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**KALAMAZOO COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY**

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**MEETING DATE:** Thursday, May 23, 2024  
**PLACE OF MEETING:** 201 W. Kalamazoo Ave. Kalamazoo, MI 49007 Room 207-A  
**TIME:** 3:00 pm

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**May 23, 2024 MINUTES – Final Approved 6-27-2024 Meeting**

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**Present:** Christopher Carew, Connie Ferguson, Chad Goodwill, Jared Lutz, Monteze Morales, Kenneth Peregon, John Taylor, David Wang, and Andrew Wenzel

**Members Excused:** 1

**Vacancies:** 0

**Kalamazoo Township:** none

**Oshtemo Township:** none

**Staff:** Rachael Grover, Macy Rose Walters

**Consultant:** Therese Searles, Fishbeck

**Recording Secretary:** Macy Rose Walters

**County Commissioners:** Monteze Morales & John Taylor

**County Admin:** none

**Community:** 0

1. Call to Order: **Chair Peregon called the meeting to order at 3:03 p.m.**
2. Roll Call and Members Excused: **Eight of (8) of nine (9) voting members were present. Director Milks was absent.**
3. Approval of the Agenda:

There was a request to remove Item 7a from the agenda, with no timeline for a new consideration date.

**Director Wenzel moved to approve item 3, as amended to include the removal of Item 7a, Director Wang seconded. None opposed, motion carried.**

4. Approval of Minutes: BRA Minutes of **April 25, 2024**

Director Ferguson stated corrections to the minutes. At the top of the minutes, the Vacancy number should read as “zero” and not “1”. In section 2 under Roll Call and Members Excused, there needs to be a period after “OAG 7318” and add the word “members” to the sentence “nine (9) of nine (9) voting *members* were present”.

**Director Wang moved to approve item 4 as amended, Director Carew seconded. None opposed, motion carried.**

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

a. **From General Fund**

- i. **\$922.50** – Fishbeck Invoice 436931 (Gen. Env. W.O. 2024-1)

b. **From EPA Grant Fund**

- i. **\$30.39** – Fishbeck Invoice 436933 (W.O.#13 YWCA)  
ii. **\$91.16** – Fishbeck Invoice 436940 (W.O.#11 Redman Ventures)  
iii. **\$273.21** – Fishbeck Invoice 436950 (W.O.#12 Legacy Senior Living)  
iv. **\$1,402.35** – Fishbeck Invoice 436949 (W.O. #15 UEI)  
v. **\$307.97** – Fishbeck Invoice 43634 (W.O.#17 Teresa’s Kitchen)  
vi. **\$59.39** – Fishbeck Invoice 436942 (W.O. #1 QAPP)  
vii. **\$1,053.23** – Fishbeck Invoice 436929 (W.O. #2 Outreach & Programmatic)

c. **Project Business:**

i. **The Vicksburg Mill, Paper City Development, LLC**

1. **\$975.00** - Reimbursement to Paper City, LLC, EGLE Loan FY23Q4 (KCBRA approved 10/26/23 & EGLE approved 5/8/24)

**Director Ferguson moved to approve Item 6, the Consent Agenda, Director Carew seconded. None opposed, motion carried.**

7. Discussion and/or Action Calendar

a. ~~**Action:** Comstock Center Redevelopment Project Additional Funding Request~~

b. **Discussion:** Fishbeck

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

c. **Action:** KCBRA Fund 242 & 243 Fiscal Year 2025 Budget Proposal

Director Ferguson stated corrections to the budget, adding in a \$3,000 revenue line to balance one of the project accounts, and adding in a line for fund 242 dividends, the amount at the direction of estimated dividend deposits.

**Director Wang motioned to approve Item 7c, as amended and amended further to include the dividends to fund 242. Director Wenzel seconded, none opposed, motion carried.**

8. Financial Reports **Staff presented financial reports.**

- a. **Discussion:** Fund 243 Report  
b. **Discussion:** Fund 242 Report

9. Staff Report/Updates **Staff presented updates.**

- a. Staff Attended Parchment Historic Mill Project Kick-Off Partners Event on 4/26/24
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10. Committees - times dates and places

- a. Kalamazoo Land Bank Regular Meeting - Thursday, June 13<sup>th</sup>, 2023, at 8:30 a.m.
- b. KCBRA Committee of the Whole – Thursday June 13<sup>th</sup>, 2024, at 3:00 p.m.

11. Other

12. Board Member Comments

13. Adjournment **Director Wang moved to adjourn at 3:38 p.m. Director Wenzel seconded, none opposed, motion carried.**

***Next Regular Meeting: Thursday, June 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](http://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  
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