

**ECONOMIC DEVELOPMENT CORPORATION OF THE COUNTY OF KALAMAZOO
BOARD OF DIRECTORS' MEETING**

MEETING DATE:	Thursday, June 25, 2026
PLACE OF MEETING:	201 W Kalamazoo Ave. Kalamazoo, MI 49007 Room 207-A Hybrid option available – see link below for public information
TIME:	3:00 p.m.

June 25, 2026 SPECIAL MEETING MINUTES – Final Approved at 7-23-2026 Meeting

Present: Chad Goodwill, Jared Lutz, Commissioner Morales, Milks (arrived at 3:05) Kenneth Peregon, and Andrew Wenzel

Members Excused: Christopher Carew, Lana Escamilla, Chas Hammond

Vacancies: none

Kalamazoo Township: Ashley Glass, ex officio member alternate

Oshtemo Township: Jodi Stefforia (Virtual)

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

Consultant: Therese Searles, Fishbeck

Recording Secretary: Rachael Grover

County Commissioners: none

Community: 6

1. Call to Order: **Chair Wenzel called the meeting to Order at 3:01 p.m. and noted that the meeting is being recorded.**
 2. Members Absent: **Christopher Carew, Lana Escamilla, Chas Hammond were excused. Six voting members of nine board of directors were present.**
 3. Approval of the Agenda:
Chair Wenzel requested moving item 6.b. EDC Project Application Fee before Item 6.a.
Lutz motioned to approve the agenda as amended and Goodwill seconded the motion. Motion carried.
 4. Approval of Minutes:
Peregon motioned to approve May 28, 2026, Special Meeting minutes, and Lutz seconded the motion. Motion carried.
 5. Public Comments: **None**
 6. Discussion and/or Action Calendar
 - a. **Discussion/Action:** (Item 6.b. of Agenda moved to 6.a. as directed) - EDC Project Application Fee
Director Grover discussed EDC fees charged by similar communities to make the
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following recommendation of fees for the EDC of Kalamazoo County:

- i. Project application Fee - \$1,000
- ii. County Legal Counsel Review Fee – \$0 for standard application review and board agenda approvals. However, if outside counsel review is required, project applicant will pay all legal fees.
- iii. EDC Bond Issuance Fee – All fees for bond sale, bond publication, bond counsel, bond trustee, project applicant's counsel, and other financing entities are paid by the project applicant.
- iv. County Bond Counsel Fees – as noted above, paid by the project applicant.

Planning Department Director Grover noted this is the first project application in several years and the EDC is not currently provided with an annual budget from the County Commission. If Kalamazoo County receives a greater number of EDC financing requests, this fee structure should be reconsidered to account for increased administrative needs that increasing project management would entail.

Goodwill motioned to approve the EDC Project Application Fee of \$1,000 and Commissioner Morales seconded the motion. Motion carried.

Grover noted that this fee will move forward for approval to the County Commission.

b. **Discussion/Action:** EDC Project Application Template

Planning Department Director Grover noted that the Project Application fee will be added to the top of the page. Peregon requested adding a line for email address and clarifying and extending the space for physical location address and representative address.

Motion made by Goodwill to accept the Project Application Template with the addition of the fee amount and appropriate contact information as discussed. Motion supported by Milks. Motion carried unanimously.

c. **Discussion:** Project potential timeline

A draft timeline example for Project approvals by the EDC, County Commission and municipalities, including dates for bond issuance was discussed. State legislation requires the appointment of two additional EDC Directors from the project area and through bond issuance. Members discussed concern regarding the timing of the County Commission's advisory board appointment process. Staff will discuss this with the potential applicant and County Administration.

d. **Action:** Schedule next Special Meeting on July 23, 2026, at 3:00 p.m.

Director Peregon moved to schedule a meeting of the EDC on July 23, 2026, at 3:00 p.m. immediately before the Regular Meeting of the Kalamazoo County Brownfield Redevelopment Authority, Director Goodwill seconded. None opposed, motion carried.

7. Staff Update **none**
8. Other **none**
9. Board Member Comments **none**
10. Adjournment **Director Milks moved to adjourn at 3:32 p.m. Director Lutz seconded, the meeting adjourned.**

***Next Meeting: July 23, 2026, or as Necessary, and Annual Meeting on April 22, 2027
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 384-8112 OR EMAIL RACHAEL.GROVER@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:

Rachael Grover
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