

**KALAMAZOO COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY**

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**MEETING DATE:** Thursday, April 25, 2019  
**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 March 28, 2019
5. Citizens Comments (*4 minutes each / Please state name and address*)
6. Consent Agenda – Invoices
  - a. **\$ 560.00** – Envirologic General Environmental WO# 2019-1
  - b. **\$ 390.00** – Envirologic WO #25 Metal Mechanics Invoice review and summary
  - c. **EPA Grant Invoices**
    - i. **\$ 8,132.64** – (all to Haz.) – Envirologic WO# 18 – 100 Island Ave
    - ii. **\$ 420.00** – (\$210 to Haz.; \$210 to Pet.) Envirologic WO#3 – Outreach/Programmatic
    - iii. **\$ 196.64** - (\$105.00 to Haz.; 91.64 to Pet.) Grover IEDC course mileage and per diem
7. Discussion and/or Action Calendar
  - a. **Discussion/Action:** Vicksburg Mill Development Agreement – need approval to send draft to Paper City Development
  - b. **Discussion/Action:** 1<sup>st</sup> Quarter Administrative - adjusted for increased staff hourly rate
  - c. **Discussion/Action:** Correction to Stryker Reimbursement available TIR - **\$82,551.92**  
From 2018 Local TIR: \$38,144.43  
From 2018 State TIR: Corrected to **\$44,407.49**. (\$55,518.49 State TIR - \$11,111.00 (1/2 of SET) to State Brownfield Fund = \$44,407.49 available State TIR for Reimbursement)  
Hold \$11,111.00 of the SET for State BF Fund.
  - d. **Discussion:** EPA Grant
    - i. Envirologic Monthly Memo
    - ii. Amendment to WO#19 Singh Automation – need additional \$833.75 (original request \$3,000)
    - iii. **\$3,833.75** – Envirologic Invoice WO#19 - Singh Automation
    - iv. FYI - Quarterly Report due to EPA April 30, 2019
  - e. **Discussion/Action:** Vicksburg Mill MDEQ Grant and Loan Quarterly reports due April 30, 2019
    - i. Administrative Invoice MDEQ Grant
    - ii. **\$2,642.50** - Envirologic Invoice #05421 – Grant Work Plan review
    - iii. Grant Quarterly report
    - iv. Loan Quarterly report – no activity for State Q2 (Jan.- March) 2019

- f. **Discussion/Action:** Bylaws
- 8. Financial Reports  
**Discussion:** Funds 247 and 643
- 9. Staff Report
  - a. EPA National Brownfield Conference – December 11-13, Los Angeles
- 10. Committees - times dates and places
  - a. Land Bank Report – Next Meeting, June 13, 2019, 8:30 a.m.
  - b. Project/Finance Committee – Thursday, May 9, 2019, 4:00 p.m.
  - c. Executive Committee – Friday, May 10, 2019, 9:15 a.m.
- 11. Other
- 12. Board Member Comments
- 13. Adjournment

***Next Meeting: Thursday, May 23, 2019 at 4:00 p.m. – 4<sup>th</sup> Thursday  
Room 207a, County Admin Bldg  
KCBRA and EDC Annual Meetings will immediately follow  
Regular KCBRA meeting in April.***

PLEASE CALL 384-8112 OR EMAIL RAGROV@KALCOUNTY.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

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**KALAMAZOO COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY**

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**MEETING DATE:** Thursday, March 28, 2019  
**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:** Gary Barton, Chris Carew, Connie Ferguson, Travis Grimwood, Habib Mandwee, Douglas Milburn, Ken Peregón, Andy Wenzel

**Members Excused:** Joe Agostinelli, Jodi Milks, Meredith Place

**Kalamazoo Township:** Sherine Miller

**Staff:** Rachael Grover, Lotta Jarnefelt

**Consultant:** David Stegink, Envirologic Technologies

**Recording Secretary:** Rachael Grover, Lotta Jarnefelt

**Community:** 1

1. Chair Ken Peregón called the meeting to Order at 4:01 p.m.
2. Members Excused: Agostinelli, Milks, and Place
3. Approval of the Agenda: Chair Peregón added item 9c. for an update on the Vicksburg Mill and item 10e. for a report from the Officer Nominating committee.

**Ferguson moved approval of the agenda with additional items added as amended and Mandwee supported the motion. Motion carried.**

4. Approval of Minutes: **Ferguson motioned approval of the February 28, 2019 minutes, Grimwood seconded the motion. Motion carried.**
5. Citizens Comments: None
6. Consent Agenda – Invoices:
  - a. **\$ 1,511,25** – Envirologic General Environmental WO# 2019-1
  - b. **\$ 3,049.50** – Varnum – Paper City Mill Development (Invoice #1059288)
  - c. **EPA Grant Invoices**
    - i. **\$17,088.14** – (all to Haz.) – Envirologic WO# 18 – 100 Island Ave.
    - ii. **\$ 640.00** – (\$320 to Haz and \$320 to Pet.) MEDA Invoice for Grover to attend IEDC Real Estate and Redevelopment Course

**Carew motioned to approve the consent agenda and Milburn supported the motion. Motion carried.**

7. Discussion and/or Action Calendar
    - a. **Discussion/Action:** Metal Mechanics (D&D Realty) Invoice Submittal
      - i. Total Invoice Request - \$34,301.60  
Staff review and Envirologic review (Memo) recommend approval of Invoices.  
**Grimwood motioned to approve invoices upon receipt of final lien waiver and Wenzel supported the motion. Motion carried.**
    - b. **Discussion/Action:** 2018 Administrative cost allocation to all Brownfield Plans  
**Wenzel motioned approval of the Administrative cost allocation for 2018 as presented and Mandwee supported the motion. Motion carried.**
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- c. **Discussion/Action:** Stryker – Reimbursement - **\$93,662.92**  
(From 2018 Local TIR \$38,144.43; from 2018 State TIR – \$55,518.49)  
**Wenzel motioned to approve reimbursement of \$93,662.92 to Stryker and Ferguson seconded the motion. Motion carried.**
- d. **Discussion:** EPA Grant
  - i. Envirologic Monthly Memo  
Stegink provided update for projects as presented in the memo.  
KCBRA new website is live at [www.kalcountybrowfield.com](http://www.kalcountybrowfield.com). Some adjustments yet to be made.
  - ii. Dashboard (through 12/31/2018)
- e. **Discussion/Action:** \$92.12 Reimbursement to Oshtemo Township – overpayment of County Operating millage. Oshtemo Township will then disburse to County Operating.  
**Barton motioned to approve reimbursement of \$92.12 to Oshtemo Township. Wenzel seconded the motion. Motion carried.**

## 8. Financial Reports

- a. **Discussion:** Fund 247 and 643  
Staff provided financial update from packet

## 9. Staff Report

- a. Administrative Staffing update – Jarnefelt provided an update regarding administrative staffing. County Human Resources have approved the new position description. The title is now Brownfield Redevelopment Coordinator with an increase up to the next K-band level. The increase is retroactive to January 15, 2019.
- b. Island Avenue/Parchment update. Discussions with City on agreement still in process. KCBRA ideally to be reimbursed for EPA grant expenses.
- c. Vicksburg Mill – staff provided an update.
  - i. Draft of the indemnity agreement (for stream sampling on offsite property) has been sent to the developer. Request for Phillips Environmental to add KCBRA to liability insurance.
  - ii. MDEQ Work Plan has been reviewed by Envirologic and MDEQ has completed a review but not submitted to KCBRA yet.
  - iii. Phone calls with the development team and the MEDC are occurring every two weeks to make sure all materials and questions are answered as the third party reviews move forward.
  - iv. The County Commission approved the Transformational Plan on March 6, 2019.

## 10. Committees - times dates and places

- a. Land Bank Report – Next Meeting, April 11, 2019, 8:30 a.m.
  - b. Project/Finance Committee – Thursday, April 11, 2019, 4:00 p.m.
  - c. Executive Committee – Friday, April 12, 2019, 9:15 a.m.
  - d. Bylaws Committee - Bylaws committee has recommendation of changes and will present at the April KCBRA and EDC meetings.
  - e. Nominating Committee – Grimwood provided an update and has spoken to all members interested in serving as officers for both the KCBRA and the EDC. Officers will be elected
-

at the April Annual meeting. The Chair requested board members consider stepping in to fill the Chair position next year. Anyone interested can contact staff and Chair Peregón to talk about the position.

11. Other

12. Board Member Comments

Delta by Marriott Conference Center Open House is scheduled in May.

13. Adjournment: Meeting adjourned at 4:52 p.m.

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





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 05423  
 Date 04/18/2019

Project **190001 KCBRA - W.O. 2019-1 General Environmental Review**

INVOICE: Through Mar 31, 2019

GENERAL ENVIRONMENTAL REVIEW

Professional Fees

	Hours	Rate	Billed Amount
Administrative Assistant Shelbey N. Senkewitz Professional Services	0.75	50.00	37.50
Principal Jeffrey C. Hawkins Professional Services	1.00	140.00	140.00
Project Scientist Therese M. Searles Professional Services	4.50	85.00	382.50
Phase subtotal			560.00
		Invoice total	<b>560.00</b>

Terms: N30 - 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 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 05422  
Date 04/18/2019  
Project **160079 Metal Mechanics**

INVOICE: Through Mar 31, 2019

AMENDMENT #1  
Professional Fees

	Hours	Rate	Billed Amount
Senior Project Manager David A. Stegink Professional Services	3.00	130.00	390.00
		Invoice total	<b>390.00</b>

Terms: N30 - We accept Check, ETF, Visa, MC Discover & Amex as payment options



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 2960 Interstate Parkway, Kalamazoo, MI 49048  
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Kalamazoo County Brownfield Redevelopment Authority  
 Rachael Grover  
 Department of Planning and Community Development  
 201 West Kalamazoo Avenue, Room 101  
 Kalamazoo, MI 49007

Invoice number 05425  
 Date 04/18/2019  
 Project **180307 100 Island Avenue, Parchment-  
 (W.O. 18)**

INVOICE: Through Mar 31, 2019

PHASE I

Professional Fees

	Hours	Rate	Billed Amount
Administrative Assistant Shelbey N. Senkewitz Professional Services	1.00	50.00	50.00
CAD Designer/Drafter Michelle A. Bell Professional Services	4.00	65.00	260.00
Project Scientist Aaron C. Bigler Professional Services	4.00	85.00	340.00

Subcontractor

	Units	Rate	Billed Amount
Subcontractor State of Michigan Michigan Dept of Environmental Quality <i>FOIA 2041-19FDEQ Hotkey</i>	1.00	90.643	90.64

Phase subtotal 740.64

PHASE II ESA

Professional Fees

	Hours	Rate	Billed Amount
CAD Designer/Drafter Michelle A. Bell Professional Services	0.50	65.00	32.50
Senior Project Manager David A. Stegink Professional Services	2.25	130.00	292.50
Project Scientist Aaron C. Bigler Professional Services	27.50	85.00	2,337.50





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

Kalamazoo County Brownfield Redevelopment Authority  
 Project 180307 100 Island Avenue, Parchment- (W.O. 18)

Invoice number 05425  
 Date 04/18/2019

PHASE II ESA

Subcontractor

	Units	Rate	Billed Amount
Subcontractor			
Fibertec Environmental Services	1.00	18.40	18.40
	1.00	1,361.60	1,361.60
	1.00	92.00	92.00
Phase subtotal			4,134.50

BEA AND DDCC

Professional Fees

	Hours	Rate	Billed Amount
Senior Project Manager			
David A. Stegink			
Professional Services	2.75	130.00	357.50
Project Scientist			
Aaron C. Bigler			
Professional Services	21.00	85.00	1,785.00
Phase subtotal			2,142.50

BROWNFIELD PLAN

Professional Fees

	Hours	Rate	Billed Amount
Principal			
Jeffrey C. Hawkins			
Professional Services	1.00	140.00	140.00
Senior Project Manager			
David A. Stegink			
Professional Services	7.50	130.00	975.00
Phase subtotal			1,115.00

Invoice total **8,132.64**

Terms: N30 - 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 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 05424  
Date 04/18/2019

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

INVOICE: Through Mar 31, 2019

OUTREACH / PROGRAMMATIC - W/O 3

Professional Fees

	Hours	Rate	Billed Amount
Principal			
Jeffrey C. Hawkins			
Professional Services	3.00	140.00	420.00
		Invoice total	<b>420.00</b>

Terms: N30 - We accept Check, ETF, Visa, MC Discover & Amex as payment options



# COUNTY OF KALAMAZOO

## TRAVEL EXPENSE FORM

### 2019 M&IE and Mileage

<b>Employee Name</b> Rachael Grover		<b>Vendor #</b>	<b>Date Submitted</b> Apr 25, 2019
<b>Street Address</b>		<b>Department:</b> Planning	
<b>City, State, Zip Code</b>		<b>Period Covered From:</b> Apr 4, 2019	<b>Period Covered To:</b> Apr 5, 2019

Date	Activity Type	Indicate Meals Claimed			Explanation <small>(All M&amp;IE listed must include location)</small>	Amount	
		B <input checked="" type="radio"/>	L <input checked="" type="radio"/>	D <input checked="" type="radio"/>		Travel	Training
04-04-2019	M&IE (Overnight)	B <input checked="" type="radio"/>	L <input checked="" type="radio"/>	D <input checked="" type="radio"/>	111 N. Grand Ave., Lansing		56.00
04-05-2019	Parking (Out County)	B <input checked="" type="radio"/>	L <input checked="" type="radio"/>	D <input checked="" type="radio"/>	111 N. Grand Ave., Lansing		21.00
04-05-2019	M&IE	B <input checked="" type="radio"/>	L <input checked="" type="radio"/>	D <input type="radio"/>	111 N. Grand Ave., Lansing		28.00
		B <input type="radio"/>	L <input type="radio"/>	D <input type="radio"/>			
		B <input type="radio"/>	L <input type="radio"/>	D <input type="radio"/>			
		B <input type="radio"/>	L <input type="radio"/>	D <input type="radio"/>			
		B <input type="radio"/>	L <input type="radio"/>	D <input type="radio"/>			
		B <input type="radio"/>	L <input type="radio"/>	D <input type="radio"/>			
		B <input type="radio"/>	L <input type="radio"/>	D <input type="radio"/>			
		B <input type="radio"/>	L <input type="radio"/>	D <input type="radio"/>			

Date	Description <small>(include point to point traveled and purpose of trip)</small>	Mileage	
		Travel	Training
04-04-2019	Kalamazoo to Lansing (111 N. Grand Ave), IEDC Real Estate & Redevelopment Course	79.0	
04-05-2019	111 N. Grand Ave. Lansing MI return to Kalamazoo	79.0	

I HEREBY CERTIFY THAT ALL ITEMS OF EXPENSE INCLUDED IN THIS STATEMENT WERE INCURRED IN THE DISCHARGE OF AUTHORIZED OFFICIAL BUSINESS; THAT THE AMOUNTS ARE CORRECT; THAT PROPER DOCUMENTATION HAS BEEN SUBMITTED; AND THAT THEY REPRESENT PROPER CHARGES AGAINST THE COUNTY.

Total Mileage		158.0
Travel Account	bra002-86000-bra05	91.64
Training Account	bra001-86000-bra05	105.00
Total Due		196.64

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

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

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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: **4/25/2019**

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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. Site Inventory and Prioritization**

**Project No: 160360 – W.O. 2**

**Update:**

As part of Envirologic's outreach efforts, the inventory will be revisited to determine if any of the priority sites could be assessed that haven't been addressed since grant funds remain and this is the last year of the grant.

**2. Community Outreach and Programmatic**

**Project No: 160361 - W.O. 3**

**Update:**

Envirologic attended the KCBRA committee meetings, prepared materials for and attended the KCBRA board meeting in March. Envirologic has prepared a master list of attendees and contacts from previous events and mailings which is being reviewed. This information will be used to send out a letter that directs people to the new website. Additional outreach efforts are being evaluated.

**3. 100 Island Avenue**

**Project No: 180307 – W.O. 18**

**Update:**

Mr. Greg Terrill (or an entity to be formed) intends to acquire several buildings formerly part of the former Crown Vantage paper mill in Parchment, Michigan. Mr. Terrill intends to restore 2-3 buildings to move his business to the property. There have been previous environmental assessments and a hazardous building materials survey conducted. Envirologic has made full use of the existing documentation.

A work order was approved to fund a Phase I and II ESA, BEA/DDCC and a Brownfield Plan evaluation. An eligibility demonstration was sent to EPA and finally approved on January 30, 2019 after the government shut-down ended. Envirologic has completed the Phase I and II ESA. Envirologic also received a signed access agreement from the current property owner. Envirologic also completed an asbestos survey including a few additional samples with the help of the developer that were previously inaccessible. The Phase II ESA did not detect levels that would require a vapor intrusion system or protection. Envirologic is working with Rachael Grover and the developer's attorney to evaluate the available tax increment in the existing Brownfield Plan. Additionally, the Act 381 Work Plan is being evaluated to determine if the approvals are still valid due to the deadlines set in the MEDC's approval letter.

Envirologic met on-site with the MDEQ and the developer to evaluate the potential that some, if not all of the demolition could be considered a response activity which would allow MDEQ to evaluate an Act 381 Work Plan versus involving MEDC. Some of the debris and portions of demolished buildings are mixed together and the asbestos cannot be abated which requires all of this debris to be disposed as asbestos-containing material. However, the MDEQ is not certain they can approve the remaining demolition of the structures, which still allow access to complete asbestos abatement, even though the structures have friable material and are accessible by third-parties that may wander onto the property.

**4. Singh Automation – 7925 and 7939 S. Sprinkle Road, Portage, MI**

**Project No: 190045 – W.O. 19**

**Update:**

Singh Automation, which is currently located at 7804 S. Sprinkle Road, is expanding and is proposing to acquire land located at 7925 and 7935 S. Sprinkle Road in Portage, Michigan to build a new 5,000 square foot building. Both parcels are currently vacant land. Singh Automation plans to move their existing business to this new location. Singh Automation specializes in automation, new product development, machine designing, prototyping and testing. The new building would be a metal construct building in which one half of the building would be used for testing and prototyping and the other half will be occupied as office space. They will be investing approximately \$400,000 in the land acquisition and \$400,000 in the construction related costs associated with the new building. They also plan to expand their workforce from 6 to 8-10 employees.

At this time, the applicant, Jaspreet Kaur with Singh Automation is requesting grant assistance to complete a Phase I ESA to support acquisition of the parcels of land. There is no known environmental information on the site, however, properties across Sprinkle and Centre have existing auto related businesses. Envirologic received eligibility approval from EPA on March 5, 2019. The Phase I ESA is complete, and reports have been distributed. Although no recognized environmental conditions were discovered, Envirologic had to incur additional time and expense to research the history of the site to insure there was no potential for impact from previous ownership. Research revealed that a major oil company once owned the property, however, it was finally determined that they never operated a gas station on the property. Due to the timing of our activities, Envirologic was not able to request additional funds without creating an unreasonable delay to the project. Envirologic is respectfully requesting that the KCBRA allocate an additional \$833.75 to the previously approved \$3,000 budget.

# Scope of Services

Contract for Professional Services  
Kalamazoo County Brownfield Redevelopment Authority  
Applicable to Contract Dated September 22, 2016  
Work Order No. 19 Dated February 28, 2019  
Amendment No. 1, Dated April 25, 2019

Between

**KALAMAZOO COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY (CLIENT)**  
201 WEST KALAMAZOO AVENUE  
KALAMAZOO, MICHIGAN 49007-3777

And

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

**Subject Matter: 7925 and 7939 S. Sprinkle Road, Portage, MI 49002**  
**Funding Source: U.S. EPA Assessment Grant, Hazardous**  
**Task 2 – Phase I Environmental Site Assessment**

CLIENT requests that ENVIROLOGIC perform the work described below in accordance with the terms of the above-referenced Contract and as described in this "Scope of Services."

ENVIROLOGIC will begin work on this Work Order and complete the services as described in the attached "Scope of Services."

ENVIROLOGIC and CLIENT have designated the following representatives for this "Scope of Services":

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

<u>Mr. Ken Peregon, Chair</u>	<u>(269)-384-8112</u>
Name (CLIENT)	Phone

If CLIENT accepts this Scope of Services, please sign this Work Order on behalf of CLIENT and return to the ENVIROLOGIC Representative above:

## ACCEPTED AND AGREED TO:

KALAMAZOO COUNTY BROWNFIELD  
REDEVELOPMENT AUTHORITY (CLIENT)

ENVIROLOGIC TECHNOLOGIES, INC.

By Ken Peregon  
Title Chair

By Jeffrey C. Hawkins  
Title President

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

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

**I. Scope of Services**

Singh Automation, which is currently located at 7804 S. Sprinkle Road, is expanding and is proposing to acquire land located at 7925 and 7935 S. Sprinkle Road in Portage, Michigan to build a new 5,000 square foot building. Both parcels are currently vacant land. Singh Automation plans to move their existing business to this new location. Singh Automation specializes in automation, new product development, machine designing, prototyping and testing. The new building would be a metal construct building in which one half of the building would be used for testing and prototyping and the other half will be occupied as office space. They will be investing approximately \$400,000 in the land acquisition and \$400,000 in the construction related costs associated with the new building. They also plan to expand their workforce from 6 to 8-10 employees.

At this time, the applicant, Jaspreet Kaur with Singh Automation is requesting grant assistance to complete a Phase I ESA to support acquisition of the parcels of land. There is no known environmental information on the site, however, properties across Sprinkle and Centre have existing auto related businesses.

Eligibility Demonstration and Phase I ESA

Envirologic will prepare an eligibility demonstration for the U.S. EPA for the use of Hazardous Substances Assessment grant funds. Envirologic will prepare a Phase I Environmental Site Assessment compliant with the ASTM E1527 standard and the U.S. EPA rules for All Appropriate Inquiry. The Phase I ESA will include a site inspection, review of historical resources, review of environmental databases, interviews with knowledgeable persons, and preparation of a report.

***Amendment No. 1: Additional time and research over and above our normal scope of work for a Phase I ESA was required to address a potential REC. Further evaluation and inquiry allowed Envirologic to dismiss the REC which would have required Phase II ESA sampling activities at a greater cost. Timing didn't allow us to obtain approval prior to incurring the expense and the next KCBRA meeting.***

**II. Compensation**

Compensation for services provided under this Work Order will be completed on a time and materials basis invoiced at the rates provided in the Contract for Professional Services between ENVIROLOGIC and CLIENT not-to-exceed the budget detailed below without prior authorization from the KCBRA.

**Phase I ESA**

***Eligibility Demonstrations, Data Evaluation and Report Preparation..... \$ 3,000***  
***ESTIMATED PROJECT COSTS..... \$ 3,000***

***Amendment No. 1.....\$ 833.75***

**ESTIMATED PROJECT TOTAL ..... \$3,833.75**

**III. Schedule**

Work performed under this Work Order will be initiated upon authorization to proceed, as directed by the KCBRA. It is anticipated that the project activities can be completed within four weeks of authorization to proceed and receipt of eligibility authorization.



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

Invoice number 05426  
 Date 04/18/2019  
 Project **190045 Singh Automation**

INVOICE: Through Mar 31, 2019

PHASE I ESA AND ELIGIBILITY (WORK ORDER 19)

Professional Fees

	Hours	Rate	Billed Amount
Administrative Assistant Shelbey N. Senkewitz Professional Services	2.25	50.00	112.50
CAD Designer/Drafter Michelle A. Bell Professional Services	3.00	65.00	195.00
Principal Jeffrey C. Hawkins Professional Services	0.25	140.00	35.00
Senior Project Manager David A. Stegink Professional Services	2.25	130.00	292.50
Project Scientist Olga Tarasev Professional Services	34.25	85.00	2,911.25
Subcontractor			
	Units	Rate	Billed Amount
Subcontractor Environmental Data Resources, Inc.	1.00	287.50	287.50
Phase subtotal			3,833.75
		Invoice total	<b>3,833.75</b>

Terms: N30 - 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 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 05421  
 Date 04/18/2019

Project **190048 Paper City Development - MDEQ Grant Oversight**

INVOICE: Through Mar 31, 2019

MDEQ GRANT OVERSIGHT

Professional Fees

	Hours	Rate	Billed Amount
Principal			
Jeffrey C. Hawkins			
Professional Services	3.50	140.00	490.00
Project Manager			
Paul D. French			
Professional Services	20.50	105.00	2,152.50
Phase subtotal			2,642.50
		Invoice total	<b>2,642.50</b>

Terms: N30 - We accept Check, ETF, Visa, MC Discover & Amex as payment options

	Revenues	Expenditures		REV-EXP	BAL-YR	BAL-CUMUL
<b>Brownfield Redevelopment Authority Fund 2010</b>						
BRA TOTAL 2010	129,618	3,876		125,742	125,742	
<b>Brownfield Redevelopment Authority Fund 2011</b>						
BRA TOTAL 2011	104,807	81,131		23,676	23,676	149,418
<b>Brownfield Redevelopment Authority Fund 2012</b>						
BRA TOTAL 2012	103,091	61,190		41,901	41,901	191,319
<b>Brownfield Redevelopment Authority Fund 2013</b>						
BRA TOTAL 2013	112,768	162,897		-50,129	-50,129	141,190
<b>Brownfield Redevelopment Authority Fund 247-2014</b>						
BRA ACTUAL TOTAL 2014 AS OF 01-02-2015	108,771	185,899	0	-77,128	-77,128	64,062
<b>BRA Fund 247 for 2015</b>						
BRA ACTUAL TOTAL 2015 AS OF 2-08-2016	334,894.93	328,312.12	0	6,583	6,582.81	70,645
<b>BRA Fund 247 for 2016</b>						
BRA ACTUAL TOTAL 2016 AS OF 3-14-2017	625,320.31	593,928.76		31,391.55	31,391.55	102,036.07
<b>BRA Fund 247 for 2017</b>						
County BRA (acct 247-000-)	9,900	77,584.31		-67,684		BRA Admin + costs
BRA ACTUAL TOTAL 2017 AS OF 3-15-18	795,385.99	786,724.83		8,661	8,661.16	110,697.23
<b>BRA Fund 247 for 2018</b>						
County BRA (acct 247-000-)	2,480	106,466.36		-103,986		BRA 2017 admin+eligible
Midlink local TIR tax (acct 247-001-420.00)(\$73764.54 W2017)	229,382.05	210,899.86		18,482		18,482.19
Midlink school TIR tax (acct 247-001-420.01)				0		
General Mills local TIR (acct 247-004-420.00)(\$34507.47 W2017)	67,543.74	45,624.87		21,918.87		21,918.87
General Mills school TIR (acct 247-004-420.01)	261,703.11	261,703.11		0		
Brown Family/Beckan Ind. (acct 247-002-420.00)*	15,645.47	15,085.77		559.70		847.02
9008 Portage Road local TIR (acct 247-003-420.00)	833.58			833.58		97.77
9008 Portage Road school TIR (acct 247-003-420.01)	687.54	81.00		606.54		
Corner @ Drake (247-005-420.00) (\$149314.15 W2017 TIF)	182,053.81	137,629.58		44,424.23		11,686.57
555 E. Eliza St. Local TIR (247-006-420.00)	356.50			357		40.61
555 E. Eliza St. School TIR (247-006-420.01)	263.32	32.50		231		
232 LLC (247-007-420.00) (\$1404.98 is W2017 TIF)	4,379.68			4,380		622.76
Blackbird Billiards local TIR (247-008-420.00)	389.51			390		48.28
Blackbird Billiards School TIR (247-008-420.01)	350.69	647.90		-297		
RAI AZO, LLC local TIR (247-009-420.00) (\$719.40 W2017 TIF)	6,907.36	6,077.78		829.58		829.58
RAI AZO, LLC School TIR (247-009-420.01)	5,687.78	5,678.78		9.00		708.5 to State BF
Kalamazoo West Prof Ctr Local TIR (247-010) (\$4326.73 W2017)	5,472.61	1,255.68		4,216.93		3,071.04
Metal Mechanics Local TIR (247-011-420.00)(2275.90 W2017)	5,589.01			5,589		787.89
Metal Mechanics School TIR (247-011-420.01)(3536.27 W2017)	5,221.39	1,080.50		4,140.89		1080.5 to State BF
AJZ Sprinkle LLC Local TIR (247-012-420.00) (\$13222.92 W2017)	35,417.25	31,735.33		3,681.92		3,681.92
AJZ Sprinkle LLC School TIR (247-012-420.01)	49,694.40	49,694.40		0		
Stryker Local (247-013-420.00)	48,423.09		31,796.54	16,627		6565.96+10060.5 legal
Stryker School (247-013-420.01)	55,518.49		44,407.49	11,111		\$11,111 to State BF
Stadium Park Way Local	5,775.43			5,775		
Stadium Park Way School	12,144.04			12,144		
BRA ACTUAL TOTAL 2018 AS OF 3-21-19	1,001,919.85	873,693.42	76,204.03	52,022	52,022.40	162,719.63
<b>BRA Fund 247 for 2019</b>						
County BRA (acct 247-000-)	650	9,233.74		-8,584		
Midlink local TIR tax (acct 247-001-420.00)	112,280.64			112,281		
Midlink school TIR tax (acct 247-001-420.01)						
General Mills local TIR (acct 247-004-420.00)	36,159.50					
General Mills school TIR (acct 247-004-420.01)						
Brown Family/Beckan Ind. (acct 247-002-420.00)*	5,828.00					
9008 Portage Road local TIR (acct 247-003-420.00)	98.04					
9008 Portage Road school TIR (acct 247-003-420.01)						
Corner @ Drake (247-005-420.00)	188,248.11					
555 E. Eliza St. Local TIR (247-006-420.00)	133.84					
555 E. Eliza St. School TIR (247-006-420.01)	201.97					
232 LLC (247-007-420.00)	1,453.64					
Blackbird Billiards local TIR (247-008-420.00)	244.07					
Blackbird Billiards School TIR (247-008-420.01)						
RAI AZO, LLC local TIR (247-009-420.00)	811.58					
RAI AZO, LLC School TIR (247-009-420.01)						
Kalamazoo West Prof Ctr Local TIR (247-010)	4,094.71					
Metal Mechanics Local TIR (247-011-420.00)	1,925.22					
Metal Mechanics School TIR (247-011-420.01)	2,843.18					
AJZ Sprinkle LLC Local TIR (247-012-420.00)	24,292.66					
AJZ Sprinkle LLC School TIR (247-012-420.01)						
Stryker Local (247-013-420.00)	6,347.89		6,347.89			
Stryker School (247-013-420.01)						
Stadium Park Way Local	19,305.80					
Stadium Park Way School	21,696.58					
BRA ACTUAL TOTAL 2018 AS OF 4-18-19	426,615.43	9,233.74	6,347.89	411,034	411,033.80	573,753

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<b>2017 Pending remaining of approved Work Orders</b>				
WO#8 Portage (\$10,000+3500 appr 6-26 in WO#4 & 8)		25		
WO#17 - Gen Env. Consulting, Ammend. #1		85.00		
WO#2018-1 - General Env. Consulting		20.10		
WO#19 - Checker Motors MDEQ SSA grant application			\$1179 + \$58 application	
WO#24 - Kalamazoo West Prof. BF Plan		730		
WO#25 - Metal Mechanics 400 S. 14th Street		436.3	Amend. #1 added \$1,000	
WO# 2018-1 General Env. Consulting		135.10		
WO# 2018-2 ET Annual Report Assistance		25		
WO# 2018-3 Website Assistance -Envirologic		42.5		
Bluetree webdesign		100		
Web Hosting		0		
WO# 2019-1 General Environmental Consulting		11,946.25		
<b>2018 Pending TIF Payments to Developers &amp; other expenses</b>				
Eliza St. 2015-2017 TIF Hold for MDEQ Loan		1,463.46		
State BF Fund for Portage Road (for 2018 to be paid in 2019)				
State BF fund Eliza Street (for 2018 to be paid in 2019)				
State BF fund RAI AZO (for 2018 to be paid in 2019)		716		
State BF fund Blackbird (for 2018 to be paid in 2019)				
State BF fund Metal Mech. (for 2018 to be paid in 2019)				
State BF fund Stryker (for 2018 to pay in 2019)		11,111		
<b>TOTAL</b>		26,835.33		<b>-26,835.33</b>
				<b>546,918</b>

<b>Local Brownfield Revolving Fund - Fund 643</b>	<b>Revenues</b>	<b>Expenditures</b>	<b>REV-EXP</b>	
LBRF (acct 643-000-699.53) - From 2014	\$ 7,416.84		\$ 7,416.84	\$ 7,416.84
Transferred from Brown 7/6/2015	\$ 5,659.48		\$ 5,659.48	\$ 5,659.48
Transferred from Brown 12/31/2015	\$ 5,299.28		\$ 5,299.28	\$ 5,299.28
Transferred from Brown 8/2/2016	\$ 6,479.70		\$ 6,479.70	\$ 6,479.70
Transfer from Brown 12/15/16	\$ 6,314.00		\$ 6,314.00	\$ 6,314.00
Transfer from Brown 7/27/17	\$ 6,984.90		\$ 6,984.90	\$ 6,984.90
Transfer from Brown 1/18/18	\$ 6,478.34		\$ 6,478.34	\$ 6,478.34
Transfer from Brown approved 5/24/18 - (actual 8/16/18)	\$ 8,607.43		\$ 8,607.43	\$ 8,607.43
Transfer from Corner @ Drake Actual 8/16/18	\$ 29,537.26		\$ 29,537.26	\$ 29,537.26
<b>Fund 643 TOTAL</b>				<b>\$ 82,777.23</b>