



Charter Township of Meridian
Brownfield Redevelopment Authority Nominating Committee
Township Municipal Building, 5151 Marsh Road, Okemos, MI 48864
Thursday, October 9, 2025– Minutes -DRAFT

Members

Present: Township Manager Tim Dempsey, Dave Ledebuhr, Jeff Theuer, Brandon Brooks and James Houthoofd

Members

Absent:

Others

Present: Neighborhoods & Economic Development Director Amber Clark, Executive Assistant Michelle Prinz, and MSU Student Intern Neha Jampana

1. CALL MEETING TO ORDER

Chair Theuer called the meeting to order at 9:00am.

2. APPROVAL OF AGENDA

MOTION BY MEMBER LEDEBUHR TO APPROVE THE AGENDA. SUPPORTED BY MEMBER HOUTHOOFD. MOTION PASSES 4-0.

3. APPROVAL OF MINUTES-September 11, 2025

MOTION BY MEMBER LEDEBUHR TO APPROVE THE AGENDA. SUPPORTED BY MEMBER HOUTHOOFD. MOTION PASSES 4-0.

4. FINANCIAL REPORT-August

Director Clark presented the August financials. The bank balance is \$238,082 and a balance of \$72,000 in the revolving fund. The August financial report was accepted.

5. PUBLIC REMARKS

None.

6. NEW BUSINESS

- a. Reimburse General Fund Legal Fees Fahey Legal Bill #32381 for \$840

Discussion was had about following up with the legal firm on the Village of Okemos Plan termination recommendations.

MOTION BY MEMBER LEDEBUHR TO APPROVE AND AUTHORIZE A REIMBURSEMENT TO THE TOWNSHIP'S GENERAL FUND FOR LEGAL FEES PAID TO FAHEY SCHULTZ, TO BE ISSUED FROM THE MERIDIAN TOWNSHIP BROWNFIELD REDEVELOPMENT AUTHORITY ADMINISTRATIVE FUNDS IN THE AMOUNT OF \$840.00. SUPPORTED BY MEMBER HOUTHOOFD. MOTION PASSED 4-0.

7. OLD BUSINESS

- a. Brownfield Administration Compensation Discussion

Director Clark reviewed a chart in the packet showing the 5% administration fees that are collected per project. The \$25,000 administration cost, approved at the previous meeting, is covered by the fees received from the Elevation project alone.

8. PROJECT UPDATES

- a. Submittal of Haslett Village Square BRA Plan

Director Clark announced that the Plan has been submitted to MSHDA in collaboration with Triterra. We should have a response from the State within 60 days.

9. PUBLIC REMARKS

None.

10. OTHER BOARD MEMBER COMMENTS

Manager Dempsey stated the Township Board approved the 2026 Budget at Tuesday's meeting. It includes a loss of constitutional revenue sharing of approximately \$125,000-\$150,000. In addition, the Township Board appointed Linda Burghardt as Treasurer at their last meeting.

11. ADJOURNMENT

Meeting adjourned at 9:21am.

Next meeting on November 13, 2025 at 9:00am in the Town Hall Room.