

AGENDA

CHARTER TOWNSHIP OF MERIDIAN
Economic Development Corporation

May 2, 2019 7:30 am

5000 Okemos Road, Community Room

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 – March 7, 2018
 - B. Financial Report
 - C. Development Projects Update
 5. PUBLIC REMARKS
 6. PRESENTATION – Melissa Rabideau, tinkrLAB – STEAM Learning Centers

 7. OLD BUSINESS
 - A. Committee Reports
 - i. Bylaws
 - ii. Business Promotion
 - iii. School District Engagement
 - B. Haslett PICA Study

 8. NEW BUSINESS

 9. TOWNSHIP REPORTS
 - A. Township Board
 - B. Township Manager
 - C. Planning Commission
 - D. Chair
 - E. Staff

 10. COMMUNITY REPORTS
 - A. Meridian Mall
 - B. Farmers Market
 - C. MABA

 11. OPEN DISCUSSION/BOARD COMMENTS
 12. PUBLIC REMARKS
 13. NEXT MEETING DATE
 - A. June 6, 2019, 7:30am
 14. 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: Central Fire Station Community Room, 5000 Okemos Road, Okemos, MI 48864



Charter Township of Meridian
Meridian Economic Development Corporation
5151 Marsh Road, Okemos, MI 48864
Thursday, March 7, 2019- Minutes -DRAFT

Members

Present: Shawn Dunham, Mikhail Murshak, Kimberly Thompson, Brenda Chapman, Joel Conn, David Ledebuhr, Trustee Kathy Ann Sundland, Township Manager Frank Walsh and Tom Conway

Members

Absent: Jade Sims and Adam Carlson

Others

Present: Treasurer Phil Deschaine ex-Officio, Planning Commission Vice-Chair John Scott-Craig, Director of Community Planning and Development Mark Kieselbach, Executive Assistant Michelle Prinz, and Economic Development Director Chris Buck

1. CALL MEETING TO ORDER

Vice-Chair Thompson called the meeting to order at 7:32 am

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 CONN TO APPROVE THE AGENDA. SUPPORTED BY MEMBER DUNHAM. MOTION PASSES 9-0.

4. CONSENT AGENDA

- a. Minutes-February 7, 2019
- b. Financial Report
- c. Development Projects Update

MOTION BY MEMBER CONN TO APPROVE THE CONSENT AGENDA. SUPPORTED BY MEMBER LEDEBUHR. MOTION PASSES 9-0.

5. PUBLIC REMARKS

None.

6. OLD BUSINESS

- a. Committee Reports
 - i. Bylaws
The committee has been reviewing the bylaws and working with our counsel on questions. They plan to propose a draft at the April EDC meeting.
 - ii. Business Promotion
Director Buck has met twice with Communications Director Guthrie to discuss highlighting local businesses through video segments.
 - iii. School District Engagement
Member Conn and Member Murshak participated as judges for the Okemos High School Shark Tank event.
- b. Okemos High School "5 Minutes Tops" Participation and Donation
The EDC contributed \$200 toward the prize money for the three winning teams.

7. NEW BUSINESS

- a. Haslett PICA Proposed Study
Director Buck discussed working with the MEDC to develop a feasibility study that may serve as a resource for potential Haslett PICA developers. Perhaps the EDC may be interested in the data and might consider funding a portion of the study. Director Buck will get more information on this for the April meeting.

8. TOWNSHIP REPORT

- a. Township Board
 - Medical Marihuana
 - Village of Okemos Concept Plan
 - Redi-Ride Millage discussion
- b. Township Manager
 - Brianne Randall-Gay independent investigation will be complete March 25, 2019
 - Township Board will be reviewing fireworks ordinance and vending door to door
 - On Tuesday, March 12, 2019 there will be a joint meeting between the Township Board and the Planning Commission regarding medical marihuana
 - Goals for 2019 include demolition of Downtown Okemos, fixing our roads, and relocating the farmers' market
 - New police senior watch program and police are working on state accreditation
- c. Planning Commission
Planning Commission Vice-Chair John Scot-Craig provided a summary of recent Planning Commission activities.
- d. Chair
None.
- e. Staff
 - 17 respondents from CIA survey

- Village of Okemos is beginning weekly check in meetings with all parties involved with the development
- Director Buck reviewed the current development projects

9. COMMUNITY REPORTS

a. Meridian Mall

- Launch Trampoline Park grand opening is coming soon
- The Mall received a significant tax reduction
- There is a great prospect to take over the North Younkers space for an entertainment use

b. Farmers' Market

- Revised the shared use agreement
- JCPenney has signed and waiting on Macy's

c. MABA

A meeting is scheduled with the Township to discuss partnering for the MABA awards.

10. OPEN DISCUSSION/BOARD COMMENTS

Treasurer Deschaine mentioned significant changes from public act 38 requiring DDA financial information to be on the website by June 30, 2019. Member Chapman expressed interest in taking an EDC field trip to another community to observe their practices.

11. PUBLIC REMARKS

Manager Walsh mentioned Redi-Ride millage will continue to be discussed at the Township Board.

12. NEXT MEETING DATE

- April 11, 2019 at 7:30am

13. ADJOURNMENT

Hearing no objection, Vice-Chair Thompson adjourned the meeting at 9:01 am.

**MERIDIAN TOWNSHIP ECONOMIC DEVELOPMENT
CORPORATION**
May Meeting

Independent Bank	Total EDC Funds	\$32,804.07
	FARMER'S MARKET	\$40,000.00
	MARC Funds	<u>\$7,071.32</u>
	TOTAL	<u><u>\$79,875.39</u></u>

TRANSACTION ACTIVITY - Deposits

<u>Date</u>	<u>Deposit Type</u>	<u>Amount</u>
04/22/19	Burcham Hills	10,000.00

Note: The interest for April is not reflected on this report, but the deposit of \$10,000.00 is shown

CHECKS WRITTEN Since Last Bank Statement

<u>Date</u>	<u>Ck.#</u>	<u>Amount</u>	<u>Paid to:</u>
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\$79,875.39



CHARTER TOWNSHIP OF MERIDIAN Development Projects Update

May 2019

Businesses Opened

- **Plato's Closet**, 2825 E. Grand River Ave, East Lansing – relocation from smaller space
- **VIP Nail Bar**, 3552 Meridian Crossings, Okemos
- **Box Drop Mattress**, 1644 Haslett Road (Haslett Village Square)

Commercial Use Under Construction

- **High Caliber Karting**, 80,000 sq ft single story Younkers – entertainment center
- **Kumon Learning Center**, 2398 Joly Road, Okemos. Relocation from Alaiedon Twp
- **Soldans Pet Supply**, 2283 W. Grand River Ave. Relocation expected in Mid 2019
- **Portnoy and Tu**, 2476 Jolly Road, Okemos. Relocation for dentist office.
- **Diamond Nails**, 4749 Central Park Drive, Okemos (former Hampton Jewelers)
- **Big Lots**, 2020 W. Grand River Ave, Okemos (Best Buy Plaza)
- **Panera Bread**, 2080 W. Grand River Ave, Okemos. Demo and rebuild BD Mongolian Grill.
- **Firestone Complete Auto Care**, 2700 E. Grand River Ave, East Lansing. Repurposing Auto Repair facility
- **Bread Bites, Mediterranean Cuisine & Bakery**, 5100 Marsh Road, Okemos (old Tannin site)
- **102 Pho & Banh Mi Vietnamese Soup & Sandwiches**, 4760 Marsh Road, Okemos (part of formers McAllisters site)
- **Swagath Express**, food service adjacent to Swagath Market, 1731 W. Grand River (former Farm Fresh Seafood site)

Residential or Long Term Construction/Phasing

- **Chamberlin Townhouses**, Chamberlin Way, Haslett. Off Marsh Road north of Lake Lansing Road
- **Ingham County Medical Care Facility**, 3860 Dobie Road, Okemos. 64,000 square foot (48 room) addition
- **Marriot Courtyard**, Meridian Crossing Drive. 105 rooms
- **Elevation**, 2362 Jolly Oak Road, Okemos. 350+ residential units
- **New Hope Church**, 2170 E. Saginaw Road, East Lansing

Approved/Not Yet Commenced

- **Newton Park Apartments**, SE Corner Newton Road/Saginaw Hwy. Multifamily mixed use
- **Silverstone Estates**, 25 single family residential homes at Powell Road north of Grand River
- **Copper Creek Condominiums**, 45 acres NE corner of Haslett & Van Atta. 102 residential lots.
- **LaFontaine FCA Dealership**, NE Corner Powell Road and Grand River Ave, Chrysler, Jeep, Ram
- **Fedewa Homes**, 1730 Chief Okemos Circle – two apartment buildings totaling 15 units

Under consideration

- **Leo's Lodge Property Redevelopment**, 2085 W. Grand River. Special Use Permit public hearing on 5.13.2019 at Planning Commission for drive through and work in the flood plain
- **Red Cedar Manor**, 2875 Northwind Drive. Mixed use project at Township Board for approvals.
- **Hannah Farms East**, mixed use/student housing proposed at Eyde Pkwy ***dormant for now***
- **O'Reilly Auto Parts**, 2703 Grand River Ave East Lansing. ***dormant for now***

Closings/Relocations

- **Farm Fresh Seafood**, 1731 W. Grand River Ave, Okemos
- **Payless Shoes**, 2090 W. Grand River, Okemos – press says closing nationally



To: EDC Board Members
From: Chris Buck, Economic Development Director
Date: 5.2.2019
Re: tinkrLAB Presentation

As you may recall, in early 2017 the EDC partnered with tinkrLAB and the Haslett Education Foundation to fund two 3D printers for the Haslett elementary schools. Since that time tinkrLAB has evolved significantly and they now offer a robust S.T.E.A.M. (Science, Technology, Engineering, Arts & Math) educational program including youth summer camps. In a recent conversation with founder Melissa Rabideau, she elaborated on that program and the summer camps they are hosting. tinkrLAB is working hard to engage local business owners and the school districts to drive attendees to the camps, create new relationships with local businesses and awareness of their camps among the parents of school aged children.

Upon hearing these new directions, it seemed to me that much of what they're doing aligns with the mission of the EDC, and I asked if tinkrLAB would be willing to present their business model to the EDC.

They do have a flyer for the summer camps (attached) and there are sponsorship opportunities available to support their program. While Melissa hasn't asked me directly, the EDC may decide that the tinkrLAB mission, curriculum and continued commitment to our mall warrants consideration of a sponsorship by the EDC.

Support S.T.E.A.M. with SPONSORSHIP



**S.T.E.A.M.
Summer Camps 2019**

Okemos
June 24-28
July 15-19
July 22-26

Novi
July 29-August 2
August 5-9
August 12-16



tinkrLAB
STEAM Learning Centers

Sponsor @ tinkrLAB.com

tinkrCAMP Sponsorships

Your sponsorship will support STEAM education this summer through tinkrCAMPs. Your investment helps provide scholarships to students who want to attend and could use help with costs. tinkrCAMP has been a fun experience for the past 4 years for many under-served students because of scholarships provided by people and companies which support STEAM education. Thank you in advance for supporting tinkrCAMPs in your community.

Each Sponsor will receive Business Name and Logo on tinkrCAMP t-shirts; signs at camps; social media recognition; distribution of company info and invitation to Friday Showcase. **Each level of sponsorship is for ONE location only... Novi or Okemos.**

Two Locations - Novi and Okemos

Sponsor the Summer - \$40,000

This is the ultimate sponsorship. We will work with you to co-brand the entire tinkrCAMP for the Novi or Okemos location. Included are 30 camper spots (10 per week) for distribution to employees or your valued customers. Also 60 scholarships (20 per week) to nominated students.

Sponsor the Friday Showcase - \$1,000

The Friday Showcase invites parents and sponsors to attend and see what the campers learned and made at camp. Included is 1 camper spot for distribution to employees or your valued customers. Also 1 scholarship to a nominated student.

Single Student Scholarship - \$299

This scholarship allows a student to attend a week of camp. Before and After Care is included if needed. Students to receive sponsorship are nominated by local teachers and schools.

Sponsor a Week of Camp - \$14,000

Included are 10 camper spots for distribution to employees or your valued customers. Also 20 scholarships to nominated students.

Sponsor a Day (Your Choice) - \$2,800

Included are 2 camper spots for distribution to employees or your valued customers. Also 2 scholarships to nominated students.

Sponsor a Daily Project - \$500

Included is 1 camper scholarship and a take-home project for each student courtesy of your business.



**SCIENCE
TECHNOLOGY
ENGINEERING
ARTS
MATH**



Twelve Oaks Mall | Novi
Meridian Mall | Okemos
www.tinkrLAB.com 517.233.1524



To: EDC Board Members
From: Chris Buck, Economic Development Director
Date: 5.2.2019
Re: EDC Bylaw Amendments

The subcommittee assigned to review they bylaws has met a number of times over the past few months and is submitting the attached proposed bylaw revisions. In the end, there are only a few changes that need to be made to have the bylaws reflect the current practice of the EDC board.

In order to revise the bylaws, we need the majority of all members of the EDC, totaling eleven, to vote affirmative regardless of the number of members present in the meeting. Simply put we need six members to vote affirmative for the bylaws to be amended.

The Township attorney has reviewed these changes and approves this revision.

Action to be considered: Motion to approve the proposed revisions of the Economic Development Corporation bylaws.

BYLAWS OF THE
ECONOMIC DEVELOPMENT CORPORATION
OF
THE CHARTER TOWNSHIP OF MERIDIAN

ARTICLE I.

GENERAL PROVISIONS

Section 1.1 Authority. These Bylaws are hereby adopted pursuant to Article VII, Paragraph C of the Articles of Incorporation of the Economic Development Corporation of the Charter Township of Meridian (hereinafter "Corporation") and pursuant to [1974 PA 338 Public Act 338 of 1974 \(PA 338 of 1974\)](#), as amended, and shall be deemed to be subject thereto.

Section 1.2 Principal Office. The Corporation shall have its principal office at the location of the registered office, and it may also maintain offices at such other place or places as the Board of Directors may, from time to time, designate.

Section 1.3 Resident Agent. The resident agent shall be the person, who, from time to time, is designated by the Board of Directors.

Section 1.4 Fiscal Year. The fiscal year of the Corporation shall begin on the 1st day of January in each year and end on the 31st day of December in each year.

Section 1.5 Corporation Seal. The seal of the Corporation shall be in the form of two concentric circles and have inscribed thereon the name of the Corporation and the year "1981".

Section 1.6 Amendments. These Bylaws may be altered or amended or repealed by the affirmative vote of the majority of the directors present and voting at any meeting of the Board of Directors, but in no instance may such action be taken if less than a majority of the directors then in office, not including project directors, is present.

ARTICLE II.

DIRECTORS

Section 2.1 General Powers. The business and affairs of the Corporation shall be managed by its Board of Directors, except as otherwise provided by statute, by the Articles of Incorporation, or by these Bylaws. The number, tenure and qualifications of directors are provided for in the Articles of Incorporation.

Section 2.2 Project Directors. The Corporation shall notify the Township Supervisor in writing, upon designation of a project area, and there shall be appointed promptly after such notice two (2) additional directors of the Corporation who shall serve only in respect to that project, and shall be representatives of neighborhood residents or business interests likely to be affected by each such project proposed by the Corporation, and who shall cease to serve when the project for which they are appointed is either abandoned, or if undertaken, is completed in accordance with the project plan.

Section 2.3 Replacement and Vacancies. Subsequent directors shall be appointed in the same manner as the original directors at the expiration of each director's term of office. A director whose term of office has expired shall continue to hold office until his successor has been appointed by the Township supervisor, with the advice and consent of the Township Board. A director may be reappointed with the advice and consent of the township board to serve additional terms. If a vacancy is created by death, resignation, removal or operation of law, a successor shall be appointed with the advice and consent of the Township Board within thirty (30) days, to hold office for the remainder of the term of office so vacated.

Section 2.4 Removal. A director may be removed from office for cause, by a majority vote of the Township Board.

Section 2.5 Conflict of Interest. A director who has a direct interest in any matter before the Corporation shall disclose such interest prior to the Corporation taking any action with respect to the matter, which disclosure shall become a part of the record of the Corporation's official proceedings, and the interested director shall refrain from participation in the Corporation's proceedings relating to the matter.

ARTICLE III

MEETINGS

Section 3.1 Regular Meetings. The Board of Directors shall regularly meet ~~on the fourth (4th) Thursday of each month at 7:30 o'clock p.m.~~ according to an annual schedule of meeting dates and times at the Meridian Township Municipal building, unless otherwise noticed. The Secretary shall publish notice of the regular meetings at least once a year, or more often if so directed by the Board of Directors. Changes to the annual meeting schedule, including cancellations and location changes, shall be made public prior to the effected date, time, or location, in accordance with the eOpen Meetings Act, PA 267 of 1976, Section 5(4).

Section 3.2 Special Meetings. Additional meetings of the Board of Directors may be called by or at the request of the Township Supervisor or the Chairman of the Board or any four (4) directors.

Section 3.3 Notice. Notice of all meetings shall be given at least three (3) days previously thereto by written notice, delivered personally or mailed to each director at an address specified by the director. If mailed, such notice shall be deemed to be delivered when deposited in the United States Mails in a sealed envelope so addressed, with postage thereon fully prepaid. Any director at any meeting shall constitute a waiver of notice of such meeting.

Section 3.4 Public Notice; Open Meetings. Public notice of all regular and special meetings of the Board of Directors shall be given, as required by ~~1976-PA-267 Public Act 267 of 1976 (PA 267 of 1976)~~, as amended. All meetings of the Board of Directors shall be open to the public, except as provided by ~~1976-PA-267 PA 267 of 1976~~, as amended.

Section 3.5 Quorum and Majority. A majority of the members of the Board of Directors then in office, not including project directors, shall constitute a quorum for the transaction of business at any meeting of the Board of Directors. When a quorum is present, the concurring votes of a majority of those members present shall constitute the action of the Board of Directors, unless a larger number of votes is required by statute, the Articles of Incorporation, or these Bylaws. In the absence of a quorum, a majority of the directors present may adjourn any meetings from time to time until a quorum is present.

Section 3.6 Rules of Procedure. In all cases not provided by these Bylaws, the Board of Directors shall follow Robert's Rules of Order.

Section 3.7 Committees. The Board of Directors may, by resolution adopted by a majority of the members then in office, establish one or more committees, each committee to consist of two or more of the directors of the Corporation. The Chairman of the Board of Directors, with the advice and consent of a majority of the directors present at any meeting, may appoint the members of each committee so established. Each member appointed to a committee shall serve until replaced by action of the Chairman with the advice and consent of a majority of the directors present at any meeting.

Section 3.8 Participation by Communication Equipment. A member of the Board of Directors or of a committee designated by the Board may participate in a meeting by means of conference telephone or similar communication equipment, by which all persons participating in the meeting can hear each other. Participation in a meeting pursuant to this provision constitutes presence in person at the meeting.

ARTICLE IV

OFFICERS

Section 4.1 The officers of the Corporation shall consist of a chairman, vice-chairman, secretary, deputy secretary and treasurer, with powers and duties as provided by the Articles of Incorporation.

Section 4.2 Election and Term of Office. The officers of the Corporation shall be elected ~~by-~~ ~~annually~~ biennially at the regular meeting held in January of each even numbered year. If the election of officers shall not be held or made at such meeting, such election shall be held or made as soon thereafter as is convenient. Each officer so elected shall hold office for the term of which the officer is elected and until a successor is elected and qualified, or until resignation or removal.

Section 4.3 Vacancies. A vacancy in any office because of death, resignation, removal, disqualification, or otherwise, may be filled at any meeting of the Board of Directors for the expired portion of the term of such office.

Section 4.4 Removal. Any officer elected by the Board of Directors may be removed by the Board of Directors with or without cause whenever, in its judgment, the best interest of the Corporation will be served thereby.

ARTICLE V

CONTRACTS, LOANS, CHECKS, AND DEPOSITS

Section 5.1 Contracts. The Board of Directors may authorize any officer or officers, agent or agents to enter into any contract or execute and deliver any instrument in the name of and on behalf of the Corporation.

Section 5.2 Loans. No loan shall be contracted on behalf of the Corporation and no evidence of indebtedness shall be issued in its name unless authorized by resolution of the Board of Directors.

Section 5.3 Checks, Drafts, Etc. All checks, drafts or other orders for the payment of money, notes or other evidences of indebtedness issued in the name of the Corporation, shall be signed by such officer or officers, agent or agents of the Corporation, and in such manner as shall, from time to time, be determined by resolution of the Board of Directors.

Section 5.4 Deposits. All funds of the Corporation not otherwise employed shall be deposited from time to time to the credit of the Corporation in such banks, trust companies, or other depositories as the Board of Directors may select.

ARTICLE VI

INDEMNIFICATION

Section 6.1 Whenever any claim is made or any civil action is commenced against any officer or employee of the Corporation for injuries to person or property caused by the negligence of the officer, director or employee while in the course of employment and while acting within the scope of said authority, the Corporation may, but is not required to, pay for legal services and may compromise, pay or settle any claim or judgment, pursuant to [1964 PA 170 PA 170 of 1964](#), as amended.

Section 6.2 Reimbursement. Any indemnification under Section 6.1 shall be made by the Corporation only as authorized in a specific case upon a determination that indemnification of the employee, director or officer is proper in the circumstances because the employee, director or officer has met the applicable standard of conduct, as set forth in Section 6.1. Such determination shall be made in either of the following ways:

(a) By the Board of Directors by a majority vote of a quorum consisting of directors who were not parties to such action, suite or proceedings; or,

(b) If such quorum is not obtainable, or, even if obtainable, a quorum of disinterested directors so directs, supported by the recommendation of legal counsel in a written opinion.

Section 6.3 Insurance. The Board of Directors may, in the exercise of its direction, from time to time by resolution, purchase and maintain insurance on behalf of any person who is or was a director, officer, or employee of the Corporation, against any liability asserted against and incurred by a director, officer or employee of the Corporation in any such capacity or arising out of said status as such, whether or not the Corporation would have power to indemnify against such liability under Sections 6.1 and 6.2 of this Article.

ADOPTED:

YEAS: ~~13~~

NAYS: ~~0~~

STATE OF MICHIGAN)
) ss
COUNTY OF INGHAM)

I, the duly authorized and acting Secretary of the Economic Development Corporation of the Charter Township of Meridian, hereby certify that the foregoing Bylaws were ~~adopted~~ amended by the Board of Directors of the Economic Development Corporation of the Charter Township of Meridian on the ~~14th day of January, 1982~~ 2nd day of May, 2019.

Its Secretary

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To: EDC Board Members
From: Chris Buck, Economic Development Director
Date: 5.2.2019
Re: Haslett PICA Feasibility Study

Staff received confirmation from the MEDC that they will contribute up to \$25,000 for a predevelopment study of the Haslett commercial district spanning Marsh Road from just north of Lake Lansing Road to just south of Haslett Road and approximately a quarter mile east and west of Marsh Road. (see map below)

I spoke with Melissa Milton-Pung from the Michigan Municipal League to confirm the desired results of the study and she will recommend an appropriate and qualified consultant to perform the study within the next few weeks. I learned that these consultants specialize in specific disciplines and the idea of having a comprehensive study regarding the amount and type of housing needed, as well as commercial, office and food service options would require several different consultants which will drive the costs well above the \$25,000. As such, I've told her we were likely more interested in the absorption of commercial uses vs. housing, but that can be changed. We may have the housing information we need between the Master Plan study, work that the Haslett Village Square owners have recently done and information from the Greater Association of Realtors...all of whom have expressed a willingness to share their data.

