
KALAMAZOO COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY

MEETING DATE: Thursday, June 23, 2016
PLACE OF MEETING: County Administration Building
201 West Kalamazoo Avenue, Room 207a
TIME: 4:00 pm

AGENDA

1. Call to Order: 4:00
 2. Members Excused
 3. Approval of the Agenda
 4. Approval of Minutes: BRA Minutes of May 26, 2016
 5. Citizens Comments (4 minutes each / Please state name and address)
 6. Consent Agenda – Invoices
 - a. **\$140.00** – Envirollogic related to WO#17 - General Environmental Review
 - b. **\$262.50** – Envirollogic related to WO#24 – Kalamazoo West Prof., Brownfield Plan
 - c. **\$ 86.25** – Envirollogic related to WO#25 - Metal Mechanics
 7. Financial Reports
 - a. **Discussion:** Fund 247
 - b. **Discussion/Action:** Budget 2017
 8. Discussion and/or Action Calendar
 - a. **Discussion/Action:** Part II Application Pro Services
 - b. **Discussion/Action:** 555 Eliza Street
 - i. Envirollogic Invoice related to WO#21 MDEQ Loan work: **\$3,800.00**
 - ii. Administrative Expenses for Quarterly Reporting – Grant expense
 - c. **Discussion/Action:** Brown LSRRF Transfer - **\$6,479.70**
 - d. **Discussion/Action:** TIF Reimbursements
 - i. Midlink – check to 5200 East Cork Street Investors – total **\$65,612.46** (includes \$64,632.46 from local TIR and \$980.40 from State School TIR)
 - ii. General Mills - **\$9,037.73** (from Local TIR)
 - iii. Gesmundo, LLC - **\$78,596.50** (from Local TIR – No School TIR collected)
 - e. **Discussion/Action:** Reimbursement Agreement Template – proposed changes to this agreement were not voted on during the May 26, 2016 meeting
 - f. **Discussion:** Personal Property Tax Reform
 - i. Submitted 2015 for Brown; 2016 due July 15, 2016
 - ii. Midlink – 2016 due July 15, 2016
 - g. **Discussion/Action:** Consultant contracts – Environmental and Legal
 - h. **Discussion/Action:** EPA Grant Planning
 - i. Grant Forms – Authorizing Chair to sign
 - ii. Priority list from last grant
 - iii. Work Group/Committee
 - iv. RFP
 - i. **Discussion/Action:** Staff Training – Grover IEDC Economic Development Basic Course Okemos - September 12-15: **Total cost estimated \$1,450:** includes \$850 tuition, \$270 hotel estimate (3 nights hotel @ \$75 + tax per night), Per diem \$59/day, mileage - \$86.
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9. Staff Report

- a. Vicksburg Mill Update
- b. 232 LLC updates
- c. Envirologic Project Updates – Metal Mechanics, Pro Services
- d. New potential project with Land Bank and City of Kalamazoo

10. Committees - times dates and places

- a. Land Bank Report – Next meeting June 23rd 9:00 a.m.
- b. Project/Finance Committee –
- c. Executive Committee –
- d. PR/Media Committee – *Connect* (Public Media Network) interview

11. Other

12. Board Member Comments

13. Adjournment

Next Meeting: 4th Thursday – July 28, 2016 at 4pm (room 207a, County Admin Bldg)

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

IF YOU ARE UNABLE TO ATTEND THE MEETING

KALAMAZOO COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY

MEETING DATE: Thursday, May 26, 2016
PLACE OF MEETING: County Administration Building
201 West Kalamazoo Avenue, Room 207a
TIME: 4:00 pm

MINUTES

Present: Ken Peregon, Andy Wenzel, Joe Agostinelli, Julie Rogers, Douglas Milburn, Christopher Carew, Travis Grimwood, Thell Woods

Members Excused: James Spurr, Tim Hudson, Habib Mandwee

Kalamazoo Township: None

Staff: Lotta Jarnefelt, Rachael Grover

Consultant: Jeff Hawkins

Recording Secretary: Zeña Vos and Rachael Grover

Community: 3

1. Chair Agostinelli called the meeting to Order at 4:04 p.m.
 2. Members Excused: James Spurr, Tim Hudson, Habib Mandwee
 3. Approval of the Agenda: Addition to the agenda under Other: Public Policy Update. **Hudson moved and Rogers seconded the approval of the agenda as amended. Motion Carried.**
 4. Approval of Minutes: **Grimwood moved and Woods seconded the approval of May 5, 2016 special meeting minutes. Motion Carried.**
 5. Citizens Comments:
Mike Gurnee introduced himself; a new MDEQ employee hired in mid April 2016. He will be the BRA Coordinator stationed in Kalamazoo District Office.
 6. Consent Agenda – Invoices
 - a. **\$560.00** – Envirologic related to WO#17 - General Environmental Review
 - b. **\$3,007.50** – Envirologic related to WO#24 – Kalamazoo West Professional Center
Woods moved and Wenzel seconded the approval of consent agenda WO# 17 amount of \$560.00 and WO# 24 amount for \$3,007.50. Motion Carried.
 7. Financial Reports
 - a. **Discussion:** Fund 247
Grover stated she received the rest of the TIF of 2015 for Midlink and General Mills.
CostCo dropped the Tax Appeal. Received TIF total of \$106,000 for 2015 for Corner @ Drake Brownfield Plan.
The 2017 Budget needs to be approved at next meeting; it is due to County Finance on June 27, 2016.
 - b. **Discussion/Action:** 2015 Administrative Expense Allocation
Rogers moved and Wenzel seconded the approval of 2015 Administrative Expense Allocation with amendment to correct the typo. Motion Carried.
 8. Discussion and/or Action Calendar
 - a. **Discussion/Action:** Varnum Invoice – Midlink Development Amendment - **\$71.25**
Agostinelli stated Broader Midlink Dev site have school tax eligible expenses and Local only expenses anticipating with summer tax collection, they will top out and pay off all the
-

school tax expenses on the broader Midlink site. The question is what to do with the school taxes that are being captured? Should they stop capturing or start capturing in the revolving fund school taxes only or they direction they are heading was to capture school taxes on the broader Midlink site and use that to pay off the General Mills which is all under the same plan and can share the tax increment.

Initial conversation with Varnum, do they need to amend the agreement?

Grimwood moved and Woods seconded the approval of payment in the amount of \$71.25. Motion Carried.

- b. **Discussion:** EPA Grant - \$200,000 Hazardous Substance; \$200,000 Petroleum Federal Fiscal Year starts October 1, 2016.

The Board discussed need to do an RFP for consultants for the grant work.

Do not have date Grant Work Plan is due to EPA. If it is prior to June Board meeting, Grover will send the Work Plan to the Chair for review.

- c. **Discussion/Action:** 555 Eliza Street

- i. Envirologic Invoice related to WO#21 MDEQ Loan work: **\$5,831.25**
Stegink gave update: accumulated waste has been inventoried, categorized, packaged and is waiting for shipment offsite. They are keeping MDEQ up dated. In design phase for vapor extraction system and will meet with MDEQ before the bid spec and installation phase.

Hudson moved and Carew seconded the approval of payment WO# 21 in the amount of \$5,831.25. Motion Carried.

- ii. Administrative Expenses for Quarterly Reporting – Grant expense
Not ready, tabled for next meeting.

- d. **Discussion/Action:** Juvenile Home Millage– Brown Family and 9008 Portage Road

- i. Brown Family Holdings - \$702.35
ii. 9008 Portage Road - \$11.83

Grover stated they have collected Juvenile Home millage on Brown Family Holdings and two collections on Portage Road site which should not occur because it is a debt millage. Grover talked with Kalamazoo Township and let them know not to send this millage. Grover will contact Portage prior to 2016 tax capture.

KCBRA needs to pay back the Juvenile Home in the amount of \$702.35 from Brown Family Holdings and \$11.83 from 9008 Portage Road site.

Hudson moved and Rogers seconded the approval of paying back the Juvenile Home in the amount of \$702.35 and \$11.83 to Brown Family Holding. Motion Carried.

- e. **Discussion/Action:** RAI Jets

- i. Act 381 Work Plan
Grover stated the Work Plan is ready to be submitted to MDEQ. Grover and Hawkins reviewed.

Wenzel moved and Woods seconded the approval to authorize staff to submit the 381 Work Plan. Motion Carried.

ii. Development Agreement

Grover put together a draft and sent to RAI Jets. Developer requested extending redevelopment completion that is stated in the Brownfield Plan to 12/31/2017. The board requested that easement language in Section 6 include reference only to proof of easement to the Kalamazoo Battle Creek International Airport., not neighboring private operators. RAI Jets would like to get started as soon as the Act 381 Work Plan is approved by MDEQ and the Development Agreement is approved so it is most likely work will be completed prior to this date.

Carew moved and Hudson seconded the approval of draft Development Agreement as presented with extension of date to 12/31/2017 for completion of redevelopment for RAI Jets. Motion Carried.

f. **Discussion/Action:** Reimbursement and Development Agreement Revisions

The Reimbursement Agreement and Development Agreement templates were presented with language developed by the work group to address reimbursement to the KCBRA for its costs incurred in the case of tax appeal or lowered property assessments

Grimwood motioned to approve the Development Agreement template with an amendment to remove from Section 8.3.ii. “the Developer initiates, participates in or supports any proceeding or process which results in” and replace it with “there is”. Rogers seconded.

2 voted yes. 6 voted No. Motion does not carry.

There was further discussion.

Hudson moved and Wenzel seconded the approval of the template development agreement as presented. 2 voted no, 6 voted yes. Motion carried.

g. **Discussion:** Personal Property Tax Reform

- i. Submitted 2015 for Brown; 2016 due July 15, 2016
- ii. Midlink – Renaissance Zone phase-out; 2016 due July 15, 2016

Tabled to next meeting

9. Staff Report

- a. 232 LLC – Draft 381 Work Plan – Brownfield Plan Amendment?
Agostinelli commented that the BRA Plan does not allow for school tax capture. If the Developer wants to pursue it, they need to talk to the City about amending the Brownfield Plan.
 - b. Kalamazoo West Professional Center
-Brownfield Plan County Commission COW 6/7/2016 at 4:00
-Regular Meeting 6/21/16 at 7:00 p.m.
Agostinelli plan to be at the Board of Commissioner COW meeting.
 - c. Zeigler
-Act 381 Work Plan submitted to MDEQ.
Stegink noted that Zeigler Work Plan is submitted, waiting on a letter from MDEQ.
-Development Agreement in review with Midlink; Zeigler already reviewed.
 - d. Educational Outreach – Tabled
 - e. Envirologic Project Updates
-

Stegink: Metal Mechanics – shift in their development plan, the location where they plan to build on the property has changed. There is a brand new site plan now and they will meet next week.

6000 Tech Parkway (Pro Services) is moving forward. Brownfield Plan is completed and to the developer. It is a Brownfield Plan that will eventually come to KCBRA.

f. Budget 2017 - Budget due to County 6/27/16

Jarnefelt commented that Project and Finance committee could meet and review the budget then present it to the Board in June.

g. Training

-Board Members MEDA Spring Toolbox, Lansing June 9th; \$165.00 Non-members

<https://www.medaweb.org/component/content/article/12-events/91-toolbox>

Rogers suggests for the new members to attend.

Woods moved and Grimwood seconded the approval of expenses up to \$500 for members and staff to attend the workshop. Motion Carried.

Staff will send email to new members.

10. Committees - times dates and places

- a. Land Bank Report –
- b. Project/Finance Committee –
- c. Executive Committee –
- d. PR/Media Committee –

11. Other:

Agostinelli met with Grover, Mill Developer, and County Treasurer today regarding the Mill, the developer needs to make roof repairs to stabilize the building very soon.

Other Public Policy Updates: Agostinelli sent an email to the Board about amendments that were planned for Act 381 that were not carefully reviewed. He had an opportunity to request revisions to the language to make more sense.

12. Board Member Comments

13. Adjournment @ 6.07 pm.

Next Meeting: 4th Thursday – June 23, 2016 at 4pm (room 207a, County Admin Bldg)

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

IF YOU ARE UNABLE TO ATTEND THE MEETING



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

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

Invoice number 02436
Date 06/14/2016
Project **150063 General Environmental Review
W.O. 17**

INVOICE: Through May 31, 2016

GENERAL ENVIRONMENTAL REVIEW WO #17 COUNTY #247-000-808-00

Professional Fees

	Hours	Rate	Billed Amount
Principal			
Jeffrey C. Hawkins			
Professional Services	1.00	140.00	140.00
		Invoice total	140.00

We accept Check, ETF, Visa, MC Discover & Amex as payment options



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

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

Invoice number 02392
Date 06/08/2016

Project **160147 Kalamazoo West Prof Center,
W.O. #24,2425 S. 11th Street, Oshtemo
Twp., Michigan**

INVOICE: Through May 31, 2016

BROWNFIELD PLAN

Professional Fees

	Hours	Rate	Billed Amount
Project Manager Erik D. Peterson Professional Services	2.50	105.00	262.50
		Invoice total	262.50

We accept Check, ETF, Visa, MC Discover & Amex as payment options



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

Kalamazoo County Brownfield Redevelopment Authority
Rachael Grover
Department of Planning and Community Development
201 West Kalamazoo Avenue, Room 101
Kalamazoo, MI 49007

Invoice number 02437
Date 06/14/2016
Project **160079 Metal Mechanics**

INVOICE: Through May 31, 2016

BROWNFIELD PLAN AND DATA REVIEW WORK ORDER #25

Professional Fees

	Hours	Rate	Billed Amount
Senior Project Manager			
David A. Stegink			
Professional Services	0.75	115.00	86.25
		Invoice total	86.25

We accept Check, ETF, Visa, MC Discover & Amex as payment options

	Revenues	Expenditures		REV-EXP	BAL-YR	BAL-CUMUL
Brownfield Redevelopment Authority Fund 2010						
BRA TOTAL 2010	129,618	3,876		125,742	125,742	
Brownfield Redevelopment Authority Fund 2011						
BRA TOTAL 2011	104,807	81,131		23,676	23,676	149,418
Brownfield Redevelopment Authority Fund 2012						
BRA TOTAL 2012	103,091	61,190		41,901	41,901	191,319
Brownfield Redevelopment Authority Fund 2013						
BRA TOTAL 2013	112,768	162,897		-50,129	-50,129	141,190
Brownfield Redevelopment Authority Fund 247-2014						
BRA ACTUAL TOTAL 2014 AS OF 01-02-2015	108,771	185,899	0	-77,128	-77,128	64,062
BRA Fund 247 for 2015						
BRA ACTUAL TOTAL 2015 AS OF 2-08-2016	334,895	328,312.12	0	6,583	6,582.81	70,645
BRA Fund 247 for 2016						
County BRA (acct 247-000-)	7,500	16,214.19		-8,714		
Midlink local TIR tax (acct 247-001-420.00)	93,308.97			93,309		
Midlink school TIR tax (acct 247-001-420.01)	980.40			980		
General Mills local TIR (acct 247-004-420.00)	26,538.12			26,538		
General Mills school TIR (acct 247-004-420.01)				0		
Brown Family/Beckan Ind. (acct 247-002-420.00)*	7,971.18			7,971		
9008 Portage Road local TIR (acct 247-003-420.00)	67.54			68		
9008 Portage Road school TIR (acct 247-003-420.01)				0		
Corner @ Drake (247-005-420.00)	65,547.14			65,547		
Corner @ Drake Tax Appeal Escrow Account (247-000-351.98)	40,551.87			40,552		
555 E. Eliza St. Local TIR (247-006-420.00)	125.03			125		
555 E. Eliza St. School TIR (247-006-420.01)	192.63			193		
BRA ACTUAL TOTAL 2016 AS OF 6-13-2016	242,782.88	16,214.19		226,569	226,568.69	297,213
2016 Pending remaining of approved Work Orders						
WO#8 Portage (\$10,000+3500 appr 6-26 in WO#4 & 8)		25				
WO#17 - Gen Env. Consulting, Ammend. #1		2,320				
WO#19 - Checker Motors MDEQ SSA grant application		2,735	\$1179 + \$58 application			
WO#24 - Kalamazoo West Prof. BF Plan		993				
WO#25 - Metal Mechanics 400 S. 14th Street		7256.25				
2016 Pending TIF Payments to Developers & other expenses						
Eliza St. 2015 TIF Hold for MDEQ Loan?		602				
State BF Fund for Portage Road		72				
TOTAL		14,002.70			-14,003	283,211

	Revenue	Expenses		
MDEQ Loan - 555 Eliza Street				
Receipt from MDEQ	150,000			
MDEQ Loan Contractual (247-900-808.00) - Nov. 2015 invoice		1,832.50		
Dec. 2015 Envirologic Invoice		7,269.32		
Dec. 2015 Envirologic Invoice 01877		5,528.42		
March 1 Envirologic Invoice 01948		363.75		
April 1 Envirologic Invoice 02091		1,140.00		
May 6 ET Invoice 02212		810.00		
May 13 Invoice 02313		5,831.25		
Total Invoices		22,775.24	Remaining Balance of Loan	127,224.76

	Revenues	Expenditures		REV-EXP	
Local Site Remediation Revolving Fund - Fund 643					
LSRRF (acct 643-000-699.53) - From 2014	7,417			7,417	7,417
Transferred from Brown 7/6/2015	5,659			5,659	5,659
Transferred from Brown 12/31/2015	5,299			5,299	5,299
Fund 643 TOTAL					18,376

2017 Proposed Budget Sheet

DRAFT

6/2/2016

Expenses

	2017 Proposed	2016 Budgeted	2016 YTD	2015 Actual
GRAND TOTAL all 247 Fund	\$ 789,150.00	\$ 420,550.00	\$ 16,214.19	\$ 390,678.35

Revenues

	2017 Proposed	2016 Budgeted	2016 YTD	2015 Actual
GRAND TOTAL all 247 Fund	\$ 789,150.00	\$ 416,550.00	\$ 194,368.72	\$ 396,976.63

247-000 - General Account

Expenses	2017 Proposed	2016 Budgeted	2016 YTD	2015 Actual
Postage	\$ 100.00	\$ 100.00	\$ 19.07	\$ 33.48
Copy Charges	\$ 500.00	\$ 500.00	\$ 184.94	\$ 491.26
Contractual Services	\$ 12,000.00	\$ 50,000.00	\$ 6,191.25	\$ 22,737.20
Site Study	\$ 10,000.00	\$ 10,000.00		\$ -
Contractual Other (Staff+legal)	\$ 56,000.00	\$ 29,000.00	\$ 9,723.94	\$ 38,355.99
Communication Expense	\$ 200.00	\$ 200.00	\$ 20.00	\$ 100.00
Travel	\$ 300.00	\$ 400.00		\$ 90.28
Marketing program	\$ 1,000.00	\$ 1,000.00		\$ 174.80
Employee Training	\$ 1,200.00	\$ 1,500.00		\$ 2,843.65
Miscellaneous	\$ 450.00	\$ 450.00	\$ 74.99	\$ -
Indirect Costs	\$ 1,900.00	\$ 2,000.00		\$ 1,311.00
Office Supply	\$ 200.00			
Total	\$ 83,850.00	\$ 95,150.00	\$ 16,214.19	\$ 66,137.66

Revenues	2017 Proposed	2016 Budgeted	2016 YTD	2015 Actual
Previous Fund trfr	\$ 9,000.00	\$ 44,000.00		
Service Fees	\$ 10,000.00	\$ 7,500.00	\$ 7,500.00	\$ 10,250.00
	4 applications	3 Applications		
TIR Collection	Prop. ADMIN			
Midlink	\$ 22,000.00	\$ 15,000.00		\$ 12,136.26
Brown	\$ 1,300.00	\$ 1,600.00		\$ 2,505.17
Portage Rd	\$ 200.00	\$ 1,250.00		\$ 1,256.70
General Mills	\$ 18,000.00	\$ 18,000.00		\$ 46,287.81
Corner@Drake	\$ 17,000.00	\$ 6,800.00		
Eliza Stret				
232 LLC	\$ 500.00	\$ 1,000.00		
Blackbird	\$ 500.00			
RAI Jets	\$ 1,350.00			
Kalamazoo West	\$ 4,000.00			
Subtotal Admin	\$ 64,850.00			
Total	\$ 83,850.00	\$ 95,150.00	\$ 7,500.00	\$ 72,435.94

247-001 Midlink Account

Expenses	2017 Proposed	2016 Budgeted	2016 YTD	2015 Actual
Local TIR Payments	\$ 128,000.00	\$ 35,000.00		\$ 60,511.55
School TIR Payments	\$ 200,000.00	\$ 80,000.00		\$ 108,763.26
Local TIR to BRA	\$ 22,000.00	\$ 15,000.00		\$ 12,136.26
Total	\$ 350,000.00	\$ 130,000.00		\$ 181,411.07

Revenues	2017 Proposed	2016 Budgeted	2016 YTD	2015 Actual
Local TIR	\$ 150,000.00	\$ 50,000.00	\$ 45,943.84	\$ 72,647.81
School TIR	\$ 200,000.00	\$ 80,000.00		\$ 108,763.26
Total	\$ 350,000.00	\$ 130,000.00	\$ 45,943.84	\$ 181,411.07

247-002 Brown Family Holdings Account

Expenses	2017 Proposed	2016 Budgeted	2016 YTD	2015 Actual
To LSRRF	\$ 11,700.00	\$ 11,400.00		\$ 10,958.76
TIR to BRA	\$ 1,300.00	\$ 1,600.00		\$ 2,505.17
TIR overcollection to KRESA				\$ 180.29
Total	\$ 13,000.00	\$ 13,000.00	\$ -	\$ 13,644.22

Revenues	2017 Proposed	2016 Budgeted	2016 YTD	2015 Actual
Local TIR	\$ 13,000.00	\$ 13,000.00	\$ 7,890.72	\$ 13,644.22
School TIR		\$ -		
Total	\$ 13,000.00	\$ 13,000.00	\$ 7,890.72	\$ 13,644.22

247-003 9008 Portage Rd Account									
Expenses	2017 Proposed	2016 Budgeted	2016 YTD	2015 Actual	Revenues	2017 Proposed	2016 Budgeted	2016 YTD	2015 Actual
Local TIR Payments					Local TIR	\$ 600.00	\$ 700.00	\$ 79.37	\$ 679.61
School Tax Payments	\$ 620.00				School TIR	\$ 700.00	\$ 700.00		\$ 577.09
TIR to BRA	\$ 600.00	\$ 1,250.00		\$ 1,184.56					
State Brownfield Redev.	\$ 80.00	\$ 150.00		\$ 72.14					
Total	\$ 1,300.00	\$ 1,400.00		\$ 1,256.70	Total	\$ 1,300.00	\$ 1,400.00	\$ 79.37	\$ 1,256.70

247-004 General Mills Account									
Expenses	2017 Proposed	2016 Budgeted	2016 YTD	2015 Actual	Revenues	2017 Proposed	2016 Budgeted	2016 YTD	2015 Actual
Local TIR Payments to dev.	\$53,000.00	\$27,000.00		\$20,346.49	Local TIR	\$ 70,000.00	\$45,000.00	\$26,538.12	\$34,618.94
School TIR Payments to dev.	\$95,000.00	\$65,000.00		\$61,594.40	School TIR	\$ 95,000.00	\$65,000.00		\$93,609.76
TIR to BRA	\$17,000.00	\$18,000.00		\$46,287.81					
Total	\$165,000.00	\$110,000.00		\$128,228.70	Total	\$ 165,000.00	\$110,000.00	\$26,538.12	\$128,228.70

247-005 Corner @ Drake Account									
Expenses	2017 Proposed	2016 Budgeted	2016 YTD	2015 Actual	Revenues	2017 Proposed	2016 Budgeted	2016 YTD	2015 Actual
TIR Payments to dev.	\$157,000.00	\$60,200.00			Local TIR	\$175,000.00	\$67,000.00	\$106,099.01	
TIR to BRA	\$18,000.00	\$6,800.00							
Total	\$175,000.00	\$67,000.00			Total	\$175,000.00	\$67,000.00	\$106,099.01	

247-006 555 E. Eliza Street Account									
Expenses	2017 Proposed	2016 Budgeted	2016 YTD		Revenues	2017 Proposed	2016 Budgeted	2016 YTD	
TIR Payments to Developer	\$0.00	\$3,000.00		*incorrect in EDEN needs to be	Local TIR	\$200.00	\$4,000.00	\$125.03	
TIR payment to BRA	\$0.00	\$1,000.00		corrected	School TIR	\$300.00		\$192.63	
hold for mdeq loan	\$500.00								
Total	\$500.00	\$4,000.00			Total	\$500.00	\$4,000.00	\$317.66	

247-007 232 LLC Account									
Expenses	2017 Proposed	2016 Budgeted	2016 YTD		Revenues	2017 Proposed	2016 Budgeted	2016 YTD	
TIR Payments to Developer					Local TIR	\$500.00			
TIR to BRA	\$500.00								
Total	\$500.00	\$0.00			Total	\$500.00	\$0.00		

247-008? Blackbird Billiards New Account 2017

Expenses	2017 Proposed	2016 Budgeted	2016 YTD
TIR Payments to Developer			
TIR to State BF fund	\$100.00		
TIR to BRA	\$400.00		
Total	\$500.00	\$0.00	

Revenues	2017 Proposed	2016 Budgeted	2016 YTD
Local TIR	\$300.00		
School TIR	\$200.00		
Total	\$500.00	\$0.00	

247-009? RAI AZO New Account 2017

Expenses	2017 Proposed	2016 Budgeted	2016 YTD
TIR Payments to Developer	\$10,800.00		
TIR to State BF fund	\$750.00		
TIR to BRA	\$1,350.00		
Total	\$12,900.00	\$0.00	

Revenues	2017 Proposed	2016 Budgeted	2016 YTD
Local TIR	\$6,000.00		
School TIR	\$6,900.00		
Total	\$12,900.00	\$0.00	

247-010? Kalamazoo West New Account 2017

Expenses	2017 Proposed	2016 Budgeted	2016 YTD
TIR Payments to Developer	\$2,500.00		
TIR to BRA	\$4,000.00		
Total	\$6,500.00	\$0.00	

Revenues	2017 Proposed	2016 Budgeted	2016 YTD
Local TIR	\$6,500.00		
Total	\$6,500.00	\$0.00	

Kalamazoo County Brownfield Redevelopment Authority
Rachael Grover
Department of Planning and Community Development
201 West Kalamazoo Avenue, Room 101
Kalamazoo, MI 49007

Invoice number 02398
Date 06/09/2016

Project **150366 555 E. Eliza Street, Work Order #21**

INVOICE: Through May 31, 2016

VAPOR TRANSMISSION PILOT STUDY - MDEQ LOAN

Professional Fees

	Date	Hours	Rate	Billed Amount
CAD Designer/Drafter				
Michelle A. Bell				
Professional Services				
	05/11/2016	4.50	90.00	405.00
	05/12/2016	4.50	90.00	405.00
	05/13/2016	4.50	90.00	405.00
	05/16/2016	2.50	90.00	225.00
	05/17/2016	1.50	90.00	135.00
	Subtotal	17.50		1,575.00
Project Manager				
Erik D. Peterson				
Professional Services				
	05/26/2016	2.50	95.00	237.50
Paul D. French				
Professional Services				
	05/11/2016	2.50	95.00	237.50
	05/19/2016	3.50	95.00	332.50
	05/20/2016	2.75	95.00	261.25
	05/31/2016	3.25	95.00	308.75
	Subtotal	12.00		1,140.00
Project Scientist				
Derrick A. Lingle				
Professional Services				
	05/10/2016	2.50	80.00	200.00
	05/13/2016	1.50	80.00	120.00
	Subtotal	4.00		320.00
	Phase subtotal			3,272.50



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

Kalamazoo County Brownfield Redevelopment Authority
 Project 150366 555 E. Eliza Street, Work Order #21

Invoice number 02398
 Date 06/09/2016

REMOVAL OF HAZARDOUS MATERIALS - MDEQ LOAN

Professional Fees

	Date	Hours	Rate	Billed Amount
Senior Project Manager David A. Stegink Professional Services	05/06/2016	0.50	105.00	52.50
Project Scientist Anna M. Jones Professional Services	05/10/2016	1.25	80.00	100.00
Caitlin M. Andler Professional Services	05/04/2016	0.75	80.00	60.00
	05/16/2016	0.50	80.00	40.00
	05/17/2016	1.50	80.00	120.00
	05/18/2016	0.25	80.00	20.00
	05/31/2016	1.00	80.00	80.00
	Subtotal	4.00		320.00

Expense

	Units	Rate	Billed Amount
Miscellaneous Expense 05/31/2016 DEQ site ID fee	1.00	55.00	55.00
Phase subtotal			527.50
Invoice total			3,800.00

We accept Check, ETF, Visa, MC Discover & Amex as payment options

Fund 247 - Proposed June TIR Reimbursement

Prepared by RGrover 6/13/2016

	Revenues	Expenditures		REV-EXP	BAL-YR	BAL-CUMUL
Brownfield Redevelopment Authority Fund 2010						
BRA TOTAL 2010	129,618	3,876		125,742	125,742	
Brownfield Redevelopment Authority Fund 2011						
BRA TOTAL 2011	104,807	81,131		23,676	23,676	149,418
Brownfield Redevelopment Authority Fund 2012						
BRA TOTAL 2012	103,091	61,190		41,901	41,901	191,319
Brownfield Redevelopment Authority Fund 2013						
BRA TOTAL 2013	112,768	162,897		-50,129	-50,129	141,190
Brownfield Redevelopment Authority Fund 2014-2015						
BRA ACTUAL TOTAL 2014 AS OF 01-02-2015	108,771	185,899	0	-77,128	-77,128	64,062
BRA Fund 247 for 2015						
County BRA (acct 247-000-)	10,250	66,138		-55,887.66		
Midlink local TIR tax (acct 247-001-420.00)	72,647.81	60,511.55		12,136.26		
Midlink school TIR tax (acct 247-001-420.01)	108,763.26	108,763		0		
General Mills local TIR (acct 247-004-420.00)	34,618.94	20,346.49		14,272.45		
General Mills school TIR (acct 247-004-420.01)	93,609.76	61,594		32,015.36		
Brown Family/Beckan Ind. (acct 247-002-420.00)*	13,463.93	10,958.76		2,505.17		
9008 Portage Road local TIR (acct 247-003-420.00)	679.61			680		
9008 Portage Road school TIR (acct 247-003-420.01)	577.09			577		
Corner @ Drake				0		
555 E. Eliza St. Local TIR (247-006-420.00)	220			220		
555 E. Eliza St. School TIR (247-006-420.01)	64			64		
BRA ACTUAL TOTAL 2015 AS OF 2-08-2016	334,895	328,312.12	0	6,583	6,582.81	70,645
BRA Fund 247 for 2016						
County BRA (acct 247-000-)	7,500	16,214.19		-8,714.19		
Midlink local TIR tax (acct 247-001-420.00)	93,308.97	64,632.46		28,676.51		*proposed to Midlink 6/23
Midlink school TIR tax (acct 247-001-420.01)	980.40	980.40		0.00		*proposed to Midlink 6/23
General Mills local TIR (acct 247-004-420.00)	26,538.12	9,037.73		17,500.39		*proposed to Gen. Mills 6/23
General Mills school TIR (acct 247-004-420.01)				0.00		
Brown Family/Beckan Ind. (acct 247-002-420.00)*	7,971.18	6,479.70		1,491.48		*proposed to LSRRF 6/23
9008 Portage Road local TIR (acct 247-003-420.00)	67.54			67.54		
9008 Portage Road school TIR (acct 247-003-420.01)				0.00		
Corner @ Drake (247-005-420.00)	106,099.01	78,596.50		27,502.51		*proposed to Gesmundo 6/23
Corner @ Drake Tax Appeal Escrow Account (247-000-351.98)				0.00		
555 E. Eliza St. Local TIR (247-006-420.00)	125.03			125.03		
555 E. Eliza St. School TIR (247-006-420.01)	192.63			192.63		
BRA PROPOSED TOTAL 2016 AS OF 6-13-2016	242,782.88	175,940.98		66,841.90	66,841.90	137,486
2016 Pending remaining of approved Work Orders						
WO#8 Portage (\$10,000+3500 appr 6-26 in WO#4 & 8)		25				
WO#17 - Gen Env. Consulting, Ammend. #1		2,320				
WO#19 - Checker Motors MDEQ SSA grant application		2,735	\$1179 + \$58 application			
WO#24 - Kalamazoo West Prof. BF Plan		993				
WO#25 - Metal Mechanics 400 S. 14th Street		7256.25				
2016 Pending TIF Payments to Developers & other expenses						
Eliza St. 2015 TIF Hold for MDEQ Loan?		602				
State BF Fund for Portage Road		72				
TOTAL		14,002.70			-14,003	123,484

	Revenue	Expenses			
MDEQ Loan - 555 Eliza Street					
Receipt from MDEQ	150,000				
MDEQ Loan Contractual (247-900-808.00) - Nov. 2015 invoice		1,832.50			
Dec. 2015 Envirologic Invoice		7,269.32			
Dec. 2015 Envirologic Invoice 01877		5,528.42			
March 1 Envirologic Invoice 01948		363.75			
April 1 Envirologic Invoice 02091		1,140.00			
May 6 ET Invoice 02212		810.00			
May 13 Invoice 02313		5,831.25			
Total Invoices		22,775.24		Remaining Balance of Loan	127,224.76

Fund 247 - Proposed June TIR Reimbursement

Prepared by RGrover 6/13/2016

	Revenues	Expenditures	REV-EXP	
96 Local Site Remediation Revolving Fund - Fund 643				
97 LSRRF (acct 643-000-699.53) - From 2014	7,417		7,417	7,417
98 Transferred from Brown 7/6/2015	5,659		5,659	5,659
99 Transferred from Brown 12/31/2015	5,299		5,299	5,299
100 Transfer from Brown 6/23/2016	6,480		6,479.70	6,480
101				
102 Fund 643 TOTAL				24,855.30

REIMBURSEMENT AGREEMENT

This Reimbursement Agreement is made as of _____, 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 comprising “*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 i.) incurs Costs on behalf of the Applicant with respect to the Project, Site, or Application, and ii.) the Applicant fails to commence development of the site within 12 months for any reason or the Applicant initiates, participates in or supports any proceedings or process which results in a reduction of the Tax Increment Capture for the Project, the Applicant indemnifies and will fully reimburse the Authority for all such Costs, expenses or reduction in revenue from the capture.
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 becomes operative and effective upon the date indicated above. 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 _____

Kalamazoo County Part 201 Sites Site Prioritization

Revised 01/08/08

Legend:

PR=Privately Owned

PU=Publicly Owned

Rank	Site #		Site Name	Address	City	Local Unit of Government	Property Tax ID #	Property Acreage	Current Owner	Mailing Address	Current SEV	Property Class	DEQ ID 201	Pollutants	Site Status	Score Max. 100
#2	1	PR	Colonial Village Laundry	12740 US-131	Schoolcraft	Schoolcraft Twshp	14-07-330-050	0.8	Kalamazoo Co State Bar	PO Box 668, Schoolcraft	\$ 28,083	201-Com	39000008	TCM; PCE	Inactive - no actions taken to address contamination	74
NS	2	PU	North 34th St Area Richland - Production Plated Products Area	34th Street M 89	Richland	Richland							39000030	1,1,1 TCA; Benzene; Cr+3; Cr+6; Cu; Ni; PCE; TCE	Interim Response in progress	NS
NS	3	PR	Crown Vantage Property (James River KVP)	100 Island	Parchment	Parchment	18-90-002-585 et al	NA	various	NA	NA	251-Com	39000070	As; Pb; PCE; TCE; Zn; Hg	Interim Response in progress	NS
#9	4	PR	Clausing Industrial N. Pitcher	2019 N. Pitcher Street	Kalamazoo	Kalamazoo Twshp	06-10-205-030	3.08	Coborn Inc.	1819 N. Pitcher, Kalamazoo 49007	\$ 315,400	301-Ind	39000079	1,2 DCP; TCE	Interim Response in progress	51
#1	5	PR	GM BOC (Midlink)	5200 East Cork St	Comstock								39000126	Benzo(a)pyrene; Pb	Interim Response in progress	75
#3	6	PR	Borroughs Corporation	3000-3002 N. Burdick St.	Kalamazoo	Kalamazoo Twshp	06-03-335-011	18.42	Burroughs Corporation	3002 N. Burdick St.	\$ 1,832,000	301-Ind	39000220	1,2,4 TMB; Benzene; Ethylbenzene; PCE; Toluene; TCE; VC; Xylenes; PNAs	Interim Response in progress	66
#4	7	PR	Eaton Corporation	222 Mosel	Kalamazoo	Kalamazoo Twshp	06-10-140-010	NA	ABCAT LLC	1525 King Highway, Kalamazoo 49048	NA	301-Ind	39000429	null	Interim Response in progress	63
#7	8	PR	Allen Test Products Site 2101-2225 N. Pitcher St. - BIC	2101-2225 North Pitcher Street	Kalamazoo	Kalamazoo Twshp	06-10-255-010, et al	2	CIMM? Company LLC	1675 Michigan St., NE, Ste. D, Grand Rapids 49504	\$ 50,100	301-Ind	39000433	As; Pb; Phenanthrene; TCE	Inactive - no actions taken to address contamination	55
#8	9	PU	Nolichucky Industrial Corp.	2305 Kings Highway	Kalamazoo Twshp	Kalamazoo Twshp	06-23-230-040	NA	Kalamazoo Township	1720 Riverview Dr., Kalamazoo 49004	\$ -	714-Exempt	39000450	Xylenes	Interim Response conducted	53
#6	10	PR	Checker Motors	2016 N. Pitcher	Kalamazoo Twshp	Kalamazoo Twshp	06-10-205-010	3.02	CMC Kalamazoo, Inc.	2016 N. Pitcher, Kalamazoo, MI 49007	\$ 649,300	301-Ind	NA	TCE, Cis-1,2-DCE, Vinyl Chloride	?	56
#5	11	PR	Goodwill Industries	2700 N. Pitcher	Kalamazoo Twshp	Kalamazoo Twshp	06-03-460-010	7.33	Goodwill Industries	420 Alcott, Kalamazoo, MI 49001	\$ 391,300	714	NA	?	?	62
#5	12	PR	RAM Automotive	201 E. Michigan Ave.	Village of Augusta	Village of Augusta	04-34-380-071	0.2	Richard Myers	P.O. Box 176 Augusta, MI 49012	\$ 34,000	201-Comm	NA	NA	NA	62
#7	13	PR	General Electric	7694 Stadium Drive	Oshtemo Twshp	Oshtemo Twshp	05 34 180 025	7.96	General Electric	Property Tax Dept. 201, P.O. Box 4900, Scottsdale, Az 85261	\$ 83,800	I-1 IND	392553	Chlorinated compounds	GW Remediation	59

NOTES:

1. Sites that are "deleted" from the MDEQ 201 list, NPL sites and sites within the City of Kalamazoo are not on this list.
2. MDEQ Part 201 List: Total of 97 Sites in County with 63 of those 97 Sites in the City of Kalamazoo which equates to 34 sites remaining outside of the City of Kalamazoo.

Kalamazoo County Part 201 Sites Site Prioritization

Revised 01/08/08

Legend:

PR=Privately Owned

PU=Publicly Owned

Rank	Site #	Site Name	Address	City	Local Unit of Government	Property Tax ID #	Property Acreage	Current Owner	Mailing Address	Current SEV	Property Class	DEQ ID 201	Pollutants	Site Status	Score Max. 100
3.		<p>The above list of sites was compiled from the MDEQ Part 201 List of Sites of Contamination, sites that were presented by local units of government that responded to our Candidate Site Survey request and sites that were identified by other individuals or organizations. Sites within the City of Kalamazoo were not included or evaluated. The resulting list was developed through a Site Prioritization Process utilizing a Scorecard with developed criteria, available information, ownership and other data. In some cases, evaluations were made based on very limited information. Some sites were not scored or are not on the list due to ownership issues or lack of information. This list is not intended to be final or complete and is considered a dynamic process which will be updated or modified as information becomes available.</p>													

**Part 213
Leaking Underground Storage Tank Sites
Site Prioritization**

Revised 01/08/08

LEGEND
PR=Privately Owned
PU=Publicly Owned

Rank	Site #	Site Name	Address	City	Local Unit of Govt.	Property Tax ID #	Property Acreage	Current Owner of Property	Mailing Address	Current SEV	Property Class	DEQ ID 213	Score
#2	1	PR Zip And Go	9303 Portage Rd	Portage	Portage	10-02140-016-O	0.25	Gary E. Kaylor	5982 Barcroft Dr., Grandville, MI 49418	\$ 17,200	202-Com	C-0465-93	63
	2	PU Portage Distributing Company	7647 S Westnedge Ave	Portage	Portage	00015-255-A	1.04	City of Portage	7900 S. Westnedge, Portage 49002	\$ -	702 Exempt	C-0346-04	NS
	3	PU Climax-Scotts Community Schools	372 S Main St	Climax	Climax	12-03-485-102	40	Climax-Scotts Comm Sch	372 S. Main St.	\$ -	701 Exempt	C-1288-93	NS
	4	PR James River KVP/Crown Vantage	100 Island Ave	Parchment	Parchment	many	40 est.	Crown Paper Co				C-0439-97	See 201 Score
	5	PR Eaton Manufacturing	222 E Mosel Ave	Kalamazoo	Kalamazoo Twshp	10-140-01-, 10-185-010	25	Eaton Corporation (NAFSC)				C-1318-01	See 201 Score
#5	6	PR RO-DAD'S (Total Station, Climax)	134 N Main St	Climax	Climax Twnshp	12-02-160-230	0.65	Peace Community Church Inc. L/C	PO Box 96, Climax 49034	\$ 27,400	201-Com	C-0481-90	51
	7	PU Galesburg-Augusta School Garage	600 W Michigan Ave	Augusta	Augusta			Galesburg-Augusta Comm Sch				C-1242-85	NS
	8	PU National Gypsum (Nolichucky Prop)	2305 King Hwy	Kalamazoo	Kalamazoo Twshp	23-230-050	4.96	Kalamazoo Charter Twp				C-1300-01	See 201 Score
#5	9	PR Kartar #6	306 N Grand (US-131)	Schoolcraft	Schoolcraft Twnshp	14-18-451-100	0.22	John and Kathy Wayman	3017 Briarwood, Kalamazoo 49004	\$ -	201-Com	C-0649-00	51
	10	PU Fort Custer Training Center	2501 26th Street	Augusta	US Government	NA		MDMVA - Dept of Military & Veterans Affairs				C-0204-06	NS
	11	PU MDOT Maintenance Garage, W Main	5673 W Main St	Kalamazoo	Oshtemo Twnshp			MDOT - Kalamazoo Maint Fac				C-1451-93	NS
	12	PU Emro Marketing (Cheker Station #7)	7122 S Westnedge Ave	Portage	Portage	NI		City of Portage?				C-2571-90	NS
#4	13	PR Great Lakes Water Treatment Syst	5928 E Michigan Ave	Kalamazoo	Comstock Twnshp	07-19-230-190	0	Dewey and Deborah Kay Thomas	5928 E. Michigan Ave., Kalamazoo	\$ 31,400	201-Com	C-1254-85	58
#3	14	PR Bud's Auto Repair	9008 Portage Rd	Portage	Portage	10-00340-058-O	0.48	David Rosenberg	3727 Greenleaf Blvd., Apt 104, Kalamazoo	\$ 11,400	201-Com	C-1794-90	61
	15	PU Parchment School District	307 N Riverview Dr	Parchment	Parchment			Parchment School Dist				C-0661-98	NS
	16	PU Portage Northern High School	1000 Idaho Ave	Portage	Portage	000040-650	57.17	Portage Public Schools	8111 S. Westnedge Ave., Portage, 49002			C-1397-90	NS
	17	PR Roelof Dairy	95 E Michigan Ave	Galesburg	Galesburg	17-07-13-485-200	0.26	American Radiant LLC	P.O. Box 206 Galesburg 49053	\$ 16,700	301-ind	C-0714-93	NS
	18	PU Vicksburg Dept Of Public Works	210 N Main St	Vicksburg	Vicksburg			Village Of Vicksburg				C-0094-92	NS
#1	19	PR 9th Street Truck Plaza/McLeier Oil	5383 S 9th St	Kalamazoo	Texas Twnshp	09-02-251-045	9.62	Westley Development Company, LLC	P.O. Box 9, Kalamazoo 49007	\$ 1,200,000	201-Com	C-1240-01	65

NOTES:

1. City of Kalamazoo and closed UST sites deleted from this spreadsheet
2. MDEQ Part 213 List: Total of 181 Sites in County with 138 of those 181 Sites in the City of Kalamazoo which equates to 43 sites remaining outside of the City of Kalamazoo.

Part 213
Leaking Underground Storage Tank Sites
Site Prioritization

Revised 01/08/08

LEGEND
PR=Privately Owned
PU=Publicly Owned

Rank	Site #	Site Name	Address	City	Local Unit of Govt.	Property Tax ID #	Property Acreage	Current Owner of Property	Mailing Address	Current SEV	Property Class	DEQ ID 213	Score
3.	<p>The above list of sites was compiled from the MDEQ Part 213 List of Leaking Underground Storage Tank sites, sites that were presented by local units of government that responded to our Candidate Site Survey request and sites that were identified by other individuals or organizations. Sites within the City of Kalamazoo were not included or evaluated. The resulting list was developed through a Site Prioritization Process utilizing a Scorecard with developed criteria, available information, ownership and other data. In some cases, evaluations were made based on very limited information. Some sites were not scored or are not on the list due to ownership issues, lack of information or site has been developed, i.e. owned by a school system on school property. This list is not intended to be final or complete and is considered a dynamic process which will be updated or modified as information becomes available.</p>												

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Economic Development Basic Course

The 2016 Economic Development Basic Course is scheduled for Monday, September 12th - Thursday, September 15th.

MEDA has partnered with the International Economic Development Council (IEDC) to offer the Economic Development Basic Course. This week long course is a comprehensive educational opportunity with focus on the critical areas of economic development. For those seeking national certification, the Economic Development Basic Course is the first requirement in the process towards receiving your Certified Economic Developer (CEcD) certification. This course qualifies as a professional development training requirement needed to sit for the CEcD examination. CEcD certification through the IEDC is a national recognition that denotes a mastery of principal skills in economic development, professional attainment, and a commitment to personal and professional growth.



The course is accredited by the International Economic Development Council. For more information, [click here](#), or call 202-942-9466. The International Economic Development Council is a non-profit membership organization dedicated to helping economic developers do their job more effectively and raising the profile of the profession.

Costs: MEDA Members \$625/Non-Members \$850

Location

Okemos Conference Center
2187 University Park Dr.
Okemos, MI 48864

Accommodations

Call the Comfort Inn (adjacent to Okemos Conference Center) at 517-347-6690 to reserve rooms at \$75++ single/night or \$85++ double/night by August 17, 2016. Ask for the **MEDA Fall Conference** block.

Agenda

Typically available in June.

What to Expect

- 4 days of training
- approximately 8:00 a.m. to 5:00 p.m.
- mixture of lecture and group case study work

Scholarships

Scholarships are available for MEDA members to attend the Economic Development Basic Course each year. Scholarship applications must be submitted before the Board of Directors meeting in the third week of August. [Apply here](#) by August 1, 2016.

Economic Development Basic Course Required Sessions

The following 10 sessions are held at the Economic Development Basic Course each year:

Business Retention and Expansion

Business retention and expansion is critical in today's economy. The objectives of this session will include how to organize a business retention and expansion program. We will cover how to provide examples of programs and activities that foster the growth of existing business, to recommend strategies helpful in implementing a successful program, and identify valuable local resources.

Community/Neighborhood Development

This session will provide an understanding of the steps in the community development process, and the challenges of community development in economic development practice.

FIND US ON:    

standards ensure accountability, transparency and integrity. Learn what your economic development organization should include in its ethics policies and practices.

Economic Development Finance

This session will focus on several key elements, including: blending of sources, capital availability, source of long-term financing,

returns to the lender, and leveraging. Once we have a better understanding of the structure, we will then look at the two sectors in financing: public and private.

Managing an Economic Development Organization

This session will cover the issues specific to economic development organizations such as; working with leaders, developing a vision for the organization and community, delegation of available resources to the right programs and the development of the most appropriate programs for that organization and community.

Marketing/Attraction

As an economic developer, it is important that you have basic knowledge of the marketing process and its benefits. This session will focus on the marketing process, geographic and economic considerations, suspects vs. prospects, and advertising & promotion. Also addressed will be market research and targeting.

Real Estate Development and Reuse

In this session, participants will be introduced to the land development process, with an emphasis on the role that the economic developer plays. Participants will learn about the various tools that are available at the local level, including tax increment financing, bonds, land assembly and eminent domain, in addition to the many federal programs available.

Small Business and Entrepreneurship Development

This session will provide an overview of the role of small business in the U.S. economy, creation of jobs, a brief profile of the small business creation process, and an introduction to the new and emerging areas of small business creation.

Strategic Planning

Strategic planning for a community or organization envisions its future and develops necessary procedures and actions to achieve that future. This session will focus on the background understanding of strategic planning and its process, how to design & organize the process, and developing strategies and formulating action plans.

Workforce Development

Workforce development is quickly becoming the #1 focus for economic development organizations. A skilled and educated workforce is crucial in today's economy. This interactive session will focus on the need for the creation of workforce development programs that address both community and business needs.

How to Become Certified

For information on the complete CECD program, including requirements to sit for the exam and an exam application, visit the [IEDC website](#).

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Michigan Economic
Developers Association
P.O. Box 15096
Lansing, MI 48901-5096
PH: 517-241-0011
meda@medaweb.org

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