
KALAMAZOO COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY

MEETING DATE: Thursday, February 22, 2018
PLACE OF MEETING: County Administration Building
201 West Kalamazoo Avenue, Room 207a
TIME: 4:00 pm

MINUTES

Present: Ken Peregon, Connie Ferguson, Travis Grimwood, Joe Agostinelli, Andy Wenzel, Jodi Milks, Julie Rogers, Habib Mandwee

Members Excused: Jim Spurr, Chris Carew, Doug Milburn

Kalamazoo Township: Sherine Miller

Staff: Lotta Jarnefelt, Rachael Grover

Consultant: Jeff Hawkins

Recording Secretary: Rachael Grover

Community: Commissioner McGraw; 6 Community

1. Chair Peregon called the meeting to Order at 4:05 p.m.
2. Members Excused: Spurr, Carew, Milburn
3. Approval of the Agenda: **Agostinelli moved approval of the agenda, Ferguson seconded the motion. Motion carried.**
4. Approval of Minutes: **Grimwood motioned to approve the minutes of January 18, 2018, Milks seconded the approval. Motion carried.**
5. Citizens Comments: All Citizens introduced themselves
6. Consent Agenda – Invoices
 - a. **\$3,952.40** – Envirologic General Environmental Review (Invoice #0170103)
 - b. **\$ 242.25** - Varnum, Vicksburg Mill Loan Reimbursement Agreement
 - c. **EPA Grant Invoices**
 - i. **\$ 490.00** (\$245.00 Haz.; 245.00 Pet.) – Outreach EPA WO#3
 - ii. **\$ 91.25** (Pet. Funds) – 703 N. Burdick WO#14 & 15
 - iii. **\$12,080.65** (\$3,325.15 Haz.; 8,755.50 Pet.) 615 W. Kalamazoo Ave. WO#16, Amendment #1

Agostinelli moved and Mandwee seconded the approval of the consent agenda. Motion carried.

7. Discussion and/or Action Calendar

- a. **Discussion/Action:** Vicksburg Mill

- i. MDEQ Loan and Grant Loan Reimbursement Draft Agreement with Paper City

Chair Peregon noted the agreement has been through several reviewers and then submitted to Paper City for review. Paper City attorney had some requested changes. KCBRA attorney at Varnum has commented on each requested change and finds all changes acceptable. One concern from KCBRA remaining includes striking language regarding default of the agreement related to project completion in Item 6.0 of the agreement. Varnum responded to the concern by noting the project will be more fully described in the Development agreement that will be implemented with the Brownfield Plan and this default item references that

Development agreement, therefore, Project description will be covered in that document.

Grimwood motioned to authorize Chair to sign the Loan Reimbursement Agreement, motion supported by Mandwee. Motion carried.

ii. County Resolution

Staff noted a Resolution agreeing to accept the Loan funds if MDEQ approved the Loan application is required as an attachment to the MDEQ Loan and Grant Application. KCBRA staff submitted an agenda request to County Administration requesting the Resolution be considered at the March 6th Board of Commissioners' meeting. Additionally, County Administration has requested the KCBRA present the MDEQ Loan Application at the Committee of the Whole.

iii. Application - \$1,250,000 Loan and \$100,000 Grant

Agostinelli moved to authorize Chair and staff to submit the MDEQ Loan Application for \$1,250,000 and Grant for \$100,000 contingent on the County Commissioners passing the Resolution to accept the Loan and Grant funds should the application be approved by the MDEQ. Wenzel supported the motion. Motion carried.

b. **Discussion/Action:** EPA Grant

i. Envirologic Monthly Memo – provided in packet – Hawkins gave a review of projects

Staff provided update regarding Cole Krum project. The Village of Vicksburg is considering establishing a Commercial Rehabilitation District for this property which will allow the developers to apply for a 10 year tax abatement.

ii. 703 N. Burdick – Potentially need Phase I update – remaining budget from WO#14 and WO#15 - \$746.55. Property Transfer on March 5th City agenda – Phase I expires 3/6/18. If needed, Phase I update estimate of \$500.00.

Phase I update will expire on March 6, 2018.

Ferguson motioned to approve \$500 of the remaining budget for the Phase I update. Motion supported by Mandwee.

Discussion regarding delay on the timing of closing on the property occurred.

Motion carried 7 Ayes and 1 Nay.

c. **Discussion/Action:** 555 E. Eliza St. MDEQ Loan and Grant

i. **\$ 6,329.03** – Invoice #04256 Grant

Agostinelli motioned to pay invoice, Milks supported the motion. Motion carried.

d. **Discussion/Action:** General Mills Tax Abatement – Letter/Memo for Comstock Township

Agostinelli explained the General Mills Tax Abatement incentive from the MEDC that included abatement of the 6 mils of State Education Tax (SET) and that has not occurred. The KCBRA will submit a letter to Comstock Treasurer for their records regarding the Brownfield capture of SET to date, reimbursement to General Mills, and corrections to reimbursement of General Mills eligible Brownfield costs. No action required.

8. Financial Reports

- a. **Discussion:** Fund 247 and 643
Staff provided financial update

9. Staff Report

- a. Cole Krum Project – update given during EPA grant memo
- b. LBRF – staff provided update that Hawkins and Grover are working on LBRF Policy. Grover will send the planning session summary, LBRF projections, and presentation materials to everyone electronically.
- c. County Commissioners and Administration Presentation – staff working with County Administration on presentation for Administration and Commissioners on Brownfields and Brownfield approval process.

10. EPA Brownfield Conference Reports

Ferguson gave description of sessions she attended at the EPA National Brownfields Conference. Highlights were community engagement, working toward listening to the collective voice and not just the loudest voice, projects done for the benefit of the community (not solely monetary benefit), challenges with regional cooperation, emerging contaminants (like PFAS), changing standards for contaminants, technology not available to measure some contaminants at new and lower standard levels. Ferguson thanked the KCBRA Board for sending her to the conference.

Wenzel commented the projects in Detroit were well represented and similar projects at smaller scales are underway in Kalamazoo. Good tours on riverfront redevelopment in Pittsburgh.

Hawkins shared the Regional EPA Session information

11. Committees - times dates and places

- a. Land Bank Report – Next Meeting, April 12, 2018, 8:30 a.m.
Commissioner McGraw gave an update from the February Land Bank meeting. The Land Bank authorized the closing agreement with the Vicksburg Mill.

LISC is partnering with the Land Bank on residential development.

Land Bank is moving forward with Tiny House construction in Kalamazoo.
- b. Project/Finance Committee – Thursday, March 8, 2018, 4:00 p.m.
- c. Executive Committee – Friday, March 9, 2018, 9:15 a.m.
- d. Bylaws Committee – Update – waiting for some legal review

12. Other

Chair Peregón reminded Board that April is the Annual Meetings and asked members to join the nominating committee. Rogers and Grimwood volunteered for the nominating committee.

13. Board Member Comments

Commissioner Rogers was reappointed by the Kalamazoo County Commissioners to the KCBRA and EDC Board.

Kalamazoo Township Treasurer Sherine Miller updated the Board regarding the property on North

Pitcher currently owned by the Kalamazoo County Treasurer (and had a fire a few months ago). There is a party interested in purchasing the property and there should be some movement forward with the property soon.

14. Adjournment: Meeting adjourned at 5:40 pm

***Next Meeting: Thursday – March 22, 2018 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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Rachael Grover
Resource Coordinator, Planning and Community Development
Kalamazoo County Government
201 West Kalamazoo Avenue
Kalamazoo, MI 49007
TELEPHONE: (269)384-8305

