
KALAMAZOO COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY

MEETING DATE: Monday, February 7, 2022
PLACE OF MEETING: 201 W. Kalamazoo Ave. Kalamazoo, MI 49007 Room 207-A
TIME: 3:00 pm

SPECIAL MEETING AGENDA

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/89758458106>

Or One tap mobile :

US: +16465588656,,89758458106# or +13017158592,,89758458106#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 646 558 8656 or +1 301 715 8592 or +1 312 626 6799 or +1 669 900 9128 or +1 253 215 8782 or +1 346 248 7799

Webinar ID: 897 5845 8106

International numbers available: <https://us02web.zoom.us/j/89758458106>

1. Call to Order: 3:00
 2. Roll Call and Members Excused
 3. Approval of the Agenda
 4. Approval of Minutes: BRA Minutes of **December 16, 2021** available at next regular meeting
 5. Public Comments (*4 minutes each*)
 6. Consent Agenda – Invoices
 - a. **From General 247 Fund:**
 - i. **\$402.97** – Internal Communications Expense FY 2021 Q4
 - ii. **\$670.00** – Envirologic Invoice #08472 WO 2021-1 General Environmental
 - b. **From EPA Grant Fund:**
 - i. **\$444.75** – Envirologic Invoice #08471 WO-1 QAPP
 - ii. **\$1,444.75** - Envirologic Invoice #8354 WO-1 QAPP
 - c. **From LBRF 643 Fund:**
 - i. **\$897.00** – Envirologic Invoice #08473 WO 2021-2 3800 Wynn Rd.
 7. Discussion and/or Action Calendar
 - a. **Discussion/Action:** RFP for General Environmental Services Consultant Selection
 8. Financial Reports
 - a. **Discussion:** Fund 247 and 643 to be presented at next regular meeting
-

9. Staff Report/Updates

10. Committees - times dates and places

- a. Land Bank Report – next meeting, Thursday, February 10, 2022 at 8:30 a.m.
- b. Project/Finance Committee – Thursday, February 10, 2022, 4:00 p.m.
- c. Executive Committee –Thursday, February 10, 2022, 12:00 p.m.

11. Other

12. Board Member Comments

13. Adjournment

Next Meeting: Thursday, February 24, 2021 at 3:00 p.m.

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

expdetl.rpt
 01/10/2022 2:53PM
 Periods: 0 through 14

Expenditure Detail Report

KALAMAZOO COUNTY
 01/01/2021 through 12/31/2021

247 BROWNFIELD REDEVELOPMENT AUTHORITY
 000 BROWNFIELD REDEVELOPMENT AUTHORITY

<u>Account Number</u>	<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
849.00 INTERNAL COMMUNICATIONS EXPENSE	(Continued)					
7/31/2021 0721je GJ 172 Line Description: 07/21 PHONE & NETWORK FUND 247 Document Description : JULY 2021 PHONE & NETWORK CHARGES		134.97				247
8/31/2021 0821je GJ 176 Line Description: 08/21 PHONE & NETWORK FUND 247 Document Description : AUGUST 2021 PHONE & NETWORK CHARGES		134.00				
9/30/2021 0921je GJ 189 Line Description: 09/21 PHONE & NETWORK FUND 247 Document Description : SEPTEMBER 2021 PHONE & NETWORK CHARGES		134.00				247
10/31/2021 1021je GJ 199 Line Description: 10/21 PHONE & NETWORK FUND 247 Document Description : OCTOBER 2021 PHONE & NETWORK CHARGES		134.00				
11/30/2021 1121je GJ 202 Line Description: 11/21 PHONE & NETWORK FUND 247 Document Description : NOVEMBER 2021 PHONE & NETWORK CHARGES		134.23				247
12/31/2021 1221je GJ 199 Line Description: 12/21 PHONE & NETWORK FUND 247 Document Description : DECEMBER 2021 PHONE & NETWORK CHARGES		134.01				
849.00 INTERNAL COMMUNICATIONS EXPENSE	0.00	1,609.21	1,609.21	0.00	-1,609.21	0.00
850.00 COMMUNICATIONS EXPENSE	800.00	0.00	0.00	0.00	800.00	0.00
5/30/2021 invoice IN 42938536 Line Description: BROWNFIELD REDEVELOP Document Description : 4807042423000008 Vendor: 035856 INDEED Check # 545920		0.43				247
6/15/2021 invoice IN 0002725182 Line Description: MAY JOB POSTING ADVERTISING PI Document Description : MAY JOB POSTING ADVERTISING Vendor: 029988 MLIVE MEDIA GROUP Check # 546541		450.00				
6/16/2021 invoice IN 43654753 Line Description: BROWNFIELD Document Description : 4807042423000008 Vendor: 035856 INDEED Check # 546732		75.81				247
6/30/2021 invoice IN 44327174 Line Description: BROWNFIELD COORD. Document Description : 4807042423000008 Vendor: 035856 INDEED Check # 546732		37.32				

Kalamazoo County Brownfield Redevelopment Authority
Macy Walters
Department of Planning and Community Development
201 West Kalamazoo Avenue, Room 101
Kalamazoo, MI 49007

Invoice number 08472
Date 01/06/2022

Project **210027 KCBRA - W.O. 2021-1 General Environmental Review**

INVOICE: Through Dec 31, 2021

GENERAL REVIEW

Professional Fees

	Hours	Rate	Billed Amount
Principal			
Jeffrey C. Hawkins			
Professional Services	0.25	140.00	35.00

CONTRACTUAL ADMINISTRATIVE

Professional Fees

	Hours	Rate	Billed Amount
Technical Editor /Writer			
Shelbey N. Senkewitz			
Professional Services	0.25	70.00	17.50
Senior Project Manager			
David A. Stegink			
Professional Services	4.75	130.00	617.50

Phase subtotal 635.00

Invoice total **670.00**

Terms: N30 - We accept Check, ETF, Visa, MC Discover & Amex as payment options



Remit to:
 2960 Interstate Parkway, Kalamazoo, MI 49048
 P 269.342.1100 | F 269.342.4945 | W envirologic.com

Item 6bi

Kalamazoo County Brownfield Redevelopment Authority
 Macy Walters
 Department of Planning and Community Development
 201 West Kalamazoo Avenue, Room 101
 Kalamazoo, MI 49007

Invoice number 08471
 Date 01/06/2022

Project **210220 Kalamazoo County Brownfield Redevelopment Authority WO-1 QAPP**

INVOICE: Through Dec 31, 2021

QAPP

Professional Fees

	Hours	Rate	Billed Amount
Technical Editor /Writer Shelbey N. Senkewitz Professional Services	0.50	60.00	30.00
Principal David B. Warwick Professional Services	3.00	118.50	355.50
Jeffrey C. Hawkins Professional Services	0.50	118.50	59.25
Phase subtotal			444.75
		Invoice total	444.75

Terms: N30 - We accept Check, ETF, Visa, MC Discover & Amex as payment options



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Item 6bii

Kalamazoo County Brownfield Redevelopment Authority
 Macy Walters
 Department of Planning and Community Development
 201 West Kalamazoo Avenue, Room 101
 Kalamazoo, MI 49007

Invoice number 08354
 Date 12/07/2021

Project **210220 Kalamazoo County Brownfield Redevelopment Authority WO-1 QAPP**

INVOICE: Through Nov 30, 2021

QAPP

Professional Fees

	Hours	Rate	Billed Amount
Technical Editor /Writer Shelbey N. Senkewitz Professional Services	5.25	60.00	315.00
Principal David B. Warwick Professional Services	9.50	118.50	1,125.75
Phase subtotal			1,440.75
		Invoice total	1,440.75

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Item 6ci

Kalamazoo County Brownfield Redevelopment Authority
Macy Walters
Department of Planning and Community Development
201 West Kalamazoo Avenue, Room 101
Kalamazoo, MI 49007

Invoice number 08473
Date 01/06/2022

Project **210178 3800 Wynn Road, Kalamazoo
Twp. W.O. 2021-2**

INVOICE: Through Dec 31, 2021

PHASE II ESA
Subcontractor

	Units	Rate	Billed Amount
Subcontractor			
Fibertec Environmental Services	1.00	897.00	897.00
		Invoice total	897.00

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