



Village of Vicksburg
Brownfield Redevelopment Authority
Vicksburg Village Offices
126 N. Kalamazoo Avenue
Monday, September 21, 2016 - 9:00am

Minutes

- I. Call to Order – The meeting was called to order at 9:01 am by Village President Bill Adams.
The following members were in attendance: Rudy Callen, Bill Adams, Ron Smith, and Chris Newman. Also in attendance were Village Manager Jim Mallery, Jackie Koney, Lisa Phillips, Clerk Theresa Paddock and guests Dennis Olson, Sue Moore and Mike Gurnee. Absent: Ken Hovenkamp, Warren Lawrence, Steve Goss, and Don DeBruin.
- II. President Adams apprised a quorum of the BRA was not in attendance so no formal business could take place.
- III. Jackie Koney and Lisa Phillips introduced Mike Gurnee from the DEQ. Lisa walked the members thru the Grant / Loan program. The first step is to submit a pre-application to the DEQ requesting approval to submit for application for the loan and grant. The DEQ offers 1.5% interest rate for loan. The Grant would be a separate funding mechanism and would not require payback. TIF funds could be used to pay back the loan. Paper City wants to create a Brownfield for the area. The loan could cover environmental issues and demolition. The Authority would go thru Kalamazoo County and is consistent with the Memo of Understanding between the County and Village of Vicksburg previously issued.

Paper City will take responsibility for all paperwork and applications but the loan must be applied for in the name of the Village of Vicksburg. Discussion ensued regarding liability should Paper City not be able to full-fill their obligation on the loan. Mike Gurnee advised that an agreement could be put in place with Paper City requesting they post bond or surety to cover the loan should they not be able to meet their obligations. A question was raised if Schoolcraft Township would be effected by this loan to which Lisa Phillips responded negatively. The entire building sets within the Village of Vicksburg District and as such would not need their approval.

Discussion succeeded regarding staging the project into manageable portions, stabilizing the building, curb appeal and the benefits of the Village trail running thru the site. President Adams inquired what the impact would be in approval if the Village couldn't contribute funds. Mr. Gurnee advised that the Village had made significant contributions by establishing public utilities to the site and the construction of the trail. Those impacts would be considered as contributions to the plan.

Paper City asks that the Authority approve their request to make pre-application at the October meeting of the Brownfield. Even though it does not require council approval, they would like to have the Village Council approve the application as well.

Mr. Callen asked for clarification in terms of liability for the Village. Mr. Gurnee iterated at the Village and Paper City should enter into an agreement with terms and conditions set to establish surety / bonds for the payback of the loan should Paper City not be able to full-fill their agreement. There are many avenues available to protect Village of Vicksburg with this development. Also, all agreements would need approval by the Village Attorney and Council.

Ms. Phillips apprised that the loan allows for a 3% administration fee to cover our costs in administration and oversight. The Village may want to consider hiring their own Environmental Consultant to ensure that work is

accurate. Ms. Phillips reiterated the terms of the Memo of Understanding between Kalamazoo County, the Land Bank and The Village of Vicksburg states that the first 5 years of TIF funds go to the Land Bank.

President Adams stated he would like to have a joint meeting between the BRA and the Village Council and suggested a work session before the next regular council meeting scheduled for October 3rd @ 5:30. Paper City can make a presentation to include the information regarding the application and loan process.

- IV. Review and approval of Local Site Remediation Fund Policy and Forms – no action
- V. Request for Funds – Natural trail Head – no action
- VI. Ms. Phillips advised there has been discussion over creating a Brownfield for 606 Spruce Street (aka Long Branch property). She provided members with spreadsheets depicting amounts that could be captured based on expected property values. She stressed it is important to do before the end of the year so that the increase in taxable value may be captured. Questions were raised about impact on school taxes, public noticing and if entities could opt out. Ms. Phillips and Manager Mallery will begin to work on a plan to present to council for approval and public hearing.

With no further business to discuss, the committee adjourned at 10:30 a.m.

Respectfully Submitted,

Theresa L. Paddock, CMC

Clerk

Date prepared: September 23, 2016

Date Approved: