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**KALAMAZOO COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY**

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**MEETING DATE:** Thursday, August 22, 2013  
**PLACE OF MEETING:** County Administration Building  
201 West Kalamazoo Avenue, 207a  
**TIME:** 4:00 pm

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***Minutes***

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**Present:** Joe Agostinelli, Clare Annen, Christopher Carew, Tim Hudson, Ken Peregón, Julie Rogers, Anne Summerfield, Thell Woods, Travis Grimwood, Andy Wenzel, Habib Mandwee

**Members Excused:** None

**Kalamazoo Township:** None

**Staff:** Lee Adams, Lotta Jarnefelt

**Consultant:** Jeff Hawkins

**Recording Secretary:** Zeña Vos

**Community:** 1

1. Chair Agostinelli called the meeting to Order at 4:02 pm.
2. Approval of the Agenda: **Annen moved and Rogers seconded the approval of the agenda. Motion Carried.**
3. Approval of Minutes: **Annen moved and Rogers seconded the approval of July 25, 2013 minutes. Motion Carried.**
4. Citizens Comments: David Harn from MDEQ attended the meeting as a public outreach effort.
5. Consent Calendar
  - a. None.
6. Discussion and/or Action Calendar
  - a. **Discussion/Action** – 306 N Grand
    - i. Update on plan approval process  
Jarnefelt noted that staff presented the plan at the Committee of the Whole on Tuesday. The County Board gave positive responses.

The public hearing was postponed to September 17<sup>th</sup>. The Village of Schoolcraft approved and supported the plan at their last meeting in August but would like to do a formal resolution at next meeting on September 3<sup>rd</sup>.

Adams stated that Land Bank doesn't have a timeframe for demolition and removal of the slab yet but they are looking to do it before the end of fall.

- ii. Sampling during demolition  
Adams and Hawkins asked the board to approve funds to conduct soil samples during the slab demolition.

Hawkins stated that there is a cost savings if soil sampling is done during the demolition.

**Annen moved and Woods seconded the approval of soil sampling while demolition is occurring with amendment expenses not to exceed \$3,000.00. Motion Carried.**

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Hawkins will put together a work order for staff and coordinate with Land Bank Authority regarding the timing of the soil sampling.

Agostinelli asked staff to convey to the Land Bank that the BRA would like a “For Sale” sign on the site.

Invoice from Envirologic in the amount of \$1,383.75

**Grimwood moved and Peregon seconded the approval of the invoice in the amount of \$1,383.75. Motion Carried.**

**b. Discussion/Action – Midlink**

i. New construction proposed

Agostinelli stated that he received an application for a new project at Midlink. It is a \$25 million project. The job creation number is in flux. The applicant is the developer and not the business that will occupy the facility. The application fee was received. They would like to begin construction this fall.

Adams provided TIF estimate for this project in the packet.

Applicants may be approaching Comstock Township for Public Act 198 tax abatements on the site, as opposed to collecting tif to reimburse for Environmental activities.

ii. Potential need for approval of Environmental Assessment funds

Woods asked about the likelihood of being any real pollution that may need to be addressed. It's low area and there is nearby swamp.

Hawkins stated that previous sampling showed existing contamination.

**Wenzel moved and Rogers seconded the approval of the proposal for Environmental Assessment funds up to \$23,700.00 contingent upon acceptable purchase agreement. Motion Carried. Hudson abstained.**

Agostinelli noted that Jennifer Owens is the lead of this project. He did not see a conflict of interest. Therefore, he did not abstain.

**c. Discussion – Checker Motors Site**

i. Update on interest in the site

Jarnefelt received phone calls from an engineering firm that is working with a client on the purchase on the Checker Motor site. They have not submitted an application but are interested to know what support BRA can provide. Jarnefelt hoped to receive the application soon.

**d. Discussion/Action – Envirologic Technologies Contract**

i. The contract expires at the end of 2013, BRA has option to renew

1. Discussion was tabled.

**7. Staff Reports**

a. Ice cream shop on W Main is on hold for now

Adams stated that the project is on hold but the developer is still interested in moving forward.

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- b. County Fair exhibit  
Jarnefelt reported that the Planning Department and BRA had a combined exhibit at the County Fair. Flyers and maps were on display. Many people were interested in the maps.

Bus tour at Midlink

Hudson stated that Midlink is planning a series of tours with just the County Board to see how the site has developed and look at the businesses occupying the buildings.

8. Committees - times dates and places

a. Land Bank Report–

Woods reported that the Land Bank received notification from the IRS that the 401(C) 3 application was approved and accepted. Two companies and few individuals have already contributed to their fundraising goal of \$50,000.

The Land Bank was awarded a grant from the Irving S Gilmore foundation for the Riverfront project.

- b. Project/Finance Committee– verbal report, meeting schedule Thursday, Sept 12<sup>th</sup>, 4:00 pm  
Adams noted there is one item for the Agenda, an application from CMS.

- c. Executive Committee – verbal report, meeting schedule Friday, Sept 13<sup>th</sup>, 8:30 am

d. PR/Media Committee –

Will do a press release on this new project after the MEDC package is in place.

- e. Policy Subcommittee – verbal report, meeting schedule: TBD

Adams is working on having suggested policy changes.

9. Other –

Jarnefelt noted that meetings in November and December are on the 3<sup>rd</sup> Thursday (21<sup>st</sup> and 19<sup>th</sup> respectively).

Agostinelli noted he is a MEDA member now.

Rogers would like to see a list of the organizations that the BRA may benefit from as a member.

10. Board Member Comments

Agostinelli welcomed Habib to the Board as he was not present at the last meeting.

Rogers – Congratulated Agostinelli for his newborn baby girl.

11. Adjournment at 5:17 pm.

**Next Meeting: 4<sup>th</sup> Thursday – September 26, 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

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