
**CITY OF KALAMAZOO
BROWNFIELD REDEVELOPMENT AUTHORITY BOARD
SPECIAL MEETING
Friday, April 3, 2020 • ZOOM MEETING**

MEMBERS PRESENT: Nathan Bolton; James Escamilla; Kevan Hess; Kyle Gulau; Jason Novotny; Tom Schlueter; Jasmine Vedula; Patti Owens; Doug Phillips; Vice Mayor Patrese Griffin

MEMBERS ABSENT: Fritz Brown

CITY COMMISSIONERS/CITY STAFF PRESENT: Richard Cherry (Deputy City Attorney); Rebekah Kik (Planning and Economic Development Director); Jamie McCarthy (Development Coordinator); Antonio Mitchell (Development Project Coordinator); Beth Cheeseman (Executive Administrative Assistant)

Meeting was called to order at 7:34AM by Chair Patti Owens.

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

APPROVAL OF AGENDA: Mr. Bolton moved the approval of the agenda as presented; supported by Mr. Schlueter. Motion approved by voice vote unanimously.

NEW BUSINESS

- 1. Consideration of a Resolution giving the Brownfield Redevelopment Authority Board Chair, or the Vice Chair if the Chair is otherwise unable, the authority to execute agreements on behalf of the board for a period of time equivalent to the Governor's Executive Order No. 2020-21. (Action: Motion to adopt the Resolution giving the BRA Chair or Vice Chair the authority to execute agreements on behalf of the board for a period of time equivalent to the Governor's Executive Order No. 2020-21).**

Ms. McCarthy reported there is some essential BRA business that must be continued. They have purchase agreements they have worked on, particularly for Harrison Circle, which needs to be extended. She explained the resolution presented would allow the Board Chair or Vice Chair, if necessary, to sign on behalf of the entire board without the necessity of holding a meeting. These decisions would be to extend purchase agreements, not changing terms, so they can continue to work with developers.

Attorney Cherry stated that this resolution will correspond with the Governor's Executive Order. The Executive Order currently expires April 13th at midnight, but it will probably be extended.

Ms. Owens was given confirmation that once the Executive Order was lifted and the Board is able to meet regularly, then the Resolution would be lifted as well. It was also clarified that Mr. Nate Bolton is Vice Chair.

Mr. Phillips asked for clarification about the language of the Resolution – that the Board would be notified within 24 hours of an action. Attorney Cherry confirmed that the Board would be alerted within 24 hours that an action has occurred. He also stated that the authority given by the Resolution would not take the place of a public hearing. Attorney Cherry said that the 24-hour notice can happen by email.

Ms. McCarthy cautioned Board members not to have discussion over email. If discussion was needed, they can convene a meeting.

Ms. Owens stated her belief this was good practice for moving forward.

Motion to adopt the Resolution giving the BRA Chair or Vice Chair the authority to execute agreements on behalf of the board for a period of time equivalent to the Governor’s Executive Order No. 2020-21 was made by Mr. Schlueter; supported by Mr. Bolton. Motion approved unanimously by roll call vote.

OLD BUSINESS

None.

COMMUNICATIONS AND ANNOUNCEMENTS

Ms. McCarthy noted they are moving forward with public notice of the April 16 BRA hearing for 3406 Stadium Drive with Plaza Corp. She will let the Board know if that changes.

Mr. Mitchell gave a summary of working with the United Way and FFE for small business loans. These loans are to assist small businesses to pay employees during the pandemic. The application period started last Wednesday, and they already had 114 applications. He said they are working with the United Way to raise more money in order to assist more applicants. Mr. Mitchell shared that United Way could possibly get a check processed in as quickly as three days once the application is approved.

Mr. Schlueter stated that banks have not gotten all of the guidelines for SBA loans. He said it is projected that this money will run out in as little as two weeks. There is talk of a 2nd round of stimulus.

STAFF UPDATES

None.

CITIZEN COMMENTS

None.

DIRECTOR'S COMMENTS

Mr. Phillips asked for plenty of notice if they decide to have an Executive and Finance meeting before the April 16 meeting.

Ms. McCarthy shared that this project has come to the Projects meeting before and nothing has changed since that time. She said they are working on a development agreement with Plaza Corp. If the Board was ok with unsigned, but finalized documents, then they can proceed with a meeting.

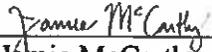
Mr. Schlueter confirmed there would be a Zoom meeting next Thursday at 7:30am.

Ms. Owen spoke about the SBA loans and the small business loans Mr. Mitchell announced. Mr. Mitchell talked about makeup of the approval board. He said small businesses with no more than 50 full-time employees are the focus. They want to give them a bridge to help. Ms. Owens spoke about how they are trying to assist the restaurants and retail businesses in their buildings. She added that she is proud of Kalamazoo for assisting with loans.

Mr. Phillips asked for an update on interviews. Ms. McCarthy said the subcommittee did three interviews by Zoom, and they prioritized the list of applicants. She said the applicant recommendation would be put on the agenda for their next BRA meeting. If the recommendation is approved, then it will go on to the City Commission. Ms. McCarthy believed they could be sworn in by the May meeting.

Ms. Owens, Ms. McCarthy and Attorney Cherry talked about the best manner for changing documents and signing documents.

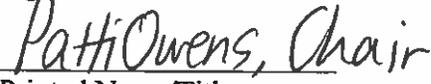
ADJOURNMENT: 8:11AM



Jamie McCarthy, Recording Secretary



Signature



Printed Name/Title