

KALAMAZOO COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY

MEETING DATE: Thursday, August 27, 2009
PLACE OF MEETING: County Administration Building
201 West Kalamazoo Avenue, Board Chambers
Kalamazoo, Michigan 49007
TIME: 4:00 pm (before the EDC meeting)

AGENDA

1. **Call to Order** Chair Rogers
2. ☺ **Approval of Minutes:** July 23, 2009/ Regular Meeting **action**
3. **Citizens Comments** (4 minutes each/ any item on the agenda or not on the agenda/ Please state name and address)
4. **Consent Calendar** (There are many items that can come before a body that require no debate and are generally approved without opposition. The consent agenda is a listing of those items. Consent agendas are voted as a single item once the items listed are read into the record. Any member of the body or a citizen can ask for consent agenda items to be removed and place on the regular agenda for debate, discussion and decision. Consent agendas are available before the meeting with all appropriate documentation. A member may have questions on consent items and should feel free to call the staff and ask before the meeting.)

Bills for Payment – action (Copies of the whole invoice will NOT be in the hard copy packet/ they will only accompany the electronic copy. Attached electronically and as a hard copy in packet Budget and Cost Summary as an FYI)

a. Invoice #25631: Total \$9,345.70

Davis Creek Business Park Methane Investigation, Kalamazoo, MI

Work Order #12 (Bill Groups E, and F) - \$9,345.70

This can be applied only to the Petroleum Grant

Activities include: Methane point sampling activities, data evaluation, laboratory costs and report preparation.

b. Invoice #25593: Total \$315.00

2700 N. Pitcher Street, Kalamazoo, MI

Work Order #15 (Bill Group E) - \$315.00 - This can be applied only to the Hazardous Substances Grant.

Activities include completion of Brownfield Plan.

c. Invoice #25594: Total \$965.50

Rapid Transit Cab Company, 802 S. Burdick Street, Kalamazoo, MI

Work Order #18 (Bill Groups A and B) - \$965.50 - This can be applied only to the Petroleum Grant.

Activities include site eligibility and project initiation activities and initiation of Phase I ESA.

☺ **Move to approve consent calendar which includes three invoices numbered 25631, 25593 and 25594. ACTION**

A revised Budget and Cost Summary which now includes the County expenditures in available.
Jeff will bring larger copies to the meeting so you can see.

5. Committee Reports

a. Executive Committee -

1. Executive Committee Meeting of 8/12 Wed. 7:00 am - **DISCUSSION**

2. ☺ Schedule Executive Committee Meeting for September - **ACTION**

b. Project/ Finance Committee -

1. Project and Finance Committee Meeting of 8/13 Thur. 4 pm

2. ☺ Schedule Project and Finance Committee for September - **ACTION**

c. PR / Media Committee – Report of Presentations/Sign for sites/ Oshtemo Rotary-August 13 @ 4pm

6. You will note from the Budget and Cost Summary we have just about exceeded our remaining budget. Envirologic has additional costs for last month but if billed will exceed the budget. Therefore, with the extension of the grants, Envirologic anticipates additional requests for programmatic activities by County Staff and is requesting additional budget in the amount of \$4,000. WORK ORDER #19 HAS BEEN INCLUDED FOR YOUR CONSIDERATION.

☺ **Motion to approve work order #19 for general work on programatic activities under the EPA grants. Action**

7. **New Orleans BROWNFIELD TRIP November 15 – 18, 2009**

- a. Authorization received for the out of state trip for funds – staff detail
- b. Cost per person - \$1,500 - \$1,600

☺ **Move to authorize Julie Rogers and Ken Peregón to attend on behalf of the BRA and report back and total costs should not exceed \$1,600 per person Action**

8. Communications was sent out inviting all BRA members to attend.

☺ **Move to approve 9 members of staff to attend Michigan Citizen Planner Training Sessions on 8/12 and 8/19 at \$85 each or a total on \$765. Action**

9. **2700 Pitcher Brownfield Draft Plan** – Discussion and then

☺ **Motion to approve amendment #1 for Site#2 for 2700_Pitcher Action <step h. below>**

Timeline is simply informational: <✓ = done on time/ ← today's next step.>

- a. Present to K-Twp Board on 8/10 ✓
- b. Send notice of Public Hearing to all tax jurisdictions on 8/12 ✓
- c. Discuss with BRA Exc. Comm. on 8/12 ✓
- d. Discuss with BRA Project and Finance Comm. on 8/13 ✓
- e. Post Public Hearing in Gazette on 8/14 & 8/15 ✓
- f. Post on County Info Board on 8/14 ✓
- g. K-twp consider approval and vote on 8/24 ✓
- h. BRA consider approval and vote on 8/27 ←
- i. CBOC in COW – discuss BRA Plan – Site#2 on 9/1
- j. CBOC conduct the Public Hearing on BRA Plan – Site#2 on 9/15
- k. CBOC consider and vote on resolution of approval and acceptance of BRA Plan – Site#2.

10. **Staff Reports** – (No specific actions required/ SEE PROJECT UPDATE SHEET).

- a. Midlink
- b. 2805 East Cork - Davis Creek – City of Kalamazoo - update
- c. City of Kalamazoo Wellhead Protection/ Petroleum Concerns - Work Order #18 - Rapid Transit Site - 802 S. Burdick, Kalamazoo, MI
- d. 801 S. Burdick, Kalamazoo, MI – Bronson update
- e. Future funding – Meeting with City of Kalamazoo BRA, Envirologic Technologies, and County BRA.
- f. Other

11. **Other**

12. **Board Member Comments**

13. **Adjournment**

Next Meeting: Thursday, August 27, 2009

PLEASE CALL 384-8304 OR EMAIL AT DPARTL@KALCOUNTY.COM

IF YOU ARE UNABLE TO ATTEND THE MEETING.

IT IS IMPORTANT THAT WE HAVE A QUORUM. Thank you.!