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**KALAMAZOO COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY**

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**MEETING DATE:** Thursday, August 27, 2015  
**PLACE OF MEETING:** County Administration Building  
201 West Kalamazoo Avenue, Room 207a  
**TIME:** 4:00 pm

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**MINUTES**

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**Present:** Andy Wenzel, Joe Agostinelli, Travis Grimwood, Habib Mandwee, Anne Summerfield, Christopher Carew, Ken Peregón, Julie Rogers (arrived later due to County Budget discussions)

**Members Excused:** Spurr, Hudson, Woods

**Kalamazoo Township:** George Cochran

**Staff:** Rachael Grover, Lotta Jarnefelt (late due to County Budget discussions)

**Consultant:** Jeff Hawkins

**Recording Secretary:** Rachael Grover, Lauren Patterson

**Community:** 3

1. Chair Agostinelli called the meeting to Order at 4:07 p.m.
2. Members Excused: Spurr, Hudson, Woods, Rogers (arrived later)
3. Approval of the agenda: **Motion to approve agenda Summerfield, support from Peregón. Motion adopted.**
4. Approval of Minutes: BRA Minutes of July 23, 2015. **Peregón moved and Summerfield seconded the approval of July 23, 2015 minutes. Motion carried.**
5. Citizens Comments: None
6. Consent Agenda – Invoices
  - a. **\$175.00** – Envirologic WO#17 General Environmental Review  
**Wenzel moved and Mandwee seconded approval of Consent Agenda. Motion carried.**
7. Financial Report
  - a. **Discussion:** Fund 247 Year to date
8. Discussion and/or Action Calendar
  - a. **Discussion/Action:** Corner @ Drake
    - i. Invoices submitted for reimbursement of Brownfield eligible expenses – Total request from AVB of \$331,506.76.  
**Grimwood motioned to approve the reimbursement request submitted by AVB for Brownfield eligible expenses, subject to the receipt of Tax Increment Revenue. Wenzel seconded motion. Motion adopted.**
  - b. **Discussion/Action:** Annual TIF report to MEDC  
Do not need to report the Corner @ Drake or Eliza St. plans for 2014 because we did not start receiving TIF for those sites in 2014.  
Staff will follow through with Comstock Township regarding Midlink Renaissance Zone.  
**Carew motioned to authorize staff submittal of annual TIF report to MEDC. Motion supported by Mandwee. Motion carried.**
  - c. **Discussion/Action:** 555 E. Eliza St. (Rogers arrived for this discussion)
    - i. Letter of Credit Documents – Still working with Southern Michigan Bank & Trust regarding requested changes.

- ii. Insurance update - the KCBRA was not covered under the County's liability coverage. County legal counsel has submitted the KCBRA as an addition to the County's coverage.
  - iii. September 1, 2015 Board of Commission Agenda – has been delayed until September 15<sup>th</sup> BOC meeting.
  - iv. KCBRA Brownfield Plan reimbursement review/comparison - before and after tax appeal tabled for discussion in committee.
- d. **Discussion:** Checker Motors Site update. Brownfield application submitted by Graphic Packaging. No reimbursement agreement at this time. Company plans to do a substantial amount of cleanup with a potential project a possibility for a later date. Presentation to committees in September.
- The KCBRA funded the Site Assessment Grant application (Envirologic prepared) to MDEQ for this site and that could be an eligible expense for reimbursement to the KCBRA.
- e. **Discussion:** 9008 Portage Road – Staff will prepare a letter to City of Portage regarding KCBRA will not be submitting an Act 381 Work Plan.
9. Staff Reports:
- a. Two Board member terms expiring October 31, 2015 – Carew and Mandwee. KCBRA Board can make a recommendation for renewal at September meeting. The members will be contacted for interviews by the Kalamazoo County Administration. The Appointments Committee from the County Board of Commissioners will conduct interviews.
10. Committees - times dates and places
- a. Land Bank Report – Extension provided to potential buyer of Vicksburg Mill on purchase of Land Bank property. Developer/purchaser making payments to extend the option to purchase.
  - b. Project/Finance Committee–verbal report, meeting Thursday, September 10<sup>th</sup> , 4:00pm
  - c. Executive Committee – verbal report, meeting schedule Friday, September 11<sup>th</sup> , 8:30 am
  - d. PR/Media Committee –
11. Other –
- Agostinelli discussed the meeting he and Hawkins attended with MDEQ Director Dan Wyant  
Staff requested delay for Lunch and Learn outreach until Spring
12. Board Member Comments
- Agostinelli meeting with potential party interested in Midlink property.
13. Adjournment at 4:51 p.m.

**Next Meeting: 4<sup>th</sup> Thursday – August 27, 2015 at 4pm (room 207a, County Admin Bldg)**

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

IF YOU ARE UNABLE TO ATTEND THE MEETING

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