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**KALAMAZOO COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY**

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**MEETING DATE:** Thursday, November 20, 2014  
**PLACE OF MEETING:** County Administration Building  
201 West Kalamazoo Avenue, 207a  
**TIME:** 4:00 pm

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**AGENDA**

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1. Call to Order ~ 4:00 pm
2. Members Excused
3. Approval of the Agenda
4. Approval of Minutes: BRA Minutes of October 23, 2014
5. Citizens Comments (*4 minutes each / Please state name and address*)
6. Financial Report and Administrative Expenses
  - a. **Discussion:** 2014 Year to Date
  - b. **Envirologic Invoices:**
    - i. #00527: Corner @ Drake - \$605.00
    - ii. #00559: 555 Eliza - \$5,062.24
    - iii. #00526: 9008 Portage Road - \$210.00
    - iv. #00525: General Consulting WO - \$140.00
7. Discussion and/or Action Calendar
  - a. **Discussion/Action** – 555 Eliza
    - i. Brownfield Plan Approval and Timeline
    - ii. Work Order #15 - \$39,700.00
  - b. **Discussion/Action** – Corner @ Drake
    - i. Development Agreement Review
  - c. **Discussion/Action** - Midlink
    - i. Reimbursement Analysis
    - ii. Check - \$28,876.10
  - d. **Discussion/Action** – Sign Proposals
    - i. Review of design
    - ii. Invoice
  - e. **Discussion/Action** – EPA Grant(s) Update
    - i. Progress on Cleanup Grant/Applicant County Treasurer
    - ii. Work Order #13 - \$3,000 Assessment Grant
  - f. **Discussion/Action** – KRESA
    - i. Approval of reimbursement of over-collection
    - ii. Approval of administrative restatements of TIF tables
8. Staff Reports
  - a. None
9. Committees - times dates and places
  - a. Land Bank Report–
  - b. Project/Finance Committee– verbal report, meeting schedule Thursday, Dec 11<sup>th</sup>, 4:00 pm
  - c. Executive Committee – verbal report, meeting schedule Friday, Dec 12<sup>th</sup>, 8:30 am
  - d. PR/Media Committee –
10. Other
11. Board Member Comments
12. Adjournment

**Next Meeting: 4<sup>th</sup> Thursday –December 18, 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

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**KALAMAZOO COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY**

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**MEETING DATE:** Thursday, October 23, 2014  
**PLACE OF MEETING:** County Administration Building  
201 West Kalamazoo Avenue, 207a  
**TIME:** 4:00 pm

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***MINUTES***

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**Present:** Julie Rogers, Ken Peregon, Andy Wenzel, Travis Grimwood, Joe Agostinelli, Habib Mandwee

**Members Excused:** Tim Hudson, Anne Summerfield, Thell Woods, James Spurr, Christopher Carew

**Kalamazoo Township:**

**Staff:** Lotta Jarnefelt, Lee Adams

**Consultant:** Jeff Hawkins

**Recording Secretary:** Kathy Schott

**Community:** 7

1. Chair Agostinelli called the meeting to Order at 4:15 p.m.
2. Members Excused: Tim Hudson, Anne Summerfield, Thell Woods, James Spurr, Christopher Carew, (George Cochran, ex officio member)
3. Approval of the Agenda: **Wenzel moved and Mandwee seconded the approval of the agenda as amended (reordering of items). Motion Carried.**
4. Approval of Minutes: **Wenzel moved and Peregon seconded the approval of September 25, 2014 minutes. Motion Carried.**
5. Citizens Comments: None
6. Financial Report and Administrative Expenses
  - a. **Discussion:** 2014 Year to Date – A spreadsheet prepared by Lotta Jarnefelt was included in the packet.
  - b. **Staff Administration expenses**
    - i. 3<sup>rd</sup> Quarter Staff Expenses - \$4,515.91. Staff explained that this invoice was for expenses incurred while Adams was employed by the County. Future invoices will come from both the County and SMPC. **Wenzel made a motion to approve staff expenses in the amount of \$4,515.91. Peregon seconded. Motion carried.**
    - ii. Travel expenses for Lee Adams – Request for \$56.11 for mileage from 8/1/14 thru 9/30/14. **Wenzel made a motion to approve travel expenses totaling \$56.11. Mandwee seconded. Motion carried.**
7. Discussion and/or Action Calendar
  - a. **Discussion/Action** – Corner @ Drake
    - i. Brownfield Plan Approval and Timeline.  
Project Update – Oshtemo Township approved the Brownfield Plan with an amendment that will put a cap on the total capture of 1.3 million. Agostinelli gave a brief update on the meetings with Oshtemo Township and why the cap was required by the Board of Trustees. Discussion ensued. **Grimwood made a motion to approve the Brownfield Plan as presented. Wenzel seconded. Motion carried.**
    - ii. Development Agreement Draft Review – Continues to be reviewed by developer.

- iii. Envirologic Technologies Invoice #00464 - \$1,165.00 – **Peregon made a motion to approve invoice number 00464 totaling \$1,165.00. Rogers seconded. Motion carried.**
  
- b. **Discussion/Action** – New Project – CMS/555 E. Eliza Street, Schoolcraft, MI
  - i. Jamie Clark from Central Manufacturing Services, Inc (CMS) presented information regarding the project and the scope of work that will need to be done. The site is bank owned. Mr. Clark submitted an Application for BRA assistance. Mr. Clark stated that the project be completed over several years. A plan will need to be put together quickly as a close date is being requested prior to 12/31/14. The majority of the tax increment will come from the uncapping of value from the sale. **Grimwood made a motion to approve the application submitted by CMS for 555 Eliza Street. Rogers seconded. Motion carried.**
  
  - ii. As related to the application for assistance requested by Mr. Clark Envirologic prepared a Work Order to conduct site assessment work and to prepare a brownfield plan. **Wenzel made a motion to approve Work Order #14 for assessment work and preparation of a Brownfield Plan for the CMS/555 E Eliza St Project totaling \$16,500.00. Peregon seconded. Motion carried.**
  
- c. **Discussion/Action** – Invoice
  - i. An invoice was submitted by ET for Professional Services rendered. General Environmental Review Purchase Order #9853, in the amount of \$472.50. **Mandwee made a motion to approve payment of invoice number 9853. Peregon seconded. Motion carried.**
  
- d. **Discussion/Action** – General Mills Expenses
  - i. Invoice #00465 submitted by ET for Professional Services in the amount of \$420.00. Peregon made a **motion to approve payment of invoice #00465 Wenzel seconded. Motion carried.**
  
- e. **Discussion/Action** – Vicksburg Mill
  - i. Project Update and Timeline – **Jarnefelt** reported that the Vicksburg DDA Amended Plan is being reviewed by the County. The amended DDA Plan adds to the existing DDA area and covers the Vicksburg Mill area where a Brownfield Plan is likely to be established in 2015. The intent by the DDA is to forego TIF on the mill site. Jarnefelt will contact Vicksburg DDA to clarify.
  
- f. **Discussion/Action** – EPA Grants
  - i. Hawkins reported that EPA Revolving Loan Fund grants are not going to be offered during the 2015 grant cycle. The site specific EPA Clean-Up grant requires that the applicant own the property. Since the County Treasurer owns the larger Vicksburg Mill parcel, the Treasurer has agreed to be the applicant for a Clean-up grant for the site. After discussion, it was agreed that the KCBRA should again submit an application for EPA assessment grants. Envirologic Technologies will submit a Work order to prepare the application for 2015 submission. **Rogers made a motion to compensate Envirologic for the preparation of assessment grant applications. Mandwee seconded. Motion carried.**

## 8. Staff Reports

- a. The contract, with minor adjustments, to use SMPC as temporary staff was signed by the Chair. Lee Adams will serve as staff to the KCBRA as needed for an indefinite period of time - until the Resource Coordinator position at the County is filled.
  - b. National Brownfield Conference is in Chicago in the Fall of 2015
  - c. A request for TIF projection on the Midlink project was requested.
  - d. There is a local DDQ Workshop in Grand Rapids on 11/13/14. **Cost is \$35.00 per person. Rogers made a motion to approve expense related to attendance of the workshop of board members and staff attending up to \$500.00. Peregon seconded. Motion**
-

**Carried.**

9. Committees - times dates and places

- a. Land Bank Report – None
- b. Project/Finance Committee – verbal report, meeting scheduled for **Thursday, November 6, 2014 at 4 pm**
- c. Executive Committee – verbal report, meeting scheduled for **Friday, November 7, 2014 at 8:30 am**
- d. **PR/Media Committee – None**

10. Other - None

11. Board Member Comments – It needs to be stressed that it is important to attend the monthly meetings. No items can be voted on without a quorum.

12. Adjournment – Meeting adjourned at 5:15 PM

***Next Meeting: 4<sup>th</sup> Thursday – November 20, 2014 @ 4:00 PM. (Must have quorum present)  
Meeting is being held 1 week early due to Thanksgiving Holiday.***

**PLEASE CALL 384-8112 OR EMAIL LMJARN@KALCOUNTY.COM  
IF YOU ARE UNABLE TO ATTEND THE MEETING**

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<b>Brownfield Redevelopment Authority Fund 2010</b>	Revenues	Expenditures		REV-EXP	BAL-YR	BAL-CUMUL
County BRA	125,000	3,876		121,124		
Midlink local TIR tax	0	0		0		
Midlink school TIR tax	0	0		0		
Brown Family holdings/Beckan Industries	4,618	0		4,618		
<b>BRA TOTAL 2010</b>	<b>129,618</b>	<b>3,876</b>		<b>125,742</b>	<b>125,742</b>	
<b>Brownfield Redevelopment Authority Fund 2011</b>						
	Revenues	Expenditures		REV-EXP		
County BRA	22,268	22,166		102		
Midlink local TIR tax	17,531	6,631		10,900		
Midlink school TIR tax	52,184	52,184		0		
Brown Family holdings/Beckan Industries	12,824	150		12,674		
<b>BRA TOTAL 2011</b>	<b>104,807</b>	<b>81,131</b>		<b>23,676</b>	<b>23,676</b>	<b>149,418</b>
<b>Brownfield Redevelopment Authority Fund 2012</b>						
	Revenues	Expenditures		REV-EXP		
County BRA	0	6,173		-6,173		
Midlink Contractual Other		287		-287		
Midlink Indirect Costs		911		-911		
Midlink local TIR tax	35,424	0		35,424		
Midlink school TIR tax	53,819	53,819		0		
Brown Family holdings/Beckan Industries	13,848	0		13,848		
<b>BRA TOTAL 2012</b>	<b>103,091</b>	<b>61,190</b>		<b>41,901</b>	<b>41,901</b>	<b>191,319</b>
<b>Brownfield Redevelopment Authority Fund 2013</b>						
	Revenues	Expenditures		REV-EXP		
County BRA	4,500	85,905		-81,405		
Midlink Contractual Other	0	105		-105		
Midlink local TIR tax	38,015	20,353		17,662		
Midlink school TIR tax	56,534	56,534		0		
Brown Family holdings/Beckan Industries	13,719	0		13,719		
<b>BRA TOTAL 2013</b>	<b>112,768</b>	<b>162,897</b>		<b>-50,129</b>	<b>-50,129</b>	<b>141,190</b>
<b>Brownfield Redevelopment Authority Fund 247-2014</b>						
	Revenues	Expenses	Encumbrances	REV-EXP		
County BRA (acct 247-000-) PO 9853	4,250	31,840	1,573	-29,163		
Midlink local TIR tax (acct 247-001-420.00)	36,637	0		36,637		
Midlink school TIR tax (acct 247-001-420.01)	56,377	0		56,377		
Brown Family/Beckan Ind. (acct 247-002-420.00)*	13,153	7,417		5,736		
9008 Portage Road local TIR (acct -247-003-420.00)	602	0		602		
9008 Portage Road school TIR (acct -247-003-420.01)	618	0		618		
Local Site Remediation Revolving Fund LSRRF	7,417			7,417		
<b>BRA ACTUAL TOTAL 2014 AS OF 11-13-2014</b>	<b>119,054</b>	<b>39,257</b>	<b>1,573</b>	<b>78,224</b>	<b>78,224</b>	<b>219,414</b>
<b>2014 Pending remaining of approved Work Orders</b>						
WO#3 Kartar (\$11,400 approved in WO#1 & 3)		338				
WO#6 GenMills (\$32,400 approved in WO#2 & 6)		1,085				
WO#8 Portage (\$10,000+3500 appr 6-26 in WO#4 & 8)		3,683				
WO#5 Lake St (\$12,000 approved in WO#5)		964				
WO# 10 Corner@Drake (\$4,000 approved in WO#10)		835				
WO#11 A ChemLink Ph I (\$6,000 approved in WO#11 A)		199				
WO#11 B ChemLink Ph II (\$8,000 approved in WO#11 B)		0	(Ph II not needed)			
WO#11 C ChemLink Plan (\$7,000 approved in WO#11 C)		0	(No BRA Plan will be done)			
WO#14 A CMS/555 E Eliza st Ph I, BEA, Due care		6,500				
WO#14 B CMS/E Eliza st Ph II		7,000				
WO#14 C CMS/E Eliza st BRA Plan		3,000				
WO#15 CMS/E Eliza st Indoor Air sampling		4,200		For approval 11/20		
WO#15 CMS/E Eliza st Additional Soils Gas sampling (if needed)		29,000		For approval 11/20		
WO#15 CMS/E Eliza st Asbestos Survey		6,500		For approval 11/20		
<b>TOTAL</b>		<b>63,304</b>			<b>-63,304</b>	<b>156,110</b>

\*Brown Family TIF revenue \$7,416.84 transferred to LSRRF



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

Remit payment to:  
 Envirologic Technologies, Inc.  
 2960 Interstate Parkway  
 Kalamazoo, MI 49048

Kalamazoo County Brownfield Redevelopment Authority (1020)  
 Lee Adams  
 Department of Planning and Community Development  
 201 West Kalamazoo Avenue, Room 206  
 Kalamazoo, MI 49007

Invoice number 00527  
 Date 11/10/2014

Project **140154 Corner of Drake Road/Stadium Drive, Kalamazoo Twp., Michigan**

INVOICE: Through Oct 31, 2014

A - PHASE 1 BROWNFIELD PLAN

Professional Fees

	Hours	Rate	Billed Amount
Administrative Assistant Robyn E. Logelin Professional Services	2.00	45.00	90.00
Principal Jeffrey C. Hawkins Professional Services	3.00	140.00	420.00
Project Manager Erik D. Peterson Professional Services	1.00	95.00	95.00
Phase subtotal			605.00
		Invoice total	<b>605.00</b>



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

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 Envirologic Technologies, Inc.  
 2960 Interstate Parkway  
 Kalamazoo, MI 49048

Kalamazoo County Brownfield Redevelopment Authority (1020)  
 Department of Planning and Community Development  
 201 West Kalamazoo Avenue, Room 101  
 Kalamazoo, MI 49007

Invoice number 00559  
 Date 11/11/2014

Project **140455 CMS, 555 Eliza St., Schoolcraft**

INVOICE: Through Oct 31, 2014

PHASE I ESA

Professional Fees

	Hours	Rate	Billed Amount
CAD Designer/Drafter			
Michelle A. Bell			
Professional Services	4.50	90.00	405.00
Project Manager			
Erik D. Peterson			
Professional Services	3.50	95.00	332.50
Paul D. French			
Professional Services	6.00	95.00	570.00
Subtotal	9.50		902.50
Senior Project Manager			
David A. Stegink			
Professional Services	2.75	105.00	288.75
Project Scientist			
Caitlin M. Andler			
Professional Services	24.25	80.00	1,940.00
Expense			
	Units	Rate	Billed Amount
Miscellaneous Expense	1.00	53.6935	53.69
<i>DEQ Freedom of Info Act</i>			
Subcontractor			
	Units	Rate	Billed Amount
Subcontractor			
Environmental Data Resources, Inc.	1.00	287.50	287.50
Phase subtotal			3,877.44



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

Remit payment to:  
 Envirologic Technologies, Inc.  
 2960 Interstate Parkway  
 Kalamazoo, MI 49048

Kalamazoo County Brownfield Redevelopment Authority (1020)  
 Project 140455 CMS, 555 Eliza St., Schoolcraft

Invoice number 00559  
 Date 11/11/2014

PHASE II ESA

Professional Fees

	Hours	Rate	Billed Amount
Project Scientist			
Robert L. Webster			
Professional Services	7.50	80.00	600.00

Expense

	Units	Rate	Billed Amount
Field Supplies	1.00	35.00	35.00
DI/Distilled Water	0.33	7.50	2.48
Field Truck	1.00	75.00	75.00
Helium Chamber Leak Detector Kit	1.00	150.00	150.00
Vapor Pin/Point	3.00	75.00	225.00
Mileage	34.00	0.48	16.32
Physical Jar	4.00	1.50	6.00
PID	1.00	75.00	75.00

Phase subtotal 1,184.80

Invoice total **5,062.24**



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

Remit payment to:  
 Envirologic Technologies, Inc.  
 2960 Interstate Parkway  
 Kalamazoo, MI 49048

Kalamazoo County Brownfield Redevelopment Authority (1020)  
 Lotta Jarnefelt  
 Department of Planning and Community Development  
 201 West Kalamazoo Avenue, Room 101  
 Kalamazoo, MI 49007

Invoice number 00526  
 Date 11/10/2014

Project **130367 Former Bud's Auto, 9008  
 Portage, Portage, MI**

INVOICE: Through Oct 31, 2014

A - PHASE I ESA/BEA/DUE CARE

Professional Fees

	Hours	Rate	Billed Amount
Senior Project Manager			
David A. Stegink			
Professional Services	2.00	105.00	210.00
		Invoice total	<b>210.00</b>



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

Remit payment to:  
 Envirologic Technologies, Inc.  
 2960 Interstate Parkway  
 Kalamazoo, MI 49048

Kalamazoo County Brownfield Redevelopment Authority (1020)  
 Department of Planning and Community Development  
 201 West Kalamazoo Avenue, Room 101  
 Kalamazoo, MI 49007

Invoice number 00525  
 Date 11/10/2014

Project **120215 Kalamazoo County Brownfield Redevelopment Authority - Genera**

INVOICE: Through Oct 31, 2014

GENERAL ENVIRONMENTAL REVIEW WORK ORDER #6 COUNTY #247-000-808.00 -  
 PO # 9853 -PROFESSIONAL TIME  
 Professional Fees

	Hours	Rate	Billed Amount
Principal			
Jeffrey C. Hawkins			
Professional Services	1.00	140.00	140.00
General Environmental Review Work Order #6 County #247-000-808.00 - subtotal			140.00
		Invoice total	<b>140.00</b>

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

Number	Project	W.O.	Site/Phase	Budget Estimates		Actual				
				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	\$ 1,500.00	\$ 1,500.00	27496	10/4/2011	\$ 335.94		
			P.O. #008582			27551	11/14/2011	\$ 810.00		
			P.O. CLOSED OUT			27576	12/13/2011	\$ 317.50	\$ -	
			<b>Project Subtotal</b>	\$ 1,500.00	\$ 1,500.00			\$ 1,463.44		\$ -
120215	6		General Environmental Review	\$ 1,500.00	\$ 1,500.00	27993	6/8/2012	\$ 210.00		
			P.O. #8897			28069	7/9/2012	\$ 521.38		
			P.O. CLOSED OUT			28454	11/15/2012	\$ 150.00		
						28557	12/18/2012	\$ 150.00	\$ -	
			<b>Project Subtotal</b>	\$ 1,500.00	\$ 1,500.00			\$ 1,031.38		\$ -
	9		General Environmental Review	\$ 2,500.00	\$ 2,500.00	29840	4/17/2014	\$ 717.50	\$ 1,782.50	
			P.O. #9853			00203	8/5/2014	\$ 210.00	\$ 1,572.50	
						00458	10/16/2014	\$ 472.50	\$ 1,100.00	
						00525*	11/10/2014	\$ 140.00	\$ 960.00	
			<b>Project Subtotal</b>	\$ 2,500.00	\$ 2,500.00			\$ 1,540.00		\$ 960.00
130129	1		<b>Kartar #6, 306 N. Grand, Schoolcraft, MI</b>							
			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	
			<b>Project Subtotal</b>	\$ 11,400.00	\$ 11,400.00			\$ 11,061.78		\$ 338.22
130307	2		<b>Project Spartan - Midlink Business Park</b>							
			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	
						29925	4/30/2014	\$ 360.76	587.40	
	6		E- General Brownfield Consulting	\$ 3,000.00	\$ 3,000.00	29526	12/10/2013	\$ 1,960.00	1,040.00	
						00465	10/16/2014	\$ 420.00	620.00	
			F- Act 381 Work Plan	\$ 4,000.00	\$ 4,000.00	29526	12/10/2013	\$ 4,113.75	(113.75)	
			<b>Project Subtotal</b>	\$ 32,400.00	\$ 32,400.00			\$ 31,315.36		\$ 1,084.64
130367	4		<b>9008 Portage Road, Former Bud's Auto Service</b>							
			A - Phase I ESA	\$ 2,300.00	\$ 2,300.00	29414	11/12/2013	\$ 6,209.06	7,290.94	
			B- BEA/Section 7a CA (Due Care Plan)	\$ 2,700.00	\$ 2,700.00	29630	1/16/2014	\$ 330.44	6,960.50	
			C- Brownfield Plan	\$ 2,500.00	\$ 2,500.00	00072	6/19/2014	\$ 351.25	6,609.25	
			Work Order 4a - Amendment for Due Care Activities	\$ 3,500.00	\$ 3,500.00	00123	7/10/2014	\$ 1,428.75	5,180.50	
	8		D - Act 381 Work Plan	\$ 2,500.00	\$ 2,500.00	00359	9/18/2014	\$ 1,497.13	3,683.37	
						00526*	11/10/2014	\$ 210.00	3,473.37	
			<b>Project Subtotal</b>	\$ 13,500.00	\$ 13,500.00			\$ 10,026.63		\$ 3,473.37
130368	5		<b>2015 Lake Street, J&amp;L Motor X-Press</b>							
			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		
			<b>Project Subtotal</b>	\$ 12,000.00	\$ 12,000.00			\$ 11,035.87		\$ 964.13
130388	7		<b>Former Fox River Paper Mill (Hov-Aire Parcel)</b>							
			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	-	
			<b>Project Subtotal</b>	\$ 7,000.00	\$ 7,000.00			\$ 7,000.00		\$ -
140154	10		<b>The Corner @ Drake Development</b>							
			A- Brownfield Plan	\$ 4,000.00	\$ 4,000.00	29926	4/30/2014	\$ 875.00	\$ 5,125.00	
			Budget Amendment #1 - approved 9-25-14	\$ 2,000.00	\$ 2,000.00	00248	8/11/2014	\$ 1,471.25	\$ 3,653.75	
						00362	9/19/2014	\$ 1,653.75	\$ 2,000.00	
						00464	10/16/2014	\$ 1,165.00	\$ 835.00	
						00527*	11/10/2014	\$ 605.00	\$ 230.00	
			<b>Project Subtotal</b>	\$ 6,000.00	\$ 6,000.00			\$ 5,770.00		\$ 230.00
140175	11		<b>Chem Link Acquisition of Former Apollo Plastics</b>							
			A - Phase I ESA, BEA, Due Care	\$ 6,000.00	\$ 6,000.00	29924	4/30/2014	\$ 2,751.75	\$ 3,248.25	\$ 3,248.25
						00073	6/19/2014	\$ 3,049.54	\$ 198.71	\$ 198.71
			B- Phase II ESA	\$ 8,000.00	\$ 8,000.00					
			C - Brownfield Plan and Act 381 Work Plan	\$ 7,000.00	\$ 7,000.00	00212	8/6/2014	\$ 655.95	\$ 6,344.05	
			<b>Project Subtotal</b>	\$ 13,000.00	\$ 13,000.00			\$ 6,457.24		\$ 6,542.76
140455	14		<b>CMS, 555 E. Eliza Street, Schoolcraft, MI</b>							
			A - Phase I ESA, BEA, Due Care	\$ 6,500.00	\$ 6,500.00	00559*	11/11/2014	\$ 5,062.24	\$ 11,437.76	
			B- Phase II ESA	\$ 7,000.00	\$ 7,000.00					
			C - Brownfield Plan	\$ 3,000.00	\$ 3,000.00					
			<b>Project Subtotal</b>	\$ 16,500.00	\$ 16,500.00			\$ 5,062.24		\$ 11,437.76
			<b>Total Project Budgets</b>	\$ 117,300.00	\$ 117,300.00			\$ 91,763.94		\$ 25,030.88

# Scope of Services

Contract for Professional Services  
Kalamazoo County Brownfield Redevelopment Authority  
Applicable to January 2013 Contract  
Work Order No. 15 Dated November 12, 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: Central Manufacturing Services, 555 E. Eliza Street, Schoolcraft, MI – Additional Investigation**

**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:"

<u>Jeffrey C. Hawkins</u>	<u>(269) 342-1100</u>
Name (ENVIROLOGIC)	Phone

<u>Mr. Joe Agostinelli, Chair</u>	<u>(269)-553-9588</u>
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)

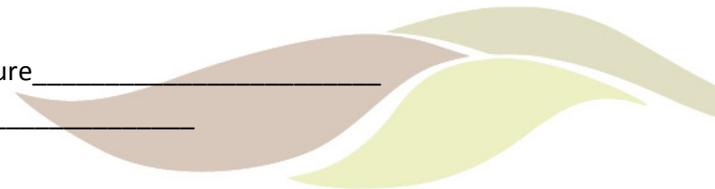
ENVIROLOGIC TECHNOLOGIES, INC.

By Joe Agostinelli  
Title Chair

By Jeffrey C. Hawkins  
Title President

Signature \_\_\_\_\_  
Date \_\_\_\_\_

Signature \_\_\_\_\_  
Date \_\_\_\_\_



**I. Scope of Services**

Central Manufacturing Services (CMS) intends to acquire property at 555 E. Eliza Street in Schoolcraft. The property is a site of known contamination and is the presumed source of volatile organic compounds that have contributed to area-wide contamination. Envirologic has completed preliminary assessment activities including evaluating soil gas beneath the building to determine if volatile organic compounds pose a risk to indoor air quality.

The initial data demonstrated that soil gas beneath the building contains significant levels of trichloroethylene and perchloroethylene – both carcinogenic solvents. At one sample location, levels exceeded criteria protective of indoor air quality for non-residential properties. To better assess this condition and determine if this is a “safe building”, Envirologic is recommending a two-step assessment. First, we propose to collect samples of the indoor air. We would collect 5-6 samples of indoor air sampled in accordance with MDEQ guidelines. If actual indoor air samples are free of volatile organic compounds, it would demonstrate that the existing building slab acts as a suitable barrier to prevent vapors from intruding into the indoor air space and no further assessment would be recommended.

If indoor air quality samples are not free of contaminants, we would advance to a more thorough assessment of soil gas using MDEQ’s big building model. This model requires a significant number of samples to then determine a statistically valid average concentration of contamination. Such a study also helps determine potential source areas of the contamination and which portions of the building, if any, would require vapor control systems such as a sub-slab depressurization system. Our estimate is that this second phase of assessment would require 44 sub-slab soil gas samples. This second phase of work would be completed only if the initial indoor air sampling results were unfavorable.

We are prepared to immediately initiate the indoor air sampling activities. Those activities would be expected to take 2 weeks to complete. The additional sub-slab soil gas sampling activities would require a total of three weeks including one week of on-site work, one week for laboratory analysis and a week for data evaluation.

Asbestos containing materials were also identified at the site during the Phase I ESA site inspection. CMS has requested that an inspection be completed for asbestos containing building materials in order to help CMS understand potential costs related to management of asbestos containing materials during renovations. We estimate this will require two days on site and we are prepared to immediately complete this work (within 10 days).

**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.

Indoor Air Sampling	
Field Geologist .....	\$1,000
Laboratory Services .....	\$1,500
Project Management/Data Evaluation.....	\$1,500
Materials and Equipment .....	<u>\$200</u>
<b>Subtotal</b> .....	<b><u>\$4,200</u></b>



Additional Soil Gas Sampling (only if required)	
Field Geologist .....	\$5,000
Laboratory Services .....	\$15,500
Project Management/Data Evaluation .....	\$4,500
Materials and Equipment .....	<u>\$4,000</u>
<b>Subtotal.....</b>	<b>\$29,000</b>
Asbestos Survey	
Field Staff .....	\$4,000
Laboratory Services .....	\$1,000
Report Preparation .....	<u>\$1,500</u>
<b>Subtotal.....</b>	<b>\$6,500</b>
<b>Total Estimated Cost.....</b>	<b>\$39,700</b>

### III. Schedule

Work performed under this Work Order will be initiated upon authorization to proceed as directed by the KCBRA. Activities are estimated to take 2-6 weeks to complete the assessment activities depending upon the total scope of work necessary.

H:\Projects\Projects\_K\Kalamazoo County\Brownfield Redevelopment Authority\Work Orders and Contracts\ETI Jan. 2013 Contract Work Order 15 CMS Eliza Street Acquisition.docx



## Kalamazoo County Brownfield Redevelopment Authority Reimbursement Analysis Review

5200 E Cork Street Investors, LLC - Kalamazoo, MI

November 5, 2014

<b>KCBRA</b>			<u>State</u>		<u>Local</u>		<u>Total</u>
<b>Expenditures</b>							
Plan Related Expenses			\$	-	\$	54,726.37	\$ 54,726.37
2010 Administration Expenses			\$	-	\$	7,771.62	\$ 7,771.62
2011 County Cost Allocation			\$	-	\$	911.20	\$ 911.20
2012 Administration Expenses			\$	-	\$	6,137.22	\$ 6,137.22
2013 Administration Expenses					\$	23,490.91	\$ 23,490.91
<b>Subtotal KCBRA</b>			\$	-	\$	93,037.32	\$ 93,037.32
<b>Payments</b>							
	Approved	Distributed					
KCBRA	11/17/11	11/18/11	\$	-	\$	17,531.34	\$ 17,531.34
KCBRA	2/1/12	2/2/12	\$	-	\$	17,294.32	\$ 17,294.32
KCBRA	11/15/12	11/15/12			\$	18,130.38	\$ 18,130.38
KCBRA	4/25/13	4/25/13			\$	16,590.37	\$ 16,590.37
KCBRA		2/10/14			\$	17,729.42	\$ 17,729.42
KCBRA		9/4/2014			\$	5,761.49	\$ 5,761.49
<b>Subtotal KCBRA</b>			\$	-	\$	<b>93,037.32</b>	<b>\$ 93,037.32</b>
<b>Remaining Balances after Payments</b>							
<b>Subtotal KCBRA</b>			\$	-	\$	-	\$ -

<b>Developer</b>			<u>State</u>		<u>Local</u>		<u>Total</u>
<b>Expenditures</b>							
<i>Interest Eligible Developer Expense</i>							
Due Care Activities:	Approved Reimbursement Request #1 - Nov 17, 2011		\$	435,974.46	\$	-	\$ 435,974.46
BEA Activities:	No request for Reimbursement		\$	-	\$	-	\$ -
Due Care Activities:	Approved Reimbursement Request #1 - Nov 17, 2011		\$	-	\$	393,513.49	\$ 393,513.49
Environmental Insurance:*	Approved Reimbursement Request #1 - Nov 17, 2011		\$	-	\$	570,000.00	\$ 570,000.00
Contingencies:*	Approved Reimbursement Request #1 - Nov 17, 2011		\$	-	\$	57,480.53	\$ 57,480.53
Brownfield Plan:	Approved Reimbursement Request #1 - Nov 17, 2011		\$	-	\$	20,000.00	\$ 20,000.00
<b>Total</b>			\$	435,974.46	\$	1,040,994.02	\$ 1,476,968.48
<i>Non-Interest Eligible Expenses</i>							
	Approved	Distributed					
2011 Interest - 11/17/11 - 12/05/2011 + 12/06/11 - 12/31/2011			\$	-	\$	5,234.14	\$ 5,234.14
2012 Interest - 1/1/12 - 11/20/2012 + 11/20/12 - 12/31/2012			\$	-	\$	42,562.65	\$ 42,562.65
2013 Interest - 01/01/13 - 12/17/2013 + 09/27/2013 - 12/31/13			\$	-	\$	41,063.90	\$ 41,063.90
2014 Interest - 01/01/14 - ???			\$	-	\$	-	\$ -
Interest Payment 4/25/13		5/21/2013	\$	-	\$	(1,294.90)	\$ (1,294.90)
Interest Payment 11/21/13-11/21/2013		12/17/2013	\$	-	\$	(19,058.34)	\$ (19,058.34)
Projected Interest Payment Less KRESA Payment		???			\$	(28,876.10)	\$ (28,876.10)
<b>Total</b>	<i>Interest (3%) &amp; Int Only Pmts:</i>		\$	-	\$	39,631.35	\$ 39,631.35
<b>Subtotal Developer</b>			\$	435,974.46	\$	1,080,625.37	\$ 1,516,599.83
<b>Non-Interest Payments</b>							
	Approved	Distributed					
Developer	11/17/11	12/5/11	\$	52,184.44	\$	-	\$ 52,184.44
Developer	11/15/12	11/20/12	\$	53,819.03	\$	-	\$ 53,819.03
Developer	11/21/2013	12/17/2013	\$	56,533.55	\$	-	\$ 56,533.55
Developer	Nov 2014	Nov 2014	\$	56,377.20	\$	-	\$ 56,377.20
<b>Subtotal Developer</b>			\$	218,914.22	\$	-	\$ 218,914.22
<b>Remaining Balances after Payments</b>							
Interest Eligible Subtotal			\$	217,060.24	\$	1,040,994.02	\$ 1,258,054.26
Interest			\$	-	\$	39,631.35	\$ 39,631.35
<b>Subtotal Developer</b>			\$	<b>217,060.24</b>	\$	<b>1,080,625.37</b>	<b>\$ 1,297,685.61</b>

\*Total environmental insurance cost was \$627,481. Therefore, contingency of \$57,481 was used for TIF Reimbursement Request

<b>Total Remaining Balances of all Entities</b>	\$	217,060.24	\$	1,080,625.37	\$	1,297,685.61
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Hi Mary-

I wanted to forward to you a revised Work Order to pursue a USEPA Cleanup Grant for the Former Vicksburg Paper Mill as discussed below in the string of emails. The Work Order is the same as was presented to the KCBRA, it just now indicates that we are doing it on behalf of the your office.

It is important as part of the application process to note the timeframe that we are working under. The application is due by December 19, 2014, therefore, we are actively working to prepare the application and conduct all of the activities that are a necessary prior to submittal. One of these activities is to hold a public meeting. It must be noticed at a minimum of 10 days prior to the grant submittal date (December 19) or December 5, 2014. We were thinking that it may be appropriate to hold it in conjunction with the Village Council meeting (maybe before), perhaps December 1, 2014. If it is ok with you, we can coordinate that with Ken Schippers and/or Bill Adams and you. Do you have any preferences regarding a meeting date? Whichever date we have, we will need some time at the meeting to allow for a discussion to occur. Additionally, we will need to make a notice of the meeting sooner than later to get it on the schedule.

Also, with respect to using the cleanup grant funds if awarded, we have focused on areas associated with the older portion of the former mill. We are using the proposed redevelopment concept that identifies the "courtyard" area as a public meeting space. With this use in mind, eligible activities could include soil removal, placement of engineered barriers on top of contaminated soil, asbestos removals, and other eligible cleanup actions. As we move forward with the application, we also have to prepare an Analysis of Brownfield Cleanup Alternatives (ABCA) which would address these activities, feasibility, estimated costs, etc. This ABCA along with the application will be a focus of the public meeting ultimately looking for input from the community involved. In the next several weeks, we should schedule a meeting with you to review our progress and the proposed concept that will be presented in the application and ABCA. We want to be sure you are in agreement.

We also have a call in to EPA to discuss with them the potential involvement from Neenah Paper and how that might affect our application from a standpoint of liability and eligibility. We believe that the site is eligible, but we want to be clear before we go too far in the application process that the site is eligible.

I hope that I have addressed the process of the application and the activities that will be involved. Upon your review, if you have any questions, please do not hesitate to let us know. David Stegink from my office will be the primary author of the application and can also answer any questions that you may have.

We appreciate the opportunity to try to bring additional resources to this site with the ultimate goal of redeveloping the former mill.

Best regards,  
Jeff



**Jeffrey C. Hawkins, President - Hydrogeologist**

Envirologic Technologies Inc.  
2960 Interstate Parkway  
Kalamazoo, MI 49048

# Scope of Services

Contract for Professional Services  
Kalamazoo County Treasurer  
November 7, 2014

Between

**KALAMAZOO COUNTY TREASURER (CLIENT)**  
201 W. KALAMAZOO AVENUE  
KALAMAZOO, MICHIGAN 49007-3777

and

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

**Subject Matter: U.S. EPA Cleanup Grant Proposal, Former Fox River Paper Mill Vicksburg, Michigan**

CLIENT requests that ENVIROLOGIC perform the work described below 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  
Name (ENVIROLOGIC)

(269) 342-1100  
Phone

Mary Balkema  
Name (CLIENT)

(269)-384-8124  
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 TREASURER  
(CLIENT)

ENVIROLOGIC TECHNOLOGIES, INC.

By Mary Balkema  
Title Treasurer

By Jeffrey C. Hawkins  
Title President

Signature \_\_\_\_\_  
Date \_\_\_\_\_

Signature \_\_\_\_\_  
Date \_\_\_\_\_



## I. Scope of Services

The KCBRA, the Kalamazoo County Treasurer and the Kalamazoo County Land Bank Authority are working with the Village of Vicksburg to support redevelopment of the Former Fox River Paper Mill. Previous environmental studies have demonstrated that environmental contamination remains at the property. Soil and groundwater impacts may impede acquisition and development of the property.

To support redevelopment, the Kalamazoo County Treasurer has expressed a desire to prepare an application for a U.S. EPA Brownfield Cleanup Grant. Cleanup grants must be prepared for an eligible entity who is the property owner at the time of the grant proposal. That grant recipient must remain the sole owner for the duration of the grant. Envirologic will assist the project team in evaluating who the grant recipient/owner is/should be, however, at this time we are assuming it will be the County Treasurer.

The specific area of the property where the grant proposal would be targeted is the “older” portion of the mill. Potential areas where cleanup grant funds could be utilized include soil removal, placement of engineered barriers on top of contaminated soil, asbestos removals, and other eligible cleanup actions. Envirologic will review the existing data and determine the various potential cleanup actions. Phase I and II Environmental Site Assessments must be prepared or underway at the time of the grant proposal. Envirologic plans to rely upon existing data and reports to meet this requirement. If at a later date it is determined that this information needs to be updated or supplemented, such work would be beyond the scope of this work order. An Analysis of Brownfield Cleanup Alternatives (ABCA) is required to be an attachment to the cleanup grant proposal. The cost below includes development of the ABCA.

Envirologic is proposing to prepare an application (grant proposal). The grant proposal would include detailed information about the site, community, development plans or concepts, and how a cleanup grant would be utilized. A budget will be developed for the cleanup activity. A 20% cost share must be demonstrated which may be in the form of a contribution of money, labor, material, or services, and must be for eligible and allowable costs under the grant.

Upon development of a draft proposal, the applicant must provide the community with notice of its intent to apply for the grant and allow the community an opportunity to comment on the draft proposal. A summary of comments and responses along with meeting minutes and sign-in sheets are required attachments to the grant proposal. At a minimum, a public meeting must be held to discuss the draft proposal. The notice to the community must be documented and attached to the proposal. The notification must be posted at least two weeks prior to the proposal submittal date. Envirologic anticipates coordinating this effort with the above noted partners and specifically, Ken Schippers and Bill Adams.

Envirologic will prepare application materials, organize efforts to secure letters of support, obtain the required support letter from the State of Michigan, demonstrate the property eligibility, prepare the ABCA, organize and attend the community outreach efforts. Costs below include publication fees related to this effort.



## II. Compensation

Compensation for services provided under this Work Order will be completed on a time and materials basis invoiced at the rates provided on the attached rate sheet.

<b>Cleanup Grant Proposal</b>	\$7,000
Includes development of ABCA, Drafting of proposal, Organization of Community Outreach, Project Strategy development, supporting materials and expenses	
<b>Total Estimated Cost</b>	<b>\$7,000</b>

## III. Schedule

Work performed under this Work Order will be initiated upon authorization to proceed. A draft project schedule is attached.

H:\Projects\Projects\_K\Kalamazoo County\Treasurer Cleanup Grant\Work Order USEPA Cleanup Grant Application.docx

### DRAFT SCHEDULE

November 24	Published Notice of Public Meeting, Flyers, Outreach to neighbors
December 1	Village of Vicksburg regular Village Council Meeting – announce Public Meeting
December 8 or 9	Public Meeting (Library), Community TV, Angels Crossing Clubhouse?
December 19	Grant Application Deadline



# Scope of Services

Contract for Professional Services  
Kalamazoo County Brownfield Redevelopment Authority  
Applicable to January 2013 Contract  
Work Order No. 13 Dated October 23, 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: U.S. EPA Brownfield Hazardous Substance and Petroleum Assessment Grant Proposal  
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:"

<u>Jeffrey C. Hawkins</u>	<u>(269) 342-1100</u>
Name (ENVIROLOGIC)	Phone

<u>Mr. Joe Agostinelli, Chair</u>	<u>(269)-553-9588</u>
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)

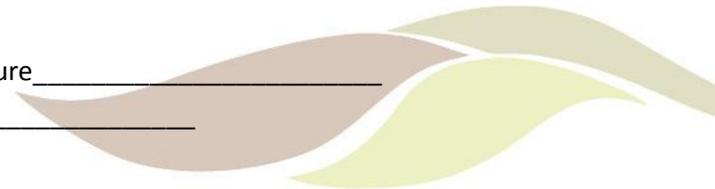
ENVIROLOGIC TECHNOLOGIES, INC.

By Joe Agostinelli  
Title Chair

By Jeffrey C. Hawkins  
Title President

Signature \_\_\_\_\_  
Date \_\_\_\_\_

Signature \_\_\_\_\_  
Date \_\_\_\_\_



## I. Scope of Services

The Kalamazoo County Brownfield Redevelopment Authority has expressed a desire in applying for U.S. EPA Brownfield Hazardous Substances and Petroleum Assessment Grants. In 2007, the KCBRA was successful in receiving \$400,000 (\$200,000 Haz/\$200,000 Petrol) to inventory, characterize and assess brownfield throughout the County. This program acted as an initial funding catalyst for the KCBRA's brownfield program. Several projects that were funded by the grants are now generating funding for brownfield activities based on investment and the resulting captured tax increment revenues from that investment.

Although some funding is available, it is limited and will not be realized for several years. In the meantime, the County continues to be plagued with a legacy of closed industrial sites that need assistance to remove their blight, vacancy and environmental conditions. These Grants will assist with addressing these locations.

As part of the application process, Envirologic, in conjunction with the KCBRA, will work to prepare a competitive application including the following activities and actions:

- Request the required letter of support from the State of Michigan;
- Identify various Community Organizations that will partner on this project;
- Obtain letters of commitment from the Community Organizations;
- Draft a Transmittal Letter;
- Draft the Narrative Proposal which will include the various responses to the ranking criteria;
- Submit, on behalf of the KCBRA, a proposal package on or before the due date of December 19, 2014.

## 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.

Assessment Grant Proposal	\$3,000
- Application Preparation	
<b>Total Estimated Cost</b>	<b>\$3,000</b>

## III. Schedule

Work performed under this Work Order will be initiated upon authorization to proceed as directed by the KCBRA. Activities are estimated to take six to eight weeks.

H:\Projects\Projects\_K\Kalamazoo County\Brownfield Redevelopment Authority\Work Orders and Contracts\ETI Jan. 2013 Contract Work Order 13 USEPA Assessment Grant Application.docx



Hi Mary-

I wanted to forward to you a revised Work Order to pursue a USEPA Cleanup Grant for the Former Vicksburg Paper Mill as discussed below in the string of emails. The Work Order is the same as was presented to the KCBRA, it just now indicates that we are doing it on behalf of the your office.

It is important as part of the application process to note the timeframe that we are working under. The application is due by December 19, 2014, therefore, we are actively working to prepare the application and conduct all of the activities that are a necessary prior to submittal. One of these activities is to hold a public meeting. It must be noticed at a minimum of 10 days prior to the grant submittal date (December 19) or December 5, 2014. We were thinking that it may be appropriate to hold it in conjunction with the Village Council meeting (maybe before), perhaps December 1, 2014. If it is ok with you, we can coordinate that with Ken Schippers and/or Bill Adams and you. Do you have any preferences regarding a meeting date? Whichever date we have, we will need some time at the meeting to allow for a discussion to occur. Additionally, we will need to make a notice of the meeting sooner than later to get it on the schedule.

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I hope that I have addressed the process of the application and the activities that will be involved. Upon your review, if you have any questions, please do not hesitate to let us know. David Stegink from my office will be the primary author of the application and can also answer any questions that you may have.

We appreciate the opportunity to try to bring additional resources to this site with the ultimate goal of redeveloping the former mill.

Best regards,  
Jeff



**Jeffrey C. Hawkins, President - Hydrogeologist**

Envirologic Technologies Inc.  
2960 Interstate Parkway  
Kalamazoo, MI 49048

## Kalamazoo County Brownfield Redevelopment Authority Reimbursement Analysis Review

Brown Family Holdings, LLC - 2700 N Pitcher St, Kalamazoo Township, MI

November 6, 2014

<b>KCBRA</b>	<u>State</u>	<u>Local</u>	<u>Total</u>
<b>Expenditures</b>			
Project Initiation	\$ -	\$ 2,846.50	\$ 2,846.50
Phase I	\$ -	\$ 2,801.25	\$ 2,801.25
Phase II	\$ -	\$ 33,182.51	\$ 33,182.51
BEA/Due Care Plan	\$ -	\$ 4,495.75	\$ 4,495.75
Brownfield Plan	\$ -	\$ 4,242.91	\$ 4,242.91
<i>Administrative</i>			
2010 Staff	\$ -	\$ 150.00	\$ 150.00
2011 County Cost Allocation	\$ -	\$ 227.80	\$ 227.80
2012 BRA Operating Expenses	\$ -	\$ 1,234.77	\$ 1,234.77
2013 BRA Operating Expenses	\$ -	\$ 1,566.06	\$ 1,566.06
<b>Subtotal KCBRA</b>	<b>\$ -</b>	<b>\$ 50,747.55</b>	<b>\$ 50,747.55</b>
<b>Payments</b>			
	Distributed		
KCBRA	Nov 2010 \$ -	\$ 4,618.18	\$ 4,618.18
KCBRA	March 2011 \$ -	\$ 7,658.88	\$ 7,658.88
KCBRA	Oct 2011 \$ -	\$ 2,214.33	\$ 2,214.33
KCBRA	Oct 2011 \$ -	\$ 2,951.50	\$ 2,951.50
KCBRA	Feb 2012 \$ -	\$ 8,570.36	\$ 8,570.36
KCBRA	Nov 2012 \$ -	\$ 5,278.40	\$ 5,278.40
KCBRA	March 2013 \$ -	\$ 8,754.80	\$ 8,754.80
KCBRA	Oct 2013 \$ -	\$ 4,964.62	\$ 4,964.62
KCBRA	March 2014 \$ -	\$ 5,736.48	\$ 5,736.48
<b>Subtotal KCBRA</b>	<b>\$ -</b>	<b>\$ 50,747.55</b>	<b>\$ 50,747.55</b>
<b>Remaining Balances after Payments</b>			
<b>Subtotal KCBRA</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>LSRRF</b>			
<b>Payments</b>			
	Distributed		
LSRRF	March 2014 \$ -	\$ 2,481.53	\$ 2,481.53
LSRRF	Nov 2014 \$ -	\$ 4,068.46	\$ 4,068.46
<i>Minus KRESA Payment</i>			
<b>Total LSRRF</b>	<b>\$ -</b>	<b>\$ 6,549.99</b>	<b>\$ 6,549.99</b>
<b>Other</b>			
<b>Payments</b>			
<i>KRESA</i>			
<b>Over-Collection</b>	<i>Proposed</i> Nov 2014 \$ -	\$ 866.85	\$ 866.85
<b>Total</b>	<b>\$ -</b>	<b>\$ 866.85</b>	<b>\$ 866.85</b>
<b>Revenue</b>			
KCBRA	\$ -	\$ 50,747.55	\$ 50,747.55
LSRRF	\$ -	\$ 6,549.99	\$ 6,549.99
KRESA	\$ -	\$ 866.85	\$ 866.85
<b>Total Revenue Collected</b>	<b>\$ -</b>	<b>\$ 58,164.39</b>	<b>\$ 58,164.39</b>
<b>Total Remaining Balances of all Entities</b>			
	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

### Sources of Midlink TIF

Check No	Date	Total Amount	Comstock Schools (SET)	Comstock Schools - Operating	KRESA	County Operating	County Transportation	County Public Safety	KVCC	Township Collection	Library	Senior Millage	KRESA DEBT*
13846	11/2/11	69,715.78	13,610.17	38,574.27	6,899.37	10,631.97							454.13
Many	Win 12	17,294.32					907.22	3,286.98	6,381.98	2,214.70	3,369.35	1,134.09	-
Many	Sum 12	71,949.41		53,819.03	7,135.09	10,995.29							476.49
2714121	3/5/13	17,885.27				3,399.32	938.22		6,600.04	2,290.39	3,484.47	1,172.83	-
Many	Sum 13	75,591.89	14,795.60	41,737.95	7,500.31	11,558.03							536.66
2714282	12/17/13	1,071.20	-	-			56.20	203.59	395.29	137.18	208.69	70.25	-
2714302	1/14/14	16,922.97					887.83	3,216.40	6,244.80	2,167.19	3,296.97	1,109.78	-
2714333	2/4/14	806.46					42.20	153.31	297.74	103.26	157.14	52.81	-
2714399	8/15/14	31,757.61	5,085.85	15,257.74	7,441.08	3,972.94							532.42
2714405	9/2/14	43,527.45	9,592.93	26,440.68		7,493.84							
<b>Totals</b>		<b>302,994.91</b>	<b>43,084.55</b>	<b>149,388.99</b>	<b>28,975.85</b>	<b>40,557.55</b>	<b>2,831.67</b>	<b>6,860.28</b>	<b>19,919.85</b>	<b>6,912.72</b>	<b>10,516.62</b>	<b>3,539.76</b>	<b>1,999.70</b>
			<b>\$192,473.54</b>		<b>\$120,114.30</b>								
			<b>Total School TIF</b>		<b>Total Non-School TIF</b>								

KRESA					
	2010	2011	2012	2013	2014
Allocate	0.1446	0.1446	0.1446	0.1446	0.1446
Oper	2.897	2.897	2.897	2.897	2.897
Enhanc	1.5	1.5	1.5	1.5	1.5
Debt	0.315	0.32	0.325	0.35	0.35
<b>Total</b>	<b>4.8566</b>	<b>4.8616</b>	<b>4.8666</b>	<b>4.8916</b>	<b>4.8916</b>
<i>Debt %</i>	<i>6.49%</i>	<i>6.58%</i>	<i>6.68%</i>	<i>7.16%</i>	<i>7.16%</i>

\*This needs to be verified with the Municipal Treasurer, the millage rate listed in the plan is static but the debt millage rate is dynamic  
 - the actual rate used needs to be verified