

KALAMAZOO COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY

MEETING DATE: Thursday, May 24, 2018
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 April 26, 2018
 5. Citizens Comments (4 minutes each / Please state name and address)
 6. Consent Agenda – Invoices
 - a. **\$ 840.00** - Envirologic General Environmental Review (Invoice #04563 – WO# 2018-1)
 - b. **\$3,880.25** - Varnum, Select Products Development Agreement
 - c. **\$ 706.92** – Broker’s outreach event (\$616.92 within approved \$650 food budget, \$90 microphone charge can be included in printing/materials budget)
 - d. **EPA Grant Invoices**
 - i. **\$ 2,850.50** (\$990.87 Haz.; \$1,859.63 Pet.) – NACD Mall City Ambulance, WO# 17
 7. Discussion and/or Action Calendar
 - a. **Discussion/Action:** 2017 General Administrative Cost Allocation - REVISED
 - b. **Discussion/Action:** Reimbursement Checks: Pending 2017 Administrative Cost Allocation approval – the following reimbursement checks require approval:
 - i. Gesmundo, LLC (Corner @ Drake) - **\$108,092.32**
 - ii. Kalamazoo West, LLC (Kalamazoo Mortgage) - **\$1,225.68**
 - iii. General Mills - **\$12,588.60**
 - iv. AJZ Sprinkle, LLC – **\$ 9,541.00**
 - v. East Cork Street Investors, LLC - **\$55,282.35**
 - c. **Discussion/Action:** Transfer funds to LBRF – Fund 643
 - i. From Brown: **\$ 8,607.43**
 - ii. From Corner @ Drake TIR (Remaining of Winter 2017 Taxes): **\$29,537.26**
 - d. **Discussion/Action:** Jhamin, LLC – \$19,390.69 Hazardous grant funds remaining balance from approved Work Order #12
Complete system design for vapor system (remaining scope of work from WO#12)
 - e. **Discussion/Action:** 2017 Annual Report - Envirologic Work Order 2018-2 - **\$1,800**
 - f. **Discussion/Action:** EPA Grant
 - i. Envirologic Monthly Memo
 - ii. Outreach/Programmatic – amendment #2 to EPA Grant WO# 3 – **Add \$2,000**
 - iii. Grant Dashboard
 - g. **Discussion/Action:** 555 E. Eliza St. MDEQ Loan and Grant
 - i. **\$ 338.35** – Invoice #04536 MDEQ Grant
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8. Financial Reports

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

9. Staff Report

- a. 2019 Budget due end of June – for Project and Finance Committee review June 14th
i. Kalamazoo County new budget process includes request for five Performance Metrics to accompany 2019 budget request
- b. Vicksburg Mill update
i. Transformational BF Plan
ii. MDEQ Loan and Grant
- c. Update on LBRF Policy

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, June 14, 2018, 4:00 p.m.
- c. Executive Committee – Next meeting Friday, June 8, 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, June 28, 2018 at 4:00 p.m. – Please note 4th 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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