
KALAMAZOO COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY

MEETING DATE: Thursday, February 25, 2016
PLACE OF MEETING: County Administration Building
201 West Kalamazoo Avenue, Room 207a
TIME: 4:00 pm

MINUTES

Present: Ken Peregon, Andy Wenzel, Joe Agostinelli, Tim Hudson, Thell Woods, Habib Mandwee, Julie Rogers

Members Excused: Travis Grimwood, Douglas Milburn, Christopher Carew, James Spurr

Kalamazoo Township: None

Staff: Lotta Jarnefelt, Rachael Grover

Consultant: Jeff Hawkins

Recording Secretary: Zeña Vos

Community: 2

1. Chair Agostinelli called the meeting to Order at 4:04 p.m.
2. Members Excused: Travis Grimwood, Douglas Milburn, Christopher Carew, James Spurr
3. Approval of the Agenda: Agostinelli adds to agenda under Other: 12b New Project in Portage. **Hudson moved and Wenzel seconded the approval of the agenda as amended. Motion Carried.**
4. Approval of Minutes: **Woods moved and Peregon seconded the approval of January 21, 2016 minutes. Rogers abstained. Motion Carried.**
5. Citizens Comments: None
6. Discussion/Action Calendar
 - a. **Discussion/Action:** 400 S. 14th Street, Schoolcraft
 - i. Part I and Part II Application
Tom Dailey, President/owner of Metal Mechanics, and partner Jim Delisle presented Brownfield Application and project.
Metal Mechanics interested in new construction of a 30,000 sq ft. building with 30ft ceiling at this location which is the site of a former pressure treated wood company. Metal Mechanics builds a machine that has become popular with die casters that could be from 20 to 24 feet tall. The new building will enable them to assemble more at once. Currently they employ 23 people and could grow to 30 or higher within 3-4 years.

Building cost estimate around \$1.3 million. They would like to start ASAP but have not met with Village.

Rogers advised starting conversation with the local governmental unit ASAP.
Mandwee moved and Woods seconded the approval of the application subject to receipt of the application fee. Motion Carried.
 - ii. Envirologic Work Order # 25 to prepare Brownfield Plan
\$8,000 cost for Work Order for Brownfield Plan & 381 Work Plan. To include additional sampling would be an additional cost.

Agostinelli requested to keep the \$8,000 budget but revise the scope to include Due Care Plan and Data Review and remove Act 381 Work Plan for now.



Hawkins noted in the next meeting he will bring the revised Work Order. Amendment to Work Order to add additional cost for the Act 381 Work Plan will be brought to future meeting as needed.

Wenzel moved and Rogers seconded the approval of Work Order for Brownfield in the amount of \$8,000 as per requested revision to Scope of Services. Motion Carried.

Grover will reach out to the Village of Schoolcraft to inform them about the application.

7. Consent Agenda – Invoices

- a. **\$ 235.00** – Envirologic related to WO#17 - General Environmental Review

Rogers moved and Mandwee seconded the approval of Consent Agenda. Motion Carried.

8. Financial Reports

- a. **Discussion:** Fund 247 end of 2015

Grover explained spreadsheet. Money from Portage Road project had not carried over the \$679.61 for local and \$577 for State TIF. It is now included in the total.

State Brownfield fund for Portage Road for 2015, still do not know where to send the payment. MEDC responded that they are setting up the State Brownfield payment with MDEQ regarding where to send the money. For 2015, there is \$72.14 that needs to be sent to the State from the 3 mils of the State SET TIR collection.

Received a check from Kalamazoo Township for Winter 2015 taxes but housing millage was not included.

Grover in contact with Nancy Culp regarding Corner @ Drake 2015 TIF – still have not received Summer 2015 payment. Escrow account will be setup with Finance for TIF that is unavailable pending Michigan Tax Tribunal findings. Finance is in agreement with establishing an escrow account.

- b. **Discussion:** Reimbursement Analysis and TIF Statements

Color copies of Statements provided at the Executive Committee meeting and emailed to the Board.

Corner @ Drake 2015 interest has been added to Reimbursement Analysis sheet.

9. Discussion and/or Action Calendar

- a. **Discussion/Action:** 555 Eliza Street

- i. Envirologic Invoice related to WO#21 MDEQ Loan work: **\$363.75**

Hawkins noted ET still working on SVE design and staying current with the developer.

Wenzel moved and Peregon seconded the approval of invoice for WO# 21 in the amount of \$363.75. Motion Carried.

- b. **Discussion:** RAI Jets Draft Brownfield Plan

Agostinelli noted staff and Envirologic are still reviewing the Draft of the Plan, hope it will be ready next month.

- c. **Discussion/Action:** Zeigler Development Agreement

Agostinelli stated Midlink and Zeigler have come to an agreement on how much TIF Zeigler will receive for reimbursement at \$200,000.00. The draft was circulated for the 2nd Amendment to the Development Agreement with same language as General Mills & Midlink Amendment, which Midlink had already agreed to previously.

Chair Agostinelli called for a recess to discuss the EDC issue at this time.

Hudson moved and Wenzel seconded the approval of recess time. Motion Carried.

Recess KCBRA meeting at 4:50 p.m.

Chair Agostinelli Reconvened the BRA meeting @ 4:59 p.m.

10. Staff Report

- a. Kalamazoo Mortgage update – new assessment for 2016 base value; draft tables
Grover briefly explained table analysis. Requesting 15 year TIF reimbursement for developer and KCBRA plus 5 years for the LSRRF.
- b. 232 LLC updates – Act 381 Work Plan – have not received Plan to date.
- c. Checker Motors update – City has agreed to a split of the LSRRF with the KCBRA. The mechanics of how the LSRRF split will be administered needs to be determined.

11. Committees - times dates and places

- a. Land Bank Report – Update from January 22 and February 11 meetings. Paper City has entered into a Purchase Agreement with the Kalamazoo County Treasurer for the larger parcel at the Vicksburg Mill. Purchase agreement with Land Bank for the Land Bank Parcel has been extended.
- b. Project/Finance Committee –verbal report, next meeting Thursday, March 10th , 4:00pm
- c. Executive Committee – verbal report, next meeting Friday, March 11th , 8:30 am
- d. PR/Media Committee – no report.

12. Other

- a. Envirologic – Legislative Updates
Hawkins and Rogers provided updates on Dark Stores legislation and new draft legislation for MDEQ Loan and Grants.
- b. Agostinelli gave a summary of meeting regarding W.L. Molding site in Portage. Company is looking into options and the potential for MDEQ Grant/Loan. City of Portage, KCBRA staff, and Envirologic also attended meeting.

13. Board Member Comments

14. Adjournment – Meeting Adjourned at 5:17 pm

Next Meeting: 4th Thursday – March 24, 2016 at 4pm (room 207a, County Admin Bldg)

PLEASE CALL 384-8112 OR EMAIL RAGROV@KALCOUNTY.COM

IF YOU ARE UNABLE TO ATTEND THE MEETING
