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**KALAMAZOO COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY**


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**MEETING DATE:** Thursday, October 24, 2024  
**PLACE OF MEETING:** 201 W. Kalamazoo Ave. Kalamazoo, MI 49007 Room 207-A  
**TIME:** 3:00 pm

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**AGENDA**

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**Link to join Webinar**

<https://us02web.zoom.us/j/82661203045>

Webinar ID: 826 6120 3045

1. Call to Order: 3:00
  2. Roll Call and Members Excused
  3. Approval of the Agenda
  4. Approval of Minutes: BRA Minutes of September 26, 2024
  5. Public Comments (4 minutes each)
  6. Consent Agenda
    - a. **From General Fund (243):**
      - i. **\$24,363.20** - FY24Q3 Reimbursement to Planning Dept
      - ii. **\$412.50** – Varnum Invoice #1352639 (LFI Brownfield Plan)
      - iii. **\$1,910.50** – Fishbeck Invoice #443527 (W.O. 2024-1 Gen. Env.)
    - b. **From LBRF Fund (Fund 242):**
      - i. **\$437.55** – Fishbeck Invoice #443511 (W.O.2024-2 YWCA)
    - c. **From EPA Grant Fund:**
      - i. **\$11,952.55** – Fishbeck Invoice #443453 (W.O. #17 Teresa’s Kitchen)
      - ii. **\$1,931.77** – Fishbeck Invoice #443454 (W.O. #18 J. Smith Ent.)
    - d. **Project Business:**
      - i. **Developer Reimbursements from 2023 Tax Increment Revenue:**
        1. **\$485,127.35** – Fed Ex Scannell 3<sup>rd</sup> TIF Payment (Local)
      - ii. **Vicksburg Mill Paper City**
        1. FY24Q4 Authorization for Staff to Submit to EGLE Loan Report (State Fiscal Year)
        2. **\$100.29** – FY24Q4 Admin Invoice for EGLE Loan (State Fiscal Year)
  7. Discussion and/or Action Calendar
    - a. **Discussion/Action:** Fishbeck
      - i. General Environmental Memo & Billing Summary
      - ii. EPA Grant Memo & Billing Summary
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- b. **Action:** Landscape Forms, Inc. BFP Development Agreement
- c. **Action:** Memo of Understanding between Planning Dept & KCBRA
- d. **Action:** KCBRA Outcomes Reports to Kalamazoo County Board of Commissioners
  - i. 2019-2022 KCBRA Outcomes Report
  - ii. 2023 KCBRA Outcomes Report
- e. **Action:** EPA Grant BF - 00E03048 – 1 Technical Assistance Concurrence Letter
- f. **Action:** General Environmental Contract Addendum #3

8. Financial Reports

- a. **Discussion:** KCBRA General Fund 243 FY Q3 Report
- b. **Discussion:** KCBRA Local Brownfield Revolving Fund 242 Report

9. Staff Report/Updates

- a. U.S. EPA Grant Coalition '25 Application Request on Nov. 7 KCBOC Agenda
- b. 2021 U.S. EPA Assessment Grant BF00E03048-1 Extended through 9/30/2025
- c. Board Appointments Committee 10/24/24 @ 4:00 P.M.
- d. Draft Memo of Understanding for Landscape Forms, Inc. Brownfield Plan Pending

10. Other

11. Board Member Comments

12. Adjournment

***Next Regular Meeting: Thursday, November 21, 2024, at 3:00 p.m.***

***MEETING HELD ON THE THIRD THURSDAY OF THE MONTH***

***Room 207a, County Admin Bldg - Or alternatively, held electronically or via teleconference.  
Please see the KCBRA website at [www.kalcountybrowfield.com](http://www.kalcountybrowfield.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

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