

**CITY OF JACKSON
BROWNFIELD REDEVELOPMENT AUTHORITY**

*DANIEL P. GREER, CHAIRMAN OF THE
CITY OF JACKSON BROWNFIELD REDEVELOPMENT AUTHORITY
ANNOUNCES A PUBLIC MEETING*

October 13th, 2021 at 9:00 A.M.

*Location: City Hall, 2nd floor Council Chambers
161 W. Michigan Ave, Jackson Mi.*

AGENDA

1. Call to Order
2. Roll Call of Board Members.
3. Adoption of Agenda
4. Adoption of the August 18th , 2021 Meeting Minutes
5. Public Comment and Correspondence
6. Consent Calendar
 - A. Receipt of Budget Status Report – LSRRF
 - B. Receipt of Budget Status Report – BRA Fund
 - C. 2022 JBRA Meeting calendar and coordinating deadline schedule

7. New Business

- A. Request for cost reimbursement from the city of Jackson.
Recommendation: Approve the Cost reimbursement request completed by Envirologic for eligible development (streetscape) cost incurred by the City of Jackson related to the development of "The 200" also known as project "Smartopolis located at 200 N. Jackson St
- B. Presentation by Dave Stegink for Cooper Street Biggby Coffee
- C. Review the Brownfield Plan for 1002 Cooper St. Cooper Street Biggby Coffee.
Recommendation: Approve the Brownfield Plan for Cooper Street Biggby Coffee 1002 Cooper St and adjacent parcels and consider recommending to City Council for final adoption
- D. Update from Dave Stegink of Envirologic regarding the EPA Grant application proposal.
- E. Repayment of EPA funds to the Jackson County Brownfield Redevelopment Authority.
Recommendation: Approve the expenditure from the Jackson Brownfield Redevelopment Authority Local Site Remediation Revolving Fund not to exceed \$25,000 to the Jackson County Brownfield Redevelopment Authority for the EPA award issued to Cooper Street Biggby Coffee at 1002 Cooper St, Jackson MI.

8. Board Member Concerns and Comments

9. Adjournment



Neighborhood & Economic Operations

Building a Stronger Jackson

161 W. Michigan Avenue • Jackson, MI 49201-1303
Phone (517) 788-4060 • Facsimile (866) 971-2151

MEETING MINUTES

Jackson Brownfield Redevelopment Authority

Meeting was held at City Hall 161 W.
Michigan Ave, 2nd floor Council Chambers at 9:00 am

MEMBERS PRESENT: Dan Greer, Jonathan Greene, Phil Hones, Steve Duke, Ray Snell, Derek Dobies, Laura Schlecte, Mishele Wilkins

MEMBERS ABSENT: Darrell Norris, Ken Straub

STAFF PRESENT: Shane LaPorte-NEO Director

Guest: Dave Stegink- EnviorLogic, Alex Masten Jackson County Brownfield Authority

1. Call to Order

Chairman Greer called the meeting to order at 9:06 am.

2. Adoption of Agenda

Board Member Dobies moved, with support from Board Member Snell, for the adoption of the agenda.

The motion passed unanimously on a roll call vote.

3. Adoption of June 9th, 2021 Meeting Minutes

Board Member Duke moved, with support from Board Member Dobies, for the adoption of the minutes as presented.

The motion passed unanimously on a roll call vote.

4. Public Comment and Correspondence

No public comment



5. Consent Calendar

- A. Receipt of Budget Status Report-LSRRF**
- B. Receipt of Budget Status Report-BRA Fund**

Motion by Board Member Duke, with support from Board Member Schlecte to approve the Consent Calendar.

The motion passed unanimously on a roll call vote

6. New Business

- A. Request for cost reimbursement from Popeye's Louisiana Kitchen. Recommendation: Approve the Cost reimbursement request completed by Phillips Environmental Consulting services for eligible development cost incurred by Popeye's Louisiana Kitchen 970 North West Avenue.**

Motion by Board Member Duke, with support from Board Member Snell to approve the Cost reimbursement request completed by Phillips Environmental Consulting services for eligible development cost incurred by Popeye's Louisiana Kitchen 970 North West Avenue.

The motion passed unanimously on a roll call vote

- B. Biggby Coffee Brownfield. Jackson County Brownfield Redevelopment Authority cost reimbursement from tax increment revenues. Recommendation: Approve authorization for JBRA Chairman Daniel Greer and City Manager Jonathan Greene to enter into an agreement to reimbursement first to the Jackson County Brownfield Redevelopment Authority for approved eligible expenses, should a Brownfield Plan be approved for the development of 1002 Cooper St, for Biggby Coffee.**

Motion by Board Member Duke, with support from Board Member Greene to approve authorization for JBRA Chairman Daniel Greer and City Manager Jonathan Greene to enter into an agreement to reimburse first to the Jackson County Brownfield Redevelopment Authority for approved eligible expenses, should a Brownfield Plan be approved for the development of 1002 Cooper St, for Biggby Coffee.

The motion passed unanimously on a roll call vote

7. Board Members Concerns and Comments

None



8. Adjournment

Motion by Board Member Dobies, with support from Board Member Greer, to adjourn the meeting.

The motion passed unanimously on a roll call vote. The meeting adjourned at 9:15 am.

Respectfully submitted, as prepared by Shane LaPorte.

A handwritten signature in black ink, appearing to read "Philip J. Hones".

Philip J. Hones, Secretary

These Minutes of the Jackson Brownfield Redevelopment Authority are not considered final until approved at a scheduled JBRA meeting.

Local Site Remediation Revolving Fund
Summary - By Fiscal Years - From FY 2013 - Current
As of 10/7/21

Fiscal Year	Fiscal Year - Actual									FY 2022	
	2013	2014	2015	2016	2017	2018	2019	2020	2021	Budget	YTD
Revenues by Project:											
Home Depot - Local Tax	71,212	-	-	-	-	-	-	-	-	-	-
Die-Namic Tool - Local Tax	8,397	8,942	8,957	8,121	5,730	-	-	-	-	-	-
Full Spectrum GLHHC	-	-	-	62,246	66,108	67,687	58,659	66,614	78,131	-	72,000
Lifeways:											
Local Tax	-	-	-	-	-	-	-	-	-	-	-
School Taxes	-	-	-	-	-	-	-	-	-	-	-
Interest	2,816	1,541	636	965	911	2,151	2,748	2,408	187	300	125
Miscellaneous	-	-	-	10,215	-	-	-	-	-	-	-
Total	82,425	10,483	9,593	81,547	72,749	69,838	61,407	69,022	78,318	72,300	125
Expenditures:											
From Local Tax:											
Contractual Services	275	-	-	10,600	14,850	-	-	-	1,409	-	-
Building Demolitions	40,345	-	-	-	-	-	-	-	-	-	-
Administration	173	34	-	-	-	-	-	-	-	-	-
Uncollectible Accts - Home Depot MTT	4,894	-	-	-	-	-	-	-	-	-	-
Contribution to CE Bldg. Demo Fund	353	414,417	17,500	-	-	-	-	-	-	-	-
Contribution to Cortland St Redev. Proj.	-	-	-	-	-	251,510	-	208,000	-	-	-
From School Tax:											
Lifeways-Act 381 Work Plan Review	-	-	-	-	-	-	-	-	-	-	-
Total	46,040	414,451	17,500	10,600	14,850	251,510	-	208,000	1,409	-	-
Rev. Over (Under) Exp.	36,385	(403,968)	(7,907)	70,947	57,899	(181,672)	61,407	(138,978)	76,909	72,300	125
Balance - Beginning	572,170	608,555	204,587	196,680	267,627	325,526	143,854	205,261	66,283	143,192	143,192
Balance - Ending	608,555	204,587	196,680	267,627	325,526	143,854	205,261	66,283	143,192	215,492	143,317

City of Jackson
Brownfield Redevelopment Authority Fund # 489
Summary - By Fiscal Years - From FY 2013 - Current
As of 10/7/21

	Fiscal Year - Actual								(Preliminary)	FY 2022	
	2013	2014	2015	2016	2017	2018	2019	2020	2021	Budget	YTD
Revenues:											
Wolverine	-	-	-	-	-	-	-	-	-	-	-
Miller Truck	-	-	-	-	-	-	-	-	-	-	-
Micromatic	-	-	-	-	-	-	-	-	-	-	-
Consumers	996,467	963,588	943,683	947,673	1,082,966	1,107,256	1,141,408	1,192,814	1,214,642	1,231,000	-
JGW	14,475	12,774	-	-	-	-	-	-	-	-	-
Home Depot	71,212	-	-	-	-	-	-	-	-	-	-
Heat Controller	10,554	10,175	10,058	10,459	10,974	11,283	12,039	12,949	13,553	13,740	-
Lifeways	-	-	-	-	-	-	-	-	-	-	-
DNT	8,397	8,942	8,957	8,121	5,730	-	-	-	-	-	-
GLHHC	18,640	31,617	45,713	60,606	58,933	64,309	66,691	71,782	71,053	72,000	-
Full Spectrum	11,443	34,317	47,320	64,001	66,108	67,687	60,763	64,511	65,445	-	-
D.E.P. (County)	-	-	-	-	-	-	-	-	7,340	7,440	-
Popeye's	-	-	-	-	-	-	-	-	6,831	7,000	-
Interest	8,119	6,027	4,019	3,487	4,007	7,686	19,369	14,364	2,867	9,000	1,154
Charges for Serv./Misc.	-	-	-	-	-	-	-	-	3,599	-	-
Total	1,139,307	1,067,440	1,059,750	1,094,347	1,228,718	1,258,221	1,300,270	1,356,420	1,385,330	1,340,180	1,154
Expenditures:											
Personnel	19,365	16,140	25,500	22,719	19,357	20,330	21,566	22,410	28,306	20,456	5,674
A) Contractual Services	1,664	3,003	-	-	2,996	-	-	-	5,860	5,000	2,048
Wolverine	-	-	-	-	-	-	-	403	-	-	-
Micromatic	-	-	-	-	-	-	-	-	-	-	-
JGW	12,915	11,245	155	-	-	-	-	-	-	-	-
Home Depot	-	-	-	-	-	-	-	-	-	-	-
Heat Controller	4,524	4,363	4,249	-	-	-	46,442	13,197	13,553	13,740	-
Riverwalk Hotel	-	-	-	-	-	-	-	-	-	-	-
GLHHC	13,640	36,617	45,713	60,606	45,293	64,309	64,382	74,090	58,367	-	-
Full Spectrum	-	32,797	47,320	1,754	-	-	-	-	-	-	-
DEP (County)	-	-	-	-	-	-	-	-	7,340	7,440	6,548
Popeye's	-	-	-	-	-	-	-	-	-	4,500	-
Administration	19,311	275	309	3,963	12,269	12,059	176	334	336	1,000	24
Contrib.-LSRRF	79,609	8,942	8,957	70,367	71,837	67,687	58,659	66,614	78,131	72,000	-
Cont.-BRA TIF D/S	1,100,122	1,069,023	1,025,273	1,023,573	1,120,307	1,131,636	1,154,989	1,174,637	1,202,892	1,174,404	-
Cont.-2012 BRA REF.	-	-	-	-	-	-	-	-	-	-	-
Total	1,251,150	1,182,405	1,157,476	1,182,982	1,272,059	1,296,021	1,346,214	1,351,685	1,394,785	1,298,540	14,294
Rev. Over (Under) Exp.	(111,843)	(114,965)	(97,726)	(88,635)	(43,341)	(37,800)	(45,944)	4,735	(9,455)	41,640	(13,140)
Balance - Beginning	1,881,494	1,769,651	1,654,686	1,556,960	1,468,325	1,424,984	1,387,184	1,341,240	1,345,975	1,336,520	1,336,520
Balance - Ending	1,769,651	1,654,686	1,556,960	1,468,325	1,424,984	1,387,184	1,341,240	1,345,975	1,336,520	1,378,160	1,323,380
Components of Ending Fund Balance at 6/30:											
Reserved for CE Debt Service	1,537,043	1,431,608	1,350,018	1,274,118	1,236,777	1,212,397	1,198,816	1,216,993	1,228,743	1,285,339	-
Undistributed TIF Collections	-	-	-	-	23,368	32,717	-	-	-	-	-
Interest earnings	401,730	407,757	411,776	415,263	419,270	426,956	446,325	460,689	463,556	472,556	-
Net BRA Administration (Rev.- Exp.)	(169,122)	(184,679)	(204,834)	(221,056)	(254,431)	(284,886)	(303,901)	(331,707)	(355,779)	(379,735)	-
Total	1,769,651	1,654,686	1,556,960	1,468,325	1,424,984	1,387,184	1,341,240	1,345,975	1,336,520	1,378,160	-

2022 Jackson Brownfield Redevelopment Authority Meeting and Coordinating Deadline Schedule

The Jackson Brownfield Redevelopment Authority (JBRA) generally meets on the second Wednesday of each month at 9:00 am on the 3rd floor of City Hall. Most of the agenda items are internal matters and do not involve the public; however, in the event that an external application is submitted, it shall comply with the schedule below to provide staff the time to prepare the analysis. The City encourages applicants to inform staff of their plans prior to official submission of a request. Doing so will help to avoid a delay in the consideration of a proposal.

Deadlines	Meetings
Apply	JBRA
January 28	February 9
April 1	April 13
May 7	June 8
July 29	August 10
September 29	October 12
November 25	December 7

MEMORANDUM

TO: Shane LaPorte, City of Jackson

FROM: David Stegink, Envirollogic

DATE: September 27, 2021

SUBJECT: Review of City of Jackson's Costs — The 200 Project

Envirollogic has reviewed the attached documentation pertaining to eligible costs incurred by the City of Jackson for The 200 project.

The costs incurred related to the placement of streetlighting, replacement of sidewalks and city-owned parking, and preparation of streetscape landscaping areas. These activities were identified in the Brownfield Plan and Act 381 Work Plan under the description of eligible public infrastructure costs and were completed in a consistent manner with those documents.

The collective cost incurred by the City of Jackson for the public infrastructure improvements was \$76,650.82. This is within the amounts contemplated by both the Brownfield Plan and Act 381 Work Plan. These costs are thus eligible for reimbursement using both school and local tax increment revenues.

Envirollogic finds the costs to be consistent with the Brownfield Plan and Act 381 Work Plan and recommends to Staff that the costs be approved by the City BRA Board for reimbursement.

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