

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
Tuesday, October 17, 2023, 10:00 a.m.

Board Present: Allison Krueger – Chair, Colleen O’Toole – Vice Chair, Sam Baushke – Secretary, Christy Maier, James Harless, Justin Hodge, Katie Jones

Board Absent: Jenn Cornell, Trevor Woollatt

Staff: Nathan Voght – OCED

Joining the Meeting: Tom Wackerman – ASTI Environmental, Wendy Carty-Saxon – Avalon Housing, Michael Appel – Avalon Housing, Anne Jamieson – Environmental Consultant for Avalon Housing, David Esau – Architect for Avalon Housing.

Handouts: Eligible Activity Table for the 121 Catherine Street LBRF Grant from Anne Jamieson, consultant for Avalon Housing

1. Call to Order

Chair Krueger called the meeting to order at 9:03 a.m.

2. Public Comment

None

3. Approval of Agenda

Staff sent out a proposed revised agenda, adding a Phase I Environmental Assessment Grant for 7970 W. Liberty, at the request of Will Hathaway, Supervisor of Scio Township. C. O’Toole moved to approve the agenda with this item added as Business Item #3, (2nd J. Harless), and the motion passed unanimously.

4. Approval of September 11th, 2023 Meeting Minutes

J. Harless moved to approve the September 11th minutes as presented (2nd C. Maier), and the motion passed unanimously.

5. Board Member Conflict of Interest Disclosure

None declared.

6. Business

1. 206-210 N. Washington, Avalon Housing, LBRF Grant Application – Action

N. Voght provided an overview of the project. The board has previously been introduced to the proposed project, and provided an Environmental Assessment Grant from LBRF in 2021-2022 to assist with hazardous materials survey and other assessments. Staff continued and referred to the updated LBRF fund projection table, which provides a running balance of the fund, with existing obligations shown, as well as this project and Main Street Park Alliance project. There is

about a \$200,000 deficit in the fund next year, should the Board approve this request and the Main Street Park Alliance request.

J. Harless raised concerns about using the LBRF fund fully, and that both this project and the Chelsea park project need to be considered together, considering the fund is short about \$200,000 to full fund both requests. He said the Authority has supported a lot of affordable housing projects, and the Chelsea project, which Act 381 was intended to support.

J. Hodge, the Chair of the Board of Commissioners, and liaison to the Authority, stated the County's priority continues to be affordable housing.

The Board asked Michael Appel, who was in attendance from Avalon, about the financing of the N. Washington project. He referred to the last page of the LBRF application, which staff pulled up on the screen, for the various sources.

C O'Toole stated that there's only about \$600,000 for each project available, based on the LBRF fund projections. Staff commented on the nature of both projects, that the Avalon project financing is very complicated and inflexible vs. the Chelsea project, raising private capital to build a public park.

The Board discussed postponing the Avalon request to the November 6th meeting, where the Chelsea LBRF request will be on the agenda, so both could be discussed together. The Board anticipates having an updated Chelsea LBRF Work Plan as well, soon, for review.

J. Harless moved to table the 206-210 LBRF Grant application until the November 6th meeting (C O'Toole), and the motion passed unanimously.

2. 121 Catherine LBRF Grant Agreement – Action

Staff referred to the draft Agreement, which uses our template, but incorporates some custom language around staff approving LBRF Eligible Activities as part of a monthly construction draw process, then reporting back to the Board monthly. Also, there is proposed revisions that speak to the need to shift some Eligible Activities between the EGLE Grant and LBRF Grant.

Anne Jamieson, the consultant for Avalon, on Zoom, described the project, and the funding sources and the overlap between activities. She spoke to the No Further Action needed on Soils from EGLE, due to the HUD funding.

J. Harless moved to approve the LBRF Grant Agreement as presented (2nd C. O'Toole), and the motion passed unanimously.

3. 7970 W. Liberty Road, Phase I Env. Assessment Grant – Action

Staff referred to this agenda item, added at the request of staff, as requested by Scio Township. The item was emailed in September, and should have been placed on the agenda. The application and information was emailed separately to the Board.

The Board was not in favor of supporting a Phase I for a site where a buyer has not been identified. There is info on an existing Phase I, but it was unclear when it was performed.

When did the Twp acquire the parcel? Staff was not sure. The Board would be supportive of a Phase I grant when a buyer is identified.

J. Harless moved to deny the Phase I grant application, with an invitation to return when a buyer is identified (2nd J. Hodge), and the motion passed unanimously.

4. September 2023 Financial Report – Action

J. Hodge moved to approve the financial report and noted transactions, including paying the State of MI 3 mills SET invoice (2nd J. Harless), and the motion passed unanimously.

7. **Other Business**

The Board discussed when meetings would occur in 2024. It was decided to move back to the 2nd Thursdays of the month, at 9 a.m. That will work with Justin Hodge's teaching schedule. N. Voght will send out appointments to everyone and secure the same meeting room.

J. Hodge updated the Board that formation of a County Land Bank was still moving forward. He's talked to the County Treasurer further about what the Land Bank would look like. Commissioner Sanders went to a Land Bank conference in Cleveland. He asked the Authority again to confirm they'd be open to also serving as the County Land Bank Authority, and the Board was amenable.

8. **Public Comment:**

None.

9. **Adjournment:**

J. Hodge moved to adjourn the meeting at 10:09 a.m. (2nd S. Baushke), and the motion passed unanimously.

These minutes were approved by the Washtenaw County Brownfield Redevelopment Authority at the November 6, 2023 meeting, held at 200 N. Main, lower level large conference room, downtown Ann Arbor.