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**KALAMAZOO COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY**

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**MEETING DATE:** Thursday, November 20, 2025  
**PLACE OF MEETING:** 201 W. Kalamazoo Ave. Kalamazoo, MI 49007 Room 207-A  
**TIME:** 3:00 pm

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**AGENDA**

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**Link to join Webinar**

<https://us02web.zoom.us/j/86081189885>

Webinar ID: 860 8118 9885

1. Call to Order: 3:00
  2. Roll Call and Members Excused
  3. Approval of the Agenda
  4. Approval of Minutes: BRA Minutes of October 23, 2025
  5. Public Comments (*4 minutes each*)
  6. Consent Agenda
    - a. **From General Fund:**
      - i. **\$131.42** – State of Economic Development Event BRA Staff Registration Fee
      - ii. **\$75.00** - Varum invoice 1394139 (Green Development Ventures, LLC)
      - iii. **\$400.00** – Fishbeck invoice 457486 (W.O. 2025-4 KCC Phase 1 Site Study)
      - iv. **\$1,759.05** – Fishbeck invoice 457500 (W.O. 2025-1 Gen. Env.)
      - v. **\$300.00** – W.P. Engine Invoice 115009493 (Website Platform Renewal)
      - vi. **\$22.19** – Go Daddy Invoice (Website Domain Renewal)
    - b. **From LBRF Fund:**
      - i. **\$4,000.00** - Fishbeck invoice 457486 (KCC BEA)
  7. Discussion and/or Action Calendar
    - a. **Action/Discussion:** Fishbeck
      - i. General Environmental Memo & Billing Summary
      - ii. EPA Grant '21 Memo & Update
      - iii. W.O. 2026-1 General Environmental Services
    - b. **Presentation:** Housing Tax Increment Financing Update – Therese Searles, Fishbeck
  8. Financial Reports
    - a. **Discussion:** KCBRA General Fund 243 Report
    - b. **Discussion:** KCBRA Local Brownfield Revolving Fund 242 Report
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9. Staff Report/Updates

- a. Staff Completed 1 IEDC Courses towards CECD (Business Retention & Expansion)
- b. The “B” on Burdick LBRF Loan Funding Request Update (funding no longer needed)
- c. Invoice Sent to 315 Frank Property for Past KCBRA Project Expenses
- d. Chas Hammond Brownfield 101 & Onboarding meeting on 11/10/2025
- e. Chas Hammond appointed to KCBRA/EDC Board on 11/18/2025
- f. KCBRA Operational Policy Update (Draft Pending)

10. Other

11. Board Member Comments

12. Adjournment

***Next Regular Meeting: Thursday, December 18, 2025, at 3:00 p.m.***

***NEXT MEETING HELD ON THE THIRD THURSDAY OF THE MONTH***

***Room 207a, County Admin Bldg. - Or alternatively, held electronically or via teleconference. Please see the KCBRA website at [www.kalcountybrownfield.com](http://www.kalcountybrownfield.com) for electronic meeting notice and instructions***

BOARD MEMBERS:

PLEASE CALL 384-8305 OR EMAIL MACY.WALTERS@KALCOUNTY.GOV  
IF YOU ARE UNABLE TO ATTEND THE MEETING

Meetings of the Kalamazoo County Brownfield Redevelopment Authority are open to all without regard to race, sex, color, age, national origin, religion, height, weight, marital status, political affiliation, sexual orientation, gender identity, or disability. The Kalamazoo County Brownfield Redevelopment Authority will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities at the meeting upon four (4) business days' notice to the Kalamazoo County BRA. Individuals with disabilities requiring auxiliary aids or services should contact the Kalamazoo County BRA by writing or calling:

Macy Rose Walters, MPA  
Brownfield Redevelopment Administrator  
Kalamazoo County Government  
201 West Kalamazoo Avenue  
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