
KALAMAZOO COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY

MEETING DATE: Thursday, April 28, 2022
PLACE OF MEETING: 201 W. Kalamazoo Ave. Kalamazoo, MI 49007 Room 207-A
TIME: 3:00 pm
KCBRA & EDC Annual Meetings Immediately Following

April 28, 2022 MINUTES Final – Approved at 5/26/2022 meeting

Present: Ken Peregon, Christopher Carew, Jared Lutz, Gary Barton, Dale Shugars, Andy Wenzel

Members Excused: Jodi Milks, Connie Ferguson, and Wei Wang

Vacancies: none

Kalamazoo Township: none

Oshtemo Township: none

Staff: Rachael Grover, Macy Rose Walters

Consultant: Jeff Hawkins, Envirologic

Recording Secretary: Macy Rose Walters

County Commissioners: Dale Shugars

Community: 1

1. Call to Order: **Chair Peregon called the meeting to Order at 3:04 p.m. and noted that the meeting is being recorded.**
 2. Members Absent: **Jodi Milks, Connie Ferguson, and Wei Wang were excused. Kenneth Peregon attended the meeting virtually in accordance with ADA accommodations consistent with 2022 OAG 7318. Six voting members of nine Board of Directors were present.**
 3. Approval of the Agenda: **Wenzel motioned to approve the Agenda. Carew seconded. None opposed, motion carried.**
 4. Approval of Minutes: **March 24th, 2022, Regular Meeting**
 5. Public Comments: *(4 minutes each)* **none.**
 6. Consent Agenda:
 - a. **Invoices from General 247 Fund:**
 - i. **\$1,892.00** – Varnum Invoice 1159365 (for Paper City Development, LLC)
 - ii. **\$21.94** – Walters Travel Expense Form (to the Mill at Vicksburg)
 - iii. **\$19,096.60** – FY 2022 Q1 Administrative reimbursement to Planning Dept.
 - iv. **\$966.25** – Envirologic Invoice #08838 W.O. 2022-1 (Gen. Environmental)
 - b. **Invoices from EPA Grant Fund:**
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- i. **\$3,021.18** – Envirologic Invoice #08842 W.O.#3 (1001 2nd Street)
- ii. **\$104.56** – Envirologic Invoice #08841 W.O. #2 (Community Outreach & Prog.)

c. Project Business:

- i. Vicksburg Mill – Paper City Development, LLC
 - 1. **\$1,892.98** - Q2 FY 22 EGLE Admin Invoice (\$796.2 Loan & \$1,096.78 Grant) (State Q2 & County Q1)
 - 2. Q2 FY 22 Authorization of Staff to Submit to EGLE Grant and Loan Report (State fiscal year)
 - 3. **\$262.50** – Envirologic Invoice #08840 Grant Oversight
 - 4. **\$393.75** – Envirologic Invoice #08839 Loan Oversight

d. Transfers to LBRF 643 Fund:

- i. RAI Jets Transfer - 2nd TIR Transfer
 - 1. **\$13,871.91** (\$5,551.20 State TIR & \$8,320.71 Local)

Barton motioned to approve all items on the Consent Agenda, Wenzel seconded. Motion carried with 6 Yes, none opposed.

7. Discussion and/or Action Calendar

a. Discussion/Action:

- i. 232, LLC – 4th TIF Reimbursement
 - 1. **\$4,758.43** – to Developer (Local TIR Only)
- ii. 9008 Portage Road – 1st TIF Reimbursement (to Developer)
 - 1. **\$5,279.45** to Reimburse KCBRA (\$2,009.89 State TIR & \$3,269.62 Local TIR)
 - 2. **\$1,497.80** to Developer (\$579.61 State TIR & \$918.19 Local TIR)
- iv. Blackbird Billiards – 6th TIF Reimbursement
 - 1. **\$299.24** – to Developer (\$3.86 State TIR & \$295.38 Local TIR)
 - 2. **\$321.22** – to KCBRA (Local TIR Only)

Lutz motioned to approve item 7ai-7aiv, Carew seconded. Motion carried with 6 Yes, none opposed.

- v. 381, LLC (323/383 S. Pitcher St.) – 4th TIF Reimbursement
 - 1. **\$19,725.69** - to Developer (\$7,296.45 State TIR & \$12,429.24 Local TIR)

Carew motioned to approve item 7av, Barton seconded. Motion carried with 5 Yes, 1 abstained, none opposed.

- b. **Discussion/Action:** Corner @ Drake – 5th TIR Transfer (LBRF Capture Complete)
 - i. **\$217,535.53** (Local TIR Only)

Wenzel motioned to approve item 7b, Lutz seconded. Motion carried with 6 Yes, none opposed.

- c. **Discussion/Action:** Envirollogic Technologies, Inc.
 - i. General/ LBRF Update Memo & Budget Cost Summary
 - ii. EPA Grant Memo & Budget Cost Summary
 - iii. EGLE Grant and Loan The Mill at Vicksburg Consulting Contract Update

8. Financial Reports

- a. **Discussion:** Fund(s) 247 and 643

Staff presented the financials and the quarter 1 fiscal year 2022 report.

9. Staff Report/Updates

- a. Brownfields 101 Presentation to COW update
- b. IPUSA Application & BF Plan update (Pavilion Township)
- c. Brownfields 2022 Conference Attendance Inquiry
- d. Parchment Mill TAB Roundtable Discussion Update

10. Committees - times dates and places

- a. Land Bank Report – next meeting, Thursday, June 9, 2022, at 8:30 a.m.
- b. Project/Finance Committee – Thursday, May 12, 2022, 4:00 p.m.
- c. Executive Committee – Friday, May 13, 2022, 9:15 a.m.

11. Other

12. Board Member Comments

- 9. Adjournment **Commissioner Shugars moved to adjourn, Wenzel seconded, meeting adjourned at 4:17 p.m.**

Next Meeting: Thursday, May 26, 2022 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 384-8112 OR EMAIL MRWALT@KALCOUNTY.COM
IF YOU ARE UNABLE TO ATTEND THE MEETING
