
KALAMAZOO COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY

MEETING DATE: Thursday, March 23, 2023
PLACE OF MEETING: 201 W. Kalamazoo Ave. Kalamazoo, MI 49007 Room 207-A
TIME: 3:00 pm

AGENDA

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/87877064145>

Or One tap mobile :

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Webinar ID: 878 7706 4145

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1. Call to Order: 3:00
 2. Roll Call and Members Excused
 3. Approval of the Agenda
 4. Approval of Minutes: BRA Minutes of **January 26, 2023**
 5. Public Comments (*4 minutes each*)
 6. Consent Agenda – Invoices
 - a. **From General 242 Fund:**
 - i. **\$ 160.00** – Fishbeck Invoice 420292 (WO 2023-1 Gen. Environmental)
 - ii. **\$ 630.00** – Fishbeck Invoice 421238 (WO 2023-1 Gen. Environmental)
 - b. **From EPA Grant Fund:**
 - i. **\$115.95** – Fishbeck Invoice 420293 (WO#6 Parchment Mill Site #2)
 - ii. **\$ 189.15** – Fishbeck Invoice 420295 (WO#2 Outreach & Programmatic)
 - iii. **\$ 573.53** – Fishbeck Invoice 421241 (WO#6 Parchment Mill Site #2)
 - iv. **\$ 66.05** – Fishbeck Invoice 421240 (WO#2 Outreach & Programmatic)
 7. Discussion and/or Action Calendar
 - a. **Discussion/Action:** KALSEE Credit Union Development Agreement
 - b. **Discussion/Action:** 2023 Budget Adjustment
 - c. **Discussion/Action:** Admin Invoices from KCBRA to Developers
 - i. **\$ 5,480.00** IPUSA 2022 Admin Charges (Legal Fees)
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- e. **Discussion/Action:** Admin Charges to Reimbursement Analyses
 - i. \$ 5,212.50 100 Island Ave (2021)
 - ii. \$ 992.00 Vicksburg Mill (2021)
 - iii. \$ 3,581.50 Vicksburg Mill (2022)

- f. **Discussion/Action:** 2022 Administrative Cost Allocations

- g. **Discussion/Action:** Updated KCBRA Project Application

- h. **Discussion/Action:** LBRF Investment Discussion

- i. **Discussion/Action:** Vicksburg Mill – Paper City Development, LLC
 - i. **\$ 28.75** – Fishbeck Invoice 421239 (EGLE Grant)
 - ii. **\$ 747.50** – Reimbursement to Paper City for 1st Quarter FY 23 Loan (Pending Proof of Payment and Lien, EGLE Approved 1/30/23)

- j. **Discussion/Action:** Selection Committees (April 27, 2023 Annual Meeting)
 - i. Volunteers for Nomination Committee (no action)

- k. **Discussion/Action:** Fishbeck
 - i. EPA Grant Contract
 - 1. Work Order No. 5, Amendment No. 2 – NACD Ransom & North
 - 2. **\$ 25,009.52** – Fishbeck Invoice 420294 (WO#5 NACD)
 - 3. EPA Grant Memo & Summary
 - ii. General Environmental Contract Memo & Summary

8. Financial Reports

- a. **Discussion:** Fund 243 (247), 242 (643), and 2022 Q4 Report

9. Staff Report/Updates

- a. KALSEE Credit Union Brownfield Plan (Update)
 - b. KCBRA Board Retreat for LBRF
 - c. 2023 National Brownfields Conference (Presentation Submittals)
 - d. 2023 Marketing & Outreach Events (Update)
 - e. KCBRA Feature in BOC Newsletter
 - f. 3800 Wynn Rd (Update)
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10. Committees - times dates and places

- a. Land Bank Report – April 13, 2023 at 8:30 a.m.
- b. Project/Finance Committee – Thursday, April 13, 2023, 4:00 p.m.
- c. Executive Committee – Friday, April 14, 2023 9:15 a.m.

11. Other

12. Board Member Comments

13. Adjournment

Next Meeting(s): Three meetings on Thursday, April 27, 2023 at 3:00 p.m.

KCBRA Annual Meeting, then Annual Meeting of EDC, immediately after Regular Meeting of KCBRA

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:

Macy Rose Walters
Brownfield Redevelopment Administrator
Kalamazoo County Government
201 West Kalamazoo Avenue
Kalamazoo, MI 49007 TELEPHONE: (269) 384-8305
