
KALAMAZOO COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY

MEETING DATE: Thursday, October 27, 2016
PLACE OF MEETING: County Administration Building
201 West Kalamazoo Avenue, Room 207a
TIME: 4:00 pm

AGENDA

1. Call to Order: 4:00
 2. Members Excused
 3. Approval of the Agenda
 4. Approval of Minutes: BRA Minutes of September 22, 2016
 5. Citizens Comments (*4 minutes each / Please state name and address*)
 6. Consent Agenda – Invoices
 - a. **\$ 566.25** – Envirologic related to WO#25 - Metal Mechanics
 - b. **\$ 70.00** – Envirologic related to WO#17 General Environmental
 - c. **\$11,509.90** – Staff 3rd Quarter Administrative Expenses (July-August)
 7. Discussion and/or Action Calendar
 - a. **Discussion/Action:** Jhamin LLC – 8212 Shaver Rd, Portage – request for assessment – EPA Grant Project – not currently expected to move to Brownfield Plan stage (low increment)
 - i. Project Application
 - ii. ET Work Order 4
 - b. **Discussion/Action:** WMU BTR Park 2.0
 - i. Part I and Part II Application
 - c. **Discussion/Action:** EPA Grant Presentation - Envirologic
 - i. Work Order 1 – QAPP
 - ii. Work Order 2 – Site Inventory and Prioritization
 - iii. Work Order 3 – Outreach and Programmatic
 - d. **Discussion/Action:** Metal Mechanics - additional funds for Due Care Compliance report, Phase I update, and BEA - Grant funds? – total cost estimate \$6,000 – TIF reimbursable (already in approved Brownfield Plan) – additional \$300 for Grant Eligibility and ACRES
 - e. **Discussion/Action:** MDEQ Loan/Grant 555 Eliza St.
 - i. **\$23,711.00** – Envirologic Invoice (\$20,553.75 Loan; \$3,157.50 Grant)
 - ii. **\$350.86** – Administrative Staff time 4th Qtr. MDEQ Grant and Loan (already submitted to MDEQ for reimbursement for end-of-year reporting)
 - iii. MDEQ 4th Quarter/End of State FY – Loan
 - iv. MDEQ 4th Quarter/End of State FY – Grant
 - f. **Discussion/Action:** Kalamazoo West Professional Center, 2425 S. 11th Street Development Agreement
 - g. **Discussion/Action:** State of Michigan Brownfield Redevelopment Fund Invoice - **\$104.00**
3 miles of SET for 2015 9008 Portage Road (\$72.00) and 555 E. Eliza St. (\$32.00)
 - h. **Discussion/Action:** Varnum Invoice - \$1,282.50
 - i. **Discussion/Action:** Staff Travel expenses
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- i. Grover MEDA/IEDC Basic Economic Development Course - **\$464.81**
- ii. Grover General Mileage - **\$70.74**

j. **Discussion/Action:** 2017 Calendar

8. Financial Reports

- a. **Discussion:** Fund 247 and 643
- b. **Discussion:** 2016 Budget Amendments

9. Staff Report

- a. Potential new project Holiday Inn West Project Application – Functionally Obsolete Property
- b. Potential New Project in Vicksburg
- c. Project Updates – Vicksburg Mill

10. Committees - times dates and places

- a. Land Bank Report – Next Meeting December 8, 2016 – 8:30 a.m.
- b. Project/Finance Committee – Thursday, November 10, 2016, 4:00 p.m.
- c. Executive Committee – Friday, November 11, 2016, 8:30 a.m.
- d. PR/Media Committee –

11. Other

12. Board Member Comments

13. Adjournment

Next Meeting: 3rd Thursday – November 17, 2016 at 4pm (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:

Rachael Grover
Resource Coordinator, Planning and Community Development
Kalamazoo County Government
201 West Kalamazoo Avenue
Kalamazoo, MI 49007
TELEPHONE: (269)384-8305
