
KALAMAZOO COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY

MEETING DATE: Thursday, August 28, 2025
PLACE OF MEETING: 201 W. Kalamazoo Ave. Kalamazoo, MI 49007 Room 207-A
TIME: 3:00 pm

August 28, 2025 – MINUTES – Final Approved 9-25-2025 Meeting

Present: Christopher Carew, Lana Escamilla, Chad Goodwill, Kyle Gulau, Jared Lutz, Jodi Milks, Monteze Morales, Kenneth Peregon, and Andrew Wenzel

Members Excused: none

Vacancies: none

Kalamazoo Township: none

Oshtemo Township: Jodi Stefforia, Township Planning Director

Staff: Macy Rose Walters, Brownfield Redevelopment Administrator and Rachael Grover, Planning Director

Consultant: Therese Searles, Fishbeck

Recording Secretary: Macy Rose Walters

County Commissioners: Monteze Morales

Community: 13

1. Call to Order: **Chair Peregon called the meeting to order at 3:00 p.m.**
2. Roll Call and Members Excused: **Chad Goodwill joined the meeting at 3:04 p.m. Monteze Morales joined the meeting at 3:06 pm and attended virtually through OAG ADA accommodation 2022-7318. Nine (9) voting members of nine (9) board of directors were present. Director Gulau was excused as 5:00 p.m., Director Wenzel and Director Carew were excused from the meeting at 5:21 p.m.**

3. Approval of the Agenda:

Chair Peregon requested to add Item 7 g a discussion related to the County's Draft Housing TIF Policy Item 7 h a discussion related to the KCBRA's Operational Policy Updates. Chair Peregon requested to remove Item 7 f.

Director Gulau moved to approve Item 3 as amended, and Director Milks seconded. A roll call vote was taken, the motion carried with eight (8) Yes, zero (0) No, and no abstentions.

4. Approval of Minutes: BRA Minutes of June 26, 2025 (July 24th Meeting Canceled)

Director Wenzel moved to approve Item 4 as amended, the Minutes of June 26, 2025, Director Gulau seconded. None opposed, motion carried.

5. Public Comments (4 minutes each) **none**
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6. Consent Agenda

a. **From General Fund:**

- i. **\$350.00** – Staff Reimbursement for MEDA Membership Fee
- ii. **\$45.00** – Staff Reimbursement for MAP Pro-Housing Workshop Invoice 6049
- iii. **\$21,609.38** - FY25Q2 Reimbursement to Planning Dept
- iv. **\$645.00** - MEDA Basic Course Registration Fee Invoice 6430
- v. **\$1,620.00** – Fishbeck Invoice 453354 (W.O. 2025-1 Gen. Env.)
- vi. **\$1,555.32** - Staff Reimbursement for 2025 EPA Brownfields Conference
- vii. **\$600.00** – Varnum Invoice 1384340 (Pavilion Investors & Maple Hill)
- viii. **\$1,927.50** – Fishbeck Invoice 454221 (W.O. 2025-1 Gen. Env.)

b. **Project Business:**

i. **Developer Reimbursements for 2024 Tax Increment Revenue**

1. **\$1,841.15** – Blackbird Billiards 9th TIF Payment (\$767.73 State & \$1,073.42 Local)
2. **\$101,797.02** – General Mills 12th-14thTIR Payment (Local)
3. **\$5,519.22** – D&D Realty 9th TIF Payment - Metal Mechanics (Local)

ii. **The Mill at Vicksburg – Paper City Development, LLC**

1. **\$255.43** - FY25Q3 Admin Invoice for EGLE Loan (State Fiscal Year)
2. **\$245.00** – Reimbursement to Paper City FY25Q1(EGLE Approved 2/14/25)
3. **\$1,330.00** – Reimbursement to Paper City FY25Q2 (EGLE Approved 5/5/2025)

iii. **2024 MEDC Annual Reports** – Authorize Submittal to MEDC by 8/31/2025

iv. **555 Eliza Street** – Authorization for 2025 EGLE Loan Payment of \$10,000.00

c. **From EPA Grant Fund:**

- i. **\$127.36** – Fishbeck Invoice 453138 (WO#18 J. Smith Ent.)
- ii. **\$167.13** – Fishbeck Invoice 454496 (WO #18 J. Smith Ent.)

d. **From LBRF Fund:**

- i. **\$1,587.50** – Fishbeck Invoice 453355 (W.O. 2025-3 RSFW – 5928 E. MI)
- ii. **\$70.00** – Fishbeck Invoice 454528 (W.O. 2025-3 RSFW – 5928 E. MI)

Director Lutz moved to approve Item 6 as presented, Director Carew seconded. None opposed, motion carried.

7. Discussion and/or Action Calendar

a. **Action:** Kalamazoo Curling Club

- i. Part I & Part II Project Applications
- ii. Fishbeck Work Order 2025-4 Kalamazoo Curling Club (Parchment Mill Site)

Discussion ensued regarding the project being in an active brownfield plan with the City of

Parchment and whether there would be repayment to the Authority. The developer will be utilizing a payment in lieu of taxes to the City of Parchment. It is anticipated this request would come out of the Site Study fund and the Emerging Developer fund out of the Local Brownfield Revolving Fund as a site inventory type assessment. It is unknown if further testing will be recommended, there may be another ask to the KCBRA if there are further recommendations for the site.

Director Carew moved to approve both items 7ai & 7aai, waiving the application fee. Director Lutz seconded. A roll call vote was taken, the motion carried with nine (9) Yes, zero (0) No, and no abstentions.

b. Action: Flowers Automotive Recycling

- i. Part I & Part II Applications
- ii. Fishbeck Work Order #20 - Flowers Automotive (EPA Grant)

Discussion ensued regarding the use of EPA grants prior to the grant terms ending on September 30, 2025. It was recommended by BRA Staff the funding request begins with the Phase I and Ground Penetrating Radar, and if there are further assessments recommended on site, the KCBRA await the pending zoning determination. The site is currently not zoned for the use of the business, but the developer has a determination set for September 11, 2025. It was noted that the application date needed to be corrected. Past Phase I data from 2014 indicated the possibility of underground storage tanks.

Director Milks moved to approve Items 7bi and 7bii as presented, contingent upon receiving an updated application date, waiving the application fee, Director Wenzel seconded. A Roll Call Vote was taken, seven (7) yes and zero (0) no. Motion carried.

Director Gulau was excused at 5:00 p.m.

c. Action: Kalamazoo County Land Bank Eastside Condo Project

- i. Part I & Part II Project Applications

Discussion ensued regarding the Land Bank's request for a \$760,000 grant out of the local brownfield revolving fund. KCBRA directors voiced concern over setting a precedent for granting this sum of money today loan pay off requests. It was determined that more information was needed to consider the request.

Commissioner Morales moved to table item 7ci until the September 25, 2025, regular meeting, to form an ad-hoc committee to make a request to the KBCRA consisting of Director Wenzel, Director Lutz, Director Goodwill, and Director Escamilla. The motion included the request for a submittal of an updated project application to include the correct property address and updated application date, the pro forma, costs incurred by the project, sources and uses, and the loan terms through LISC. Director Wenzel seconded the motion. A roll call vote was taken, the motion carried with eight (8) Yes, zero (0) No, and no abstentions.

d. Action/Discussion: Fishbeck

- i. General Environmental Memo & Billing Summary
- ii. EPA Grant Memo & Billing Summary
 - 1. EPA Grant Project Budget Amendments of Encumbered Dollars
 - 2. Fishbeck Work Order #2 Amend. #5 Outreach & Programmatic

Director Wenzel moved to approve Items 7dii 1 and 7dii 2 as presented, reallocating the remaining EPA grant budget for \$500 reserved for the Jeremiah Smith Enterprises project, and the remaining budget of the grant to meet the programmatic budget in item 7 dii 2 and to Flowers Automotive Recycling item 7bii. Director Carew seconded. None opposed, motion carried.

- e. **Action/Discussion:** KCBRA 2024 Annual Report

Director Lutz moved to approve item 7e as presented, Director Wenzel seconded. None opposed, motion carried.

- f. **Closed Session:** Policy Discussion

This item was removed from the agenda in item 3.

- g. **Discussion/Action:** Kalamazoo County Housing TIF Policy Discussion

Discussion ensued regarding the pending presentation to the Kalamazoo County Board of Commissioners (KCBOC) Housing TIF Policy to be presented at the September 2nd Committee of the Whole meeting. The policy was drafted in response to the KCBOC's housing continuum goals for creating more affordable housing. The KCBRA should review and make any considerations to the KCBOC for their own considerations during the next phase of drafting the policy. No action was taken, Commissioner Morales encouraged the KCBRA directors to submit an email with their considerations to be shared with the KCBOC prior to the presentation.

- h. **Discussion:** Kalamazoo County BRA Operational Policy Updates

Discussion ensued regarding Fishbeck's considerations of interest accrual on the potential development loss (PDL) and potential rent loss (PRL) calculations in relation to the total housing subsidy (THS) within housing TIF brownfield plans. The KCBRA will be presented with considerations for updating their Operational Policy at the September 25th Regular Meeting, a consensus was not taken on whether the KCBRA board members believed PDL/PRL would be eligible to accrue interest.

Director Wenzel and Director Carew were excused as 5:21 p.m.

Director Milks moved to adjourn at 5:21 p.m. Director Lutz seconded, none opposed, the motion carried.

Items beyond this section of the agenda were not discussed or presented.

8. Financial Reports

- a. **Discussion:** KCBRA General Fund 243 Q2 Report
- b. **Discussion:** KCBRA Local Brownfield Revolving Fund 242 Report

9. Staff Report/Updates

- a. Summer Tax Increment Financing Statements sent to LUGs on 7/15/25
- b. BRA Staff attended a pro-housing workshop from Mi Association of Planners 7/16/25
- c. 555 Eliza Street/200 Lee Street LBRF Loan Request Update
- d. Staff to Submitted EGLE Loan Report FY25Q3 on 7/22/25
- e. Green Development Ventures, LLC BFP & Development Agreement Draft Pending
- f. Director Wenzel & Director Gulau Terms Expire on September 30, 2025
- g. BRA Staff to Present Brownfields 101 to City of Galesburg City Council 9/8/25

10. Other

11. Board Member Comments

12. Adjournment **The meeting was adjourned at 5:21 p.m.**

Next meeting: Thursday, September 25, 2025, at 3:00 p.m.

NOTE: KCBRA MEETINGS ARE HELD ON THE FOURTH THURSDAY OF THE MONTH.

***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:

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