
KALAMAZOO COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY

MEETING DATE: Thursday, May 25, 2023
PLACE OF MEETING: 201 W. Kalamazoo Ave. Kalamazoo, MI 49007 Room 207-A
TIME: 3:00 pm

May 25, 2023 MINUTES – Final Approved at 06-22-2023 Meeting

Present: Kenneth Peregon, Gary Barton, Christopher Carew, Connie Ferguson, Jared Lutz, Jodi Milks, and Andrew Wenzel

Members Excused: Monteze Morales and Wei Wang

Vacancies: none

Kalamazoo Township: Sherine Miller

Oshtemo Township: none

Staff: Rachael Grover

Consultant: Therese Searles & Logan Mulholland, Fishbeck

Recording Secretary: Rachael Grover

County Commissioners: none

County Admin: none

Community: 1

1. Call to Order: **Chair Peregon called the meeting to order at 3:12 p.m. and noted that the meeting is being recorded.**
2. Roll Call and Members Excused: **Wei Wang and Commissioner Morales were excused.**
3. Approval of the Agenda: **Wenzel motioned to approve item 3, the Agenda. Carew seconded. None opposed, motion carried.**
4. Approval of Minutes: BRA Minutes of **April 27, 2023**

Ferguson noted the following errors:

- a. Item 7.d.ii should note "Wang moved to approve item 7.d.ii" instead of 7ciii
- b. Item 7.e.ii. should note "Ferguson moved to approve 7.e.ii." instead of 7ciii
- c. Item 7.e.i. typo – please add the word "developer" to sentence 3 to read "The board noted that the **developer** has paid an application fee to the existing project"

Ferguson moved to approve item 4, Minutes, as amended and Milks seconded the motion. None opposed, motion carried.

5. Public Comments (4 minutes each) **None**
 6. Disclosure of Interest: Prior to the consent agenda, Wenzel noted that he is now employed by Fishbeck. The professional services contract was awarded to Envirollogic, which was acquired by Fishbeck at the start of 2023, and prior to his employment with Fishbeck. Carew
-

also noted his employment with Fishbeck.

7. Consent Agenda – Invoices

a. **From General 243 Fund:**

- i. **\$2,436.50** – Fishbeck Invoice 423214 (WO 2023-1 Gen. Environmental & Admin)

b. **From EPA Grant Fund:**

- i. **\$1,214.35** – Fishbeck Invoice 423212 (WO#6 Parchment Mill Site #2)

c. **Project Business:**

- i. **\$86.25** – Fishbeck Invoice 423213 (EGLE Loan, Vicksburg Mill, Task #6)

Milks motioned to approve item 7, the Consent Agenda, Lutz seconded. None opposed, motion carried.

8. Discussion and/or Action Calendar

a. **Discussion/Action:** Project Business

- i. **\$524,657.60** - Midlink Business Park 5200 East Cork Street Investors (Midlink Invoice Packet #2)

Lutz moved to approve item 8.a.ii, with the full contingency amount approved as noted in the Fishbeck memo in the packet. Wenzel seconded. Motion carried via roll call vote with 7 Yes.

- ii. **\$15,000.00** – 440 NC, LLC Invoice Packet (440 North Church Street request approved 12/15/2022)

Milks moved to approve reimbursement to 440 NC, LLC for up to \$15,000 per the approved work order from 12/15/2022. Carew seconded. Motion carried via roll call vote with 6 Yes and Wenzel abstained.

b. **Discussion/Action:** Developer Reimbursements from 2022 TIR

- i. **\$4,220.87** – Kalamazoo West 8th TIF Reimbursement (Local TIR)

Staff provided an update of the reimbursement and as included in the meeting packet.

Ferguson moved to approve item 8bi as presented and Milks seconded. Motion carried via roll call vote with 7 Yes.

c. **Discussion/Action:** Fishbeck updates and summaries

- i. EPA Grant Contract Memo & Summary
- ii. General Environmental Contract Memo & Summary
- iii. EPA Grant Work Order #2, Community Outreach & Programmatic, Amendment 1 – increase request of additional \$2,500. This puts the total for this line item at \$5,000, which is within the EPA grant budget of \$6,300 for this line item.
-

Milks moved to approve item 8.c.iii, and Barton seconded, none opposed, motion carried.

iv. **\$625.56** – Fishbeck Invoice 423211 (EPA Grant, WO#2)

Milks moved to approve item 8.c.iv and Ferguson seconded. None opposed, motion carried.

9. Financial Reports:

a. **Discussion:** Fund 243 (247), 242 (643), and FY23Q1 Report

Staff presented the financial reports.

10. Staff Report/Updates:

- a. KCBRA Board Retreat, Anna Whitten Hall (KVCC) on June 7th 12:00 p.m. – 3:00 p.m.
- b. LBRF Funding Requests from April 27, 2023, postponed until next KCBRA Regular Meeting (Midlink Expansion & 555 Eliza Street Expansion)

11. Committees - times dates and places:

- a. Land Bank Report – next meeting, June 8th, 2023, at 8:30 a.m.
- b. Project/Finance Committee – Thursday, June 8th, 2023, 4:00 p.m.
- c. Executive Committee – Friday, June 9th, 2023, 9:15 a.m.

Committee meetings may be cancelled due to the retreat the same week.

12. Other: **None**

13. Board Member Comments: None

14. Adjournment: Meeting **adjourned at 4:20 p.m.**

Next Meeting: on Thursday, June 22, 2023 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
