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**KALAMAZOO COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY**

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**MEETING DATE:** Thursday, January 19, 2017  
**PLACE OF MEETING:** County Administration Building  
201 West Kalamazoo Avenue, Room 207a  
**TIME:** 4:00 pm

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**AGENDA**

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1. Call to Order: 4:00
  2. Members Excused
  3. Approval of the Agenda
  4. Approval of Minutes: BRA Minutes of December 15, 2016
  5. Citizens Comments (4 minutes each / Please state name and address)
  6. Public Officer's Oath – New KCBRA members Connie Ferguson and Jodi Milks
  7. Consent Agenda – Invoices
    - a. **\$ 350.00** – Envirologic - Related to Work Order # 17 General Environmental
    - b. **\$9,705.44** - Staff 4<sup>th</sup> Quarter Administrative Expenses (Oct.- Dec. 2016)
  8. Discussion and/or Action Calendar
    - a. **Discussion/Action:** Stryker – City of Portage Project
      - i. Part I and Part II Application, Reimbursement Agreement
      - ii. Brownfield Plan
      - iii. Development Agreement
      - iv. Authorization to submit Act 381 Work Plan
      - v. Timeline
    - b. **Discussion/Action:** Select Products Limited – Oshtemo Township Project
      - i. Part I Application – Request for EPA Assessment Grant funds
      - ii. Envirologic Work Order
    - c. **Discussion/Action:** 383 S. Pitcher – City of Kalamazoo
      - i. Part I and Part II Application
    - d. **Discussion/Action:** Envirologic General Consulting Contract renewal for 2017
    - e. **Discussion/Action:** EPA Grant Invoices
      - i. **\$ 340.00** (\$170.00 Hazardous; \$170.00 Petroleum)– Site Inventory – EPA Grant WO #2
      - ii. **\$ 210.00** (\$105 Haz.; \$105 Petroleum)– Programmatic/Outreach – EPA Grant WO # 3
      - iii. **\$ 382.50** (Haz.) – Jhamin, LLC – WO #4
    - f. **Discussion/Action:** EPA Grant
      - i. Memo EPA Grant updates
      - ii. February 16, 2017 Community Outreach Session
    - g. **Discussion/Action:** MDEQ Loan/Grant 555 Eliza St.
      - i. **\$ 7,362.35** - Envirologic Invoice – **MDEQ Loan Work Order #21**
      - ii. **\$ 350.86** – Grant – Staff administrative for State
      - iii. MDEQ Q1 Report (State of MI FY2017 – Q1)
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9. Financial Reports

- a. **Discussion:** Fund 247 and 643

10. Staff Report

11. Committees - times dates and places

- a. Land Bank Report – Next Meeting February 9, 2017 – 8:30 a.m.  
b. Project/Finance Committee – Thursday, February 9<sup>th</sup>, 2017, 4:00 p.m.  
c. Executive Committee – Friday, February 10<sup>th</sup>, 2017, **note – 9:15 a.m.**  
d. PR/Media Committee –

12. Other

13. Board Member Comments

14. Adjournment

***Next Meeting: 4<sup>rd</sup> Thursday – February 23, 2017 at 4pm (room 207a, County Admin Bldg)***

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

IF YOU ARE UNABLE TO ATTEND THE MEETING

Meetings of the Kalamazoo County Brownfield Redevelopment Authority are open to all without regard to race, sex, color, age, national origin, religion, height, weight, marital status, political affiliation, sexual orientation, gender identity, or disability. The Kalamazoo County Brownfield Redevelopment Authority will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities at the meeting upon four (4) business days' notice to the Kalamazoo County BRA. Individuals with disabilities requiring auxiliary aids or services should contact the Kalamazoo County BRA by writing or calling:

Rachael Grover  
Resource Coordinator, Planning and Community Development  
Kalamazoo County Government  
201 West Kalamazoo Avenue  
Kalamazoo, MI 49007  
TELEPHONE: (269)384-8305



**KALAMAZOO COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY**

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**MEETING DATE:** Thursday, December 15, 2016  
**PLACE OF MEETING:** County Administration Building  
201 West Kalamazoo Avenue, Room 207a  
**TIME:** 4:00 pm

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**MINUTES**

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**Present:** Julie Rogers, Joe Agostinelli, Douglas Milburn, Connie Ferguson, Ken Peregon, James Spurr, Christopher Carew, Habib Mandwee, Jodi Milks, Travis Grimwood

**Members Excused:** Andy Wenzel – (arrived at 4:40 p.m.)

**Kalamazoo Township:** Sherine Miller

**Staff:** Lotta Jarnefelt, Rachael Grover

**Consultant:** Jeff Hawkins

**Recording Secretary:** Zeña Vos and Rachael Grover

**Community:** 6

1. Chair Agostinelli called the meeting to Order at 4:03 p.m.
2. Members Excused: Andy Wenzel (arrived at 4:40 p.m.)
3. Approval of the Agenda: Addition to the agenda under 7a - Portage Project. Re-letter the rest of the items after addition of 7a. **Spurr moved and Carew seconded the approval of the Agenda as amended. Motion Carried.**
4. Approval of Minutes: **Mandwee moved and Ferguson seconded the approval of Minutes of November 17, 2016. Motion Carried.**
5. Citizens Comments: none
6. Consent Agenda – Invoices
  - a. **\$280.00** – Envirologic - Related to Work Order # 17 General Environmental  
**Spurr moved and Mandwee seconded the approval of Consent Agenda. Motion Carried.**
7. Discussion and/or Action Calendar
  - a. **Portage Project**

Jill Bland from Southwest Michigan First presented project in the City of Portage; working with the City of Portage and with Michigan Economic Development Corporation.

This project was presented today to give overview of project to the Board in preparation for discussion and action at next KCBRA Board meeting on January 19, 2017.

Portage City Manager Larry Shaffer expressed the support from the City of Portage for this project.
  - b. **Discussion/Action:** Quality Precast, Inc.
    - i. Part I Application (Application for Phase I Assessment assistance through EPA Grant funds)

Jeff Hubert & Dan Schierbeek from Quality Pre-Cast gave overview of their company. They are outgrowing the current location on N. Westnedge and in process of purchasing a property to relocate on Adobe Road. They are working with Alamo Township regarding rezoning. Quality Precast is a manufacturer of concrete

underground products such as storm sewer, sanitary sewer, electrical underground boxes and other miscellaneous concrete products.

Grover stated that the history of the site is unknown but Phase I is needed.

This project will be under Hazardous Assessment Grant but could potentially do the split with Petroleum.

Staff memo - suggestion that KCBRA charge incremental fee based on work needing to be done.

Rogers is supportive of fee of 10% of the Phase I Assessment cost, which is \$300.00

**Grimwood moved and Rogers seconded the approval of the Phase I Application subject to receipt of \$300 application fee and approval of Reimbursement Agreement. Motion Carried.**

- ii. EPA Grant Work Order #7 - \$3,000 Phase I

**Peregon moved and Ferguson seconded the approval of Work Order #7. Motion Carried.**

c. **Discussion/Action:** Reimbursement Checks

- i. 5200 East Cork Street Investors (Midlink) – Total Check: \$222,534.41
  - State School Tax eligible costs: \$107,316.58
  - Local Eligible costs: \$106,090.66
  - Interest payment (Local taxes only): \$ 9,127.17

Midlink is no longer eligible to receive the State and School eligible taxes

**Milks moved and Peregon seconded the approval of reimbursement check to Midlink in the total amount of \$222,534.41. Motion Carried.**

- ii. General Mills – total check: \$145,789.20
  - State School Tax eligible costs: \$110,974.93 (includes \$19,256.85 Midlink School taxes)
  - Local Tax eligible costs: \$ 34,814.27

**Peregon moved and Wenzel seconded the approval of reimbursement check to General Mills in the total amount of \$145,789.20. Motion Carried.**

- d. **Discussion/Action:** Transfer of Brown Funds to Account 643 LSRRF: **\$ 6,314.00**  
**Rogers moved and Mandwee seconded the approval of transfer of Brown funds to 643 LSRRF in the amount of \$6,314.00. Motion Carried.**

- e. **Discussion/Action:** EPA Grant Work Order #6 - Metal Mechanics - Due Care Compliance report, Phase I update, and BEA **\$6,000**

**Carew moved and Wenzel seconded the approval of the Metal Mechanics Work Order #6. Motion Carried.**

f. **Discussion/Action:** EPA Grant Invoices

- i. **\$4,726.65** – QAPP Development – EPA Grant WO # 1 (\$2,363.32 Hazardous; \$2,363.33 Petroleum)  
Hawkins noted QAPP has been completed.
  - ii. **\$140.00** (\$70.00 Hazardous; \$70.00 Petroleum)– Site Inventory – EPA Grant WO #2
  - iii. **\$210.00** (\$105 Haz.; \$105 Petroleum)– Programmatic/Outreach – EPA Grant WO # 3
-

- iv. **\$1,008.75** (Haz.) – Jhamin, LLC – WO #4

Item i, ii, iii can be split between Hazardous & Petroleum.

**Peregon moved and Mandwee seconded the approval of payment for Work Order 1, 2, 3 & 4; for Work Orders 1, 2 & 3, split between Hazardous and Petroleum Grants. Motion Carried.**

- g. **Discussion/Action:** MDEQ Loan/Grant 555 Eliza St.

- i. **\$2,299.17** - Envirologic Invoice – **MDEQ Loan Work Order #21**

Envirologic and Grover met with MDEQ – sub-slab depressurization system will be expanded to cover entire building to make sure the system is designed to meet changing indoor air requirements.

**Carew moved and Milks seconded the approval of payment for Work Order #21. Motion Carried.**

- ii. **\$82.08** – Grant - Grover mileage to MDEQ meeting in Lansing on 11/30/2016

**Rogers moved and Wenzel seconded the approval of mileage for Grover MDEQ meeting in Lansing on 11/30/16. Motion Carried.**

- h. **Discussion/Action:** Metal Mechanics Development Agreement

Signed agreement included in the packet.

**Milks moved and Wenzel seconded the approval authorizing the Chair to execute the Metal Mechanics' Development Agreement. Motion Carried.**

- i. **Discussion/Action:** Blackbird Billiards Administrative change in TIF capture start date

Grover stated need to make Administrative change to the Brownfield Plan. Capture did not start in 2016.

Grover working with Kalamazoo Township regarding tax capture in 2017.

## 8. Financial Reports

- a. **Discussion:** Fund 247 and 643

## 9. Staff Report

- a. Kalamazoo Township Resolution

Resolution included in the packet. Kalamazoo Township passed the resolution to agree to have the KCBRA to act on their behalf. As per the KCBRA By-laws, Kalamazoo Township is eligible to appoint an ex-officio member to the Board.

- b. BTR Park

Grover, Chair Agostinelli, and Commissioner Rogers met with Oshtemo Township and WMU - still evaluating the ability to use any EPA grant funds in conjunction with their EDA grant funds.

- c. Zeigler Motorsports

No update. Development Agreement is still with East Cork Street Investors.

- d. Jhamin, LLC/WL Molding

Grover stated waiting for the Eligibility Determination.

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e. Holiday Lanes – 2747 S 11<sup>th</sup> Street

Grover stated that Holiday Lanes was determined by the Oshtemo assessor to be functionally obsolete. The Assessor will send the functionally obsolete affidavit.

10. Committees - times dates and places

a. Land Bank Report – Next Meeting February 9, 2017 – 8:30 a.m.

Grover attended the meeting. They discussed a lot about the financial status and they will need project specific. There's a lot of movement on the Merchants crossing property. They will have Vietnamese Restaurant at Washington Square.

b. Project/Finance Committee – Thursday, January 12<sup>th</sup>, 2017, 4:00 p.m.

c. Executive Committee – Friday, January 13<sup>th</sup>, 2017, **note – 9:15 a.m.**

d. PR/Media Committee –

11. Other

Agostinelli noted the announcement for Sigma Machine expanding at Midlink.

Also announced last week (not BRA related), Mophie is expanding in Texas Township. Opening a third party customer support call center for their new parent company. Bringing jobs from Salt Lake City to Kalamazoo.

12. Board Member Comments

Rogers suggested members consider attending the National Brownfield Conference in Pittsburgh next year, December 3-5, 2017. Money in grant budget to send a few KCBRA representatives to this conference.

13. Adjournment @ 5:52p.m.

**Next Meeting: 3<sup>rd</sup> Thursday – January 19, 2017 at 4pm (room 207a, County Admin Bldg)**

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

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Rachael Grover  
Resource Coordinator, Planning and Community Development  
Kalamazoo County Government  
201 West Kalamazoo Avenue  
Kalamazoo, MI 49007  
TELEPHONE: (269)384-8305

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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 03063  
Date 01/06/2017  
Project **150063 General Environmental Review  
W.O. 17**

INVOICE: Through Jan 01, 2017

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

Professional Fees

	Hours	Rate	Billed Amount
Principal			
Jeffrey C. Hawkins			
Professional Services	2.50	140.00	350.00
		Invoice total	<b>350.00</b>

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



**Department of Planning & Community Development**

201 West Kalamazoo Avenue, Rm. 101 • Kalamazoo, Michigan 49007  
 Phone: (269) 384-8112 • FAX: (269) 383-8920 • Email: LMJARN@kalcounty.com

**INTER-OFFICE INVOICE**

<b>BILL TO</b>
Kalamazoo County Brownfield Redevelopment Authority c/o County Planning Dept. 201 W. Kalamazoo Avenue Kalamazoo, MI 49007

**Invoice**

Invoice No.	BRA-4-2016
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<b>DATE</b>	<b>DUE DATE</b>
01/19/16	--

DATE	DESCRIPTION	Cost	Qty	AMOUNT
01/19/17	2016 BRA administration hours County Pay Periods 20-26, 09/17/2016 - 12/22/2016 BRA General (247-000-808.11 Contractual Other)			
	Rachael Grover (315 hrs - 12 for MDEQ Grant = 303 hrs)	6,490.26	1	6,490.26
	Fringe Benefits 36.5%	2,368.94	1	2,368.94
	Lotta Jarnefelt (15 hours)	619.95	1	619.95
	Fringe Benefits 36.5%	226.28	1	226.28
THANK YOU! ☺		<b>TOTAL ---&gt;</b>		<b>\$ 9,705.44</b>

**KALAMAZOO COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY**

**PART I PROJECT APPLICATION**

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

1 Date of Application:

**Business Information**

2 Name of Applicant:

3 Business Address:

4 Business Telephone Number:

5 Contact Person(s) & Title:

6 Contact Person(s) Telephone Number:

7 Contact Person(s) Fax Number:

8 Contact Person(s) Email Address:

9 Entity Type:

Proprietorship	<input type="checkbox"/>
Partnership	<input type="checkbox"/>
Corporation	<input checked="" type="checkbox"/>
Other (specify)	<input type="text"/>

10 Describe nature and history of business:

11 List similar projects developed over the last five years (if any):

**Proposed Project Site Information**

12 Address(es) (if known):

13 Tax IDs:

14 Present Owner(s):

15 Date Present Owner(s) Acquired Property (if known):

16 Does applicant have land control: No  Yes

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

17 Any currently known environmental issues?

18 Is applicant a liable party for environmental issues at site? No  Yes

19 Is access to site permitted? No  Yes

20 Project Type:

New	<input checked="" type="checkbox"/>
Relocation	<input type="checkbox"/>
Expansion	<input type="checkbox"/>
Rehabilitation	<input type="checkbox"/>

21 Project Size:

Parcel Size (acres):

Existing building area (sq ft):

New building area (sq ft):

22 Project timeline (proposed or actual):  
 Start date:  Completion Date:

23 Additional Materials (Please put an X for those items that are available and attach to your application, if possible):

Business Plan	<input type="checkbox"/>	Financial Commitments	<input type="checkbox"/>
Market Analysis	<input type="checkbox"/>	Environmental Information/Reports	<input checked="" type="checkbox"/>
Architectural/Site Plans	<input checked="" type="checkbox"/>		

**Tax Base Information**

24 Total Investment Anticipated:

If available, please attach a detailed projection of project costs and proposed funding sources. Categories of costs may include real estate, demolition, environmental, new construction, renovation, new equipment, and other as appropriate.

25 Eligible activities for which potential funding may be sought:

Phase I ESA	<input checked="" type="checkbox"/>	Phase II ESA	<input checked="" type="checkbox"/>
BEA	<input checked="" type="checkbox"/>	Due Care	<input checked="" type="checkbox"/>
Hazardous Materials Building Surveys (asbestos and Lead)	<input type="checkbox"/>	Clean-up Planning	<input type="checkbox"/>
Additional Response Activities	<input type="checkbox"/>	Demolition	<input type="checkbox"/>
Lead and Asbestos Abatement	<input type="checkbox"/>	Site Preparation (City of Kalamazoo, City of Portage)	<input checked="" type="checkbox"/>
Infrastructure Improvements	<input checked="" type="checkbox"/>		

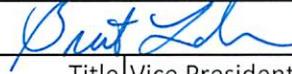
26 Current State Equalized Value:

27 Estimated State Equalized Value after Project Completion:

28 Full Time Equivalent (FTE) Employees:  
 FTE Jobs Retained:  FTE Jobs Created:

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

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

Signature	 BRENT LALOMIA	Date	<input type="text" value="1/12/2017"/>
Title	Vice President, Quality and Facilities		
Direct office or cell number	(269) 377-2187		
Fax number	<input type="text"/>		
Email address	brent.lalomia@stryker.com		

If you have questions regarding the application, please contact:  
 Kalamazoo County Government  
 Lotta Jarnefelt, Director Email: [lmjarn@kalcounty.com](mailto:lmjarn@kalcounty.com)  
 Department of Planning and Community Development  
 201 W. Kalamazoo Avenue, Room 101  
 Kalamazoo, MI 49007  
 Office Phone: 269-384-8112 Office Fax: 269-383-8920

**KALAMAZOO COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY  
PART II PROJECT APPLICATION**

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

1 Date of Application:

**Business Information**

2 Name of Applicant:

3 Business Address:

4 Business Telephone Number:

5 Contact Person(s) & Title:

6 Contact Person(s) Telephone Number:

7 Contact Person(s) Fax Number:

8 Contact Person(s) Email Address:

**Proposed Project Site Information**

9 Address(es) (if known):

10 Tax IDs:

11 Project timeline (proposed or actual):  
Start date:  Completion Date:

12 Additional Materials (Please put an X for those items that are available and attach to your application, if possible):

Business Plan	<input type="text" value="0"/>	Financial Commitments	<input type="text" value="0"/>
Market Analysis	<input type="text" value="0"/>	Environmental Information/Reports	<input type="text" value="X"/>
Architectural/Site Plans	<input type="text" value="X"/>		

**Project Team**

Bank/Financing:

Legal Counsel:

Environmental Consultant:

Architect:

Construction Management:

Other:

**Proposed Brownfield Funding Requested**

13 Total Investment Anticipated:	\$	181,890,451.00
Land:		\$ 8,600,000.00
New Construction/Site Improvements:		\$ 147,752,951.00
Eligible Brownfield Activities (Specify):	environmental, infrastructure, site prep	\$ 6,348,720.00
Other (Specify below):		\$ 25,537,500.00
	IT, AV, Office Equipment, Lab Equipment	
Total Capital Investment:		\$ 188,239,171.00

Funding Sources Requested:

Kalamazoo County Brownfield Redevelopment Authority		
Authority Grant/Loan Funding:		\$ -
Brownfield Plan and Act 381 Work Plan(s):	w/ interest	\$ 6,500,000.00
Other Funding:		\$ -
Michigan Department of Environmental Quality		
Brownfield Redevelopment Grant:		\$ -
Brownfield Redevelopment Loan:		\$ -
Brownfield Assessment:		\$ -
Michigan Economic Development Corporation		
Community Revitalization Program Loan and/or Grant:		
Business Development Program Loan and/or Grant:		\$ 1,000,000.00
Total Brownfield Funding Requested:		\$ 7,500,000.00

If available, please attach a detailed projection of project costs and proposed funding sources. Categories of costs may include real estate, demolition, environmental, new construction, renovation, new equipment, and other as appropriate.

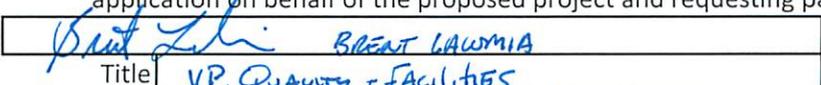
14 Do you intend on or anticipate appealing the property taxes for this project site?

No	<input checked="" type="checkbox"/> *
Yes	<input type="checkbox"/>

*\*Some of the current agricultural property will likely remain agricultural and still needs to be finalized*

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

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

Signature		Date	<input type="text" value="12-Jan-17"/>
Title	<input type="text" value="VP, Quality &amp; Facilities"/>		
Direct office or cell number	<input type="text" value="(269) 377-2187"/>		
Fax number	<input type="text"/>		
Email address	<input type="text" value="brent.laformia@strickor.com"/>		

If you have questions regarding the application, please contact:  
 Kalamazoo County Government  
 Lotta Jarnefelt, Director  
 Department of Planning and Community Development  
 201 W. Kalamazoo Avenue, Room 101  
 Kalamazoo, MI 49007

Office Phone: 269-384-8112  
 Email: [lmjarn@kalcounty.com](mailto:lmjarn@kalcounty.com)  
 Office Fax: 269-383-8920

**REIMBURSEMENT AGREEMENT**

This Reimbursement Agreement is made as of 

12-Jan-17
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 by and between 

Stryker Corporation
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 ("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

6100 Portage Road, Portage
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, Michigan, currently owned by 

Stryker Corporation
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 (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 commence development of the Site for any reason within 12 months, 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 proceeding 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.

**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: Brent Lalomia BRENT LALOMIA  
Authorized Agent

Address of Developer

Name	Stryker Corporation
Street/Number	4100 East Milham Ave.
City, State, Zip	Kalamazoo, MI 49001
Phone	(269) 323-7700
Fax	
Email	<a href="mailto:brent.lalomia@stryker.com">brent.lalomia@stryker.com</a>

<b>Proposed Brownfield Plan Approval Timeline - Stryker Property, Portage, MI</b>	
(as of 1/10/2017)	<b>Dates</b>
<b>KCBRA Full Board BF Plan Approval</b> 4:00 Room 207a - 201 W. Kalamazoo Ave	<b>1/19/2017</b>
<b>Portage BRA review/approval</b> (planned meeting date)	<b>TBD</b>
<b>Kalamazoo County Commission Committee of the Whole</b> 4:00 Room 207a - 201 West Kalamazoo Ave	<b>2/7/2017</b>
<b>Portage City Council review/approval</b>	<b>2/14/2017</b>
<b>Public Notice Sent to Taxing Jurisdictions by:</b>	<b>2/10/2017</b>
<b>Kalamazoo County Board of Commission</b> (Public Hearing and resolution) 7:00 pm Commission Chambers - 201 West Kalamazoo Ave	<b>2/21/2017</b>
<b>Michigan Strategic Fund Meeting</b>	<b>2/28/2017</b>



**SELECT  
HINGES**<sup>®</sup>



SELECT Products Limited

9770 Shaver Road | Portage, MI 49024 | Ph: 800-423-1174 | Fax: 800-423-7107 | [www.selecthinges.com](http://www.selecthinges.com)

January 12, 2017

Ms. Lotta Jarnefelt  
Director  
Planning and Community Development

Ms. Rachel Grover  
Resource Coordinator  
Kalamazoo County

Dear Ms. Jarnefelt and Ms. Grover,

I am pleased to provide you with a brief overview of a project we intent to undertake with the help of the Kalamazoo County Brownfield Redevelopment Authority. Currently Select Products Limited also known as Select Hinges occupies leased property in Portage. We have been located here since 1999. In 2013 we expanded from our 9770 Shaver Road property and occupied additional space across the parking lot at 9744 Shaver Road. The time has come to consolidate operations and acquire room for additional growth.

We are very early in the planning stages and only Tuesday received acceptance of a Letter of Intent to purchase 17 acres in Oshtemo Township. Currently, our plan is two phased. We first need to consolidate our operations under a single roof. We employ 30 full time folks at present. The product we manufacture primarily uses anodized aluminum. A contemplated Phase 2 would be the addition/expansion to include an on-site anodize facility. This would likely result in the need for 10 – 30 additional employees probably within a five year time frame. Current estimates are on the order of 90,000 square feet of manufacturing space will be erected with the combined phases.

Our time line is rather tight as we would like to be in our new facility early in 2018. I look forward to working closely with you in the very near future.

Sincerely,

Mike Anderson  
President  
Select Products

## WHAT MAKES A SELECT HINGE BETTER?

■ Superior customer service ■ Fast shipping ■ Pair matching ■ Anodizing after machining ■ Lifetime lubrication ■ Templating



**KALAMAZOO COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY  
PART I PROJECT APPLICATION**

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

1 Date of Application:

**Business Information**

2 Name of Applicant:

3 Business Address:

4 Business Telephone Number:

5 Contact Person(s) & Title:

6 Contact Person(s) Telephone Number:

7 Contact Person(s) Fax Number:

8 Contact Person(s) Email Address:

9 Entity Type:

Proprietorship	<input type="checkbox"/>
Partnership	<input type="checkbox"/>
Corporation	<input checked="" type="checkbox"/>
Other (specify)	<input type="text"/>

10 Describe nature and history of business:

11 List similar projects developed over the last five years (if any):

**Proposed Project Site Information**

12 Address(es) (if known):

13 Tax IDs:

14 Present Owner(s):

15 Date Present Owner(s) Acquired Property (if known):

16 Does applicant have land control: No  Yes

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

17 Any currently known environmental issues?

18 Is applicant a liable party for environmental issues at site? No  Yes

19 Is access to site permitted? No  Yes

20 Project Type:

New	<input type="checkbox"/>
Relocation	<input checked="" type="checkbox"/>
Expansion	<input type="checkbox"/>
Rehabilitation	<input type="checkbox"/>

21 Project Size:

Parcel Size (acres):

Existing building area (sq ft):

New building area (sq ft):

22 Project timeline (proposed or actual):

Start date:

Completion Date:

23

Additional Materials (Please put an X for those items that are available and attach to your application, if possible):

Business Plan	<input type="checkbox"/>
Market Analysis	<input type="checkbox"/>
Architectural/Site Plans	<input type="checkbox"/>

Financial Commitments	<input type="checkbox"/>
Environmental Information/Reports	<input type="checkbox"/>

**Tax Base Information**

24 Total Investment Anticipated:

If available, please attach a detailed projection of project costs and proposed funding sources.

Categories of costs may include real estate, demolition, environmental, new construction, renovation, new equipment, and other as appropriate.

25 Eligible activities for which potential funding may be sought:

Phase I ESA	<input checked="" type="checkbox"/>	Phase II ESA	<input checked="" type="checkbox"/>
BEA	<input checked="" type="checkbox"/>	Due Care	<input type="checkbox"/>
Hazardous Materials Building Surveys (asbestos and Lead)	<input type="checkbox"/>	Clean-up Planning	<input type="checkbox"/>
Additional Response Activities	<input type="checkbox"/>	Demolition	<input type="checkbox"/>
Lead and Asbestos Abatement	<input type="checkbox"/>	Site Preparation (City of Kalamazoo, City of Portage)	<input type="checkbox"/>
Infrastructure Improvements	<input type="checkbox"/>		

26 Current State Equalized Value:

27 Estimated State Equalized Value after Project Completion:

28 Full Time Equivalent (FTE) Employees:

FTE Jobs Retained:

FTE Jobs Created:

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

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

Signature	
Title	President
Direct office or cell number	269-744-7575
Fax number	269-323-3815
Email address	mikea@select-hinges.com

Date

If you have questions regarding the application, please contact:

Kalamazoo County Government

Lotta Jarnfelt, Director

Email: [lmjarn@kalcounty.com](mailto:lmjarn@kalcounty.com)

Department of Planning and Community Development

201 W. Kalamazoo Avenue, Room 101

Kalamazoo, MI 49007

Office Phone: 269-384-8112

Office Fax: 269-383-8920

**KALAMAZOO COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY  
PART II PROJECT APPLICATION**

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

1 Date of Application:

**Business Information**

2 Name of Applicant:   
 3 Business Address:   
 4 Business Telephone Number:   
 5 Contact Person(s) & Title:   
 6 Contact Person(s) Telephone Number:   
 7 Contact Person(s) Fax Number:   
 8 Contact Person(s) Email Address:

**Proposed Project Site Information**

9 Address(es) (if known):   
 10 Tax IDs:   
 11 Project timeline (proposed or actual):  
 Start date:  Completion Date:

12

Additional Materials (Please put an X for those items that are available and attach to your application, if possible):

Business Plan	<input type="text" value="0"/>	Financial Commitments	<input type="text" value="0"/>
Market Analysis	<input type="text" value="0"/>	Environmental Information/Reports	<input type="text" value="0"/>
Architectural/Site Plans	<input type="text" value="0"/>		

**Project Team**

Bank/Financing:   
 Legal Counsel:   
 Environmental Consultant:   
 Architect:   
 Construction Management:   
 Other:

**Proposed Brownfield Funding Requested**

13 Total Investment Anticipated:

Land:	\$ 450,000.00
New Construction/Site Improvements:	\$ 2,500,000.00
Eligible Brownfield Activities (Specify):	
Other (Specify below):	
<input type="text"/>	
<b>Total Capital Investment:</b>	<b>\$ 2,950,000.00</b>

**Funding Sources Requested:**

Kalamazoo County Brownfield Redevelopment Authority  
Authority Grant/Loan Funding:  
Brownfield Plan and Act 381 Work Plan(s):  
Other Funding:


Michigan Department of Environmental Quality  
Brownfield Redevelopment Grant:  
Brownfield Redevelopment Loan:  
Brownfield Assessment:


Michigan Economic Development Corporation  
Community Revitalization Program Loan and/or Grant:  
Business Development Program Loan and/or Grant:


Total Brownfield Funding Requested:

\$		-
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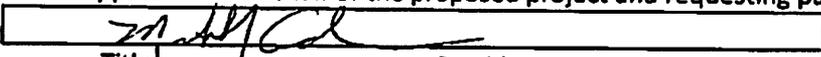
If available, please attach a detailed projection of project costs and proposed funding sources. Categories of costs may include real estate, demolition, environmental, new construction, renovation, new equipment, and other as appropriate.

14 Do you intend on or anticipate appealing the property taxes for this project site?

No	<input type="checkbox"/>
Yes	<input type="checkbox"/>

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

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

Signature		Date	1/12/2017
Title	President		
Direct office or cell number	269-744-7575		
Fax number	269-323-3815		
Email address	mikea@select-hings.com		

If you have questions regarding the application, please contact:  
Kalamazoo County Government  
Lotta Jarnefelt, Director  
Department of Planning and Community Development  
201 W. Kalamazoo Avenue, Room 101  
Kalamazoo, MI 49007

Office Phone: 269-384-8112  
Email: [lmjarn@kalcounty.com](mailto:lmjarn@kalcounty.com)  
Office Fax: 269-383-8920

**REIMBURSEMENT AGREEMENT**

This Reimbursement Agreement is made as of 1/12/2017 by and between Seelect Products Limited ("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

Parcel # 3905-34-130-050, Michigan, currently owned by Oshtemo Township (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 commence development of the Site for any reason within 12 months, 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 proceeding 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	Select Products Limited
Street/Number	9770 Shaver Road
City, State, Zip	Portage, MI 49024
Phone	269-323-4433
Fax	269-323-3815
Email	<a href="mailto:mikea@select-hinges.com">mikea@select-hinges.com</a>

January 12, 2016

Kalamazoo County Brownfield Redevelopment Authority  
In Care of: Lotta Jarnefelt, Director  
Planning and Community Development Department  
201 West Kalamazoo Avenue  
Kalamazoo, Michigan 49007-3777

Dear Ms. Jarnefelt:

Re: Proposed PS 383 LLC Brownfield Redevelopment Project

Please find attached our Part I Project Application for the proposed PS 383 LLC brownfield redevelopment project for the property located at 383 South Pitcher Street within the City of Kalamazoo. The proposed project is intended to completely rehabilitate the vacant building and site resulting in a mix of automotive performance shop/showroom and office uses and creating at least 30 jobs at the site. Total project investment is expected to be approximately \$2 million.

The site has been confirmed to be a facility due to the presence of heavy metals, polynuclear aromatic hydrocarbons, chlorinated hydrocarbons, including TCE, and vinyl chloride in groundwater and the presence of VOCs, PNAs and metals above Part 201 GRCC found in fill materials and site soils.

Brownfield activities eligible for Tax Increment Finance reimbursement are estimated to be approximately \$175,000.

Thank you for your consideration of our proposed project and all you do for our community.

Sincerely,



Marc Hatton  
Development Manager

---

**PlazaCorp Realty Advisors, Inc.**

200 West Michigan Avenue, Suite 201, Kalamazoo, MI 49007

269.383.5775 (office) 269.383.5774 (facsimile)

[www.plazacorp.net](http://www.plazacorp.net)



New building area (sq ft): 26210 sf

22 Project timeline (proposed or actual):

Start date: Winter 2017

Completion Date: Fall 2017

23

Additional Materials (Please put an X for those items that are available and attach to your application, if possible):

Business Plan	
Market Analysis	
Architectural/Site Plans	x

Financial Commitments	
Environmental Information/Reports	x

**Tax Base Information**

24 Total Investment Anticipated: Approximately \$2 million

If available, please attach a detailed projection of project costs and proposed funding sources.

Categories of costs may include real estate, demolition, environmental, new construction, renovation, new equipment, and other as appropriate.

25 Eligible activities for which potential funding may be sought:

Phase I ESA	x	Phase II ESA	x
BEA	x	Due Care	x
Hazardous Materials Building Surveys (asbestos and Lead)	x	Clean-up Planning	x
Additional Response Activities	x	Demolition	x
Lead and Asbestos Abatement	x	Site Preparation (City of Kalamazoo, City of Portage)	x
Infrastructure Improvements	x		

26 Current State Equalized Value: \$193,800.00

27 Estimated State Equalized Value after Project Completion: Undetermined

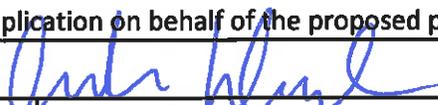
28 Full Time Equivalent (FTE) Employees:

FTE Jobs Retained: 0

FTE Jobs Created: at least 30

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

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

Signature		Date	1/11/2017
Title	Director of Acquisitions & Development		
Direct office or cell number	(269) 220-3060		
Fax number	(269) 383-5774		
Email address	andy@plazacorp.net		

If you have questions regarding the application, please contact:

Kalamazoo County Government  
 Lotta Jarnefelt, Director Email: [lmjarn@kalcounty.com](mailto:lmjarn@kalcounty.com)  
 Department of Planning and Community Development  
 201 W. Kalamazoo Avenue, Room 101  
 Kalamazoo, MI 49007  
 Office Phone: 269-384-8112 Office Fax: 269-383-8920

**Kalamazoo County Brownfield Redevelopment Authority  
2016 EPA Assessment Grants**

**Budget and Invoice Summary**

Number		Site/Phase	Budget Estimates			Actual					Project
Project	W.O.		Total	Haz. Sub.	Petroleum	Invoice Amount	Haz. Sub.	Remaining	Petroleum	Remaining	
		<b>Initial Grant Award</b>	\$ 400,000.00	\$ 200,000.00	\$ 200,000.00	\$ -	\$ -	<b>Haz</b>	\$ -	<b>Pet.</b>	<b>Completed</b>
County		<b>Personnel</b>	8,000.00	4,000.00	4,000.00	-	-	4,000.00	-	4,000.00	
County		<b>Travel</b>	6,000.00	3,000.00	3,000.00	-	-	3,000.00	-	\$ 3,000.00	
County		<b>Supplies</b>	2,000.00	1,000.00	1,000.00	-	-	\$ 1,000.00	-	\$ 1,000.00	
County		<b>Other</b>	2,000.00	1,000.00	1,000.00	-	-	\$ 1,000.00	-	\$ 1,000.00	
		<b>County Subtotal</b>	\$ 18,000.00	\$ 9,000.00	\$ 9,000.00	<b>County Subtotal</b>	\$ -	\$ -	\$ 9,000.00	\$ -	\$ 9,000.00
		<b>Contractual - Envirologic Technologies, Inc.</b>	\$ 382,000.00	\$ 191,000.00	\$ 191,000.00						
160355	1	<b>QAPP</b>	\$ 5,000.00	\$ 2,500.00	\$ 2,500.00	\$ 4,936.65	\$ 2,468.33	\$ 31.68	\$ 2,468.33	\$ 31.68	
160360	2	<b>Site Inventory and Prioritization</b>	4,000.00	2,000.00	2,000.00	660.00	330.00	1,670.00	330.00	1,670.00	
160361	3	<b>Outreach and Programmatic</b>	5,000.00	2,500.00	2,500.00	780.00	390.00	2,110.00	390.00	2,110.00	
160362	4	<b>Jhamin LLC - WL Molding Co</b>	24,625.00	19,000.00	5,625.00	1,391.25	1,161.25	17,838.75	230.00	5,395.00	
170012	6	<b>Metal Mechanics</b>	\$ 6,000.00	\$ 6,000.00	\$ -	\$ -	\$ -	\$ 6,000.00	\$ -	\$ -	
170004	7	<b>Quality Precast</b>	\$ 3,000.00	\$ 3,000.00	\$ -	\$ -	\$ -	\$ 3,000.00	\$ -	\$ -	
		<b>Envirologic Subtotal</b>	\$ 47,625.00	\$ 35,000.00	\$ 12,625.00	<b>Envirologic Subtotal</b>	\$ 7,767.90	\$ 4,349.58	\$ 30,650.43	\$ 3,418.33	\$ 9,206.68
		<b>Budgeted Contractual Grant Funds Remaining</b>	\$ 334,375.00	\$ 156,000.00	\$ 178,375.00						
		<b>Budgets Returned from Under Budget Projects</b>									
		<b>Subtotal Under Budget Projects</b>		\$ -	\$ -						
		<b>Available Contractual Budget Remaining</b>		\$ 156,000.00	\$ 178,375.00						



**Kalamazoo County Brownfield Redevelopment Authority  
2016 EPA Assessment Grant Budget and Invoice Summary**

**Project 160360  
Site Inventory and Prioritization  
Work Orders #2**

	A	B	C	D	E	G	H	I	J	K	L
1											
2			<b>Budget Estimates</b>					<b>Actual</b>			
3	<b>Project #</b>	<b>Site/Phase</b>	<b>Total</b>	<b>Hazardous Substance</b>	<b>Petroleum</b>	<b>Invoice #</b>	<b>Date</b>	<b>Invoice Amount</b>	<b>Hazardous Substance</b>	<b>Petroleum</b>	<b>Notes</b>
4	160360	Site Inventory and Prioritization									
5		Work Order #2	\$ 4,000.00	\$ 2,000.00	\$ 2,000.00	02900	11/14/2016	\$ 180.00	\$ 90.00	\$ 90.00	
6						02941	12/6/2016	140.00	\$ 70.00	\$ 70.00	
7						<b>03062</b>	<b>1/6/2017</b>	<b>340.00</b>	<b>170.00</b>	<b>170.00</b>	
8											
9											
10											
11											
12											
13		<b>Project Total</b>	\$ 4,000.00	\$ 2,000.00	\$ 2,000.00		<b>Project Total</b>	\$ 660.00	\$ 330.00	\$ 330.00	
14											
15											
16							<b>Budget Remaining</b>	\$ 3,340.00	\$ 1,670.00	\$ 1,670.00	



**Kalamazoo County Brownfield Redevelopment Authority**  
**EPA Assessment Grant Budget and Invoice Summary**  
**Project 160362**  
**Jhamin, LLC - WL Molding Site, Portage, MI**  
**Work Order #4**

	A	B	C	D	E	G	H	I	J	K	L
1											
2			<b>Budget Estimates</b>			<b>Actual</b>					
3	<b>Project #</b>	<b>Site/Phase</b>	<b>Total</b>	<b>Hazardous Substance</b>	<b>Petroleum</b>	<b>Invoice #</b>	<b>Date</b>	<b>Invoice Amount</b>	<b>Hazardous Substance</b>	<b>Petroleum</b>	<b>Notes</b>
4	160362	Jhamin, LLC - WL Molding Site, Portage, MI									
5		Work Order #4									
6											
7		Indoor Air Monitoring/Revision of DDCC	\$ 13,000.00	\$ 13,000.00	\$ -	02929	12/6/2016	\$ 577.50	\$ 577.50		
8						03060	1/6/2017	\$ 152.50	\$ 152.50		
9											
10											
11							<b>Subtotal</b>	\$ 730.00	\$ 730.00	\$ -	
12											
13		Soil Sampling Activities	4,125.00		4,125.00	03060	1/6/2017	\$ 172.50		\$ 172.50	
14											
15							<b>Subtotal</b>	\$ 172.50	\$ -	\$ 172.50	
16											
17		Former Dump Area	\$ 1,500.00		\$ 1,500.00	03060	1/6/2017	\$ 57.50		\$ 57.50	
18											
19							<b>Subtotal</b>	\$ 57.50	\$ -	\$ 57.50	
20											
21		Asbestos and Hazardous Building Materials	\$ 6,000.00	\$ 6,000.00	\$ -	02929	12/6/2016	\$ 431.25	\$ 431.25		
22											
23							<b>Subtotal</b>	\$ 431.25	\$ 431.25	\$ -	
24											
25											
26		<b>Project Total</b>	\$ 24,625.00	\$ 19,000.00	\$ 5,625.00		<b>Project Total</b>	\$ 1,391.25	\$ 1,161.25	\$ 230.00	
27											
28											
29							<b>Budget Remaining</b>	\$ 23,233.75	\$ 17,838.75	\$ 5,395.00	

**Kalamazoo County Brownfield Redevelopment Authority**  
**EPA Assessment Grant Budget and Invoice Summary**  
**Project 170012**  
**Metal Mechanics, Schoolcraft, MI**  
**Work Order #6**

1	A	B	C	D	E	G	H	I	J	K	L
2			<b>Budget Estimates</b>			<b>Actual</b>					
3	<b>Project #</b>	<b>Site/Phase</b>	<b>Total</b>	<b>Hazardous Substance</b>	<b>Petroleum</b>	<b>Invoice #</b>	<b>Date</b>	<b>Invoice Amount</b>	<b>Hazardous Substance</b>	<b>Petroleum</b>	<b>Notes</b>
4		<b>Metal Mechanics</b>									
5		Work Order #6									
6											
7		Phase I, BEA and Due Care Documentation	\$ 6,000.00	\$ 6,000.00	\$ -			\$ -	\$ -		
8								\$ -	\$ -		
9											
10											
11		<b>Project Total</b>	\$ 6,000.00	\$ 6,000.00	\$ -		<b>Project Total</b>	\$ -	\$ -	\$ -	
12											
13											
14							<b>Budget Remaining</b>	\$ 6,000.00	\$ 6,000.00	\$ -	

Kalamazoo County Brownfield Redevelopment Authority  
 EPA Assessment Grant Budget and Invoice Summary  
 Project 170004  
 Quality Precast Project  
 Work Order #7

Project #	Site/Phase	Budget Estimates			Actual			Notes		
		Total	Hazardous Substance	Petroleum	Invoice #	Date	Invoice Amount		Hazardous Substance	Petroleum
170004	Quality Precast, Inc., Alamo Township, MI Work Order #7	\$ 3,000.00	\$ 3,000.00							
<b>Project Total</b>		<u>\$ 3,000.00</u>	<u>\$ 3,000.00</u>	<u>\$ -</u>	<b>Project Total</b>			<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

**Budget Remaining**    \$    3,000.00    \$    3,000.00    \$    -

Notes:



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 03062  
Date 01/06/2017

Project **160360 Kalamazoo County BRA - Site Inventory**

INVOICE: Through Jan 01, 2017

SITE INVENTORY - W/O 2

Professional Fees

	Hours	Rate	Billed Amount
Marketing Manager Pamela L. Jackson Professional Services	3.00	90.00	270.00
Principal Jeffrey C. Hawkins Professional Services	0.50	140.00	70.00
Phase subtotal			340.00
		Invoice total	<b>340.00</b>

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 03061  
Date 01/06/2017

Project **160361 Kalamazoo County BRA -  
Outreach / Programmatic**

INVOICE: Through Jan 01, 2017

OUTREACH / PROGRAMMATIC - W/O 3

Professional Fees

	Hours	Rate	Billed Amount
Principal			
Jeffrey C. Hawkins			
Professional Services	1.50	140.00	210.00
		Invoice total	<b>210.00</b>

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

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

Invoice number 03060  
Date 01/06/2017  
Project **160362 Kalamazoo County BRA - Jhamin, LLC**

INVOICE: Through Jan 01, 2017

INDOOR AIR MONITORING/REVISION OF DDCC

Professional Fees

	Hours	Rate	Billed Amount
Administrative Assistant Robyn E. Logelin Professional Services	0.25	50.00	12.50
Principal Jeffrey C. Hawkins Professional Services	1.00	140.00	140.00
Phase subtotal			152.50

SOIL SAMPLING ACTIVITIES

Professional Fees

	Hours	Rate	Billed Amount
Senior Project Manager David A. Stegink Professional Services	1.50	115.00	172.50

FORMER DUMP AREA

Professional Fees

	Hours	Rate	Billed Amount
Senior Project Manager David A. Stegink Professional Services	0.50	115.00	57.50

Invoice total **382.50**

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

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## MEMORANDUM

TO: **RACHAEL GROVER, RESOURCE COORDINATOR, KALAMAZOO COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY**

FROM: **JEFF HAWKINS**

SUBJECT: **FY16 EPA BROWNFIELD ASSESSMENT GRANT UPDATES**

DATE: **1/19/2017**

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This memorandum serves to provide information regarding updates for the Kalamazoo County Brownfield Redevelopment Authority (KCBRA) for activities and services rendered on various projects related to the EPA Brownfield Assessment Grants.

**1. Quality Assurance Project Plan (QAPP)**  
**Project No: 160355 -W.O. 1**

**Update:**

The required QAPP call with EPA was held on October 14, 2016. The KCBRA approved W.O. 1 for Envirologic to begin work on this task at the October 27, 2016 KCBRA meeting. Envirologic submitted the QAPP to EPA for their review on November 18, 2016 and receipt was acknowledged by EPA on December 2, 2016. Envirologic and the KCBRA received conditional approval of the QAPP on December 20, 2016.

**2. Site Inventory and Prioritization**  
**Project No: 160360 – W.O. 2**

**Update:**

Envirologic continues to work on the lists and planning activities for the prioritization process including communications with KCBRA staff about updates and modifications of draft documents. On January 5, 2017, Envirologic met with Rachael Grover to review timelines, documents, and a strategy for implementation. On January 6, 2017, Envirologic and Rachael Grover met with Mattie Jordon-Woods to discuss the inventory process as well as community outreach activities.

**3. Community Outreach and Programmatic**  
**Project No: 160361 - W.O. 3**

**Update:**

Envirologic and Rachael met to discuss strategy and opportunities for outreach. A Community-wide open house is being planned for February 16, 2017 at the offices of NACD. This information session will provide details on what tools are available and how to access brownfield grant funds.

**4. Jhamin, LLC – 8212 Shaver Rd., Portage, MI**  
**Project No: 160362 W.O. 4**

**Update:**

Envirologic finally received the necessary approvals from EPA to proceed with sampling at the site. Envirologic conducted sampling during the week of January 2<sup>nd</sup>, 2017. The samples should be available during the week of January 16<sup>th</sup>. The air sampling aspects of the project are still being planned.

**5. Metal Mechanics – Schoolcraft, MI**  
**Project No: 170012 W.O. 6**

**Update:**

The Kalamazoo County BRA has supported this redevelopment project through adoption of a Brownfield Plan. The redevelopment is underway by the property owner (D&D Realty LLC). When D&D Realty LLC acquired the property,

they completed a Phase I and II Environmental Site Assessment and disclosed a Baseline Environmental Assessment to the MDEQ. However, these documents did not identify the eventual user (operator) of the property, Metal Mechanics, Inc. Thus, a Phase I Environmental Site Assessment and Baseline Environmental Assessment are needed for Metal Mechanics, Inc. so that this business entity has the same liability protections as the land ownership entity.

In addition, both D&D Realty LLC and Metal Mechanics, Inc. have Due Care Obligations which is required to be documented. Envirologic is making full use of the existing documents to the extent possible. Envirologic is underway with the project.

**6. Quality Precast, Inc. , Alamo Twp., MI  
Project No: 17004 W.O. 7**

**Update:**

The Kalamazoo County BRA received and approved an application from Quality Precast, Inc. (Quality) for grant fund assistance to conduct due diligence on six parcels of land located at 7833 Adobe Road, Alamo Township, Michigan. Quality intends on acquiring the total 55 acres to construct a 23,000 square foot new production facility. Quality is a manufacturer of precast underground products including storm and sanitary manholes, electrical vaults and retaining walls. Quality plans to invest \$2 million retaining 9 jobs and creating 20 to 30 new jobs. The proposed timeline for the project is to begin May 1, 2017 completing the project by November 1, 2017.

Envirologic will complete a Phase I Environmental Site Assessment to support the acquisition of the property. We will demonstrate the site eligibility to U.S. EPA and update ACRES upon completion. Envirologic received eligibility approval from the EPA Project Officer on January 11, 2017.

**555 E. ELIZA STREET REDEVELOPMENT  
SCHOOLCRAFT, MICHIGAN  
MDEQ GRANT AND LOAN BUDGET SHEET**

MDEQ Grant and Loan 555 E. Eliza Street, Schoolcraft	Invoice Activity	Invoice #	Actual Costs	MDEQ Task Budget - Grant	MDEQ Task Budget - Loan	Work Plan #	
	<u>Documentation of Due Care Compliance (Task 1)</u>			\$0.00	\$5,000.00	1	Diverted from Work Plan Budget (verify with MDEQ)
	Initial Meetings, Project Planning				\$0.00		
					\$0.00		
					\$0.00		
					\$0.00		
					\$0.00		
	<b>TOTAL/REMAINING</b>		<b>\$0.00</b>		<b>\$5,000.00</b>		
	<u>Vapor Transmission Pilot Study (Task 2)</u>			\$0.00	\$70,000.00	1	Site Investigation and Due Care Activities
	Initial Meetings, Project Planning	1644		Q1			
		1762	\$6,928.07	Q1	\$6,928.07		
		1877	\$5,528.42	Q2	\$5,528.42		
		1948	\$285.00	Q2	\$285.00		
		2091	\$1,140.00	Q2	\$1,140.00		
		2313	\$5,031.25	Q3	\$5,031.25		
		2398	\$3,272.50	Q3	\$3,272.50		
		2515	\$926.25	Q3	\$926.25		
		2673	\$598.75	Q4	\$598.75		
		2756	\$5,625.00	Q4	\$5,625.00		
		2881	\$5,003.75	Q1	\$5,003.75		
		3067	\$7,099.85	Q1	\$7,099.85		
	<b>TOTAL/REMAINING</b>		<b>\$41,438.84</b>		<b>\$28,561.16</b>		
	<u>Sub-Slab Depressurization System Installation (First \$25,000 is Task 2 - Site Investigation; Remainder Task 3)</u>			\$175,000.00	\$0.00	1	Site Investigation and Due Care Activities (\$25,000) and Environmental Response Activities (\$150,000)
		2673	\$285.00	Q4	\$285.00		
		2756	\$3,157.50	Q4	\$3,157.50		
					\$0.00		
					\$0.00		
					\$0.00		
					\$0.00		
	<b>TOTAL/REMAINING</b>		<b>\$3,442.50</b>		<b>\$171,557.50</b>		

**555 E. ELIZA STREET REDEVELOPMENT  
SCHOOLCRAFT, MICHIGAN  
MDEQ GRANT AND LOAN BUDGET SHEET**

MDEQ Grant and Loan 555 E. Eliza Street, Schoolcraft	Invoice Activity	Invoice #	Actual Costs	MDEQ Task Budget - Grant	MDEQ Task Budget - Loan	Work Plan #	
Removal of Hazardous Materials (Task 3)				\$0.00	\$25,000.00	1	Environmental Response Activity
	Initial Meeting, Project Planni	1644	\$105.00	Q1	\$105.00		
		1762	\$341.25	Q1	\$341.25		
		1948	\$78.75	Q2	\$78.75		
		2212	\$810.00	Q3*	\$810.00		
		2313	\$800.00	Q3	\$800.00		
		2398	\$527.50	Q3	\$527.50		
		2398 credit	(\$55.00)		(\$55.00)		\$55 site ID fee not eligible for reimbursement
		2515	\$120.00	Q3	\$120.00		
		<b>2673</b>	<b>\$266.90</b>	<b>Q4</b>	<b>\$266.90</b>		
		<b>2756</b>	<b>\$14,928.75</b>	<b>Q4</b>	<b>\$14,928.75</b>		
	<b>TOTAL/REMAINING</b>		<b>\$17,923.15</b>		<b>\$7,076.85</b>		
Management of Contaminated Soil (Task 3)				\$0.00	\$50,000.00	1	Environmental Response Activity
		2881	\$210.00	Q1	\$210.00		
		3067	\$262.50	Q1	\$262.50		
					\$0.00		
					\$0.00		
					\$0.00		
					\$0.00		
	<b>TOTAL/REMAINING</b>		<b>\$472.50</b>		<b>\$49,527.50</b>		
Oversight				\$15,000.00	\$0.00	1	Oversight
				\$0.00			
				\$0.00			
				\$0.00			
				\$0.00			
				\$0.00			
	<b>TOTAL/REMAINING</b>		<b>\$0.00</b>	<b>\$15,000.00</b>			
Grant Administration (County)				\$10,000.00		1	Grant Administration
		BRA-4-2015	\$217.96	Q2	\$217.96		
		BRA-1-2016	\$350.86	Q3	\$350.86		
		<b>BRA-2-2016</b>	<b>\$380.10</b>	<b>Q4</b>	<b>\$380.10</b>		
		<b>BRA-3GR-2016</b>	<b>\$350.86</b>	<b>Q4</b>	<b>\$350.86</b>		
					\$0.00		
					\$0.00		
	<b>TOTAL/REMAINING</b>		<b>\$1,299.78</b>	<b>\$8,700.22</b>			
<b>TOTAL ALL REMAINING GRANT AND LOAN</b>				<b>\$195,257.72</b>	<b>\$90,165.51</b>		

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

Invoice number 03067  
Date 01/09/2017  
Project **150366 555 E. Eliza Street, Work Order #21**

INVOICE: Through Jan 01, 2017

VAPOR TRANSMISSION PILOT STUDY - MDEQ LOAN

Professional Fees

	Date	Hours	Rate	Billed Amount
<b>Administrative Assistant</b>				
Robyn E. Logelin				
Professional Services				
	12/19/2016	0.25	45.00	11.25
	12/20/2016	0.25	45.00	11.25
	Subtotal	0.50		22.50
<b>CAD Designer/Drafter</b>				
Michelle A. Bell				
Professional Services				
	12/07/2016	1.00	90.00	90.00
	12/08/2016	0.50	90.00	45.00
	12/09/2016	4.00	90.00	360.00
	12/12/2016	3.00	90.00	270.00
	12/13/2016	2.00	90.00	180.00
	12/14/2016	3.50	90.00	315.00
	12/16/2016	3.00	90.00	270.00
	12/19/2016	0.50	90.00	45.00
	12/21/2016	0.50	90.00	45.00
	Subtotal	18.00		1,620.00
<b>Field Technician</b>				
Robert B. Huntington				
Professional Services				
	12/19/2016	3.50	75.00	262.50
<b>Project Manager</b>				
Paul D. French				
Professional Services				
	12/05/2016	4.75	95.00	451.25
	12/07/2016	4.00	95.00	380.00
	12/08/2016	7.00	95.00	665.00
	12/09/2016	4.00	95.00	380.00



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 03067  
 Date 01/09/2017

VAPOR TRANSMISSION PILOT STUDY - MDEQ LOAN

Professional Fees

	Date	Hours	Rate	Billed Amount
Project Manager				
Paul D. French				
Professional Services				
	12/12/2016	3.00	95.00	285.00
	12/13/2016	3.00	95.00	285.00
	12/14/2016	5.25	95.00	498.75
	12/15/2016	4.00	95.00	380.00
	12/16/2016	6.25	95.00	593.75
	12/17/2016	3.00	95.00	285.00
	12/19/2016	4.50	95.00	427.50
	12/20/2016	1.75	95.00	166.25
	12/21/2016	2.00	95.00	190.00
	12/22/2016	1.00	95.00	95.00
	12/27/2016	1.00	95.00	95.00
	Subtotal	54.50		5,177.50

Expense

	Units	Rate	Billed Amount
Miscellaneous Expense			
12/19/2016	1.00	17.347	17.35
Supplies			
Phase subtotal			7,099.85

MANAGEMENT OF CONTAMINATED SOIL - MDEQ LOAN

Professional Fees

	Date	Hours	Rate	Billed Amount
Senior Project Manager				
David A. Stegink				
Professional Services				
	12/02/2016	2.00	105.00	210.00
	12/08/2016	0.50	105.00	52.50
	Subtotal	2.50		262.50
Phase subtotal				262.50

Invoice total **7,362.35**

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



**Department of Planning & Community Development**

201 West Kalamazoo Avenue, Rm. 101 • Kalamazoo, Michigan 49007  
 Phone: (269) 384-8112 • FAX: (269) 383-8920 • Email: LMJARN@kalcounty.com

**INTER-OFFICE INVOICE**

<b>BILL TO</b>
Kalamazoo County Brownfield Redevelopment Authority c/o County Planning Dept. 201 W. Kalamazoo Avenue Kalamazoo, MI 49007

**Invoice**

Invoice No.	BRA-1GR-2017
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<b>DATE</b>	<b>DUE DATE</b>
01/19/17	--

DATE	DESCRIPTION	Cost	Qty	AMOUNT
01/19/17	2016 BRA MDEQ Grant and Loan administration hours County Pay Periods 21-26, 10/01/2016-12/23/2016 BRA General (247-901-992.00 Administrative Expenses) Rachael Grover (12 hours @ \$21.42/hour)	257.04	1	257.04
	Fringe Benefits 36.5%	93.82	1	93.82
THANK YOU! ☺		<b>TOTAL ---&gt;</b>		<b>\$ 350.86</b>

**555 E. Eliza Street Grant and Loan Administration  
Quarter 1 (State FY2017)**

**Project # 450484-71**

<b>Date</b>	<b>Time</b>	<b>Description</b>	<b># Staff</b>	<b>Rate</b>	<b>Fringe %</b>	<b>Total Cost</b>	<b>FY2017 Quarter</b>
10/3-4/2016	5 hour	End of year Reporting	1	21.42	36.5	\$ 146.19	Q1
10/20/2016	2 hour	Email/invoice review/Board prep	1	21.42	36.5	\$ 58.48	Q1
11/10/2016	1 hour	Email/invoice review	1	21.42	36.5	\$ 29.24	Q1
11/30/2016	2 hour	Sub-Slab system meeting at MDEQ	1	21.42	36.5	\$ 58.48	Q1
11/30/2016		Mileage Kalamazoo to Lansing and return (152 miles at federal rate of \$0.54)				\$ 82.08	Q1
12/9/2016	2 hour	Email/invoice review/Board prep	1	21.42	36.5	\$ 58.48	Q1
<b>Total 12 hours</b>						<b>\$ 432.94</b>	