

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

APPROVED MEETING MINUTES
Monday, July 10, 2023, 10:00 a.m.

Board Present: Trevor Woollatt, Sam Baushke – Secretary James Harless, Allison Krueger – Chair, Justin Hodge, Colleen O'Toole – Vice Chair

Board Absent: Christy Maier

Staff: Nathan Voght – OCED

Joining the Meeting: Bonnie Wesler – City of Ypsilanti DPW Director, Katie Jones – City of Ypsilanti, Mark Smith – MI-HQ (Zoom), Chris Fraleigh, Greg Copp – MAVD Development, David Blakely – City of Ypsilanti DPW

Handouts:

1. Call to Order

Chair Krueger called the meeting to order at 10:01 a.m. The meeting had to be moved down the hall from the Large to the Small Conference room, due to a room scheduling conflict.

2. Public Comment

There was no public comment.

3. Approval of Agenda

J. Harless moved to approve the Agenda (2nd T. Woollatt), and the motion passed unanimously.

4. Approval of June 5th, 2023 Meeting Minutes

J. Harless moved to approve the June 5th minutes, revising the last sentence of the 2nd paragraph of page 2 to read: "They plan to go down 10 ft. for clean up and remove contaminants." (2nd J. Hodge), and the motion passed unanimously.

5. Board Member Conflict of Interest Disclosure

None declared.

6. Business

1. 303 N. Fifth/312/314 Detroit St. Brownfield Plan Amendment – Discussion

Staff introduced Greg Copp with MAVD development, developer of the project in Kerrytown Ann Arbor, and reminded the Board of the Brownfield Plan previously approved for this mixed-use development.

Mr. Copp discussed the cobble that was encountered as piles were driven on the site. The size and number were too great, and full excavation of the site an additional 10 ft. was required, before the piles could be successfully driven. This increased cost significantly. The proposed Plan amendment would increase costs in several eligible activity categories by about \$600,000.

Staff indicated a revised Proforma was submitted and reviewed by the City. City Finance is reviewing it now. Should the City approve the Plan Amendment, it will come back to the Brownfield Authority and Board of Commissioners for approval.

The Board briefly discussed the amendment and looks forward to seeing the Amendment, if approved by the City.

2. 300 N. Zeeb Reimbursement Agreement – Action

Staff pulled up the draft Agreement on the screen for Board review. The developer, Mark Smith, is on Zoom to answer any questions. The developer has requested several minor revisions to the usual template, including that each party would pay their own legal fees should a dispute regarding eligible costs. The Board was not comfortable with this change to Section 11 of the Agreement.

Mr. Smith was in agreement to not make the change to Section 11.

C. O'Toole moved to approved the Reimbursement Agreement with all requested changes by the developer, with the exception of those to Section 11 (2nd J. Harless), and the motion passed unanimously.

3. 14 W. Forest, City of Ypsilanti DPW Yard, Environmental Assessment Grant Application – Action

Staff introduced Bonnie Wessler, City of Ypsilanti DPW Director. Ms. Wessler explained that the City has many old buildings in this location, some of which have to demolished and rebuilt. The site has long been a City DPW yard, and was a former manufactured gas plant, with USTs and some that leaked. The City is requesting a Phase I and hazardous materials survey in the amount of \$4,950. A Phase II investigation will likely be needed, as well.

T. Woollatt moved to approve the grant application for \$4,950 (2nd J. Harless), and the motion passed unanimously.

4. Final Review of the Draft 2021-2022 Brownfield Program Annual Report – Action

Staff wanted to give the Board a last review of the report before public release. Two additional project highlights were added, as suggested by the Board previously.

J. Hodge moved to approve the Report for release (2nd C. O'Toole), and the motion passed unanimously.

J. Hodge stated that the report should be sent to the Board of Commissioners.

5. June 2023 Financial Report – Information

Staff referred to the Financial Report, which is updated this month, and only for information. Staff mentioned he is working with Bill Godfrey of Three Oaks and the City of Saline on whether they've addressed the City issues on Maple Oaks Phase I, so they would be eligible for reimbursement of 50% of the Look Back costs of \$105,800.

7. Other Business

The Board discussed staff's LBRF account cash flow projections, based on already approved LBRF grants and loans, and applications expected to be submitted. The Board discussed concerns with granting LBRF funds for Main Street Park Alliance remediation, with no guarantee the project is funded. Those funds could be placed in escrow, or a condition could be placed on

the approval requiring demonstration of project funding prior to release of funds. The Board asked staff to convey these concerns to the Main Street Park Alliance.

The Board discussed canceling the August 7th meeting due to vacations.

8. Public Comment:

None.

9. Adjournment:

T. Woollatt moved to adjourn the meeting at 11:01 a.m. (2nd S. Baushke), and the motion passed unanimously.

These minutes were approved by the Washtenaw County Brownfield Redevelopment Authority at the September 11, 2023 meeting, held at 200 N. Main, lower level large conference room, downtown Ann Arbor.