



Board of Directors Meeting
Friday, May 7, 2021 – 8:30 AM

THIS MEETING WILL BE HELD ELECTRONICALLY*

Access the meeting via: <https://us02web.zoom.us/j/84053285405>

Webinar ID: 840 5328 5405; Dial In (301) 715-8592

**See attached Public Participation Notes.*

AGENDA

- 1) Call to Order
- 2) Approval of LBRA Board Meeting Minutes – Friday, April 9, 2021
- 3) Finance Update
- 4) Open Forum for LBRA Board Members
- 5) Other Business
- 6) Public Comment
- 7) Adjournment

PUBLIC PARTICIPATION NOTES

LEDC/LBRA/TIFA Meeting – 5/7/2021 8:30AM

Meeting Will Be Held Electronically Via Zoom Conferencing

Zoom Webinar ID: 840 5328 5405

HOW TO PARTICIPATE:

The meeting will be conducted electronically by web-based and telephonic conferencing and allow for public participation in accordance with the Open Meetings Act. All Board members and members of the public will participate virtually. Board members may be reached prior to the meeting by contacting kris@purelansing.com or calling (517) 599-1136.

Join by Computer/Smartphone: <https://us02web.zoom.us/j/84053285405>

Join by Telephone: Call in number: (301) 715-8592, Webinar ID: 840 5328 5405

ACCESSIBILITY/PERSONS WITH DISABILITIES:

If you require an accommodation in order to fully participate in the meeting, please use the point of contact provided below. 24-hour notice may be needed for certain accommodations. An attempt will be made to grant all reasonable accommodation requests.

CONTACT:

To provide input and ask questions on any item that is listed on the agenda, members of the public may contact Kris Klein at kris@purelansing.com or (517) 599-1136.

To mitigate the spread of COVID-19 and to provide essential protections to vulnerable Michiganders and this State's health care system and other critical infrastructure, it is crucial that all Michiganders take steps to limit in-person contact, particularly in the context of large groups. Therefore, the above meetings will be conducted via audio/video conference.

The meetings are being held virtually in accordance with the Open Meetings Act, as amended in an effort to protect the health and safety of the public. Members of the public wishing to participate in the meeting may do so by logging into or calling into the meetings using the website or phone number above, and meeting ID provided.

**Lansing Brownfield Redevelopment Authority
Board of Directors Meeting Minutes**

Friday, April 9, 2021 – 8:30 AM

THIS MEETING WAS HELD ELECTRONICALLY*

Access the meeting via: <https://us02web.zoom.us/j/82946490988>

Webinar ID: 829 4649 0988; Dial In (929) 205-6099

Members Present: Calvin Jones (Lansing, MI), Andrea Binoniemi (Holt, MI), Kimberly Coleman (Lansing, MI), Tom Muth (Lansing, MI), Blake Johnson (Grand Ledge, MI), Brian McGrain (Lansing, MI), Tom Donaldson (Lansing, MI)

Members Absent: Shelley Davis-Boyd (excused)

Staff Present: Karl Dorshimer, Kris Klein, Hannah Bryant, Rachel McIlvaine

Guests: Pat Gillespie, Elizabeth Masserang, Tricia Walthorn

Call to Order / Rollcall / Meeting Process

Chair Jones welcomed all and called the LBRA Board of Directors meeting to order at 8:34 am. Chair Jones stated the reasons the meeting was taking place virtually, and that all board members and the public are participating virtually. Klein took roll call and noted that members need to declare the city and state they are participating from. Klein went through the meeting process which included the participation rules for board members and the public.

Approval of LBRA Board Meeting Minutes – Friday, March 5, 2021

MOTION: McGrain moved to approve the LBRA meeting minutes from the Friday, March 5, 2021 LBRA Board of Director's meeting, as presented. Motion seconded by Coleman.

Klein took a roll call vote, record as:

Calvin Jones - yea
Andrea Binoniemi - yea
Kimberly Coleman - yea
Tom Muth - yea
Blake Johnson - yea
Brian McGrain - yea
Tom Donaldson - yea

YEAS: Unanimous. Motion carried.

Brownfield Plan #75 Amendment 2 - Capital City Market & 637 E. Michigan Ave. (Action)

Dorshimer introduced the Gillespie Group and an overview of the plan amendment that is being requested today. Pat Gillespie presented on 637 E. Michigan Avenue project, where he shared a coffee company will be most likely on one side that is 2,450 SF and other interested tenants in the remaining 3,520 SF. Pat expressed their plan to add pocket parks within the parking lot to help

support more walkability which will also help slow traffic down on this block. The developers are envisioning a 30-person patio for the coffee shop, and another one for 25 people for the other tenant. This will support the continued activation for Michigan Avenue. Elizabeth Masserang discussed the Brownfield TIF Request that will be part of the amendment to the 600 E Michigan's Brownfield Plan. The reimbursement period is estimated to be 21 years, which is less than the 30 years originally approved for 30 years.

Chair Jones asked if the amended in property was contiguous to the original Brownfield plan and thus eligible. Dorshimer stated that yes it was.

Tom Donaldson asked about the developer investment, which was not shown on the sources. Tricia Walthorn clarified the gap shown in financing even with the brownfield plan was to be filled by the developer. The current interest rate was discussed for this project, which is at 5% from the original plan.

MOTION: Binoniemi moved to approve the Brownfield Plan #75 Amendment #2, for Capital City Market & 637 E. Michigan Avenue, as presented. Motion seconded by Johnson.

Klein took a roll call vote, record as:

Calvin Jones - yea
Andrea Binoniemi - yea
Kimberly Coleman - yea
Tom Muth - yea
Blake Johnson - yea
Brian McGrain - yea
Tom Donaldson – yea

YEAS: Unanimous. Motion carried.

Lansing Site Prep and Development Presentation (Discussion)

Dorshimer provided an overview of the presentation due to Chair Jones requesting the need for creating a subcommittee to examine and prepare for development certain large size sites located in Lansing. McIlvaine gave a presentation on previous efforts to get a 50 acre site in south Lansing assessed and prepared for development. McIlvaine also updated board members on the Build Lansing initiative which produced RFPs to market 5 key City owned properties in Lansing.

Chair Jones reiterated the need to create a subcommittee to discuss this further with the possibility of more sites to look at in more details. Interested members include Tom Muth, Calvin Jones, Andrea Binoniemi, and Tom Donaldson. Dorshimer will set up a meeting with this subcommittee. Binoniemi thanked Rachel McIlvaine for the thorough presentation.

Finance and Budget Update

The LBRA budget has been submitted and several projects will begin capture. This will be discussed further at the May or June board meeting.

Use of Brownfield Revolving Fund for Pre-Development Assessment (Action)

Dorshimer discussed the EPA Funds that are eligible to the tri-county region for environmental

condition assessments for sites. There has been several awarded in the city of Lansing. Due to these funds becoming limited, it is being proposed to use the Brownfield Revolving Funds to support some Pre-Development Assessments on properties and support some match to the developers for this effort. This is important to consider because these sites often turn into brownfield redevelopment projects. Klein shared that because there is a change in the statute it would allow for these to be considered prior to the plan, when previously they were always part of the plan only.

MOTION: Donaldson moved to the use of the Brownfield Revolving Funds for Pre-Development Assessment. Motion seconded by Binoniemi.

Chair Jones asked about the cap amount for a project. Klein stated most would be from \$15,000 to \$20,000 for the initial proposal. Chair Jones recommended a \$30,000 cap as a friendly amendment to the cap.

Klein took a roll call vote, record as:

Calvin Jones - yea
Andrea Binoniemi - yea
Kimberly Coleman - yea
Tom Muth - yea
Blake Johnson - yea
Brian McGrain - yea
Tom Donaldson – yea

YEAS: Unanimous. Motion carried.

Open Forum for LBRA Board Members

Chair Jones wanted to thank LEAP for the annual report that has been shared to the city council and the board.

Other Business

Donaldson asked about the strategy for the city regarding the pandemic and if there are priorities for what type of projects should be supported. Donaldson asked if there is an economic development plan for the city that specified priorities. McGrain pointed out the Mayor has some documents that laid out the plans and goals for the city regarding economic development and neighborhoods. Donaldson noted it is important to have these conversations so as the board considers projects that are aligned with the future plans of the city.

Public Comment

None was provided.

Adjournment

There being no further business, Chair Jones declared the LBRA Board of Director's meeting adjourned at 9:57 a.m.


Karl Dorshimer, Director of Economic Development
Lansing Economic Area Partnership (LEAP)

City of Lansing
Balance Sheet
March 31, 2021 as of May 3, 2021

LANSING BROWNFIELD REDEVELOPMENT AUTHORITY

ASSETS

281.000000.101001.00000	CASH IN BANK	4,594,733.88
281.000000.101115.00000	CASH IN BANK LBRA EPA RLF	914,193.46
281.000000.101120.00000	CASH BROWNFIELD MDEQ	2,152,737.88
281.000000.101130.00000	CASH HUNTINGTON LBRA DBT TRUST	7,590,062.00
281.000000.101131.00000	CASH HUNTINGTON CAP. INTEREST	825,880.00
281.000000.109001.00000	EQUITY IN POOLED CASH	(5,470,547.91)
281.000000.112012.00000	MI AVE INVESTORS	(113,472.90)
281.000000.112013.00000	HIGH GRADE MATERIALS A/R	34,386.71
281.000000.112020.00000	BROWNFIELD DEVELOPMENT SPECIAL	235,093.79
281.000000.112106.00000	ACCTS RCVBLE - EDC	(4,500.00)
281.000000.112106.12115	ACCTS RCVBLE - EDC	409,096.34
281.000000.112107.00000	ACCTS RCVBLE - EDC - DUE FROM	9,000.00
281.000000.112114.00000	POTTER FLATS LBRA LOAN A/R	129,138.36
281.000000.112116.12115	Y SITE LLC-BROWNFIELD	0.02
281.000000.112117.00000	EYDE 4000 N GRND RV-BROWNFIELD	(16,851.93)
281.000000.112117.12115	EYDE 4000 N GRND RV-BROWNFIELD	151,494.59
281.000000.112119.00000	EAST TOWN FLATS LBRA LOAN A/R	30,888.86
281.000000.112121.00000	MOTION PROPERTIES LLC	28,508.79
281.000000.112122.00000	515 IONIA LLC - BROWNFIELD	229,866.53
281.000000.112123.00000	ACCTS REC PROVIDENT 2200 BLK	487,580.01
281.000000.112125.00000	RED CEDAR A/R	9,377,628.00
	Total Assets	21,594,916.48

ACTUALS

LIABILITIES

281.000000.201001.00000	VOUCHERS PAYABLE	12,400.68
281.000000.202020.00000	ACCT PAY PLAN #2 MOTOR WHEEL	1,154,113.37
281.000000.202023.00000	ACCT PAY PLAN #8 JNL	28,511.00
281.000000.202024.00000	ACCT PAY PLAN #9 SCHAFER BAKER	1,134.53
281.000000.202028.00000	ACCT PAY PLAN #14 PRUDDEN	168,512.12
281.000000.202033.00000	ACCT PAY PLAN #21 WOLHERT	(467.52)
281.000000.202039.00000	ACCT PAY PLAN #37A CEDAR ST SC	2,218.86
281.000000.202043.00000	ACCT PAY PLAN #56 EMERGENT BIO	344,359.84
281.000000.202044.00000	ACCT PAY PLAN #19 WENCO PROP	18,270.58
281.000000.202046.00000	ACCT PAY PLAN #23 STADIUM DCT	(945.15)
281.000000.202047.00000	ACCT PAY PLAN #37A CEDAR ST SC	(4,175.02)
281.000000.202052.00000	ACCT PAY PLAN #52 MARKETPLACE	353,889.23
281.000000.202053.00000	ACCT PAY PLAN #53 MICH AVE	9,601.07
281.000000.202055.00000	ACCT PAY PLAN #55 BALLPARK NOR	32,737.42
281.000000.202059.00000	ACCT PAY PLAN #59	197.66
281.000000.202061.00000	ACCT PAY PLAN #61	7,281.94
281.000000.202062.00000	ACCT PAY PLAN #62	85,575.11
281.000000.202063.00000	ACCT PAY PLAN #20A	9,322.17
281.000000.202064.00000	ACCT PAY PLAN #66	46,743.82
281.000000.202067.00000	ACCT PAY PLAN #71 NEOGEN	4,499.30
281.000000.202068.00000	ACCT PAY PLAN #74 MIDWEST STOR	(0.01)
281.000000.202073.00000	ACCT PAY PLAN# 73 WAYPOINT	500,000.00
281.000000.202075.00000	ACCT PAY PLAN #75 600 BLOCK	160,607.18
281.000000.202099.00000	ACCT PAY SET	91,882.15
281.000000.214001.00000	DUE TO OTHER FUNDS	(1,737,873.77)
281.000000.220201.00000	DUE TO BROWNFIELD	(4,245,195.50)
281.000000.341001.00000	DEFERRED REVENUE	11,687,142.38
281.000000.341001.12115	DEFERRED REVENUE	6,634.34
	Total Liabilities	8,736,977.78

FISCAL YEAR BEGINNING FUND BALANCE

281.000000.373003.00000	REVOLVING ASSESSMENTS	123,875.13
281.000000.373004.00000	REVOLVING LOAN A	845,641.26
281.000000.373006.00000	REVOLVING LOAN B	966,095.00
281.000000.390001.00000	FUND BALANCE	9,653,836.87
	Total Fund Balance	11,589,448.26

Total Revenues	4,835,026.56
Total Expenditures	3,566,536.12
Ending Fund Balance	12,857,938.70
Total Liabilities and Fund Balance	20,326,426.04

City of Lansing
General Ledger Revenue and Expenditure Budget
March 31, 2021 as of May 3, 2021

LANSING BROWNFIELD REDEVELOPMENT AUTHORITY

<u>REVENUE ACCOUNTS</u>		<u>BUDGET</u>	<u>ACTUALS</u>	<u>BALANCE</u>
281.000000.402009.00000	RLF A TAX REVENUE	429,748.14	534,474.00	(104,725.86)
281.000000.402011.00000	PLAN 2 MOTOR WHEEL	53,112.43	247,410.76	(194,298.33)
281.000000.402012.00000	PLAN 5 BTS	-	-	-
281.000000.402016.00000	PLAN 9 SCHAFER BAKERY	288.74	293.68	(4.94)
281.000000.402020.00000	PLAN 14 PRUDDEN	-	-	-
281.000000.402025.00000	PLAN 20 LORANN OILS	29,498.06	29,766.47	(268.41)
281.000000.402027.00000	LBRA ADMIN	161,879.98	180,384.63	(18,504.65)
281.000000.402030.00000	PLAN 30 BROWNFIELD DEV SPEC	14,031.08	14,266.73	(235.65)
281.000000.402032.00000	PLAN 23	140,613.98	138,674.41	1,939.57
281.000000.402034.00000	PLAN 37 CEDAR ST SCHOOL	15,049.96	17,824.78	(2,774.82)
281.000000.402035.00000	PLAN 40 POINT NORTH	-	-	-
281.000000.402036.00000	PLAN 42 NU UNION	12,199.47	12,277.67	(78.20)
281.000000.402037.00000	PLAN 8b JNL	105,032.07	106,335.81	(1,303.74)
281.000000.402038.00000	PLAN 49a MARSHALL ST ARMORY	603.02	-	603.02
281.000000.402039.00000	PLAN 53 MICH AVE INVESTORS	25,534.15	-	25,534.15
281.000000.402050.00000	3 MILLS SET STATE BRF	81,420.05	88,949.54	(7,529.49)
281.000000.402052.00000	PLAN 52 MARKETPLACE PARTNER	344,083.78	345,226.80	(1,143.02)
281.000000.402055.00000	PLAN 55A BALLPARK NORTH	234,162.40	235,810.98	(1,648.58)
281.000000.402056.00000	PLAN 56 EMERGENT BIOSOLUTIONS	212,833.29	200,648.91	12,184.38
281.000000.402058.00000	PLAN 58 HIGH GRADE MATERIALS	11,928.14	12,010.85	(82.71)
281.000000.402059.00000	PLAN 59 400 N. GRAND	378.91	385.42	(6.51)
281.000000.402060.00000	PLAN 60 RISE PROPERERTIES	1,342,687.73	1,321,100.48	21,587.25
281.000000.402061.00000	PLAN 61 FELKOUTS	3,349.14	3,372.96	(23.82)
281.000000.402062.00000	PLAN 62 OLIVER TOWERS	46,835.86	46,816.93	18.93
281.000000.402063.00000	PLAN 63 2000 BLOCK	43,398.18	44,146.43	(748.25)
281.000000.402065.00000	PLAN 65 SOUTH STREET	22,245.56	23,546.99	(1,301.43)
281.000000.402066.00000	PLAN 66 FLUID CHILLERS	30,927.27	31,147.59	(220.32)
281.000000.402067.00000	PLAN 71 NEOGEN	2,608.02	2,652.92	(44.90)
281.000000.402068.00000	PLAN 74 MIDWEST SELF STORAGE	29,491.00	29,999.57	(508.57)
281.000000.402072.00000	PLAN 54 Y SITE	223,790.10	226,810.06	(3,019.96)
281.000000.402073.00000	PLAN 67 2200 BLOCK E MICH	54,995.17	55,174.02	(178.85)
281.000000.402074.00000	PLAN 75 600 E MICHIGAN	-	189,441.64	(189,441.64)
281.000000.402075.00000	PLAN 76 BOJI FARNUM	133,380.30	133,845.14	(464.84)
281.000000.402076.00000	PLAN 73 WAYPOINT	307,127.74	251,849.51	55,278.23
281.000000.667000.00000	RENTAL INCOME	-	-	-
281.000000.695000.00000	PROCEEDS FROM SALE OF BONDS	14,845.00	-	14,845.00
281.000000.670000.00000	INTEREST INCOME	-	3,842.10	(3,842.10)
281.000000.695200.12165	LOAN PROCEEDS	-	(23,180.12)	23,180.12
	Sub-Total:	4,128,078.72	4,505,307.66	(377,228.94)
BROWNFIELD EPA RLF GRANT				
281.000000.527001.12115	FEDERAL GRANTS	-	-	-
	Sub-Total:	-	-	-
BROWNFIELD EPA RLF GRANT				
281.000000.527001.12158	FEDERAL GRANTS	-	86,396.51	(86,396.51)
	Sub-Total:	-	86,396.51	(86,396.51)
MEDQ GRANT				
281.000000.579211.12164	GRANT-STATE-MDEQ	-	243,322.39	(243,322.39)
	Sub-Total:	-	243,322.39	(243,322.39)
	Total Revenues	4,128,078.72	4,835,026.56	(706,947.84)

City of Lansing
General Ledger Revenue and Expenditure Budget
March 31, 2021 as of May 3, 2021

LANSING BROWNFIELD REDEVELOPMENT AUTHORITY

<u>EXPENDITURE ACCOUNTS</u>		<u>BUDGET</u>	<u>ACTUALS</u>	<u>BALANCE</u>
281.172649.743026.12164	PROVIDENT PLACE GRANT	-	33,631.39	(33,631.39)
	Sub-Total:	-	33,631.39	(33,631.39)
281.172649.743027.12165	PROVIDENT PLACE LOAN	-	1,852.50	(1,852.50)
	Sub-Total:	-	1,852.50	(1,852.50)
281.172649.743028.12166	CAPITAL CITY MKT GRANT	-	198,929.21	(198,929.21)
	Sub-Total:	-	198,929.21	(198,929.21)
281.172650.741020.00000	ADMINISTRATION EXPENSES TO EDC	161,879.98	142,628.38	19,251.60
281.172650.741855.00000	BOND ISSUE COSTS	14,845.00	-	14,845.00
281.172650.960010.00000	REVOLVING FUND A	429,748.14	50,934.85	378,813.29
281.172650.970000.00000	CAPITAL OUTLAY/CONSTRUCTION	-	194,591.25	(194,591.25)
281.172650.970050.00000	PROJ COSTS PLAN 2 MOTOR WHEEL	53,112.43	235,050.44	(181,938.01)
281.172650.970053.00000	PROJ COSTS PLAN 9 SCHAFFER BAKE	288.74	226.50	62.24
281.172650.970062.00000	PROJ COSTS PLAN 20 LORANN OILS	29,498.06	24,786.86	4,711.20
281.172650.970066.00000	PROJ COSTS PLAN 23 STADIUM PTR	140,613.98	106,689.05	33,924.93
281.172650.970068.00000	PROJ COSTS PLAN 30 BRWNFLD DEV	14,031.08	12,305.54	1,725.54
281.172650.970070.00000	PLAN 37 CEDAR ST SCHOOL	15,049.96	15,626.10	(576.14)
281.172650.970071.00000	PLAN 40 POINT NORTH	-	-	-
281.172650.970072.00000	PROJ COSTS PLAN42 NU UNION	12,199.47	10,533.60	1,665.87
281.172650.970073.00000	PROJ COSTS PLAN 8b JNL	105,032.07	82,014.78	23,017.29
281.172650.970074.00000	PROJ COSTS PLAN 49A ARMORY	603.02	-	603.02
281.172650.970075.00000	PROJ COSTS PLAN 53 MICH AVE	25,534.15	-	25,534.15
281.172650.970076.00000	PROJ COSTS PLAN 56 EMERGENT	212,833.29	374,950.92	(162,117.63)
281.172650.970077.00000	PROJ COSTS PLAN 52 MARKETPLACE	344,083.78	295,131.69	48,952.09
281.172650.970078.00000	PROJ COSTS PLAN 55A BALLPARK N	234,162.40	-	234,162.40
281.172650.970079.00000	PROJ COSTS PLAN 58 HIGH GRADE	11,928.14	-	11,928.14
281.172650.970080.00000	PROJ COSTS PLAN 59 4000 N. GRA	378.91	297.25	81.66
281.172650.970081.00000	PROJ COSTS PLAN 60 RISE PROP	1,342,687.73	1,125,262.93	217,424.80
281.172650.970082.00000	PROJ COSTS PLAN 61 FELDKOUTS	3,349.14	2,859.59	489.55
281.172650.970083.00000	PROJ COSTS PLAN 62 OLIVER TOWE	46,835.86	42,404.29	4,431.57
281.172650.970084.00000	PROJ COSTS PLAN 63 2000 BLOCK	43,398.18	-	43,398.18
281.172650.970085.00000	PROJ COSTS PLAN 65 SOUTH ST	22,245.56	-	22,245.56
281.172650.970086.00000	3 MILLS OF SET STATE BRF	81,420.05	88,949.54	(7,529.49)
281.172650.970089.00000	PLAN 66 FLUID CHILLERS	30,927.27	26,406.69	4,520.58
281.172650.970090.00000	PLAN 71 NEOGEN	2,608.02	2,046.01	562.01
281.172650.970091.00000	PLAN 74 MIDWEST SELF STORAGE	29,491.00	23,136.46	6,354.54
281.172650.970094.00000	PLAN 54 Y SITE	223,790.10	-	223,790.10
281.172650.970095.00000	PLAN 67 2200 BLOCK E MICH	54,995.17	-	54,995.17
281.172650.970096.00000	PLAN 73 3600 DUNCKEL	307,127.74	194,233.01	112,894.73
281.172650.970097.00000	PLAN 76 BOJI FARNUM	133,380.30	-	133,380.30
281.172650.970101.00000	PROJ COSTS PLAN 75 600 E MICH	-	160,607.18	(160,607.18)
	Sub-Total:	4,128,078.72	3,211,672.91	916,405.81
BROWNFIELD EPA RLF GRANT				
281.172650.741004.12158	MISC EXP FOR OTHERS	-	2,325.00	(2,325.00)
281.172650.743000.12158	CONTRACTUAL SERVICES	-	118,125.11	(118,125.11)
	Sub-Total:	-	120,450.11	(120,450.11)
	Total Expenditures	4,128,078.72	3,566,536.12	561,542.60