

Brownfield Revolving Loan Fund Committee Meeting

February 2, 2021

Called to order at 10:30 a.m.

Present: Lori Schoene (chair), Gregg Jones, Rita Meyer, Buck Holmes, Dominique Valdez, Anthony Ortiz, Councilman Jeff White

Not Present:

Quorum is present

Non-Committee members present: Sam Crowley, Carol Stark, Robert Slaughter, Dr. Michelle Aldridge, Charles Bloom, Amber (DDA), Dustin Mencil, Bruce Trembath, Richard Johnson, Lisa Pafford, Eric Fountain, Mark Christensen, Michael O'Donnell

Minutes from last meeting approved: The minutes from the April 2020 meeting and the December 2020 meeting were approved.

Audience Business: none

Liaison Reports: none

Old Business:

- a) **Board Administration:** Mark Christensen explained that the term start dates would begin at August 28th, 2018, as this is the time the rules of practice were established. Mr. Holmes and Mr. White have been permitted to serve another term of 2 years. Anthony Ortiz is nominated through the DDA for a term of two years. The Mayor's office to has retroactively appointed Gregg Jones until August 18, 2022. This is the reason the previous minutes were not approved. is the effective starting date of the terms. Buck Holmes asked if there is a limit to terms. Mr. Christensen answered that he is eligible for one reappointment so they will look for another member at the end of this term to replace him. Jeff White asked if this applied to Council as well. Mr. Christensen confirmed that this is correct.
- b) **Election of Officers:** Mr. Jones nominated Ms. Schoene for chair. Mr. White seconded. All in favor, none opposed. Mr. Holmes nominated Mr. Jones for Vice Chair; Mr. White seconded. Mr. Jones asked Mr. Christensen if he's still eligible. Mr. Christensen explained that he will hold that position until there's another nomination process and he is eligible for reappointment. All in favor, none opposed.

New Business:

- a) **The 1605 Building:** Mr. Christensen said the Bell Building has completed the required mediation. There is an additional request for funding to close out remediation and some other tasks. Robert Slaughter introduced himself and showed photographs of the Bell Building. He summarized the history of the Bell Building. The remediation team took 8 dumpsters out of the building - they were able to recycle most of the metal and lumber.

He presented the before and after photos of the abatement process. In 1913, they were driving cars in and out of the building, and the leaded gasoline impregnated many surfaces in the building. The abatement project is done – it was expected to be a little over 3 months but, due to COVID and other obstacles, the project went much longer than expected. They are 400% over schedule but less than 6.5% over budget. Mr. Slaughter asked if anyone has questions. Ms. Schoene thanked him for his work on this project. Ms. Schoene asked for comments/questions on the request. Mr. Christensen summarized the MOA amount and the city match put towards the project through sixth penny funding. Mr. Slaughter's amount falls under the amount still available through the EPA. It is already approved by the EPA and would need to go through City Council to be approved as a new MOA if approved by the RLF Committee. Mr. Jones asked for clarification about him asking for less than the approved amount. Mr. Christensen explained that an additional MOU is needed to cover the amount between the original MOU and the amount remaining. Mr. Jones made a motion to approve an additional MOU. Mr. Holmes seconded it. Ms. Schoene asked for questions. Mr. Lanzano asked for detail as to what the basis of the costs are and what the funds will be used for specifically. Mr. Slaughter broke them down in his invoice and said he would provide additional detail. Mr. Christensen went on to say that he has asked Mr. Slaughter to provide timesheets to account for administrative costs. Mr. Holmes asked if this would go through three readings at City Council if it is approved by this group. Mr. Christensen clarified that it would be submitted to City Council next Wednesday and it would go through two readings. The final hearing at Council would be Monday, March 8th. Mr. White verified that this schedule is correct. All were in favor of the motion, none were opposed.

- b) **Outreach Plan:** Mr. Christensen displayed a short preview of the website to be published. He is looking into creating forms on this website to request more information, present ideas, and receive feedback and will also include the full application on the website. He said this will help with tabulating number of inquiries and applications. Ms. Schoene thanked Mr. Christensen for his work and commented that it looks great. She asked for comments. There were none.
- c) **Press Release Bell Building:** Mr. Christensen stated that he believes its appropriate to do a press release to celebrate the success of the Bell Building. The timeline would be after the MOU goes through council. It would be a joint release between the City, the EPA, Wyoming DEQ, and possibly the DDA and Laramie County. Ms. Schoene asked for questions and comments. Mr. White commented that because the DDA and the County have been involved from the beginning, they should be mentioned in that release. Mr. Christensen agreed to make that happen. Mr. Lanzano said that he thinks it's a great idea to get some much-deserved quality press for this project and he's happy to help in any way he can. Mr. Slaughter mentioned that the Wyoming Department of Transportation was integral to the project as well.

Other Business:

Charles Bloom reminded the committee that \$250,000 is restricted to petroleum cleanup and there haven't been any inquiries regarding this, so if any members know of any projects that would like to utilize that portion of the fund please encourage them to apply. Mr. Lanzano added that he would like to reach out to their partners at Wyoming DEQ for ideas on projects that would fit this. Carol Stark with the DEQ said she would be interested to hear more. Mr. Christensen said he would contact Ms. Stark. Ms. Schoene asked if we are at a point yet where we can start the application process for replenishment. Mr. Christensen deferred that question to Mr. Lanzano. He answered that the EPA replenishes depleted RLF's annually if they don't have \$400,000 of uncommitted funds. He added that if they can commit the funds before March, they may be eligible. Mr. Christensen clarified that the current amount is \$631,727.53. Ms. Schoene said hopefully there will be more applications. She asked for other comments. Mr. Holmes asked Mr. Lanzano if it is possible to get over \$1M with a larger project. Mr. Lanzano answered that there's no limit on the amount the group can loan; however, when they replenish the loan funds their typical installments are \$300,000 to \$500,000. The Wyoming Business Council also has an RLF so it may be possible to partner the two funds to accommodate a bigger loan. Mr. Holmes asked if there's a possibility that the county could be eligible to receive brownfield money. Mr. Lanzano asked if they're already a coalition member. Mr. Bloom confirmed that they are. Mr. Holmes asked if this means the county would be unable to get a separate grant from the EPA. Mr. Lanzano said technically they could, but the administrative cost of an additional grant might be overwhelming. His suggestion is to partner with the Business Council for larger projects. Ms. Schoene asked for other questions. There were none.

Ms. Schoene made a motion to adjourn seconded by Mr. Holmes and Mr. Jones. Meeting adjourned at 11:26 a.m.

Minutes respectfully submitted:

Sam Crowley, Planner I, Planning & Development Department