
KALAMAZOO COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY

MEETING DATE: Thursday, February 23, 2017
PLACE OF MEETING: County Administration Building
201 West Kalamazoo Avenue, Room 207a
TIME: 4:00 pm

MINUTES

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

Members Excused: Douglas Milburn, Habib Mandwee, James Spurr

Kalamazoo Township: Sherine Miller

Staff: Lotta Jarnefelt, Rachael Grover

Consultant: Jeff Hawkins

Recording Secretary: Zeña Vos and Rachael Grover

Community: 8

1. Chair Agostinelli called the meeting to Order at 4:04 p.m.
2. Members Excused: Douglas Milburn, Habib Mandwee, James Spurr
3. Approval of the Agenda: **Peregon moved and Wenzel seconded the approval of the Agenda. Motion Carried.**
4. Approval of Minutes: **Wenzel moved and Ferguson seconded the approval of January 19, 2017 minutes. Motion Carried.**
5. Citizens Comments: 8 citizens present. No comments.
6. Consent Agenda – Invoices
 - a. **\$ 983.25** – Varnum Invoice – Stryker Project
 - b. **\$ 8,193.75** – Varnum Invoice – Stryker Project

Carew moved and Milks seconded the approval of Consent Agenda. Motion Carried.
7. Discussion and/or Action Calendar
 - a. **Discussion/Action:** 343 W. Prairie (former Cole Krum Property), Village of Vicksburg
 - i. Part I Application
Dan and Kelly Oswald gave brief presentation regarding proposed project at site. The former Cole Krum car dealership/repair shop had been in business since 1964 but property has been vacant for 5 years. There is potential petroleum based contamination. The Oswald's are planning to renovate the first floor as a commercial lease space and the second floor into 3-5 residential units. This would include the addition of second story to the building. They are currently in discussions with interested tenants for the commercial space.
Purchase Agreement in place and wanting to start construction fall of 2017.
Grimwood moved and Wenzel seconded the approval of Part I Application contingent upon receipt of application fee. Motion Carried.
Rogers requested completed Part II application and job information in leased space.

Grimwood moved and Rogers seconded the approval of the Work Order in the amount of \$13,000 for Phase I & Phase II contingent upon receipt of the fee. Motion Carried.

b. **Discussion/Action:** 383 S. Pitcher – City of Kalamazoo

i. Brownfield Plan

Lisa Phillips of Phillips Environmental Consulting presented the combined Brownfield Plan and Act 381 Work Plan with tables.

The former Superior Colour Graphic Building was built in 1887 and another part of the building was built in 1891. New owner PS383, LLC, is planning to redevelop the one-story section of the building for after-market performance vehicle upgrades. The two-story part of the building will be redeveloped for future professional office space.

Environmental conditions of the property from Phase I and Phase II environmental assessment indicates metals, petroleum hydrocarbons, and chlorinated hydrocarbons in soil and groundwater that exceed cleanup criteria.

Peregon moved and Carew seconded the approval of the Brownfield Plan. Motion Carried. Grimwood and Wenzel abstained.

Staff will circulate the draft Brownfield Plan to the MEDC and MDEQ and will inform the Board of any changes.

c. **Discussion/Action:** Stryker Project

i. Development Agreement with City of Portage

The Brownfield Plan was officially approved by the County Board of Commissioners. The Development agreement is between the KCBRA and the City of Portage for the infrastructure improvements made by the City of Portage in support of the Stryker redevelopment.

Ferguson moved and Rogers seconded the approval for the Chair to execute the Development Agreement with City of Portage. Motion Carried.

Final approval of Act 381 Work Plan will be in front of the Michigan Strategic Fund Board Tuesday, February 28th. Agostinelli will be in attendance along with Stryker representatives.

d. **Discussion/Action:** Midlink Development Agreement Amendment #2

The Board received the signed Development Agreement from East Cork Street Investors.

Peregon moved and Wenzel seconded the approval for the Chair to execute the Development Agreement Amendment #2. Motion Carried.

e. **Discussion/Action:** EPA Grant Invoices

i. **\$425.00** (\$212.50 Hazardous; \$212.50 Petroleum)– Site Inventory – EPA Grant WO #2
Basic inventory is complete.

ii. **\$805.00** (\$402.50 Haz.; \$402.50 Petroleum)– Programmatic/Outreach– EPA Grant WO#3

Community outreach event was held on February 15th with total attendance of 51 including KCBRA members and staff. Lauren Coombs from EPA was also present.

iii. **\$6,854.39** (\$5,727.92 Haz; \$1,126.47 Petroleum) – Jhamin, LLC – WO #4
Activity from the approved Work Order is finishing up.

iv. **\$2,995.85** (Haz.) – Quality Precast, Alamo Twp. – WO#7

Conducted the Phase I and did not identify environmental concerns. The report has been completed.

Milks moved and Carew seconded the approval of the EPA Grant Invoices in items 7.e.i - iv. Motion Carried.

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

i. Memo EPA Grant updates

Updates noted in Item 7.e. - EPA Grant Invoices.

ii. Recap/Results - Community Outreach Session

iii. Community Outreach Food Invoice \$592.43, not covered under EPA Grants.

Milks moved and Rogers seconded the approval of payment in the amount of the \$592.43. Motion Carried.

g. **Discussion/Action:** MDEQ Loan/Grant 555 Eliza St.

i. **\$ 17,755.37** - Enviologic Invoice – **MDEQ Loan Work Order #21**

The work related to eligible activities including concrete removal. Approval recently received from MDEQ to bid for the insulation of the sub-slab system.

Carew moved and Peregon seconded the approval to pay invoice for work related to WO#21 in the amount of \$17,755.37. Motion Carried.

8. Financial Reports

a. **Discussion:** Fund 247 and 643

Grover gave explanation of the report. She is working with Nancy Culp on TIF from Oshtemo. Summer and Winter Tax Increment Revenue estimated for 2016 is \$142,000.

9. Staff Report

a. Davis Creek Project

Agostinelli gave a description of a project in the City of Kalamazoo. Staff has communicated with the City the potential use of EPA grant funds to assist the developer with due diligence costs and some additional assessment related at building location at the property. The site is currently in the City Brownfield Plan. The City verbally agreed they would be willing to reimburse the KCBRA for EPA Grant costs but not until after developer is reimbursed for eligible costs. Developer is still negotiating a Purchase Agreement with the City Kalamazoo.

Hawkins noted this site will need additional site assessment.

Rogers requested that a written agreement with the City should be executed regarding KCBRA reimbursement.

10. Committees - times dates and places

a. Land Bank Report – Next Meeting May 11, 2017 – 8:30 a.m.

Rachael attended the meeting, no project specific.

Grover received an email on Vicksburg Mill project. Plan expected in April.

b. Project/Finance Committee – Thursday, March 9th, 2017, 4:00 p.m.

New potential projects and EPA site inventory needs follow-up.

- c. Executive Committee – Friday, March 10th, 2017, **note – 9:15 a.m.**
- d. PR/Media Committee –

11. Other

Jarnefelt requested purchase of Adobe Pro license in the amount \$320.00 for staff. Board requested Planning Department consider purchase for County equipment. Funds are not currently available in Planning budget. No action taken.

Jarnefelt has scheduled a meeting with County Finance to talk about Brownfield Administrative costs. Her proposal is to request full time position to be paid for by TIF.

Governor Snyder 2017-2018 Budget recommendation to transfer \$15 million from the Refined Petroleum Fund to MDEQ redevelopment and cleanup activities. KCBRA has been encouraged by various organizations and MDEQ to support this transfer of funds in the Governor's budget. Wenzel requested that a support letter also include support for Michigan Legislators to find a more sustainable solution for funding redevelopment and cleanup activities across the State of Michigan.

Rogers moved and Ferguson seconded the approval for staff to draft letter to Representative Hoadley on behalf of the KCBRA. Motion carried.

12. Board Member Comments

13. Adjournment at 5:58p.m.

Next Meeting: 4th Thursday – March 23, 2017 at 4pm (room 207a, County Admin Bldg)

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

IF YOU ARE UNABLE TO ATTEND THE MEETING

Meetings of the Kalamazoo County Brownfield Redevelopment Authority are open to all without regard to race, sex, color, age, national origin, religion, height, weight, marital status, political affiliation, sexual orientation, gender identity, or disability. The Kalamazoo County Brownfield Redevelopment Authority will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities at the meeting upon four (4) business days' notice to the Kalamazoo County BRA. Individuals with disabilities requiring auxiliary aids or services should contact the Kalamazoo County BRA by writing or calling:

Rachael Grover
Resource Coordinator, Planning and Community Development
Kalamazoo County Government
201 West Kalamazoo Avenue
Kalamazoo, MI 49007
TELEPHONE: (269)384-8305
