
KALAMAZOO COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY

MEETING DATE: Thursday, June 23, 2022
PLACE OF MEETING: 201 W. Kalamazoo Ave. Kalamazoo, MI 49007 Room 207-A
TIME: 3:00 pm

MINUTES

Present: Ken Peregon, Gary Barton, Christopher Carew, Connie Ferguson, Jodi Milks, Dale Shugars, Andy Wenzel

Members Excused: Jared Lutz and Wei Wang

Vacancies: none

Kalamazoo Township: Sherine Miller

Oshtemo Township: none

Staff: Rachael Grover, Macy Rose Walters

Consultant: Therese Searles, Envirologic

Recording Secretary: Macy Rose Walters

County Commissioners: Dale Shugars

Community: 2

1. Call to Order: Chair Peregon called the meeting to Order at 3:10 p.m. and noted that the meeting is being recorded.
 2. Members Absent: Jared Lutz and Wei Wang were excused. Kenneth Peregon attended the meeting virtually in accordance with ADA accommodations consistent with 2022 OAG 7318. Seven voting members of nine Board of Directors were present.
 3. Approval of the Agenda: Wenzel motioned to approve item 3, the Agenda. Ferguson seconded. None opposed, motion carried.
 4. Approval of Minutes: May 26th, 2022, Regular Meeting

Barton moved to approve item 4, Ferguson seconded. None opposed, motion carried. Carew noted item(s) 7ai and 7aii postponed from the May 26th Agenda, are not included in the June 23rd Agenda as previously intended.
 5. Public Comments: (4 minutes each) none.
 6. Consent Agenda:
 - a. **From General 247 Fund:**
 - i. **\$120.00** – Blue Tree Web Design (KCBRA website & system updates)
 - ii. **\$3,256.25** – Envirologic Invoice 09128 (W.O. 2022-1 Gen. Environmental)
 - b. **From EPA Grant Fund:**
 - i. **\$341.14** – Envirologic Invoice 09127 (W.O. 2 Outreach & Programmatic)
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c. **Project Business:**

i. **Vicksburg Mill**

1. **\$28.75** – Envirologic Invoice 09125 (Grant, Task #6)
2. **\$86.25** – Envirologic Invoice 9126 (Loan, Task #4)

ii. **3800 Wynn Road**

1. **\$225.00** – Envirologic Invoice 09079 (W.O. 2021-2)

Milks moved to approve all items on the Consent Agenda, Carew seconded. None opposed, motion carried.

7. Discussion and/or Action Calendar

a. **Discussion/Action:** Homes for All Housing Millage Presentation – Mary Balkema
Kalamazoo County Housing Director, Mary Balekma presented.

b. **Discussion/Action:** Developer Reimbursements/ LBRF Transfers

i. Metal Mechanics

1. **\$36.28** – 6th Developer Reimbursement D & D realty (Remain. 2021 Local TIR)
2. **\$2,332.92** – 4th Payment to LBRF (State TIR)

ii. Kalamazoo West

1. **\$4,097.19** - 7th Developer Reimbursement (Remaining 2021 Local TIR)

Wenzel moved to approve items 7bi and 7bii, Carew seconded. Motion carried with 7 yes, none opposed.

c. **Discussion/Action:** Corner @ Drake

- i. **\$15,060.97** – Return to Taxing Jurisdictions

Carew moved to approve item 7ci, Milks seconded. Motion carried with 7 yes, none opposed.

d. **Discussion/Action:** NACD Projects

- i. Envirologic EPA Grant Work Order #4 (Church and Frank Street)
- ii. Envirologic EPA Grant Work Order #5 (Ransom and North)

Ferguson moved to approve item 7di and dii, contingent upon an address correction on 7dii, Wenzel seconded. Motion carried with 7 yes, none opposed.

- iii. Eligibility Approvals from EPA (Update) – **No action necessary**
- e. **Discussion/Action:** Parchment Mill
 - i. Envirologic EPA Grant Work Order #6 (Site #2 650 Riverview)
Milks moved to approve item 7ei, Barton seconded. Motion carried with 7 yes, none opposed.
 - ii. Eligibility Approval from EPA (Update) – **No action necessary**
- f. **Discussion/Action:** MEDC Annual Reports – Submittal
Milks motioned the approve the submittal of MEDC reports, contingent upon ISD code updates for each project. Ferguson seconded. Motion carried with 7 yes, none opposed.
- g. **Discussion/Action:** Vicksburg Mill – Paper City Development, LLC
 - i. Grant and Loan Memo (no action)
 - ii. Loan Amendment Approved by EGLE on 6/9/2022 (no action)**Staff provided summary of memo and loan amendment updates**
- h. **Discussion/Action:** Envirologic Updates
 - i. General Environmental Memo and Budget Summary
 - ii. EPA Grant Memo and Budget Summary**Consultant Therese Searles presented the Envirologic reports**

8. Financial Reports

- a. **Discussion:** Fund(s) 247 and 643

Staff presented the financial reports

9. Staff Report/Updates

- a. IPUSA COW Presentation on August 3rd at 4:00 p.m.
- b. IPUSA Pavilion Township Board Meeting Presentation August 8th at 6:00 p.m.
- c. BOC to vote on IPUSA BF Plan at August 16th Regular Meeting at 7:00 p.m.
- d. KCLBA Presentation on June 9th (update)
- e. Confirmation of Brownfields 2022 Attendance

10. Committees - times dates and places

- a. Land Bank Report – next meeting, Thursday, August 11, 2022, at 8:30 a.m.
 - b. Project/Finance Committee – Thursday, July 14, 2022, 4:00 p.m.
-

c. Executive Committee – Friday, July 8, 2022, 9:15 a.m.

Executive Committee meeting date is subject to change, pending board member availability.

11. Other – **BRA Staff updated the board on staff member Walters’s maternity leave timeline and plans for Planning Director Grover to present a brownfield presentation to the Kalamazoo County Treasurer’s Association on July 21st.**

12. Board Member Comments – **Board members congratulated BRA staff member Walters on their upcoming maternity leave and welcomed Envirolgic Consultant Therese Searles for admin support.**

8. Adjournment **Barton moved to adjourn, Wenzel seconded, meeting adjourned at 4:50 p.m.**

Next Meeting: Thursday, July 28, 2022 at 3:00 p.m.

Room 207a, County Admin Bldg - Or alternatively, held electronically or via teleconference. Please see the KCBRA website at www.kalcountybrownfield.com for electronic meeting notice and instructions

BOARD MEMBERS:

PLEASE CALL 384-8305 OR EMAIL MRWALT@KALCOUNTY.COM
IF YOU ARE UNABLE TO ATTEND THE MEETING
