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**KALAMAZOO COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY**

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**MEETING DATE:** Thursday, November 21, 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:
  - a. BRA Minutes of October 24, 2019
  - b. BRA Minutes of Special meeting on September 17, 2019
5. Citizens Comments (4 minutes each / Please state name and address)
6. Consent Agenda – Invoices
  - a. **\$ 788.75** – Envirologic General WO # 2019-1 General Environmental Review
  - b. **\$ 142.50** - Varnum Invoice # 1082612 – Stryker Development Agreement Amendment
  - c. **\$2,294.00** – Varnum Invoice #1082613 – GPI Development Agreement
  - d. **EPA Grant Invoices**
    - i. **\$ 4,885.34** – (Pet.) – Envirologic WO# 22 – City of Parchment River Reach Property
    - ii. **\$ 35.00** – (Haz) – Envirologic WO#18 – Island Avenue
    - iii. **\$15,847.53** – (Pet.) – Envirologic WO# 23 – Diamond Auto
    - iv. **\$13,906.62** – (Pet.) – Envirologic WO#24 – 643 N. Riverview Dr.
    - v. **\$ 1,020.00** – (\$510 Pet.; \$510 Haz.) – Envirologic WO#27 – 10 and 2 Mills Street
    - vi. **\$ 205.00** - (Pet.) – Envirologic WO#26 – 8509 Portage Road, City of Portage
7. Discussion and/or Action Calendar
  - a. **Discussion/Action:** PS 383 LLC Invoices – TIF reimbursement request from available TIR
  - b. **Discussion/Action:** Vicksburg Mill
    - i. **\$ 1,242.50** – Envirologic Invoice #05994 – EGLE loan oversight
    - ii. Grant amendment Update
  - c. **Discussion/Action:** EPA Grant
    - i. Envirologic Monthly Memo
    - ii. Grant Budget Adjustments
    - iii. Work Order #3, Amendment #4 – Outreach/Programmatic – additional **\$1,500**
    - iv. Work Order #23, Amendment#1 – Diamond Auto – additional **\$1,000**
  - d. **Discussion/Action:** Annual Website charges
    - i. Domain names - **\$39.34**
    - ii. Web Hosting – WP Engine - **\$350.00**
  - e. **Discussion/Action:** 2018 Annual Report to the County Commission

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f. **Discussion/Action:** KCBRA meeting calendar for 2020

8. Financial Reports

a. **Discussion/Action:** 2019 Budget Adjustments

9. Staff Report/Updates

a. EPA visit on November 13th

b. Board member terms and reappointments update if available

10. Committees - times dates and places

a. Land Bank Report – Next Meeting, TBD in 2020

b. Project/Finance Committee – No December meeting

c. Executive Committee – No December meeting

11. Other

12. Board Member Comments

13. Adjournment

***Next Meeting: Thursday, December 19, 2019 at 4:00 p.m. – NOTE 3<sup>rd</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:

Rachael Grover  
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Kalamazoo County Government  
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