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**CITY OF KALAMAZOO  
BROWNFIELD REDEVELOPMENT AUTHORITY  
Thursday, December 21, 2017 • Community Room, City Hall**

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**MEMBERS PRESENT:**; Fritz Brown; Jim Escamilla; Kevan Hess; John MacKenzie; Bob Miller; Patti Owens; Doug Phillips; Tom Schlueter;

**MEMBERS ABSENT:** Nathan Bolton; Mayor Bobby J. Hopewell; Nancy Troff

**CITY COMMISSIONERS/CITY STAFF PRESENT:** Jerome Kisscorni (ACM, Director of Economic Development); Eric Kemmer (Development Manager); Sara Jo Shipley (Redevelopment Coordinator); Joy Orr (Admin Assistant); Ryan Simpson (Economic Development Coordinator); John Kneas (Legal Counsel to the Brownfield Redevelopment Authority); Rebekah Kik (Director of City Planning & Development)

Meeting was called to order at 7:30 a.m. by Chair Phillips

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**MOTION TO EXCUSE ABSENT MEMBERS:** Ms. Owens moved to excuse the absent; supported by Mr. Brown. Motion approved by voice vote unanimously.

**APPROVAL OF AGENDA:** Mr. Escamilla moved the approval of the amended agenda; supported by Mr. Schlueter. Motion approved by voice vote unanimously.

**APPROVAL OF THE MINUTES OF NOVEMBER 16, 2017:** Ms. Owens moved approval of the agenda; supported by Mr. Brown. Motion approved by voice vote unanimously.

**NEW BUSINESS**

**1. Staff Presentation on the 1<sup>st</sup> Amendment to the Revised Brownfield Plan**

Mr. Kisscorni debriefed the board on the proposed 1<sup>st</sup> Amendment to the Revised Brownfield Plan document. The 1<sup>st</sup> Amendment to the Revised Brownfield Plan consists of the addition of Chapter 48: 215 West Lovell and 418/424 South Rose Streets. Mr. Kisscorni gave details of the estimated eligible activities (\$4.3 Million) and Potential Redevelopment Investment (\$24.19 Million). This project is also creating 10 full time job equivalents. Further explanation can be found in the Summary of Significant Changes corresponding to the First Amendment to Revised Brownfield Plan.

The Public Hearing opened after Ms. Shipley's presentation. There were no questions or comments from the public.

**2. Approval of the resolution approving the implementation of the City of Kalamazoo 1st Amendment to the Revised Brownfield Plan and recommend adoption by the City Commission. (Action: Motion to approve the resolution approving the implementation of the City of Kalamazoo 1st Amendment to the Revised Brownfield Plan.)**

All questions from the board were answered to their satisfaction during the Staff Presentation on the 1<sup>st</sup> Amendment to the Revised Brownfield Plan.

**Ms. Owens motioned to approve to the resolution approving the implementation of the City of Kalamazoo 1st Amendment to the Revised Brownfield Plan.); supported by Mr. Escamilla. The motion passed 8 votes in favor, 0 against.**

- 3. Consideration of a recommendation to approve the related BRA Documents as defined in the memo and authorize the BRA Chair to sign. (Action: Motion to approve the related BRA Documents as defined in the memo and authorize the BRA Chair to sign.)**

Mr. Kneas debriefed the board on the details of the Quit Claim Deed and Agreement for Declaration of Easements regarding the BRA properties that were affected by the Roundabout project. These properties include the former KTS site and 525 & 535 Ransom Street. The documents finalize the transfer of property portions of previously stated parcels, as well as provides the City with easements regarding the public utilities which the BRA will manage. All questions were answered to the board's satisfaction.

**Mr. Brown motioned to approve the related BRA Documents as defined in the memo and authorize the BRA Chair to sign; supported by MR. Hess. The motion passed 8 votes in favor, 0 against.**

- 4. Consideration of a recommendation to authorize the BRA Chair to sign the warranty deed and agreement for easements on the Precision Heat Treatment (PHT) Documents provided the final versions of the PHT Documents are acceptable to city staff before those documents and Cave's Court vacation are approved by City Commission. (Action: Motion to approve and authorize the BRA Chair to sign the warranty deed and agreement for easements on the Precision Heat Treatment (PHT) Documents provided the final versions of the PHT Documents are acceptable to city staff before those documents and Cave's Court vacation are approved by City Commission.)**

Mr. Kneas presented the proposed easement agreement to the board giving detail on what to expect for the PHT documents. Mr. Kneas informed the board that everything is still in draft form and will remain that way until PHT legal staff finalizes some last details. Mr. Kneas gave a quick debrief on the steps that will need to take before taking to the City Commission. All questions were answered to the board's satisfaction.

**Mr. Escamilla motioned to approve and authorize the BRA Chair to sign the warranty deed and agreement for easements on the Precision Heat Treatment (PHT) Documents provided the final versions of the PHT Documents are acceptable to city staff before those documents and Cave's Court vacation are approved by City Commission; supported by Ms. Owens. The motion passed 8 votes in favor, 0 against.**

**5. Consideration of a recommendation to approve the economic hardship loan deferment request by People's Food Cooperative on two loans from the BRA totaling \$130,000.00 and authorize Jerome Kisscorni to sign letter acknowledging the deferment. (Action: Motion to approve the economic hardship loan deferment request by People's Food Cooperative on two loans from the BRA and authorize Jerome Kisscorni to sign letter acknowledging the deferment.)**

Mr. Kisscorni introduced Mr. Chris Dilly, owner and operator of People's Food Co-Op, to the board. Mr. Dilly explained that he had approached the Economic Development staff to help cover profit lost due to the Roundabout construction project over the summer and fall. Mr. Kisscorni added that with Mr. Dilly's great reputation with the BRA, staff felt it would be appropriate to assist by offering a loan deferment until October of 2018. Mr. Dilly reported that since the Roundabout opened traffic has improved and he is optimistic for the 2018 year. All questions were answered to the board's satisfaction.

**Mr. Schlueter motioned to approve the economic hardship loan deferment request by People's Food Cooperative on two loans from the BRA and authorize Jerome Kisscorni to sign letter acknowledging the deferment; supported by Mr. Brown. The motion passed 7 votes in favor, 0 against, and Mr. MacKenzie abstaining.**

**6. Consideration of a recommendation to approve the County BRA request for reimbursement of EPA Assessment Funds for the proposed redevelopment of 615 W. Kalamazoo Avenue and authorize Jerome Kisscorni and the BRA Chair to sign. (Action: Motion to approve the County BRA request for reimbursement of EPA Assessment Funds for the proposed redevelopment of 615 W. Kalamazoo Avenue and authorize Jerome Kisscorni and the BRA Chair to sign.)**

Mr. Kisscorni gave a quick debrief of the County BRA's request including that the Developer is aware of the County's request, and City Staff are ok with the request. Mr. Kisscorni explained that the proposal is for a residential proposal that was brought up but nothing has been officially decided at this time.

Mr. Ken Paragon, the County BRA Chair, thanked the board for being flexible and allowing them to continue their policy. He added he was looking forward to working more in collaboration with the City BRA in the future.

**Ms. Owens motioned to approve the County BRA request for reimbursement of EPA Assessment Funds for the proposed redevelopment of 615 W. Kalamazoo Avenue and authorize Jerome Kisscorni and the BRA Chair to sign; supported by Mr. Brown. The motion passed 8 in favor, 0 against.**

#### **OLD BUSINESS**

None

## COMMUNICATIONS & ANNOUNCEMENTS

Mr. Kisscorni announced that as of January 1, 2018 the Economic Development and City Planning & Development teams would be merging to create the City Planning & Economic Development team under the leadership of Ms. Rebekah Kik.

Mr. Kisscorni thanked Mr. Brown and Monroe-Brown for their generous donation to fund the economic entrepreneurship study.

## STAFF UPDATES

Mr. Kisscorni announced 2018 would be one of the busiest years yet for the BRA with around \$100MIL in projects commencing.

Mr. Kisscorni announced to the board that the Economic Opportunity Fund was presented to the City Commission and is on the table for approval in January 2018. Mr. Kisscorni also updated the board on the progress of LISC and informed that it is still on the table, and still in the finalizing process.

Ms. Kik announced that her team has been meeting with MDOT to discuss a jurisdiction transfer of the one ways within the city they control. She announced that a decision should be made around January 8<sup>th</sup>, 2018. She also announced that City Planning is working on the current reoccurring issues due to the railroad system, and more details are to come in 2018 about possible solutions.

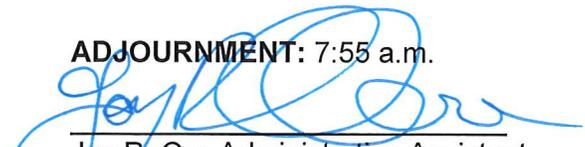
## CITIZEN COMMENTS

None

## DIRECTOR'S COMMENTS

None

**ADJOURNMENT:** 7:55 a.m.

  
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Joy R. Orr, Administrative Assistant

  
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Doug Phillips, Chair