
KALAMAZOO COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY

MEETING DATE: Thursday, May 23, 2013
PLACE OF MEETING: County Administration Building
201 West Kalamazoo Avenue, 207a
TIME: 4:00 pm

AGENDA

1. Call to Order ~ 4:00 pm
2. Members Excused
3. Approval of the Agenda
4. Approval of Minutes: BRA Minutes of April 25, 2013
5. Citizens Comments (4 minutes each / Please state name and address)
6. Consent Calendar
 - a. None
7. Discussion and/or Action Calendar
 - a. **Discussion/Action** – 306 N Grand
 - i. Update from Envirologic on Phase I and DEQ file review progress
 - ii. Demolition planning meeting on July 9
 - b. **Discussion** – Midlink TIF Projection
 - i. Midlink TIF Projections
 - c. **Discussion/Action** – 2014 Budget
 - i. Discuss, amend, and approve 2014 Budget
 - d. **Discussion** - Center for Transformation Application
 - i. Requesting funds for site assessment and BEA
8. Staff Reports
 - a. None
9. Committees - times dates and places
 - a. Land Bank Report–
 - b. Project/Finance Committee– verbal report, meeting schedule Thursday, June 13th, 4:00 pm
 - c. Executive Committee – verbal report, meeting schedule Friday, June 14th, 8:00 am
 - d. PR/Media Committee –
 - e. Policy Subcommittee – verbal report, meeting schedule Thursday, June 13th, 3:00 pm
10. Other –
11. Board Member Comments
12. Adjournment

Next Meeting: 4th Thursday – June 27, 2013 at 4 pm (room 207a, County Admin Bldg)

PLEASE CALL 384-8112 OR EMAIL LAADAM@KALCOUNTY.COM
IF YOU ARE UNABLE TO ATTEND THE MEETING

KALAMAZOO COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY

MEETING DATE: Thursday, April 25, 2013
PLACE OF MEETING: County Administration Building
201 West Kalamazoo Avenue, 207a
TIME: 4:00 pm

Minutes

Present: Joe Agostinelli, Clare Annen, Christopher Carew, Tim Hudson, Ken Peregon, Julie Rogers, Anne Summerfield, Thell Woods, Travis Grimwood, Matt Van Dyk

Members Excused: Andy Wenzel

Kalamazoo Township: None

Staff: Lee Adams, Lotta Jarnefelt

Consultant: Jeff Hawkins

Recording Secretary: Zeña Vos

Community: none

1. Chair Agostinelli called the meeting to Order at 4:01 pm.
 2. Members Excused: Andy Wenzel
 3. Approval of the Agenda: Item 7c was tabled until more information is provided. **Summerfield moved and Hudson seconded the approval of the agenda as amended. Motion Carried.**
 4. Approval of Minutes: Correction in 7B3 – a board member requested that the minutes enumerate the total amount authorized for 306 N Grand Work Order #1. **Van Dyk moved and Hudson seconded the approval of March 28, 2013 minutes as amended. Motion Carried.**
 5. Citizens Comments: None
 6. Consent Calendar
 - a. Authorize payment of the 1st Quarter Staff Expenses \$306.72
Jarnefelt – staff will more accurately account for time devoted to BRA related activities. Accordingly, staff expenses will increase in the future.
 - b. Authorize disbursement of Midlink Reimbursement Check - \$1,294.90
This check is for the amount of the Winter Tax collection over the amount owed to the BRA. The BRA is now fully reimbursed; the BRA will continue to collect administrative expenses on a yearly basis. The funds sent to Midlink are applied to interest accrued only. **Van Dyk moved and Peregon seconded the approval of the Consent Calendar. Motion Carried.**
 7. Discussion and/or Action Calendar
 - a. **Discussion/Action** – 306 N Grand
 - i. Approval of Agreement
Adams stated that all parties have signed the agreement and Envirollogic was instructed to begin conducting the Phase I ESA and DEQ file review.
Hawkins commented that the Phase I was initiated and should be completed in three or four weeks. Hawkins will provide an update at the next meeting.
 - b. **Discussion** – Policy Subcommittee
 - i. The chair gave a brief background of the reasons for creating the subcommittee.
-

Carew, Grimwood, Hudson and Agostinelli volunteered for the committee. Hawkins offered to help as well.

Adams will work the volunteers to schedule a meeting time.

8. Staff Reports

a. Annual Budget Timeline

Adams noted that staff will start working on the annual BRA budget and should have a preliminary budget soon.

Jarnefelt commented that the budget will be similar to last year.

b. Planning Department/BRA Annual Report

The Planning Department will not present the annual report to the County Board, but will instead submit a written report. The BRA is included as part of the annual report. Staff will submit the written report in a couple of weeks.

9. Committees - times dates and places

a. Land Bank Report–

Woods – The Land Bank received a historical preservation award for the house they rebuilt on Rose Street in the Vine Neighborhood. There is an open house tomorrow at 3:00 p.m. if anyone is interested in seeing it. Also they sold all the north side houses and only three houses are left in the Market Place development. They are starting to construct a house on North Burdick Street.

b. Project/Finance Committee – verbal report/meeting schedule Thursday, April 9th, 4:00 pm

c. Executive Committee – verbal report/meeting schedule Friday, April 10th, 8:00 am

d. PR/Media Committee – none

10. Other – none

11. Board Member Comments

Van Dyk informed the members that he is resigning from the BRA/EDC Board due to his demanding schedule. One of his associates at his firm is interested in replacing him on the board. He will direct the associate to contact Adams about the board position. He noted the he will stay until the replacement is seated. He remarked that his time on the board was a great experience.

The Chair, on the behalf of the board, thanked Mr Van Dyk for his many year of service. Staff will formally thank him.

Agostinelli commented that he will present at the Michigan Community Conference next week in Lansing. It was previously named the Affordable Housing Conference.

12. Adjournment at 4:18 p.m.

Next Meeting: 4th Thursday – May 23, 2013 at 4 pm (room 207a, County Admin Bldg)

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		2014 - 75% Ren Zone				2015 - 50% Ren Zone			
		SCHOOL TAXES		NON SCHOOL TAXES		SCHOOL TAXES		NON SCHOOL TAXES	
<i>PARCEL #</i>	<i>Increment from 2008</i>	School Mills	Tax Inc Revenue	Non School Mills	Tax Inc Revenue	School Mills	Tax Inc Revenue	Non School Mills	Tax Inc Revenue
Non-RZ Total	2,345,891.00	24.00	\$ 53,819.26	15.3531	\$ 36,016.70	24.00	\$ 53,819.26	15.3531	\$ 36,016.70
Ren Zone									
31-102-041	171,700.00	6.00	\$ 1,030.20	3.838275	\$ 659.03	12.00	\$ 2,060.40	7.67655	\$ 1,318.06
31-102-044	94.00	6.00	\$ 0.56	3.838275	\$ 0.36	12.00	\$ 1.13	7.67655	\$ 0.72
31-102-047	126,941.00	East Midlink Building (north end)				East Midlink Building (north end)			
31-102-048	1,085,714.00	East Midlink Building (Kaiser Aluminum)				East Midlink Building (Kaiser Aluminum)			
31-104-001	1,621.00	6.00	\$ 9.73	3.838275	\$ 6.22	12.00	\$ 19.45	7.67655	\$ 12.44
31-104-002	762.00	6.00	\$ 4.57	3.838275	\$ 2.92	12.00	\$ 9.14	7.67655	\$ 5.85
31-104-017	1,527.00	6.00	\$ 9.16	3.838275	\$ 5.86	12.00	\$ 18.32	7.67655	\$ 11.72
31-104-018	1,527.00	6.00	\$ 9.16	3.838275	\$ 5.86	12.00	\$ 18.32	7.67655	\$ 11.72
31-104-019	1,527.00	6.00	\$ 9.16	3.838275	\$ 5.86	12.00	\$ 18.32	7.67655	\$ 11.72
31-104-031	25,734.00	6.00	\$ 154.40	3.838275	\$ 98.77	12.00	\$ 308.81	7.67655	\$ 197.55
31-104-041	1,440,846.00	6.00	\$ 8,645.08	3.838275	\$ 5,530.36	12.00	\$ 17,290.15	7.67655	\$ 11,060.73
31-104-081	2,045.00	6.00	\$ 12.27	3.838275	\$ 7.85	12.00	\$ 24.54	7.67655	\$ 15.70
90-200-295	46,897.00	Personal Property - Kaiser Aluminum				Personal Property - Kaiser Aluminum			
90-700-175	-17,775.00	6.00	\$ -	3.838275	\$ -	12.00	\$ -	7.67655	\$ -
90-994-005	-3,962.00	6.00	\$ -	3.838275	\$ -	12.00	\$ -	7.67655	\$ -
90-994-010	97,960.00	6.00	\$ 587.76	3.838275	\$ 376.00	12.00	\$ 1,175.52	7.67655	\$ 751.99
90-994-025	-3,900.00	6.00	\$ -	3.838275	\$ -	12.00	\$ -	7.67655	\$ -
90-994-026	-12,398.00	6.00	\$ -	3.838275	\$ -	12.00	\$ -	7.67655	\$ -
90-994-027	3,310.00	6.00	\$ 19.86	3.838275	\$ 12.70	12.00	\$ 39.72	7.67655	\$ 25.41
90-994-029	11,256.00	6.00	\$ 67.54	3.838275	\$ 43.20	12.00	\$ 135.07	7.67655	\$ 86.41
90-994-030	-4,350.00	6.00	\$ -	3.838275	\$ -	12.00	\$ -	7.67655	\$ -
90-994-035	153,149.00	6.00	\$ 918.89	3.838275	\$ 587.83	12.00	\$ 1,837.79	7.67655	\$ 1,175.66
90-994-036	32,615,974.00	Personal Property - Kaiser Aluminum				Personal Property - Kaiser Aluminum			
90-994-040	148,655.00	6.00	\$ 891.93	3.838275	\$ 570.58	12.00	\$ 1,783.86	7.67655	\$ 1,141.16
90-994-047	7,244.00	6.00	\$ 43.46	3.838275	\$ 27.80	12.00	\$ 86.93	7.67655	\$ 55.61
90-994-048	18,053.00	6.00	\$ 108.32	3.838275	\$ 69.29	12.00	\$ 216.64	7.67655	\$ 138.58
90-994-049	151,792.00	6.00	\$ 910.75	3.838275	\$ 582.62	12.00	\$ 1,821.50	7.67655	\$ 1,165.24
90-994-050	164,247.00	6.00	\$ 985.48	3.838275	\$ 630.43	12.00	\$ 1,970.96	7.67655	\$ 1,260.85
90-994-052	483,303.00	Personal Property - Kaiser Aluminum				Personal Property - Kaiser Aluminum			
90-994-053	810.00	6.00	\$ 4.86	3.838275	\$ 3.11	12.00	\$ 9.72	7.67655	\$ 6.22
90-994-054	3,342,357.00	6.00	\$ 20,054.14	3.838275	\$ 12,828.89	12.00	\$ 40,108.28	7.67655	\$ 25,657.77
90-994-055	176,336.00	6.00	\$ 1,058.02	3.838275	\$ 676.83	12.00	\$ 2,116.03	7.67655	\$ 1,353.65
91-000-463	2,598,298.00	6.00	\$ 15,589.79	3.838275	\$ 9,972.98	12.00	\$ 31,179.58	7.67655	\$ 19,945.96
RZ Total	8,478,465.00	RZ School Total	\$ 51,125.10	Non-Sch RZ Total	\$ 32,705.37	Sch RZ Total	\$ 102,250.20	Non-Sch RZ Total	\$ 65,410.73
All Total	10,824,356.00	All School Total	\$ 104,944.36	All Non-Sch Total	\$ 68,722.06	All Sch Total	\$ 156,069.46	All Non-Sch Total	\$ 101,427.43
		RZ Total	\$ 83,830.47	2014 Total	\$ 173,666.42	RZ Total	\$ 167,660.93	2015 Total	\$ 257,496.89

2016 - 25% Ren Zone				2017 - 0% Ren Zone			
SCHOOL TAXES		NON SCHOOL TAXES		SCHOOL TAXES		NON SCHOOL TAXES	
School Mills	Tax Inc Revenue	Non School Mills	Tax Inc Revenue	School Mills	Tax Inc Revenue	Non School Mills	Tax Inc Revenue
24.00	\$ 53,819.26	15.3531	\$ 36,016.70	24.00	\$ 53,819.26	15.3531	\$ 36,016.70
18.00	\$ 3,090.60	11.514825	\$ 1,977.10	24.00	\$ 4,120.80	15.3531	\$ 2,636.13
18.00	\$ 1.69	11.514825	\$ 1.08	24.00	\$ 2.26	15.3531	\$ 1.44
East Midlink Building (north end)				East Midlink Building (north end)			
East Midlink Building (Kaiser Aluminum)				East Midlink Building (Kaiser Aluminum)			
18.00	\$ 29.18	11.514825	\$ 18.67	24.00	\$ 38.90	15.3531	\$ 24.89
18.00	\$ 13.72	11.514825	\$ 8.77	24.00	\$ 18.29	15.3531	\$ 11.70
18.00	\$ 27.49	11.514825	\$ 17.58	24.00	\$ 36.65	15.3531	\$ 23.44
18.00	\$ 27.49	11.514825	\$ 17.58	24.00	\$ 36.65	15.3531	\$ 23.44
18.00	\$ 27.49	11.514825	\$ 17.58	24.00	\$ 36.65	15.3531	\$ 23.44
18.00	\$ 463.21	11.514825	\$ 296.32	24.00	\$ 617.62	15.3531	\$ 395.10
18.00	\$ 25,935.23	11.514825	\$ 16,591.09	24.00	\$ 34,580.30	15.3531	\$ 22,121.45
18.00	\$ 36.81	11.514825	\$ 23.55	24.00	\$ 49.08	15.3531	\$ 31.40
Personal Property - Kaiser Aluminum				Personal Property - Kaiser Aluminum			
18.00	\$ -	11.514825	\$ -	24.00	\$ -	15.3531	\$ -
18.00	\$ -	11.514825	\$ -	24.00	\$ -	15.3531	\$ -
18.00	\$ 1,763.28	11.514825	\$ 1,127.99	24.00	\$ 2,351.04	15.3531	\$ 1,503.99
18.00	\$ -	11.514825	\$ -	24.00	\$ -	15.3531	\$ -
18.00	\$ -	11.514825	\$ -	24.00	\$ -	15.3531	\$ -
18.00	\$ 59.58	11.514825	\$ 38.11	24.00	\$ 79.44	15.3531	\$ 50.82
18.00	\$ 202.61	11.514825	\$ 129.61	24.00	\$ 270.14	15.3531	\$ 172.81
18.00	\$ -	11.514825	\$ -	24.00	\$ -	15.3531	\$ -
18.00	\$ 2,756.68	11.514825	\$ 1,763.48	24.00	\$ 3,675.58	15.3531	\$ 2,351.31
Personal Property - Kaiser Aluminum				Personal Property - Kaiser Aluminum			
18.00	\$ 2,675.79	11.514825	\$ 1,711.74	24.00	\$ 3,567.72	15.3531	\$ 2,282.32
18.00	\$ 130.39	11.514825	\$ 83.41	24.00	\$ 173.86	15.3531	\$ 111.22
18.00	\$ 324.95	11.514825	\$ 207.88	24.00	\$ 433.27	15.3531	\$ 277.17
18.00	\$ 2,732.26	11.514825	\$ 1,747.86	24.00	\$ 3,643.01	15.3531	\$ 2,330.48
18.00	\$ 2,956.45	11.514825	\$ 1,891.28	24.00	\$ 3,941.93	15.3531	\$ 2,521.70
Personal Property - Kaiser Aluminum				Personal Property - Kaiser Aluminum			
18.00	\$ 14.58	11.514825	\$ 9.33	24.00	\$ 19.44	15.3531	\$ 12.44
18.00	\$ 60,162.43	11.514825	\$ 38,486.66	24.00	\$ 80,216.57	15.3531	\$ 51,315.54
18.00	\$ 3,174.05	11.514825	\$ 2,030.48	24.00	\$ 4,232.06	15.3531	\$ 2,707.30
18.00	\$ 46,769.36	11.514825	\$ 29,918.95	24.00	\$ 62,359.15	15.3531	\$ 39,891.93
Sch RZ Total	\$ 153,375.30	Non-Sch RZ Total	\$ 98,116.10	Sch RZ Total	\$ 204,500.40	Non-Sch RZ Total	\$ 130,821.46
All Sch Total	\$ 207,194.56	All Non-Sch Total	\$ 134,132.80	All Sch Total	\$ 258,319.66	All Non-Sch Total	\$ 166,838.16
<i>RZ Total</i>	<i>\$ 251,491.40</i>	2016 Total	\$ 341,327.35	<i>RZ Total</i>	<i>\$ 335,321.86</i>	2017 Total	\$ 425,157.82

West Midlink Building

2013 KCBRA Budget Sheet

247-000 - General Account							
Expenses	2014 Proposed	2013 Budgeted	2012 Actual	Revenues	2014 Proposed	2013 Budgeted	2012 Actual
Postage	\$ 150.00	\$ 500.00	\$ 95.57	Carryover	\$ -	\$ -	\$ -
Copy Charges	\$ 500.00	\$ 1,500.00	\$ 293.46	Service Fees	\$ 7,500.00	\$ 7,500.00	\$ -
Contractual Services	\$ 50,000.00	\$ 57,900.00	\$ 1,412.32	3 Applications			
Contractual Other (Staff)	\$ 10,000.00	\$ 10,000.00	\$ 2,173.39				
Communication Expense	\$ 700.00	\$ 500.00	\$ 560.00				
Travel	\$ 250.00	\$ 100.00	\$ 16.54				
Employee Training	\$ 4,000.00	\$ 4,000.00	\$ 1,394.77				
Miscellaneous	\$ 1,000.00	\$ 1,000.00	\$ -				
Non-TIF Projects (Grants)	\$ 10,000.00						
Indirect Costs	\$ 300.00	\$ -	\$ 227.80				
Total	\$ 76,900.00	\$ 75,500.00	\$ 6,173.85		\$ 7,500.00	\$ 7,500.00	\$ -

247-001 Midlink Account							
Expenses	2014 Proposed	2013 Budgeted	2012 Actual	Revenues	2014 Proposed	2013 Budgeted	2012 Actual
Contractual Other (Staff)	\$ 1,000.00	\$ -	\$ 286.94	School TIR	\$ 105,000.00	\$ 52,000.00	\$ 53,819.03
School TIF Payments	\$ 105,000.00	\$ 52,000.00	\$ 53,819.03	Local TIR	\$ 70,000.00	\$ 35,000.00	\$ 35,424.70
Local TIF Payments	\$ 55,000.00	\$ -	\$ -				
Indirect Costs	\$ 2,000.00	\$ 1,000.00	\$ 911.20				
Total	\$ 163,000.00	\$ 53,000.00	\$ 55,017.17		\$ -	\$ -	\$ -

247-002 Brown Family Holdings Account							
Expenses	2014 Proposed	2013 Budgeted	2012 Actual	Revenues	2014 Proposed	2013 Budgeted	2012 Actual
No Items	\$ -	\$ -	\$ -	Local TIR	\$ 15,000.00	\$ 13,000.00	\$ 13,848.76
				School TIR	\$ -	\$ -	\$ -
Total	\$ -	\$ -	\$ -		\$ 15,000.00	\$ 13,000.00	\$ 13,848.76

KALAMAZOO COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY

PROPOSED PROJECT APPLICATION

The Kalamazoo County Brownfield Redevelopment Authority has funding currently to assess potentially contaminated or contaminated sites (Brownfields) in Kalamazoo County. Funding may be used for certain eligible activities including: Phase I and II Environmental Site Assessments, Baseline Environmental Assessments, Due Care Plans and Clean-up Planning, e.g. Creation of a site specific Brownfield Redevelopment Plan. All approved funded activities must be conducted by the County's authorized environmental consultant Envirologic Technologies, Inc.

There is a required application fee as follows: All applications must be accompanied by a non-refundable \$1,500 fee. Please note that should a Brownfield Plan become necessary, an additional \$1,000 fee for its development will be required.

All applications must include a conditional reimbursement agreement should the overall project development not occur. It is Exhibit A as part of this application (pp. 7/8)

Please provide general information about your project in a cover letter to the Kalamazoo County Brownfield Redevelopment Authority (KCBRA), in care of Lotta Jarnefelt at KCBRA, Room 101, 201 W. Kalamazoo Avenue, Kalamazoo, MI. 49007

You should contact us at phone (269) 384-8112) or the following email – . Pre-application contact is highly recommended, will be beneficial to our common interests, and will avoid unnecessary delays in processing your application

This application has been developed for interested parties requesting potential Brownfield funding on a redevelopment project within Kalamazoo County. Project funding will be considered by the Authority on a case-by-case basis considering the merits of the proposed project. Criteria for project consideration will include evaluating potential for re-investment, job creation, availability and condition of infrastructure, environmental issues at the site and other benefits to the community.

Based on a review of your completed application, we will contact you within ten (10) business days to discuss the next steps in the process or if we need additional information. Completed applications include: a cover letter, all application form filled out, and Exhibit A and the appropriate authorized signature to all the documents.

You must be present at the BRA meeting when your request is heard; you will be advised of that date and location when it is scheduled. Please note that the BRA meets monthly on the 4th Thursday of the month, we request the minimum 10 day lead time.

Please provide information in the areas listed below, if available. (Please attach additional pages if needed)

1. Date of Application: May 10, 2013

Business Information:

2. Name of Applicant: Center for Transformation

3. Business Address: 537 Chicago Ave.

Kalamazoo, Mi. 49048

4. Business Telephone Number: 269 388-5899

5. Contact Person(s): Charles Wilson Title: Chairman of Building Committee.

6. Contact Person(s) Telephone Number: 269-388-5899

7. Contact Person(s) Fax Number: _____

8. Contact Person(s) Email Address: Wilchas47@sbcglobal.net

9. Entity Type: Proprietorship Partnership Corporation
Other (specify): Non profit organization _____

10. Describe nature and history of business: Our focus is on helping released prisoners make a successful reentry back to community living. We are trying to develop a transition housing facility for those returnees who need low income housing.

11. List similar projects developed over the last five years (if any): none

Proposed Project Site Information:

12. Address(es): joining lots located at 1129 E Michigan and 1122 Engleman _____

13. Tax I.D.(s) (If known): 26-0467472

14. Present Owner(s): Kalamazoo Land Bank

environmental, new construction, renovation, new equipment, and other as appropriate.

25. Eligible activities for which potential funding may be sought:

Phase I ESA Phase II ESA BEA Due Care Clean-up
Planning

26. Current State Equalized Value: \$ 19,800

27. Estimated State Equalized Value after Project Completion: \$ 250,000

Employment Information:

28. Full Time Equivalent (FTE) Employees:

FTE Jobs Retained: _____ FTE Jobs Created: one

Signature on this page is required along with the contact information requested.

I certify that the foregoing is true and accurate to the best of my knowledge and that I am hereby authorized to submit this application on behalf of the proposed project and requesting party:

Jim Walters 5-14-2013
Signature Date

President Center for Transformation Board
Title

Direct dial office or cell number 624-3391

Fax number _____

Email address jbwalters@Comcast.net

If you have questions regarding the application, please contact:

Kalamazoo County Government
Lotta Jarnefelt, Director
Department of Planning and Community Development
201 W. Kalamazoo Avenue, Room 101
Kalamazoo, Michigan 49007

Office Phone: (269) 384-8112

Email:

Office Fax: (269) 383-8920