



JCBRA MEETING AGENDA
Thursday, May 1, 2025, at 7:30 a.m.
County Tower Building – Commission Chambers
120 W. Michigan Avenue, 5th Floor

Call to Order

Public Comment

Consent Agenda – Items removed to be considered separately

- a) *Minutes from March 13, 2025 JCBRA Board Meeting
- b) *JCBRA Financial Statements through March 31, 2025

JCBRA Active Project Updates

Old Business – None.

New Business

- a) **Review, discuss and approve the proposed JCBRA Application (includes letter of support from the Local Unit of Gov't) and Fee structure for Housing TIF Projects.

Director's/Staff Comments

Board Member Comments

Community/Public Comments

Next Meeting: Board Meeting scheduled for Thursday, June 5, 2025, at the County Tower Building, Commission Chambers, 120 W. Michigan Ave, 5th Floor, at 7:30 a.m.

Adjourn

Convene the to Brownfield Summit - preferably by 8:00 a.m.

Presentations start promptly at 8:30 a.m.

***Indicates attachment**

****Indicates attachment sent separately**



JCBRA Board Meeting Minutes
March 13, 2025 - 7:30 a.m.
County Tower Building, Jackson County Commission
Chambers, 5th Floor, 120 W. Michigan Ave.

Present (8): Brad Runkel, Pete Jancek, Ted Hilleary, Jim Seitz, Steve Shotwell, AJ Crownover, Brad Brelinski, and Mark Schopmeyer.

Absent (1): Connor Wood

Task Force Partners (2): Mike Overton, Jackson County Administrator; and David Stegink, Fishbeck.

Staff (2): Debbie Kelly and Sara Owen.

Call to Order: The meeting was called to order by Chairman Runkel at 7:34 a.m.

Public Comment: None

JCBRA Meeting Minutes from February 6, 2025:

Motion by P. Jancek to approve the meeting minutes from the February 6, 2025, meeting. Supported by J. Seitz. Approved unanimously.

JCBRA Financial Statements through January 31, 2025:

Motion by M. Schopmeyer to approve the financial statements through January 31, 2025. Supported by T. Hilleary. Approved unanimously by roll call vote.

JCBRA Invoice Report through January 31, 2025:

D. Kelly requests the addition of two invoices totaling \$3,277 from Fishbeck, making the new invoice report total \$5,328.64.

Motion by S. Shotwell to amend and add the new invoices for \$3,277 and approve the total of \$5,328.64 for the invoice report through January 31, 2025. Supported by P. Jancek. Approved unanimously by roll call vote.

JCBRA Project Updates:

D. Kelly stated that the Brownfield plan was approved by the Jackson County Commission. She noted it was not unanimous. Emphasis placed on the need for better education about Brownfield benefits, especially among the local officials and community members.

Old Business:

D. Kelly said she is working with Fishbeck to review Reimbursement Request #5 for Fern Ventures, including verifying eligibility and conducting a site visit at Great Lakes Industry. They want to see proof of payment and documentation.

New Business:

After speaking with various board members, D. Kelly and D. Stegink decided to put together a *Committee of the Whole* instead of a Housing TIF Committee, so that anyone who wants to participate can. This will take place immediately following the board meeting today.

Director's/Staff Comments:

D. Kelly mentioned the National Brownfield Conference, which is being held in Chicago on August 5-8, and requested that she and S. Owen attend. The cost is estimated to be \$3500. The board is encouraged to consider attending as well.

Board Comments:

Progress is being made on the North St. demo project, expected completion in 2025. There are ongoing challenges with EPA due to long industrial history and contamination.

No current federal grant; application for next cycle planned in the summer. There is a positive outlook due to state-level support and existing fund reserves.

Next Meeting:

The next JCBRA Board Meeting is scheduled for May 1, 2025, at 7:30 a.m. at Jackson County Tower Building 120 W Michigan Ave, 5th Floor.

The April 3rd meeting will be replaced by a Brownfield Summit from 8am-11am with speakers from MEDC, Fishbeck, EGLE, and MISHA.

Adjourned: 7:55 a.m.

Respectfully submitted by Sara Owen, AJC Executive Assistant

BROWNFIELD REDEVELOPMENT AUTHORITY
STATEMENT OF FINANCIAL POSITION
March 31, 2025

ASSETS

CURRENT ASSETS

CHECKING ACCOUNT	\$ 12,769.30	
TIF ACCOUNT	253,247.85	
CHECKING ACCOUNT- ZM BCRLF	180,062.54	
LOCAL BRNFLD REVOLV FUND	86,094.33	
SHORT TERM REC - ZM	<u>35,536.68</u>	
TOTAL CURRENT ASSETS		567,710.70

OTHER ASSETS

NOTE REC - ZM BCRLF	<u>346,483.23</u>	
TOTAL OTHER ASSETS		<u>346,483.23</u>

TOTAL ASSETS		<u><u>\$ 914,193.93</u></u>
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LIABILITIES AND NET ASSETS

CURRENT LIABILITIES

TOTAL CURRENT LIABILITIES		0.00
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LONG TERM LIABILITIES

COUNTY OF JACKSON LOAN	<u>\$ 117,500.00</u>	
TOTAL LONG TERM LIABILITIES		<u>117,500.00</u>

TOTAL LIABILITIES		117,500.00
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NET ASSETS

UNRESTRICTED FUND EQUITY	767,039.82	
EXCESS REVENUE OVER EXPENSE	<u>29,654.11</u>	
TOTAL NET ASSETS		<u>796,693.93</u>

TOTAL LIABILITIES & NET ASSETS		<u><u>\$ 914,193.93</u></u>
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BROWNFIELD REDEVELOPMENT AUTHORITY
STATEMENT OF ACTIVITY
For the Three Months Ending March 31, 2025

	Current Month	Year to Date
REVENUES		
TIF INCOME	\$ 31,003.15	\$ 34,670.34
INTEREST INCOME - BRA	2.71	7.86
INTEREST INCOME - ZM BCRLF	37.54	108.78
INTEREST INCOME - TIF ACCT	52.05	142.72
INTEREST INCOME - LBRF	<u>18.28</u>	<u>53.05</u>
 TOTAL REVENUES	 <u>31,113.73</u>	 <u>34,982.75</u>
 EXPENSES		
CONSULTING - BRA - BCRLF	3,277.00	5,006.60
MISCELLANEOUS - BRA	<u>106.48</u>	<u>322.04</u>
 TOTAL EXPENSES	 <u>3,383.48</u>	 <u>5,328.64</u>
 EXCESS REVENUE OVER EXPENSE	 <u><u>\$ 27,730.25</u></u>	 <u><u>\$ 29,654.11</u></u>

BROWNFIELD REDEVELOPMENT AUTHORITY

General Ledger

For the Period From Mar 1, 2025 to Mar 31, 2025

Filter Criteria includes: Report order is by ID. Report is printed with shortened descriptions and in Detail Format.

Account ID	Date	Reference	Jrnl	Trans Description	Debit Amt	Credit Amt	Balance
Account Description							
1010-BRA-000	3/1/25			Beginning Balance			12,766.59
CHECKING ACCOUNT	3/31/25	Interest	GENJ	March interest	2.71		
				Current Period Change	2.71		2.71
	3/31/25			Ending Balance			12,769.30
1020-BRA-000	3/1/25			Beginning Balance			227,521.29
TIF ACCOUNT	3/7/25	1046	CDJ	Accelerate Jackson County, Inc		106.48	
	3/7/25	1047	CDJ	MLive Media Group		215.56	
	3/7/25	1048	CDJ	Fishbeck		1,729.60	
	3/12/25	2024 winter TIF	CRJ	Leoni Twp	6,835.97		
	3/12/25	2024 Winter TIF	CRJ	City of Jackson	2,610.52		
	3/12/25	2024 Winter TIF	CRJ	Blackman Twp	21,556.66		
	3/18/25	1049	CDJ	Fishbeck		3,277.00	
	3/31/25	Interest	GENJ	March interest	52.05		
				Current Period Change	31,055.20	5,328.64	25,726.56
	3/31/25			Ending Balance			253,247.85
1025-BRA-000	3/1/25			Beginning Balance			174,102.22
CHECKING ACCOUNT- ZM BCRLF	3/17/25	Sept/Oct	CRJ	Zimmer Marble	5,922.78		
	3/31/25	Interest	GENJ	March interest	37.54		
				Current Period Change	5,960.32		5,960.32
	3/31/25			Ending Balance			180,062.54
1035-BRA-000	3/1/25			Beginning Balance			86,076.05
LOCAL BRNFLD REVOLV FUND	3/31/25	Interest	GENJ	March interest	18.28		
				Current Period Change	18.28		18.28
	3/31/25			Ending Balance			86,094.33
1150-BRA-000	3/1/25			Beginning Balance			35,536.68
SHORT TERM REC - ZM	3/31/25			Ending Balance			35,536.68

Account ID Account Description	Date	Reference	Jrnl	Trans Description	Debit Amt	Credit Amt	Balance
1205-BRA-000	3/1/25			Beginning Balance			352,406.01
NOTE REC - ZM BCRLF	3/17/25	Sept/Oct	CRJ	Zimmer Marble - Sept & Oct 2021 ZM payments		5,922.78	
				Current Period Change		5,922.78	-5,922.78
	3/31/25			Ending Balance			346,483.23
2005-BRA-000	3/1/25			Beginning Balance			-1,945.16
A/P GENERAL	3/1/25	Reimb AJC exp	PJ	Accelerate Jackson County, Inc		106.48	
				Accelerate Jackson County, Inc - Invoice:			
	3/7/25	1046	CDJ	Reimb AJC exp	106.48		
	3/7/25	1047	CDJ	MLive Media Group - Invoice: 10961961	215.56		
	3/7/25	1048	CDJ	Fishbeck - Invoice: 447823	1,729.60		
	3/13/25	449785	PJ	Fishbeck		2,437.00	
	3/13/25	449614	PJ	Fishbeck		840.00	
	3/18/25	1049	CDJ	Fishbeck - Invoice: 449785	2,437.00		
	3/18/25	1049	CDJ	Fishbeck - Invoice: 449614	840.00		
				Current Period Change	5,328.64	3,383.48	1,945.16
	3/31/25			Ending Balance			
2025-BRA-000	3/1/25			Beginning Balance			-117,500.00
COUNTY OF JACKSON LOAN							
	3/31/25			Ending Balance			-117,500.00
3005-BRA-000	3/1/25			Beginning Balance			-767,039.82
UNRESTRICTED FUND EQUITY							
	3/31/25			Ending Balance			-767,039.82
4825-BRA-000	3/1/25			Beginning Balance			-3,667.19
TIF INCOME	3/12/25	2024 winter TIF	CRJ	Leoni Twp - 2024 W/Inter TIF capture		6,835.97	
	3/12/25	2024 Winter TIF	CRJ	City of Jackson - 2024 Winter TIF capture		2,610.52	
	3/12/25	2024 Winter TIF	CRJ	Blackman Twp - 2024 Winter TIF Capture		21,556.66	
				Current Period Change		31,003.15	-31,003.15
	3/31/25			Ending Balance			-34,670.34

Account ID Account Description	Date	Reference	Jrnl	Trans Description	Debit Amt	Credit Amt	Balance
4910-BRA-000	3/1/25			Beginning Balance			-5.15
INTEREST INCOME - BRA	3/31/25	Interest	GENJ	March interest		2.71	
				Current Period Change		2.71	-2.71
	3/31/25			Ending Balance			-7.86
4915-BRA-000	3/1/25			Beginning Balance			-71.24
INTEREST INCOME - ZM BCRLF	3/31/25	Interest	GENJ	March interest		37.54	
				Current Period Change		37.54	-37.54
	3/31/25			Ending Balance			-108.78
4920-BRA-000	3/1/25			Beginning Balance			-90.67
INTEREST INCOME - TIF ACCT	3/31/25	Interest	GENJ	March interest		52.05	
				Current Period Change		52.05	-52.05
	3/31/25			Ending Balance			-142.72
4935-BRA-000	3/1/25			Beginning Balance			-34.77
INTEREST INCOME - LBRF	3/31/25	Interest	GENJ	March interest		18.28	
				Current Period Change		18.28	-18.28
	3/31/25			Ending Balance			-53.05
5710-BRA-000	3/1/25			Beginning Balance			1,729.60
CONSULTING - BRA - BCRLF	3/13/25	449785	PJ	Fishbeck - Fern Ventures/GLI Reimbursement #5 review. Through 2/28/2025	2,437.00		
	3/13/25	449614	PJ	Fishbeck - MI Psych Services - Brownfield Plan approval through 2/28/2025.	840.00		
				Current Period Change	3,277.00		3,277.00
	3/31/25			Ending Balance			5,006.60
9010-BRA-000	3/1/25			Beginning Balance			215.56
MISCELLANEOUS - BRA	3/1/25	Reimb AJC exp	PJ	Accelerate Jackson County, Inc - Reimb for credit card expense for JCBRA certified mailing cost for public hearing notice	106.48		
				Current Period Change	106.48		106.48
	3/31/25			Ending Balance			322.04