
KALAMAZOO COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY

MEETING DATE: Thursday, April 25, 2024
PLACE OF MEETING: 201 W. Kalamazoo Ave. Kalamazoo, MI 49007 Room 207-A
TIME: 3:00 pm

April 25, 2024 MINUTES – Final Approved 5-23-2024 Meeting

Present: Christopher Carew, Connie Ferguson, Chad Goodwill, Jared Lutz, Jodi Milks, Monteze Morales, Kenneth Peregon, David (Wei) Wang and Andrew Wenzel

Members Excused: none

Vacancies: 4 0

Kalamazoo Township: none

Oshtemo Township: none

Staff: Rachael Grover, Macy Rose Walters

Consultant: Jeff Hawkins, Fishbeck

Recording Secretary: Macy Rose Walters

County Commissioners: Monteze Morales

County Admin: none

Community: 2

1. Call to Order: **Chair Peregon called the meeting to order at 3:03 p.m.**
2. Roll Call and Members Excused: **Commissioner Morales attended the meeting virtually in accordance with ADA accommodations consistent with 2022 OAG 7318. nine (9) of nine (9) voting members were present. Director Peregon was excused at 4:00 p.m. The board welcomed Director Chad Goodwill, appointed for the vacancy for term 11/1/18 to 10/31/2024.**

3. Approval of the Agenda:

There was a correction to Item 6 d ii, the final payment to Paper City amount was transposed, it should read as \$43,119.44.

Director Lutz moved to approve item 3, as amended, Director Wang seconded. None opposed, motion carried.

4. Approval of Minutes: BRA Minutes of **March 28, 2024**

Director Ferguson noted Item 6 b ii should be invoice number 434698 and the motion for Item 8 should read as a money market account and not “money markey”.

Director Wenzel moved to approve item 4 as amended, Director Ferguson seconded. None opposed, motion carried.

5. Public Comments (4 minutes each)
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6. Consent Agenda – Invoices

a. **From General Fund**

- i. **\$ 23,318.42**- FY24Q1 Reimbursement to Planning Department
- ii. **\$ 192.86** - BRA Admin Expense invoice for EGLE Loan
- iii. **\$ 1,120.00** – Fishbeck Invoice 435834 (W.O. 2024-1 Gen. Env.)

b. **From EPA Grant Fund**

- i. **\$30.39** – Fishbeck invoice 435835 (W.O.#13 YWCA)
- ii. **\$112.80** – Fishbeck invoice 435838 (W.O.#11 Redman Ventures)
- iii. **\$552.35** – Fishbeck invoice 435841 (W.O.#12 Legacy Senior Living)
- iv. **\$255.96** – Fishbeck invoice 435840 (W.O. #15 UEI)
- v. **\$237.54** – Fishbeck invoice 435839 (W.O. #2 Outreach & Programmatic)
- vi. **\$286.50** – Fishbeck invoice 435833 (W.O. #2 Outreach & Programmatic)

c. **From LBRF 242 Fund**

- i. **\$ 1,384.65** – Fishbeck invoice 435842 (W.O. 2023-2 YWCA)
- ii. **\$ 10,292.07** – Fishbeck invoice 435843 (W.O. 2023-3 436. W. Willard St.)

d. **Project Business:**

- i. Authorization to Submit Vicksburg Mill FY24 Q2 Loan Report to EGLE
- ii. ~~**\$34,119.44**~~ **\$43,119.44** - Final Reimbursement to Paper City EGLE Grant (retention amount held from past quarters approved by KCBRA & EGLE)

e. **KCBRA Business:**

- i. KCBRA 2024 Fund 243 Budget Amendment

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

7. Discussion and/or Action Calendar

a. **Action:** Teresa’s Kitchen Part 1 & Part 2 Project Applications

- i. Fishbeck EPA Grant Work Order #14

Director Milks moved to approve both Item 7a as presented, waiving the payment of the application fee and Item 7ai, as amended to only include the budgets for Phase 1 Environmental Assessments and EPA Grant Eligibility. Director Wenzel seconded, none opposed, motion carried.

b. **Discussion:** Fishbeck

- i. General Environmental Memo & Billing Summary
- ii. EPA Grant Memo & Billing Summary
 - 1. EPA Grant Budget Reallocation Memo

Director Milks moved to approve Item 7bii1, as presented, Director Ferguson seconded. None opposed, motion carried.

- iii. Urban Exposure Initiative BFP Evaluation Memo

No action, KCBRA staff will send the memo to the City of Kalamazoo BRA for review.

8. Financial Reports **Staff presented financial reports.**
 - a. **Discussion:** General Fund 243 Report FY24 Q1 Report
 - b. **Discussion:** Local Brownfield Revolving Fund 242 Report
9. Staff Report/Updates **Staff presented updates.**
 - a. Vicksburg Mill EGLE Grant Closed and approved by EGLE on 3/15/2024
 - b. LBRF invested with Michigan Class by County Treasury Dept. on 4/15/2024
10. Committees - times dates and places
 - a. Kalamazoo Land Bank Regular Meeting - Thursday, May 9th, 2023, at 8:30 a.m.
 - b. KCBRA Committee of the Whole – Thursday May 9th, 2024, at 3:00 p.m.
11. Other
12. Board Member Comments
13. Adjournment **Director Lutz moved to adjourn at 4:10 p.m. Director Milks seconded, none opposed, motion carried.**

Next Regular Meeting: Thursday, May 23, 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:

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Kalamazoo County Government
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