

**KALAMAZOO COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY
Board of Directors**

Meeting Minutes

MEETING DATE: Thursday, February 23, 2012 at 4:00 p.m.
PLACE OF MEETING: Room 207A, County Administration Building

Present: Joe Agostinelli, Larry Baumgart, Ruth Blake, Brandt Iden, Kenneth Peregón, Julie Rogers, Anne Summerfield, Matthew VanDyk, Andy Wenzel, Thell Woods

Excused: Clare Annen

Staff: David Artley, Jeff Hawkins (Envirologic)

Kalamazoo Township: George Cochran

Community: Mary Brown

Recording Secretary: Janet Jones

1. Chairperson Agostinelli called the meeting to order at 4:00 p.m.
2. Members Excused: Clare Annen
3. Baumgart moved and Woods seconded approval of the Agenda. Motion Carried
4. Rogers moved and Peregón seconded approval of the Minutes of the January 26, 2012 meeting, with one change: On page 2, Item 9B should reflect that Anne Couture is now working at the MDEQ. Motion Carried.
5. Citizens Comments: None
6. Consent Calendar: There were no consent items for consideration
7. Discussion/Action Calendar
 - a. **Discussion** – Monthly financial reports and review of 2012 budget
Jarnefelt distributed copies of the FY 12 budget. There are 3 current accounts within same fund: 000 BRA, 001 Midlink, 002 Brown Family Holdings. Total Expenditures match Total Revenues. The budget was discussed in detail at the Executive Committee meeting and three adjustments to where specific dollar amounts occur were recommended.
 - b. **Consider approval of the annual budget for 2012:**
Jarnefelt recommended approval of the budget as presented (which was approved by the BOC in fall, 2011) and stated that the three changes will be submitted to the BOC at a later time.
Van Dyk moved and Rogers seconded that the budget be approved with the adjustments made by the Executive Committee:
 - (a) Acct #808.00 from Account 001 to Account 000
 - (b) Acct 3 728.00 and 729.00 from Account 000 to Acct # 401.01 in Acct 002
 - (c) Acct # 420.00 in Account 001 to be allocated in the appropriate percentages between Acct # 420.00 and Acct. 420.01Motion Carried.

8. Staff Reports:
 - a. **1807 N. Pitcher:** Developer Jamie Clark intends to “walk” the building with his developer and will decide whether to submit a bid. If the bid is approved, the Land Transfer will probably go from Treasurer directly to Clark’s company.
Shawn Brown of Beckan Industries indicated that MDEQ stated that DeLisle apparently misinterpreted the data. The vapor is not decreasing and the system cannot be shut down.
Goodwill is responsible for the maintenance of the treatment system.
The underground storage tank may not need to be paved over as part of the parking lot. Funds from TIF may still be needed to (a) pay the cost of charcoal and (b) for the parking lot. These costs were included in the original budget for the plan.
A Brownfield Plan exists but a Developer Agreement was not written.
The responsibility for paying costs is still Goodwill’s
9. Committees
 - a. **Land Bank report:** Woods reported that the Reception (Annual Meeting) on February 17 was well attended. No business was done at that meeting.
Land Bank continues to move on selling the houses in the Bank Street development. Land Bank is moving focus to Egleston Ave. to rehabilitate some of the existing houses. About half of the allocated funds have been spent with another year left to complete the proposed activities.
As houses are sold, that revenue can be used somewhat differently from the original agreement. (e.g. “new” revenue can be spent in a different neighborhood).
 - b. **Executive Committee –**
Met February 17 to discuss changes to the current budget (see above).
Next meeting: Friday, Mar. 9 at 7:30 a.m. Planning Dept. Rm. 101
 - c. **Project/Finance Committee –** Met in January and discussed potential new site. More information is being gathered.
Next meeting: Thursday, Mar. 8, 4:00 p.m. Planning Dept. Rm. 101
 - d. **PR/Media Committee:** Jeff Hawkins is working on letters to go to the identified contractors asking if there is interest. Planning is going forward on another “Lunch and Learn.” Scott Sylvester has been contacted about putting up the BRA sign on property being developed.
10. **Other:** Rogers raised the question of appointing a new chair and vice-chair for EDC. Call for nominations will be on the March agenda for voting in April.
11. Board Member Comments:
Roger Schmitt contacted Iden and indicated an interest in owning the Green Building (formerly Green Appliances & TV on Portage St.). This is not a matter for this group because the building is in the City of Kalamazoo and subject to their Brownfield Authority. Artley will unofficially discuss this with the City and get back to Schmitt.
12. Meeting adjourned at 4:44 p.m.

Next Meeting: **Thursday, March 22, 2012 After EDC Meeting**