
KALAMAZOO COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY

MEETING DATE: Thursday, April 23, 2015
PLACE OF MEETING: County Administration Building
201 West Kalamazoo Avenue, Room 207a
TIME: 4:00 pm

AGENDA

1. Call to Order ~ 4:00 pm
2. Members Excused
3. Approval of the Agenda
4. Approval of Minutes: BRA Minutes of March 26, 2015
5. Citizens Comments (4 minutes each / Please state name and address)
6. Consent Agenda – Invoices
 - a. \$140.00 – WO#17 General Environmental Review
 - b. \$241.70 – WO#18 E. Eliza St. MDEQ Gran/Loan Application
 - c. \$57.50 – WO#19 Checker Motors
 - d. \$1915.00 – WO#20 Accu-Mold Brownfield Plan
 - e. \$1,161.00 – W.E. Upjohn Institute – Lee Adams
 - f. \$6,399.34 – Staff Quarterly Invoice
7. Financial Report and Administrative Expenses
 - a. **Discussion:** Fund 247 Year to date
 - b. **Discussion/Action:** BRA 2014 General Administrative Expenses
 - i. Site Reimbursement Analysis Sheets – Approval of 2014 Administrative Expenses
8. Discussion and/or Action Calendar
 - a. **Discussion/Action:** 232 LLC
 - i. Amendment to Development Agreement
 - b. **Discussion/Action:** Corner @ Drake
 - i. Developer Expenses – Invoices to us by June 30th?
 - c. **Discussion/Action:** 555 E. Eliza St.
 - i. MDEQ Grant/Loan Application – BOC Resolution Language
 - ii. Loan Reimbursement Agreement – to Developer/Clark
 - iii. Amend signed Development Agreement to clarify owner/developer/operator to match Loan Reimbursment Agreement. Per Varnum Suggestion
 - d. **Discussion/Action:** 4460 Commercial Ave. Portage – ACCU-Mold
 - i. Letter to Accu-Mold re: repayment of BRA expenses
 - e. **Discussion/Action:** Vicksburg Mill Brownfield Application
 - f. **Discussion/Action:** Part I and Part II Brownfield Application
 - g. **Discussion:** Development Agreement Template and Tax appeal
9. Staff Reports
10. Committees - times dates and places
 - a. Land Bank Report–
 - b. Project/Finance Committee–verbal report, meeting schedule Thursday, May 14th, 4:00pm
 - c. Executive Committee – verbal report, meeting schedule Friday, May 8th, 8:30 am
 - d. PR/Media Committee –
11. Other
12. Board Member Comments
13. Adjournment

Next Meeting: 4th Thursday – May 28, 2015 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, March 26, 2015
PLACE OF MEETING: County Administration Building
201 West Kalamazoo Avenue, 207a
TIME: 4:00 pm

MINUTES

Present: Julie Rogers, Ken Peregon, Thell Woods, Andy Wenzel, Joe Agostinelli, Anne Summerfield, Travis Grimwood, Habib Mandwee, Christopher Carew, James Spurr

Members Excused: Tim Hudson

Kalamazoo Township: George Cochran, Ex-Officio Member

Staff: Lotta Jarnefelt, Rachael Grover

Consultant: Jeff Hawkins

Recording Secretary: Rachael Grover and Lotta Jarnefelt

Community: 3

1. Chair Agostinelli called the meeting to Order at 4:02 p.m.
2. Members Excused: Tim Hudson
3. Approval of the Agenda: Place item 8a before consent agenda Item 6 to allow presentation of 232 LLC update. **Peregon moved to approve agenda as amended. Carew seconded the approval of the agenda. Motion Carried.**
4. Approval of Minutes: **Woods moved and Spurr seconded the approval of February 26, 2015 minutes. Motion Carried.**
5. Citizens Comments: Jeff Hawkins introduced Pam Jackson who is the new Manager of Marketing and Communications at Envirologic.

8a. Moved before Item 6 Discussion: 232 LLC

James Dally of Mavcon, Developer, gave an update regarding updated redevelopment plans. Floors 2 and 3 will be apartments. Six, high-end, modern apartments: 2 two-bedroom apartments; 4 one-bedroom apartments. No longer pursuing green roof. Main floor will be completed for commercial space; vacant space is 1550 sq. feet on main floor. Hoping to complete work in approximately 6 months.

Agostinelli discussed that a Draft Amendment to the Development Agreement to extend timelines has just been received and Staff is reviewing to bring to Authority Board.

Agostinelli discussed meeting with MEDC, KCBRA Staff, and Developer's Legal Counsel (Steve Sielatycki) to investigate MEDC support for school tax capture. KCBRA and Developer did not pursue 381 Workplan two years ago due to push to meet MBT Tax Credit deadlines. MEDC is requesting further information from Developer regarding updates to project to determine their ability to support school tax capture.

6. Consent Agenda: Invoices
 - a. \$862.50 Envirologic WO#18 – MDEQ Grant/Loan application
 - b. \$1,178.75 Envirologic WO#19 Checker Motors Site Assessment Grant Application
 - c. \$3,033.75 Envirologic WO#20 Accu-Mold Brownfield Plan**Summerfield moved, Woods seconded approval of the Consent Agenda. Motion Carried**
-

7. Financial Report and Administrative Expenses

- a. **Discussion:** Fund 247 Year to date – Staff gave update of TIF funds received - \$82.00 from Portage Road Brownfield Site; \$8,165 from Brown Family Holdings Brownfield Site.
- b. **Discussion/Action:** BRA 2014 General Administrative Expenses
 - i. Percentage Allocation related to TIR – 555 E. Eliza St. Site will not be generating TIF, at least not in 2015. Action regarding 2014 Administrative Expenses until later meeting pending Board of Review results for new sites.

Discussion ensued regarding Development agreements and taxable values/appeals that impact tax increments.

Discussion regarding researching possibility of amending plan to reset base year for taxable value or possibility of administrative change to reset base year.

- ii. Site Reimbursement Analysis Sheet w/ 2014 Administrative Expenses – Defer action until 2014 Administrative Expenses are approved

8. Discussion and/or Action Calendar

- a. **Discussion/Action** – 232 LLC moved to before Item 6 Consent Agenda
- b. **Discussion/Action:** Corner @ Drake
 - i. According to AVB, contractor is set to install sign in 1-2 weeks.

c. **Discussion/Action** – 555 Eliza St.

MDEQ Grant/Loan: Discussion regarding impact of no TIR on Loan repayment. Hawkins discussed possibility for Developer to cover the Loan repayment.

Discussion ensued regarding how to protect the KCBRA and the County if something happens to owner/developer.

Jarnefelt discussed that staff and Varnum have been working on a Loan Reimbursement Agreement with Clark Logistics/CMS to make the MDEQ Loan payments.

Grimwood discussed options for Letters of Credit and what banks may require.

Hawkins suggested staff contact Grand Traverse County BRA to see what options they use in lieu of TIR to pay back loans.

County Administration has OK'd submitting a Draft Loan application, as requested by MDEQ. MDEQ has told Jarnefelt that they will not move forward formally with the application until the Kalamazoo County Board of Commission has passed the required Resolution. MDEQ wants to start the technical review of this application and will hold off on forwarding it for formal approval until the KCBRA receives County BOC resolution.

Motion to report to County BOC that KCBRA is still moving forward with MDEQ Loan application contingent on changes that need to be made to Loan Reimbursement Agreement with Developer. Changes that need to be made include updating Letter of Credit Renewal timeframe, removing reliance on TIR for loan repayment. Spurr Motioned, Peregon seconded, Motion carried.

- i. MDEQ Grant Loan application - **Woods Motioned authorizing Chair Agostinelli as Applicant Representative for MDEQ Loan/Grant Application and that Chair can sign when the Application is formally submitted to MDEQ, Mandewee second, Motion carried.**



- ii. Loan Reimbursement Agreement - KCBRA Board members discussed revisions to Loan Reimbursement agreement. Review and comments will be submitted to staff. Defer authorizing chair to sign the Loan Reimbursement Agreement until more complete review.
 - Grimwood and staff will meet with Developer to discuss Letter of Credit option to secure loan.
 - Summerfield expressed concerns regarding Board approval of important documents/items that may require more thorough reviews and discussions. Board discussed confirming timelines and the possibility of additional meetings. Delay signature of Loan Reimbursement Agreement until MDEQ timeline and discussion with Developer occurs and additional Board meeting is determined.

Jarnfelt will follow-up with MDEQ to see if it is possible to delay receiving BOC resolution until April 21 or May 5, 2015 BOC Meeting. If MDEQ requires resolution prior to these dates, KCBRA may need to convene special meeting if needed. If MDEQ is OK with delay, Resolution will be pulled off of the April 7 BOC Meeting.

- d. **Discussion/Action** – 4460 Commercial Ave. Portage – ACCU Mold
 - i. Revisions to Brownfield Plan – administrative changes to update correct base taxable value, additional details and errors for Table 1. No action required; administrative changes only.
 - ii. Brownfield Plan approved by Portage City Council March 24, 2015.
 - iii. Draft Development Agreement – Grover will follow-up with owner of Accu-Mold regarding the Development Agreement.
- e. **Discussion/Action** – Officer Nomination Committee – Elections April Annual Meeting. **Spurr and Grimwood volunteered to call officer candidates; Rogers offered assistance.**

9. Staff Reports

Jarnfelt commented that Clark may develop southern parcel of the 555 E. Eliza St. property so that may have a positive impact on the site. Clark is very supportive of placing a sign on property to advertise redevelopment through KCBRA.

10. Committees - times dates and places

- a. Land Bank Report– no meeting – Rogers requested update for Vicksburg Mill from Land Bank
- b. Project/Finance Committee– verbal report, meeting schedule Thursday, May 14th, 4:00 pm
- c. Executive Committee – verbal report, meeting schedule Friday, May 8th, 8:30 am
- d. PR/Media Committee – mLive has reduced staff so less coverage

11. Other – Agostinelli reported there is still positive movement on Checker Motors site.

Agostinelli discussed that MEDC has agreed to provide school tax capture for the 555 Eliza St. site – add Act 381 Work plan to Committee discussions regarding lack of increment.

12. Board Member Comments – Spurr would like to revisit discussion regarding template Development Agreement containing language to include a dynamic where KCBRA is indemnified to be reimbursed our expenses if there is a negative tax increment through tax appeal.

Chair Agostinelli thanked Board for thoughtfulness/deliberation into discussions regarding complicated sites while considering protection of the KCBRA, the County, the taxpayers, and redevelopment of brownfield/contaminated properties.

13. Adjournment at 5:22

Next Meeting: 4th Thursday – April 23, 2015 at 4pm (room 207a, County Admin Bldg)

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

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
					01015*	4/15/2015	\$ 140.00	\$ 3,060.00	\$ 3,060.00
						Project Subtotal	\$ 440.00		\$ 3,060.00
130129	1	Kartar #6, 306 N. Grand, Schoolcraft, MI							
		Project Complete	Project Subtotal	\$ 11,400.00	\$ 11,400.00	Project Subtotal	\$ 11,061.78		\$ -
130307	2	Project Spartan - Midlink Business Park							
		A - Phase I ESA	\$ 3,000.00	\$ 3,000.00	29337	10/18/2013	\$ 3,008.75	\$ (8.75)	
		B- Phase II ESA	\$ 15,900.00	\$ 15,900.00	29337	10/18/2013	\$ 13,994.66	1,905.34	
					29526	12/10/2013	\$ 1,914.35	(9.01)	
		C- BEA	\$ 2,000.00	\$ 2,000.00	29526	12/10/2013	\$ 2,001.25	(1.25)	
		D- Section 7a Compliance Analysis (Due Care Plan)	\$ 3,000.00	\$ 3,000.00	29526	12/10/2013	\$ 2,990.00	10.00	
		Work Order #2 - Amendment #1	\$ 1,500.00	\$ 1,500.00	29761	3/19/2014	\$ 551.84	948.16	
					29925	4/30/2014	\$ 360.76	587.40	
	6	E- General Brownfield Consulting	\$ 3,000.00	\$ 3,000.00	29526	12/10/2013	\$ 1,960.00	1,040.00	
					00465	10/16/2014	\$ 420.00	620.00	
					00760	1/16/2015	\$ 700.00	(80.00)	
		F- Act 381 Work Plan	\$ 4,000.00	\$ 4,000.00	29526	12/10/2013	\$ 4,113.75	(113.75)	
		Project Subtotal	\$ 32,400.00	\$ 32,400.00	Project Subtotal	\$ 32,015.36			\$ 384.64
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	
		Project Subtotal	\$ 13,500.00	\$ 13,500.00	Project Subtotal	\$ 10,026.63			\$ 3,473.37
130368	5	2015 Lake Street, J&L Motor X-Press							
		Project Complete	Project Subtotal	\$ 12,000.00	\$ 12,000.00	Project Subtotal	\$ 11,035.87		\$ -
130388	7	Former Fox River Paper Mill (Hov-Aire Parcel)							
		Project Complete	Project Subtotal	\$ 7,000.00	\$ 7,000.00	Project Subtotal	\$ 7,000.00		\$ -
140154	10	The Corner @ Drake Development							
		Project Complete	Project Subtotal	\$ 6,000.00	\$ 6,000.00	Project Subtotal	\$ 5,972.50		\$ -
140175	11	Chem Link Acquisition of Former Apollo Plastics							
		Project Complete	Project Subtotal	\$ 13,000.00	\$ 13,000.00	Project Subtotal	\$ 6,457.24		\$ -
140520	13	US EPA Brownfield Assessment Grant Application	\$ 3,000.00	\$ 3,000.00					
		Project Complete	Project Subtotal	\$ 3,000.00	\$ 3,000.00	Project Subtotal	\$ 3,000.00	\$ -	\$ -
140455	14	CMS, 555 E. Eliza Street, Schoolcraft, MI							
		A - Phase I ESA, BEA, Due Care	\$ 6,500.00	\$ 6,500.00	00559	11/11/2014	\$ 5,062.24	\$ 11,437.76	
		B- Phase II ESA	\$ 7,000.00	\$ 7,000.00	00595	12/3/2014	\$ 12,491.68	\$ (1,053.92)	
		C - Brownfield Plan	\$ 3,000.00	\$ 3,000.00	00761	1/19/2015	\$ 6,133.13	\$ (7,187.05)	
					00799	2/9/2015	\$ 210.25		
		Work Order Subtotal	\$ 16,500.00	\$ 16,500.00	Work Order Subtotal	\$ 23,897.30	\$ (7,397.30)		
	15	Indoor Air Sampling	\$ 4,200.00	\$ 4,200.00	00761	1/19/2015	\$ 30,696.41	\$ 9,003.59	
		Additional Soil Gas Sampling	\$ 29,000.00	\$ 29,000.00	00799	2/9/2015	\$ 1,605.00	\$ 7,398.59	
		Asbestos Survey	\$ 6,500.00	\$ 6,500.00					
		Work Order Subtotal	\$ 39,700.00	\$ 39,700.00	Work Order Subtotal	\$ 32,301.41	\$ 7,398.59		
	18	MDEQ Grant/Loan Application	\$ 2,500.00	\$ 2,500.00	00799	2/9/2015	\$ 1,362.50	\$ 1,137.50	
					00904	3/11/2015	\$ 862.50	\$ 275.00	
					01020*	4/15/2015	\$ 241.70	\$ 33.30	
		Work Order Subtotal	\$ 2,500.00	\$ 2,500.00	Work Order Subtotal	\$ 2,466.70	\$ 33.30		
		Project Subtotal	\$ 58,700.00	\$ 58,700.00	Project Subtotal	\$ 58,665.41			\$ 34.59
140519	16	CMS, 1819/2019 N. Pitcher Street, Kalamazoo Twp.							
		Phase I ESA, Phase II ESA, BEA and Due Care Plan	\$ 10,000.00	\$ 10,000.00	00757	1/15/2015	\$ 6,678.21	\$ 3,321.79	
		Note - KCBRA is providing partial support on project			00849	2/19/2015	\$ 3,321.50	\$ 0.29	
		Project Subtotal	\$ 10,000.00	\$ 10,000.00	Project Subtotal	\$ 9,999.71	\$ 0.29		\$ 0.29
150025	19	Checker Motors Site	\$ 4,000.00	\$ 4,000.00	00903	3/11/2015	\$ 1,178.75	\$ 2,821.25	
		MDEQ Brownfield Assessment Grant Application			01014*	4/15/2015	\$ 57.50	\$ 2,763.75	
		Project Subtotal	\$ 4,000.00	\$ 4,000.00	Project Subtotal	\$ 1,236.25			\$ 2,763.75
150026	20	Accu Mold, 4460 Commercial Ave. Portage, MI	\$ 7,500.00	\$ 7,500.00	00902	3/11/2015	\$ 3,033.75	\$ 4,466.25	
		Brownfield Plan and Act 381 Work Plan			01013*	4/15/2015	\$ 1,915.00	\$ 2,551.25	
		Project Subtotal	\$ 7,500.00	\$ 7,500.00	Project Subtotal	\$ 4,948.75			\$ 2,551.25
		Total Project Budgets	\$ 182,000.00	\$ 182,000.00	Total	\$ 161,859.50			\$ 12,267.89



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

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

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

Invoice number 01015
 Date 04/15/2015
 Project **150063 General Environmental Review
 W.O. 17**

INVOICE: Through Mar 29, 2015

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



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

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

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

Invoice number 01020
 Date 04/15/2015
 Project **140455 CMS, 555 Eliza St., Schoolcraft**

INVOICE: Through Mar 29, 2015

MDEQ GRANT AND LOAN APPLICATION WORK ORDER #18

Professional Fees

	Hours	Rate	Billed Amount
Senior Project Manager			
David A. Stegink			
Professional Services	2.00	115.00	230.00
Subcontractor			
	Units	Rate	Billed Amount
Subcontractor			
United Parcel Service	1.00	11.6955	11.70
Phase subtotal			241.70
		Invoice total	241.70

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



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

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

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

Invoice number 01014
Date 04/15/2015
Project **150025 Checker Motors Site Work Order #19**

INVOICE: Through Mar 29, 2015

CHECKER MOTORS SITE WORK ORDER #19

Professional Fees

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

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



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

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

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

Invoice number 01013
 Date 04/15/2015
 Project **150026 Accu Mold W.O. 20**

INVOICE: Through Apr 15, 2015

BROWNFIELD PLAN AND ACT 381 WORK PLAN WORK ORDER #20

Professional Fees

	Hours	Rate	Billed Amount
Administrative Assistant Robyn E. Logelin Professional Services	1.50	50.00	75.00
Senior Project Manager David A. Stegink Professional Services	16.00	115.00	1,840.00
Phase subtotal			1,915.00
		Invoice total	1,915.00

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

W.E. Upjohn Institute for Employment Research

EIN: 38-1360419

300 South Westnedge Avenue

Kalamazoo, Michigan 49007-4686

Phone (269) 343-5541 FAX (269) 343-3308

Business Office FAX (269) 343-7310

Kalamazoo County Brownfield Redevelopment Authority
Attn: Lotta Jarnefelt, Room 101
201 W. Kalamazoo Ave
Kalamazoo, MI 49007

INVOICE NO.	34052-3
PERIOD	1/1/15 - 3/31/15

REF-PCN	34052
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INVOICE

Kalamazoo County Brownfield Redevelopment Authority - Staffing Services

10/15/14-TBD

Contract Amount: N/A

Lee Adams

	Contract	Cost to Date	Flat Fee	Balance
	Cost-Current		Budget	
	<u>1/1/15 - 3/31/15</u>			
Staffing Time	\$ 1,161.00	1,161.00	N/A	1,161.00
Other Actual Costs	\$ -	0.00	N/A	0.00
Total Costs	<u>\$1,161.00</u>	<u>\$1,161.00</u>	<u>\$0.00</u>	<u>1,161.00</u>

Previous Requested Funds:	N/A
Funds Received:	N/A
Contract Cost to Date	1,161.00

Amount requested this invoice: **\$ 1,161.00** **34052-3**

I hereby certify that the foregoing report is a true statement of expenditures that have been made solely for the purposes set forth in the subcontract agreement as approved.

Diana Lundquist, Accountant	4/8/15 Date
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Electronic Funds Transfer
PNC Bank 113 East Michigan Avenue Kalamazoo, Michigan 49007 Account No. 4239270158 Routing No. 041000124

KCRBA Invoice - Supplemental Information

Personnel Expenses

Date	Hours Worked	Cost	Description
1/6/2015	3.5	150.50	Meeting with County Staff
1/12/2015	4.0	172.00	Meeting with County Staff and related work
1/13/2015	1.0	43.00	Emails and phone call
1/14/2015	3.0	129.00	BRA mins, EDC mins, email communication
1/15/2015	2.5	107.50	Meeting prep, document review, email
1/16/2015	5.5	236.50	Memo to municipal treasurers, meeting with County Staff
1/19/2015	1.0	43.00	Email Communication/Discussion with ET
1/21/2015	1.0	43.00	Email, review of admin expenses
1/22/2015	2.5	107.50	Email, board meeting
1/26/2015	0.5	21.50	Staff assistance - phone
2/3/2015	0.5	21.50	Emails/Phone call with County Staff
2/4/2015	0.5	21.50	Emails/Phone call with County Staff
2/10/2015	1.0	43.00	Midlink tax calculation phone call with County Staff
2/12/2015	0.5	21.50	Spreadsheet and Email Review
		\$ 1,161.00	

Other Expenses

Date	Cost per	units	Total	Description
			\$ -	



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

Invoice

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

Invoice No.	BRA-1-2015
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DATE	DUE DATE
04/23/15	--

DATE	DESCRIPTION	Cost	Qty	AMOUNT
04/23/14	2015 BRA administration hours County Pay Periods 1-7, 12/27/2014 - 03/20/2015 BRA General (247-000-808.11 Contractual Other)			
	Rachael Grover (156 hours)	3,112.98	1	3,112.98
	Fringe Benefits 36.5%	1,136.24	1	1,136.24
	Lotta Jarnefelt (39 hours)	1,575.18	1	1,575.18
	Fringe Benefits 36.5%	574.94	1	574.94
THANK YOU! ☺		TOTAL --->		\$ 6,399.34

Brownfield Redevelopment Authority Fund 2010				Revenues	Expenditures		REV-EXP	BAL-YR	BAL-CUMUL
BRA TOTAL 2010				129,618	3,876		125,742	125,742	
Brownfield Redevelopment Authority Fund 2011				Revenues	Expenditures		REV-EXP		
BRA TOTAL 2011				104,807	81,131		23,676	23,676	149,418
Brownfield Redevelopment Authority Fund 2012				Revenues	Expenditures		REV-EXP		
BRA TOTAL 2012				103,091	61,190		41,901	41,901	191,319
Brownfield Redevelopment Authority Fund 2013				Revenues	Expenditures		REV-EXP		
BRA TOTAL 2013				112,768	162,897		-50,129	-50,129	141,190
Brownfield Redevelopment Authority Fund 247-2014				Revenues	Expenses	Encumbrances	REV-EXP		
County BRA (acct 247-000-) PO 9853				4,250	110,958	606	-107,314		
Midlink local TIR tax (acct 247-001-420.00)				34,638	11,147		23,491		
Midlink school TIR tax (acct 247-001-420.01)				56,377	56,377		0		
Brown Family/Beckan Ind. (acct 247-002-420.00)*				12,286	7,417	* trsfr to LSRRF	4,870		
9008 Portage Road local TIR (acct 247-003-420.00)				602	0		602		
9008 Portage Road school TIR (acct 247-003-420.01)				618	0		618		
BRA ACTUAL TOTAL 2014 AS OF 01-02-2015				108,771	185,899	606	-77,734	-77,734	63,456
BRA Fund 247 for 2015				Revenues	Expenses	Encumbrances	REV-EXP		
County BRA (acct 247-000-)				1,500	13,590		-12,090		
Midlink local TIR tax (acct 247-001-420.00)				18,652					
Midlink school TIR tax (acct 247-001-420.01)									
General Mills									
Brown Family/Beckan Ind. (acct 247-002-420.00)*				8,165					
9008 Portage Road local TIR (acct 247-003-420.00)				82					
9008 Portage Road school TIR (acct 247-003-420.01)									
Corner @ Drake									
LSRRF (acct 643-000-699.53)									
BRA ACTUAL TOTAL 2015 AS OF 02-10-2015				28,398	13,590	0	14,808	14,808	78,264
2015 Pending remaining of approved Work Orders									
WO#6 GenMills (\$32,400 approved in WO#2 & 6)					385	700 in 2015			
WO#8 Portage (\$10,000+3500 appr 6-26 in WO#4 & 8)					3,473				
WO# 10 Corner@Drake (\$4,000 approved in WO#10)					28	Close out?			
WO#11 A ChemLink Ph I(\$6,000 approved in WO#11 A)					199	Close out?			
WO#15 CMS/E Eliza st Asbestos Survey					2	Bal rem WO#14 and #15			
WO#16 CMS-Clausing (amend WO appr 12/18/14)					0				
WO#17 - Gen Env. Consulting					3,200				
WO#18 - CMS/E. Eliza MDEQ Grant application					275	\$862.50 MDEQ loan			
WO#19 - Checker Motors MDEQ SSA grant application					2,821	\$1179 application			
WO#20 - 4460 Commercial Ave Portage BF/Act 381 plans					4,466	\$3034 for BF Plan			
EPA Brownfield Conference					3,300	700 for reg. fees			
TOTAL					18,149			-18,149	60,115

	Revenues	Expenditures		REV-EXP	
LSRRF (acct 643-000-699.53)	7,417			7,417	7,417

2014 General Administrative Expenses	
Postage	\$ 3.05
Copy Charges	\$ 354.36
Marketing	\$ 684.41
Indirect	\$ 1,052.00
Travel	\$ 360.81
Training	\$ 400.00
BRA Staff Q1	\$ 2,745.41
BRA Staff Q2	\$ 3,600.72
BRA Staff Q3	\$ 4,515.91
BRA Staff Q4	\$ 2,704.71
Contractual W.E Upjohn	\$ 4,728.78
Legal Services Contract	\$ 2,294.25
Contractual Environmental	\$ 2,366.25
Contractual EPA Grant Pre	\$ 3,000.00
Non-Specific Site Reviews:	
Chem Link (Duncan) WO#11	\$ 2,751.75
Chem Link WO#11	\$ 3,049.54
Chem Link	\$ 655.95
Total	\$ 35,267.90

General	\$ 2,854.63
Staff	\$ 18,295.53
Misc. Contracts	\$ 7,660.50
Non-TIF Sites	\$ 6,457.24
Total	\$ 35,267.90

General Administrative Expenses for Fiscal Year 2014 will be allocated to the Brownfield Plans that collect Tax Increment Revenue in 2014 or for the first year of the Brownfield Plan as shown below, as approved by the Authority

Allocation of 2014 Administrative Expenses

	Site	<i>Total TIR expected 2014 or first year</i>	<i>Gen Admin. Expenses based on % of TIR</i>
1	Midlink	\$ 91,014.79	\$ 12,136.26
2	General Mills	\$ 107,035.00	\$ 14,272.45
3	Brown Family (Beckan)	\$ 12,286.47	\$ 1,638.32
4	9008 Portage Road	\$ 1,219.43	\$ 162.61
5	Corner @ Drake	\$ 52,932.82	\$ 7,058.26
6	555 Eliza St.	\$ -	\$ -
7	Kartar #6 (Schoolcraft)		
8	232 LLC		
9	Vicksburg Mill		
10	Clousing		
	Total	\$ 264,488.51	\$ 35,267.90

First Year of Brownfield plan expected

Kalamazoo County Brownfield Redevelopment Authority Reimbursement Analysis Review

5200 E Cork Street Investors, LLC - Kalamazoo, MI

April 15, 2015

KCBRA			<u>State</u>		<u>Local</u>		<u>Total</u>
Expenditures							
Plan Related Expenses			\$ -		\$ 54,726.37		\$ 54,726.37
2010 Administration Expenses			\$ -		\$ 7,771.62		\$ 7,771.62
2011 County Cost Allocation			\$ -		\$ 911.20		\$ 911.20
2012 Administration Expenses			\$ -		\$ 6,137.22		\$ 6,137.22
2013 Administration Expenses					\$ 23,490.91		\$ 23,490.91
2014 Administration Expenses	<i>Pending approval</i>				\$ 12,136.26		\$ 12,136.26
Subtotal KCBRA			\$ -		\$ 105,173.58		\$ 105,173.58
Payments							
	Approved	Distributed					
KCBRA	11/17/11	11/18/11	\$ -		\$ 17,531.34		\$ 17,531.34
KCBRA	2/1/12	2/2/12	\$ -		\$ 17,294.32		\$ 17,294.32
KCBRA	11/15/12	11/15/12			\$ 18,130.38		\$ 18,130.38
KCBRA	4/25/13	4/25/13			\$ 16,590.37		\$ 16,590.37
KCBRA		2/10/14			\$ 17,729.42		\$ 17,729.42
KCBRA		9/4/2014			\$ 5,761.49		\$ 5,761.49
Subtotal KCBRA			\$ -		\$ 93,037.32		\$ 93,037.32
Remaining Balances after Payments							
Subtotal KCBRA			\$ -		\$ 12,136.26		\$ 12,136.26

Developer			<u>State</u>		<u>Local</u>		<u>Total</u>
Expenditures							
<i>Interest Eligible Developer Expense</i>							
Due Care Activities:	Approved Reimbursement Request #1 - Nov 17, 2011		\$ 435,974.46		\$ -		\$ 435,974.46
BEA Activities:	No request for Reimbursement		\$ -		\$ -		\$ -
Due Care Activities:	Approved Reimbursement Request #1 - Nov 17, 2011		\$ -		\$ 393,513.49		\$ 393,513.49
Environmental Insurance:*	Approved Reimbursement Request #1 - Nov 17, 2011		\$ -		\$ 570,000.00		\$ 570,000.00
Contingencies:*	Approved Reimbursement Request #1 - Nov 17, 2011		\$ -		\$ 57,480.53		\$ 57,480.53
Brownfield Plan:	Approved Reimbursement Request #1 - Nov 17, 2011		\$ -		\$ 20,000.00		\$ 20,000.00
Total			\$ 435,974.46		\$ 1,040,994.02		\$ 1,476,968.48
<i>Non-Interest Eligible Expenses</i>							
	Approved	Distributed					
2011 Interest - 11/17/11 - 12/05/2011 + 12/06/11 - 12/31/2011			\$ -		\$ 5,234.14		\$ 5,234.14
2012 Interest - 1/1/12 - 11/20/2012 + 11/20/12 - 12/31/2012			\$ -		\$ 42,562.65		\$ 42,562.65
2013 Interest - 01/01/13 - 12/17/2013 + 09/27/2013 - 12/31/13			\$ -		\$ 41,063.90		\$ 41,063.90
2014 Interest - 01/01/14 - 12/01/2014+12/2/2014-12/31/14			\$ -		\$ 39,293.93		\$ 39,293.93
Interest Payment 4/25/13		5/21/2013	\$ -		\$ (1,294.90)		\$ (1,294.90)
Interest Payment 11/21/13-11/21/2013		12/17/2013	\$ -		\$ (19,058.34)		\$ (19,058.34)
Projected Interest Payment Less KRESA Payment (\$1,999.70)		12/1/2014			\$ (11,146.68)		\$ (11,146.68)
Total	<i>Interest (3%) & Int Only Pmts:</i>		\$ -		\$ 96,654.70		\$ 96,654.70
Subtotal Developer			\$ 435,974.46		\$ 1,137,648.72		\$ 1,573,623.18
Non-Interest Payments							
	Approved	Distributed					
Developer	11/17/11	12/5/11	\$ 52,184.44		\$ -		\$ 52,184.44
Developer	11/15/12	11/20/12	\$ 53,819.03		\$ -		\$ 53,819.03
Developer	11/21/2013	12/17/2013	\$ 56,533.55		\$ -		\$ 56,533.55
Developer	Nov 2014	12/1/2014	\$ 56,377.20		\$ -		\$ 56,377.20
Subtotal Developer			\$ 218,914.22		\$ -		\$ 218,914.22
Remaining Balances after Payments							
Interest Eligible Subtotal			\$ 217,060.24		\$ 1,040,994.02		\$ 1,258,054.26
Interest			\$ -		\$ 96,654.70		\$ 96,654.70
Subtotal Developer			\$ 217,060.24		\$ 1,137,648.72		\$ 1,354,708.96

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

Total Remaining Balances of all Entities	\$ 217,060.24	\$ 1,149,784.98	\$ 1,366,845.22
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Kalamazoo County Brownfield Redevelopment Authority Reimbursement Analysis Review

General Mills - 3800 Midlink Dr, Kalamazoo, MI 49048

April 15, 2015

KCBRA				<u>State</u>	<u>Local</u>	<u>Total</u>
Expenditures		<i>Estimate*</i>	Actual			
Phase I	\$	3,000.00	\$ 3,008.75	\$ 3,008.75	\$ -	\$ 3,008.75
Phase II	\$	15,900.00	\$ 15,909.01	\$ 15,909.01	\$ -	\$ 15,909.01
BEA/Due Care Plan	\$	5,000.00	\$ 4,991.25	\$ 4,991.25	\$ -	\$ 4,991.25
Act 381 Work Plan	\$	4,000.00	\$ 4,533.75	\$ 4,533.75	\$ -	\$ 4,533.75
Addl Assessment/Plan	\$	3,000.00	\$ 2,872.60	\$ 2,872.60	\$ -	\$ 2,872.60
			\$ 700.00	\$ 700.00	\$ -	\$ 700.00
<i>Administrative</i>						
2014 Administrative Expenses		<i>pending approval</i>			\$ 14,272.45	\$ 14,272.45
Subtotal KCBRA	\$	30,900.00	\$ 32,015.36	\$ 32,015.36	\$ 14,272.45	\$ 46,287.81
Payments		Approved	Distributed			
KCBRA				\$ -	\$ -	\$ -
Subtotal KCBRA				\$ -	\$ -	\$ -
Remaining Balances after Payments						
Subtotal KCBRA				\$ 32,015.36	\$ 14,272.45	\$ 46,287.81

Developer				<u>State</u>	<u>Local</u>	<u>Total</u>
Expenditures		Approved				
Eligible Developer Expense	\$	2,014,435.00				
**Eligible Expense Cap amount	\$	1,800,000.00		\$ 1,048,500.00	\$ 751,500.00	\$ 1,800,000.00
Total				\$ 1,048,500.00	\$ 751,500.00	\$ 1,800,000.00
Subtotal Developer				\$ 1,048,500.00	\$ 751,500.00	\$ 1,800,000.00
Non-Interest Payments		Approved	Distributed			
Subtotal Developer				\$ -	\$ -	\$ -
Remaining Balances after Payments						
Interest eligible Subtotal				\$ 1,048,500.00	\$ 751,500.00	\$ 1,800,000.00
Interest						
Subtotal Developer				\$ 1,048,500.00	\$ 751,500.00	\$ 1,800,000.00
Total Remaining Balances of all Entities				\$1,080,515.36	\$ 765,772.45	\$ 1,846,287.81

*Estimated in work orders

Kalamazoo County Brownfield Redevelopment Authority Reimbursement Analysis Review

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

April 15, 2015

KCBRA		<u>State</u>	<u>Local</u>	<u>Total</u>
Expenditures				
Project Initiation		\$ -	\$ 2,846.50	\$ 2,846.50
Phase I		\$ -	\$ 2,801.25	\$ 2,801.25
Phase II		\$ -	\$ 33,182.51	\$ 33,182.51
BEA/Due Care Plan		\$ -	\$ 4,495.75	\$ 4,495.75
Brownfield Plan		\$ -	\$ 4,242.91	\$ 4,242.91
<i>Administrative</i>				
2010 Staff		\$ -	\$ 150.00	\$ 150.00
2011 County Cost Allocation		\$ -	\$ 227.80	\$ 227.80
2012 BRA Operating Expenses		\$ -	\$ 1,234.77	\$ 1,234.77
2013 BRA Operating Expenses		\$ -	\$ 1,566.06	\$ 1,566.06
2014 BRA Operating Expenses	<i>Pending approval</i>	\$ -	\$ 1,638.32	\$ 1,638.32
Subtotal KCBRA		\$ -	\$ 52,385.87	\$ 52,385.87
Payments				
	Distributed			
KCBRA	Nov 2010	\$ -	\$ 4,618.18	\$ 4,618.18
KCBRA	March 2011	\$ -	\$ 7,658.88	\$ 7,658.88
KCBRA	Oct 2011	\$ -	\$ 2,214.33	\$ 2,214.33
KCBRA	Oct 2011	\$ -	\$ 2,951.50	\$ 2,951.50
KCBRA	Feb 2012	\$ -	\$ 8,570.36	\$ 8,570.36
KCBRA	Nov 2012	\$ -	\$ 5,278.40	\$ 5,278.40
KCBRA	March 2013	\$ -	\$ 8,754.80	\$ 8,754.80
KCBRA	Oct 2013	\$ -	\$ 4,964.62	\$ 4,964.62
KCBRA	March 2014	\$ -	\$ 5,736.48	\$ 5,736.48
Subtotal KCBRA		\$ -	\$ 50,747.55	\$ 50,747.55
Remaining Balances after Payments				
Subtotal KCBRA		\$ -	\$ 1,638.32	\$ 1,638.32
LSRRF				
Payments				
	Distributed			
LSRRF	March 2014	\$ -	\$ 2,481.53	\$ 2,481.53
LSRRF	Sept 2014	\$ -	\$ 4,935.31	\$ 4,935.31
Total LSRRF		\$ -	\$ 7,416.84	\$ 7,416.84
Developer				
Expenditures				
<i>Eligible Developer Expense</i>				
Impervious Cover - former UST area	<i>Contingency Estimate</i>	\$ -	\$ 4,000.00	\$ 4,000.00
Soil Vapor Extraction System (SVE) Operation and Maintenance	<i>Contingency Estimate</i>	\$ -	\$ 15,000.00	\$ 15,000.00
Total		\$ -	\$ 19,000.00	\$ 19,000.00
Subtotal Developer		\$ -	\$ 19,000.00	\$ 19,000.00
Non-Interest Payments				
NONE	Approved	Distributed		
Subtotal Developer		\$ -	\$ -	\$ -
Remaining Balances after Payments				
Subtotal Developer		\$ -	\$ -	\$ -
Total Remaining Balances of all Entities		\$ -	\$ 1,638.32	\$ 1,638.32

Kalamazoo County Brownfield Redevelopment Authority Reimbursement Analysis Review

Disaster Restoration Inc - 9008 Portage Rd, Portage, MI 49002

April 15, 2015

KCBRA				<u>State</u>	<u>Local</u>	<u>Total</u>
Expenditures		<i>Estimate</i>	<i>Invoiced</i>			
Phase I	\$	2,300.00		\$ 6,209.06	\$ -	\$ 6,209.06
Phase II	\$	-		\$ 330.44	\$ -	\$ 330.44
BEA/Due Care Plan	\$	2,700.00	Invoiced together -	\$ 351.25	\$ -	\$ 351.25
Brownfield Plan	\$	2,500.00	\$9816.63	\$ 1,428.75	\$ -	\$ 1,428.75
Act 381 Work Plan	\$	2,500.00		\$ 1,497.13		\$ 1,497.13
Act 381 Work Plan - 12/10/14				\$ 210.00		\$ 210.00
						\$ -
<i>Administrative</i>						\$ -
2013 BRA Operating Expenses				\$ -	\$ 3,132.12	\$ 3,132.12
2014 BRA Operating Expenses	Pending approval				\$ 162.61	\$ 162.61
Subtotal KCBRA	\$	10,000.00	\$ -	\$ 10,026.63	\$ 3,294.73	\$ 13,321.36
Payments		Approved	Distributed			
KCBRA			Sept 2014	\$ 617.89	\$ 601.54	\$ 1,219.43
Subtotal KCBRA				\$ 617.89	\$ 601.54	\$ 1,219.43
Remaining Balances after Payments						
Subtotal KCBRA				\$ 9,408.74	\$ 2,693.19	\$ 12,101.93

Developer				<u>State</u>	<u>Local</u>	<u>Total</u>
Expenditures						
<i>Eligible Developer Expense</i>				\$ -	\$ -	\$ -
Total				\$ -	\$ -	\$ -
Subtotal Developer				\$ -	\$ -	\$ -
Non-Interest Payments		Approved	Distributed			
Subtotal Developer				\$ -	\$ -	\$ -
Remaining Balances after Payments						
Subtotal Developer				\$ -	\$ -	\$ -

Total Remaining Balances of all Entities	\$ 9,408.74	\$ 2,693.19	\$ 12,101.93
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Kalamazoo County Brownfield Redevelopment Authority Reimbursement Analysis Review

Corner @ Drake - Oshtemo Township

April 15, 2015

KCBRA				<u>State</u>	<u>Local</u>	<u>Total</u>
Expenditures		<i>Estimate</i>	<i>Invoiced</i>			
Phase I	Developer Paid			\$ 875.00	\$ -	\$ 875.00
Phase II		\$ -		\$ 1,471.25	\$ -	\$ 1,471.25
BEA/Due Care Plan		\$ 2,700.00	\$ 5,972.50	\$ 1,653.75	\$ -	\$ 1,653.75
Brownfield Plan		\$ 2,500.00		\$ 1,165.00	\$ -	\$ 1,165.00
Act 381 Work Plan		\$ 2,500.00		\$ 605.00		\$ 605.00
				\$ 202.50		\$ 202.50
Legal expenses			\$ 3,719.25		\$ 3,719.25	\$ 3,719.25
Administrative						\$ -
2014 BRA Operating Expenses		Pending approval		\$ 7,058.26		\$ 7,058.26
Subtotal KCBRA		\$ 7,700.00	\$ 9,691.75	\$ 5,972.50	\$ 10,777.51	\$ 16,750.01
Payments		<i>Approved</i>	<i>Distributed</i>			
KCBRA				\$ -	\$ -	\$ -
Subtotal KCBRA				\$ -	\$ -	\$ -
Remaining Balances after Payments						
Subtotal KCBRA				\$ 5,972.50	\$ 10,777.51	\$ 16,750.01

Developer				<u>State</u>	<u>Local</u>	<u>Total</u>
Expenditures						
Eligible Developer Expense				\$ -	\$ -	\$ -
Total				\$ -	\$ -	\$ -
Subtotal Developer				\$ -	\$ -	\$ -
Non-Interest Payments		<i>Approved</i>	<i>Distributed</i>			
Subtotal Developer				\$ -	\$ -	\$ -
Remaining Balances after Payments						
Subtotal Developer				\$ -	\$ -	\$ -

Total Remaining Balances of all Entities	\$ 5,972.50	\$ 10,777.51	\$ 16,750.01
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Estimated in work orders

Kalamazoo County Brownfield Redevelopment Authority Reimbursement Analysis Review

CMS, 555 E. Eliza St. - Schoolcraft, MI

April 2, 2015

KCBRA		<u>State</u>	<u>Local</u>	<u>Total</u>
Expenditures	Estimated	Actual Amount		
Phase I ESA	\$ 6,500.00	\$ 5,062.24	\$ -	\$ 5,062.24
Phase II	\$ 7,000.00	\$ 12,491.68	\$ -	\$ 12,491.68
Brownfield Plan	\$ 3,000.00	\$ 6,133.13	\$ -	\$ 6,133.13
Indoor Air Sampling	\$ 4,200.00			\$ -
Soil Gas Sampling	\$ 29,000.00	\$ 30,696.41		\$ 30,696.41
Asbestos Survey	\$ 6,500.00			\$ -
Legal expenses	\$ 3,000.00			\$ -
Administrative				\$ -
2014 BRA Operating Expenses	Pending Approval			\$ -
Subtotal KCBRA	\$ 56,200.00	\$ 54,383.46	\$ -	\$ 54,383.46
Payments	Approved	Distributed		
KCBRA		\$ -	\$ -	\$ -
Subtotal KCBRA		\$ -	\$ -	\$ -
Remaining Balances after Payments				
Subtotal KCBRA		\$ 54,383.46	\$ -	\$ 54,383.46

Developer		<u>State</u>	<u>Local</u>	<u>Total</u>
Expenditures				
Eligible Developer Expense		\$ -	\$ -	\$ -
Total		\$ -	\$ -	\$ -
Subtotal Developer		\$ -	\$ -	\$ -
Non-Interest Payments	Approved	Distributed		
Subtotal Developer		\$ -	\$ -	\$ -
Remaining Balances after Payments				
Subtotal Developer		\$ -	\$ -	\$ -

Total Remaining Balances of all Entities	\$ 54,383.46	\$ -	\$ 54,383.46
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Estimated in work orders

FIRST ADDENDUM

This “First Addendum” is attached to and made a part of the 232 LLC Development Plan Agreement executed between the parties on February 16, 2012 (the “Development Agreement”).

1. Cost Reimbursement Request: Section 6.1 of the Development Agreement is deleted and replaced in its entirety with the following:

6.1 Cost Reimbursement Request. After Developer has completed the Project (to the point that a temporary occupancy permit may be or is issued) Developer will submit by July 31 of the following year all reimbursement requests for Eligible Activities, to the Authority. The Developer will also provide sufficient documentation of the Eligible Costs incurred including the dates, complete description of the work, proof of payment, and detailed invoices for the costs involved for each Eligible Activity. Invoices shall include verification of costs by an unrelated third party and/or detailed invoices of independent subcontractors. Failure to provide the above noted information when due or with the time permitted by the Authority under Paragraph 6.2 of the Development Agreement may result in forgone reimbursement, to the developer by the Authority, for Eligible Costs that have not been requested within the timeframe described above.

2. Project Extension: Section 8.1 of the Development Agreement is deleted and replaced in its entirety with the following:

8.1 Project. The Developer will renovate a 10,413 square-foot building located at 232 W. Michigan Avenue in the City of Kalamazoo and Kalamazoo County. The building requires significant investment to return it to functional use. The project involves the selective interior demolition of the front stairwell located in the building common area adjacent to the W. Michigan Avenue Building entrance in addition to the demolition of the existing second and third floor build-out.

Once demolition is completed, all three floors will be expanded to the building perimeter wall, increasing the leaseable square footage by approximately 750 square feet. The 2nd and third floor will be converted from their previous use as offices into six (6) new, modern apartments. The remaining vacant retail space and basement will be renovated for use by future tenants. The redevelopment will be conducted in compliance with all applicable federal, state and local laws, rules and regulations, including building and zoning codes at a total investment estimated at \$850,000. Subject to matters beyond the reasonable control of Developer (e.g., matters of force majeure, acts of God, labor and material interruption or delay, and receipt of necessary governmental approvals) construction shall be substantially completed to the point that a temporary occupancy permit may be issued on or before December 31, 2015.

2. The remainder of the Development Agreement is affirmed.

IN WITNESS WHEREOF, this First Addendum has been executed as of April ____, 2015.

Witnesses:

**KALAMAZOO COUNTY BROWNFIELD
REDEVELOPMENT AUTHORITY**

By _____

Title _____

Date _____

232, LLC

By _____

Title _____

Date _____

KALAMAZOO COUNTY, MICHIGAN

**RESOLUTION APPROVING ACCEPTANCE OF
A BROWNFIELD REDEVELOPMENT GRANT AND LOAN
BY THE COUNTY OF KALAMAZOO
PURSUANT TO AND IN ACCORDANCE WITH
THE PROVISIONS OF ACT 381 OF THE PUBLIC ACTS
OF THE STATE OF MICHIGAN OF 1996, AS AMENDED**

At a regular meeting of the Board of Commissioners of Kalamazoo County, Michigan, held in the Board of Commissioners Room, County Administration Building located at 201 W. Kalamazoo Avenue, Kalamazoo, Michigan, on the ____ day of _____, 2015 at 7 p.m.

PRESENT:

ABSENT:

MOTION BY:

SUPPORTED BY:

WHEREAS, the Kalamazoo County Board of Commissioners, pursuant to and in accordance with the provisions of the Brownfield Redevelopment Financing Act, being Act 381 of the Public Acts of the State of Michigan of 1996, as amended (the "Act"), have formally resolved to participate in the Brownfield Redevelopment Authority (BRA) of Kalamazoo County (the "Authority") and have designated that all related activities shall proceed through the BRA; and

WHEREAS, Kalamazoo County Board of Commissioners, at its regularly scheduled meeting of December 16, 2014 adopted a Brownfield Plan (the "Plan") for the industrial property located at 555 E. Eliza Street in the Village of Schoolcraft, Michigan, (the "Site"), pursuant to and in accordance with the provisions of the Brownfield Redevelopment Financing Act, being Act 381 of the Public Acts of the State of Michigan of 1996,

WHEREAS, the Plan allows the Authority to capture tax increment revenues generated from the property through redevelopment activities,

WHEREAS, the Michigan Department of Environmental Quality (the "MDEQ") has reviewed a project proposal submitted by the Authority and communicated its interest in supporting the project by inviting the Authority to formally submit an Application for a Brownfield Redevelopment Grant and Loan,

WHEREAS, the Authority has reviewed a Brownfield Redevelopment Grant and Loan Application relating to the redevelopment project on the industrial property located at 555 E. Eliza Street in the Village of Schoolcraft, Michigan, (the "Site") requesting \$150,000 in loan

funds and \$200,000 in grant funds, and the Authority has determined that it is financially able and willing to accept a loan up to \$150,000 secured primarily with a Letter of Credit from the Site Owner/Developer, Clark Logistics Group VII LLC and Central Manufacturing Services, in addition to the future tax increment revenues that ~~will~~may be captured through the Brownfield Plan,

WHEREAS, the Site has been recently acquired by Clark Logistics Group VII LLC, a limited liability corporation established by Central Manufacturing Services, Inc., a Michigan Limited Liability Corporation, whose address is 612 4th Street, Three Rivers, MI 49093 (the "Developer").

WHEREAS, the Developer intends to redevelop the obsolete industrial building located at the Property. The approximately 100,000 square foot building is partially occupied by two tenants but is in severe disrepair. The majority of the building will need major repairs before occupation could occur. The Developer intends to make significant upgrades to the electrical system and roof before marketing the space to local manufacturers. Furthermore, the Property has a history of industrial use that has resulted in environmental contamination; a rubber type material manufacturer occupied the building and discharged hazardous wastewater on site. To bring the building to a usable state, the developer anticipates investing \$800,000-\$900,000 in the property (the "Project"). Additional costs will be needed to address environmental contamination concerns, which will be completed if funded through the Grant and Loan,

WHEREAS, the project is consistent with local development plans and zoning ordinances, and

WHEREAS, the Authority has entered into a Reimbursement Agreement with the Developer requiring that the Developer use its best efforts to conduct the activities described in the Plan and renovate the existing building and construct the described project. The Agreement also provides for Developer to pay the ~~difference toward the~~ annual payment of the MDEQ Loan in the event that in any year the TIR is not sufficient to make the full annual Loan payment. Additionally, the Agreement provides for reimbursement by the Developer to the Authority for incurred costs should the Developer default on the Agreement,

WHEREAS, The Kalamazoo County Board of Commissioners supports the Brownfield Redevelopment Authority application of \$150,000 to the MDEQ for the 555 E. Eliza St. Brownfield Plan.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. ~~1.~~ **Acceptance of Loan and Grant Funds.** The Kalamazoo County Board of Commissioners hereby accepts and is committed to repay a loan up to \$150,000, a loan that is secured through a Letter of Credit by the Owner/Developer of the Site as described above, with funds to be issued to and managed by the Authority.
OR INSTEAD: 1. MDEQ Loan application be made and if awarded accepted by this County Board for the MDEQ Loan in the amount of \$150,000.

2. **Severability.** Should any section, clause or phrase of this Resolution be declared by the courts to be invalid, the same shall not affect the validity of this

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Resolution as a whole nor any part thereof other than the part so declared to be invalid.

3. **Repeals.** All resolutions or parts of resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

AYES:

NAYES:

ABSTAINED:

RESOLUTION DECLARED ADOPTED.

STATE OF MICHIGAN)
COUNTY OF KALAMAZOO) ss:

I, the undersigned, the fully qualified Clerk of Kalamazoo County, State of Michigan, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the County Board of Commissioners of Kalamazoo County at a regular meeting held on the ____ day of _____, 2015, the original of which resolution is on file in my office.

IN WITNESS WHEREOF, I have hereunto set my official signature this ____ day of ____, 2015.

Timothy A. Snow, Kalamazoo County Clerk