

# AGENDA

**FLINT TOWNSHIP ECONOMIC DEVELOPMENT CORPORATION REGULAR MEETING  
TUESDAY, AUGUST 8, 2017 4:30 PM  
1490 S. DYE RD, FLINT, MI 48532**

- 1) CALL MEETING TO ORDER
- 2) ADDITIONS/DELETIONS TO THE AGENDA
- 3) APPROVAL/CORRECTION OF MINUTES
  - A) Economic Development Corporation - Regular Meeting - Jul 11, 2017 4:30 PM
- 4) REPORTS
  - A) Coordinator Update
- 5) RESOLUTIONS
  - 1) Brownfield Redevelopment Authority By Laws
- 6) MEMBER COMMENT
- 7) PUBLIC COMMENT
- 8) ANNOUNCEMENTS
  - A) Next Meeting: September 12, 2017
- 9) ADJOURNMENT

**NOTE:** During "Public Comment" each person shall be acknowledged by the Chair before speaking, and shall give their name and home address and be allowed one (1) three (3) minute period to address the Board. Persons may address the Board on matters that are relevant to Township government issues. Please remember this is not a debate. If your comments require action by the Board, it will be addressed at the next meeting.

**REGULAR MEETING CHARTER TOWNSHIP OF FLINT ECONOMIC DEVELOPMENT CORPORATION  
TUESDAY, JULY 11, 2017 AT 4:30 PM**

***Pledge of Allegiance***

Attendee Name	Title	Status	Arrived
Karyn Miller	Supervisor	Present	4:45 PM
Lisa R. Anderson	Treasurer	Excused	
Carol Pfaff-Dahl	Trustee	Present	
Don Thompson	Chairman	Excused	
Enrique Rodriguez		Present	
John Koegel		Present	
Lawrence Ratliff	Vice Chairman	Present	
Grace Glass	Secretary	Present	
Edward Burns	Treasurer	Present	

**ADDITIONS/DELETIONS TO THE AGENDA**

None

**APPROVAL/CORRECTION OF MINUTES**

- A) Economic Development Corporation - Regular Meeting - Jun 14, 2017 4:30 PM

<b>RESULT:</b>	<b>ACCEPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Enrique Rodriguez
<b>SECONDER:</b>	Grace Glass, Secretary
<b>AYES:</b>	Pfaff-Dahl, Rodriguez, Koegel, Ratliff, Glass, Burns
<b>EXCUSED:</b>	Miller, Anderson, Thompson

**REPORTS**

- A) Miles McFee - Senior General Manager, Spinoso Real Estate Group, Genesee Valley Center

Miles McFee - Senior General Manager Genesee Valley Center, Spinoso Real Estate Group. Mr McFee presented information on the retail industry, current trends in purchasing, marketing and the future of retail. The trends of the retailers including right sizing and the revamping of locations every 5 to 7 years. Purchasing trends of the baby boomers lessen as they age. Millenials tend to be driven by mobil devices and social media, they value experience over possessions and this is changing the market. In the new economy all these factors have to be a part of planning.

H & M and Mo Pete's are new ventures that are coming soon to the Center. Genesee Valley Center is seeking out entertainment venues, medical and professional offices to integrate into the Center. Sears has given indication that the space they have will remain for at least the next 5 years.

Minutes Acceptance: Minutes of Jul 11, 2017 4:30 PM (Approval/Correction of Minutes)

Spinosa is investing \$900,000 over the next 3 years. They completed upgrades in the exterior lighting (\$86,000) last year and they are working on the interior lighting now.

They have a positive outlook and they are committed to the Genesee Valley Center.

L. Ratliff - When speaking of experiences, what about rounders or sky zones? M. McFee - This would take extensive refurbishing. We are looking at providing experiences and we are working with entertainment providers.

L. Ratliff - What are you planning on doing with the extensive parking areas? M. McFee - We are working on the Cinema 10 and out parcels now.

M. McFee explained that the Center is considered a primary market when advertising. They don't care wither way on the name change.

We can help them with economic and development information, when available. We could work with them to create an outline that can be updated from time to time.

**RESULT: COMPLETED**

**B) Atty William Shedd - DDA Presentation**

Atty. Wm. Shedd spoke to the Board on the projects that a DDA can participate in.

The DDA can help business owners and developers to develop business plans and aid in financing projects.

Projects by past DDA's include parking decks, buildings, streets, lighting projects, streetscapes, utilities, etc.

The DDA would aid in implementing and promoting projects, and interact with developers.

The ultimate goal is to create new taxpayers, create new tax base, and create a overall positive image of the area.

The DDA can be used to create project planning, furnish studies, rezoning, and permitting; creation of new facilities and rehabilitation.

**RESULT: COMPLETED**

**NEW BUSINESS**

**A) Accept the BRA Sub-Committee - ByLaws Report**

Larry Ratliff presented the By-Laws that were created by the sub-committee for review of the Board. Please review the documents and get any comments to Tracey before the next meeting.

**RESULT: APPROVED [UNANIMOUS]**  
**MOVER:** John Koegel  
**SECONDER:** Enrique Rodriguez  
**AYES:** Miller, Pfaff-Dahl, Rodriguez, Koegel, Ratliff, Glass, Burns  
**EXCUSED:** Anderson, Thompson

**MEMBER COMMENT**

**PUBLIC COMMENT**

**ANNOUNCEMENTS**

**A) Next Meeting: Tuesday, August 8, 2017**

The DDA sub-committee will meet at 3pm on Thursday, July 20, 2017 at the Township Hall.

**ADJOURNMENT**

Minutes Acceptance: Minutes of Jul 11, 2017 4:30 PM (Approval/Correction of Minutes)

**TO: ECONOMIC DEVELOPMENT CORPORATION**  
**FROM: TRACEY TUCKER, DEPUTY CLERK**  
**RE: BROWNFIELD REDEVELOPMENT AUTHORITY BY-LAWS**  
**DATE: 8 AUGUST 2017**

Attached you will find the By Laws as presented by the Brownfield Redevelopment Authority Subcommittee.

**CHARTER TOWNSHIP OF FLINT  
COUNTY OF GENESEE  
STATE OF MICHIGAN  
RESOLUTION**

**BROWNFIELD REDEVELOPMENT AUTHORITY BY LAWS**

**RESOLUTION**

**CHARTER TOWNSHIP OF FLINT  
BROWNFIELD REDEVELOPMENT AUTHORITY  
BYLAWS**

**ARTICLE I: Name and Address**

**Name:** The name of the Authority is the Charter Township of Flint Brownfield Redevelopment Authority (hereinafter referred to as the "Authority"). The address of the Authority is 1490 S. Dye Road, Flint, Michigan 48532.

**ARTICLE II: Directors**

- Section 1.     **General Powers.** The business and affairs of the Authority shall be managed by its Board, except as otherwise provided by statute or by these Bylaws.
- Section 2.     **Board of Directors.** The board of Directors (hereinafter referred to as the "Board") of the Authority shall consist of the members of the Charter Township of Flint Economic Development Corporation.
- Section 3.     **Terms, Replacement and Vacancies.** Of the initial members appointed, an equal number, or as near as practicable, shall be appointed for one year, two years, and three years. Thereafter, each member shall serve for a term of three years. Subsequent Directors shall be appointed in the same manner as original appointments 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/her successor has been appointed upon the approval of the Charter Township of Flint Board of Trustees. A Director may be reappointed upon the approval of the Charter Township of Flint Board of Trustees to serve additional terms. If a vacancy is created by death or resignation, a successor shall be appointed upon the approval of the Charter Township of Flint Board of Trustees within thirty (30) days to hold office for the remainder of the term of office so vacated.
- Section 4.     **Removal.** A Director may be removed from office for inefficiency, neglect of duty, or misconduct or malfeasance, by a majority vote of the Board. Three consecutive unexcused absences would constitute neglect of duty.

- Section 5. **Conflict of Interest.** A Director who has a direct interest in any matter before the Authority shall disclose his/her interest prior to any discussion of that matter by the Authority, said disclosure shall become a part of the record of the Authority's official proceedings. The interested Director shall further refrain from participation in the Authority's action relating to the matter. Each Director, upon taking office and annually thereafter, shall acknowledge in writing that they have read and agree to abide by this section.
- Section 6. **Meetings.** Meetings of the Board may be called by or at the request of the Chairperson of the Board or any two Directors. The meetings of the Board shall be public, and the appropriate notice of such meetings shall be provided to the public. The Board shall hold an annual meeting in the first calendar quarter of each year at which time officers of the Board shall be elected as provided in Article III, Section 2.
- Section 7. **Notice.** Notice of any meetings shall be given in accordance with the Open Meetings Act (Act No. 267 of the Public Acts of 1976).
- Section 8. **Quorum.** A majority of the members of the Directors then in office constitutes a quorum for the transaction of business at any meeting of the Board, provided, that a majority of the Board present may adjourn the meeting from time to time without further notice. The vote of the majority of the Directors present at a meeting at which a quorum is present constitutes the action of the Board, unless the vote of a larger number is required by statute or by these Bylaws. Amendment of the Bylaws by the Board requires the vote of not less than a majority of the members of the Board then in office.
- Section 9. **Participation by Communication Equipment.** A member of the Board or of a committee designated by the Board may participate in a meeting by means of conference telephone or similar communications equipment by means of which all persons participating in the meeting can hear each other. Participation in a meeting pursuant to this provision constitutes presence at the meeting.
- Section 10. **Committees.** The Board may, by resolution passed by a majority of the whole Board, designate one or more committees, each committee to consist of one or more of the Directors of the Authority. A committee, and each member thereof, shall serve at the pleasure of the Board. A committee so designated by the Board, to the extent provided in the resolution by the Board, may exercise all powers and authority of the Board in the management of the business and affairs of the Authority. However, they may not (a) recommend to members a dissolution of the Authority, or revocation of dissolution, (b) amend the Bylaws of the Authority, or (c) fill vacancies in the Board.

#### ARTICLE III: Officers

- Section 1. **Officers.** The officers of the Authority shall be elected by the Board and shall consist of a Chairperson, Vice Chairperson, Secretary and Treasurer. Two or more offices may be held by the same person, but an officer shall not execute, acknowledge, or verify an

instrument in more than one capacity if the instrument is required by law or Bylaws to be executed, acknowledged, or verified by two or more officers.

- Section 2. **Nomination, Election and Term of Office.** The officers of the Authority shall be elected by the Board at an annual meeting held during the 1<sup>st</sup> calendar quarter of each year. Candidates shall be nominated by a nominating committee composed of three members appointed by the Chairperson. The term of each office shall be for one (1) year. Each officer shall hold office until his/her successor is appointed. No person shall hold the same office for more than three successive terms.
- Section 3. **Vacancies.** A vacancy in any office because of death, resignation, removal, disqualification or otherwise, may be filled at any meeting of the Board for the unexpired portion of the terms of such office.
- Section 4. **Chairperson and Vice Chairperson.** The Chairperson shall be the chief executive officer of the Authority, but he or she may from time to time delegate all or any part of his/her duties to the Vice Chairperson. He or she, on in his/her absence, the Vice Chairperson, shall preside at all meetings of the Board, he or she shall have general and active management of the business of the Authority and shall perform all the duties of the office as provided by law or these Bylaws. He or she shall be ex-officio a member of all standing committees, and shall have the general powers and duties of supervision and management of the Authority.
- Section 5. **Secretary and Treasurer.** The Secretary and Treasurer shall attend all meetings of the Board. The Secretary shall review the record of all votes and the minutes of all proceedings and shall perform like duties for the standing committees when required. The Treasurer shall review all budgetary and financial records of the Authority. They shall further perform all duties of the office of Secretary and Treasurer as provided by law or these Bylaws. They shall be sworn to the faithful discharge of these duties.
- Section 6. **Delegation of Duties of Offices.** In the absence of any officer of the Authority, or for any other reason that the Board may deem sufficient, the Board may delegate, from time to time and for such time as it may deem appropriate, the powers or duties, or any of them, of such officer to any other officer, or to any Director, provided a majority of the Board then in office concurs therein.
- Section 7. **Executive Committee.** The Chairperson, Vice Chairperson, Secretary and Treasurer shall comprise the Executive Committee. The Executive Committee, may upon a majority vote, authorize the expenditure of up to \$1,000.00 for any expense listed as an eligible item for expenditure under the approved Authority funding guidelines. The Executive Committee must report any such expenditure to the Board at the next regularly scheduled Board meeting.

ARTICLE IV: Contracts, Loans, Checks and Deposits

- Section 1. Contracts. The Board 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 Authority, and such authority may be general or confined to specific instances.
- Section 2. Loans/Grants. No grant or loan shall be contracted on behalf of the Authority and no evidence of indebtedness shall be issued in its name unless authorized by a resolution of the Board and approved by the Charter Township of Flint Board of Trustees. Such authority may be general or confined to specific instances.
- Section 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 Authority, shall be signed by such officer or officers, agent or agents of the Authority and in such manner as shall from time to time be determined by resolution of the Board.
- Section 4. Deposits. All funds of the Authority not otherwise employed shall be deposited from time to time to the credit of the Authority in such banks, trust companies or other depositories as the Board may select.

#### ARTICLE V: Fiscal Year

The fiscal year of the Authority shall correspond at all times to the fiscal year of the Charter Township of Flint.

#### ARTICLE VI: Miscellaneous

- Section 1. Seal. The Board shall provide a corporate seal which shall be the official seal of the Authority.
- Section 2. Waiver of Notice. When the Board or any committee thereof may take action after notice to any person or after lapse of a prescribed period of time, the action may be taken without notice and without lapse of the period of time, if at any time before or after the action is completed the person entitled to notice or to participation in the action to be taken submits a signed waiver of such requirements.

#### ARTICLE VII: Amendments

These Bylaws may be altered, amended or repealed by the affirmative vote of a majority of the Board then in office at any regular or special meeting called for that purpose.

I HEREBY CERTIFY that the above Bylaws were adopted the \_\_\_\_ day of \_\_\_\_\_, 2017.

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Grace Glass, Secretary



**ADOPTED** this 8th day of August 2017.

**CHARTER TOWNSHIP OF FLINT**

BY: \_\_\_\_\_  
Karyn Miller, Supervisor

BY: \_\_\_\_\_  
Kathy Funk, Clerk

**CERTIFICATION**

I, Kathy Funk, the duly appointed Clerk of the Charter Township of Flint, do hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the Charter Township of Flint at a regular meeting held August 8, 2017, in compliance with the Open Meetings Act, Act No. 267 of the Public Acts of Michigan, 1976, as amended, the minutes of the meeting were kept and will be or have been made available as required by said Act.

**CHARTER TOWNSHIP OF FLINT**

By: \_\_\_\_\_  
Kathy Funk, Clerk