
KALAMAZOO COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY

MEETING DATE: Thursday, March 24, 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 February 25, 2016
5. Citizens Comments (4 minutes each / Please state name and address)
6. Consent Agenda – Invoices
 - a. **\$945.00** – Envirollogic related to WO#17 - General Environmental Review
7. Financial Reports
 - a. **Discussion**: Fund 247
 - b. **Discussion**: 2015 Administrative Expense Allocation
8. Discussion and/or Action Calendar
 - a. **Discussion/Action**: RAI Jets
 - i. Brownfield Plan
 - ii. Timeline
 - b. **Discussion/Action**: 555 Eliza Street
 - i. Envirollogic Invoice related to WO#21 MDEQ Loan work: **\$1,140.00**
 - ii. Administrative Expenses for Quarterly Reporting – Grant expense
 - c. **Discussion/Action**: Kalamazoo West Professional Center
 - i. Envirollogic Work Order #24 – Brownfield Plan Preparation - **\$4,000.00**
 - ii. Draft Tentative Timeline
 - d. **Discussion/Action**: April Annual Meeting – Committee to elect Officers
9. Staff Report
 - a. Presentation to County
 - b. 232 LLC updates – Act 381 Work Plan
 - c. Metal Mechanics
 - d. Oshtemo – Corner @ Drake TIF collection
10. Committees - times dates and places
 - a. Land Bank Report – No meeting in March
 - b. Project/Finance Committee –verbal report, next meeting Thursday, April 14th , 4:00pm
 - c. Executive Committee – verbal report, next meeting Friday, April 8th , 8:30 am
 - d. PR/Media Committee –
11. Other
12. Board Member Comments
13. Adjournment

Next Meeting: 4th Thursday – April 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, February 25, 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, Tim Hudson, Thell Woods, Habib Mandwee, Julie Rogers

Members Excused: Travis Grimwood, Douglas Milburn, Christopher Carew, James Spurr

Kalamazoo Township: None

Staff: Lotta Jarnefelt, Rachael Grover

Consultant: Jeff Hawkins

Recording Secretary: Zeña Vos

Community: 2

1. Chair Agostinelli called the meeting to Order at 4:04 p.m.
2. Members Excused: Travis Grimwood, Douglas Milburn, Christopher Carew, James Spurr
3. Approval of the Agenda: Agostinelli adds to agenda under Other: 12b New Project in Portage. **Hudson moved and Wenzel seconded the approval of the agenda as amended. Motion Carried.**
4. Approval of Minutes: **Woods moved and Peregon seconded the approval of January 21, 2016 minutes. Rogers abstained. Motion Carried.**
5. Citizens Comments: None
6. Discussion/Action Calendar
 - a. **Discussion/Action:** 400 S. 14th Street, Schoolcraft
 - i. Part I and Part II Application
Tom Dailey, President/owner of Metal Mechanics, and partner Jim Delisle presented Brownfield Application and project.
Metal Mechanics interested in new construction of a 30,000 sq ft. building with 30ft ceiling at this location which is the site of a former pressure treated wood company. Metal Mechanics builds a machine that has become popular with die casters that could be from 20 to 24 feet tall. The new building will enable them to assemble more at once. Currently they employ 23 people and could grow to 30 or higher within 3-4 years.

Building cost estimate around \$1.3 million. They would like to start ASAP but have not met with Village.

Rogers advised starting conversation with the local governmental unit ASAP.
Mandwee moved and Woods seconded the approval of the application subject to receipt of the application fee. Motion Carried.
 - ii. Envirologic Work Order # 25 to prepare Brownfield Plan

\$8,000 cost for Work Order for Brownfield Plan & 381 Work Plan. To include additional sampling would be an additional cost.

Agostinelli requested to keep the \$8,000 budget but revise the scope to include Due Care Plan and Data Review and remove Act 381 Work Plan for now.

Hawkins noted in the next meeting he will bring the revised Work Order. Amendment to Work Order to add additional cost for the Act 381 Work Plan will be brought to future meeting as needed.

Wenzel moved and Rogers seconded the approval of Work Order for Brownfield in the amount of \$8,000 as per requested revision to Scope of Services. Motion Carried.

Grover will reach out to the Village of Schoolcraft to inform them about the application.

7. Consent Agenda – Invoices

- a. **\$ 235.00** – Envirologic related to WO#17 - General Environmental Review

Rogers moved and Mandwee seconded the approval of Consent Agenda. Motion Carried.

8. Financial Reports

- a. **Discussion:** Fund 247 end of 2015

Grover explained spreadsheet. Money from Portage Road project had not carried over the \$679.61 for local and \$577 for State TIF. It is now included in the total.

State Brownfield fund for Portage Road for 2015, still do not know where to send the payment. MEDC responded that they are setting up the State Brownfield payment with MDEQ regarding where to send the money. For 2015, there is \$72.14 that needs to be sent to the State from the 3 mils of the State SET TIR collection.

Received a check from Kalamazoo Township for Winter 2015 taxes but housing millage was not included.

Grover in contact with Nancy Culp regarding Corner @ Drake 2015 TIF – still have not received Summer 2015 payment. Escrow account will be setup with Finance for TIF that is unavailable pending Michigan Tax Tribunal findings. Finance is in agreement with establishing an escrow account.

- b. **Discussion:** Reimbursement Analysis and TIF Statements

Color copies of Statements provided at the Executive Committee meeting and emailed to the Board.

Corner @ Drake 2015 interest has been added to Reimbursement Analysis sheet.

9. Discussion and/or Action Calendar

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

- i. Envirologic Invoice related to WO#21 MDEQ Loan work: **\$363.75**

Hawkins noted ET still working on SVE design and staying current with the developer.

Wenzel moved and Peregon seconded the approval of invoice for WO# 21 in the amount of \$363.75. Motion Carried.

- b. **Discussion:** RAI Jets Draft Brownfield Plan

Agostinelli noted staff and Envirologic are still reviewing the Draft of the Plan, hope it will be ready next month.

- c. **Discussion/Action:** Zeigler Development Agreement

Agostinelli stated Midlink and Zeigler have come to an agreement on how much TIF Zeigler will receive for reimbursement at \$200,000.00. The draft was circulated for the 2nd Amendment to the Development Agreement with same language as General Mills & Midlink Amendment, which Midlink had already agreed to previously.

Chair Agostinelli called for a recess to discuss the EDC issue at this time.

Hudson moved and Wenzel seconded the approval of recess time. Motion Carried.

Recess KCBRA meeting at 4:50 p.m.

Chair Agostinelli Reconvened the BRA meeting @ 4:59 p.m.

10. Staff Report

- a. Kalamazoo Mortgage update – new assessment for 2016 base value; draft tables
Grover briefly explained table analysis. Requesting 15 year TIF reimbursement for developer and KCBRA plus 5 years for the LSRRF.
- b. 232 LLC updates – Act 381 Work Plan – have not received Plan to date.
- c. Checker Motors update – City has agreed to a split of the LSRRF with the KCBRA. The mechanics of how the LSRRF split will be administered needs to be determined.

11. Committees - times dates and places

- a. Land Bank Report – Update from January 22 and February 11 meetings. Paper City has entered into a Purchase Agreement with the Kalamazoo County Treasurer for the larger parcel at the Vicksburg Mill. Purchase agreement with Land Bank for the Land Bank Parcel has been extended.
- b. Project/Finance Committee –verbal report, next meeting Thursday, March 10th , 4:00pm
- c. Executive Committee – verbal report, next meeting Friday, March 11th , 8:30 am
- d. PR/Media Committee – no report.

12. Other

- a. Envirologic – Legislative Updates
Hawkins and Rogers provided updates on Dark Stores legislation and new draft legislation for MDEQ Loan and Grants.
- b. Agostinelli gave a summary of meeting regarding W.L. Molding site in Portage. Company is looking into options and the potential for MDEQ Grant/Loan. City of Portage, KCBRA staff, and Envirologic also attended meeting.

13. Board Member Comments

14. Adjournment – Meeting Adjourned at 5:17 pm

Next Meeting: 4th Thursday – March 24, 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 02068
Date 03/07/2016
Project **150063 General Environmental Review
W.O. 17**

INVOICE: Through Feb 28, 2016

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

Professional Fees

	Hours	Rate	Billed Amount
Principal			
Jeffrey C. Hawkins			
Professional Services	6.75	140.00	945.00
		Invoice total	945.00

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

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

Number		Site/Phase	Budget Estimates		Actual				
Project	W.O.		Total	County Funding	Invoice #	Invoice Date	Invoice Amount	Task Budget Remaining	Total Budget Remaining
		Brownfield EA and Admin. 247-000-808.00							
150063	17	General Environmental Review	\$ 3,500.00	\$ 3,500.00	00848	2/19/2015	\$ 300.00	\$ 3,200.00	\$ 3,200.00
		Amendment #1 - Approved 12-17-15	\$ 5,000.00	\$ 5,000.00	01015	4/15/2015	\$ 140.00	\$ 3,060.00	\$ 3,060.00
					01112	5/20/2015	\$ 1,206.25	\$ 1,853.75	\$ 1,853.75
					01129	6/3/2015	\$ 161.25	\$ 1,692.50	\$ 1,692.50
					01321	7/15/2015	\$ 287.50	\$ 1,405.00	\$ 1,405.00
					01438	8/19/2015	\$ 175.00	\$ 1,230.00	\$ 1,230.00
					01473	9/8/2015	\$ 210.00	\$ 1,020.00	\$ 1,020.00
					01584	10/9/2015	\$ 140.00	\$ 880.00	\$ 880.00
					01704	11/11/2015	\$ 560.00	\$ 320.00	\$ 320.00
					01746	12/4/2015	\$ 280.00	\$ 40.00	\$ 40.00
					01903	1/12/2016	\$ 280.00	\$ 4,760.00	\$ 4,760.00
					02024	2/10/2016	\$ 235.00	\$ 4,525.00	\$ 4,525.00
					02068*	3/7/2016	\$ 945.00	\$ 3,580.00	\$ 3,580.00
		Project Subtotal	\$ 8,500.00	\$ 8,500.00			\$ 4,920.00		\$ 3,580.00
130129	1	Kartar #6, 306 N. Grand, Schoolcraft, MI							
		Project Complete	\$ 11,400.00	\$ 11,400.00			\$ 11,061.78		\$ -
130307	2	Project Spartan - Midlink Business Park							
		Project Subtotal	\$ 32,400.00	\$ 32,400.00			\$ 32,015.36		\$ -
130367	4	9008 Portage Road, Former Bud's Auto Service							
		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	
					01322	7/15/2015	\$ 263.75	3,209.62	
					01764	12/7/2015	\$ 3,185.00	24.62	
		Project Subtotal	\$ 13,500.00	\$ 13,500.00			\$ 13,475.38		\$ 24.62
130368	5	2015 Lake Street, J&L Motor X-Press							
		Project Complete	\$ 12,000.00	\$ 12,000.00			\$ 11,035.87		\$ -
130388	7	Former Fox River Paper Mill (Hov-Aire Parcel)							
		Project Complete	\$ 7,000.00	\$ 7,000.00			\$ 7,000.00		\$ -
140154	10	The Corner @ Drake Development							
		Project Subtotal	\$ 6,500.00	\$ 6,500.00			\$ 6,462.50		\$ -
140175	11	Chem Link Acquisition of Former Apollo Plastics							
		Project Complete	\$ 13,000.00	\$ 13,000.00			\$ 6,457.24		\$ -
140520	13	US EPA Brownfield Assessment Grant Application	\$ 3,000.00	\$ 3,000.00					
		Project Complete	\$ 3,000.00	\$ 3,000.00			\$ 3,000.00	\$ -	\$ -
140455	14	CMS, 555 E. Eliza Street, Schoolcraft, MI							
		Project Subtotal	\$ 58,700.00	\$ 58,700.00			\$ 59,425.41		\$ -
140519	16	CMS, 1819/2019 N. Pitcher Street, Kalamazoo Twp.							
		Project Subtotal	\$ 10,000.00	\$ 10,000.00			\$ 9,999.71	\$ 0.29	\$ -
150025	19	Checker Motors Site	\$ 4,000.00	\$ 4,000.00	00903	3/11/2015	\$ 1,178.75	2821.25	
		Project Subtotal	\$ 4,000.00	\$ 4,000.00			\$ 1,265.00		\$ -
150026	20	Accu Mold, 4460 Commercial Ave. Portage, MI	\$ 7,500.00	\$ 7,500.00	00902	3/11/2015	\$ 3,033.75	4466.25	
		Project Subtotal	\$ 7,500.00	\$ 7,500.00			\$ 4,948.75		\$ -
	21	Eliza Street MDEQ Grant and Loan - refer to separate spreadsheet							
150386	22	FY16 US EPA Brownfield Assessment Grant Application	\$ 3,000.00	\$ 3,000.00	01747	12/4/2015	\$ 1,655.00	\$ 1,345.00	\$ 1,345.00
					01904	1/12/2016	\$ 1,335.00	\$ 10.00	\$ 10.00
							\$ 2,990.00		\$ 10.00
150391	23	Blackbird Billiards, LLC Brownfield Plan - 3912 Douglas, Ktwp*	\$ 2,500.00	\$ 2,500.00	01763	12/7/2015	\$ 2,500.00	\$ -	\$ -
							\$ 2,500.00		\$ -
150390	24	Kalamazoo West Prof. Center, 2415 S. 11th St., Oshtemo Twp.	\$ 4,000.00	\$ 4,000.00				\$ 4,000.00	\$ 4,000.00
		Brownfield Plan -							
		Total Project Budgets	\$ 197,000.00	\$ 197,000.00			Total \$ 176,557.00		\$ 7,614.62

	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						
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-)	5,000	350.00		4,650		
Midlink local TIR tax (acct 247-001-420.00)	41,391			41,391		
Midlink school TIR tax (acct 247-001-420.01)				0		
General Mills local TIR (acct 247-004-420.00)	26,538			26,538		
General Mills school TIR (acct 247-004-420.01)				0		
Brown Family/Beckan Ind. (acct 247-002-420.00)*	7,891			7,891		
9008 Portage Road local TIR (acct 247-003-420.00)	79			79		
9008 Portage Road school TIR (acct 247-003-420.01)				0		
Corner @ Drake				0		
555 E. Eliza St. Local TIR (247-006-420.00)				0		
555 E. Eliza St. School TIR (247-006-420.01)				0		
BRA ACTUAL TOTAL 2016 AS OF 3-08-2016	80,899	350.00		80,549	80,548.83	151,193
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		4,525				
WO#19 - Checker Motors MDEQ SSA grant application		2,735	\$1179 + \$58 application			
WO#25 - Metal Mechanics 400 S. 14th Street		8000				
2016 Pending TIF Payments to Developers & other expenses						
Kalamazoo Mortgage BF Plan (estimated)		4,000				
Eliza St. 2015 TIF Hold for MDEQ Loan?		285				
State BF Fund for Portage Road		72				
TOTAL		19,641.29			-19,641	131,552

87	MDEQ Loan - 555 Eliza Street	Revenue	Expenses				
88	Receipt from MDEQ	150,000					
89	MDEQ Loan Contractual (247-900-808.00) - Nov. 2015 invoice		1,832.50				
90	Dec. 2015 Envirologic Invoice		7,269.32				
91	Dec. 2015 Envirologic Invoice 01877		5,528.42				
92	March 1 Enviorologic Invoice 01948		363.75				
93							
94	Total Invoices		14,993.99		Remaining Balance of Loan		135,006.01
95							

97	Local Site Remediation Revolving Fund - Fund 643	Revenues	Expenditures		REV-EXP		
98	LSRRF (acct 643-000-699.53) - From 2014	7,417			7,417		7,417
99	Transferred from Brown 7/6/2015	5,659			5,659		5,659
100	Transferred from Brown 12/31/2015	5,299			5,299		5,299
101							
102							
103	Fund 643 TOTAL						18,376

Proposed Brownfield Plan Approval Timeline - 5825 Willoughby Dr. Portage, MI	
<i>Revised</i>	Dates
KCBRA Brownfield Part I and Part II Application 4:00 Room 207a - 201 W. Kalamazoo Ave	1/21/2016
KCBRA Full Board BF Plan Approval 4:00 Room 207a - 201 W. Kalamazoo Ave	3/24/2016
City of Portage BRA	Week of March 28
City of Portage Council 7:30 pm City Hall - 7900 S. Westnedge Ave	4/12/2016
Kalamazoo County Commission Committee of the Whole 4:00 Room 207a - 201 West Kalamazoo Ave	4/19/2016
Public Notice Sent to Taxing Jurisdictions by	4/22/2016
Kalamazoo County Board of Commission 7:00 pm Commission Chambers - 201 West Kalamazoo Ave	5/3/2016



Remit to:
 2960 Interstate Parkway, Kalamazoo, MI 49048
 P 269.342.1100 | F 269.342.4945 | W envirologic.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 02091
 Date 03/08/2016
 Project **150366 555 E. Eliza Street, Work Order #21**

INVOICE: Through Feb 28, 2016

VAPOR TRANSMISSION PILOT STUDY - MDEQ LOAN

Professional Fees

	Date	Hours	Rate	Billed Amount
Project Manager				
Paul D. French				
Professional Services				
	02/02/2016	0.50	95.00	47.50
	02/05/2016	2.00	95.00	190.00
	02/06/2016	2.00	95.00	190.00
	02/08/2016	5.00	95.00	475.00
	02/11/2016	2.50	95.00	237.50
	Subtotal	12.00		1,140.00
	Phase subtotal			1,140.00
			Invoice total	1,140.00

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

Scope of Services

Contract for Professional Services
Kalamazoo County Brownfield Redevelopment Authority
Applicable to Contract Addendum #3 Dated July 23, 2015
Work Order No. 24 Dated March 8, 2016

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: Preparation of Brownfield Plan – Kalamazoo West Professional Center Project, 2415 S. 11th St., Oshtemo Twp.

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

Kalamazoo West Professional Center intends to acquire an adjacent property, currently owned and occupied by Pine West Catering. Kalamazoo West Professional Center intends to extensively renovate the existing structure to transform the catering and banquet facility into an office space. The conversion of the building into office space allows Kalamazoo West Professional Center to expand its operation.

The Pine West Catering site has been deemed Functionally Obsolete by the Oshtemo Township Assessor. Further, the Assessor has evaluated the proposed project and determined that the project as proposed would likely result in an increase in taxable value.

Kalamazoo West Professional Center has requested assistance from the KCBRA in the form of adoption of a Brownfield Plan which would allow for capture of the tax increment for reimbursement of eligible activities – in particular, demolition activities.

Envirologic proposes to prepare a Brownfield Plan for the site. Other than the environmental due diligence costs incurred by Kalamazoo West Professional Center, which are automatically eligible for reimbursement with school and local tax increment revenues, the Plan will be for reimbursement of eligible activities with local tax increment revenues only. If it is determined that MEDC would support the use of school tax increment for reimbursement of non-environmental activities, i.e. demolition, it will be necessary to develop an Act 381 Work Plan. This Work Order does not include the development of an Act 381 Work Plan and would require amendment and approval from the KCBRA.

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.

Brownfield Plan Development	\$4,000
Total Estimated Cost	\$4,000

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 weeks.

H:\Projects\Projects_K\Kalamazoo County\Brownfield Redevelopment Authority\Work Orders and Contracts\ETI Contract Add 3 Work Order 24 Brownfield Plan - Kalamazoo West Professional Center Project.docx



Proposed Brownfield Plan Approval Timeline - 2425 S. 11th Street, Oshtemo Township MI		
<i>DRAFT</i>	Dates	Alternative Dates
Oshtemo Township Board Work Session Presentation 6:00 PM Oshtemo Township Hall - 7275 West Main Street	4/12/2016	4/12/2016
KCBRA Full Board BF Plan Approval 4:00 Room 207a - 201 W. Kalamazoo Ave	4/28/2016?	5/26/2016
Oshtemo Township Council 7:00 PM Oshtemo Township Hall - 7275 West Main Street	5/10/2016	6/12/2016
Kalamazoo County Commission Committee of the Whole 4:00 Room 207a - 201 West Kalamazoo Ave	5/17/2016	6/21/2016
Public Notice Sent to Taxing Jurisdictions by	5/27/2016	6/24/2016
Kalamazoo County Board of Commission 7:00 pm Commission Chambers - 201 West Kalamazoo Ave	6/7/2016	7/5/2016