
KALAMAZOO COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY

MEETING DATE: Thursday, April 24, 2025
PLACE OF MEETING: 201 W. Kalamazoo Ave. Kalamazoo, MI 49007 Room 207-A
TIME: 3:00 pm

DRAFT - MINUTES

Present: Christopher Carew, Chad Goodwill, Kenneth Peregon, Jared Lutz, Jodi Milks, and Andrew Wenzel

Members Excused: Kyle Gulau and Commissioner Monteze Morales

Vacancies: none

Kalamazoo Township: Craig Sherwood, Township Trustee

Oshtemo Township: none

Staff: Macy Rose Walters, Brownfield Redevelopment Administrator and Rachael Grover, Planning Director

Consultant: Therese Searles, Fishbeck

Recording Secretary: Macy Rose Walters

County Commissioners: none

Community: 0

1. Call to Order: **Chair Peregon called the meeting to order at 3:06 p.m.**
2. Roll Call and Members Excused: **Kyle Gulau and Monteze Morales were excused. Six voting members of eight board of directors were present, there is one vacancy.**
3. Approval of the Agenda:

Chair Peregon requested Item 7biii and Item 7c be added to the agenda with Item 7c to be discussed immediately following Item 7a.

Director Wenzel moved to approve Item 3 as amended, and Director Milks seconded. A Roll Call Vote was taken, the motion carried with five (5) Yes and zero (0) No, and zero (0) Abstentions.

4. Approval of Minutes: BRA Minutes of March 27, 2025

Director Lutz moved to approve Item 4, the Minutes of March 27, 2025, as presented, Director Milks seconded. None opposed, motion carried.

5. Public Comments (4 minutes each) **none**

6. Consent Agenda

- a. **From General Fund:**

- i. **\$24,897.52 - FY25Q1 Reimbursement to Planning Department**
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- ii. **\$2,212.50** - Varnum Invoice 1370670 (Pavilion Investors, LLC BFP)
- iii. **\$80.00** – Bluetree Web Design Invoice 2503261339 (KCBRA Web Updates)
- b. **Project Business:**
 - i. **Developer Invoice Packets for Eligible Expenses in Brownfield Plans**
 - 1. Kalamazoo Hotel Group, LLC (Delta Marriott BFP) Total Eligible Expenses \$247,376.00
 - ii. **Vicksburg Mill Paper City**
 - 1. Authorization to Submit FY25Q2 Loan Report to EGLE (State FY)
 - 2. **\$204.34** – BRA Admin Expenses invoice for EGLE Loan FY25Q2 (State FY)

Director Carew moved to approve Item 6 as presented, Director Milks seconded. None opposed, motion carried.

7. Discussion and/or Action Calendar

- a. **Action:** Bogan Developments “the B on Burdick” Part I & Part II Project Applications
Discussion ensued about the project scope and plans for a future City of Kalamazoo Brownfield Redevelopment Authority brownfield plan on the property. The applicant requests reimbursement for assessment activities, in the form of a loan at 1.5%, for up to \$66,600.00, and the KCBRA to be reimbursed first ahead of the Developer within the brownfield plan.

Director Carew moved to approve item 7a, with the understanding that a Loan Repayment Agreement would be executed with full details of the loan structure to be negotiated within the agreement, and for the application fee to be waived. Director Goodwill seconded. A Roll Call Vote was taken. Four (4) Yes and zero (0) No, with Director Lutz Abstaining from discussion and voting.

- b. **Discussion:** Fishbeck
 - i. General Environmental Memo & Billing Summary
 - ii. EPA Grant Memo & Billing Summary
 - iii. Fishbeck W.O. 2025-3 Amendment No. 1 (Rooney’s Soul Food Wagon)

Discussion ensued over updates from the Developer on the rezoning and the Phase I findings. Due to the Phase I findings, it was recommended to move forward with the Phase II for ground penetrating radar to show whether historic underground storage tanks are still located on the property.

Director Milks moved to approve Item 7biii as presented, Director Wenzel seconded. None opposed, motion carried.

c. **Action:** West Main 1, LLC Part I and Part II Project Applications

Discussion ensued regarding the timeline of the project and the unknowns of Oshtemo Township's final brownfield plan policy implementation. This is a housing TIF Plan with for-sale condo units, multi-family rental units, and retail space, with a proposed 20-year affordability period.

Director Goodwill moved to approve Item 7c as presented, contingent upon the receipt of the application fee, Director Milks seconded. A Roll Call Vote was taken, the motion carried with five (5) Yes, zero (0) No, and one (1) abstention, with Director Lutz abstaining from discussion and voting.

8. Financial Reports

a. **Discussion:** KCBRA General Fund 243

b. **Discussion:** KCBRA Local Brownfield Revolving Fund 242 Report

i. Approval of Meeting Notes for February 13, 2025, KCBRA Board Retreat

Director Lutz moved to approve Item 8bi as presented, Director Milks seconded. None opposed, motion carried.

1. Emerging Developer & Predevelopment Fund

9. Staff Report/Updates

- a. BRA Staff working with Kalamazoo County Admin & Housing on Housing TIF Policy
- b. Pavilion Investors, LLC Brownfield Plan Resolution was adopted by Kalamazoo County Board of Commissioners at the April 1st, 2025, Regular Meeting
- c. KCBRA/EDC Board Vacancy Interview with County Board Appointments Committee (BAC) meeting canceled due to lack of quorum from 4/10/25 (New date TBD)
- d. BRA Staff Assisting in Review of Oshtemo Township Brownfield TIF Policy Draft

10. Other

11. Board Member Comments

12. Adjournment **Director Wenzel moved to adjourn at 4:57 p.m. Director Carew seconded, none opposed, motion carried.**

Next meeting: Thursday, May, 22 2025, at 3:00 p.m.

NOTE: KCBRA MEETINGS ARE HELD ON THE FOURTH 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 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

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:

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