

Brownfield Redevelopment Authority

Minutes of Meeting – Wednesday, November 6, 2013

The meeting of the City of Portage Brownfield Redevelopment Authority was called to order by Secretary King at 8:00 a.m. in Conference Room #1, at Portage City Hall, 7900 South Westnedge Avenue, Portage, Michigan.

MEMBERS PRESENT:

Tom King, Secretary; Devrim Yaman; Jeff Monroe; Keith Lewandowski; Eric Alburtus; Bradley Galin; Jeffrey Kalmbach and Robert Kelber (arrived at 8:05 a.m.)

MEMBERS EXCUSED:

None

MEMBERS ABSENT:

Daniel Vomastek

IN ATTENDANCE:

Vicki Georgeau, Community Development Director; Christopher Forth, Deputy Director of Planning, Development and Neighborhood Services; and Lotta Jarnefelt and Lee Adams, Kalamazoo County Department of Planning and Community Development.

APPROVAL OF MINUTES:

The minutes from the December 21, 2009 meeting were introduced for approval. A motion was offered by Monroe, seconded by Yaman to approve the minutes as submitted. The motion was approved 7-0.

BUSINESS:

1. Election of Officers. A motion was offered by Monroe, seconded by Alburtus, to nominate King as the Chairman of the Brownfield Redevelopment Authority. There being no discussion, the motion was unanimously approved. A subsequent motion was offered by Yaman, seconded by Lewandowski, to nominate Alburtus as the Vice Chairman and Kalmbach as the Secretary. There being no discussion, the motion was unanimously approved.

Chairman King noted the by-laws were included in the agenda for reference purposes. Additionally, Chairman King asked each Board member to review the member listing included in the agenda to ensure the information is correct.

2. Kalamazoo County Brownfield Redevelopment Plan, 9008 Portage Road. Georgeau summarized the Brownfield Redevelopment Plan for 9008 Portage Road prepared by the Kalamazoo County Brownfield Redevelopment Authority (KCBRA) consultant. The applicant, Mr. Alex Gwiazdowski, South Portage LLC, has approached Kalamazoo County and requested assistance through the KCBRA program due to the availability of funds to pay for the up front expenses of

completing assessment studies and Brownfield Plans. Georgeau noted the subject property is improved with a 1,300 square foot building and parking lot that are in disrepair. The property is considered a "facility" due to the contamination caused by leaking underground gasoline storage tanks associated with a former gas station use that operated at this location. The tanks have been removed but the resulting contamination remains.

Georgeau summarized the remediation work to be completed by South Portage LLC and the Michigan Department of Environmental Quality. Georgeau also summarized the costs associated with the work to be completed by South Portage LLC and the amount of tax increment finance (TIF) capture being requested. The proposed length of tax capture is up to 30 years but could be less than 30 years depending upon the value of new building and site improvements invested in the property by South Portage LLC. Finally, Georgeau mentioned South Portage LLC is aware that review/approval of a special land use permit and site plan by the Portage Planning Commission is needed before the applicant's business, Disaster Restoration, relocates to 9008 Portage Road.

Georgeau introduced Ms. Lotta Jarnefelt, Director of the Kalamazoo County Department of Planning and Community Development and Lee Adams, Resource Coordinator for the Kalamazoo County Department of Planning and Community Development. Jarnefelt introduced Joe Agostinelli, Chairman of the KCBRA and Andy Wenzel, KCBRA Board member.

Lewandowski asked if any one was living in the travel trailer parked on site. Gwiazdowski responded no and further stated the trailer will be removed from the site. King asked if the school tax is proposed to be captured. Adams stated the school tax is proposed to be captured but State of Michigan approval is required. Preliminary discussions with state officials appear favorable to capture the school tax. Galin asked if this is the first KCBRA project involving tax capture for the Local Site Remediation Revolving Fund (LSRRF). Adams responded no and stated all previous Brownfield Plans include a LSRRF tax capture period. Lewandowski asked if the contaminated soils would be removed and will the site be clean when all work is completed. Adams said the State will be addressing soil removal and did not know at this point in time if the State will issue a full or partial closure report. Kelber asked if periodic sampling will be accomplished once the remediation efforts are completed. Adams stated the State will contain the contamination on-site.

There being no further discussion, a motion was offered by Alburtus, seconded by Monroe that the Brownfield Redevelopment Authority recommend to City Council that the resolution of support involving the KCBRA Brownfield Redevelopment Plan for 9008 Portage Road be approved for tax capture in the amount of \$69,764 for up to 30 years or when the eligible activities have been fully reimbursed, whichever occurs first (including the capture for the LSRRF). The motion was unanimously approved 8-0.

STATEMENT OF CITIZENS:

None.

ADJOURNMENT:

There being no further business to come before the Authority, the meeting was adjourned at 8:25 a.m.

Respectfully submitted,

Vicki Georgeau, Director