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**KALAMAZOO COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY**

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**MEETING DATE:** Thursday, April 26, 2018  
**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 22, 2018
5. Citizens Comments (4 minutes each / Please state name and address)
6. Consent Agenda – Invoices
  - a. **\$ 280.00** - Envirologic General Environmental Review (Invoice #04431)
  - b. **\$ 2,154.75** - Varnum, Vicksburg Mill Loan Reimbursement Agreement/County Resolution
  - c. **\$16,497.80** - 1<sup>st</sup> Qtr. (County FY2018) General Administrative Invoice
  - d. **EPA Grant Invoices**
    - i. **\$277.50** - (\$138.75 Haz.; \$138.75 Pet.) – Outreach EPA WO#3
    - ii. **\$ 80.00** (Pet. Funds) – 703 N. Burdick WO#14 & 15
    - iii. **\$ 902.26** (Pet. Funds) 615 W. Kalamazoo Ave. WO#16, Amendment #1
    - iv. **\$ 802.50** (\$401.25 Haz.; \$401.25 Pet.) – NACD Mall City Ambulance, WO# 17
    - v. **\$345.35** (\$172.67 Haz.; \$172.68 Pet.) - 2<sup>nd</sup> Qtr. (EPA FY 2018) Programmatic invoice
7. Discussion and/or Action Calendar
  - a. **Discussion/Action:** 308 West North Street, City of Kalamazoo
    - i. Envirologic Work Order #17 - \$21,800 – results from Phase I ESA indicate Phase II Environmental Site Assessment needed.
  - b. **Discussion/Action:** 2017 General Administrative Cost Allocation
  - c. **Discussion/Action:** County Government Advisory Board Guidelines Signature page
  - d. **Discussion/Action:** EPA Grant
    - i. Envirologic Monthly Memo
    - ii. Quarterly report due April 30, 2018
  - e. **Discussion/Action:** 381/383 Pitcher Street Project – Delay of capture for 1 year
  - f. **Discussion/Action:** 555 E. Eliza St. MDEQ Loan and Grant
    - i. **\$ 371.25** – Invoice #04436 MDEQ Grant
    - ii. **\$ 310.81** - 2<sup>nd</sup> Qtr. MDEQ Grant Administrative Invoice
    - iii. MDEQ 2<sup>nd</sup> Quarterly Report/Grant Reimb. request (State of MI FY2018)
  - g. **Discussion/Action:** Broker’s Outreach event – May 3, 2018 – 4:00 p.m.
    - i. Estimated cost – \$650.00
  - h. **Discussion/Action:** Upcoming Training Opportunities
    - i. MEDA Spring Toolbox – May 24<sup>th</sup> – Lansing, MI (same day as KCBRA) - \$175
    - ii. AIPG Annual Conference – Emerging Contaminants & Pathways - \$250  
June 12<sup>th</sup> and 13<sup>th</sup> – Higgins Lake

8. Financial Reports

- a. **Discussion:** Fund 247 and 643

9. Staff Report

- a. Vicksburg Mill Transformational Brownfield Plan update: Meeting with MEDC  
b. COW presentation – May 15<sup>th</sup>

10. Committees - times dates and places

- a. Land Bank Report – Next Meeting, June 14, 2018, 8:30 a.m.  
b. Project/Finance Committee – Next meeting Thursday, May 10, 2018, 4:00 p.m.  
c. Executive Committee – Next meeting Friday, May 11, 2018, 9:15 a.m.  
d. Bylaws Committee – additional changes may be recommended for both EDC and KCBRA to meet legislative requirements.

11. Other

12. Board Member Comments

13. Adjournment

***Next Meeting: Thursday, May 24, 2018 at 4:00 p.m. – Please note 4<sup>th</sup> Thursday  
Room 207a, County Admin Bldg***

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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