

**MEETING MINUTES  
BROWNFIELD REDEVELOPMENT AUTHORITY  
THURSDAY JUNE 10, 2021  
CITY OF FARMINGTON HILLS  
(VIA TELECONFERENCE)  
31555 ELEVEN MILE ROAD  
FARMINGTON HILLS, MI 48336**

**Called to order by:** Chair Brauer at 3:02 PM

**Members Present:** Boleware (3:09 PM, Farmington Hills, Michigan), Brauer (Plainfield Township, Michigan), Brickner (Farmington Hills, Michigan), Curran (Farmington Hills, Michigan), Gardiner (Farmington Hills, Michigan), Skrobola (Farmington Hills, Michigan), Wilkinson (Farmington Hills, Michigan)

**Members Absent:** None

**Others Present:** Samantha Seimer, AKT Peerless; Ryan Higuchi, Project Consultant, PM Environmental; Mark Perkoski, Edward Rose and Sons; Don Kaylor, TEC, Gary Mekjian, City of Farmington Hills; Joe Valentine, City of Farmington Hills; Ken Vermeulen, Honigman

**APPROVAL OF AGENDA:**

Motion by Curran, support by Gardiner, to approve the agenda as presented.

Yeas: BRAUER, BRICKNER, CURRAN, GARDINER, SKROBOLA, WILKINSON  
Nays: NONE  
Absent: BOLEWARE  
Abstentions: NONE

MOTION CARRIED 6-0

**APPROVAL OF MINUTES – March 15, 2021:**

Motion by Wilkinson, support by Gardiner, to approve the minutes as submitted.

Yeas: BRAUER, BRICKNER, CURRAN, GARDINER, SKROBOLA, WILKINSON  
Nays: NONE  
Absent: BOLEWARE  
Abstentions: NONE

MOTION CARRIED 6-0

**NEW BUSINESS**

**A. Consideration of Local-only Brownfield Plan for Sisters of Mercy Site – Edward Rose and Sons**

Ms. Seimer gave an overview of the project. The Rose Senior Living Farmington Hills, on the former campus of the Sisters of Mercy convent will consist of a new 305,000

square foot senior living building, including 117 independent-living and 90 assisted-living apartments.

In addition, the existing Catherine's Place building will be remodeled to accommodate 27 memory care apartments. The existing 500-seat copper-roofed large chapel, adjacent to the City of Farmington Hills' Costick Center, will remain attached to the Costick Center and will be available for exclusive use by the city.

The remaining buildings on site, constructed in the 1960s and formerly used as a convent, dorm rooms, and classrooms are functionally obsolete and will be demolished to accommodate the new Senior Living building

Upon completion, Rose Senior Living Farmington Hills will provide approximately 60 full-time equivalent jobs and is a \$40 million redevelopment project.

There is a 15% contingency that excludes brownfield and pre-approved activities. Administrative capture for the BRA is 10% annual TIR. The full assessment of the redevelopment is expected in 2023 with a 1% inflation rate multiplier assumed in the out years. There is a 50% share back with all local taxing jurisdictions. Approximately \$230,000 may be available in annual TIR to the developer. The plan also includes 5 years of LBRF capture after the eligible activities are paid. This Brownfield Plan Request does not include state tax capture for an Act 381 Work Plan.

Mr. Perkoski reiterated that the original building was constructed in the 60's and served as a training facility for nuns, a covenant, and a high school. The City Assessor has determined that the building is functionally obsolete. Due to the age of the building, there is lead and asbestos that must be remediated, and contamination as well in the groundwater near the physical plant on the northeast corner of the property due to a UST release.

Mr. Curran inquired about the construction timeline. Mr. Perkoski stated that demo would commence as soon as they close on the property which will occur after City Council approval of the PUD and the Brownfield Plan. Complete demo is expected to take six to nine months, with buildings opening in two years, in Fall of 2023. Mr. Curran asked if asbestos has been quantified through a survey and corresponding documents. Mr. Perkoski stated that a survey has been completed, and they are currently preparing abatement and demolition specifications. Mr. Curran asked if the city will be held harmless. Mr. Perkoski answered with the contracts have not been drafted, but the City will be held harmless. Mr. Curran confirmed a UST on site, and Mr. Perkoski indicated that the intent is to remediate the small volume of soils impacted from the UST release on the northeastern portion of the property.

Mr. Wilkinson asked where the hoists were that are referred to in the Plan. Mr. Kaylor stated that the hoists were inside the physical plant, there could be some contamination, however during reconnaissance there was very little hydraulic oil.

Mr. Curran noted that there also may be lead pipe issues that need to be addressed. Mr. Perkoski stated that the onsite water distribution will be replaced.

The board expressed concerns with the interest calculation included in the Brownfield Plan.

Mr. Brickner asked if City Council had a provision for limiting the length of capture. Mr. Brauer stated that statutorily a Brownfield Plan can capture for 30 years. Ms. Seimer added that there is no provision limiting the length of capture for a Plan.

Mr. Brauer asked if the development team pursued approvals from state entities. Mr. Perkoski stated that the goal with the plan was to avoid complications and delays in the approval process, especially given that the MST if not inclined to participate in non-core communities.

Mr. Brauer asked that revisions be made to section 2.8 of the Plan to better define the eligible property. The way the plan reads currently is that Parcels B and C are facilities, however A is adjacent and contiguous to both B and C. He recommended including Parcel A in the legal descriptions and maps for the eligible property boundary, otherwise Parcels B and C would likely need separate Plans.

Mr. Brauer asked if a Site-Specific Number was assigned. Mr. Kaylor stated that they did not get a Site-Specific Number under Part 213, however, in the investigations they used screening levels for criteria as if making a Site-Specific request.

The development team was reminded that no infrastructure, or site preparation can be included. Local municipality cannot approve those costs approved for those activities unless they are a core-community, and Farmington Hills is not.

Motion by Brickner to recommend approval of the Brownfield Plan conditioned upon review of the Plan by June 30 with approval by City Administration and the Brownfield Redevelopment Authority Chair. Support by Wilkinson.

Discussion: AKT Peerless will draft letter to Edward Rose and Sons with the following items that need to be addressed within the Brownfield Plan, prior to being placed on a City Council Agenda: Removal of referenced to infrastructure improvements and site preparation; Updated legal description and site maps to include Parcel A as part of the eligible property, removal of interest, update of TIF Table format. Staff offered to meet to discuss all items to ensure that the approval of the Plan meets their needs with regards to closing on the site.

Yeas: BOLEWARE, BRAUER, BRICKNER, CURRAN, GARDINER,  
SKROBOLA, WILKINSON  
Nays: NONE  
Absent: NONE  
Abstentions: NONE

MOTION CARRIED 7-0

**OLD BUSINESS:**

**A. Reimbursement Agreement for 30790 8 Mile Road**

Ms. Seimer presented a Reimbursement Agreement for 30790 8 Mile Road. The Brownfield Plan was approved by the BRA on March 15, 2021, and by City Council on April 12, 2021. The developer's representative from PM Environmental, Ryan Higuchi

was also present at the BRA Meeting. Ms. Seimer stated that updates to the reimbursement agreement have been made to align with the policies and procedures currently being drafted by the BRA as well as the tax collection schedule for the finance department.

Motion by Brickner to approve the Reimbursement Agreement for 30790 8 Mile Road as presented. Support by Curran.

Yeas:           BOLEWARE, BRAUER, BRICKNER, CURRAN, GARDINER,  
                    SKROBOLA, WILKINSON  
Nays:           NONE  
Absent:         NONE  
Abstentions:  NONE

MOTION CARRIED 7-0

**B. Farmington Hills Brownfield Redevelopment Authority Policies and Procedures**

Ms. Seimer reviewed the drafted Farmington Hills Brownfield Redevelopment Authority Policies and Procedures noting changes to incorporate the City's insurance policy that is included in all requests for proposals on the Michigan Intergovernmental Trade Network. Additionally, the finance department has reviewed and recommended changes to the policy to ensure that taxes are paid prior to reimbursement being authorized for each Brownfield Plan.

Ms. Seimer asked Mr. Curran if he would take a look specifically at the insurance requirements and provide his comment prior to submitting the recommended changes City Council. Mr. Curran agreed.

Motion by Curran to forward Farmington Hills Brownfield Redevelopment Authority Policies and Procedures to City Council upon final review insurance requirements. Support by Brickner.

Yeas:           BOLEWARE, BRAUER, BRICKNER, CURRAN, GARDINER,  
                    SKROBOLA, WILKINSON  
Nays:           NONE  
Absent:         NONE  
Abstentions:  NONE

MOTION CARRIED 7-0

**C. Farmington Hills Brownfield Redevelopment Authority Local Brownfield Revolving Fund Policy**

Ms. Seimer reviewed the BRA Local Brownfield Revolving Fund (LBRF) Policy with the Board. No changes had been made since the discussion at the March 15, 2021, Board meeting. The policy includes guidelines for a LBRF Grant for non-profits and public projects, loans for development projects.

Mr. Skrobola asked what type of documentation and security is typically required with loans from the LBRF. Ms. Seimer stated that the details of the loan terms are usually incorporated into the Reimbursement Agreement, a loan agreement, and also secured

APPROVED 10/15/21

with a promissory note. Additionally, the loan can also be tied into the Development/PUD agreement with the City and could include provisions for annual TIR shortfall to be sure that the City is repaid for the loan, plus interest.

Motion by Brickner to approve the Reimbursement Agreement for 30790 8 Mile Road as presented. Support by Curran.

Yeas: BRAUER, BRICKNER, CURRAN, GARDINER, SKROBOLA,  
WILKINSON  
Nays: NONE  
Absent: BOLEWARE  
Abstentions: NONE

MOTION CARRIED 6-0

**BOARD MEMBER COMMENTS:**

There were none.

**PUBLIC COMMENTS:**

There were none.

**NEXT MEETING DATE:**

To be determined.

**ADJOURNMENT:**

Motion by Brickner, support by Wilkinson to adjourn the meeting.

Yeas: BRAUER, BRICKNER, CURRAN, GARDINER, SKROBOLA,  
WILKINSON  
Nays: NONE  
Absent: BOLEWARE  
Abstentions: NONE

MOTION CARRIED 6-0

Respectfully submitted, Tom Wilkinson, Secretary  
Prepared by Samantha Seimer