
KALAMAZOO COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY

MEETING DATE: Thursday, March 26, 2026
PLACE OF MEETING: 201 W. Kalamazoo Ave. Kalamazoo, MI 49007 Room 105
TIME: 3:00 pm

March 26, 2026, MINUTES – Final Approved at 4-23-2026 Meeting

Present: Chad Goodwill, Chas Hammond, Jared Lutz, Jodi Milks, Monteze Morales, Kenneth Peregon and Andrew Wenzel

Members Excused: Christopher Carew and Lana Escamilla

Vacancies: none

Kalamazoo Township: none

Oshtemo Township: none

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

Consultant: Therese Searles, Fishbeck

Recording Secretary: Macy Rose Walters

County Commissioners: Monteze Morales

Community: 3

1. Call to Order: **Chair Peregon called the meeting to order at 3:01 p.m.**
 2. Roll Call and Members Excused: **Christopher Carew and Lana Escamilla were excused. Seven (7) voting members of nine (9) board of directors were present. Pursuant to MCL. 15.263(2) and MCL 15.263a(8), Commissioner Morales attended the meeting virtually; the Chair read aloud the statement concerning her remote participation..**
 3. Approval of the Agenda:
Goodwill moved to approve item 3 as presented, the agenda, Hammond seconded. None opposed, motion carried.
 4. Approval of Minutes: BRA Minutes of February 26, 2026
Director Wenzel moved to approve Item 4, as presented, Director Milks seconded. None opposed, motion carried.
 5. Public Comments: (4 minutes each)
 6. Consent Agenda:
 - a. **From General Fund:**
 - i. \$2,478.75 – Fishbeck Invoice 462727 (W.O. 2026-1 Gen. Env.)
 - ii. \$610.00 – BRA Staff CEcD Exam Fee
 - b. **From Local Brownfield Revolving Fund:**
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- i. \$17,500.00 – Fishbeck Invoice 4622642 (W.O. 2026-2 Flowers Automotive)

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

7. Discussion and/or Action Calendar

- a. **Action:** Kalamazoo Nonprofit Advocacy Coalition (KNAC)

- i. Part I and Part II Project Applications

Director Goodwill disclosed a conflict of interest. He is on the board for the organization and will abstain from voting and discussion.

Discussion ensued related to the asbestos mitigation request, and the timeline of when the developer would have funding secured. Staff will present the board with the pro forma information and Fishbeck prepare an estimate of asbestos abatement to prepare for the next meeting.

Director Wenzel moved to partially approve the applications, waiving the application fee. The remainder of the ask for asbestos mitigation will wait until a later discussion. Director Lutz seconded. A Roll Call Vote was taken, the motion carried with five (5) Yes, zero (0) No, Director Goodwill and Commissioner Morales abstained

- ii. \$10,000 reimbursement for Hazardous Materials Inspection

Director Lutz moved to approve the reimbursement of up to \$10,000 out of the site study fund to reimburse the developer for the hazardous materials inspection, Milks seconded. A Roll Call Vote was taken, the motion carried with five (5) Yes, zero (0) No, and Director Goodwill and Commissioner Morales abstained.

- b. **Action:** City of Portage Brownfield Funding Request – 1706 W Center Ave

- i. Part I and Part II Project Applications

Director Lutz disclosed a conflict of interest as he works for the firm writing the brownfield plan, even though they are writing the plan free of charge, he abstained from discussion and voting.

Discussion ensued related to verifying the income qualifications and whether the KCBRA or their legal counsel would waive the charges associated with reviewing the loan repayment agreement. Staff will inquire with KCBRA legal counsel on whether they provide “in kind” services and waiver of fees to review the legal document.

Director Wenzel moved to approve item 7 bi as presented, waiving the application fee, contingent upon income qualification and monitoring being completed to determine eligibility of the homeowner. Director Goodwill seconded. A Roll Call Vote was taken, the motion carried with six (6) Yes, zero (0) No, and Director Lutz abstained.

- c. **Discussion:** Ad-hoc Committee Update for Swan WFH Midway Center, LLC – Galesburg, MI

No action was taken. Staff will meet with City of Galesburg representatives for guidance

on how to structure the last five years of the brownfield plan related to local brownfield revolving fund capture.

d. **Discussion:** Fishbeck General Environmental Memo & Billing Summary
Consultant Searles presented the memo.

8. Financial Reports: **Staff Presented the Financial Reports**

a. **Discussion:** KCBRA General Fund 243 Report 2025 Q4 & Year End Report

i. Staffing Update/Discussion

Discussion ensued about the balance of the KCBRA's fund 243 account, related to revenue not reserved for developer reimbursements. The board would like to consider another board member retreat to discuss strategies for prioritizing expenses from that fund. Staff recommended a portion of that fund continue to be reserved in the event there is not sufficient tax increment revenue from brownfield plans to fully reimburse the KCBRA for future annual admin fees. Staff discussed that even though there is a statutory limit to how much the KCBRA can spend annually, reimbursable with active brownfield plans, there still may not be enough revenue from each plan captured annually to fully reimburse up to the allowable amount per MI PA 381. Staff recommend reserving a portion for HR benefits, fringe, staff salaries, strategic planning, administrative support, or project-related expenses that do not come out of the LBRF.

ii. "The B on Burdick" Invoice Update

Varnum will cover the cost of the invoice and credit the KCBRA.

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

Discussion ensued related to the amount of dividends deposited into the LBRF from the Michigan Class Investment, and the board requested Staff ask the County Treasury Dept to transfer the available cash into the MI Class money market account until the KCBRA needs to use it for a project.

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

- a. Received conditional approval for Act 381 Workplan Green Development, LLC BFP from MSHDA on 2/4/2026
 - b. Administrator Walters is now the Chairperson for the South Drake Road Corridor Improvement Authority (SoDA) as of 3/4/26
 - c. Received confirmation from EPA on receipt of EPA Grant '26 Application on 3/10/26
 - d. Provided Brownfields & Housing TIF 101 to Kalamazoo County Township Supervisor's Meeting on 3/18/26
 - e. Received denial letter (II) for Act 381 Workplan Pavilion Investors, LLC from MSHDA on 3/18/26 **Joe Agostinelli from Michigan Growth Advisors update the board on conversations with the Michigan State Housing Development Authority (MSHDA) on proposing a reduction of the total development to being eligible for reimbursement through state tax capture, to increase the total development percentage of income qualified units. Staff updated the board on their conversations with MSHDA related to requesting they consider the County of**
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Kalamazoo's Housing Tax Increment Financing Policy as consideration of total development percentages approved at the local level. The determination from MSHDA will be made later pending both considerations.

- f. Attended Kalamazoo Housing Stakeholders Meeting by Kalamazoo Community Foundation a discussion on Community Land Trusts on 3/20/26
- g. Administrator Walters to sit for the CEcD Written Exam on 4/2/26
- h. Swan WFH Midway Center, LLC BFP Pending for 4/23/26 KCBRA Regular Meeting

10. Other: Discussion ensued related to appointing the Selection Committee Members for the annual meetings of the Economic Development Corporation of the County of Kalamazoo and the Kalamazoo County Brownfield Redevelopment Authority. Director Wenzel and Director Goodwill volunteered to be the selection committee to make the motion to nominate the slate of officers at the annual meetings. There is no intention of the committee to meet to discuss, but Staff will send an email to board members to see who is interested in running for an officer position for the 2026-2027 terms.

Planning Director Grover mentioned the City of Portage is looking for input at their public hearing to be held at the City of Portage City Hall on April 16, 2026, at 7:00 p.m. related to city rezoning and conservation.

11. Board Member Comments: **None**

12. Adjournment: **Director Wenzel moved to adjourn, Director Goodwill seconded, none opposed, the meeting adjourned at 4:37 p.m.**

Next meeting: Thursday, March 26, 2026, 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 269-384-8305 OR EMAIL MACY.WALTERS@KALCOUNTY.GOV
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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