
KALAMAZOO COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY

MEETING DATE: Thursday, February 27, 2025
PLACE OF MEETING: 201 W. Kalamazoo Ave. Kalamazoo, MI 49007 Room 207-A
TIME: 3:00 pm

February 27, 2025 MINUTES – Final Approved at 3-27-2025 meeting

Present: Christopher Carew, Chad Goodwill, Kyle Gulau, Jodi Milks, Monteze Morales, and Andrew Wenzel

Members Excused: 2

Vacancies: 1

Kalamazoo Township: none

Oshtemo Township: none

Staff: Macy Rose Walters & Rachael Grover

Consultant: Therese Searles, Fishbeck

Recording Secretary: Macy Rose Walters

County Commissioners: none

County Admin: none

Community: 2

1. Call to Order: **Chair Peregon called the meeting to order at 3:05 p.m.**
2. Roll Call and Members Excused: **Six (6) of eight (8) voting members were present. Andrew Wenzel and Commissioner Morales were excused. Director Carew was excused from the meeting at 3:45 p.m. There is one (1) vacancy.**
3. Approval of the Agenda:

Director Carew moved to approve item 3 and Director Lutz seconded. None opposed, motion carried.

4. Approval of Minutes: BRA Minutes of January 23, 2025

Chair Peregon noted Staff corrections to the minutes:

item 6ai, Fishbeck invoice 447349, a couple of numbers within the total figure were transposed, the minutes reflect the corrected figure with a strike through of the incorrect invoice total. Invoice total is \$683.24, not \$638.24.

item 6ci3, Reimbursement to Paper City FY24Q3 Loan, the total is \$65.00 not \$391.76, the previous amount was a combination of multiple quarterly totals. All quarters have been approved by the KCBRA to date for FY24.

Director Milks I moved to approve item 4, the minutes of January 23, 2025, as amended, Director Gulau seconded. None opposed, motion carried.

5. Public Comments (4 minutes each)

6. Consent Agenda

a. **From General Fund**

i. **\$2,022.72** – Fishbeck Invoice 448686 (W.O. 2025-1 Gen. Env.)

ii. **\$285.25** – Fishbeck Invoice 448692 (W.O. 2025-2 KVHH)

b. **From Local Brownfield Revolving Fund**

i. **\$4,534.50** – Fishbeck Invoice 448166 (W.O. 2024-2 YWCA)

c. **From EPA Grant Fund**

i. **\$5,916.87** – Fishbeck Invoice 448689 (W.O. #18 J. Smith Ent.)

ii. **\$1,094.28** – Fishbeck Invoice 448685 (W.O. #2 Outreach & Programmatic)

d. **KCBRA Business**

i. 2024 Administrative Expense Allocations

Director Lutz moved to approve item 6 as presented, Director Milks seconded. None opposed, motion carried.

7. Discussion and/or Action Calendar

a. **Action:** Pavilion Investors, LLC

i. Fishbeck Fact Sheet for Brownfield Plan

ii. Pavilion Investors, LLC Brownfield Plan

Director Milks moved to approve items 7a ii as presented, Director Carew seconded. A Roll Call Vote was taken, the motion carried with five (5) Yes, zero (0) No, and Director Lutz abstained (1) from discussion and voting.

b. **Action:** Planning Dept MOU

Director Goodwill moved to approve item 7b, changing the contract date to beginning in 2025, Director Gulau seconded. None opposed, motion carried.

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

i. Schupan (Midlink BFP) Total Eligible Expenses \$1,272,239.00

Director Gulau moved to approve items 7c i as presented, Director Milks seconded. None opposed, motion carried.

d. **Discussion/Action:** Fishbeck **Consultant Searles presented the reports.**

i. General Environmental Memo & Billing Summary

ii. EPA Grant Memo & Billing Summary

8. Financial Reports **Staff presented the financial reports.**
 - a. **Discussion:** KCBRA General Fund 243
 - b. **Discussion:** KCBRA Local Brownfield Revolving Fund 242 Report
9. Staff Report/Updates **Staff presented updates/reports**
 - a. Staff Attended Southwest Michigan First State of Economic Development 1/30/25
 - b. Pavilion Investors, LLC BFP Presentation to Pavilion Township 3/10/25
 - c. Pavilion Investors, LLC Development Agreement Draft Pending
 - d. Tentative Date for KCBRA Vacancy Interviews with BAC 3/13/25 @ 4:00 p.m.
 - e. Tentative Date for Brownfields Admin. Presentation to St. Joe County BRA 3/20/25
 - f. Post KCBRA 2025 Retreat Materials for 3/27/25
10. Other
11. Board Member Comments
12. Adjournment **Director Milks moved to adjourn at 4:16 p.m. Director Gulau seconded. none opposed, motion carried.**

Next Regular Meeting: Thursday, March 27, 2024, 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**

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
