

**DRAFT – Minutes have not been approved.**

**BATTLE CREEK TAX INCREMENT FINANCE AUTHORITY**

**Tuesday, April 20, 2021**

At the regular meeting of the Battle Creek Tax Increment Finance Authority (BCTIFA) held on Tuesday, April 20, 2021 at 3:05 pm via virtual Zoom conference call. The following individuals were in attendance: Messrs. Christensen, Claywell, Davis, Wilson, and Mmes. Darner, Fleury, Straub, Visger and White.

Absent: Messrs. Czerney and Hodge.

Also, in attendance were: Messrs. Bowron, Corder, Dearing, Gibson, Reid, Sobieralski, Stewart, and Mmes. Hovarter, Jones, Kourtney Matuschka (City Finance), Nancy Mullett (Clark Hill), Vette, and Young.

Ms. White called the meeting to order at 3:05 pm. Roll call of attendance was recorded.

**APPROVAL OF MINUTES**

**MOTION:** Mr. Wilson moved that the Battle Creek Tax Increment Finance Authority Board of Directors approve the January 19, 2021 minutes as presented. Ms. Darner supported the motion. Motion was approved unanimously by roll call vote.

**RESOLUTION 425 AGREEMENT/TRANSFER AGREEMENT FOR BRYDGES GROUP LLC**

Mr. Sobieralski introduced Ms. Nancy Mullett with Clark Hill and has taken over the duties of legal counsel for the BCTIFA-BCBRA-LDFA as Daryl Mumford with the Law Firm of Mumford, Schubel, Macfarlane, and Barnett retired. This was the result of the RFP. This is the first meeting with Ms. Mullett.

Ms. Mullett stated that she recognizes several names and has worked with many of the Board on other committees and community groups. She looked forward to working with the BCTIFA, BCBRA and BCLDFA work.

Mr. Sobieralski stated that the board package contained a Resolution that was incorrect. The proposed Resolution on the screen along with supporting information is the correct Resolution. Mr. Sobieralski stated that we have been working with the City of Battle Creek and Bedford Township on a 425 with some land located-adjacent to the Fort Custer Industrial Park.

Ms. Mullett stated as part of the 425 Transfer between the City of Battle Creek and Bedford Township there was a document Request for Transfer that was provided. This document asks that the owner of the property, Bedford Township to transfer to the City of Battle Creek for all the reasons identified in the 425 Agreement, the development, zoning, infrastructure. Afterwards, we will proceed with the development of the property. This is a formality that will be included with both the City of Battle Creek and Bedford Township packages having a completed 425 Agreement.

Mr. Corder stated that this is the project that came to the BCTIFA last year as Project Beacon, and the company name is Independent Barley and Malt. The company has renamed themselves as the Brydges Group, LLC. BCTIFA has agreed to sell them the hillside parcels.

The collection of parcels directly behind Brydges Drive and butting up to West River Road. The 21.99-acre parcel PIN # 04-032-004-00 is in Bedford but is owned by the BCTIFA. The City of Battle Creek passed the Resolution to endorse the 425 Agreement and Bedford Township approved the 425 Transfer as well. Staff continues to work with the company, and they move forward. The City has transferred parcels they owned to the BCTIFA. Once the parcels are together, we can execute a Sales Agreement which will enable the company to begin construction. The company has begun preliminary work at the site with a survey, and Phase I Environmental. The Harmonia Cemetery is located near the site and Ms. Mullett was helpful in navigating that. The concern was that Bedford Township having access to the cemetery. It was agreed that a 50-foot buffer completely around the Harmonia Cemetery lot. The Brydges Group, LLC agreed to an easement to allow maintenance workers and visitors to the cemetery, to park in their driveway.

The company is a malting facility that will serve the craft beverage industry, both beer and distilled spirits. The company expects to break ground in the summer or early fall 2021.

**MOTION:** Mr. Christensen moved that the Battle Creek Tax Increment Finance Authority Board of Directors approve the Resolution for 425 Agreement with Brydges Group, LLC and BCTIFA and the Request for Transfer as presented. Mr. Davis supported the motion. The Motion was approved unanimously by roll call vote.

Mr. Stewart asked if staff reached out to anyone about the Harmonia Cemetery prior to this development.

Mr. Corder stated that we did talk with Bedford Township as they are responsible for maintaining the cemetery. We did not do any public comment, notice, or outreach. Bedford is the stewards of the cemetery. By the Brydges Group developing the property, the cemetery will be better maintained.

### **BUDGET UPDATE**

Mr. Sobieralski stated that normally at the April meeting we would be approving the fiscal budget. Mr. Sobieralski stated that this will be our last year with Ms. Tracy Hovarter as she will be retiring in July. Ms. Kourtney Matuschka will be her replacement going forward. We look forward to working with Ms. Matuschka in the future.

Mr. Sobieralski stated that we will not be adopting a budget today, as it still needs review from the BCTIFA Finance Committee and is scheduled next week.

A special BCTIFA Board meeting will be scheduled within the first two weeks of May. We are working with the City of Battle Creek on the numbers for the Airport and federal funds. He will be outlining this information at a special meeting.

### **BY-LAWS CHANGE QUARTERLY/ANNUAL MEETINGS**

Mr. Sobieralski stated that over the past few years, we have been running into a hurry up and wait situation with the budgets. We are looking into modifying the By-Laws to shift out the quarterly scheduling of the BCTIFA, BCBRA and BCLDFA meetings to buy an extra month. This will allow staff to crunch numbers and go through the budget thoroughly to hit the annual meeting. We will bring to the board changes in the By-Laws to call for the annual meeting to be held in May instead of April and shift the quarterly meetings ahead one month. (February, May (Annual), August, November).

### **PROSPECT/PROJECT DEVELOPMENT UPDATE**

Puppywarmer Project – Mr. Gibson stated that Puppywarmer is a tenant located in the North Terminal of the Customs Cargo Center. The company has been operating for approximately one year. The company continues growth and has outgrown their space in the Customs Cargo Center. The company is interested in acquiring property and building a facility. The owner is interested in the parcel located at the corner of Armstrong Road and W. Dickman Road. Mr. Gibson informed the Board to have it on their radar for an upcoming meeting in the future.

Watkins Road Upgrades – as the developments continue to progress along Watkins Road. Some concerns have developed over the condition of the road. Staff is working with the City of Battle Creek Finance Department, legal counsel, to find away to work into the budget, a loan from LDFA to the BCTIFA to cover the upgrades for Watkins.

### **PUBLIC COMMENTS**

No public comments were made.

### **ADJOURN**

MOTION: Ms. White moved that the Battle Creek Tax Increment Finance Authority Board of Directors approve to adjourn the regular meeting. Mr. Wilson supported the motion.

There being no further business, the meeting was adjourned at 3:20 p.m.