

Minutes
Cascade Charter Township
Brownfield Redevelopment Authority Board
March 31, 2021
5:30 P.M.
Virtual Meeting

ARTICLE 1. Chairwoman Kleyla called the meeting to order at 5:35 P.M.
Members Present: Kathy DeVries, Michele Kleyla, Chris Noordyke, Aaron Mead, and Grace Lesperance
Members Absent: None
Others Present: Director Sandra Korhorn, Manager Ben Swayze, Deputy Treasurer Oxana Sourine, and Susan Wenzlick, consultant with Fishbeck

ARTICLE 2. Approval of the Agenda

Motion was made by Member Mead to approve the current Agenda. Supported by Member Noordyke. Motion carried 5 to 0.

ARTICLE 3. Approval of the Minutes of March 17, 2021

Motion was made by Member Lesperance to approve the Minutes of the March 17, 2021 meeting. Supported by Member Mead. Motion carried 5 to 0.

**ARTICLE 4. Acknowledge visitors and those wishing to speak to agenda & non-agenda items.
(Comments are limited to five minutes per speaker)**

There were no visitors.

ARTICLE 5. Education Session

Susan Wenzlick presented an informational Power Point slide show to all in attendance.

This reviewed what the definition of a Brownfield is: A property where expansion, redevelopment or reuse may be complicated by the presence of environmental contamination or blight. These properties can be contaminated, functionally obsolete, blighted, historic, at a transit hub, owned by a land bank (Kent County does not have a land bank), or adjacent or contiguous to any of the above if it is part of the development. A site needs to meet one of these criteria to qualify for brownfield incentives.

A Brownfield Redevelopment Authority will help provide incentives to redevelop sites, level the development playing field, create jobs, bring investment, increase the tax base,

qualify to apply for brownfield grants and loans, create a local brownfield revolving fund.

BRA incentives include state tax increment financing (TIF), local TIF, EGLE brownfield grants and loans, Michigan Economic Development Corporation grants, and a local brownfield revolving fund. The TIFs need to be approved by the BRA, EGLE, and the Michigan Strategic Fund. No taxing jurisdiction will get less money under a brownfield plan than it does now, and an increase will be seen after all eligible expenses are repaid.

Ms. Wenzlick reviewed a standard brownfield table of contents, TIF table, and the TIF process with all in attendance.

Member Noordyke asked if a revolving fund can be established before eligible expenses are paid off, Ms. Wenzlick stated that expenses need to be paid off first. Member Noordyke asked if the millage rate can be started off lower for the project and then raised for the revolving fund, or if the rate is variable or static across the entire term. Ms. Wenzlick stated that she will have to check into that question.

Ms. Wenzlick stated that the BRA needs to:

- Approve the revised bylaws, consider the application fee structure, consider the application guidance document, and consider a local brownfield revolving fund.
- The brownfield plan, development agreement, and EGLE brownfield grant/loan application for Robinson Dental will all need to be reviewed and approved.
- The Township Board will need to hold a public hearing on the plan, as well as approve the plan and grant application.
- Review and approve the Act 381 work plan for state TIF approval.
- Annually report state and local tax increment revenues to MDEC.

Ms. Wenzlick provided links to Members for more resources, guidance, and information on brownfield redevelopments to review if they would like to.

Ms. Wenzlick stated that she will provide this presentation to Director Korhorn for Members to review at their convenience.

Member DeVries asked how often properties eligible for brownfield redevelopment become available in Cascade Township. Ms. Wenzlick stated that EGLE has a list of known contaminated sites, and there are 35 contaminated sites within Cascade Township. Not all contaminated sites are eligible for redevelopment.

Member DeVries asked if it is worth developing a revolving fund if there will not be much use of it. Director Korhorn stated that this may be something the Board will need to review and decide.

ARTICLE 6. Any Other Business

Director Korhorn stated there will be a meeting on April 15th at 5:30 P.M.

ARTICLE 7. Adjournment

Motion made by Member Mead to adjourn the meeting. Supported by Member DeVries. Motion carried 5 to 0. The meeting was adjourned at 6:25 P.M.

Respectfully Submitted,
Grace Lesperance, Secretary