
KALAMAZOO COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY

MEETING DATE: Thursday, July 27, 2023
PLACE OF MEETING: 201 W. Kalamazoo Ave. Kalamazoo, MI 49007 Room 207-A
TIME: 3:00 pm

July 27, 2023 MINUTES – Final Approved at 08-24-2023 Meeting

Present: Kenneth Peregon, Connie Ferguson, Jared Lutz, David (Wei) Wang, and Andrew Wenzel

Members Excused: Gary Barton, Christopher Carew, Jodi Milks, and Monteze Morales

Vacancies: none

Kalamazoo Township: Sherine Miller

Oshtemo Township: none

Staff: Rachael Grover, Macy Rose Walters

Consultant: Therese Searles, Fishbeck

Recording Secretary: Macy Rose Walters

County Commissioners: none

County Admin: none

Community: 6

1. Call to Order: **Chair Peregon called the meeting to order at 3:02 p.m. and noted that the meeting is being recorded.**
 2. Roll Call and Members Excused: **Gary Barton, Christopher Carew, Jodi Milks, and Monteze Morales were excused.**
 3. Approval of the Agenda:
Ferguson motioned to approve item 3. Wenzel seconded. None opposed, motion carried.
 4. Approval of Minutes: BRA Minutes of **June 22, 2023**
Lutz moved to approve item 4. Ferguson seconded. None opposed, motion carried.
 5. Public Comments (4 minutes each) **None**
 6. Disclosure of Interest:
 7. Consent Agenda – Invoices
 - a. **From General 243 Fund**
 - i. **\$ 2,294.95** - Fishbeck Invoice 425333 (W.O. 23-1 Gen. Environmental)
 - ii. **\$ 24,726.80** - FY 2023 Q2 Administrative reimbursement to Planning Dept (County Fiscal Year)
 - b. **From EPA Grant**
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- i. **\$ 286.50** – Fishbeck Invoice 425337 (Outreach & Programmatic)
- ii. **\$ 2,303.21** - Fishbeck Invoice 426125 (Comstock Center)
- iii. **\$ 731.87** – Fishbeck Invoice 425256 (555 Eliza St Expansion)
- iv. **\$1,525.78** – Fishbeck Invoice 426124 (Midlink Expansion)

c. Project Business

- i. Q3 FY 2023 Authorization of Staff to Submit to EGLE Grant and Loan Report (State Fiscal Year)
- ii. **\$548.69** - Q3 FY23 EGLE Admin Invoice (State Fiscal Year)

Wang motioned to approve item 7, the full Consent Agenda, Wenzel seconded. None opposed, motion carried.

8. Discussion and/or Action Calendar

a. Discussion/Action: Redman Ventures, LLC

- i. Project Application Part I & Part II

Lutz motioned to approve item 8ai, pending payment of application fee of 10% of the total amount of funding request from the EPA Grant, which was \$1,200. Wenzel seconded. None opposed, motion carried.

- ii. Fishbeck Work Order #11 EPA Grant – Redman Ventures, LLC

Ferguson moved to approve Item 8aii, up to the amount of \$11,200, Wang seconded. A roll call vote was taken, motion carried with 4 Yes, Director Wenzel abstained.

b. Discussion/Action: Hollander Development, Legacy Senior Living

- i. Project Application Part I & Part II

Wang motioned to approve item 8bi, waiving the payment of the application fee, Lutz seconded. None opposed, motion carried.

- ii. Fishbeck Work Order #12 EPA Grant – Legacy Senior Living

Lutz motioned to approve item 8bii, up to the amount of \$22,500, Ferguson seconded. A roll call vote was taken, the motion carried with 4 Yes and Director Wenzel abstained.

c. Discussion/Action: YWCA

- i. Project Application Part I & Part II

Discussion ensued about the funding request from the Local Brownfield Revolving Fund (LBRF). The Young Women’s Christian Association (YWCA) is intending to

purchase the former Advia Credit Union Headquarters at 550 S. Riverview Drive, Parchment, Michigan 49004. Environmental assessments on the property have indicated the building may be at risk of having elevated vapor intrusion in the future. In an abundance of caution, the YWCA is seeking funding for the installation of a vapor mitigation system, the YWCA requested the Board consider funding the installation of a vapor mitigation system as a grant from the LBRF.

Wenzel motioned to approve item 8ci, waiving the application fee, approving the applications, and a grant from the Local Brownfield Revolving Fund for up to \$100,000.00 to install a vapor mitigation system at 550 S. Riverview Drive, in Parchment, MI 49004. Lutz seconded. None opposed, motion carried.

ii. Fishbeck Work Order #13 EPA Grant – YWCA

Ferguson moved to approve item 8cii, up to the amount of \$23,250, Wang seconded. A roll call vote was taken, the motion carried with 4 Yes and Director Wenzel abstained.

d. **Discussion/Action:** 440 NC, LLC Memo of Understanding with City BRA

Wenzel motioned to approve item 8d, authorizing the Chair to sign the document, and authorizing staff to send the letter to the City of Kalamazoo Brownfield Redevelopment Authority, Wang seconded. None opposed, motion carried.

e. **Discussion/Action:** Developer Reimbursements

i. **\$526,957.60** - Midlink 19th TIF Reimbursement (2021 Local TIR)

ii. **\$6,227.14** - 9008 Portage Road 2nd TIF Reimbursement (\$2,220.39 State & \$4,006.75 Local)

Wenzel motioned to approve both items in 8e, Wang seconded. None opposed, motion carried.

f. **Discussion/Action:** National Brownfields Conference August 8-11, 2023

i. \$1,700 - Director Budget (1 Director)

Ferguson motioned to approve item 8f, Lutz seconded. None opposed, motion carried.

g. **Discussion/Action:** Kalamazoo Black Business Expo, August 26th, 2023

i. Information Booth: Registration \$75

Wenzel Motioned to approve item 8gi, Lutz seconded. None opposed, motion carried.

h. **Discussion/Action:** Fishbeck

- i. Act 381 Legislation Changes: Housing Incentives
- ii. Midlink Brownfield Plan Amendment Memo
- iii. EPA Grant

1. Work Order #6 Amendment EPA Grant - Parchment Mill Site #2

Wang motioned to approve item 8hiii1, Ferguson seconded. A roll call vote was taken, the motion carried with 4 Yes and Director Wenzel abstained.

2. Contract Memo & Summary

- iv. General Environmental Contract Memo & Summary

Fishbeck staff presented all memos and summaries

9. Financial Reports:

- a. 243 Q2 FY23 Report, and Fund 242 Summary

Staff presented the financial reports.

10. Staff Report/Updates

- a. LBRF Policy Draft 2 Update
- b. IPUSA Collateral Assignment of Development Agreement Signed
- c. Graphic Packaging Update

11. Committees - times dates and places

- a. Land Bank Report – next meeting, August 10, 2023 at 8:30 a.m.
- b. Project/Finance Committee – Thursday, August, TBD, 2023, 4:00 p.m.
- c. Executive Committee – Friday, August, TBD, 2023 9:15 a.m.

12. Other

13. Board Member Comments

14. Adjournment: **Meeting adjourned at 5:12 p.m.**

Next Meeting: on Thursday, August 24, 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
