

# Memo

**To:** City Council  
**From:** Bryan Myrkle, Community Development Director  
**Date:** May 6, 2016  
**Re:** Development & Reimbursement Agreement – Spartan Motors

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As City Council members will remember, earlier this year the City of Charlotte approved an amendment to Spartan Motor's Brownfield Plan. This amendment was an important part of the incentive package that made Spartan's expansion here in Charlotte possible.

Elements of this plan also have to be approved at the state level, and will be considered at a meeting of the Michigan Strategic Fund Board on May 24. While details of the Brownfield Plan are clearly stated in the plan documents, the state also requires there to be a contract between Spartan and the City in which both parties agree to the terms of the plan. This agreement has to be in place before the state reviews and approves those elements of the plan it has authority over.

The agenda for the May 24 meeting closes on May 12. Therefore, the City and Spartan have been working to get this agreement finalized in time. City Attorney Hitch, and Attorney Tom Kivell of Spartan Motors collaborated on this contract, which is largely boilerplate language, and have agreed to the terms.

I am asking that the Council approve it under the Expedited Resolutions portion of the agenda on May 9, and that Mayor Lewis execute the agreement in time for its delivery to the State prior to May 12.

I am including a near-final version of the contract with the packet. There are a couple minor details that may change by the time of your meeting,

but if that is the case, we will present the revised language to you at the meeting.

Should you have any questions about this, please contact me.