



MEMORANDUM

TO: KCBRA Board of Directors

FROM: Macy Walters, Brownfield Redevelopment Administrator

DATE: June 12, 2023

SUBJECT: LBRF Retreat Summary

CC: Jeff Hawkins, Fishbeck
Therese Searles, Fishbeck
Rachael Grover, Director, Planning & Development

During KCBRA Board Retreat, board members were presented with a first draft of the proposed updated Local Brownfield Revolving Loan Fund (LBRF) Policy, with staff comments and suggestions, as well as a list of questions outstanding to consider related to the draft policy, investments, and LBRF projections. To facilitate the process of revising and editing the draft, the following direction is provided to assist members in submitting comments, recommended changes, and suggestions for the draft policy:

1. Once you have reviewed the LBRF policy draft, please summarize comments in an email or in a Word document. If you chose to send a redline version, be sure to have detailed comments attached. If you would like to provide recommended re-writes to specific text, copy and paste recommended changed text into the email or Word document.
2. Please consider the questions in the retreat packet, and the LBRF policy draft, provide suggestions and comments to me by June 23, 2023.
3. Staff will compile comments and suggestions and work with Fishbeck on revising the policy.

Next steps:

Staff and Fishbeck will incorporate comments into a new draft of the LBRF policy. If comments or suggestions cannot be made (due to legislative requirements for example), staff will do our best to explain the reason the comment is not being used in the revised draft.

Notes from Staff:

The current estimate is to plan a mini-LBRF retreat this fall, however, maybe in lieu of committee meetings in July, we can discuss the new draft and propose an estimated date for the Board to consider formal approval of the LBRF Policy. Staff will work with the Board Chair and Planning Director to find a date to hold the next retreat session.

The retreat was held on June 7th, from 12:00 p.m. to 3:00 p.m. at Anna Whitten Hall, this meeting was publicly noticed and no action was taken. The above memo is take as post meeting notes to summarize the retreat.



PUBLIC NOTICE

Kalamazoo County Brownfield Redevelopment Authority 2023 KCBRA Board Member Retreat

Anna Whitten Hall, Room 128, Kalamazoo Valley Community College
202 N Rose St. Kalamazoo, MI 49007

PLEASE BE ADVISED, The Kalamazoo County Brownfield Redevelopment Authority (KCBRA) will be holding a Board Member Retreat on June 7th, 2023, from 12:00 p.m. to 3:00 p.m. The retreat will be held in Room 128 of Anna Whitten Hall, Kalamazoo Valley Community College, 202 N. Rose Street, Kalamazoo.

The Kalamazoo County Brownfield Redevelopment Authority, Board Member Retreat to be held on June 7th, 2023

Questions regarding this meeting should be addressed to the Kalamazoo County Brownfield Redevelopment Authority, 201 West Kalamazoo Avenue, Kalamazoo, Michigan, 49007

Telephone: (269) 384-8305

Contact Person: Macy Rose Walters, Brownfield Redevelopment Administrator

Meetings of the Kalamazoo County Brownfield Redevelopment Authority (KCBRA) 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. KCBRA 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 KCBRA. Individuals with disabilities requiring auxiliary aids or services should contact the KCBRA by writing or calling:

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