
KALAMAZOO COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY

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

MINUTES

Present: Chris Carew, Connie Ferguson, Doug Milburn, Joe Agostinelli, Andy Wenzel, Julie Rogers,

Members Excused: Jim Spurr, Habib Mandwee, Ken Peregon, Travis Grimwood, Jodi Milks

Kalamazoo Township: None

Staff: Rachael Grover

Consultant: Jeff Hawkins

Recording Secretary: Rachael Grover

Community: 5 Community

1. Vice-Chair Agostinelli called the meeting to Order at 4:08 p.m.
2. Members Excused: Spurr, Mandwee, Peregon, Grimwood, Milks
3. Approval of the Agenda: **Rogers moved approval of the agenda, Wenzel seconded the motion. Motion carried.**
4. Approval of Minutes: **Ferguson motioned to approve the minutes of February 22, 2018, Wenzel seconded the approval. Motion carried.**
5. Citizens Comments: none
6. Consent Agenda – Invoices
 - a. **\$ 1,200.00** - Envirologic General Environmental Review (Invoice #0)
 - b. **\$ 5,482.50** - Varnum, Vicksburg Mill Loan Reimbursement Agreement
 - c. **EPA Grant Invoices**
 - i. **\$ 70.00** - (\$35.00 Haz.; \$35.00 Pet.) – Outreach EPA WO#3
 - ii. **\$ 400.50** (Pet. Funds) – 703 N. Burdick WO#14 & 15
\$9,647.26 (Pet. Funds) 615 W. Kalamazoo Ave. WO#16, Amendment #1

Carew moved and Milburn seconded the approval of the consent agenda. Motion carried.

7. Discussion and/or Action Calendar
 - a. **Discussion/Action:** 308 West North Street, City of Kalamazoo
 - i. Application for EPA Grant funds - Northside Association of Community Development – Phase I, Phase II, BEA, DDCC

NACD Director Mattie Jordan-Woods provided a description of the proposed project. The NACD has verbal commitments from the City of Kalamazoo, and the Kalamazoo Community Foundation to contribute funding toward the purchase of the property and from the Kalamazoo Community Foundation and LISC funding toward construction of two new senior housing units. The former Mall City Ambulance property will be opened as a café in the second phase of redeveloping the property. The former funeral home will include rehabilitation into a space for seniors and youth in the community to collaborate.

A portion of the property may have had underground storage tanks that were removed. The groundwater in the vicinity is expected to be contaminated. The

scope of the Phase I will include all of the parcels the NACD is planning to purchase, including the Land Bank owned parcels.

Rogers expressed concern about potential for vapor intrusion issues and noted that mitigation for that can be costly. The NACD would need to be prepared to look at how they would fund cleanup costs if needed. The KCBRA does not currently have funding available for cleanup. Hawkins noted with potential redevelopment of this site, there may be other possible funding sources available for cleanup through agencies other than the KCBRA.

Rogers is excited to hear about the layers of funding for the acquisition and construction for the project that will be committed from the City of Kalamazoo and looks forward to future collaborations.

The current owner provided a signed document giving permission to the KCBRA to release reports/findings from environmental investigation. Hawkins noted that the KCBRA would need permission to sample on the site from the current owner as well. Ms. Jordan-Woods noted the current owner has informed her they will agree to sign a document giving the permission to sample.

Ms. Jordan Woods noted the NACD is prepared to pay the 10% fee.

- ii. Envirologic Work Order #17 - \$21,800

Rogers motioned to support the Phase I Environmental Site Assessment and eligibility determination only at this time and to further reevaluate the additional work in Work Order #17 after the results of the Phase I Environmental Site Assessment are received. Ferguson supported the motion. Motion carried.

- b. **Discussion/Action:** Select Products Development Agreement

KCBRA legal counsel, staff and Vice-Chair worked with Select Products legal counsel Matt Van Dyk on the Development Agreement. Vice-Chair Agostinelli reviewed the requested changes.

Carew motioned to authorize the Vice-Chair to execute the development agreement on behalf of the Board. Rogers supported the motion. Motion carried.

- c. **Discussion/Action:** EPA Grant

- i. Envirologic Monthly Memo

Hawkins provided updates from the memo.

Staff discussed the request from Jhamin, LLC to withdraw the MDEQ Loan application from consideration. The Letter of Credit rates plus the MDEQ interest with no TIF available to make loan payments was not working financially for Jhamin, LLC. Developer is moving forward with the work on his own.

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

- i. **\$5,261.25** – Invoice #04348 MDEQ Grant

Carew motioned to pay invoice #04348. Wenzel seconded the motion. Motion carried

- e. **Discussion/Action:** Broker's Outreach event – May 3, 2018 – 4:00 p.m.

Rogers motioned to approve up to \$250 for invitation for the event. Ferguson seconded the motion. Motion carried.

8. Financial Reports

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

Staff provided financial update

9. Staff Report

- a. Annual Meetings – KCBRA and EDC – April 26, 2018
Grimwood and Rogers are working on the slate.
- b. Vicksburg Mill Transformational Brownfield Plan – meeting scheduled for April 10th with Paper City team, MEDC, and KCBRA
- c. COW presentation – General Brownfield Information
County Administration suggested to pick a date to propose the presentation – Agostinelli and Hawkins will work on presentation and staff will submit agenda request for May 1st meeting.

10. EPA Brownfield Conference Reports

Milburn gave an update of his Conference experience. A good session included discussing community helping with development with smaller value loans. In Pittsburgh group called Small Change and projects in Portland where individuals donate to a project with funds in escrow until a dollar amount has been reached. Focus is on people owning the change in their community.

11. Committees - times dates and places

- a. Land Bank Report – Next Meeting, April 12, 2018, 8:30 a.m.
- b. Project/Finance Committee – Thursday, April 12th, 2018, 4:00 p.m.
- c. Executive Committee – Tuesday, April 10th, 2018, 8:30 a.m.
- d. Bylaws Committee – Update – new legal counsel for County Administration – staff will request review of suggested changes.

12. Other

Rogers asked about the new County Board Guidelines that are being presented to County Boards. Staff noted they will be submitted for committee reviews.

Ferguson thanked Agostinelli for his additional assistance this week regarding the Select Products Development Agreement.

13. Board Member Comments

Rogers requested an update to the EDC in April regarding Hark Orchids.

14. Adjournment: Meeting adjourned at 5:35 pm

***Next Meeting: Thursday – April, 26, 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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