
KALAMAZOO COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY

MEETING DATE: Thursday, May 28, 2026
PLACE OF MEETING: 201 W. Kalamazoo Ave. Kalamazoo, MI 49007 Room 105
TIME: 3:00 pm

May 28, 2026 MINUTES – Final Approved 6-25-26 Meeting

Present: Christopher Carew, Lana Escamilla, Chad Goodwill, Chas Hammond, Jodi Milks, Kenneth Peregon and Andrew Wenzel

Members Excused: Jared Lutz and Commissioner Morales

Vacancies: none

Kalamazoo Township: Craig Sherwood

Oshtemo Township: Jodi Stefforia (virtual)

Staff: Macy Rose Walters, Brownfield Redevelopment Administrator

Consultant: Therese Searles, Fishbeck

Recording Secretary: Macy Rose Walters

County Commissioners: none

Community: 4

1. Call to Order: **Chair Peregon called the meeting to order at 3:33 p.m.**
 2. Roll Call and Members Excused: **Jared Lutz and Commissioner Morales were excused. Jodi Milks joined at 3:48 p.m. Seven (7) voting members of nine (9) board of directors were present.**
 3. Approval of the Agenda:
Director Wenzel moved to approve item 3 as presented, the agenda, Director Carew seconded. None opposed, motion carried.
 4. Approval of Minutes: BRA Minutes of April 23, 2026
Director Escamilla moved to approve Item 4, as presented, Director Goodwill seconded. None opposed, motion carried.
 5. Public Comments: (4 minutes each)
 6. Consent Agenda:
 - a. **From General Fund:**
 - i. **\$1,500.00** – Fisbeck Invoice 464954 (W.O. 2026-1 Gen. Env.)
 - ii. **\$1,955.74** – Fishbeck Invoice 464957 (W.O. 2026-1 Gen. Env.)
 - iii. **\$10,000.00** – Reimbursement to KNAC for Hazardous Materials Inspection (Site Study Fund; Approved 3/26/2026 Item 7 a ii)
 - b. **From Local Brownfield Revolving Fund:**
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- i. **\$1,500.00** – Fishbeck Invoice 464953 (W.O. 2026-2 Flowers Automotive)
 - ii. **\$3,000.00** – Fishbeck Invoice 464956 (W.O. 2025-4 Kzoo Curling Club)
- c. **Project Business:**
- i. **Developer Reimbursements from Tax Increment Revenue**
 - 1. **\$4,163.31** - 9008 Portage Road 5th TIF Payment (2025 Local)
 - 2. **\$5,853.37** - 232 LLC 8th TIF Payment (2025 Local)
 - 3. **\$51,088.95** – Schupan (Midlink BFP) 2nd TIF Payment (2025 Local)
 - 4. **\$335,232.36** – IPUSA 2nd TIF Payment (2025 Local)
 - 5. **\$14,099.50** – KALSEE 3rd TIF Payment (2025 Local)
 - ii. **Transfers into the Local Brownfield Revolving Fund**
 - 1. **9008 Portage Road Brownfield Plan**
 - i. **\$4,850.38** – 3rd Transfer 3rd Party Reimbursement to LBRF
 - ii. **\$2,985.45** – 4th Transfer 2024 Local TIR
 - iii. **\$2,691.88** – 5th Transfer 2025 Local TIR

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

7. Discussion and/or Action Calendar

- a. **Action:** Kalamazoo Nonprofit Advocacy Coalition (KNAC) LBRF Grant Request Asbestos Abatement (Application reviewed on March 26, 2026)
Director Escamilla moved to approve item 7a, selecting the first bid option with a 15% contingency, a total of \$224,521.40, Director Wenzel seconded. A Roll Call Vote was taken, the motion carried with Five (5) Yes, and One (1) abstained. Director Goodwill disclosed a conflict of interest, as a board member for KNAC, and abstained from voting and discussion.
- b. **Action:** Helping Other People Exceed H.O.P.E Thru Navigation Tiny Homes Project
 - i. Part I & Part II Project Applications
Director Goodwill moved to approve item 7bi as presented, waiving the application fee, Director Escamilla seconded. None opposed, motion carried.
 - ii. Fishbeck Work Order 2026-4: H.O.P.E Thru Navigation
Director Carew moved to approve item 7bii as presented, Director Goodwill seconded. None opposed, motion carried.
- c. **Action:** 555 Eliza Street Brownfield Plan Updated LBRF Loan Request

Discussion ensued related to the memo prepared by staff and the differences between the previous approved loan request and the updated loan request, as well as why the previous loan request was not fully executed. Staff and the Development team discussed that the previous loan repayment agreement had not been fully executed and an industrial facilities tax (IFT) exemption that was placed on the property. Staff discussed that the development team did not complete their revisions of the draft Loan Repayment Agreement, and when the IFT was approved it was unknown how much revenue would be available to capture. Before fully executing the previous Loan Repayment Agreement, Staff recommended the board review the updated tax increment financing (TIF) tables to ensure repayment obligations would be met. The development team decided to update their loan request once the TIF tables were updated. The board requested the minutes reflect the discussion about why, now that the project is completed and the previous loan repayment agreement was not finalized, the board would consider loaning the funds to the developer. The reasonings were that the brownfield plan had always planned on an expansion and even though the expansion is completed, there are likely still project expenses that could be reimbursed to the developer. The developer has not submitted any invoice packets for reimbursement on the project to date and has an existing loan with the Department of Environment, Great Lakes, and Energy (EGLE) which will need to be repaid with available tax increment revenue (TIR). Now that the expansion is completed, and the properties have been reassessed to their current taxable values, there is sufficient tax revenue to reimburse the developer up to the brownfield plan maximum eligible activity total. The updated TIF tables revealed the project will fully reimburse the EGLE loan, the developer, and deposit into the Local Brownfield Revolving Fund (LBRF). The board discussed the previous loan request as having an interest calculation, and whether the updated request would include one. The board authorized Staff to begin working on an updated Loan Repayment Agreement, which would include the requested amount by the developer, less an annual 2% interest calculation on remaining principal balance, to be repaid with TIR to the Authority within a three-year payback timeline, the time remaining on the brownfield plan. The board also requested the developer provide a letter of credit to accompany the loan request, as the developer would be obligated to repay the loan, with interest, back to the Authority in the event there was not sufficient TIR to repay the loan.

Director Wenzel moved to authorize Staff to begin drafting a loan repayment agreement, for the requested amount of \$425,995.00, less 2% annual interest on the remaining principal balance, to be repaid to the Authority in three years, the remaining time available in the brownfield plan, and requests staff receive a letter of credit from the developer. Director Milks seconded. None opposed, motion carried.

d. **Action:** 436 Willard Street (Clark Willard) EGLE Grant Proposal

Discussion ensued related to updates on the 436 Willard Street property, the Authority had previously supported the project using local brownfield revolving fund (LBRF) dollars to design a vapor mitigation system. The proposal is to apply for a grant to install a vapor mitigation system, awarded by the Michigan Department of Environment, Great Lakes, and Energy (EGLE) which would be administered by the

Authority. The item for discussion is the grant proposal, which if accepted by EGLE, would allow the Authority to apply on behalf of the developer. If invited to apply, the grant application would be written by Fishbeck and reviewed by the Authority at the next regular meeting.

Director Wenzel moved to approve item 7d as presented, Director Goodwill seconded, none opposed, motion carried.

e. **Action:** West Main 1, LLC Housing TIF Brownfield Plan Project Update (Application reviewed on April 24, 2025)

i. Updated Project Applications Part I & Part II

Staff provided a memo on the project updates since the KCBRA last review the project in 2025.

ii. Assemble Ad-Hoc Committee to review Brownfield Plan

Staff presented a recommendation by Fishbeck to consider using Plante Moran to review the financials of the project, to understand the “but if for” side of the development, to provide a 3rd party review of whether the project would be successful with or without tax increment financing.

Director Milks moved to assemble an Ad-Hoc Committee to review the West Main 1, LLC Housing TIF Plan, and nominated Director Wenzel, Chair Peregón, Director Goodwill, and Director Hammond as committee members. With Director Escamilla as an alternate in the event one of the members is unable to attend any of the meetings. Director Hammond seconded, none opposed, motion carried.

f. **Action:** KCBRA Fund 242 & 243 Fiscal Year 2027 Budget Proposal

Director Hammond moved to approve item 7f as presented, and Director Carew seconded. None opposed, motion carried.

g. **Discussion:** Fishbeck General Environmental Memo & Billing Summary

Consultant Searles presented the memos.

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

a. **Discussion:** KCBRA General Fund 243 Report

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

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

a. Staff Attended Virtual Community Land Trusts: Reclaiming Brownfields for Community Benefit by the National Brownfields Coalition Community Development Committee on 5/6/2026

- b. City of Galesburg City Council adopted a Resolution in Support of the Michigan Housing Partnership, LLC Brownfield Plan on 5/11/2026
- c. Staff Attended CityLead – Local Leaders in Business Roundtable 5/14/2026
- d. Staff Attended DEI Training Assessing Interpretation Services 5/27/2026
- e. Resolution to Adopt Michigan Housing Partnership, LLC to be considered by Kalamazoo County Board of Commissioners on 6/2/2026 with Public Hearing at 6:30 p.m.
- f. Michigan Housing Partnership, LLC Development Agreement Draft Pending
- g. City of Portage Ali Family Home Loan Repayment Agreement Draft Pending (Developer & KCBRA)
- h. City of Portage Ali Family Home Development Agreement Draft Pending (City of Portage & KCBRA)
- i. Kalamazoo County Land Bank Scattered Site Housing TIF Plan Update
- j. KCBRA Board Retreat Update

10. Other: **None**

11. Board Member Comments: **None**

12. Adjournment: **Director Wenzel moved to adjourn, the meeting adjourned at 5:34 p.m.**

Next meeting: Thursday, June 25, 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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