

**MINUTES  
REGULAR MEETING  
MICHIGAN INTERNATIONAL TECHNOLOGY CENTER  
REDEVELOPMENT AUTHORITY BOARD**

**DATE:** Wednesday, October 26, 2022  
**TIME:** 9:00 a.m.  
**PLACE:** Northville Township Hall

**1. Call to Order**

Chair Heise called the meeting to order at 9:03 a.m.

**2. Roll Call**

PRESENT: Chair Heise, Vice Chair Abbo, Secretary Heitman

ABSENT: Member Cerny and Member Vig

**3. Agenda**

Motion by Heitman to approve the Agenda, seconded by Abbo.

AYES: Heise, Abbo, and Heitman

NAYS: None

**Motion Approved**

**4. July 25, 2022 Meeting Minutes**

Motion by Abbo to approve the April 26, 2022 meeting minutes, seconded by Heitman.

AYES: Heise, Abbo, and Heitman

NAYS: None

**Motion Approved**

**5. Public Hearing – MITC 2023 Budget**

Motion by Abbo to open a public hearing on the MITC 2023 budget, seconded by Heitman.

AYES: Heise, Abbo, and Heitman

NAYS: None

**Motion Approved**

The public hearing was opened at 9:04 am.

Ms. Wendy Hillman presented a summary of the 2023 budget. Operating revenue will be derived from a HUD Community Project Grant of \$2,000,000, MDOT Transportation Grant of \$500,000, tax increment revenues (TIR) of approximately \$57,000, and township contributions of \$83,430, for administrative costs. Total projected expenditures will be \$2,583,400.

Chair Heise called for questions or comments. None were offered.

Motion by Abbo to close the public hearing on the MITC 2023 budget, seconded by Heitman.

AYES: Heise, Abbo, and Heitman

NAYS: None

**Motion Approved**

The public hearing was closed at 9:06 am.

## **6. New Business**

### **a. 3<sup>rd</sup> Quarter Financial Results**

Ms. Wendy Hillman provided the 3<sup>rd</sup> quarter 2023 financial report to the MITC board and presented a brief verbal summary of the results. Ms. Hillman also presented a summary of MITC's active grants and provided a grants summary handout.

Motion by Abbo to receive and file the MITC 3<sup>rd</sup> quarter 2022 financial report, seconded by Heitman.

AYES: Heise, Abbo, and Heitman

NAYS: None

**Motion Approved**

### **b. Approval of the 2023 MITC Budget**

Ms. Hillman presented an overview of MITC's proposed 2023 budget (attached).

Chair Heise called for questions or comments. None were offered.

Motion by Abbo to approve the 2023 MITC budget, seconded by Heitman.

AYES: Heise, Abbo, and Heitman

NAYS: None

**Motion Approved**

**c. Approval of the MITC Procurement Policy**

Ms. Hillman presented a summary of the proposed MITC policy for implementing procedures to maintain a procurement system of quality and integrity.

Motion by Abbo to approve the MITC Procurement Policy, seconded by Heitman.

AYES: Heise, Abbo, and Heitman

NAYS: None

**Motion Approved**

**d. Approval of the MITC Grants Policy**

Ms. Hillman presented a summary of the proposed MITC policy for pursuing grant opportunities and administering existing grants.

Motion by Abbo to approve the MITC Grants Policy, seconded by Heitman.

AYES: Heise, Abbo, and Heitman

NAYS: None

**Motion Approved**

**e. RFQ for Roadway Engineering Services – Five Mile Road between Ridge Road and Napier Road**

Mr. Gary Roberts requested approval to prepare and issue a Request for Qualifications (RFQ) for roadway engineering services to upgrade Five Mile Road between Ridge Road and Napier Road. Selection of an engineering firm will be based on best qualifications. The services will be funded by the existing MDOT Transportation Grant.

Motion by Abbo to approve the issuance of an RFQ for the Five Mile Road engineering services, seconded by Heitman.

AYES: Heise, Abbo, and Heitman

NAYS: None

**Motion Approved**

**f. Update on Brownfield Plans and Act 381 Work Plans**

Dr. James Harless reported that there has been no change in the Brownfield Plans or Act 381 Work Plans since the last meeting, except for some minor corrections of calculation errors in the Base Brownfield Plan Amendment #3 tax capture and reimbursement tables. The capture/reimbursement period for the Gun Range eligible activities remains the same.

Parcel 13 Brownfield Plan amendments for the proposed redevelopments of Parcels 7, 8, and 9 are expected soon. Dr. Harless stated he is awaiting the submission of

project and eligible activities/costs information from the developers. No developer eligible activities are expected for the redevelopment of Parcel 10.

Dr. Harless also reported that he has arranged a meeting between the MITC financial manager and staff and Mr. Nathan Voght, staff liaison for the Washtenaw County Brownfield Redevelopment Authority, to discuss procedures and methods for tracking, accounting, and distributing TIR.

## **7. Development Update**

### **a. Johnson Creek Improvements Update**

Mr. Roberts reported that the USEPA has awarded a \$5.1 million grant to implement the planned improvements to Johnson Creek. Construction is anticipated to begin in 2023. Discussion of a linear trail along the creek through the MITC Redevelopment Area and beyond ensued.

### **b. Road and Sewer Projects Engineering Update**

Mr. Roberts provided the following summaries of the status of MITC infrastructure improvement projects:

- Roadways - Engineering is complete for the reconstruction of Ridge Road between the Johnson Creek bridge and Halyard Drive and Five Mile Road between Beck Road and Ridge Road. This project is “shovel-ready” at a projected cost of approximately \$13 million. The next activity is procurement of engineering services for the portion of Five Mile Road between Ridge Road and Napier Road.
- Sanitary sewers – A sanitary sewer needs study has been completed. The extension of sanitary sewer service will be along the south side of Five Mile Road, with a primary lift station on MITC Parcel 11 and a secondary lift station serving MITC Parcel 10. Sewer stub lines will be extended to parcels provided sanitary sewer service from this system. Some parcels north of Five Mile Road will be provided sanitary sewer service from existing sanitary sewers in Northville Township.
- Potable water – Plymouth Township water service will be extended to an elevated water tank on Parcel 10. The developer will pay for construction and be reimbursed with TIR captured by MITC pursuant to the approved Parcel 13 Act 381 Work Plan. Northville Township will complete the water line loop along Ridge Road and provide service to MITC Parcels 6, 7, 8, and 9, also to be reimbursed with TIR captured by MITC.

### **c. Update on MITC Parcel Development**

Mr. Roberts provided the following updates on the redevelopment of MITC parcels:

- Parcels 2, 3, 4, and 5 - inquiry activity only.

- Parcel 6 – inquiry activity only.
- Parcels 7-8 – to be redeveloped for single family, attached and/or detached, residences; developer is in the zoning and site plan review process.
- Parcel 9 (western 25 acres) – under contract to be redeveloped by Northville Lumber Co.; developer is in the zoning and site plan review process.
- Parcel 9 (remainder) – developer interest has been expressed for 15 acres east of the Northville Lumber Co. parcel; a different developer has expressed interest in the eastern 20 acres of this parcel.
- Parcel 10 – under contract with Jones Development, which is in the due diligence period, with closing anticipated by the end of 2022 or early 2023; developer plans to initially construct a 670,000 sq. ft. building for distribution/light industrial tenants and then two 160,000 sq. ft. buildings; Plymouth Township will make MITC Parcel 10 an Industrial Development District (IDD).
- Parcel 11 – no recent activity; proposed for sanitary sewer lift station easement.
- Parcel 12 – still owned by Hillside Realty Investments; no recent activity.
- Parcel 13 – proposed redevelopment remains on hold.
- Parcel 14 – Brookwood Partners has received site plan approval and building permits for the first 270,000 sq. ft., multi-tenant, distribution/light manufacturing building along Ridge Road; developer plans to apply for IDD designation.
- Parcel 15 – the State Land Bank and REDICO are still negotiating a land sale.

**d. Update on DTE/ITC Substation Project**

A DTE representative reported that the company is working on securing right-of-way easements. Finalizing designs is on hold pending resolution of the easements issue.

An ITC representative reported that the company is in the site plan approval process for a new electric transmission line along Napier Road.

**e. Update on State of Michigan Funding Requests**

Mr. Chris Matus, Wayne County Director of Government Relations, introduced himself and provided a summary of the strategy for future contacts with legislators to seek funding, preferably grants, for MITC infrastructure improvements from current budget allocations. Conversations with the MEDC are also underway to encourage providing smaller grants to communities for MITC-like projects.

Chair Heise reported he is in discussions with Wayne County and federal representatives, including Congresswoman Dingell who was introduced at the meeting, about other funding options.

## **8. 2023 Meeting Schedule**

The Board established the following meeting schedule for 2023:

- January 17
- April 17
- July 17
- October 16

Meetings will be held at the Plymouth Township Hall unless otherwise announced.

## **9. Board Member Comments**

Mr. Heitman noted that trash dumping has recently occurred on MITC properties and reminded owners to properly secure their properties to prevent unauthorized access.

Chair Heise noted the need to have alternates available for absentee Board members to maintain a quorum at meetings. This issue will be addressed next year through amendments of the Interlocal Agreement and MITC Bylaws.

Chair Heise reported that CSX Railroad has repaired the grade crossing at Beck Road and noted that discussions with CSX are needed for the grade crossings in the MITC Redevelopment Area. MITC needs to pay the CSX engineering fee for the MITC grade crossings as part of the MITC roadway engineering work.

Chair Heise stated that in accordance with citizens' requests, GFL, current owner of the Arbor Hills landfill, should be approached to financially contribute to the Five Mile Road improvements, since trucks to the landfill are the largest users of that road.

## **10. Stakeholder and Public Comments**

There were no comments from stakeholders or the public.

## **11. Adjournment**

Motion to adjourn by Heitman, second by Abbo

AYES: Heise, Abbo, and Heitman

NAYS: None

**Motion Approved**

Meeting adjourned at 10:02 a.m.



Minutes approved on January 17, 2023.

James Harless, PhD, CHMM  
Recording Secretary