

**KALAMAZOO COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY**

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**MEETING DATE:** Thursday, April 25, 2019  
**PLACE OF MEETING:** County Administration Building  
201 West Kalamazoo Avenue, Room 207a  
**TIME:** 4:00 pm

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**AGENDA**

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1. Call to Order: 4:00
2. Members Excused
3. Approval of the Agenda
4. Approval of Minutes: BRA Minutes of March 28, 2019
5. Citizens Comments (4 minutes each / Please state name and address)
6. Consent Agenda – Invoices
  - a. **\$ 560.00** – Envirologic General Environmental WO# 2019-1
  - b. **\$ 390.00** – Envirologic WO #25 Metal Mechanics Invoice review and summary
  - c. **EPA Grant Invoices**
    - i. **\$ 8,132.64** – (all to Haz.) – Envirologic WO# 18 – 100 Island Ave
    - ii. **\$ 420.00** – (\$210 to Haz.; \$210 to Pet.) Envirologic WO#3 – Outreach/Programmatic
    - iii. **\$ 196.64** - (\$105.00 to Haz.; 91.64 to Pet.) Grover IEDC course mileage and per diem
7. Discussion and/or Action Calendar
  - a. **Discussion/Action:** Vicksburg Mill Development Agreement – need approval to send draft to Paper City Development
  - b. **Discussion/Action:** 1<sup>st</sup> Quarter Administrative - adjusted for increased staff hourly rate
  - c. **Discussion/Action:** Correction to Stryker Reimbursement available TIR - **\$82,551.92**  
From 2018 Local TIR: \$38,144.43  
From 2018 State TIR: Corrected to **\$44,407.49**. (\$55,518.49 State TIR - \$11,111.00 (1/2 of SET) to State Brownfield Fund = \$44,407.49 available State TIR for Reimbursement)  
Hold \$11,111.00 of the SET for State BF Fund.
  - d. **Discussion:** EPA Grant
    - i. Envirologic Monthly Memo
    - ii. Amendment to WO#19 Singh Automation – need additional \$833.75 (original request \$3,000)
    - iii. **\$3,833.75** – Envirologic Invoice WO#19 - Singh Automation
    - iv. FYI - Quarterly Report due to EPA April 30, 2019
  - e. **Discussion/Action:** Vicksburg Mill MDEQ Grant and Loan Quarterly reports due April 30, 2019
    - i. Administrative Invoice MDEQ Grant
    - ii. **\$2,642.50** - Envirologic Invoice #05421 – Grant Work Plan review
    - iii. Grant Quarterly report
    - iv. Loan Quarterly report – no activity for State Q2 (Jan.- March) 2019

- f. **Discussion/Action:** Bylaws
- 8. Financial Reports  
**Discussion:** Funds 247 and 643
- 9. Staff Report
  - a. EPA National Brownfield Conference – December 11-13, Los Angeles
- 10. Committees - times dates and places
  - a. Land Bank Report – Next Meeting, June 13, 2019, 8:30 a.m.
  - b. Project/Finance Committee – Thursday, May 9, 2019, 4:00 p.m.
  - c. Executive Committee – Friday, May 10, 2019, 9:15 a.m.
- 11. Other
- 12. Board Member Comments
- 13. Adjournment

***Next Meeting: Thursday, May 23, 2019 at 4:00 p.m. – 4<sup>th</sup> Thursday  
Room 207a, County Admin Bldg  
KCBRA and EDC Annual Meetings will immediately follow  
Regular KCBRA meeting in April.***

PLEASE CALL 384-8112 OR EMAIL RAGROV@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:

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