

Brownfield Redevelopment Authority

Minutes of Meeting – Tuesday, March 29, 2016

The meeting of the City of Portage Brownfield Redevelopment Authority was called to order by Secretary King at 8:02 a.m. in Council Chambers, Portage City Hall, 7900 South Westnedge Avenue, Portage, Michigan.

MEMBERS PRESENT: Tom King, Bradley Galin, Jeffrey Kalmbach, Robert Kelber, Daniel Vomastek and Eric Alburtus.

MEMBERS EXCUSED: Devrim Yaman, Jeff Monroe, and Keith Lewandowski.

IN ATTENDANCE: Vicki Georgeau, Community Development Director; Christopher Forth, Deputy Director; Rachel Grover, Kalamazoo County Department of Planning and Community Development; Joe Agostinelli, Chair of Kalamazoo County Brownfield Redevelopment Authority; and Lisa Phillips, Phillips Environmental Consulting Services.

APPROVAL OF MINUTES: The minutes from the March 11, 2015 meeting were introduced for approval. A motion was offered by Galin, seconded by Kelber to approve the minutes as submitted. The motion was approved 6-0.

BUSINESS:

1. Election of Officers. Chairman King asked if there were any officer nominations. There being none, Chairman King asked for a motion to retain the current slate of officers. A motion was offered by Kelber, seconded by Galin to nominate the existing slate of officers for re-election: King as Chairman, Alburtus as Vice-Chairman, and Kalmbach as Secretary/Treasurer of the Brownfield Redevelopment Authority. There being no further discussion, the motion was approved 6-0.
2. Kalamazoo County Brownfield Redevelopment Plan for RAI AZO, LLC, 5825 and 5901 Willoughby Drive. Georgeau summarized the Brownfield Redevelopment Plan for 5825/5901 Willoughby Drive prepared by the Kalamazoo County Brownfield Redevelopment Authority (KCBRA). The subject property is approximately 3.4 acres in size and improved with a 29,800 square foot building (airplane hangar and offices, built in 1963 and expanded/remodeled in 1974) and associated off-street parking lot. RAI AZO, LLC has an option to purchase the property and plans to expand their business currently located in Sturgis. RAI AZO, LLC is requesting to utilize tax increment financing (TIF) for reimbursement of eligible expenses related to the facility, which include preparation of the baseline environmental assessment report, brownfield plan preparation, installation of a sub-slab depressurization system, demolition of the existing parking lot and installation of a 2,000 sq. ft. taxiway. Georgeau noted the total amount of tax capture over the 15 year period is \$190,540, which also includes approximately \$77,000 for the Kalamazoo County Local Site Remediation Revolving Loan Fund.

Georgeau introduced Rachel Grover, Kalamazoo County Department of Planning and Community Development; Joe Agostinelli, Chairman of the KCBRA; and Lisa Phillips, Phillips Environmental Consulting Services.

Chairman King noted the proposed application appears to be consistent with the adopted City of Portage Brownfield Redevelopment Policy. Kelber asked for clarification on the amount of taxes foregone by the City of Portage. Georgeau indicated that over the 15 year period, the City of Portage will forego approximately \$40,000. Georgeau also noted the property is currently tax exempt and with the sale of the property, it will be added back to the tax roll. Vomastek asked for clarification on the amount of eligible activity tax capture as shown in Tables 1 and 4. Phillips indicated that local taxes only (\$23,200) will be used to fund the eligible activities shown in item No. 2 on Table 1. School taxes will not be utilized to finance these activities. Phillips also mentioned the Brownfield Act 381 work plan will need to be submitted to the State for review and approval of school tax capture.

There being no further discussion, a motion was offered by Alburtus, seconded by Kelber that the Brownfield Redevelopment Authority recommend to City Council that the resolution of support involving the KCBRA Brownfield Redevelopment Plan for 5825 and 5901 Willoughby Drive be approved. The motion was approved 6-0.

STATEMENT OF CITIZENS: None.

ADJOURNMENT: There being no further business to come before the Authority, the meeting was adjourned at 8:20.

Respectfully submitted,

Vicki Georgeau, Director

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