
KALAMAZOO COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY

MEETING DATE: Thursday, September 25, 2025
PLACE OF MEETING: 201 W. Kalamazoo Ave. Kalamazoo, MI 49007 Room 207-A
TIME: 3:00 pm

September 25, 2025 – MINUTES – Final Approved at 10-23-2025 Meeting

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

Members Excused: Andrew Wenzel

Vacancies: none

Kalamazoo Township: none

Oshtemo Township: none

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

Consultant: Therese Searles, Fishbeck & Logan Mulholland, Fishbeck

Recording Secretary: Macy Rose Walters

County Commissioners: Monteze Morales

Community: 4

1. Call to Order: **Chair Peregon called the meeting to order at 3:00 p.m.**
2. Roll Call and Members Excused: **Monteze Morales joined the meeting at 3:03 pm and attended virtually through OAG ADA accommodation 2022-7318. Eight (8) voting members of nine (9) board of directors were present. Director Wenzel was excused, and Director Gulau was excused at 4:30 p.m.**

3. Approval of the Agenda:

Chair Peregon requested to add Item 6 a viii – Authorization for Staff to register for the Michigan Association of Planners Conference, to be held in Kalamazoo, MI from October 22-24, 2025. Conference fee up to \$515.00. The Chair also requested to change item 6aiii amount from \$195.00 to \$65.00.

Director Milks moved to approve Item 3 as amended, and Director Gulau 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 August 28, 2025

Staff noted a correction to the minutes, Item 6 bi 2 should read as “General Mills 14th TIF reimbursement”

Director Lutz moved to approve Item 4 as amended, the Minutes of August 28, 2025, Director Carew seconded. None opposed, motion carried.

5. Public Comments (4 minutes each) **none**

6. Consent Agenda

a. **From General Fund:**

- i. **\$262.50** - Varnum Invoice 1388069 (the B on Burdick)
- ii. **\$326.91** - Staff Travel Reimbursement for MEDA Basic Course
- iii. **~~\$495.00~~ \$65.00** - International Economic Development Council (IEDC) Membership
- iv. **\$710.00** - IEDC Managing Economic Development Organizations Class Fee
- v. **\$710.00** - IEDC Real Estate Development & Reuse Class Fee
- vi. **\$535.00** – IEDC Business Retention & Expansion Class Fee
- vii. **\$1,840.00** – Fishbeck Invoice 455826 (W.O. 2025-1 Gen. Env.)
- viii. **\$515.00** – Authorization for Staff to Register for MAP Conference 10/22/25-10/24/25

b. **Project Business:**

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

- 1. **\$176,375.20** – IPUSA 1st TIF Payment (\$5,901.45 State & \$170,473.75 Local)
- 2. **\$50,355.92** – Schupan 1st TIF Payment (Midlink BFP) (Local TIR)

ii. **Transfers into Local Brownfield Revolving Fund (LBRF):**

- 1. **\$2,300.00** – IPUSA 1st LBRF Transfer (2024 State TIR)
- 2. **\$10,084.30** – Delta Marriott 2nd LBRF Transfer (\$9,800.00 State 2020 TIR & \$284.30 Local 2024 TIR)

iii. **3rd Party Reimbursements to KCBRA from 2024 TIR:**

- 1. **\$26,990.45** - 555 Eliza St. Brownfield Plan 1st Payment (\$23,513.45 State & \$3,477.00 Local)

c. **From EPA Grant Fund:**

- i. **\$1,458.94** – RJ's Printing Invoice 25962 (EPA Grant Supplies)
- ii. **\$1,536.68** – Fishbeck Invoice 455824 (WO#2 Outreach & Programmatic)
- iii. **\$122.05** – Fishbeck Invoice 455827 (WO#18 J. Smith Ent.)

d. **From LBRF Fund:**

- i. **\$35.00** - Fishbeck Invoice 455825 (W.O. 2025-3 RSFW 5928 E MI)

Director Gulau moved to approve Item 6 as presented, Director Milks seconded. None opposed, motion carried.

7. Discussion and/or Action Calendar

a. **Discussion:** Clark Logic 555 Eliza Street Brownfield Plan

- i. LBRF Loan Project Update from Clark Logic
 - 1. Loan Repayment Agreement Draft Pending



ii. 2025 EGLE Loan Payment Amount Update (\$31,500.00 2024 TIR)

Developer representation was available to provide a brief project update related to a new IFT on the property, which may impact the future capture of the brownfield plan. It is estimated a new TIF table will be presented by Fishbeck at the October regular meeting.

b. **Discussion/Action:** Kalamazoo County Land Bank Eastside Condo Project

i. Ad-Hoc Committee Update

Members of the ad-hoc committee disclosed that they did not have a recommendation for the board at this time. The committee met three times, once with the land bank staff. The committee had several questions related to the development of the property and the LISC loan, and the Land Bank has since circulated loan term documents for the committee to review.

ii. Project Applications Part I & Part II

Discussion ensued regarding Commissioner Morales's previous opinion about being concerned about setting precedent over using LBRF funds to pay off another organization's loan but believes the KCBRA should support the request as a grant, as the KCBRA and the Land Bank are both county entities. Director Gulau expressed concern over the request being a grant used to repay a loan to a national bank and the dollars not revolving back to the KCBRA.

Director Carew moved to table item 7bii to the October 23, 2025, Regular Meeting. Director Gulau seconded, none opposed, motion carried.

c. **Discussion:** KCBRA Operational Policy

i. Eligible Activities to Accrue Interest Fishbeck Considerations

ii. Staff Memo of Policy Update Considerations

Discussion ensued related to the current KCBRA interest percentage amount of 3% on eligible activities with a 20% total cap within each brownfield plan. There was board consensus for staff to incorporate into the updated policy an increase of interest on eligible activities to 5%, keep the 20% total cap, and add language that discloses the potential development loss or potential rent loss is not an eligible cost to accrue interest for H-TIF brownfield plans. Staff will provide a draft policy for the October regular meeting.

d. **Action/Discussion:** Green Development Ventures, LLC

i. BRA Staff Memo & Fishbeck 3rd Party Review

ii. Green Development Ventures, LLC Brownfield Plan Presentation

Director Lutz announced a conflict of interest and intention of abstaining from discussion and voting.

Staff presented the brownfield plan and presentation. Michigan Growth Advisors and the developer were available to answer questions. The developer disclosed the changes from the project application which mentioned for-sale single family homes as income qualified units, changed to for-lease single family homes due to the need of additional funding to support the income qualifications and the housing millage applications not including sing

family developments on applications for 2025.
Director Gulau was excused at 4:30 p.m.

Director Goodwill moved to approve item 7dii as presented, Director Milks seconded. A roll call vote was taken, the motion carried with five (5) Yes, zero (0) No, and Director Lutz and Commissioner Morales abstained.

iii. Varnum Consent Waiver for Allen Edwin Homes

Director Carew moved to authorize the Chair to sign item 7diii, Director Goodwill seconded. A roll call vote was taken, the motion carried with five (5) Yes, zero (0) No, and Director Lutz and Commissioner Morales abstained.

e. **Action/Discussion:** Fishbeck

i. General Environmental Memo & Billing Summary

1. EPA Grant Coalition Application Budget Discussion

Discussion ensued related to Comstock Township and the City of Kalamazoo being interested in participating in the next EPA grant coalition application cycle. Staff discussed conversations with the City of Kalamazoo's willingness to pay half of the work order budget for application preparation and submittal. Consultant Searles presented the reports and will prepare an updated work order 2025-1 for to support the additional budget requests for the October regular meeting.

Director Lutz moved to authorize Fishbeck prepare a work order for the next round of EPA Coalition Grant period, to prepare the grant application. Director Goodwill seconded, none opposed, motion carried.

2. Previous 2025 EPA Coalition Grant Application (TAB Review)

Staff requested technical assistance from the EPA for information related to how the previous EPA Coalition Grant had scored. The application had scored two points below the approval minimum, and it was encouraged to reapply in fall 2025.

ii. EPA Grant Memo & Billing Summary

1. Flowers Automotive Recycling Project Update (zoning approved)

2. Grant ending September 30, 2025

f. **Action:** Delta Marriott Hotel (Kalamazoo Hotel Group, LLC)

i. **\$247,376.00** – 1st Developer Reimbursement/Paid in Full (\$11,900.00 State 2020 TIR & \$235,476.00 Local TIR 2020-2024)

ii. **\$12,754.07** – 2020 State Tax Increment Revenue Return (\$3,226.00 SET & \$9,528.07 School Operating)

Director Carew moved to approve item 7fi-7fii as presented, Director Lutz seconded. None opposed, motion carried.

g. **Discussion:** KCBRA General Environmental Consultant RFP Timeline

Staff reminded the board that Fishbeck is consulted through October 2026 through the EGLE Loan for the Vicksburg Mill project. There was consensus from the board that they would not like to conduct an RFP at this time, and they may consider issuing an RFP after the next EPA grant cycle, if they need to go through the consultant selection process again in 2026. Staff will prepare an addendum to the contract for the October regular meeting extending the consulting contract through December 31, 2026.

8. Financial Reports **Staff presented the financial reports and Staff report/updates**

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

9. Staff Report/Updates

- a. KCBRA fully reimbursed for 615 W. Kalamazoo Ave. by City BRA \$22,630.17
- b. KCBRA 2024 Annual Report on County Commission October 7, 2025, Agenda
- c. Green Development Ventures, LLC Development Agreement Draft Pending

10. Other **none**

11. Board Member Comments **none**

12. Adjournment **Director Lutz moved to adjourn, Director Milks seconded, the meeting adjourned at 5:23 p.m.**

Next meeting: Thursday, October 23, 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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Kalamazoo County Government
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