
KALAMAZOO COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY

MEETING DATE: Thursday, February 26, 2015
PLACE OF MEETING: County Administration Building
201 West Kalamazoo Avenue, 207a
TIME: 4:00 pm

MINUTES

Present: Julie Rogers, Ken Peregon, Andy Wenzel, Joe Agostinelli, Anne Summerfield, Habib Mandwee, Christopher Carew, James Spurr, Tim Hudson, Travis Grimwood

Members Excused: Thell Woods

Kalamazoo Township: George Cochran

Staff: Lotta Jarnefelt, Rachael Grover

Consultant: David Stegink

Recording Secretary: Zeña Vos

Community: 2

1. Chair Agostinelli called the meeting to Order at 4:03 pm.
2. Members Excused: Thell Woods
3. Approval of the Agenda: **Peregon moved and Wenzel seconded the approval of the agenda. Motion Carried.**
4. Approval of Minutes: Agostinelli requested correction of name spelling in 7d.i. **Carew moved and Mandwee seconded the approval with spelling correction of January 22, 2015 minutes. Motion Carried.**
5. Citizens Comments: Connie Ferguson announced the Kalamazoo Environmental Council Legislative breakfast 7:30am, Monday, March 9, 2015 at the MLive Hub.
6. Consent Agenda – Invoices
 - a. Varnum: \$57.00 Corner @ Drake Expense
 - b. Varnum: \$85.50 Corner @ Drake Expense
 - c. CMS Eliza St. - #0799 – \$3,177.75 – MDEQ Grant/Loan App., Air Sampling/BEA
 - d. Clausing - #00849 - \$3,321.50 – Phase I and II ESA, BEA, Due Care
 - e. General Env. Review – WO#17 - \$300.00**Hudson moved and Spurr seconded the approval of item 6. Motion Carried.**
7. Financial Report and Administrative Expenses
 - a. **Discussion:** Fund 247 Year to date
 - b. **Discussion/Action:** BRA 2014 General Administrative Expenses
 - i. Percentage Allocation to TIF Sites
Grover explained spreadsheet that is included in the packet that had been discussed at the committee meeting. Chair asked staff to bring back the issue to the Committees for further discussion.
8. Discussion and/or Action Calendar
 - a. **Discussion/Action:** Corner @ Drake
 - i. Sign Update – Installation responsibility of Developer – timeline requested
The cost is absorbed by the developer. Aardema reported to staff that sign will be installed when weather permits.
 - b. **Discussion/Action:** 555 E. Eliza St.
 - i. MDEQ Grant/Loan Application
Jarnefelt received the draft application prepared by Envirologic Tech.

- ii. Kalamazoo County Board Resolution
Envirologic Tech provided the draft resolution which has been forwarded to the Administration – John Faul.

Jarnefelt is planning to submit the application after the March 17 County Board meeting.

Hudson moved and Peregon seconded to approve authorizing the staff to submit the application. Motion Carried.

c. **Discussion/Action:** Clausing

- i. Application Fee Waiver

Carew moved and Mandwee seconded the approval to waive the application fee for Jaime Clark’s application for BRA assistance for the Clausing site.

Mr. Clark already paid the application fee once during a previous attempt to purchase the property. **Motion Carried.**

d. **Discussion/Action:** 4460 Commercial Ave. Portage – ACCU-Mold

- i. Application and Reimbursement agreement signed; Fee paid

Agostinelli stated MEDC signed off on submitting the Act 381 Work plan and that MEDC will support it. ET prepared the Brownfield Plan.

Stegink stated the property had been determined to be functionally obsolete by the City of Portage. The assessor assessed it to be “over improved”. It is not an open space that would be conducive to modern manufacturing. It requires some demolition.

The eligible activities are limited to Phase I environmental site assessment funded by ACCU Mold. Estimated cost of \$125,000 in site and building demo. KCBRA’s cost of preparing the Brownfield Plan and the Act 381 Work plan is \$7,500.

City of Portage wants to limit the tax capture period to pay back eligible activities to 15 years and an additional 5 years for local site remediation revolving fund.

The full cost of demolition might not be fully reimbursed. Over 20 years, roughly \$5,000 a year in TIF, just over \$100,000 will be collected over the term of the plan, plus \$25,000 roughly going to the local site remediation fund.

Agostinelli stated the City of Portage with their new City Manger is looking at their economic development policies and their BRA, they may defer their BRA over to the County BRA.

Stegink noted that this is not a MDEQ site, they are limited what they can capture in the LSRRF. See table 5.

Agostinelli stated that ACCU Mold is a tribal owned business meaning they have access to programs at State level. The State also approved \$363,000 grant to fund equipment purchases for part of their expansion.

Peregon moved and Hudson seconded the approval of the Brownfield Plan prepared by Envirologic Technology. Motion Carried.

e. **Discussion/Action:** Vicksburg Mill

- i. Brownfield Plan in 2015 – Work Order needed?

Jarnefelt stated they had a nice meeting with Grover, Dave & Jeff at ET bringing Grover up to date on Vicksburg and other BRA issues

She stated that the part of the Vicksburg Mill that was owned by the Land Bank (the new part) has been sold to the developer. If the deal closes in 2015, the brownfield plan for the Mill should be in place by end of the year.

Agostinelli suggested discussing at committee.

f. **Discussion/Action:** Checker Motors

i. DEQ Site Assessment Grant Application and Cover letter

Stegink stated MDEQ does free BRA assessment activities on the behalf of local units of government. He has prepared a cover letter and the application packet for the Checker site to be part of this program.

There's no obligation by the County.

Cochran stated the owner submitted a plan for demolition with a timeline estimated at the end of May. The demolition is for removal of surface debris.

Carew moved and Spurr seconded the approval to submit the grant application. Motion Carried.

ii. Need to confirm site access

When the MDEQ is getting to schedule the Checker site job, they should contact the KCBRA who will connect them with the seller/buyer to secure access to site.

9. Staff Reports

a. Website updates

Grover continues to update website and adding the remaining BRA plans. Envirollogic submitted updated tables for KRESA TIF. Contact information is updated also.

b. EPA Brownfield Conference – Chicago – Mandwee and Carew plan to attend.
Make travel arrangements on your own; keep receipts for reimbursement

10. Committees - times dates and places

a. Land Bank Report– none

b. Project/Finance Committee–verbal report, meeting schedule Thursday, March 12th, 4:00pm

c. Executive Committee – verbal report, meeting schedule Friday, March 13th, 8:30 am

d. PR/Media Committee – Rogers wants to ask staff (and Stegink's) opinion regarding sending letter to different municipalities that have BRA again as it had been done previously in the past.

Agostinelli suggested maybe once the City of Portage finalized their collaborative agreement, they can use that as an example.

11. Other

Agostinelli stated 232 LLC Project that was approved in 2011 – the developer is close to having their financing finalized and getting ready to move forward. They are currently in default of their development agreement with the BRA which required starting the project within one year which did not happen. The developer and the KCBRA need to revisit the development agreement. Agostinelli asked the developer to be present at a KCBRA meeting to give update.

Jarnefelt gave brief history. At the time when the 232 LLC Brownfield Plan was approved, the City of Kalamazoo did not allow a new brownfield project with a client that already had two unfinished projects under construction in the City.

12. Board Member Comments

13. Adjournment at 5:07 P.M.

Next Meeting: 4th Thursday – March 26, 2015 at 4pm (room 207a, County Admin Bldg)