

KALAMAZOO COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY

MEETING DATE: Thursday, December 21, 2023
PLACE OF MEETING: 201 W. Kalamazoo Ave. Kalamazoo, MI 49007 Room 207-A
TIME: 3:00 pm

December 21, 2023 MINUTES – Final Approved at 01-18-2024 Meeting

Present: Christopher Carew, Monteze Morales, Jared Lutz, Kenneth Peregon, and Andrew Wenzel

Members Excused: Connie Ferguson, Jodi Milks, and David (Wei) Wang.

Vacancies: 1

Kalamazoo Township: Sherine Miller

Oshtemo Township: none

Staff: Rachael Grover, Macy Rose Walters

Consultant: Therese Searles & Jeff Hawkins, Fishbeck

Recording Secretary: Macy Rose Walters

County Commissioners: Monteze Morales

County Admin: none

Community: 7

1. Call to Order: **Chair Peregon called the meeting to order at 3:04 p.m.**
 2. Roll Call and Members Excused: **Gary Barton, Connie Ferguson, Jodi Milks, and David (Wei) Wang were excused. Commissioner Morales attended the meeting virtually in accordance with ADA accommodations consistent with 2022 OAG 7318.** Five (5) of Eight (8) voting were present, there is one (1) vacancy. Commissioner Morales was excused from the meeting at 3:16 p.m.
 3. Approval of the Agenda: **Director Wenzel moved to approve item 3, Director Carew seconded. None opposed, motion carried.**
 4. Approval of Minutes: BRA Minutes of **November 16, 2023**

Director Carew moved to approve item 4, Director Wenzel seconded. None opposed, motion carried.
 5. Public Comments (4 minutes each) **None**
 6. Consent Agenda – Invoices
 - a. **From General 243 Fund**
 - i. **\$403.00** – Varnum Invoice 1320976 (IPUSA)
 - ii. **\$585.00** – Fishbeck Invoice 431430 (W.O. 2023-1 Gen. Env.)
 - b. **Project Business**
 - i. **\$975.00** - FY23Q4 Loan Paper City Reimbursement (approved by EGLE
-

12/14/23)

c. **EPA Grant**

- i. **\$2,903.27** – Fishbeck Invoice 431432 (W.O.#13 YWCA)
- ii. **\$14,104.00** – Fishbeck Invoice 431431 (W.O.#16 702 W. MI)
- iii. **\$1,551.79** – Fishbeck Invoice 431438 (W.O.#15 UEI)
- iv. **\$4,002.89** – Fishbeck Invoice 431439 (W.O.#12 Legacy Senior Living)
- v. **\$549.45** – Fishbeck Invoice 431026 (W.O.#9 Eliza Street)
- vi. **\$71.63** ~~\$71.73~~ – Fishbeck Invoice 431433 (W.O.#10 Midlink)
- vii. **\$191.00** – Fishbeck Invoice 431435 (W.O.#11 Redman Ventures)
- viii. **\$209.58** – Fishbeck Invoice 431429 (W.O.#2 Outreach & Programmatic)

Director Lutz motioned to approve item 6, the Consent Agenda, Director Carew seconded. None opposed, motion carried.

7. Discussion and/or Action Calendar

a. **Action:** 436 Willard Street, Kalamazoo, MI

- i. Project Applications Part I & Part II
- ii. Fishbeck Work Order 2023-3 436 Willard St. Vapor Mitigation System Design

Discussion ensued regarding the terms of the loan, which is to be detailed in the Loan Repayment Agreement (LRA).

Director Lutz motioned to approve items 7ai and 7a ii, in the form of a loan with interest, contingent upon the payment of a \$2,500.00 application fee, authorizing staff to draft a Loan Repayment Agreement (LRA) with interest payments to be deferred until capture begins and write a Memo of Understanding (MOU) with the City of Kalamazoo BRA, to be signed by the Developer. Director Carew seconded, a roll call vote was taken, the motion carried with four (4) yes and none (0) opposed.

b. **Action:** 530 S. Rose Street, Kalamazoo, MI

- i. Updated Project Application Part II

Director Wenzel motioned to approve item 7bi, contingent upon the payment of a \$2,500.00 application fee, while authorizing staff to draft a Grant Repayment Agreement (GRA) and Memo of Understanding (MOU) with the City of Kalamazoo BRA, to be signed by the Developer. Director Carew seconded, a roll call vote was taken, the motion carried with four (4) yes and none (0) opposed.

c. **Action:** YWCA Grant Repayment Agreement

Director Wenzel moved to approve item 7c as presented, authorizing the Chair to sign the agreement. Director Lutz seconded. None opposed, motion carried.

d. **Action:** The Mill at Vicksburg Development & Reimbursement Agreement
Director Carew moved to approve item 7d as presented, authorizing the Chair to sign the agreement. Director Wenzel seconded. None opposed, motion carried.

e. **Discussion:** Fishbeck

i. General Environmental Memo & Cost Billing Summary

ii. EPA Grant Memo & Cost Billing Summary

Fishbeck consultants presented the reports and updates.

f. **Action:** 2024 Regular Meeting Calendar

Director Wenzel moved to approve item 7f, contingent upon changing the January Regular meeting date to the 18th, Director Lutz seconded. None opposed, motion carried.

g. **Discussion/Action:** 2024 Committee Meeting Calendar

Director Wenzel moved to approve item 7g, contingent upon changing the meeting location to the same as item 7f, Director Carew seconded. None opposed, motion carried.

h. **Action:** Internal Communications Expense FY 2024 Payment Authorization

i. Approval All quarter for Fiscal Year 2024 (Estimated \$2,358.00 total)

Director Lutz moved to approve item 7hi, as presented, Director Wenzel seconded. None opposed, motion carried.

i. **Action:** 2022 Tax Increment Revenue, Return to Taxing Jurisdictions

i. \$1,018,906.22 Stryker State (\$412,452.81 SET & \$606,453.41 School Op)

ii. \$3,966.47 RAI Jets Capture Complete (\$955.89 State ~~Local~~ & \$3,010.58 Local State)

Director Carew moved to approve item 7i i and 7i ii, Director Wenzel seconded. None opposed, motion carried.

8. Financial Reports

a. **Discussion:** Fund 243 Report and Fund 242 Summary

Staff presented financial reports.

9. Staff Report/Updates

a. KCBRA Annual Report

b. Pending Midlink Development Agreement Amendment #3 w/ Schupan

c. Pending IPUSA Reassignment of Development Agreement

d. EGLE PFAS Summit

Staff presented updates and did not attend the PFAS Summit.

10. Committees - times dates and places

- a. Land Bank Report – next meeting, Thursday, January 11th, 2024 2023, at 8:30 a.m.
- b. Committee of the Whole – next meeting, Thursday January 11th, 2024, at 3:00 p.m.

11. Other **None.**

12. Board Member Comments **None.**

13. Adjournment **Director Lutz moved to adjourn at 5:01 p.m. Carew seconded, meeting adjourned.**

Next Meeting: Thursday, January 25th, 2024, at 3:00 p.m.

The next meeting date was changed to January 18th, 2024, at 3:00 p.m. see item 7f.

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:

Macy Rose Walters
Brownfield Redevelopment Administrator
Kalamazoo County Government
201 West Kalamazoo Avenue
Kalamazoo, MI 49007 TELEPHONE: (269) 384-8305

