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**KALAMAZOO COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY**

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**MEETING DATE:** Thursday, August 24, 2023  
**PLACE OF MEETING:** 201 W. Kalamazoo Ave. Kalamazoo, MI 49007 Room 207-A  
**TIME:** 3:00 pm

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***August 24, 2023 MINUTES – Final Approved at 09-28-2023 Meeting***

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**Present:** Kenneth Peregon, Gary Barton, Christopher Carew, Connie Ferguson, and Andrew Wenzel

**Members Excused:** Jared Lutz, Jodi Milks, Monteze Morales, and Wei Wang

**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:** 2

1. Call to Order: **Chair Peregon called the meeting to order at 3:00 p.m. and noted that the meeting is being recorded.**

2. Roll Call and Members Excused: **Jared Lutz, Jodi Milks, Monteze Morales, and Wei Wang were excused.**

3. Approval of the Agenda:

**Item 8a was corrected to read as Midlink Amendment #4. Barton motioned to approve item 3, as amended. Wenzel seconded. None opposed, motion carried.**

4. Approval of Minutes: BRA Minutes of **July 27, 2023**

**Wenzel 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. **\$806.25** - Fishbeck Invoice 426213 (W.O. 23-1 General Environmental)

ii. **\$1,742.20** – Varnum Invoice 1308667 (IPUSA)

iii. **\$1,101.60** – Varnum Invoice 1308629 (Contractual Other)

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b. **Project Business**

- i. MEDC Annual Reporting – Authorizing Staff to Submit Project Reporting to MEDC

c. **EPA Grant**

- i. **\$1,036.37** – Fishbeck invoice 426224 (W.O. #9 555 Eliza Street Expansion)
- ii. **\$3,109.00** – Fishbeck Invoice 426223 (W.O. #6 Parchment Mill Site #2)
- iii. **\$1,093.13** - Fishbeck Invoice 426222 (W.O. #2 Outreach & Programmatic)
- iv. **\$862.34** – Fishbeck Invoice 426219 (W.O. #10 Midlink Expansion)
- v. **\$597.55** – Fishbeck Invoice 426220 (W.O. #8 Comstock Center)

**Carew motioned to approve item 7, the full Consent Agenda, Barton seconded. None opposed, motion carried.**

8. Discussion and/or Action Calendar

- a. **Discussion/Action:** Fishbeck EPA Grant Work Order #14 Midlink Brownfield Plan Amendment #3 Amendment #4

**Ferguson moved to approved item 8a, Barton seconded. A roll call vote was taken, motion carried with 3 Yes, and Director Wenzel and Director Carew abstained.**

- b. **Discussion/Action:** Schupan Project Application Part I & Part II

**Wenzel moved to approve item 8b, Barton seconded. None opposed, motion carried.**

- c. **Discussion/Action:** Great Lakes Water Infrastructure Conference, Kalamazoo, MI September 19-21, 2023

- i. \$195 – Staff Registration

**Ferguson moved to approve item 8c, Wenzel seconded. None opposed, motion carried.**

- d. **Discussion/Action:** Developer Reimbursement from 2022 TIR

- i. **\$7,490.37** - Stryker 4<sup>th</sup> TIF Reimbursement (State TIR)
  - ii. **\$86,385.74** - General Mills 12<sup>th</sup> TIF Reimbursement (Local TIR)
  - iii. **\$55,562.73** - Stadium Park Way, Select Products, 3<sup>rd</sup> TIF Reimbursement (Local TIR)
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**Carew moved to approve items 8di-8diii, Ferguson seconded. None opposed, motion carried.**

**e. Discussion/Action:** Transfers to the LBRF (fund 242)

- i. \$458.41 – 9008 Portage Road 1<sup>st</sup> Transfer (2022 Local TIR)
- ii. \$9,033.35 - RAI Jets (\$4,387.12 State & \$4,646.23 Local; Capture Complete total into LBRF \$34,053.92)
- iii. \$57,124.21 - Stadium Park Way 1<sup>st</sup> Transfer (2022 Local TIR)

**Wenzel moved to approve items 8ei-8eiii, Carew seconded. None opposed, motion carried.**

**f. Discussion/Action:** Fishbeck

- ii. Parchment Mill Site #2 Roadmap to Redevelopment Presentation
- iii. EPA Grant Contract Memo & Summary
- iv. General Environmental Contract Memo & Summary

**Fishbeck staff presented all memos and summaries.**

**9. Financial Reports:**

- a. Fund 243 and Fund 242 Summaries

**Staff presented the financial reports.**

**10. Staff Report/Updates**

- a. Black Business Expo at Kalamazoo Expo Center 8/26/23 1pm-5pm
- b. IPUSA Assignment of Reimbursement with KCLBA Update
- c. National Brownfields Conference 2023 Update

**11. Committees - times dates and places**

- a. Land Bank Report – next meeting, Thursday, September 14<sup>th</sup>, 2023, at 8:30 a.m.
- b. Project/Finance Committee – Thursday, September 14<sup>th</sup>, 2023, 4:00 p.m.
- c. Executive Committee – Friday, September 15<sup>th</sup>, 2023, 9:15 a.m.

**12. Other**

**13. Board Member Comments**

**14. Adjournment: Wenzel motioned to adjourn, at 4:20 p.m. Carew seconded.**

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***Next Meeting: on Thursday, September 28, 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](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  
201 West Kalamazoo Avenue  
Kalamazoo, MI 49007      TELEPHONE: (269) 384-8305

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