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**KALAMAZOO COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY**

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**MEETING DATE:** Thursday, August 22, 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: BRA Minutes of July 25, 2019
  5. Citizens Comments (4 minutes each / Please state name and address)
  6. Consent Agenda – Invoices
    - a. **\$ 1,592.50**– Envirologic General WO # 2019-1 General Environmental Review
    - b. **\$ 484.50**– Varnum Inv # 1073208– Paper City Inv. (Letter of Credit)
    - c. **\$ 92.57** – Peregon Travel to Lansing, MSF Board meeting for Vicksburg Mill
    - d. **\$ 15,520.45** - Planning invoice - Q2 Administrative
    - e. **EPA Grant Invoices**
      - i. **\$ 567.50** – (Pet.) – Envirologic WO# 22 – City of Parchment River Reach Property
      - ii. **\$ 2,072.50** – (Haz.) – Envirologic WO# 18 – Island Ave.
      - iii. **\$ 318.75** – (\$159.37 Haz.; \$159.38 Pet.) – Outreach/Programmatic
  7. Discussion and/or Action Calendar
    - a. **Discussion/Action:** Project Bronco
      - i. Brownfield Plan and Timeline for approvals
      - ii. Act 381 Work Plan
      - iii. Development Agreement
    - b. **Discussion/Action:** Double Diamond, LLC
      - i. Part I Application
      - ii. **\$17,800** - Envirologic Work Order 23 – Petroleum Grant – Phase II, BEA
    - c. **Discussion/Action:** Vicksburg Mill
      - i. EGLE Act 381 Work Plan – approval to submit (this only includes partial activities – there will be additional Work Plan(s))
      - ii. **\$ 788.75** - Envirologic Invoice# 05723 – Grant oversight
      - iii. Quarterly Report – Grant Reimbursement (this is a partial quarterly report and includes one month only) – Phillips Environmental Invoice - **\$25,746.50**
    - d. **Discussion/Action:** City of Parchment/Parchment BRA Agreement Letter for Administrative management.
    - e. **Discussion/Action:** Reimbursement to Developers – from remaining 2018 TIR
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- i. 232 LLC - **\$7,819.97**
    - ii. Midlink
  - f. **Discussion/Action:** Legal counsel rate
  - g. **Discussion:** EPA Grant
    - i. Envirologic Monthly Memo
    - ii. EPA extension request
  - h. **Discussion/Action:** 2018 TIR Annual Reports to MEDC – (Remaining 7 of 13 plus LBRF at end of 2018)
8. Financial Reports
- a. **Discussion:** Funds 247 and 643
9. Staff Report
10. Committees - times dates and places
- a. Land Bank Report – Next Meeting October 10, 2019, 8:30 a.m.
  - b. Project/Finance Committee – Thursday, September 12, 2019, 4:00 p.m.
  - c. Executive Committee – Friday, September 13, 2019, 9:15 a.m.
11. Other
12. Board Member Comments
13. Adjournment

***Next Meeting: Thursday, September 26, 2019 at 4:00 p.m. – 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:

Rachael Grover  
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