

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-October 11, 2018
 - B. Financial Report
 - C. Development Projects Update
 5. PUBLIC REMARKS
 6. OLD BUSINESS
 - A. Engaging Public Schools
 7. NEW BUSINESS
 - A. 2019 Goals
 - B. 2019 Officers
 - C. Resolution to Change Signature Cards on EDC Accounts
 - D. CADL Letter of Support for DDA TIF Plan
 - E. Planning Commission Vacancies
 8. TOWNSHIP REPORTS
 - A. Township Board
 - B. Township Manager
 - C. Planning Commission
 - D. Chair
 - E. Staff
 9. COMMUNITY REPORTS
 - A. Meridian Mall
 - B. Farmers Market
 - C. MABA
 10. OPEN DISCUSSION/BOARD COMMENTS
 11. PUBLIC REMARKS
 12. NEXT MEETING DATE
 - A. January 3, 2019, 7:30am
 13. 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 11, 2018– Minutes -DRAFT

Members

Present: Trustee Phil Deschaine, Mikhail Murshak, Jade Sims, Kimberly Thompson, Brenda Chapman, Shawn Dunham, Joel Conn, Adam Carlson, Township Manager Frank Walsh, David Ledebuhr, and Tom Conway

Members

Absent: None.

Others

Present: Treasurer Julie Brixie, Ex-Officio, Planning Commission Vice-Chair John Scott-Craig, Community Planning & Development Director Mark Kieselbach, Executive Assistant Michelle Prinz, Economic Development Director Chris Buck, Parks and Recreation Director LuAnn Maisner

1. CALL MEETING TO ORDER

Chair Sims called the meeting to order at 7:32 am and Member Carlson 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 TRUSTEE DESCHAIINE TO APPROVE THE AGENDA. SUPPORTED BY MEMBER MURSHAK. MOTION PASSES 11-0.

4. CONSENT AGENDA

- a. Development Projects Update
- b. Minutes-September 6, 2018
- c. Financial Report – handed out at the meeting, not in the published packet. Attached to minutes.

MOTION BY MEMBER CARLSON TO APPROVE THE CONSENT AGENDA. SUPPORTED BY MEMBER MURSHAK. MOTION PASSES 11-0.

5. PUBLIC REMARKS

None.

6. PRESENTATION

LuAnn Maisner, Parks and Recreation Director gave a presentation on the Farmers' Market relocation project-Marketplace on the Green.

7. OLD BUSINESS

a. Farmers' Market Funding

After the presentation, there was discussion about the EDC supporting the nearly \$1,000,000 project.

MOTION BY MEMBER MURSHAK TO APPROVE THE EXPENDITURE OF \$50,000 TO PROVIDE FUNDING FOR A DEFINED PORTION OF THE FARMERS' MARKET CONSTRUCTION. SUPPORTED BY MEMBER CONN.

Roll Call Vote: YEAS: Trustee Deschaine, Members Murshak, Sims, Thompson, Chapman, Conn, Carlson, Conway and Manager Walsh

NAYS:

OBSTAINED: Members Ledebuhr and Dunham due to their connections to the project.

Motion Carries 9-0 (2)

b. Engaging Public Schools

Jade and Chris will be scheduling a meeting with Okemos Schools. They will also be reaching out to Haslett Schools and Ingham Intermediate District.

c. Business Retention, Expansion and Attraction

Director Buck has identified 7 business districts in the Township and continues to work on a database for these businesses.

8. NEW BUSINESS

a. 2019 EDC Meeting Schedule

The EDC reviewed a draft resolution with the 2019 schedule.

MOTION BY MEMBER CONWAY TO APPROVE THE 2019 MEETING SCHEDULE RESOLUTION. SUPPORTED BY MEMBER CONN. MOTION PASSES 11-0.

9. TOWNSHIP REPORT

a. Township Board

- Looking at overlay districts for medical marijuana
- Working on citizen survey, zoning requests and Marsh Point land donation

b. Township Manager

- Deer management program has 79 hunters
- The absentee ballots were mailed with the wrong instructions
- Discussed a road millage and the current land preservation millage
- Brianne's sexual assault program is complete

c. Planning Commission

Planning Commission Vice-Chair John Scot-Craig provided a summary of recent Planning Commission activities.

d. Chair

- Chair Sims discussed the recent restaurant closures. The EDC discussed how does the Township compare to our neighbors regarding taxes. Director Buck will compile data on this and report back.

e. Staff

- Working on the DDA TIF Plan Update
- Director Buck attended the arts council placemaking conference
- RRC Certification ceremony will be held on 11/16/18 at 3:00pm at the Elevation
- Expiramac ribbon cutting took place

10. COMMUNITY REPORTS

a. Meridian Mall

- Launch Trampoline Park is scheduled to open around the holidays

b. Farmers' Market

None.

c. MABA

Member Conway reported that MABA is growing. MABA will be hosting a wine tasting fundraising event on 10/24 at 6:30pm at Dusty's Cellar to raise funds for the Joan Smith Memorial Fund that supports grants for continuing education.

11. OPEN DISCUSSION/BOARD COMMENTS

Member Conn reported he enjoyed the placemaking conference. He made a suggestion for Gil White to be a possible future presenter to the EDC.

14. PUBLIC REMARKS

None.

15. NEXT MEETING DATE

- November 1, 2018 at 7:30am at the Central Fire Station

16. ADJOURNMENT

Hearing no objection, Chair Sims adjourned the meeting at 9:02 am.

**MERIDIAN TOWNSHIP ECONOMIC DEVELOPMENT
CORPORATION**

Financial Statement
Prepared for November 1st Meeting
(Does Not Include October Activity)

Independent Bank	Total EDC Funds	\$22,840.62
	FARMER'S MARKET	\$50,000.00
	MARC Funds	<u>\$7,071.32</u>
	TOTAL	<u><u>\$79,911.94</u></u>

TRANSACTION ACTIVITY - Deposits

<u>Date</u>	<u>Deposit Type</u>	<u>Amount</u>
09/30/18	Interest	21.45

CHECKS WRITTEN Since Last Bank Statement

<u>Date</u>	<u>Ck.#</u>	<u>Amount</u>	<u>Paid to:</u>
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General Ledger = **\$79,911.94**



CHARTER TOWNSHIP OF MERIDIAN Development Projects Update

November 2018

Businesses Opened:

- **Capellini Salon**, Central Park Drive between Saddleback and Thai Princess **11.30.18**
- **Okemos Dental**, 1841 Newman Road. Dr. Carlton relocated and remodeled. **11.16.18**
- **Lucky's Steakhouse**, former Gilbert & Blakes – opened 9.2018
- **Woodworth Commercial**, commercial realtors at 4277 Okemos Road, Okemos 10.16.18
- **Family Doc Direct**, Medical Practice at 2289 Sower Blvd, Okemos 10.9.18
- **Experimac**, Apple product retailer, repair and used sales. Hannah Plaza 10.11.18

Ribbon Cuttings/Opening Dates Announced (some estimated):

- **VIP Nail Bar**, Okemos Crossing next to State Side Deli near Starbucks @ Okemos & Jolly
- **Launch Trampoline Park**, 30k sq. ft. in Meridian Mall. Plan to open by the holidays

Commercial use under construction

- **Soldans Pet Supply**, 2283 W. Grand River Ave. Relocation expected in December 2018
- **Portnoy and Tu dentist office**, 4,332 square foot dental office at 2476 Jolly Road.
- **Best Buy**, Shopping Center – exterior facelift, resizing spaces. Valued at \$770,000
- **Big Lots**, former Office Max space next to Best Buy
- **X-Golf**, 4950 Marsh, Indoor golf driving range in Target Shopping Center, use-by-right
- **Indian Restaurant**, 4760 Marsh (former McAllisters)
- **CPA/Attorney Office**, Carriage Hills Shopping Center, former credit union location
- **Diamond Nails**, Central Park Drive – former Hampton Jewelers

Residential or Long Term Construction/Phasing

- **Chamberlin Townhouses**, Marsh Road west of Lake Lansing – Townhomes under construction
- **Ingham County Medical Care Facility**, 64,000 square foot (48 room) addition at 3860 Dobie.
- **Marriot Courtyard**, 105 rooms at SW corner of Jolly Oak Road/Meridian Crossing Drive.
- **Elevation**, Jolly & Jolly Oak Roads, 350+ residential units
- **New Hope Church**, Saginaw Highway & Newton Roads

Approved/not yet commenced

- **Silverstone Estates**, 25 single family residential homes at Powell Road north of Grand River
- **Panera Bread**, Proposing to demo and rebuild BD Mongolian Grill. Drive-through proposed.

Under consideration

- **Copper Creek Condominiums**, 45 acres NE corner of Haslett & Van Atta. 102 residential lots.
- **O'Reilly Auto Parts**, former Paul Revere Tavern Site, 2703 Grand River. New site plan submitted
- **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
- **Hannah Farms East**, mixed use/student housing proposed at Eyde Pkwy ***dormant for now***

Renovations

- **Olive Garden**, Exterior remodel, complete interior makeover. Expected this fall.
- **Arby's**, at Okemos & Jolly, interior and exterior remodel. Completed 9.2018

Closings/Relocations

- **Tanin**, Relocating to Lansing in the fall.

2018 EDC Goals & Objectives

1. Support endeavors that foster entrepreneurship, start-ups and businesses of all sizes through volunteerism, advocacy and funding.
 - a. Develop drafts of the process, policies and application to administer the **Meridian Redevelopment Fund** and submit them to the Township Board for adoption.
 - b. Assist in the **Farmers Market/Mall development** where appropriate.
 - c. Engage with **school districts** to offer opportunities for students to engage in entrepreneurship, small business and/or economic development within the Township.

2. Work strategically to ensure Meridian Township is a great place to run a business.
 - a. Support efforts to attain **Redevelopment Ready Communities Certification** through the MEDC by advocating for revised policies and processes that ensure Meridian is Transparent, Consistent and Efficient when vetting new development projects.
 - b. Advocate for the **PICA vision** in the Master Plan to be fulfilled.
 - c. Help the planning division solicit feedback for the adoption of **Form Based Code, Overlay Zoning Districts and/or MUPUD** revisions to better streamline the development process.
 - d. Design and implement a **business attraction and retention program** to be carried out by staff.

3. Collaborate with other entities within the Township and in the Greater Lansing Region to ensure Meridian remains competitive and congruent with regional development initiatives.
 - a. **LEAP** – attend meetings, advocate for Meridian-focused attention.
 - b. **Tri-County Regional Planning Commission** – attend meetings,
 - i. Greater Lansing Regional Prosperity Initiative (GLRPI)
 - c. **MDOT/ICRD** - advocate for roadways that support our development plans
 - d. **MABA** – Attend meetings & maintain a supportive & collaborative relationship
 - e. **Boards & Commissions** – ensure the EDC doesn't operate in a "silo". Maintain a presence and knowledge of various Township initiatives and actions.

1. Support endeavors that foster entrepreneurship, start-ups and businesses of all sizes through volunteerism, advocacy and funding.
 - a. Assist in the **Farmers Market** project as needed.
 - b. Engage with **school districts** to offer opportunities for students to engage in entrepreneurship, small business and/or economic development within the Township.
2. Work strategically to ensure Meridian Township is a great place to run a business.
 - a. Implement a program to **highlight local businesses** and their success stories. Utilize video, social media, HOM TV to announce milestones, new products, changes in leadership, investment in community.
 - b. Vet platforms and support the implementation of an online data base of Meridian Township business. Utilize surveys, track interactions among other value added services to assist in **business retention and attraction** efforts.
 - c. Help the planning division solicit feedback for the adoption of **Form Based Code, Overlay Zoning Districts and/or MUPUD** revisions to better streamline the development process. Consider density, minimum dwelling unit size and unwanted/unneeded construction of new commercial spaces. Focus on infill.
3. Collaborate with other entities within the Township and in the Greater Lansing Region to ensure Meridian remains competitive and congruent with regional development initiatives.
 - a. Provide all the assistance possible to foster the redevelopment of our **PICA districts**
 - b. Collaborate with and advocate for the transformational redevelopment of the **Meridian Mall**
 - c. Advocate for **research** on benefits of **population growth** on our business community and subsequent **housing needs** for the Township to remain a competitive community of choice.
 - d. Attend meetings and maintain relationships with regional partners like **LEAP, Tri-County Regional Planning Commission, Greater Lansing Regional Prosperity Initiative (GLRPI), MDOT/ICRD, MABA, Lansing Regional Chamber, MEDC, SBDC and other Township Boards & Commissions**, among others.

RESOLUTION OF MERIDIAN ECONOMIC DEVELOPMENT CORPORATION (EDC)
AUTHORITY TO OPEN AN EDC ACCOUNT

At a regular meeting of the Meridian Economic Development Corporation, Ingham County, Michigan, held at the Meridian Municipal Building, in said Township on the 6th of December, 2018 at 7:30 a.m., Local Time.

PRESENT: _____

ABSENT: _____

The following resolution was offered by Board Member _____ and supported by _____.

RESOLVED, Independent, (“Bank”) is hereby designated a depository of Meridian Economic Development Corporation (MTEDC) and that funds deposited therein may be withdrawn upon checks or other instruments of MTEDC.

RESOLVED FURTHER, all checks, drafts, notes, withdrawals or orders drawn against said funds shall be signed by any two of the following: Phil Deschaine, Treasurer; Frank L. Walsh, Township Manager; Christopher Buck, MTEDC Staff Secretary and current MTEDC Chairperson Jade Sims.

RESOLVED FURTHER, Phil Deschaine, Treasurer, is authorized to make verbal telephone requests upon the Bank for the purchase of investments (by use of the Personal Identification Number assigned to him if required by the Bank) and in the case of his inability to exercise this function, any two of the following may issue written instructions to the Bank for the purchase of investments: Frank L. Walsh, Township Manager; Christopher Buck, MTEDC Staff Secretary and current MTEDC Chairperson Jade Sims.

RESOLVED FURTHER, the Bank is hereby authorized and directed to honor any withdrawals and to pay any checks and other instruments drawn against said funds, to the order of any two of the above named officials signing and/or countersigning such instruments.

RESOLVED FURTHER, the above designated officers are hereby authorized to execute, on behalf of the MTEDC, signature cards, or other documents, containing the rules and regulations of the Bank and the conditions under which deposits are accepted, and to agree on behalf of the MTEDC to those rules, regulations, and conditions as amended.

AUTHORIZED BY THE ABOVE RESOLUTIONS:

NAME and TITLE, SIGNATURE _____ FACSIMILE SIGNATURE (if used)

Phil Deschaine, Treasurer

Jade Sims, MTEDC Chairperson

Frank L. Walsh, Township Manager

Christopher Buck, EDC Staff Secretary

STATE OF MICHIGAN)
)ss
COUNTY OF INGHAM)

I, Brett Dreyfus, the duly qualified Township Clerk, Charter Township of Meridian, Ingham County, Michigan, DO HEREBY CERTIFY that the above name, title and signatures are the officers of the Meridian Economic Development Corporation

Brett Dreyfus, Township Clerk
Meridian Charter Township



To: EDC Board Members
From: Chris Buck, Economic Development Director
Date: 12.6.2018
Re: CADL Support for the DDA TIF Plan

The DDA Consultants and I have been meeting with the taxing jurisdictions to garner support for the updated DDA TIF plan. In short, they all have been legally notified of our actions to begin a new tax capture and they each have up to 60 days from our initial public hearing to “opt out” of our plan and allow what could have been captured by the DDA to continue to flow to them. At this point the Ingham County Board of Commissioners, CATA and the Capitol Regional International Airport have all voted to join us. We present to LCC on 12.17.18, and that meeting looks favorable based on interactions with select LCC staff and board members. CADL will be last on 12.19.18, and they have been unwilling to meet with us before our formal presentation on the 19th. Based on precedent and communication with other regional municipalities, we are concerned that CADL may elect to “opt out”.

We are asking for your help. We are hoping to have impactful people, like members of this board, write letters of support for the project that will be submitted as communications in their upcoming board meetings. We don’t want to write these letters for you. For maximum impact and sincerity we ask that you use your voice. Points you may want to include could be:

- Other development projects have failed because they each wanted to develop a small portion of one block. The way to fix this large contamination and infrastructure problem is one developer fixing the entire problem at once. We have that in this case.
- The DDA TIF plan proposed that, so long as the development project occurs, their base year of taxes will be increased by 2.14% annually to ensure they can meet their budgets. No organization that we’ve found uses an annual increase higher than 2%. Generally this is a no-risk deal for them.
- School taxes are not captured by this DDA TIF, so while your organization will get the annual base plus the 2.14% increase, the schools will receive a significant increase, and who doesn’t want to support the schools?
- We have overwhelming support from other organizations asked to join the same cause. Please be a part of the team that makes this project possible. Don’t be other only organization opposed.
- This target area is likely to be the new home for hundreds of residents – all less than one mile from the Okemos branch. Strengthening and growing the neighborhoods surrounding the library increases the opportunity to strengthen the branch’s community and engagement and reach, as well as grow the Friends of the Library in that area.
- There are opportunities through the DDA amendment, if approved, to partner to drive traffic to the library and make it more walkable from the library to downtown Okemos, as well as

Memo to EDC Board
December 6, 2018
Re: CADL Letters of support for DDA TIF plan
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placemaking, public art, parks improvements and other wayfinding projects that would directly benefit the Okemos library branch.

- This development project will not happen without the support of the taxing jurisdictions. It is speculated that if we miss this opportunity, the Okemos Village will remain blighted and contaminated for decades to come.
- If you have personally or professionally supported CADL, you may include something along the lines of “I’ve been there for you, I need you here for me and my community”.

To formally submit a letter to the board, please postal mail to:

Board of Trustees for Capital Area District Libraries
401 S. Capitol Ave
Lansing, MI 48933

Letters submitted by **December 7** may be included in board packets, which is preferred. Even after December 7, there is value in reaching out by postal mailing a letter before the December 19 meeting, or dropping a letter off. Any letters received will be read at the board meeting.

Thanks for your support!



To: EDC Board Members
From: Chris Buck, Economic Development Director
Date: 12.6.2018
Re: Planning Commissioner Vacancies

The Township Board received notification that Dante Ianni and Emily Stivers will be leaving the Planning Commission at year end resulting in two vacancies on an essential board. The Planning Commission is responsible for vetting virtually all development projects proposed in the Township and they recommend approval or denial to the Township Board.

To continue the mission of fulfilling the Master Plans call for strong development projects we need high quality people to serve on this critical board. I wanted to highlight this opportunity to the DDA, CIA and EDC board and encourage members to take a hard look at whether they are willing to request to serve on the Planning Commission.

The Planning Commission is “heavier lifting” than serving on your current board, but there is modest compensation involved and you would be serving the Township in a much more impactful way.

Below is a summary for meeting schedule, desired traits, compensation and the expected time commitment. Please review this information and let me, Mark Kieselbach or Peter Menser know if you have any questions or would like to serve.

- \$35 per meeting stipend
- Regular meetings are held on the second and fourth Monday of each month, with exceptions for holidays
- Regular meetings begin at 7:00 p.m. and generally run until approximately 9:00 p.m., however the length of each meeting depends on the number of items on the agenda
- Availability for some work sessions throughout the year
- Possession or availability of computer or tablet for reading of digital meeting packets (hard copy packets are not distributed)
- At-home meeting preparation is necessary, including reading of staff reports, application materials, and site plans
- General skills for a Planning Commissioner include:
 - Ability to analyze information
 - Excellent communication skills
 - General knowledge or understanding of community issues or ordinances
 - Fair minded and impartial