

Washtenaw County
Brownfield Redevelopment Authority (WCBRA)
Meeting held virtually using Zoom

APPROVED MEETING MINUTES
Thursday, October 14, 2021, 9:00 a.m.
(There was no September Board meeting)

Board Present: Trevor Woollatt – Chair, Allison Krueger – Vice Chair, James Harless, Sue Shink, Morgan Foreman, Joe Meyers - Secretary, Sybil Kolon, Karen Lancaster, Christy Maier

Board Absent: None

Staff: Nathan Voght – OCED, Anthony Bui, OCED Planning & Policy Intern

Joining the Video conference: Patti McCall – TetraTech, Derek Delacourt – City of Ann Arbor, Bill Godfrey – Three Oaks, Anne Jamieson – Jamieson Consulting, Wendy Carty-Saxon and Michael Appel – Avalon Housing, Bret Stuntz – SME Consulting, Cam McCausland – 3874 Research Prk Drive, Aaron Rose – Ypsilanti Community Schools

Handouts: None

1. Call to Order

Chair Woollatt called the virtual video-conference meeting to order at 9:05 a.m.

- a. Board member Roll Call and Declaration of City/Township/Village, County and State from which they are attending: Allison Krueger, calling from City of Ann Arbor, James Harless, calling from Webster Township, Washtenaw County, Trevor Woollatt, calling from Cascade Township, Kent County, Christy Maier, calling from Dexter Township, Washtenaw County, Joseph Meyers, calling from City of Ypsilanti, Washtenaw County, Sybil Kolon, calling from Manchester Township, Washtenaw County, Karen Lancaster, calling from City of Hillsdale, Hillsdale County, Morgan Foreman, calling from Delhi Township Ingham County, Sue Shink, calling from Northfield Twp., Washtenaw County.

2. Public Comment

There was no public comment.

3. Approval of Agenda

J. Harless moved to approve the agenda (2nd J. Meyers), and the motion passed unanimously.

4. Approval of August 12th, 2021 Meeting Minutes

Board members made several minor revisions to page 1 and 2 of the Minutes. J. Meyers moved to approve the minutes with the noted revisions (2nd A. Krueger), and the motion passed unanimously.

5. Board Member Conflict of Interest Disclosure

None declared.

6. Business

1. 206-210 N. Washington Avalon LBRF Agreement – Action

Staff referred to the draft LBRF Agreement in the packet, and explained the changes to the Grantee's procurement of the work to be completed from the previous version, which can be seen in the draft. He explained for only investigative work, there's no need for oversight an involvement of the Brownfield Authority. Whereas, with response activities, the Board asked for more involvement in contractor selection.

J. Meyers moved to approve the LBRF Agreement (2nd J. Harless), and the motion passed unanimously.

2. Maple Oaks Eligible Activity Approval – Action

N. Voght referred to the costs submitted for approval. Anne Jamieson, the environmental consultant for the project, explained there won't be additional costs for Maple Oaks South, except her time for review of the Reimbursement Agreement.

N. Voght asked the developer, Bill Godfrey, about the City's engineering concerns with Maple Oaks South, and when they will be addressed so that 50% of the Site Demolition costs can be reimbursed, pursuant to the conditions the City put on the Brownfield Plan approval. Mr. Godfrey indicated they are being addressed now.

J. Harless moved to approve the Eligible Activities for the Maple Oaks South development of \$68,267.50 (2nd C. Maier), and the motion passed unanimously.

3. 2440 E. Clark Road Ypsi Community Schools Phase I Environmental Assessment Grant – Action

N. Voght reminded the Board of their support for three other school-owned sites, mostly vacant, except Cheney School, which was not demolished. There is an additional site the district is considering for redevelopment, and Teresa Gillotti, OCED Director, is assisting with the process.

Aaron Rose is in attendance with questions. J. Meyers asked if this could be sent to the DCC for funding. Several Board members expressed concern for a delay, or potential that it wouldn't be funded. Mr. Rose indicated the time delay would not affect the process.

Several Board members suggested that the approval be contingent on DCC approval, and any costs not covered by the DCC would be covered by the Brownfield Authority.

J. Meyers moved to conditionally approve the Phase I Environmental and Title Work for 2440 E. Clark Road, subject to an application being made to the DCC for funding, and should the DCC not fund any part of the request, the Brownfield Authority would fund it (2nd M. Foreman), and the motion passed unanimously.

N. Voght discussed briefly the history of the DCC, with limited funding in 2019, when the original school district grant application was approved, and today with much more EPA assessment funding available.

4. 415 W. Washington Environmental Assessment Grant Application, City of Ann Arbor – Action

N. Voght referred to the City's grant application for \$20,700 to conduct additional Phase II investigation for the site. The Board discussed at length when State School tax capture can't be used to benefit a Liable Party, and that Local Taxes could be used. The Brownfield Authority's Assessment Grant Program is funded with Administrative capture, which is 100% Local Capture.

The LBRF fund, however, has both Local and State capture. Derek Delacourt, with the City of Ann Arbor, discussed how ultimately a developer will acquire the site and seek brownfield incentives to assist with redevelopment. The City's Brownfield Policy was discussed, where 15% of the units will have to be Affordable, if Non-Environmental Activities are requested.

T. Woollatt questioned the need for the additional investigation, when the site has had extensive investigation. Mr. Delacourt responded that the City is doing the minimum necessary to ensure sufficient environmental information is available to hand the site off to a developer.

J. Harless asked why no vapor investigation was included, to which Patti McCall, with TetraTech explained their intent is to do the minimum investigation necessary at this time.

J. Meyers moved to approve the Assessment Grant for \$20,700 to the City of Ann Arbor for 415 W. Washington (2nd J. Harless), and the motion passed with 8 yes votes and 1 no vote (T. Woollatt).

5. 3874 Research Park Drive – Form Brownfield Plan Review Sub-Committee

N. Voght introduced the developer, Cam McCausland, and the environmental consultant, Bret Stuntz. The project was discussed, located in the City of Ann Arbor, and whether MEDC supported it. Mr. Stuntz indicated the MEDC will support it, as there is out of state competition.

Morgan Foreman, James Harless, and Joe Meyers volunteered to assist with reviewing the draft Brownfield Plan.

6. August-September Financial Report – Action

N. Voght referred to the transactions requested, and indicated there was an additional \$31,632.71 of capture coming for 1140 Broadway, so the developer reimbursement total should be \$1,227,428.68, instead of what appears on the Financial Report.

J. Meyers moved to approve all noted transactions on the Financial Report, with the additional funds noted for 1140 Broadway (2nd M. Foreman), and the motion passed unanimously.

7. Other Business

None.

8. Public Comment:

The Board asked if anyone attending had additional public comment, and no one responded.

9. Adjournment:

The meeting adjourned at 10:00 a.m.

These minutes were approved by the Washtenaw County Brownfield Redevelopment Authority at the November 18, 2021 meeting, held virtually with Zoom.