
CITY OF KALAMAZOO
BROWNFIELD REDEVELOPMENT AUTHORITY SPECIAL MEETING
Thursday, June 13, 2019 • Community Room Conference Room, City Hall

MEMBERS PRESENT: Nathan Bolton; Kyle Gulau; Kevan Hess; Mayor Bobby J. Hopewell; Bob Miller; Patti Owens; Doug Phillips; Tom Schlueter;

MEMBERS ABSENT: Fritz Brown; James Escamilla; Nancy Troff

CITY COMMISSIONERS/CITY STAFF PRESENT: Rebekah Kik (Director of City Planning & Economic Development); Joy Hills (Program Assistant); Jamie McCarthy (Development Coordinator); John Kneas (Legal Counsel for the Brownfield Redevelopment Authority); (Joe Agostinelli (Economic Development Consultant); Marcy Dix (Program Finance Supervisor)

Meeting was called to order at 7:56AM by Chair Patti Owens

MOTION TO EXCUSE ABSENT MEMBERS: Mayor Hopewell moved to excuse the absent members; supported by Mr. Schlueter. Motion approved by voice vote unanimously.

APPROVAL OF AGENDA: Mr. Miller moved the approval of the agenda; supported by Mayor Hopewell. Motion approved by voice vote unanimously.

APPROVAL OF THE MINUTES OF MAY 16, 2019: Mr. Bolton moved the approval of the minutes; supported by Mr. Phillips. Motion approved by voice vote unanimously.

NEW BUSINESS

- 1. Consideration of a recommendation that the BRA adopt the Resolution to approve the attached Brownfield Plan Redevelopment and Purchase Agreement, regarding the approximate southerly 6-acre portion of Davis Creek Business Park to Davis Creek Land Development Co., LLC, and authorize the chair to sign the Agreement and any further documents to complete the sale. (ACTION: Motion to approve the BRA adopts the Resolution to approve the attached Brownfield Plan Redevelopment and Purchase Agreement, regarding the approximate southerly 6-acre portion of Davis Creek Business Park to Davis Creek Land Development Co., LLC, and authorize the chair to sign the Agreement and any further documents to complete the sale.)**

Ms. McCarthy introduced Mr. Kyle Barker and Brian Webster from Davis Creek Land Development Co., LLC. She announced their site plan had been approved. Mr. Webster explained the renderings of what the proposed development would look like. Mr. Barker is hoping to complete Phase I of the building within three years, and then begin Phase II. Mr. Barker answered the board that Phase I will create 15 full time jobs, and already have 4 Kalamazoo residents committed. The developers are hopeful to have Phase I built within 12 months. All questions were answered to the board's satisfaction.

Mayor Hopewell motioned to approve the BRA adopts the Resolution to approve the attached Brownfield Plan Redevelopment and Purchase Agreement, regarding the approximate southerly 6-acre portion of Davis Creek Business Park to Davis Creek Land Development Co., LLC, and authorize the chair to sign the Agreement and any further documents to complete the sale; supported by Mr. Bolton. The motion passed 8 in favor, 0 against.

2. Consideration of BRA Board nominates and/or volunteers 3-4 members of the BRA to form a nominating committee to review the applicants for the two open BRA seats. (ACTION: Motion to nominate and/or volunteer 3-4 members of the BRA to form a nominating committee to review BRA Board applicants).

Ms. McCarthy debriefed the board that City staff were looking for 3-4 board members to review all applications we have received for the EDC/BRA. City staff have reviewed some applicants and due to residency requirements, some applicants have already been removed from this pool, but have been encouraged to apply again later.

Mr. Gulau and Mr. Miller volunteered. Ms. Troff was absent for the meeting but sent her request to be on the committee via email prior to the meeting.

Mr. Schlueter motioned to approve the nomination and/or volunteer 3-4 members of the BRA to form a nominating committee to review the applicants for the two open BRA seats; supported by Mr. Phillips. The motion passed 8 in favor, 0 against.

3. Staff presentation of the draft Purchasing Policy & Data

Ms. Dix led the conversation regarding the proposed purchasing policy. The policy matches the City's current purchasing policy with the change that in the event a purchase was to cost at the \$50,000-\$100,000 range, the BRA would approve the cost – not the City Manager.

Ms. Hills discussed the proposed data guidelines based on current data this is available to the BRA that is not being collected in one location for review.

Both Ms. Dix and Ms. Hills requested that the board review the materials, and please send any comments or recommendations. Both proposals would be brought up again for adoption over the next few months.

OLD BUSINESS

None

COMMUNICATIONS & ANNOUNCEMENTS

Ms. Hills announced that the July Projects & Finance meeting is scheduled for July 3rd. As there would not be a quorum, the Board asked that the meeting be cancelled, and that the Projects & Finance committee receive the Executive Committee agenda to be kept up to date with agenda items coming for the July 18th meeting.

STAFF UPDATES

None

CITIZEN COMMENTS

None

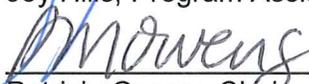
DIRECTOR'S COMMENTS

None

ADJOURNMENT: 8:30 AM



Joy Hills, Program Assistant – Community Planning & Economic Development



Patricia Owens, Chair

