
KALAMAZOO COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY

MEETING DATE: Thursday, April 24, 2014
PLACE OF MEETING: County Administration Building
201 West Kalamazoo Avenue, 207a
TIME: 4:00 pm

AGENDA

1. Call to Order ~ 4:00 pm
2. Members Excused
3. Approval of the Agenda
4. Approval of Minutes: BRA Minutes of March 27, 2014
5. Citizens Comments (4 minutes each / Please state name and address)
6. Consent Calendar
 - a. None
7. Discussion and/or Action Calendar
 - a. **Discussion/Action** – Chemlink
 - i. Application
 - ii. Work Order #11 - \$21,000
 - b. **Discussion/Action** – Envirollogic Invoice for General BRA Assistance
 - i. Invoice # 29840 – \$717.50
 - c. **Discussion/Action** – MEDA Conference – May 29th
 - d. **Discussion** – Act 381 Letter
8. Staff Reports
 - a. Board vacancy update
9. Committees - times dates and places
 - a. Land Bank Report–
 - b. Project/Finance Committee– verbal report, meeting schedule Thursday, May 8th, 4:00 pm
 - c. Executive Committee – verbal report, meeting schedule Friday, May 9th, 8:30 am
 - d. PR/Media Committee –
10. Other
11. Board Member Comments
12. Adjournment

Next Meeting: 4th Thursday – May 22, 2014 at 4pm (room 207a, County Admin Bldg)

PLEASE CALL 384-8112 OR EMAIL LAADAM@KALCOUNTY.COM

IF YOU ARE UNABLE TO ATTEND THE MEETING

KALAMAZOO COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY

MEETING DATE: Thursday, March 27, 2014
PLACE OF MEETING: County Administration Building
201 West Kalamazoo Avenue, 207a
TIME: 4:00 pm

MINUTES

Present: Julie Rogers, Habib Mandwee, Christopher Carew, Ken Peregon, Joe Agostinelli, Thell Woods, Tim Hudson, Andy Wenzel

Members Excused: Anne Summerfield, Travis Grimwood

Kalamazoo Township: None

Staff: Lotta Jarnefelt

Consultant: Jeff Hawkins

Recording Secretary: Zeña Vos

Community: 1

1. Chair Agostinelli called the meeting to Order at 4:05 pm
2. Members Excused: Anne Summerfield, Travis Grimwood
3. Approval of the Agenda: Add under Other: Annen's resignation by Rogers. **Woods moved and Rogers seconded the approval of Agenda. Motion Carried.**
4. Approval of Minutes: **Hudson moved and Peregon seconded the approval of February 27, 2014 minutes. Motion Carried.**
5. Citizens Comments: None
6. Consent Calendar
 - a. None
7. Discussion and/or Action Calendar
 - a. **Discussion/Action** – Corner @ Drake, applicant Gesmundo, LLC
 - i. Application Update
The updated application from Gesmundo, LLC was reviewed at the committee meetings. Phase I came back with minimal issues. Also the client is interested in having Envirollogic Technology write their BRA Plan and is requesting BRA funding in the amount of \$4,000.00 to cover the cost of writing the Brownfield Plan.

Aardema (from AVB) noted he had been working with the Township Assessor, and the houses and infrastructure have been deemed obsolete.

Parcel lines will be redrawn as part of the redevelopment of the site.

Hudson moved and Woods seconded the approval of the application. Motion Carried.
 - ii. Work Order #10 for Brownfield Plan for Corner @ Drake, \$4,000
Woods moved and Mandwee seconded the approval of Work Order #10 in the amount of \$4,000.00. Motion Carried.
 - iii. Timeline

Ms. Jarnefelt reviewed the timeline on page 13 of the packet.

After the review and approval of the application staff will cash the \$1,500 check covering the application fee.

Work Order has been approved.

Dates in parenthesis are the potential alternate dates if there are delays in the process.

Rogers suggested presenting the BRA Plan (and CIA TIF Plan) to the Board of Commissioners as informational on May 6th at 4 p.m. Agostinelli should be attending the meeting.

Agostinelli expressed that County legal counsel may not have the necessary expertise on Brownfields, suggesting the BRA should seek outside legal counsel. Staff should post an RFP to select a firm.

Hawkins suggested E. Kennedy who works for the Land Bank and the Village of Vicksburg. Rogers recommended consulting Susan Padley

Hawkins suggested drafting the BRA Plan where the Board voluntarily forgoes the capture on what CIA would capture.

The Board agreed Hawkins will put together the Plan.

b. Discussion/Action – General Mills

i. Amendment to Work Order #2 - Additional \$1,500

Hawkins stated that the General Mills project is moving along. Their legal counsel is reviewing the Plan, and asking for certain “tweaks” on BEA’s and submittals. Hawkins stated there is a cost associated with making the changes.

ii. Invoice 29761 - \$551.84 – Envirologic Technology

Rogers moved and Wenzel seconded the approval of Work Order #2 in the additional amount of \$1,500.00 and Invoice # 29762 in the amount of \$551.84. Motion Carried.

c. Discussion/Action – Vicksburg Paper Mill

i. Update on Project

Adams stated that the Village of Vicksburg is re-introducing their BRA and asking him to come to help show them the daily operations. He stated that they need to get the BRA Plan that currently sits on the new part of the Mill off and put in the County BRA Plan. Kennedy will help with the legality of it.

Agostinelli agreed with Rogers that County BRA should not pay for Adams’ time consulting another Authority. Staff should keep track of the time spent on helping the Village with their BRA.

ii. MOU

Adams stated that the Village BRA will take it up first and then the Village Counsel. Land Bank has already signed.

Adams stated the Land Bank has met with several Brokers but have not selected one. They will go with an RFP.

Hawkins shared that MDEQ submitted a letter to Neena Paper indicating there’s potential liability with respect to issues at the site.

Harn from MDEQ stated he received a call from the Simpson Paper Company representative, which is the company that takes care of the liability issues for Simpson. He explained that Simpson takes on the liability for everything that was known prior to the sale, and there is a shared responsibility between the buyer Neena and Simpson for anything that is discovered after the sale.

Hawkins noted that they met with Joe ?? from MDEQ, and on behalf of the Land Bank they submitted an application to MDEQ for Section 128 A Funds, an EPA assessment fund that the state manages.

d. **Discussion/Action** – 321 Duncan, Schoolcraft

Agostinelli noted that this is a former Apollo Plastic site. ChemLink, a green company, would like to purchase the building for the expansion of their business. They are filling out the BRA application and will send it in the next week or so. There will be a large demolition to take place, they need to rise up the concrete roof and will use it for warehousing and manufacturing. He spoke with Village Manager Sheri Lutz last week and they are interested in participating at the Village level. Agostinelli also stated they may get some money from MDOT to improve the roads (Elisa and Duncan streets.)

e. **Discussion/Action** - BRA Policy

Major changes in the Policy are highlighted. Adams briefly reviewed the highlighted areas.

Discussion on interest ensued. Jarnefelt suggest flat rate for all projects.

Rogers suggested it should be case by case and negotiated, stating that projects vary from big fish to little fish.

The new application has Part 1 and part 2.

Liabe Party

Hawkins stated he is part of the continuing program improvement process of the State BRA Program, looking at rules, regulations and legislation, a 6 month process. He stated that they are looking at it as a group recommending flexibility with the interpretation of the liable party, especially if someone forgot to file a BEA or missed the date accidentally but still can demonstrate that they didn't contribute to the release.

Hudson moved and seconded by Woods the approval of the BRA Policy with 1 amendment to the section discussed. Motion Carried.

f. **Discussion/Action** - Allocation of 2013 Administrative Expenses

Jarnefelt have not heard any suggestions for changes since the last BRA meeting where the 2013 expenses were presented. There were approximately \$31,000 in administrative expenses and \$85,000 in activities.

Peregon moved and seconded by Hudson the approval of Allocation of 2013 Administrative Expenses as presented in the meeting packet. Motion Carried.

8. Staff Reports
a. None
-

9. Committees - times dates and places
 - a. Land Bank Report– no meeting.
 - b. Project/Finance Committee– verbal report, meeting schedule Thursday, April 10th, 4:00 pm
 - c. Executive Committee – verbal report, meeting schedule Friday, April 11th, 8:30 am
 - d. PR/Media Committee –

10. Other

Annen's resignation was received. Rogers and Hawkins have tried to contact him but have not heard back.

Rogers feels that it would be good to have somebody in the Board who is from a legal firm. Agostinelli also reached out to a couple of firms in town.

Jarnefelt stated that the County Board Appointment Committee normally reviews what applicants are on file and contacts the applicants to check if they are still interested, then interviews suitable applicants and recommends appointment by the County Board of Commissioners. She stated she doesn't have the schedule for interviews yet.

Staff will send out a thank you letter to Annen for his 12 years service to be signed by the Board Members.

11. Board Member Comments:

Rogers is in contact with Oshtemo Township and she has been attending their Board Meetings once a month. Rogers feels that they would need in depth training in brownfield redevelopment. She spoke with Greg Milliken, Township Planner, and he agreed it would be a good idea since they didn't have a lot of experience with brownfields.

Agostinelli suggested having MEDC give a presentation on Tax Increment Financing.

Rogers & Grimwood have reached out to everybody regarding the slate of officers, and are ironing out last details for the Vice Chair and Secretary. They will email the slate to the staff to send out to everybody. The next meeting will have both the annual meeting and the regular meeting.

12. Adjournment @ 5:20 p.m.

Next Meeting: 4th Thursday – April 24, 2014 at 4pm (room 207a, County Admin Bldg)
PLEASE CALL 384-8112 OR EMAIL LAADAM@KALCOUNTY.COM
IF YOU ARE UNABLE TO ATTEND THE MEETING



April 7, 2014

To: Lotta Jarnefelt, Director
Planning and Community Development Department

Chem Link is a Schoolcraft, MI based Manufacturer of Eco-friendly sealants and adhesives for the commercial and residential building industries.

Our company has experienced a continual double-digit growth in sales over the past 5 years. We manufacture a very unique product for the industry that is environmentally friendly to the user, environment and structure. With this increase in market share and demand, we are looking to increase our warehousing and manufacturing capabilities in Schoolcraft.

We are in the process of purchasing an additional facility for this purpose. The facility is located at 321 Duncan St. in Schoolcraft. Our intent will be perform selective demolition and remodeling to accommodate our requirements to sustain our growth.

Please find our application for your consideration for a Brownfield Grant for our new location.

Thank you,

A handwritten signature in black ink, appearing to read "Don Webb", is written over a light blue horizontal line.

Don Webb
Plant Manager-ChemLink



Department of Planning & Community Development

Memorandum

To: Potential Applicants for Brownfield Assessment Grant Funding

Kalamazoo County, through its Brownfield Redevelopment Authority (Authority), has limited funding to assist with the redevelopment of Brownfield Sites within Kalamazoo County. This funding must be used for eligible activities on eligible sites including the following:

- Phase I Environmental Site Assessments
- Phase II Environmental Site Assessments
- Baseline Environmental Assessments
- Due Care Plans and
- Clean-up Planning.

Project funding will be considered by the Authority on a case-by-case basis considering the merits of the proposed project and the funding needed. Criteria for project consideration will include evaluating potential for re-investment, job creation, availability and condition of infrastructure, environmental issues at the site and other benefits to the community. All approved activities will be conducted by the County's authorized environmental consultant.

All applications must be accompanied by a non-refundable \$1,500 fee. Please note that should a Brownfield Plan become necessary, an additional \$1,000 fee for its development will be required. Either fee may be waived at the discretion of the Authority in circumstances they deem appropriate.

All applications must include a conditional reimbursement agreement should the overall project development not occur. It is Exhibit A as part of the application.

Both the application (and the conditional reimbursement agreement) can be found on the KCBRA web page – <http://www.kalcounty.com/directory/boards/brownfield.htm> .

You should contact us at phone or fax above or the following email – lmjarn@kalcounty.com. Pre-application contact is highly recommended and will be beneficial to our common interests.

Please provide general information about your project in a cover letter to the Kalamazoo County Brownfield Redevelopment Authority (KCBRA), in care of Lotta Jarnefelt at the address above. The Proposed Project Application must be completed and submitted with your cover letter. Depending on the stage of your project, information may be preliminary or developing. Therefore, please provide as much information as you can at this time. Please make sure you inform us of

your project timeline requirements or flexibility so that we can relate them to KCBRA timelines and funds available to determine if potential assistance can be offered which will meet your deadlines.

Based on a review of your completed application, we will contact you within ten (10) business days to discuss the next steps in the process or if we need additional information. At the meeting when your request is heard you should be present; you will be advised of that date.

Again, if you have any questions, comments or concerns, please do not hesitate to contact us. Kalamazoo County appreciates your interest in the redevelopment of our community.

Best regards,

Lotta Jarnefelt

Lotta Jarnefelt, Director
Planning and Community Development Department

KALAMAZOO COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY

PROPOSED PROJECT APPLICATION

The Kalamazoo County Brownfield Redevelopment Authority has funding currently to assess potentially contaminated or contaminated sites (Brownfields) in Kalamazoo County. Funding may be used for certain eligible activities including: Phase I and II Environmental Site Assessments, Baseline Environmental Assessments, Due Care Plans and Clean-up Planning, e.g. Creation of a site specific Brownfield Redevelopment Plan. All approved funded activities must be conducted by the County's authorized environmental consultant Envirologic Technologies, Inc.

There is a required application fee as follows: All applications must be accompanied by a non-refundable \$1,500 fee. Please note that should a Brownfield Plan become necessary, an additional \$1,000 fee for its development will be required.

All applications must include a conditional reimbursement agreement should the overall project development not occur. It is Exhibit A as part of this application (pp. 7/8)

Please provide general information about your project in a cover letter to the Kalamazoo County Brownfield Redevelopment Authority (KCBRA), in care of Lotta Jarnefelt at KCBRA, Room 101, 201 W. Kalamazoo Avenue, Kalamazoo, MI. 49007

You should contact us at phone (269) 384-8112) or the following email – lmjarn@kalcounty.com. Pre-application contact is highly recommended, will be beneficial to our common interests, and will avoid unnecessary delays in processing your application

This application has been developed for interested parties requesting potential Brownfield funding on a redevelopment project within Kalamazoo County. Project funding will be considered by the Authority on a case-by-case basis considering the merits of the proposed project. Criteria for project consideration will include evaluating potential for re-investment, job creation, availability and condition of infrastructure, environmental issues at the site and other benefits to the community.

Based on a review of your completed application, we will contact you within ten (10) business days to discuss the next steps in the process or if we need additional information. Completed applications include: a cover letter, all application form filled out, and Exhibit A and the appropriate authorized signature to all the documents.

You must be present at the BRA meeting when your request is heard; you will be advised of that date and location when it is scheduled. Please note that the BRA meets monthly on the 4th Thursday of the month, we request the minimum 10 day lead time.

Please provide information in the areas listed below, if available. (Please attach additional pages if needed)

1. Date of Application: 3/20/14

Business Information:

2. Name of Applicant: Chem Link

3. Business Address: 353 E Lyons st

Schoolcraft, MI 49087

4. Business Telephone Number: 269-679-4440

5. Contact Person(s): Don Webb Title: Plant Manager

6. Contact Person(s) Telephone Number: 269-679-4440 Ext.250

7. Contact Person(s) Fax Number: 269-679-4448

8. Contact Person(s) Email Address: dwebb@chemlink.com

9. Entity Type: Proprietorship Partnership Corporation
 Other (specify): _____

10. Describe nature and history of business: Manufacturers of eco-friendly sealants and adhesives for residential and commercial building trades

11. List similar projects developed over the last five years (if any): None

Proposed Project Site Information:

12. Address(es): 321 Duncan St. Schoolcraft, MI 49087

13. Tax I.D.(s) (If known): 38-2945213

14. Present Owner(s): ELC Leasing Corpotation

15. Date Present Owner(s) Acquired Property (If known): Expected 5/2014

16. Does applicant have land control:

- No
 Yes

If yes, please describe (owner, lessee, option or purchase agreement, etc.):

Purchase Agreement

17. Any currently known environmental issues? Yes- refer to Phase 1 conducted by the KCBRA in 2007
18. Is applicant a liable party for environmental issues at site? No Yes
19. Is access to site permitted? No Yes
20. Project type: New Relocation Expansion Rehabilitation
21. Project Size: Parcel size (acres): approx 2 acres
 Existing building area (square feet): 35,000
 New building area (square feet): _____
22. Project timeline (Proposed or Actual):
 Start date: 5/2014 Completion Date: 12/2016
23. Additional materials (Please check those items that are available and attach to your application, if possible)
- Business Plan Financial Commitments Architectural/Site Plans
 Market Analysis Environmental Information/Reports

Tax Base Information:

24. Total Investment Anticipated: \$ 500,000.00 with purchase of building (\$300,000.00)
- If available, please attach a detailed projection of project costs and proposed funding sources. Categories of costs may include real estate, demolition, environmental, new construction, renovation, new equipment, and other as appropriate.
25. Eligible activities for which potential funding may be sought:
- Phase I ESA Phase II ESA BEA Due Care Clean-up Planning
26. Current State Equalized Value: \$ \$116,000.00
27. Estimated State Equalized Value after Project Completion: \$ _____

Employment Information:

28. Full Time Equivalent (FTE) Employees:

FTE Jobs Retained: 84 FTE Jobs Created: 10+

Signature on this page is required along with the contact information requested.

I certify that the foregoing is true and accurate to the best of my knowledge and that I am hereby authorized to submit this application on behalf of the proposed project and requesting party:

Signature

Date

Plant Manager
Title

Direct dial office or cell number 269-679-4440 EX 250

Fax number 269-679-4448

Email address dwebb@chemlink.com

If you have questions regarding the application, please contact:

Kalamazoo County Government
Lotta Jarnefelt, Director
Department of Planning and Community Development
201 W. Kalamazoo Avenue, Room 101
Kalamazoo, Michigan 49007

Office Phone: (269) 384-8112

Email: lmjarn@kalcounty.com

Office Fax: (269) 383-8920

Exhibit A to Grant Application – Subject to Modification by Authority – 05-08-2011

REIMBURSEMENT AGREEMENT

This Reimbursement Agreement is made as of _____, 2012, by and between “_____” (“Applicant”) and The Kalamazoo County Brownfield Redevelopment Authority (the “Authority”).

The Applicant has applied to the Authority for funding for Brownfield Assessment and Planning (the “Funds”). The Applicant desires to use the Funds to pay for the costs of *“list of proposed eligible activities i.e. Phase I and II environmental site assessment, baseline environmental assessment, due care plan, creation of a Brownfield plan and similar and related costs”* (the “Costs”) to be incurred in connection with the Applicant's proposed acquisition and development of the property and facility at _____, Michigan, currently owned by _____ (the “Site”). If the Authority grants the application of the Applicant for Funds, the Authority may incur Costs, or obligate itself to incur Costs, on behalf of the Applicant. To induce the Authority to act favorably on the Applicant's application and assure the Authority that the Applicant will reimburse the Authority for any Costs incurred by it if Applicant does not consummate acquisition and development of the Site within one year, the Applicant and Authority are hereby entering into this Reimbursement Agreement.

Accordingly, the Applicant and the Authority, in consideration of the foregoing premises and for other good and valuable consideration, hereby agree as follows, intending to be legally bound:

1. Agreement to Reimburse Authority. If the Authority incurs Costs on behalf of the Applicant with respect to the Site, and if the Applicant fails to consummate the purchase of the Site and commence development of the site within 12 months for any reason, the Applicant will reimburse the Authority for all such Costs incurred by the Authority.

2. Reimbursement Procedure. The Authority may request reimbursement of Costs at any time after the Authority determines in its reasonable judgment that it is entitled reimbursement pursuant to Section 1 above. Such request shall be in writing and shall be accompanied by receipts or other documentation reasonably sufficient to establish the veracity and amount of the Costs being requested for reimbursement. The Applicant shall reimburse the Authority within 30 days after receiving such a written request for reimbursement.

3. Funding Guarantee. The Authority does require posting of security to secure reimbursement to the Authority for Costs. The security could include, at a minimum, a personal guarantee of funds or property or assets as appropriate to assure the Authority that the Applicant will either follow through with the planned activity or reimburse the Authority its Costs.

4. Effective Time; Termination. This Agreement shall govern and become operative if and when the Applicant's application for Funds is approved and the Authority incurs Costs; the Agreement shall then continue in full force and effect until the earlier of (i) commencement of development by Applicant or (ii) reimbursement of all Costs by Applicant. If Applicant's application is not approved or the Authority does not incur any Costs with respect thereto, this Agreement shall be null, void and of no further effect.

5. Miscellaneous. This Agreement: shall be governed by the internal laws of the State of Michigan; may be signed in one or more counterparts, each of which shall be enforceable as an original; may only be amended by further written agreement of the Authority and the Applicant; is intended to be legally binding on the parties and their successors and assigns; and constitutes the entire understanding of the parties with respect to its subject matter.

In witness of their agreement to be legally bound by the terms of this Reimbursement Agreement, the Authority and the Applicant have set forth their signatures below by their duly authorized representatives.

Kalamazoo County Brownfield Redevelopment Authority

By: _____

Its: _____

pursuant to resolution of the Authority dated _____

Developer _____

By: _____

Authorized Agent

Address of Developer:

NAME: _____

Street/Number _____

City, State, Zip _____

Phone _____

Fax _____

Email _____

Scope of Services

**Contract for Professional Services
Kalamazoo County Brownfield Redevelopment Authority
Applicable to Contract Addendum #4 2014
Work Order No. 11 Dated April 11, 2014**

Between

**KALAMAZOO COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY (CLIENT)
201 WEST KALAMAZOO AVENUE
KALAMAZOO, MICHIGAN 49007-3777**

And

**ENVIROLOGIC TECHNOLOGIES, INC. (ENVIROLOGIC)
2960 INTERSTATE PARKWAY
KALAMAZOO, MICHIGAN 49048**

Subject Matter: Chem Link Acquisition of Former Apollo Plastics, Schoolcraft, MI
Funding Source: "General" Authority Funds

CLIENT requests that ENVIROLOGIC perform the work described below in accordance with the terms of the above-referenced Contract and as described in this "Scope of Services."

ENVIROLOGIC will begin work on this Work Order and complete the services as described in the attached "Scope of Services."

ENVIROLOGIC and CLIENT have designated the following representatives for this "Scope of Services:"

Jeffrey C. Hawkins/David A. Stegink (800) 272-7802
Name (ENVIROLOGIC) Phone

Joe Agostinelli, Chair (269) 553-9588
Name (CLIENT) Phone

If CLIENT accepts this Scope of Services, please sign this Work Order on behalf of CLIENT and return to the ENVIROLOGIC Representative above:

ACCEPTED AND AGREED TO:

KALAMAZOO COUNTY BROWNFIELD
REDEVELOPMENT AUTHORITY (CLIENT)

ENVIROLOGIC TECHNOLOGIES, INC.

By Joe Agostinelli
Title Chair
Signature _____
Date _____

By Jeffrey C. Hawkins
Title President
Signature _____
Date _____



I. Scope of Services

Chem Link of Schoolcraft, Michigan intends to acquire the property at 321 Duncan Street in Schoolcraft, the site formerly assessed by the Kalamazoo County BRA for Apollo Plastics.

The previous assessment, completed in 2007, identified the site as a “facility” based on the presence of metals in soil and impacted groundwater from an unknown off-site source.

For this new acquisition, Envirologic will conduct a Phase I Environmental Site Assessment in compliance with the ASTM E1527 standard and the U.S. EPA requirements for All Appropriate Inquiry. Based on the past identification of contamination on site, Envirologic will also prepare a Baseline Environmental Assessment and Due Care Plan. Envirologic will utilize the existing information to the fullest extent possible.

At this time, the previous information does not suggest the need for additional sampling activities at the property. However, due to the very compressed time allowed to respond to the developer’s needs on this project, a conceptual Phase II Environmental Site Assessment and cost is being proposed in the event that the Phase I ESA activities identify a new environmental concern arising at the site since 2007. This conceptual Phase II ESA would be presumed to require no more than one day for a field geologist and drilling equipment, 6-8 soil, groundwater, or soil gas samples, and necessary project management/report preparation. Envirologic will immediately inform Kalamazoo County BRA staff if we believe such activities are necessary. This project strategy allows BRA Staff and Envirologic to work diligently and with the necessary flexibility to respond quickly to whatever situation arises.

Envirologic will also prepare a combined Brownfield Plan/Act 381 Work Plan to capture tax increment on real and personal property to support the developer’s demolition activities and the Authority’s expenses. We will work with the developer to estimate eligible expenses and as necessary, work with the local unit of government to estimate taxable values on future real and personal property.

II. Compensation

Compensation for services provided under this Work Order will be completed on a time and materials basis invoiced at the rates provided in the Contract for Professional Services between ENVIROLOGIC and CLIENT not-to-exceed the budget detailed below without prior authorization from the KCBRA.

Phase I ESA, Baseline Environmental Assessment, Due Care

Staff time, Data Evaluation and Report Preparation.....	\$ 6,000
Subtotal	\$ 6,000

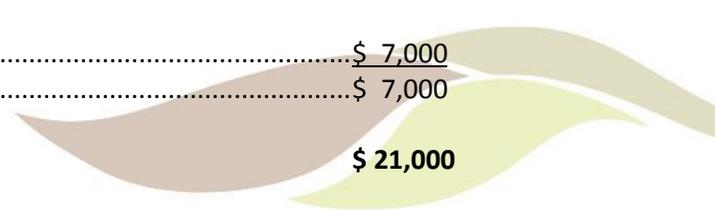
Phase II Environmental Assessment (if necessary)

Professional Services, Field Staff	\$ 1,100
Data Evaluation and Report Preparation	\$ 1,700
Drilling Services	\$ 1,200
Laboratory Services	\$ 3,000
Field Expenses, Equipment, Miscellaneous.....	\$ 1,000
Subtotal	\$ 8,000

Brownfield Plan and Work Plan

Staff time, meetings and Plan Preparation	\$ 7,000
Subtotal	\$ 7,000

TOTAL ESTIMATED PROJECT BUDGET WORK ORDER #11 **\$ 21,000**



III. Schedule

Work performed under this Work Order will be initiated upon authorization to proceed as directed by the KCBRA. It is our intention to immediately proceed with the Phase I ESA and determine if a Phase II ESA is needed. If Phase II ESA work is needed, we will make every effort to complete the field work, laboratory analysis and provide a verbal report prior to May 10 (the anticipated closing date).

It is anticipated that the Environmental Assessment reports including the BEA and Due Care Plan will be prepared by May 23, 2014.

The Brownfield Plan is anticipated to be completed and presented to the Authority in June 2014.

H:\Projects\Projects_K\Kalamazoo County\Brownfield Redevelopment Authority\Work Orders and Contracts\Work Order 11 - Former Apollo Plastics Site.docx





2960 Interstate Parkway | Kalamazoo, MI 49048
P 269.342.1100 | F 269.342.4945 | W envirologic.com

Invoice

INVOICE NO.
29840

DATE	CLIENT	PAGE
04/17/14	KZOOCO	1 of 2

INVOICE DUE DATE: 5/17/14

Kalamazoo County Brownfield Redevelopment Authority
Mr. Lee Adams, Resource Coordinator
Department of Planning and Community Development
201 West Kalamazoo Avenue, Room 206
Kalamazoo, MI 49007

Professional services incurred for environmental consulting through March 31, 2014, including: billed time involving communications; review of information; strategy development regarding Costco project. Additional activity related to LSRRF document.

Project: 120215 A Kalamazoo County Brownfield Redevelopment Authority - General Environmental Review
Order #: 009853

Invoice Summary (Detail Attached)

Professional Time \$717.50

*A FINANCE CHARGE OF 1-1/2% PER MONTH
(18% PER YEAR) WILL BE ADDED TO DELINQUENT ACCOUNTS.*

TOTAL \$ 717.50





2960 Interstate Parkway | Kalamazoo, MI 49048
 P 269.342.1100 | F 269.342.4945 | W envirollogic.com

Invoice

INVOICE NO.
29840

DATE	CLIENT	PAGE
04/17/14	KZOOCO	2 of 2

INVOICE DUE DATE: 5/17/14

Kalamazoo County Brownfield Redevelopment Authority
 Mr. Lee Adams, Resource Coordinator
 Department of Planning and Community Development
 201 West Kalamazoo Avenue, Room 206
 Kalamazoo, MI 49007

Invoice Detail for Billing Group 'A'
Order #:009853

General Environmental Review
 Work Order #9
 County #247-000-808.00 - Brownfield EA & Admin.

Professional Time

01/13/14	Technical Review	JCH	0.50	140.00	\$ 70.00
03/05/14	Project Coordination	JCH	0.50	140.00	\$ 70.00
03/11/14	Project Coordination	JCH	1.00	140.00	\$ 140.00
03/13/14	Report Preparation	TCD	3.50	80.00	\$ 280.00
03/14/14	Meeting & Consultations	DAS	1.50	105.00	\$ 157.50
					\$717.50

\$717.50

Kalamazoo County Brownfield Redevelopment Authority
 County #247-000-808.00
 Brownfield EA and Admin
 Budget and Cost Summary

Number		Site/Phase	Budget Estimates		Actual				
Project	W.O.		Total	County Funding	Invoice #	Invoice Date	Invoice Amount	Task Budget Remaining	Total Budget Remaining
		Brownfield EA and Admin. 247-000-808.00							
B	4	Review of TIF Reimbursement Requests P.O. #008582	\$ 1,500.00	\$ 1,500.00	27496	10/4/2011	\$ 335.94		
					27551	11/14/2011	\$ 810.00		
					27576	12/13/2011	\$ 317.50	\$ 36.56	
		Project Subtotal	\$ 1,500.00	\$ 1,500.00		Project Subtotal	\$ 1,463.44		\$ 36.56
120215	6	General Environmental Review P.O. #8897	\$ 1,500.00	\$ 1,500.00	27993	6/8/2012	\$ 210.00		
					28069	7/9/2012	\$ 521.38		
					28454	11/15/2012	\$ 150.00		
					28557	12/18/2012	\$ 150.00	\$ 468.62	
		Project Subtotal	\$ 1,500.00	\$ 1,500.00		Project Subtotal	\$ 1,031.38		\$ 468.62
	9	General Environmental Review P.O. #9853	\$ 2,500.00	\$ 2,500.00	29840	4/17/2014	\$ 717.50	\$ 1,782.50	
		Project Subtotal				Project Subtotal			\$ 1,782.50
130129	1	Kartar #6, 306 N. Grand, Schoolcraft, MI Phase I ESA	\$ 2,400.00	\$ 2,400.00	28951	6/12/2013	\$ 2,400.00	\$ -	
		File Review	\$ 2,000.00	\$ 2,000.00	28951	6/12/2013	\$ 171.43	1,828.57	
					29031	7/18/2013	\$ 1,858.57	(30.00)	
		Brownfield Plan and Act 381 Work Plan	\$ 4,000.00	\$ 4,000.00	29031	7/18/2013	\$ 1,250.18	2,749.82	
					29098	8/13/2013	\$ 1,383.75	1,366.07	
					29427	11/13/2013	\$ 1,336.25	29.82	
	3	A- Demolition Observations/Assessment	\$ 2,000.00	\$ 2,000.00	29520	12/10/2013	\$ 2,011.60	(11.60)	
		Additional approved budget if needed	\$ 1,000.00	\$ 1,000.00	29660	1/22/2014	\$ 650.00	350.00	
		Project Subtotal	\$ 11,400.00	\$ 11,400.00		Project Subtotal	\$ 11,061.78		\$ 338.22
130307	2	Project Spartan - Midlink Business Park A - Phase I ESA	\$ 3,000.00	\$ 3,000.00	29337	10/18/2013	\$ 3,008.75	\$ (8.75)	
		B- Phase II ESA	\$ 15,900.00	\$ 15,900.00	29337	10/18/2013	\$ 13,994.66	1,905.34	
					29526	12/10/2013	\$ 1,914.35	(9.01)	
		C- BEA	\$ 2,000.00	\$ 2,000.00	29526	12/10/2013	\$ 2,001.25	(1.25)	
		D- Section 7a Compliance Analysis (Due Care Plan)	\$ 3,000.00	\$ 3,000.00	29526	12/10/2013	\$ 2,990.00	10.00	
		Work Order #2 - Amendment #1	\$ 1,500.00	\$ 1,500.00	29761	3/19/2014	\$ 551.84	948.16	
	6	E- General Brownfield Consulting	\$ 3,000.00	\$ 3,000.00	29526	12/10/2013	\$ 1,960.00	1,040.00	
		F- Act 381 Work Plan	\$ 4,000.00	\$ 4,000.00	29526	12/10/2013	\$ 4,113.75	(113.75)	
		Project Subtotal	\$ 32,400.00	\$ 32,400.00		Project Subtotal	\$ 30,534.60		\$ 1,865.40
130367	4	9008 Portage Road, Former Bud's Auto Service A - Phase I ESA	\$ 2,300.00	\$ 2,300.00					
		B- BEA/Section 7a CA (Due Care Plan)	\$ 2,700.00	\$ 2,700.00					
		C- Brownfield Plan	\$ 2,500.00	\$ 2,500.00					
	8	D - Act 381 Work Plan	\$ 2,500.00	\$ 2,500.00	29414	11/12/2013	\$ 6,209.06	3,790.94	
					29630	1/16/2014	\$ 330.44	3,460.50	
		Project Subtotal	\$ 10,000.00	\$ 10,000.00		Project Subtotal	\$ 6,539.50		\$ 3,460.50
130368	5	2015 Lake Street, J&L Motor X-Press A - Phase I ESA	\$ 2,500.00	\$ 2,500.00					
		B- Phase II ESA	\$ 7,000.00	\$ 7,000.00					
		C- BEA/ Section 7a CA (Due Care Plan)	\$ 2,500.00	\$ 2,500.00					
					29415	11/12/2013	\$ 10,552.12	1,447.88	
					29527	12/10/2013	\$ 483.75		
		Project Subtotal	\$ 12,000.00	\$ 12,000.00		Project Subtotal	\$ 11,035.87		\$ 964.13
130388	7	Former Fox River Paper Mill (Hov-Aire Parcel) A - Phase I ESA	\$ 4,000.00	\$ 4,000.00	29521	12/10/2013	\$ 4,000.00	-	
		B- BEA/ Section 7a CA (Due Care Plan)	\$ 3,000.00	\$ 3,000.00	29523	12/10/2013	\$ 3,000.00	-	
		Project Subtotal	\$ 7,000.00	\$ 7,000.00		Project Subtotal	\$ 7,000.00		\$ -
140154	10	The Corner @ Drake Development A- Brownfield Plan	\$ 4,000.00	\$ 4,000.00					
		Project Subtotal	\$ 4,000.00	\$ 4,000.00		Project Subtotal			
140175	11	Chem Link Acquisition of Former Apollo Plastics A - Phase I ESA, BEA, Due Care	\$ 6,000.00	\$ 6,000.00					
		B- Phase II ESA	\$ 8,000.00	\$ 8,000.00					
		C - Brownfield Plan and Act 381 Work Plan	\$ 7,000.00	\$ 7,000.00					
		Project Subtotal	\$ 21,000.00	\$ 21,000.00		Project Subtotal			
		Total Project Budgets	\$ 100,800.00	\$ 100,800.00		Total	\$ 68,666.57		\$ 8,915.93



The Leading Voice for Economic Developers in Michigan

Inside the Economic Development Toolbox Program

This yearly event will be held on Thursday, May 29th 2014 at the Crown Plaza Lansing West Hotel. The event looks at key economic development tools comprehensively from both an informational and implementation aspect. Several breakout sessions are held throughout the program so that attendees can choose the programs that are the most important to their area of responsibility.

Both state and local professionals join together to take a fresh look at both current and new programs used by economic and community development professionals.

In order to develop the best conference, a volunteer committee of MEDA members meets regularly to plan Inside the Economic Development Toolbox and other MEDA membership programs. Click here to learn more about the [Education Committee](#).

Confirmed Speakers and Topics

8:30 a.m. Registration Opens

9:00 a.m. Increasing Foreign Talent and Investment in Michigan

Governor Snyder created the Office for New Americans earlier this year and appointed Bing Goei, an immigrant himself, to lead the initiative that has been tasked with, among other goals, securing an additional 50,000 employment-visas for skilled immigrants who live and work in Detroit. Learn about the Office and the initiative.

Bing Goei, Office for New Americans, Office of Michigan Governor Rick Snyder

9:45 a.m. Networking Break

10:00 a.m. Concurrent Sessions 1

>> Skilled Trades Fund

To assist companies in their challenge to find and develop the skilled talent they need Governor Snyder created the Skilled Trades Training Fund. The Skilled Trades Training Fund provides competitive grants to companies, for short-term in-demand training needs. Representatives from the Workforce Development Agency will share outcomes from FY14 and what they anticipate for FY15.

Jim Lautenschlager, State Regional Partnership Coordinator, Michigan Workforce Development Agency

Patty Vanaman, Specialist, Workforce Development Agency

>> Leveraging the Pure Michigan Brand

Hear how the Pure Michigan Brand is used to promote tourism and business attraction efforts for the State of Michigan and how your organization can enhance its own marketing efforts by partnering with the MEDC in this award-winning campaign.

Kelly Wolgamott, Director of Marketing, Communications and Public Relations, Michigan Economic Development Corporation

>> Federal Economic Development Programs

Get the latest updates on some important federal programs from the Economic Development Administration and learn how you can access them as well as the qualifications. Programs include the Public Works Program supports investments in critical infrastructure to address manufacturing needs in Michigan's communities, Local Technical Assistance Program funds are used to understand a regions economic assets and how to leverage the region's economic opportunities. Economic Adjustment Assistance Program funds are used to provide Federal grant dollars to assist communities dealing with major plant closures or chronic economic distress. Overall, EDA investments will support eligible applicants in distressed communities to leverage Federal grant dollars to help support a local communities bottom up approach to create quality jobs and leverage private sector investment.

Lee J. Shirey, Economic Development Representative for Michigan & Ohio, U.S. Department of Commerce, Economic Development Administration

11:00 a.m. Networking Break

11:15 a.m. Concurrent Sessions 2

>> Department of Agriculture Funds for Economic Development

MDARD offers three grant programs the Strategic Growth Initiative, Value Added and Food System Grant and the Specialty Crop Block Grant each with unique criteria that could assist in community economic development. Farmers Markets, municipalities, Economic Development Authorities are just a few of the eligible entities for these grant programs designed to

grow, enhance and promote Michigan's diverse food and agriculture industry.

Nancy Nyquist, Market Development Specialist, Michigan Department of Agriculture & Rural Development

>> Business Accelerator Fund

The Business Accelerator Fund provides capital to participating business accelerators statewide to provide specialized business acceleration services to companies commercializing advanced technology. The services are provided by specialists that are recruited based on the company needs and help companies achieve important milestones such as raising capital or securing a first customer. Learn the full details of the Fund.

Phil Tepley, Director of Technology and Commercialization Services, Small Business Development Center

>> Role of Foundations in Economic Development

>> Role of Foundations in Economic Development

Private and community foundations are playing an active role throughout the state in public/private partnerships. New strategies are being developed on how foundation resources can leverage public resources to spur economic development/job creation and retention in urban and rural communities. It's all about collaboration and regional partnerships that are making a difference from the U.P. to Detroit!

TBD

12:15 p.m. Lunch and Membership Meeting**1:15 p.m. Concurrent Sessions 3****>> Intrastate Investment Crowdfunding**

Michigan recently became the 4th state to establish a mechanism that allows Intrastate Investment Crowdfunding, and Michigan law is already being used as a model for other states. Rewards-based crowdfunding has been used in the United States for the last 3 years, notably by Kickstarter. Kickstarter recently passed a billion dollars committed to crowdfunding projects, and investment crowdfunding has been used in the UK, the Netherlands, and Australia over the past several years. MEDA's Crowdfunding session will feature a panel of Michigan Crowdfunding experts with a background in traditional economic development, in investment and business counseling, and in online crowdfunding. The session will provide information on how to use this game-changing tool to build new and existing businesses through crowdfunding.

Moderator: Christopher D. Miller, DDA & Economic Development, City of Adrian

Panelists: Angela Barbash, Founder, Reconsider

Kevin Hitchen, Co-Founder, Localstake

Tim Robinson, Director of Operations, Lenawee Economic Development Corporation

>> Goldman Sachs 10,000 Small Businesses Program

Goldman Sachs 10,000 Small Businesses is a program for small business owners that links learning to action through a practical business education, access to capital, and a supportive network of advisors & peers. Through the program, businesses will receive the tools and support to develop a customized growth plan that will take their business to the next level.

Camille Walker Banks, Executive Director, Goldman Sachs 10,000 Small Businesses

>> Trade Assistance through the U.S. Commercial Service

The U.S. Commercial Service is a federal government agency dedicated to helping small and medium sized companies with U.S. export sales and marketing. Familiarize with the program and services that are available to your client companies. Learn about market research resources that can help your clients develop their international sales.

Kendra Kuo, Office Director, Grand Rapids U.S. Export Assistance Center, U.S. Commercial Service

2:15 p.m. Networking Break**2:30 p.m. Concurrent Sessions****>> Millages to Fund Economic Development**

Greater Gratiot was able to secure a voted millage for economic development services funding. Learn about the legal process that was involved, how the deal was packaged and about the successful campaign.

Don Schurr, President, Greater Gratiot Development, Inc.

>> Brownfield Redevelopment for Municipalities

Brownfield redevelopment can be one of the best examples of a successful public/private partnership. With the revenue demands that municipalities now face, creating a balance between environmental stewardship, developer incentives and new revenues can be a challenge. Join us to discuss how to craft a renovation and redevelopment program that helps projects succeed while implementing the environmental and financial objectives of your municipality.

Tom Wackerman, CHMM, CET – President, ASTI Environmental

>> HUD's Entrepreneurial Support Program

The U.S. Small Business Administration has engaged with Housing and Urban Development to reach out to small business owners and entrepreneurs in Michigan. Learn about the initiative, how your local small business owners and entrepreneurs can find support through this program.

Anthony Martin, Management Analyst, U.S. Department of Housing and Urban Development

3:30 p.m. Networking Break**3:40 p.m. Concurrent Sessions****>> SBA Office of Investment and Innovation**

The Office of Investment and Innovation's mission is to stimulate the economy by providing small businesses and entrepreneurs access to capital investment via our SBIC program and intellectual property and Federal research dollars via our SBIR and STTR programs. Become familiar with the loan programs, the qualifications and important contacts.

Gerald Moore, District Director, U.S. Small Business Administration

>> The Latest on Placemaking - Can You Hit a Moving Target Market?

Households are on the move in Michigan and across the nation, in particular Millennial and downsizing Boomer talent who are key targets for retention and attraction. The Target Market Analysis (TMA) approach is tailored to facilitate development of mixed-use/income, residential products that national, regional, and local research consistently finds in high demand yet under-supplied. This session will explain the benefits of the Target Market Analysis approach; how it fits in with MSHDA's programs and the MPlace Partnership Initiative; and its implications for leveraging "place-based" economic development with your community's current business retention/attraction efforts.

Jim Tischler, AICP, PCP, Director, Community Development, Michigan State Housing Development Authority

Sharon Woods, Landuse USA

>> Updated Brownfield Reporting Requirements

The Department of Environmental Quality (DEQ) and the Michigan Economic Development Corporation (MEDC) and the Association of Redevelopment Initiatives (ARI), will present information on recent changes in Michigan's Brownfield Program. The primary focus of this training will be compliance with the new Act 381 reporting requirements. This information will be extremely helpful for anyone responsible for Brownfield TIF reporting, including treasurers and brownfield redevelopment authority directors. Representatives from the MEDC will discuss the new requirements and walk through the new online portal reporting tool.

Ron Smedley, Brownfield Redevelopment Coordinator, Remediation and Redevelopment Division, MDEQ
Dan Wells, Program Specialist, Community Development and Portfolio Management, MEDC

Member Price - \$95 / Non-Member Price - \$165

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James P. Enright
616 957 2984
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*Best Lawyers in America, 2014
Environmental Law*

April 8, 2014

David P. Artley
Kalamazoo County
201 West Kalamazoo Avenue
Kalamazoo MI 49007-3777



Re: Seeking Your Input on State Brownfield Redevelopment Program

Dear David:

I am on a committee advising the Michigan Department of Environmental Quality about possible improvements to the state's brownfield redevelopment program. This includes both the TIF and loan programs under 1996 Act 381, and other grant and loan programs. We will also draft legislation that may be needed. FYI, Marc Hatton is also on this committee.

I write to ask whether you have any suggestions for improving the program that we should consider. I will consider any suggestion you have but, without limiting that, let me ask about one thing in particular: do you have any suggestions for streamlining the Act 381 TIF and loan process? Please phone or email me with any suggestions or concerns.

Thanks, in advance, for your input. I will keep you posted on our progress.

Sincerely,

A handwritten signature in black ink, appearing to read "James P. Enright". The signature is fluid and cursive, with a large, sweeping flourish at the end.

James P. Enright