



**ADA TOWNSHIP
BROWNFIELD REDEVELOPMENT AUTHORITY BOARD
MINUTES OF THE MARCH 21, 2022 MEETING**

A regular meeting of the Ada Township Brownfield Redevelopment Authority Board was held on Monday, March 21, 2022 at 8:00 a.m., at the Ada Township Hall, Assembly Room, 7330 Thornapple River Dr., Ada MI.

CALL TO ORDER

Chair Killman, called the meeting to order at 8:01 a.m.

ROLL CALL

Members Present: Bowersox, Dixon, Killman, Norman

Members Absent: Leisman, Moran

Staff Present: Buckley, Said

Public Present: 0

TERMS OF OFFICE; ELECTION OF OFFICERS

Said stated that he researched the history of the Brownfield Board for the terms of office and its current officers and he wanted to update the information in an organized form, which will help address lapsed terms of appointments.

Said reviewed the Brownfield Authority terms and officers information with the Township Manager and Township Supervisor. Supervisor Leisman, with concurrence from the Township Board, made the following appointments to the Brownfield Redevelopment Authority Board, which were confirmed and approved by the Township Board at the March 14th meeting.

1-Year Terms (ending March 31, 2023): Mr. Terry Bowersox and Treasurer Kevin Moran

2-Year Terms (ending March 31, 2024): Mr. Kurt Killman and Supervisor Ross Leisman

3-Year Terms (ending March 31, 2025): Mr. Ken Dixon and Dr. Devin Norman

Township Staff appointment (for duration of position): Planning Direct John D. Said, AICP

Said stated that per the Bylaws, Article 5 Section 6, a Chair and a Vice Chair need to be appointed.

Moved by Norman, supported by Bowersox, to re-appoint Kurt Killman as Chair of the Brownfield Redevelopment Authority Board. Motion carried.

Moved by Killman, supported by Norman, to appoint Ken Dixon as Vice Chair of the Brownfield Redevelopment Authority Board. Motion carried.

REVIEW AND APPROVAL OF BYLAWS

Said referred to the revised copy of the Bylaws and discussed some of the proposed changes, including changes to appointment terms for Brownfield Authority Board members.

Moved by Dixon, supported by Killman, to recommend approval to the Township Board of the revised Bylaws as presented. Motion carried.

APPROVAL OF MINUTES OF THE OCTOBER 18, 2021 MEETING

Moved by Norman, supported by Bowersox, to approve the minutes as presented.
Motion carried.

REVIEW AND APPROVAL OF PAYABLES

- a. Reimbursement to Geld, LLC for Costs of Eligible Brownfield Activities**
- b. Ada Township Administrative and Operating Expenses**

Said summarized the memo included in the packet. He stated that the administration expenses that go to the Township was \$1,750.00 and a reimbursement amount scheduled to go to Geld, LLC, of \$40,123.02.

Moved by Killman, supported by Dixon, to approve reimbursement payment to Geld, LLC in the amount of \$40,123.02, and payment to the Township of \$1,750.00 for administrative services.
Motion carried.

REVIEW OF FISCAL YEAR 2022-23 BUDGET AND BROWNFIELD FINANCIAL INFORMATION

Said referred to the charts in the packet and went over the performance/projections in the Brownfield area for 2020, 2021 and 2022; with taxable property values going from \$11.9 million to \$13 million to \$17 million. Said stated that, based on these figures, the Brownfield area is very strong economically.

Norman asked if there were any major projects not included in the \$17+ million. Said explained that some projects were excluded at the time and that he was unsure of the state of completion for some of the projects. Said offered to check with Assessing to inquire about the established date of completion.

There was Board discussion regarding the potential of other monies available after the Geld reimbursement and some of the future possibilities of strategic redevelopment activities; the Brownfield members agreed to have continued discussions on what the Brownfield Board can do and what they are allowed to do.

Said stated that he would have an expanded conversation with the Brownfield Board at the State level for their technical guidance. Norman mentioned that the city of Portage has a Brownfield that captures the funds and could be a possible contact for Said.

PUBLIC COMMENT

Said shared that the Master Plan project was underway and he encouraged the Brownfield members to stay engaged and feel free to reach out to him with any questions.

The Brownfield Board agreed to a tentative date of October 17, 2022, for the next meeting.

ADJOURNMENT

Moved by Norman, supported by Killman, to adjourn meeting at 8:28 a.m.

Jacqueline Smith
Ada Township Clerk

rs:eb