
KALAMAZOO COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY

MEETING DATE: Thursday, June 22, 2017
PLACE OF MEETING: County Administration Building
201 West Kalamazoo Avenue, Room 207a
TIME: 4:00 pm

MINUTES

Present: Joe Agostinelli, Connie Ferguson, Julie Rogers, Douglas Milburn, Ken Peregon, Jim Spurr, Jodi Milks, Andy Wenzel

Members Excused: Travis Grimwood, Chris Carew, Habib Mandwee

Kalamazoo Township: None

Staff: Lotta Jarnefelt, Rachael Grover

Consultant: Jeff Hawkins

Recording Secretary: Zeña Vos and Rachael Grover

Community: Commissioner McGraw; 2 community

1. Chair Peregon called the meeting to Order at 4:02 p.m.
2. Members Excused: Travis Grimwood, Chris Carew, Habib Mandwee
3. Approval of the Agenda: Addition to Agenda; add under 9e Midlink Personal Property Tax. **Agostinelli moved and Spurr seconded the approval of the agenda as revised. Motion Carried.**
4. Approval of Minutes: **Ferguson moved and Agostinelli seconded the approval of the May 25, 2017 minutes. Motion Carried.**
5. Citizens Comments: None
6. Consent Agenda – Invoices
 - a. **\$2,503.75** – Envirologic General Environmental Review (Invoice #170103)
 - b. EPA Grant Invoices
 - i. **\$182.50** (\$91.25 Haz.; \$91.25 Pet.) – Programmatic/Outreach– EPA Grant WO#3
 - ii. **\$5,656.25** (\$5,646.88 Haz.; \$9.38 Pet.) – Jhamin, LLC, City of Portage – EPA Grant WO #4
 - iii. **\$3,886.25** (\$1,943.13 Haz.; \$1,943.12 Pet.) – Select Products, Oshtemo Twp. – EPA Grant WO#8
 - iv. **\$1,352.50** (Pet. Funds) – 343 W. Prairie, Vicksburg – EPA Grant WO#10, Amend. 1

Agostinelli moved and Rogers seconded the approval of the consent agenda, Motion Carried.

7. Discussion and/or Action Calendar
 - a. **Discussion/Action:** Jhamin, LLC
 - i. Envirologic EPA Grant Work Order #12 - \$34,000 additional funding request for indoor air sampling/sub-slab vapor mitigation system
Grover, Agostinelli, and Envirologic met with Nigam Tripathi the week of June 12th.
Mr. Tripathi briefly presented a request to the board for additional funding. He shared his company's vision for continued growth at the Portage location estimating hiring 5 more employees in the next 14 months.
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Agostinelli discussed previous concerns investing funds into a system where the building could potentially be torn down with future redevelopment possibilities at the site. In discussions with Envirologic, the research and sampling data collected from this investigation would not be wasted information. Some of the information collected could benefit future new construction. Mr. Tripathi stated future expansion is dependent on business growth and currently that is estimated 2-5 years away.

Hawkins stated that the data generated from the site to date indicates there is a potential problem. What they now need is sub-slab investigation beneath the building. Jhamin LLC is committed to paying for any necessary clean-up and for the installation and operation of a sub-slab system that may be required pending results of further sub-slab investigation.

Rogers suggested amending the Reimbursement Agreement to include language assuring Jhamin LLC will pay for the installation of the system. Mr. Tripathi reiterated his commitment and has a current motivation to move forward with clean-up in order to release funding currently in escrow.

Agostinelli moved and Wenzel seconded the approval of WO# 12 in the amount of \$34,000 to be funded by the EPA Hazardous Assessment Grant. Motion Carried.

b. Discussion/Action: EPA Grant

i. NACD update – EPA Petroleum Grant Work Order #13 – \$5,750.00

Hawkins noted that Mattie Jordan-Woods wanted to be present at this meeting but she is in the midst of the Northside Young Entrepreneur program kick-off.

NACD was awarded the MSHDA grant of \$21,000 for the literacy pocket park. NACD also received additional funding from two banks in the community toward the project. Site preparation for the park will begin on July 22nd with volunteers helping with the work.

MDEQ has not approved Refined Petroleum fund dollars on this project.

Agostinelli moved and Spurr seconded the approval of the WO #13. Motion Carried.

ii. Envirologic Monthly Memo

No further discussion.

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

i. **\$ 1,917.50** – Invoice # 03518 - MDEQ *Loan* Work Order #21

Rogers moved and Milks seconded the approval of Invoice #03518. Motion Carried.

ii. Extension request and update on sub-slab system installation

Grover submitted and received comments back from Gurnee. MDEQ approved the one-year extension request but did not approve funding for some of the post-installation system monitoring that was requested as part of the Work Plan amendment. Envirologic and KCBRA staff sent response back to MDEQ regarding need for the post-installation monitoring. Staff waiting for a response back from MDEQ.

d. Discussion/Action: Kalamazoo West Professional Center Reimbursement Request - \$113,800.00

Hawkins provided the summary of invoices and recommendation for approval.

Agostinelli moved and Wenzel seconded the approval of Reimbursement Request of Kalamazoo West Professional Center for their eligible costs incurred in the amount of the \$113,800.00. Motion Carried.

- e. **Discussion/Action:** AJZ Sprinkle, LLC Reimbursement Request (Zeigler Motorsports) \$192,013.08

Grover has received a partial lien waiver for the amount of the invoicing but they have not fully closed their construction account so developer does not have a full lien waiver yet. Approval of invoice request tabled until full, unconditional lien waiver received.

Agostinelli motioned to recess the KCBRA meeting to reconvene at the call of the Chair. Wenzel seconded. Motion carried. KCBRA meeting recessed at 5:03

Chair Peregón called the meeting back into session at 5:35 p.m.

- f. **Discussion/Action:** 2018 Budget

Grover briefly explained the 2018 Budget. A slight change since committee discussion was made to include \$600 additional for board and staff training.

Budget will be submitted on Monday.

LSRRF is now called LBRF in Act 381 – for “Local Brownfield Revolving Fund”.

Wenzel moved and Ferguson seconded that approval of the 2018 Budget with an amendment to change the “LSRRF” term to “LBRF”. Motion Carried.

- g. **Discussion/Action:** 2017 EPA Brownfields Conference – Pittsburgh – December 5-7
Grant Budget allows sending 4 people.

Agostinelli, Wenzel, Ferguson, Milburn and Grover will be attending the conference. One of the 5 attendee’s expenses will be paid from the regular KCBRA training budget.

All of the attendees will make their own arrangements for the conference and will submit receipts for reimbursement.

8. Financial Reports

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

9. Staff Report

- a. Vicksburg Mill update

Meeting with all parties scheduled for July 27th. Peregón, Agostinelli, Hawkins, and Jarnefelt attend.

- b. Cole Krum update

Developer is working on pro forma.

Hawkins had a conversation with the legal counsel who is representing both the Village and the developer. Their legal counsel prefers that the KCBRA not get reimbursed for EPA grant dollars through the Brownfield Plan. The KCBRA includes TIF reimbursement of eligible costs incurred by the KCBRA, including EPA grant dollars, as a way to leverage state and local dollars, and which is stated in the EPA grant application.

Developer is requesting to be reimbursed first, prior to reimbursement of KCBRA costs.

- c. Holiday Lanes Bowling Alley update

Grover stated developer has submitted all materials to the Oshtemo Township Assessor, as requested. Currently waiting for the Assessor’s estimated post-development values in order to complete Brownfield Plan draft.

d. Select Product Update

Agostinelli, Grover, and Hawkins met with Select Products. Agostinelli stated that the soils at the property will not support the construction of the building.

Agostinelli and Hawkins are looking at best solution to reimburse developer of the extensive eligible costs that will be incurred to deal with the difficult soil conditions at the site.

e. Midlink Personal Property Tax (PPT Loss) Update

Grover spoke with Rob Britigan at Midlink. They will have their legal counsel look into reimbursement of PPT Loss related to the Midlink Brownfield Plan.

10. Committees - times dates and places

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

Grover was not able to attend the June meeting. Rogers suggested that if Grover is not available to attend an upcoming Land Bank meeting, to send email to members to see if any others are available to attend.

b. Project/Finance Committee – Thursday, July 13th, 2017, 4:00 p.m.

c. Executive Committee – Friday, July 14th, 2017, note – 9:15 a.m.

Agostinelli will be absent for this meeting.

Grover stated there may be a potential new project in Parchment.

11. Other

Agostinelli shared he got approval to use the intern who is working for Southwest Michigan First to assist the KCBRA in researching how other groups administer and use their LBRF. Intern starts on July 5th, from Gull Lake, and he interned last summer with Southwest Michigan First. He is a student from Northwestern University.

Hawkins will get the list to him for BRA's to contact for this research.

Hawkins will prepare presentation re: LBRA and eligible uses for the retreat this fall.

12. Board Member Comments

13. Adjournment at 6:07 p.m.

Next Meeting: 4rd Thursday – July 27, 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

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