chapman, Township Manager Frank Walsh, Trustee Kathy Ann Sundland, Kimberly Thompson and Adam Carlson

**Members**

**Absent:** Mikhail Murshak

**Others**

**Present:** Neighborhoods & Economic Development Director Amber Clark, Downtown Development Authority Chair Sue Fulk

1. CALL MEETING TO ORDER

Chair Sims called the meeting to order at 7:30 am and Member Conway read the mission statement.

2. **MISSION:** Set the standard in creating an entrepreneurial culture, be the example for revitalization of our business districts, and be the leaders in building sustainable public/private partnerships.

3. APPROVAL OF THE AGENDA

**MOTION BY MEMBER CHAPMAN TO APPROVE THE AGENDA. SUPPORTED BY MEMBER CONWAY. MOTION PASSES 10-0.**

4. CONSENT AGENDA

a. Minutes-October 1, 2020

Chair Sims discussed with Director Clark an attendance error.

**MOTION BY MEMBER CONWAY TO APPROVE THE CONSENT AGENDA. SUPPORTED BY MEMBER THOMPSON. MOTION PASSES 10-0.**

5. PUBLIC REMARKS

None.

6. NEW BUSINESS

- a. Meridian Redevelopment Fund-Village of Okemos Project Application  
Director Clark presented the application. The request submitted is for \$85,482 from the redevelopment fund to help support the \$691,304 from EGLE Grant being used toward the asbestos abatement/demolition. Additionally, the Owner has committed up to \$231,511 towards the asbestos abatement/demolition.

Manager Walsh reviewed the development of the Township redevelopment fund. The initial funds for the fund were from the sale of the MARC building. The \$700,000 fund is to be used for public improvements in the two PICA areas of Downtown Haslett and Okemos.

The EDC discussed the project budget and timeline with Will Randle. Mr. Randle stated he is confident with both the budget and timeline in the application. He agrees that this will be a reimbursement program once the work is completed. There was discussion that Mr. Randle does plan to submit an additional redevelopment fund application in the future once the next phase of the project begins.

**MOTION BY MEMBER DUNHAM TO RECOMMEND THE VILLAGE OF OKEMOS REDEVELOPMENT FUND APPLICATION TO THE TOWNSHIP BOARD FOR APPROVAL. SUPPORTED BY MEMBER LEDEBUHR. MOTION PASSES 10-0.**

7. OPEN DISCUSSION/BOARD COMMENTS

Township Manager Walsh gave an update on the Walnut Hills property. A private family has entered into a purchase agreement on the property. As a result, the Township Board has suspended the demolition of the Clubhouse for 2 weeks. The family wishes to keep that building.

Director Clark mentioned the next step for the Village of Okemos redevelopment fund application will be a public hearing and discussion at the next Township Board meeting on Tuesday, October 20, 2020 at 6:00pm.

12. PUBLIC REMARKS

None.

13. NEXT MEETING DATE

- November 5, 2020 at 7:30am

14. ADJOURNMENT

Hearing no objection, Chair Sims adjourned the meeting.



**INDEPENDENT**

BANK

PO Box 279 | Belding, MI 48809 | IndependentBank.com

**Account Analysis**  
**September 2020**

Account Number	1182419
Settlement Period Ends	September 2020
Statement Date	October 13, 2020
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CHARTER TOWNSHIP OF MERIDIAN  
 ECONOMIC DEVELOPMENT CORP  
 MERIDIAN TOWNSHIP EDC/ACCOUNTS  
 PAYABLE  
 5151 MARSH RD  
 OKEMOS MI 48864

1-73



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For Questions Regarding Your Statement, Contact:  
 STEVE HALLEAD  
 (616) 447-3948

FOR QUESTIONS REGARDING YOUR STATEMENT PLEASE CALL 800.530.3719.

1 (193) D 1182419

**Balance Summary**

Average Ledger Balance	\$36,465.24
Less Average Float	\$0.00
Average Collected Balance	<u>\$36,465.24</u>
Average Negative Collected Balance	\$0.00
Average Positive Collected Balance	\$36,465.24
Collected Balance	\$36,465.24
Less Federal Reserve Requirement at 10.000000% of Collected Balance	<u>\$3,646.52</u>
Investable Balance	\$32,818.72
Investable Balance	\$32,818.72
Less Balance Required for Services	<u>\$0.00</u>
Excess/(Deficit) Balance	\$32,818.72

**Results Summary**

**Analyzed Results**

Earnings Credit at 0.000000% of Balance	\$0.00
Less Total Analyzed Fees	<u>\$0.00</u>
Total Analyzed Results	\$0.00



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## Account Analysis September 2020

Account Number	1182419
Settlement Period Ends	September 2020
Statement Date	October 13, 2020
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CHARTER TOWNSHIP OF MERIDIAN

### Service Detail

Service Description	Volume	Unit Price	Total Fee	Balance Required
<b>Deposit Services</b>				
Businessflex	1		\$0.00	
Total Analyzed Fees			\$0.00	\$0.00
Total Fee Based Fees			\$0.00	
Total Waived Fees			\$0.00	

\$0.00 in Investable Balances Offset \$1.00 of Total Fees for all Analysis Based Services.

### Historical Summary

Month	Average Ledger Balance	Average Collected Balance	Investable Balance	Excess/ Deficit Balance	Earnings Credit Amount	Analysis Based Fees	Fee Based Fees	Service Charges Due
October	37,956	37,956	34,160	34,160	0	0	0	0
November	41,628	41,294	37,165	37,165	0	1	0	0
December	47,618	47,618	42,856	42,856	0	1	0	0
January	47,114	47,114	42,403	42,403	0	0	0	0
February	46,442	46,442	41,798	41,798	0	0	0	0
March	46,447	46,447	41,802	41,802	0	0	0	0
April	46,450	46,450	41,805	41,805	0	0	0	0
May	46,452	46,452	41,806	41,806	0	0	0	0
June	94,054	88,787	79,908	79,908	0	9	0	0
July	41,236	41,236	37,113	37,113	0	0	0	0
August	36,722	36,722	33,050	33,050	0	0	0	0
September	36,465	36,465	32,819	32,819	0	0	0	0
Average	47,382	46,915	42,224	42,224	0	1	0	



**INVOICE**

October 20, 2020

Executive Director  
Burcham Hills Retirement Center II  
2700 Burcham Drive  
East Lansing, MI 48823

RE: Meridian Township Economic Development Corporation  
Burcham Hills Retirement Center II, Okemos, Michigan

Dear Director:

Burcham Hills Retirement Center II has an Issuer's Fee due annually in the amount of \$10,000, for thirteen years, from 1996 to 2009. On April 27, 2007, the bonds were refinanced extending the issuer's fee payment for an additional ten years to expire in 2020.

Please consider this letter an invoice for the June 2020 payment.

For all future correspondence, please direct your inquiries to:

Meridian Township Department of Community Planning & Development  
Amber Clark, Neighborhoods & Economic Development Director / [clark@meridian.mi.us](mailto:clark@meridian.mi.us) /  
517-853-4568  
5151 Marsh Road, Okemos, MI 48864

Your attention and cooperation to this matter are greatly appreciated.

Sincerely,

A handwritten signature in black ink, appearing to read "Amber Clark", is written over a circular stamp or seal.

Amber Clark  
Economic Development Director



## Development Project Updates

October 28, 2020

### Opening

### Under Construction

- Haslett Marathon-1619 Haslett Road-new building construction/approved Brownfield Plan
- High Caliber Karting-1982 West Grand River-expansion project/outdoor seating area
- Aspen Dental/Verizon/Ivy Rehab (former Leo's Lodge)-2085 West Grand River
- Anna's House-1753 West Grand River (former Pizza Hut)-remodeling permits issued
- Clarion Pointe-2736 East Grand River-significant renovation
- Joe's on Jolly (restaurant)-2360 Jolly Road-significant renovation of former tire store
- Elevation Phase 2-2362 Jolly Oak-five new residential buildings
- Fedewa Homes-1730 Chief Okemos-residential project
- Red Cedar Manor-Mixed Use--site plan review-Northwind Drive
- Silverstone Estates-- 25 single family residential homes at Powell Road north of Grand River
- Cooper Creek-residential development NE corner of Haslett and Van Atta Roads
- Haslett Gallery, Inc.-SUP approved for medical marihuana provisioning center at 2119
- Oriental Market-interior remodel- 2800 East Grand River Avenue
- Okemos Community Church--4734 Okemos Road-interior remodeling
- Klingmans Furniture-1705 Newman Road--new store location (former Toys R Us)

### Approved/Not Commenced

- Woda Cooper-residential development North of Whole Foods
- Newton Park Apartments, SE Corner Newton Road/Saginaw Hwy. Multifamily mixed use Haslett Road (SE corner Okemos/Haslett)
- The W. Investment Holdings-SUP approved for MM provisioning center at 1614 Grand River (just west of Central Park-new building)

- The Cured Leaf TC, Inc.-SUP approved for MM provisioning center at 3520 Okemos Road (N of Jolly)
- Pine Village MUPUD-Haslett Village Square--senior housing community, 3-4 stories, 133 dwelling units, first floor commercial/public
- Village of Okemos-mixed-use project, West of Okemos Road, N/S of Hamilton
- Andev senior housing community-230-unit senior living community at the east end of Hannah Blvd. Mix of assisted living, memory care, and independent living
- Buddy's Pizzeria-2010 Grand River-new store location (former Burger King)
- Williams Volkswagen of Okemos-2186 Jolly Road-expansion-site plan review
- Green Peak Innovations-medical marihuana provisioning center-east side Northwind Drive
- Silverleaf PUD--plans submitted for residential development-Bennett Road

#### Closings/Postponements

- Wayfair
- Lafontaine Dealership-NE corner of Powell Road and Grand River--construction/projects stopped
- New York & Company-Meridian Mall store closing
- Menards-6365 Newton Road--new store location (former drive-in site on Saginaw)



**To: Meridian Economic Development Corporation**

**From: Amber Clark Director Neighborhoods & Economic Development**

**Date: November 5, 2020**

**Re: WLNS Business Promo Advertising Package**

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### Summary

WLNS submitted a proposal package to Meridian Township to provide the community and local businesses the opportunity to partner up and give promotion of our great Township. The Township is proposing to use funds from the Communications Commission (CC) and the Economic Development Corporation (EDC) to sponsor a portion of the cost for one commercial advertised 90 times to the local community on WLNS local partners programming.

### History

The Meridian Economic Development Corporation (EDC) has engagement as a part of what they wish to do to elevate the economic development in our community. With the recent rounds of grants provided through the Township and with Lansing Economic Area Partnership (LEAP), our community may be able to give those businesses that were unable to receive grant funding a chance at very low cost advertising. The Community at large will be promoted in each 30 sec commercial with 8 seconds being devoted to three local businesses and our Economic Development Corporation

### Budgetary Considerations

Each business that wishes to participate would pay \$100 and the township through the Economic Development Corporation/Communications Commission, would sponsor the remaining cost to place that commercial on air 90 times. This program would not start until after the New Year to allow for businesses to plan on what message they would like to present the public. Many local business owners choose naturally to advertise with WLNS and this package is ¼ of the cost on average to most business owners. The collaboration between the EDC and Communication Commission (CC) will allow the township to support 20 or more businesses through this promotion. We are looking to the EDC and the Downtown Development Authority (DDA) to find and send out information to business owners about the opportunity. Total cost to the EDC could be \$2500-\$5000 to sponsor 20-40 businesses a spot at lost cost regional advertising options. WLNS is willing to participate as far as outreach. This commission would support by trying to get local businesses participate and sponsoring businesses based on your budget. For \$2500 we will

sponsor 20 businesses, for \$5000 40 businesses. We will start with grant applicants that are recommended that did not receive assistance through either grant opportunity.



# MERIDIAN TOWNSHIP ADVERTISING PACKAGE

Advertising Dates: TBD

## WLNS TV 6 Schedule

5A-9A MORNING NEWS	4x
9A-5P DAYTIME/AFTERNOON	3x
5P-12:30A EVENING	2x
11:30p-3a Late Night	6x
5A-4A ROTATOR	6x

## WLAJ ABC 53 TV Schedule

5A-9A MORNING NEWS	6x
9A-5P DAYTIME/AFTERNOON	6x
6P-8P EVENING	4x
8P-11P PRIME	1X
5A-4A ROTATOR	6x

## ELAJ CW TV Schedule

9A-5P DAYTIME/AFTERNOON	20x
5P-11:35P EVENING/PRIME	13x
5A-4A ROTATOR	12x

**WLNS TARGETED FACEBOOK BLAST** 1X  
Attaching your :30 commercial

**89 Commercials across 3 Major Broadcast TV Stations plus  
One Targeted Facebook Ad From WLNS Facebook!**

*1-:30 second commercial will be split between three merchants- allowing 8 seconds each to relay  
your message with audio and video*

**Total Cost Per Package: \$1125**

**\$100 Contribution Per Advertiser from Meridian Township!**

**You pay one third!**

**Advertiser Investment: \$275**

**3 Advertisers Per :30 Second Commercial,  
Each Advertiser Receives :08 Seconds to Relay YOUR Message  
With Audio and Video**

**\*\* Only \_\_\_\_ Packages available – Call or email today\*\* (available packages to be sold will be  
determined after Township budget is allocated)**

Package will be available until TBD  
**\*\* payment will be required on the day of the commercial shoot\*\***

Contact: Cathie Vollmar-Myers  
517-719-4086  
cvollmar@wlns.com

Signature

Date





**To: Meridian Economic Development Corporation**

**From: Amber Clark Director Neighborhoods & Economic Development**

**Date: November 5, 2020**

**Re: Downtown Business Survey**

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The Meridian Township Economic Development Department in partnership with the Meridian Economic Development Corporation and the Downtown Development Authority are working to implement a community wide business survey. The survey will commence shortly after November 3, 2020 election day to allow for businesses to have a time to focus on a new topic and promotion. This community has seen two rounds of grants served to assist business owners through COVID-19. Our community issued grants through the use of Meridian Redevelopment Funds and through our collaborative partnership with LEAP. This business survey will take the local temperature of our business owners to let us know if we need to do more.

The DDA has strong support of its local business owners wanting to see change and development come to this area. We need to know just how businesses are doing right now in order to encourage our townships boards to make adjustments to support local development. The Economic Development department needs use of your network in order to make this work! Please send information of business owners and their contacts to Director Clark to have their name placed on the list for additional outreach.



## Meridian Township Business Needs Survey

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The Meridian Township Economic Development Department is requesting information from the Township business community to measure the impact of the COVID-19 crisis, to identify areas of need and to assist economic restart and recovery efforts.

The information provided in response to this survey will be used by the Township's Economic Development Department to determine if funding or relief programs exist, that may serve the needs of the Township business community.

All information collected in this survey will remain confidential. No individual business information will be released in anyway. The information is being gathered to guide Meridian Township in providing assistance to its local business community. Please submit your completed form to Neighborhoods & Economic Development Director Amber Clark at [clark@meridian.mi.us](mailto:clark@meridian.mi.us). Please complete and return by Monday November 30, 2020.

Business Name and Address: \_\_\_\_\_

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Business Type:

- Construction / Development \_\_\_\_\_
- Child Care / Family Services \_\_\_\_\_
- Restaurant / Dining \_\_\_\_\_
- Retail \_\_\_\_\_
- Fitness / Gyms \_\_\_\_\_
- Health Care \_\_\_\_\_
- Housing / Hospitality \_\_\_\_\_
- Business Services \_\_\_\_\_
- Manufacturer \_\_\_\_\_
- Non-profit \_\_\_\_\_
- Wholesaler / Distributor \_\_\_\_\_
- Personal Care / Grooming \_\_\_\_\_
- Educational Services \_\_\_\_\_
- Sole Proprietor \_\_\_\_\_

Contact Name: \_\_\_\_\_

Email Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Number of employees (full and part-time) on March 1, 2020: \_\_\_\_\_

Number of employees (full and part-time) today (date of survey submission): \_\_\_\_\_

Anticipated number of employees on January 1, 2021: \_\_\_\_\_

Status of current business operations:

Operating as usual: \_\_\_\_\_

Closed to public/internal operations only: \_\_\_\_\_

Takeout/delivery/online services: \_\_\_\_\_

Closed entirely: \_\_\_\_\_

How long do you anticipate being able to remain in business if the status of your business operations remains unchanged?

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What costs/expenses has your business incurred due to the COVID-19 crisis?

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What other effects has the COVID-19 crisis had on you, your employees or your business?

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Of the following, what would be the most helpful to your business?

Interest free loan: \_\_\_\_\_

Grant funding: \_\_\_\_\_

Rent assistance: \_\_\_\_\_

Assistance for laid-off

employees: \_\_\_\_\_

Other: \_\_\_\_\_

Describe any financial support programs you have successfully secured at the local, state or federal level:

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What suggestions do you have for Meridian Township as we aim to support our business community?

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**To: Meridian Economic Development Corporation**  
**From: Amber Clark Director Neighborhoods & Economic Development**  
**Date: November 5, 2020**  
**Re: MRF- Village of Okemos Approval by Township Board**

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### Summary

At the recent October 20, 2020 regularly scheduled Township Board meeting, the township Board did approve the Meridian Redevelopment Fund to be applied to the Village of Okemos development for asbestos and demolition eligible costs not to exceed \$85,481.44. Typically the Township board does not move on a decision to vote on the same evening they hear public comment for use of community funds. The public hearing held no opposition from the public and members of the Economic Development Corporation spoke in support of the project.

### History

In 2018 the Meridian Township Board approved the creation of the Meridian Redevelopment fund of \$570,000 from the sale proceeds of the MARC building that is in Downtown Okemos. The township designated the use of these funds to be for either Haslett PICA (intersection of Marsh and Haslett Road of the Haslett Village Square) or Downtown Okemos (4 corners of the Village of Okemos Downtown core). Development in these areas has been stalled for many years and the Township has activated both sites with development tools to attract creative options for the spaces. The Downtown Okemos development has seen many options for redevelopment but none have stuck due to the large demolition requirements needed on the property and blighted condition of the properties. Applications for the Redevelopment Fund previously submitted to the Meridian Economic Development Corporation were previously dismissed as they did not meet the requirements for approval by that board. Recently an application was submitted that requested 10% of the use of the Redevelopment Fund. At the special meeting held October 8, 2020 for the Meridian EDC, a unanimous vote approved recommendation for the use of the funds. The Meridian EDC will now enter into a formal Agreement with the developer for the use of the funds to be reimbursed after the determined deadlines. The community is eager to see physical movement on the property, even if it is only demolition.

### Budgetary Considerations

The Economic Development Corporation is now charged with signing a financial Agreement with the developers to establish the expectations for the use of the funds. This agreement will be a reimbursement grant for approved and eligible activities only. Activities produced that incur costs about \$85,481.44 will be paid for by the developer. There is the possibility of the Township working to create an agreement with funds tied to specific deadline metrics. Authorized members of the Meridian EDC will sign to authorize the agreement before the end of the year