
KALAMAZOO COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY

MEETING DATE: Thursday, October 23, 2025
PLACE OF MEETING: 201 W. Kalamazoo Ave. Kalamazoo, MI 49007 Room 207-A
TIME: 3:00 pm

October 23, 2025 – MINUTES – Final Approved 11-20-2025 Meeting

Present: Christopher Carew, Chad Goodwill, Kyle Gulau, Jared Lutz, Monteze Morales, Kenneth Peregon, and Andrew Wenzel

Members Excused: Lana Escamilla and Jodi Milks

Vacancies: 2 (Director Wenzel & Director Gulau to attend until vacancies filled)

Kalamazoo Township: none

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: Monteze Morales

Community: 2

1. Call to Order: **Chair Peregon called the meeting to order at 3:01 p.m.**
 2. Roll Call and Members Excused: **Commissioner Morales joined the meeting at 3:30 p.m. and Director Wenzel and Director Gulau were excused at 4:00 p.m. Seven (7) voting members of nine (9) board of directors were present. Director Milks and Director Escamilla were excused from the meeting.**
 3. Approval of the Agenda:

Chair Peregon requested remove item 7a from the agenda.
Director Wenzel moved to approve Item 3 as amended, and Director Lutz seconded. None opposed, motion carried.
 4. Approval of Minutes: BRA Minutes of September 25, 2025

Director Carew moved to approve Item 4, the Minutes of September 25, 2025, Director Gulau seconded. None opposed, motion carried.
 5. Public Comments (4 minutes each) **none**
 6. Consent Agenda
 - a. **From General Fund:**
 - i. **\$23,257.50** - FY25Q3 Reimbursement to Planning Dept
 - ii. **\$3,040.28** – Fishbeck Invoice 457242 (W.O. 2025-1 Gen. Env.)
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- iii. **\$3,600.00** – Fishbeck Invoice 457231 (W.O. 2025-4 KCC Parchment Mill)
- b. **Project Business:**
 - i. **The Mill at Vicksburg – Paper City Development, LLC**
 - 1. **\$265.72** FY25Q4 Admin Invoice for EGLE Loan (State Fiscal Year)
 - 2. FY25Q4 Authorization for Staff to Submit EGLE Loan Report
- c. **From EPA Grant Fund:**
 - i. **\$1,200.00** – FY25Q4 Admin Invoice BRA-BF-00E03048-1 (State Fiscal Year)
 - ii. **\$41.53** - Vista print invoice EPA Supplies Window Decal (\$.47 to fund 243)
 - iii. **\$2,166.31** - Fishbeck Invoice 457075 (WO#2 Outreach and Programmatic)
 - iv. **\$477.95** – Fishbeck Invoice 456901 (WO#18 J. Smith Ent.)
 - v. **\$6,779.01** – Fishbeck Invoice 456973 (WO #20 Flowers Automotive)
- d. **KCBRA Business:**
 - i. KCBRA 2026 Meeting Calendar

Director Lutz moved to approve Item 6 as presented, Director Wenzel seconded. None opposed, motion carried.

7. Discussion and/or Action Calendar

- a. ~~**Action:** Kalamazoo County Land Bank Eastside Condo Project~~
 - i. ~~Ad Hoc Committee Update~~
 - ii. ~~Part I & Part II Project Applications~~

This item was removed from the agenda as the applicant has secured funding from the County Board of Commissioners related to their previous request to the KCBRA.

- b. **Action:** Green Development Ventures, LLC Development Agreement Draft

Director Goodwill moved to approve Item 7b as presented, Director Gulau seconded. A Roll Call Vote was taken, five (5) Yes, zero (0) No, and Director Lutz Abstained from discussion and voting. The motion carried.

- c. **Action:** Green Development Ventures, LLC – Ali Home Project Part I & Part II Project Applications

No Action Taken. The project was presented to get a consensus from the board on whether they may consider the funding request in the future. This is for a proposed brownfield plan to be administered by the City of Portage BRA, the KCBRA would be the developer eligible for reimbursement in the plan. It is unknown at this time what the full funding request will be, the board agreed to consider the project when it comes forward to the KCBRA again in the future. Director Lutz abstained from the discussion.

- d. **Discussion/Action:** The Mill at Vicksburg
 - i. Authorization of staff to make payments to Paper City Development, LLC, for
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quarterly reports previously approved by KCBRA, once EGLE approval is received.

Director Carew moved to approve Item 7di as presented, authorizing staff to send payment to Paper City Development, LLC, for EGLE Loan Quarter Reports when EGLE has approved submittal, contingent upon the quarterly reports already being approved by the KCBRA, Director Lutz seconded. None opposed, motion carried.

ii. Brownfield Plan Capture Update

There was no action on this item, the Vicksburg Mill has started capture on the plan beginning in 2025.

Director Wenzel and Director Gulau were both excused at 4:00 p.m. for their interviews for consideration of reappointment with the Kalamazoo County Board of Commissioners Board Appointment Committee.

e. **Action/Discussion:** Fishbeck

- i. General Environmental Memo & Billing Summary
- ii. EPA Grant Memo & Billing Summary
- iii. W.O. 2025-1 General Environmental Amendment #1

Director Morales moved to approve Item 7eiii as presented, Director Lutz seconded. A Roll Call Vote was taken, with four (4) Yes, zero (0) No, and Director Carew abstained from voting and discussion.

f. **Action:** General Environmental Contract Addendum #4

Director Goodwill moved to approve Item 7f as presented, Director Lutz seconded. A Roll Call Vote was taken, with four (4) Yes, zero (0) No, and Director Carew abstained from voting and discussion.

g. **Action:** Developer Invoice Packets for Eligible Expenses in Brownfield Plans

- i. City of Portage Invoice Packet #1 total \$2,899,102.45 (Project Spartan/ Fed Ex)

Director Lutz moved to approve Item 7gi as presented, approving the invoice packet submittal as eligible for future reimbursement with TIF, Director Goodwill seconded. None opposed, motion carried.

8. Financial Reports **Staff presented the financial reports and Staff report/updates**

- a. **Discussion:** KCBRA General Fund 243 Q3 Report
- b. **Discussion:** KCBRA Local Brownfield Revolving Fund 242 Report

9. Staff Report/Updates **Staff Presented Updates**

- a. Staff Completed 3 IEDC Courses towards CEcD (MEDA Basic Economic Development Course, Managing Economic Development Organizations, & Real
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- Estate Development and Reuse)
- b. Rivers Edge Project (received '16 EPA Grant Dollars) PILOT not BFP w/City BRA
 - c. Kalamazoo County Housing TIF Policy Draft #2 Presented at 10/21/2025 COW
 - d. KCBRA Operational Policy Update (Draft Policy Pending for November)
 - e. Brownfields 2025 Conference Update, Staff sat in on an LBRF fund EPA grant dollars workshop, toured the National Public Housing Museum, and attended tracks on housing and community, future economic trends & transformations, and brownfields financing.
 - f. The City Center Events Ribbon Cutting is 10/30 from 6-9 p.m. in downtown Kzoo
10. Other Director Carew expressed interest in another presentation of Housing TIF to the KCBRA and updates on local policy discussions. There was consensus from the board that they would like a presentation related to Housing TIF 101 for the November meeting from Fishbeck and one in December from Director Lutz on Housing-TIF financing and deal structure, extending and invitation to the Housing Dept. Staff. Staff will update the board on their own policy discussions related to Housing-TIF and the outcomes of the last KCBRA Board Retreat in 2025.
11. Board Member Comments Commissioner Morales would like a brief memo with updates that can be shared from each BRA meeting to share during board member reports for Kalamazoo County Board of Commissioners.
12. Adjournment **Director Lutz moved to adjourn, Director Goodwill seconded, none opposed, the meeting adjourned at 4:58 p.m.**

Next meeting: Thursday, November 20, 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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