

Washtenaw County
Brownfield Redevelopment Authority (WCBRA)
Meeting held in-person at 200 N. Main, downtown Ann Arbor
Lower Level Large Conference Room

APPROVED MEETING MINUTES
Thursday, August 11, 2022, 9:00 a.m.

Board Present: Trevor Woollatt – Chair, James Harless, Allison Krueger – Vice Chair, Sam Baushke, Colleen O'Toole, Joe Meyers - Secretary, Christy Maier,

Board Absent: Sue Shink

Staff: Nathan Voght – OCED

Joining the Meeting: Ryan Higuchi – PM Environmental, for 4025 Packard, Jill Ferrari and Shannon Morgan – Renovare 220 N. Park, Bret Stuntz, SME – 3874 Research Park Drive, Wendy Carty-Saxon, Michael Appel, Avalon, 206-210 N. Washington LBRF

Handouts: None

1. Call to Order

Chair Woollatt called the meeting to order at 9:02 a.m.

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 July 14th, 2022 Meeting Minutes

J. Meyers moved to approve the July 14th meeting minutes, with three minor revisions, (2nd A. Krueger), and the motion passed unanimously.

5. Board Member Conflict of Interest Disclosure

None disclosed.

6. Business

1. 4025 Packard Brownfield Plan – Action

Staff indicated the Pittsfield Township Board approved the Plan last night. The Board got an introduction to this project several months ago. The Brownfield Plan is structured so that if the developer opts to not submit a Work Plan, the local millage burden does not increase, but rather stays proportional to if the capture of State School Taxes were included. The Township approval resolution includes a cap of 25 years, assuming Work Plan approval, or 15 years, assuming no Work Plan is approved and the Plan is “local only.”

J. Harless stated that Section G of the Brownfield Plan should be updated to reflect the Township’s approval conditions related to 25 or 15 year cap. This would leave no doubt as to the

expiration of the Plan. The Board discussed this, and felt this change would be minor and N. Voght indicated he would inform the Township of the update and that it should not be a problem.

J. Harless moved to approve the Brownfield Plan, with the revision to Section G to reflect the Township's approval conditions (2nd C. O'Toole), and the motion passed unanimously.

2. 3874 Research Park Drive, Sartorius, Act 381 Work Plan and Reimbursement Agreement – Action

N. Voght referred to the revised Work Plan, which had several additional changes requested after J. Harless reviewed the draft. The Eligible Activity Table needed to be in the body of the Plan. Although the Board approved the Work Plan last month, it is requested the Board approve this updated Work Plan today.

The Board discussed whether MEDC should be reviewing the Work Plans prior to BRA review and approval. Staff stated it was always requested that developers contact MEDC prior to Brownfield Plan approval for general indication of support for non-environmental activities, but that it has not usually been requested that developers first submit a Work Plan draft to the MEDC for comment. However, this can be requested of developers if the Board prefers this.

J. Harless moved to approve the Act 381 Work Plan (2nd J. Meyers), and the motion passed unanimously.

3. 206-210 N. Washington Avalon Housing, Approved LBRF Eligible Activities – Action

Staff reminded the Board of the previous LBRF Grant award of approximately \$30,000 to support Due Diligence by Avalon for this vacant multi-family building for suitability for rehabilitation as affordable housing. Avalon has a purchase agreement with the City of Ypsilanti.

Wendy Carty-Saxon and Michael Appel joined the meeting via Zoom to answer any questions.

The investigation supported by the LBRF Grant is complete, and there will be approximately \$7,600 of unused LBRF grant, which staff indicated to Avalon could not be “rolled” over to support other activities. However, staff provided Mr. Appel with Avalon several possible eligible activities that could be included in a future LBRF Grant request, such as stormwater, utilities, streetscape, demolition, etc.

After looking at rehabilitation costs, Avalon has determined the structure must be demolished, and has had conversations with the City and City Historic District Commission about this.

J. Meyer moved to approve an additional \$5,897 in LBRF Eligible Activities and issue reimbursement to Avalon Housing (2nd C. Maier), and the motion passed unanimously.

4. 220 N. Park Act 381 Work Plan – Action

Staff referred to the Work Plan in the packet, and updated the Board on the project. Jill Ferrari, with Renovare, the developer, provided a status update, including an approved Land Contract with the City, Historic District Commission approval, and closing with Michigan Community Capital, the construction lender, in October.

J. Meyers moved to approve the Work Plan for 220 N. Park as presented (2nd J. Harless) and the motion passed unanimously.

J. Harless mentioned that the Board did not approve the 3874 Research Park Drive Reimbursement Agreement, under Business item #2. He mentioned that there are some things

that need to be looked at, and it might be the underlying template. He also commented that the last sentence of #8, Eligible Costs Reimbursement, should state "...and Due Care Planning activities, if conducted prior to approval of a Brownfield Plan."

J. Meyers moved to approve the 3874 Research Park Drive Reimbursement Agreement with the noted revision to Section #8 (2nd S. Baushke), and the motion passed unanimously.

5. July Financial Report – Information Only

Staff referred to the Report, which is for information only.

7. Other Business

T. Woollatt asked staff if the Brownfield Plan review Sub-Committees also review the Work Plan, when submitted, to which staff responded that they do. It's usually a step that is taken, given the Sub-Committee was involved in early review of the Brownfield Plan. However, staff stated that in the case of 220 N. Park, there wasn't time to send the Work Plan back to the Sub-Committee.

T. Woollatt provided some background on the Board's LBRF Policy for the newer members. As the LBRF fund increased, the Board considered community benefits to achieve by awarding projects that provided affordable housing. However, there was concern about dictating to participating members land use considerations. So, the policy has criteria to consider, but does not mandate only supporting affordable housing projects.

N. Voght explained further that the adopted LBRF policy suggested the Board should consider projects that advance affordable housing, Smart Growth, and properties with significant contamination. The projects supported so far have been entirely public or non-profit owned, and have been well aligned with the policy, supporting affordable housing projects, as well as sites, such as Leslie Science Center, and 415 W. Washington, with significant environmental concerns.

C. O'Toole updated the Board on the City of Saline's Salt Springs Park parking lot LBRF grant, and that excavation and disposal costs have significantly exceeded budget. She and Triterra will be presenting information at the next meeting, with a request to increase the LBRF grant.

8. Public Comment:

None.

9. Adjournment:

The meeting was moved by C. O'Toole to adjourn at 9:53 a.m. (2nd J. Meyers), and the motion passed unanimously.

These minutes were approved by the Washtenaw County Brownfield Redevelopment Authority at the September 8, 2022 meeting, held at 200 N. Main, lower level large conference room, downtown Ann Arbor.