
KALAMAZOO COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY

MEETING DATE: Thursday, July 25, 2019
PLACE OF MEETING: County Administration Building
201 West Kalamazoo Avenue, Room 207a
TIME: 4:00 pm

Revised AGENDA

1. Call to Order: 4:00
 2. Members Excused
 3. Approval of the Agenda
 4. Approval of Minutes: BRA Minutes of June 27, 2019
 5. Citizens Comments (*4 minutes each / Please state name and address*)
 6. Consent Agenda – Invoices
 - a. **\$ 843.75** – Envirologic General WO # 2019-1 General Environmental Review
 - b. **\$ 42.50** – Envirologic Invoice # 05663 - WO # 25 Metal Mechanics
 - c. **\$128.25** – Varnum Inv # 1071251– Paper City Inv.
 - d. **EPA Grant Invoices**
 - i. **\$ 346.25** – (all to Haz.) – Envirologic WO# 18 – 100 Island Ave
 - ii. **\$ 425.22** – Planning Department Programmatic Invoice
 7. Discussion and/or Action Calendar
 - a. **Discussion/Action:** Parchment Paper Mill
 - i. Part I and Part II Application
 - ii. Envirologic Work Order #22 - \$19,000 – EPA Petroleum funds
 - b. **Discussion/Action:** Vicksburg Mill
 - i. TBP Updates
 - ii. **\$1,110.00** - Envirologic Invoice 05665 – EGLE Grant oversight
 - iii. **\$ 541.20** – Planning Department Administrative Invoice (to be reimbursed by grant)
 - iv. Envirologic Work Order – Third Party Oversight Loan - **\$40,000**
 - v. Quarterly Reports – Grant
 - vi. Quarterly Report - Loan (Loan no activity this past quarter)
 - c. **Discussion/Action:** 232 LLC Invoice Request #1 - **\$86,646.26**
 - d. **Discussion/Action:** Reimbursement to Developers – from remaining 2018 TIR
 - i. D&D Realty (Metal Mechanics) - **\$561.39**
 - e. **Discussion/Action:** Transfer of funds to LBRF Fund 643
 - i. From Corner @ Drake - **\$190,809.68**
 - ii. From Brown Family Holdings - **\$11,262.63**
 - iii. From Metal Mechanics School TIR - **\$2,309.82**
-

- f. **Discussion:** EPA Grant
 - i. Envirologic Monthly Memo
 - ii. Quarterly Report
 - iii. EPA Brownfield Conference Travel – Estimate \$1,800 per person
 - iv. EPA extension request
 - g. **Discussion/Action:** 2018 TIR Annual Reports to MEDC – (6 of 13 ready for submittal)
 - h. **Discussion/Action:** 2018 Annual Report to County Commission
8. Financial Reports
- a. **Discussion:** Funds 247 and 643
9. Staff Report
- a. 1616 E. Main Street update
10. Committees - times dates and places
- a. Land Bank Report – Next Meeting, August 8, 2019, 8:30 a.m.
 - b. Project/Finance Committee – Thursday, August 8, 2019, 4:00 p.m.
 - c. Executive Committee – Friday, August 9, 2019, 9:15 a.m.
11. Other
12. Board Member Comments
13. Adjournment

***Next Meeting: Thursday, August 22, 2019 at 4:00 p.m. – 4th Thursday
Room 207a, County Admin Bldg***

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

KALAMAZOO COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY

MEETING DATE: Thursday, June 27, 2019
PLACE OF MEETING: County Administration Building
201 West Kalamazoo Avenue, Room 207a
TIME: 4:00 pm

MINUTES

Present: Joe Agostinelli, Gary Barton, Chris Carew (arrived at 4:06), Connie Ferguson, Travis Grimwood, Habib Mandwee, Ken Peregon,

Members Excused: Douglas Milburn, Jodi Milks, Meredith Place, Andy Wenzel

Kalamazoo Township: Sherine Miller

Staff: Rachael Grover, Lotta Jarnefelt

Consultant: Jeff Hawkins, Envirologic Technologies

Recording Secretary: Rachael Grover, Lotta Jarnefelt

Community: 1

1. Chair Ken Peregon called the meeting to Order at 4:03 p.m.
2. Members Absent: Milburn, Milks, Place, Wenzel
3. Approval of the Agenda: **Agostinelli motioned approval of the agenda and Ferguson seconded. Motion carried.**
4. Approval of Minutes: **Agostinelli motioned approval of the May 23, 2019 minutes. Mandwee seconded the motion. Motion carried.**
5. Citizens Comments: Jared Lutz was introduced by Agostinelli. Mr. Lutz is a new employee with Southwest Michigan First.
6. Consent Agenda – Invoices:
 - a. **\$ 1,043.75** – Envirologic General Environmental WO# 2019-1
 - b. **\$ 1,662.50** – MDEQ/EGLE Grant 3rd Party Environmental Oversight Invoice – Envirologic
 - c. **\$ 57.00** – Varnum - Parchment Mill – Inv. # 1068561
 - d. **\$ 3,733.50** – Varnum – Paper City Inv. # 1068460
 - e. **\$1, 311.00** - Varnum - Paper City Development Agreement – Inv. # 1068562
 - f. **\$ 701.22** - Grover Travel for AIPG Environmental Risk Assessment Workshop
 - g. **EPA Grant Invoices**
 - i. **\$ 2,551.25** – (all to Haz.) – Envirologic WO# 18 – 100 Island Ave
 - ii. **\$ 91.25** – (\$45.62 to Haz.; \$ 45.63 to Pet.) Envirologic WO#3 – Outreach/Programmatic

Ferguson motioned to approve the consent agenda and Agostinelli seconded the motion. Motion carried.

7. Discussion and/or Action Calendar
 - a. **Discussion/Action:** 1616 E. Main Street Project
 - i. Application from Kalamazoo County Land Bank - Phase II ESA from EPA Grant funds
 - ii. Envirologic Work Order #20 for Phase II ESA - \$15,000
 - iii. Envirologic Work Order #21 – Brownfield Plan and Act 381 Work Plan - \$12,500Chair Ken Peregon noted that he will abstain from voting on any of these items as OCBA is a consultant working on this project.
-

Board had additional questions regarding the potential project and preparation of a brownfield plan.

Barton motioned to table action on the application and work orders pending further information received from the Land Bank and Ferguson seconded the motion. Motion carried with Carew and Peregón abstaining.

Board requested that Staff and a representative from the Board meet with the Land Bank to discuss options regarding a brownfield plan for the project.

b. **Discussion/Action:** Vicksburg Mill

i. Letter of Credit Document

Agostinelli motioned to formally accept the Letter of Credit upon execution by Southern Michigan Bank and Trust, subject to approval by staff, KCBRA legal counsel and Grimwood. Mandwee seconded the motion. Motion carried.

ii. Submittal of Loan Work Plan to EGLE

Grimwood motioned to approve submitting the Loan Work Plan to EGLE subject to receipt of the accepted Letter of Credit. Barton seconded the motion. Motion carried.

iii. EGLE review of Combined Act 381 Work Plan and Transformational Brownfield Plan

Staff and Lisa Phillips from Phillips Environmental described the need to request removing the Act 381 portion of the combined Plan from EGLE consideration at this time. Once sampling results have been received and response activities can be further defined, Act 381 Work Plan will be resubmitted to EGLE and the 60-day statutory clock for EGLE review will begin.

Agostinelli motioned to approve staff to submit letter to EGLE requesting to remove the Act 381 Work Plan for the Vicksburg Mill from EGLE review at this time. Barton seconded the motion. Motion carried.

iv. Request to EGLE – need approval to exceed \$5,000 Grant and Loan Work Plan cap

Staff provided justification for a request to EGLE to exceed the \$5,000 cap for Grant and Loan Work Plan development that is specified in the Loan Contract.

Agostinelli motioned to approve staff to submit request to EGLE for additional \$5,000 for grant and loan work plan development beyond the \$5,000 work plan cap. Motion seconded by Carew. Motion carried.

c. **Discussion/Action:** Reimbursement to Developers – from remaining 2018 TIR

i. Kalamazoo West Professional Center - **\$4,821.37**

Ferguson motioned to approve reimbursement to Kalamazoo West Professional Center and Mandwee seconded motion. Motion carried.

ii. AJZ Sprinkle - **\$16,599.13**

Agostinelli motioned to approve reimbursement amount as presented to AJZ Sprinkle and Grimwood seconded the motion. Motion carried.

d. **Discussion:** EPA Grant

i. Envirologic Monthly Memo

Hawkins provided an update per the memo

e. **Discussion/Action:** Corner @ Drake – Costco appeal settlement – need to return \$12,206.17 of 2018 TIR capture plus \$293.07 interest. Need approval of Invoice from Kalamazoo County Treasurer for total of \$12,499.24.

Agostinelli motioned to approve paying Kalamazoo County Treasurer as presented and Carew seconded the motion. Motion carried.

8. Financial Reports

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

Staff provided report of funds.

9. Staff Report

- a. With Envirologic's assistance, staff sent an email out to an outreach list of approximately 250 people with a link to the new website and to remind the community of remaining EPA Assessment grant funds.

10. Committees - times dates and places

- a. Land Bank Report – Next Meeting, August 8, 2019, 8:30 a.m.
b. Project/Finance Committee – Thursday, July 11, 2019, 4:00 p.m.
c. Executive Committee – Friday, July 12, 2019, 9:15 a.m.

11. Other – None

12. Board Member Comments

Sherine Miller noted that there is a site near Douglas Avenue and the 131 Business Loop in Kalamazoo Township that is in foreclosure but is ready to be developed.

13. Adjournment: Meeting adjourned at 5:19 p.m.

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Rachael Grover
Resource Coordinator, Planning and Development
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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 05664
 Date 07/16/2019

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

INVOICE: Through Jun 30, 2019

KCBRA - WP 2019-1 GENERAL ENVIRONMENTAL REVEIW
 Professional Fees

	Hours	Rate	Billed Amount
Principal			
Jeffrey C. Hawkins			
Professional Services	4.25	140.00	595.00
Senior Project Manager			
David A. Stegink			
Professional Services	1.75	130.00	227.50
Project Scientist			
Therese M. Searles			
Professional Services	0.25	85.00	21.25
KCBRA - WP 2019-1 General Environmental Reveiw subtotal			843.75
Invoice total			843.75

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 05663
Date 07/16/2019
Project **160079 Metal Mechanics**

INVOICE: Through Jun 30, 2019

BROWNFIELD PLAN AND DATA REVIEW WORK ORDER #25

Professional Fees

	Hours	Rate	Billed Amount
Project Scientist			
Therese M. Searles			
Professional Services	0.50	85.00	42.50
		Invoice total	42.50

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

General Environmental Review
Budget and Cost Summary

Number		Site/Phase	Budget Estimates		Actual				
Project	W.O.		Total	County Funding	Invoice #	Invoice Date	Invoice Amount	Task Budget Remaining	Total Budget Remaining
190001	2019-1	General Environmental Review							
		W.O. Approved							
		Total Approved budget of 15,000.00	\$ 15,000.00	\$ 15,000.00	05265	2/7/2019	\$1,542.50	\$13,457.50	\$13,457.50
					05317	3/6/2019	\$1,511.25	\$11,946.25	\$11,946.25
					05423	4/18/2019	\$560.00	\$11,386.25	\$11,386.25
					05491	5/10/2019	\$886.25	\$10,500.00	\$10,500.00
					05592	6/14/2019	\$1,043.75	\$9,456.25	\$9,456.25
					05664*	7/16/2019	\$843.75	\$8,612.50	\$8,612.50
						Project Subtotal	\$6,387.50		\$8,612.50
190048	2019-2	Paper City Development - MDEQ Grant Oversight							
		W.O. Approved							
		Total Approved budget of \$3,000.00	\$ 3,000.00	\$3,000.00	05421	4/18/2019	\$2,642.50	\$5,357.50	\$5,357.50
		Amendment #1 - \$5,000.00	\$ 5,000.00	\$ 5,000.00	05490	5/10/2019	\$140.00	\$5,217.50	\$5,217.50
					05603	6/14/2019	\$1,662.50	\$3,555.00	\$3,555.00
					05665*	7/16/2019	\$1,110.00	\$2,445.00	\$2,445.00
		Project Subtotal	\$ 8,000.00	\$8,000.00		Project Subtotal	\$5,555.00		\$2,445.00
180001	2018-1	General Environmental Review							
		W.O. Approved							
		Total Approved budget of \$10,000	\$ 10,000.00	\$ 10,000.00	04280	02/13/2018	\$ 3,952.40	\$ 6,047.60	\$ 6,047.60
		Amendment #1 - \$5,000	\$ 5,000.00	\$ 5,000.00	04367	3/14/2018	\$ 1,200.00	\$ 4,847.60	\$ 4,847.60
		Project Subtotal	\$ 15,000.00	\$ 15,000.00	04431	4/10/2018	\$ 280.00	\$ 4,567.60	\$ 4,567.60
					04563	5/14/18	\$ 840.00	\$ 3,727.60	\$ 3,727.60
					04617	6/7/2018	\$ 1,473.75	\$ 2,253.85	\$ 2,253.85
					04727	7/10/18	\$ 2,118.75	\$ 5,135.10	\$ 5,135.10
					04823	8/15/2018	\$ 1,675.00	\$ 3,460.10	\$ 3,460.10
					04869	9/6/18	\$ 777.50	\$ 2,682.60	\$ 2,682.60
					04994	10/11/2018	\$ 476.25	\$ 2,206.35	\$ 2,206.35
					05046	11/07/2018	\$ 2,186.25	\$ 20.10	\$ 20.10
						Project Subtotal	\$ 14,979.90		\$ 20.10
180202	2018-2	General Environmental Review - KCBRA Annual Report							
		W.O. Approved 5-24-18	\$ 1,800.00	\$ 1,800.00					
					04729	7/10/2018	\$ 475.00	\$1,325.00	\$1,325.00
					04874	9/6/18	\$ 687.50	\$637.50	\$637.50
					04995	10/11/2018	\$ 522.50	\$115.00	\$115.00
					05043	11/07/2018	\$ 90.00	\$25.00	\$25.00
						Project Subtotal	\$1,775.00		\$25.00
180214	2018-3	Kalamazoo County Brownfield Website	\$ 3,600.00	\$ 3,600.00					
					04875	9/6/2018	\$ 675.00	\$ 2,925.00	\$2,925.00
					04996	10/11/2018	\$ 787.50	\$ 2,137.50	\$2,137.50
					05044	11/7/2018	\$ 877.50	\$1,260.00	\$1,260.00
					05128	12/6/2018	\$ 795.00	\$465.00	\$465.00
					05262	2/7/2019	\$ 422.50	\$42.50	\$42.50
						Project Subtotal	\$3,557.50		\$42.50
170103	2017-1	General Environmental Review							
		W.O. Approved 1-19-17	\$ 9,920.00	\$ 9,920.00					
		Total Approved budget of \$10,000			03322	4/6/2017	\$ 385.00	\$ 9,535.00	
		\$80 of budget applied to 2016 costs leaving an available budget of \$9,920 going forward			03484	5/18/2017	\$ 1,722.50	\$ 7,812.50	
		Amendment No. 1	\$ 3,000.00	\$ 3,000.00	03568	6/13/2017	\$ 2,503.75	\$ 5,308.75	
					03661	7/17/2017	\$ 595.00	\$ 4,713.75	
					03737	8/11/2017	\$ 1,283.75	\$ 3,430.00	
					03805	9/11/2017	\$ 1,538.75	\$ 1,891.25	
					03880	10/4/2017	\$ 486.25	\$ 1,405.00	
					03970	11/1/2017	\$ 1,275.00	\$ 1,275.00	
					04122	12/14/2017	\$ 840.00	\$ 840.00	
		Project Subtotal	\$ 12,920.00	\$ 12,920.00	04154	1/8/2018	\$ 1,050.00	\$ 1,050.00	
					05130	12/6/2018	\$ 770.00	\$ 770.00	
					05207	1/8/2019	\$ 385.00	\$ 385.00	
						Project Subtotal	\$ 12,835.00		\$ 85.00
150390	24	Kalamazoo West Prof. Center, 2415 S. 11th St., Oshtemo Twp.	\$ 730.00	\$ 730.00					
		*Remaining project budget for invoice review							
		Project Subtotal	\$ 730.00	\$ 730.00					
						Project Subtotal	\$ -	\$ 730.00	\$ 730.00
160079	25	Metal Mechanics	\$ 521.30	\$ 521.30					
		*Remaining project budget for invoice review			04872	9/6/2018	\$ 85.00	\$ 436.30	\$ 3.80
					05422	4/18/2019	\$ 390.00	\$ 46.30	\$ 46.30
					05663*	7/16/2019	\$ 42.50	\$ 3.80	\$ 3.80
		Project Subtotal	\$ 521.30	\$ 521.30		Project Subtotal	\$ 517.50		\$ 3.80
		Total Project Budgets	\$ 57,571.30	\$ 57,571.30		Total	\$ 45,607.40		\$ 11,963.90

VARNUM ATTORNEYS AT LAW

BRIDGEWATER PLACE • POST OFFICE BOX 352
GRAND RAPIDS, MICHIGAN 49501-0352

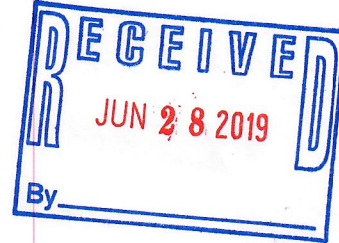
EIN 38-1294924 • TELEPHONE 616 / 336-6000 • FAX 616 / 336-7000

FRED SCHUBKEGEL

FLSCHUBKEGEL@VARNUMLAW.COM

DIRECT DIAL 269/553-3514

Kalamazoo County Department of Planning
and Community Development
Attn: Ms. Rachael Grover
201 W. Kalamazoo Avenue
Kalamazoo, MI 49007



RE: PAPER CITY DEVELOPMENT, LLC
Matter Number: 353061
Invoice Number: 1071251
Invoice Date: June 19, 2019

LEGAL SERVICES RENDERED:

<u>Date</u>	<u>Description/Services Rendered By</u>	<u>Hours</u>
05/03/19	Review/respond to questions from R. Grover regarding issues related to waiting to sign local Development Agreement. Fred Schubkegel	0.25
05/20/19	Follow-up with City of Parchment regarding letter proposal for Mill property Fred Schubkegel	0.20
TOTAL FEES FOR SERVICES		\$128.25
TOTAL THIS INVOICE		\$128.25
PRIOR BALANCE AS OF June 19, 2019		5,190.00
TOTAL PAYMENT DUE		<u>\$5,318.25</u> =====

<u>Time Summary</u>	<u>Avg. Rate</u>	<u>Hours</u>	<u>Amount</u>
Fred Schubkegel	285.00	.45	128.25
TOTALS		.45	128.25

VARNUM ATTORNEYS AT LAW

BRIDGEWATER PLACE • POST OFFICE BOX 352
GRAND RAPIDS, MICHIGAN 49501-0352

EIN 38-1294924 • TELEPHONE 616 / 336-6000 • FAX 616 / 336-7000

FRED SCHUBKEGEL

FLSCHUBKEGEL@VARNUMLAW.COM

DIRECT DIAL 269/553-3514

Kalamazoo County Department of Planning
and Community Development
Attn: Ms. Rachael Grover
201 W. Kalamazoo Avenue
Kalamazoo, MI 49007

RE: PAPER CITY DEVELOPMENT, LLC
Matter Number: 353061
Invoice Number: 1071251
Invoice Date: June 19, 2019

R E M I T T A N C E C O P Y

Services	128.25
TOTAL THIS INVOICE	\$128.25
Prior Balance as of 06/19/19	5,190.00
TOTAL DUE	\$5,318.25 =====

TERMS: Payment of each of our invoices is due promptly upon receipt.

Please make check payable to Varnum LLP and return this page with your payment.

All services are subject to the Services and Billing memorandum, which can be found at www.varnumlaw.com/service-and-billing.



Planning & Development Department

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

INTER-OFFICE INVOICE

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

Invoice

Invoice No.	BRA-2-2019
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DATE	DUE DATE
04/25/19	--

DATE	DESCRIPTION	Cost	Qty	AMOUNT
07/25/19	2019 BRA administration hours County Pay Periods 8-13, 3/30/19 to 6/21/19 Rachael Grover (247-000-704.00 Salaries, Others) (409.5 hrs -14 for EGLE Grant - 11 for EPA grant= 384.5 hrs)	10,889.04	1	10,889.04
	Fringe Benefits 36.5% (247-000-710.00)	3,974.50	1	3,974.50
	Lotta Jarnefelt (11 hours - 247-000-703.06 Salary Director)	481.25	1	481.25
	Fringe Benefits 36.5% (247-000-710.00)	175.66	1	175.66

THANK YOU! ☺

TOTAL --->	\$ 15,520.45
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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 05666
 Date 07/16/2019
 Project **180307 100 Island Avenue, Parchment-
 (W.O. 18)**

INVOICE: Through Jun 30, 2019

ACT 381 WORK PLAN (WO 18 AMENDMENT #1)

Professional Fees

	Hours	Rate	Billed Amount
Principal			
Jeffrey C. Hawkins			
Professional Services	0.50	140.00	70.00
Project Scientist			
Therese M. Searles			
Professional Services	3.25	85.00	276.25
Phase subtotal			346.25
		Invoice total	346.25

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



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INTER-OFFICE INVOICE

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

Invoice

Invoice No.	BRA-EPAQ3-2019
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DATE	DUE DATE
07/25/19	--

DATE	DESCRIPTION	Cost	Qty	AMOUNT
07/25/19	2019 BRA EPA Programmatic hours County Pay Periods 8-13, 3/30/19 to 6/21/19 BRA (247-902-704.00 Salaries, others) Rachael Grover (11 hours)	311.52	1	311.52
	Fringe Benefits 36.5% (247-902-710.00)	113.70	1	113.70
THANK YOU! 😊		TOTAL --->		\$ 425.22

**EPA Assessment Grant Programmatic (KCBRA Staff)
Quarter 3 (Federal FY2019)**

Date	Time	Description	# Staff	Rate	Fringe %	Total Cost	FY2019 Quarter
week of 4/25/19	3 hours	Quarterly Report review	1	28.32	36.5	\$ 115.97	Q3
4/26/2019	2 hours	Parchment Paper Mill/Island Ave. project phone call/review	1	28.32	36.5	\$ 77.31	Q3
Week of 5/13/19	2 hours	project/invoice review for KCBRA meeting/monthly report	1	28.32	36.5	\$ 77.31	Q3
6/11/2019	2 hour	ASAP funds received review	1	28.32	36.5	\$ 77.31	Q3
Week of 6/17/19	2 hours	project/invoice review for KCBRA meeting/monthly report	1	28.32	36.5	\$ 77.31	Q3
Total 11 hours						\$ 425.22	

Total split between Hazardous Assessment Grant and Petroleum Grant
 Project Accounting bra001-70400-bra05 (Haz. Task 5) \$ 212.61
 Project Accounting bra002-70400-bra05 (Pet. Task 5) \$ 212.61
Total \$ 425.22

General Environmental Review
Budget and Cost Summary

Number		Site/Phase	Budget Estimates		Actual				
Project	W.O.		Total	County Funding	Invoice #	Invoice Date	Invoice Amount	Task Budget Remaining	Total Budget Remaining
190001	2019-1	General Environmental Review							
		W.O. Approved							
		Total Approved budget of 15,000.00	\$ 15,000.00	\$ 15,000.00	05265	2/7/2019	\$1,542.50	\$13,457.50	\$13,457.50
					05317	3/6/2019	\$1,511.25	\$11,946.25	\$11,946.25
					05423	4/18/2019	\$560.00	\$11,386.25	\$11,386.25
					05491	5/10/2019	\$886.25	\$10,500.00	\$10,500.00
					05592	6/14/2019	\$1,043.75	\$9,456.25	\$9,456.25
					05664*	7/16/2019	\$843.75	\$8,612.50	\$8,612.50
						Project Subtotal	\$6,387.50		\$8,612.50
190048	2019-2	Paper City Development - MDEQ Grant Oversight							
		W.O. Approved							
		Total Approved budget of \$3,000.00	\$ 3,000.00	\$3,000.00	05421	4/18/2019	\$2,642.50	\$5,357.50	\$5,357.50
		Amendment #1 - \$5,000.00	\$ 5,000.00	\$ 5,000.00	05490	5/10/2019	\$140.00	\$5,217.50	\$5,217.50
					05603	6/14/2019	\$1,662.50	\$3,555.00	\$3,555.00
					05665*	7/16/2019	\$1,110.00	\$2,445.00	\$2,445.00
		Project Subtotal	\$ 8,000.00	\$8,000.00		Project Subtotal	\$5,555.00		\$2,445.00
180001	2018-1	General Environmental Review							
		W.O. Approved							
		Total Approved budget of \$10,000	\$ 10,000.00	\$ 10,000.00	04280	02/13/2018	\$ 3,952.40	\$ 6,047.60	\$ 6,047.60
		Amendment #1 - \$5,000	\$ 5,000.00	\$ 5,000.00	04367	3/14/2018	\$ 1,200.00	\$ 4,847.60	\$ 4,847.60
		Project Subtotal	\$ 15,000.00	\$ 15,000.00	04431	4/10/2018	\$ 280.00	\$ 4,567.60	\$ 4,567.60
					04563	5/14/18	\$ 840.00	\$ 3,727.60	\$ 3,727.60
					04617	6/7/2018	\$ 1,473.75	\$ 2,253.85	\$ 2,253.85
					04727	7/10/18	\$ 2,118.75	\$ 5,135.10	\$ 5,135.10
					04823	8/15/2018	\$ 1,675.00	\$ 3,460.10	\$ 3,460.10
					04869	9/6/18	\$ 777.50	\$ 2,682.60	\$ 2,682.60
					04994	10/11/2018	\$ 476.25	\$ 2,206.35	\$ 2,206.35
					05046	11/07/2018	\$ 2,186.25	\$ 20.10	\$ 20.10
						Project Subtotal	\$ 14,979.90		\$ 20.10
180202	2018-2	General Environmental Review - KCBRA Annual Report							
		W.O. Approved 5-24-18	\$ 1,800.00	\$ 1,800.00					
					04729	7/10/2018	\$ 475.00	\$1,325.00	\$1,325.00
					04874	9/6/18	\$ 687.50	\$637.50	\$637.50
					04995	10/11/2018	\$ 522.50	\$115.00	\$115.00
					05043	11/07/2018	\$ 90.00	\$25.00	\$25.00
						Project Subtotal	\$1,775.00		\$25.00
180214	2018-3	Kalamazoo County Brownfield Website	\$ 3,600.00	\$ 3,600.00					
					04875	9/6/2018	\$ 675.00	\$ 2,925.00	\$2,925.00
					04996	10/11/2018	\$ 787.50	\$ 2,137.50	\$2,137.50
					05044	11/7/2018	\$ 877.50	\$1,260.00	\$1,260.00
					05128	12/6/2018	\$ 795.00	\$465.00	\$465.00
					05262	2/7/2019	\$ 422.50	\$42.50	\$42.50
						Project Subtotal	\$3,557.50		\$42.50
170103	2017-1	General Environmental Review							
		W.O. Approved 1-19-17	\$ 9,920.00	\$ 9,920.00					
		Total Approved budget of \$10,000			03322	4/6/2017	\$ 385.00	\$ 9,535.00	
		\$80 of budget applied to 2016 costs leaving an available budget of \$9,920 going forward			03484	5/18/2017	\$ 1,722.50	\$ 7,812.50	
		Amendment No. 1	\$ 3,000.00	\$ 3,000.00	03568	6/13/2017	\$ 2,503.75	\$ 5,308.75	
					03661	7/17/2017	\$ 595.00	\$ 4,713.75	
					03737	8/11/2017	\$ 1,283.75	\$ 3,430.00	
					03805	9/11/2017	\$ 1,538.75	\$ 1,891.25	
					03880	10/4/2017	\$ 486.25	\$ 1,405.00	
					03970	11/1/2017	\$ 1,275.00	\$ 1,275.00	
					04122	12/14/2017	\$ 840.00	\$ 840.00	
		Project Subtotal	\$ 12,920.00	\$ 12,920.00	04154	1/8/2018	\$ 1,050.00	\$ 1,050.00	
					05130	12/6/2018	\$ 770.00	\$ 770.00	
					05207	1/8/2019	\$ 385.00	\$ 385.00	
						Project Subtotal	\$ 12,835.00		\$ 85.00
150390	24	Kalamazoo West Prof. Center, 2415 S. 11th St., Oshtemo Twp.	\$ 730.00	\$ 730.00					
		*Remaining project budget for invoice review							
		Project Subtotal	\$ 730.00	\$ 730.00					
						Project Subtotal	\$ -	\$ 730.00	\$ 730.00
160079	25	Metal Mechanics	\$ 521.30	\$ 521.30					
		*Remaining project budget for invoice review			04872	9/6/2018	\$ 85.00	\$ 436.30	\$ 3.80
					05422	4/18/2019	\$ 390.00	\$ 46.30	\$ 46.30
					05663*	7/16/2019	\$ 42.50	\$ 3.80	\$ 3.80
		Project Subtotal	\$ 521.30	\$ 521.30		Project Subtotal	\$ 517.50		\$ 3.80
		Total Project Budgets	\$ 57,571.30	\$ 57,571.30		Total	\$ 45,607.40		\$ 11,963.90

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

Budget and Invoice Summary

Project #	Site/Phase	Budget Estimates			Actual					Notes
		Total	Hazardous Substance	Petroleum	Invoice #	Date	Invoice Amount	Hazardous Substance	Petroleum	
180307	100 Island Ave, Parchment, MI									
	Work Order #18									
	Phase I ESA	\$ 3,500.00	\$ 3,500.00		05263	2/7/2019	\$ 2,346.25	\$ 2,346.25	\$ -	
					05316	3/6/2019	\$ 90.65	\$ 90.65		
					05425	4/18/2019	\$ 740.64	\$ 740.64		
					05488	5/10/2019	\$ 313.75	\$ 313.75		
						Subtotal	\$ 3,491.29	\$ 3,491.29		
	Work Order #18									
	Phase II ESA	\$ 21,700.00	21,700.00		05263	2/7/2019	\$ 447.50	447.50	\$ -	
					05316	3/6/2019	\$ 16,997.49	16,997.49		
					05425	4/18/2019	\$ 4,134.50	4,134.50		
					05488	5/10/2019	\$ 113.75	113.75		
						Subtotal	\$ 21,693.24	\$ 21,693.24		
	Work Order #18									
	BEA, DDCC	\$ 3,500.00	3,500.00		05425	4/18/2019	\$ 1,445.00	\$ 1,445.00	\$ -	
					05488	5/10/2019	\$ 1,820.00	\$ 1,820.00		
						Subtotal	\$ 3,265.00	\$ 3,265.00		
	Work Order #18									
	Brownfield Plan and Work Plan Evaluation	\$ 3,500.00	\$ 3,500.00		05425	4/18/2019	\$ 1,812.50	\$ 1,812.50	\$ -	
					05488	5/10/2019	\$ 1,342.50	\$ 1,342.50		
					05594	6/14/2019	\$ 2,551.25	\$ 2,551.25		
					05666*	7/16/2019	\$ 346.25	\$ 346.25		
	Amendment #1 (Act 381 Work Plan)	\$ 5,000.00	\$ 5,000.00			Subtotal	\$ 6,052.50	\$ 6,052.50		
	Project Total	\$ 37,200.00	\$ 37,200.00	\$ -		Project Total	\$ 34,502.03	\$ 34,502.03	\$ -	
						Budget Remaining	\$ 2,697.97	\$ 2,697.97	\$ -	
	Notes:					Budget Returned			\$ -	
						Final Budget Remaining			\$ -	

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 type="checkbox"/>
Other (specify)	<input type="text" value="Govt"/>

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 X Yes

19 Is access to site permitted? No Yes

20 Project Type:

New	<input 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: [Redacted]

Completion Date: [Redacted]

23

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

Business Plan	[Redacted]
Market Analysis	[Redacted]
Architectural/Site Plans	[Redacted]

Financial Commitments	[Redacted]
Environmental Information/Reports	[Redacted]

Tax Base Information

24 Total Investment Anticipated:

[Redacted]

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

26 Current State Equalized Value:

[Redacted]

27 Estimated State Equalized Value after Project Completion:

[Redacted]

28 Full Time Equivalent (FTE) Employees:

FTE Jobs Retained: [Redacted]

FTE Jobs Created: [Redacted]

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 Nancy B. Stoddard
 Title Parchment City Manager
 Direct office or cell number 269-492-3263
 Fax number 269-345-5441
 Email address manager@parchment.org

Date 6/19/2019

If you have questions regarding the application, please contact:

Kalamazoo County Government
 Lotta Jarnefelt, Director Email: 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:	<input type="text"/>
New Construction/Site Improvements:	<input type="text"/>
Eligible Brownfield Activities (Specify):	<input type="text"/>
Other (Specify below):	<input type="text"/>
Total Capital Investment:	<input type="text" value="\$ -"/>

Funding Sources Requested:

Kalamazoo County Brownfield Redevelopment Authority	
Authority Grant/Loan Funding:	<input type="text"/>
Brownfield Plan and Act 381 Work Plan(s):	<input type="text"/>
Other Funding (example EPA Assessment grant funding):	<input type="text"/>
Michigan Department of Environmental Quality	
Brownfield Redevelopment Grant:	<input type="text"/>
Brownfield Redevelopment Loan:	<input type="text"/>
Brownfield Assessment:	<input type="text"/>
Michigan Economic Development Corporation	
Community Revitalization Program Loan and/or Grant:	<input type="text"/>
Business Development Program Loan and/or Grant:	<input type="text"/>
Total Brownfield Funding Requested:	<input type="text" value="\$ -"/>

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
Yes

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	<i>Nancy B. Stoddard</i>	Date	6/19/2019
	Title City Manager		
	Direct office or cell number 269-492-3263		
	Fax number 269-345-5441		
	Email address manager@parchment.org		

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
 Office Fax: 269-383-8920

REIMBURSEMENT AGREEMENT

This Reimbursement Agreement is made as of [redacted] by and between
[redacted] ("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

[redacted] Island Drive in Parchment, Michigan, currently owned by
[redacted] (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:
Authorized Agent

Address of Developer

Name	<input type="text"/>
Street/Number	<input type="text"/>
City, State, Zip	<input type="text"/>
Phone	<input type="text"/>
Fax	<input type="text"/>
Email	<input type="text"/>

Scope of Services

Contract for Professional Services
Kalamazoo County Brownfield Redevelopment Authority
Applicable to Contract Dated September 22, 2016
Work Order No. 22 Dated July 11, 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: Former Rivers Edge Property, Parchment
Funding Source: U.S. EPA Assessment Grant, Petroleum
Task 2 – Phase I Environmental Site Assessments
Task 3 – Baseline Environmental Assessments

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

The Kalamazoo County Brownfield Redevelopment Authority wishes to assist the City of Parchment in securing control of property once conveyed to a developer (River Reach). The property, once home to the Parchment Paper site, is made up of several parcels land and includes several dilapidated buildings that once housed paper-making operations. River Reach and the City of Parchment are negotiating the transfer of the property to the City. In order for the City to secure protection from cleanup liability, preparation of a Phase I Environmental Site Assessment, Baseline Environmental Assessment and Due Care Document is needed. Further, in reviewing the Brownfield Plan for this property, there is not an adequate graphic depiction or description of the property subject to the Brownfield Plan. As lot lines, streets, parcels, etc. are re-shaped, it is necessary to maintain the underlying description of the property subject to the Brownfield Plan. Envirologic proposes to work with a local surveyor to help secure an improved description and depiction of the property subject to the Brownfield Plan.

Phase I ESA, BEA, Due Care, Survey Work

Envirologic will secure eligibility for the site. At this time, it is assumed that petroleum eligibility can be secured.

Envirologic will complete a Phase I Environmental Site Assessment consistent with the ASTM standard and the rules for All Appropriate Inquiry. The Baseline Environmental Assessment will be based on existing data which Envirologic possesses from our work at 100 Island Avenue. However, the file information on this site is extensive and the cost below reflects the volume of material Envirologic will need to review. We will prepare a Baseline Environmental Assessment and Due Care Document to assist the City in securing the property without cleanup liability. At this time, the Due Care document will primarily rely upon the property remaining vacant. Future developers will need to address due care as property use plans change.

We will work with local surveyors to depict the property that is subject to the brownfield plan. We intend to deliver this description as a shapefile that can be imported into the County’s GIS platform. To the extent feasible or necessary, a new legal description of the property may be prepared.

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, BEA, Due Care

Professional Services and expenses \$ 15,000

Survey Work

Professional Services and expenses \$ 4,000

ESTIMATED PROJECT TOTAL \$ **19,000**

III. Schedule

Work performed under this Work Order will be initiated upon authorization to proceed, as directed by the KCBRA and would be expected to take place over the following three months.





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 05665
 Date 07/16/2019

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

INVOICE: Through Jun 30, 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	5.50	105.00	577.50
Project Scientist			
Robert L. Webster			
Professional Services	0.50	85.00	42.50
Phase subtotal			1,110.00
		Invoice total	1,110.00

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



Planning & Development Department

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

INTER-OFFICE INVOICE

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

Invoice

Invoice No.	BRA-MDEQ-GR 3-2019
-------------	-----------------------

DATE	DUE DATE
07/25/19	--

DATE	DESCRIPTION	Cost	Qty	AMOUNT
07/25/19	2019 BRA EGLE Mill Grant and Loan admin. hours County Pay Periods 8-13, from 3/30/19 to 6/21/19 BRA (247-901-992.00 Administrative Expenses)			
	Rachael Grover (14 hours)	396.48	1	396.48
	Fringe Benefits 36.5%	144.72	1	144.72
THANK YOU! ☺		TOTAL --->		\$ 541.20

**The Mill @ Vicksburg Grant and Loan Administration
Quarter 3 (State FY2019)**

Project # 201-1323

Date	Time	Description	# Staff	Rate	Fringe %	Total Cost	FY2019 Quarter
Week of 4/15/19	3 hours	MDEQ Grant and Loan report preparation	1	28.32	36.5	\$ 115.970	3
4/19/2019	1 hour	KCBRA Board preparation invoices/finish quarterly report	1	28.32	36.5	\$ 38.657	3
5/17/2019	2 hours	Meeting with Paper City Environmental Consultant - Grant work planning	1	28.32	36.5	\$ 77.314	3
Week of 5/23/19	3 hours	Review emails and Grant Work Plan	1	28.32	36.5	\$ 115.970	3
Week of 6/10/19	4 hours	Loan Work Plan review/phone call discussions with Paper City Consultant and Envirologic	1	28.32	36.5	\$ 154.627	3
6/17/2019	1 hour	KCBRA Board preparation - invoice review	1	28.32	36.5	\$ 38.657	3
Total 14 hours						\$ 541.195	
Total Q3 Admin costs						\$ 541.20	

**BROWNFIELD REDEVELOPMENT PROGRAM
GRANT AND LOAN QUARTERLY REPORT
AND PAYMENT REQUEST FORM**

517-284-5169, DEQBrownfields@Michigan.gov

The following information is required to receive payment for incurred costs. This form should be separately completed for both grant and loan projects. ALL PAGES OF THE FORM MUST BE PROVIDED QUARTERLY WHETHER OR NOT WORK WAS COMPLETED AND REIMBURSEMENT IS REQUESTED. Fields that are calculated by the form are shown in brown.

PROJECT DETAILS

Grantee / Borrower Name: <i>Kalamazoo County Brownfield Redevelopment Authority</i>		<input checked="" type="radio"/> Grant Report	<input type="radio"/> Loan Report
Project Name: <i>Paper City Development, LLC</i>		Tracking Code: <i>2018-1323</i>	Request #: <i>3</i>
Purchase Order Number: <i></i>		Location Code: <i>6705</i>	
Dates of Reporting: Begin: <i>Apr 1, 2019</i>	End: <i>Jun 30, 2019</i>	Quarter: <i>3 (Apr-June)</i>	Fiscal Year: <i>2019</i>
Name of Contact Person: <i>Ken Peregon</i>		Contract Expires On: <i>Oct 8, 2020</i>	
Title of Contact Person: <i>Chairperson, KCBRA</i>		Phone Number: <i>+1 (269) 384-8305</i>	
Remittance Address: <i>201 West Kalamazoo Avenue</i>			
City: <i>Kalamazoo</i>	State: <i>Michigan</i>	Zip Code: <i>49007</i>	

EXPENDITURES

List all expenditures for the quarter and attach invoices from contractors and subcontractors

Invoice Number	Invoice Date	Vendor	Task Number (refer to approved work plan)	Amount	Proof of Payment (list check number or other reference)
<i>1983</i>	<i>Jul 22, 2019</i>	<i>Phillips Environmental Consulting</i>	<i>Task 1C</i>	<i>\$32,352.94</i>	<i>Pending</i>
<i>1984</i>	<i>July 22, 2019</i>	<i>Phillips Environmental Consulting</i>	<i>Task 1</i>	<i>\$3,843.75</i>	<i>Pending</i>
<i>05665</i>	<i>Jul 16, 2019</i>	<i>Envirologic</i>	<i>Task 3</i>	<i>\$1,110.00</i>	<i>Pending</i>
<i>BRA-MDEQGR3-2019</i>	<i>Jul 25, 2019</i>	<i>Kalamazoo County Planning & Development</i>	<i>Task 4</i>	<i>\$541.20</i>	
TOTAL:				\$37,847.89	

PROGRESS REPORT

Task Number	Work plan Budget Approved to Date	Invoiced This Quarter	Invoiced to Date	Activity this quarter (include progress made, status, budget, concerns, and/or problems encountered)
<i>Task 1</i>	<i>\$5,000.00</i>	<i>\$3,843.75</i>	<i>\$1,156.25</i>	<i>Work plan development for sampling activities</i>
<i>Task 1C</i>	<i>\$58,500.00</i>	<i>\$32,352.94</i>		<i>Sediment sampling field work completed to date</i>
<i>Task 3</i>	<i>\$9,500.00</i>	<i>\$1,110.00</i>	<i>\$2,642.50</i>	<i>Grant Work Plan Review - Third Party Oversight</i>
<i>Task 4</i>	<i>\$3,000.00</i>	<i>\$541.20</i>	<i>\$693.26</i>	<i>Grant Administration</i>
TOTALS:	\$76,000.00	\$37,847.89	\$4,492.01	

Brownfield Redevelopment Grant and Loan Quarterly Report and Payment Request

Project Name: **Paper City Development, LLC** Report #: **3** Fiscal Year: **2019** Quarter: **3 (Apr-June)**

Describe proposed activity next quarter including proposed date to complete.

The field below will expand as you type. If additional room is desired, please attach additional sheets to this form.

Data evaluation and presentation upon receipt of the sediment sampling results. Evaluate the need for additional sediment analytical data. Preparation of Grant Work Plan #2 to conduct additional sampling activities (sediment and/or vapor intrusion). Begin work under the Loan, per Loan Work Plan #1 and preparation of Loan Work Plan #2 for due care assessments (vapor intrusion, direct contact, storm water infiltration). Soil disposal planning. Concrete reuse assessment and disposal planning, and lead and asbestos abatement beyond Building 6A (which is in Loan Work Plan #1).

LOAN AWARDS INTEREST EARNED

LOAN REPORTS ONLY: Interest earned on loan funds disbursed shall be reported in each quarterly progress report with supporting documentation. Please check the box below that corresponds to the appropriate statement regarding disbursed loan funds. If you cannot select one of the options below, please select "Loan Report" from the top of Page 1.

- Our interest statement is attached.
- Our loan disbursement is not in an interest-bearing account.

STATEMENT OF REVIEW AND APPROVAL

BY SUBMITTING THIS QUARTERLY REPORT AND CHECKING THE BOX BELOW, THE GRANTEE / BORROWER AND THE REPORT SUBMITTER (IF DIFFERENT) CERTIFY THAT ALL WORK PERFORMED AND THE ASSOCIATED EXPENDITURES CONTAINED WITHIN THE REPORT ARE TRUE. THE GRANTEE / BORROWER ACKNOWLEDGES THAT FALSIFICATION OF RECORDS MAY RESULT IN THE TERMINATION OF THE GRANT / LOAN CONTRACT AND OTHER APPROPRIATE LEGAL REMEDIES.

- By checking this box, I, the grantee / borrower, verify that I have reviewed and approve the submitted invoices and progress report.

Please type name of individual checking the above statement:

Please email the completed form and all supporting documentation to your Brownfield Grant and Loan Coordinator and to DEQBrownfields@Michigan.gov

Note: In order for the submittal to be considered complete and in compliance with the contract:

Copies of all contractor and subcontractor invoices must be attached. For Loan projects, a bank statement showing the balance of the loan funds and interest earned (if any) must also be attached.

All parts of this form must be completed and submitted quarterly whether or not there have been expenditures.

**BROWNFIELD REDEVELOPMENT PROGRAM
 GRANT AND LOAN QUARTERLY REPORT
 AND PAYMENT REQUEST FORM**

517-284-5169, DEQBrownfields@Michigan.gov

The following information is required to receive payment for incurred costs. This form should be separately completed for both grant and loan projects. ALL PAGES OF THE FORM MUST BE PROVIDED QUARTERLY WHETHER OR NOT WORK WAS COMPLETED AND REIMBURSEMENT IS REQUESTED. Fields that are calculated by the form are shown in brown.

PROJECT DETAILS

Grantee / Borrower Name: *Kalamazoo County Brownfield Redevelopment Authority* Grant Report Loan Report

Project Name: *Paper City Development, LLC* Tracking Code: *2018-1323* Request #: *N/A*

Purchase Order Number: Location Code: *6705*

Dates of Reporting: Begin: *Apr 1, 2019* End: *Jun 30, 2019* Quarter: *3 (Apr-June)* Fiscal Year: *2019*

Name of Contact Person: *Ken Peregou* Contract Expires On: *Oct 8, 2020*

Title of Contact Person: *Chairperson, KCBRA* Phone Number: *+1 (269) 384-8305*

Remittance Address: *201 West Kalamazoo Avenue*

City: *Kalamazoo* State: *Michigan* Zip Code: *49007*

EXPENDITURES

List all expenditures for the quarter and attach invoices from contractors and subcontractors

Invoice Number	Invoice Date	Vendor	Task Number (refer to approved work plan)	Amount	Proof of Payment (list check number or other reference)
		<i>None this quarter</i>			
TOTAL:					

PROGRESS REPORT

Task Number	Work plan Budget Approved to Date	Invoiced This Quarter	Invoiced to Date	Activity this quarter (include progress made, status, budget, concerns, and/or problems encountered)
			<i>\$0.00</i>	<i>No Loan activity this quarter</i>
TOTALS:			<i>\$0.00</i>	

Describe proposed activity next quarter including proposed date to complete.
 The field below will expand as you type. If additional room is desired, please attach additional sheets to this form.
Work Plans are being developed for submittal next quarter. Loan Collateral to be submitted next quarter.

Brownfield Redevelopment Grant and Loan Quarterly Report and Payment Request

Project Name: Paper City Development, LLC Report #: N/A Fiscal Year: 2019 Quarter: 3 (Apr-June)

LOAN AWARDS INTEREST EARNED

LOAN REPORTS ONLY: Interest earned on loan funds disbursed shall be reported in each quarterly progress report with supporting documentation. Please check the box below that corresponds to the appropriate statement regarding disbursed loan funds. If you cannot select one of the options below, please select "Loan Report" from the top of Page 1.

- Our interest statement is attached.
- Our loan disbursement is not in an interest-bearing account.

STATEMENT OF REVIEW AND APPROVAL

BY SUBMITTING THIS QUARTERLY REPORT AND CHECKING THE BOX BELOW, THE GRANTEE / BORROWER AND THE REPORT SUBMMITTER (IF DIFFERENT) CERTIFY THAT ALL WORK PERFORMED AND THE ASSOCIATED EXPENDITURES CONTAINED WITHIN THE REPORT ARE TRUE. THE GRANTEE / BORROWER ACKNOWLEDGES THAT FALSIFICATION OF RECORDS MAY RESULT IN THE TERMINATION OF THE GRANT / LOAN CONTRACT AND OTHER APPROPRIATE LEGAL REMEDIES.

- By checking this box, I, the grantee / borrower, verify that I have reviewed and approve the submitted invoices and progress report.

Please type name of individual checking the above statement: Rachael Grover, Resource Coordinator, KCBRA

Please email the completed form and all supporting documentation to your Brownfield Grant and Loan Coordinator and to DEQBrownfields@Michigan.gov

Note: In order for the submittal to be considered complete and in compliance with the contract:

Copies of all contractor and subcontractor invoices must be attached. For Loan projects, a bank statement showing the balance of the loan funds and interest earned (if any) must also be attached.

All parts of this form must be completed and submitted quarterly whether or not there have been expenditures.

232 LLC Invoice Tracking - Brownfield Eligible Activities - Envirolgic Review + KCBRA Staff review

Eligible Activity	Brownfield Plan Eligible Cost Budget	Invoice Information			Reimbursement Request Amount	Costs include sufficient documentation - to be recommendef for approval	Comments from 232 LLC	KCBRA Reviewer Notes
		Invoice Number	Date	Contractor Name				
Demolition	\$ 80,000.00							
Brownfield Prep	\$ 5,000.00							
KCBRA Application Fee	\$ 2,500.00							
KCBRA Admin	\$ 10,000.00							
LBRF	\$ 42,479.00							
Total	\$ 139,979.00							
		3798	12/17/2015	Property Solutions	\$ 3,607.50			Waiver Received
		3840	12/23/2015	Property Solutions	\$ 2,782.50			
		3874	1/7/2016	Property Solutions	\$ 3,387.50			
Property Solutions Demo Total Invoices					\$ 9,777.50			Total invoices provided
Property Solutions Demolition Total	\$ 12,875.00	3798-3840		Property Solutions	\$ 12,875.00	\$ 9,777.50	Misc Demolition	Invoice total is \$9,777.50. Full unconditional waiver rec'd
C & K Invoices		1	No date	C & K	\$ 7,770.00			
		2	No date	C&K	\$ 10,815.00			
		3	No date	C & K	\$ 18,710.00			
		4	No date	C & K	\$ 21,370.00			
		5	No date	C & K	\$ 7,870.00			
C & K Demolition Total	\$ 66,535.00	1 through 5		C&K Construction	\$ 66,535.00	\$ 66,535.00		Waiver received
Asbestos Testing	\$ 120.00	16539.23	5/26/2015	BDN	\$ 120.00	\$ 120.00	BDN	Invoice provided, waiver provided 12/12/18
Abatement	\$ 1,000.00	500015	4/20/2016	Dyer Environmental	\$ 1000.00	\$ 1,000.00	Asbestos Removal	Full unconditional waiver received
K&H Concrete Cutting	\$ 4,112.93	55848-561773		K&H Cutting	\$ 4,112.93		Concrete floor Slab Cutting	Waiver Received, are all invoices showing demo?
Electrical Service Upgrade	\$ 15,000.00	6027		Rons Electric	\$ 15,000.00		New Exterior Service and Vault Work City Permit	No invoice included, not an eligible cost
H&K Excavating, LLC		796	1/1/2016	H&K Excavating LLC	\$1,713.76	\$1,713.76		Invoices included in packet, however, not on list provided Waiver received 12/12/18
Brownfield Plan Preparation	\$ 5,000.00		2011 payroll report	Mavcon employee	\$ 7,437.00	\$ 5,000.00		Payroll - employee of Mavcon developed BF Plan - Mavcon provided payroll evidence that 9% of employee time spent on Brownfield Plan preparation in 2011.
KCBRA Application Fee	\$ 2,500.00				\$ 2,500.00	\$ 2,500.00		complete
Total	\$ 107,142.93			Total Request	\$ 107,142.93			
				Capped at per development agreement	\$ 87,500.00	\$ 86,646.26		At this time, staff recommends approval of invoices submitted with the exception of K&H Concrete Cutting. Further information related to that invoice is required.
							Total approved in Plan for Developer is \$85,000 + \$2,500 App fee	

107,142.93

\$ 111,293.69

Kalamazoo County Brownfield Redevelopment Authority Reimbursement Analysis Review

400 S. 14th Street (Metal Mechanics), Schoolcraft

July 9, 2019

KCBRA				<u>State</u>	<u>Local</u>	<u>Total</u>
Expenditures				<i>Estimate</i>	<i>Invoiced</i>	
Phase I - for Metal Mechanics WO#6	\$	2,000.00		\$ 2,000.00	\$ -	\$ 2,000.00
BEA and Doc. Of Due Care Compliance for MM	\$	4,000.00		\$ 1,311.75	\$ -	\$ 1,311.75
				\$ 2,681.25	\$ -	\$ 2,681.25
Brownfield Plan - WO#25	\$	5,000.00	Invoiced		\$ 8,478.70	\$ 8,478.70
Data Review of D&D Realty and for BF Plan	\$	4,000.00	together			\$ -
Administrative						\$ -
2016 General Administrative				\$ -	\$ 843.96	
2017 General Administrative					\$ 797.89	
2018 General Administrative					\$ 866.26	
Subtotal KCBRA		\$ 15,000.00	\$ -	\$ 5,993.00	\$ 10,986.81	\$ 16,979.81
Payments				<i>Pending</i>	<i>Distributed</i>	
KCBRA - 1/18/18				\$ 1,080.63	\$ 4,033.97	\$ 5,114.60
KCBRA		4/26/18	12/31/2018	\$ 3,536.27	\$ 2,275.90	\$ 5,812.17
KCBRA		7/25/19		\$ 1,376.10	\$ 4,676.94	\$ 6,053.04
Subtotal KCBRA				\$ 5,993.00	\$ 10,986.81	\$ 16,979.81
Remaining Balances after Payments						
Subtotal KCBRA				\$ -	\$ -	\$ -

State Brownfield Fund						
<i>State of Michigan Payment</i>						
2017 reporting to MEDC- State BF Fund Payment		Paid 11/2018		\$ 1,080.50		\$ 1,080.50
hold for 2018 reporting to MEDC				\$ 842.50		\$ 842.50
Total				\$ 1,923.00		\$ 1,923.00

Developer				<u>State</u>	<u>Local</u>	<u>Total</u>
Expenditures - Eligible Developer Expense						
		Date approved				
Soil Management		3/28/2019		\$ -	\$ 5,925.10	\$ 5,925.10
Sub-slab depressurization		3/28/2019		\$ -	\$ 7,994.74	\$ 7,994.74
Site Demolition		3/28/2019		\$ -	\$ 20,381.76	\$ 20,381.76
Total				\$ -	\$ 34,301.60	\$ 34,301.60
Subtotal Developer				\$ -	\$ 34,301.60	\$ 34,301.60
Non-Interest Payments						
		Approved	Distributed			
		Pending 7/25/2019		\$ -	\$ 561.39	\$ 561.39
Subtotal Developer				\$ -	\$ 561.39	\$ 561.39
Developer Remaining Balances after Payments						
Subtotal Developer				\$ -	\$ 33,740.21	\$ 33,740.21
Total Remaining Balances of all Entities				\$ -	\$ 33,740.21	\$ 33,740.21

48 42.65% is max school to local
 49 Pending Transfer School to LBRF 7/25/19 2309.82
 50 Total TIR to disburse thru W2018 TIR \$ 21,774.02

	Summer	Winter	Total TIF Capture	Total Payments all entities -to date (including pending)
Total TIF Captured 2017	\$ 6,195.22	\$ 5,812.17	\$ 12,007.39	
Total TIF Captured 2018	\$ 4,998.23	\$ 4,768.40	\$ 9,766.63	\$ 19,464.20

54 Total \$ 21,774.02

55 \$ 2,309.82 LBRF

56 \$ 21,774.02

1 **Kalamazoo County Brownfield Redevelopment Authority Reimbursement Analysis Review**

2 Corner @ Drake - Oshtemo Township

3 July 18, 2019

4 KCBRA				<u>Local</u>	<u>Total</u>
5 Expenditures		<i>Estimate</i>	<i>Invoiced</i>		
6	Phase I - Developer Paid	\$ 2,400.00			
7	Phase II	\$ -		\$ 1,471.25	\$ 1,471.25
8	BEA/Due Care Plan	\$ 2,700.00	\$ 5,972.50	\$ 1,653.75	\$ 1,653.75
9	Brownfield Plan	\$ 2,500.00		\$ 1,165.00	\$ 1,165.00
10	Brownfield Plan			\$ 875.00	\$ 875.00
11	Act 381 Work Plan	\$ 2,500.00		\$ 605.00	\$ 605.00
12				\$ 202.50	\$ 202.50
13	Legal expenses - Dec. 17, 2014		\$ 3,719.25	\$ 3,719.25	\$ 3,719.25
14	Legal expenses - Dec. 18, 2014		\$ 57.00	\$ 57.00	\$ 57.00
15	Legal expenses - January 21, 2015		\$ 85.50	\$ 85.50	\$ 85.50
16	<i>Administrative</i>			\$ -	\$ -
17	2014 BRA Admin. Expenses			\$ 7,058.26	\$ 7,058.26
18	2015 BRA Admin. Expenses			\$ 10,610.00	\$ 10,610.00
19	2015 BRA expenses forward to 2016			\$ 1,387.00	\$ 1,387.00
20	2016 BRA Admin. Expenses			\$ 9,924.54	\$ 9,924.54
21	2017 BRA Admin. Expenses			\$ 11,686.57	\$ 11,686.57
22	2018 BRA Admin. Expenses			\$ 17,676.85	\$ 17,676.85
23	Subtotal KCBRA	\$ 10,100.00	\$ 9,834.25	\$ 68,177.47	\$ 68,177.47
24	Payments		Distributed		
25	KCBRA			\$ -	\$ -
26	June 2016 - 6/23/16	\$ 27,502.51		\$ -	\$ 27,502.51
27	May 2017 - 5/25/17	\$ 11,311.54	5/25/17	\$ 11,311.54	\$ 11,311.54
28	5/24/2018			\$ 11,686.57	\$ 11,686.57
29	<i>Pending 7/25/19</i>			\$ 17,676.85	\$ 17,676.85
30	Subtotal KCBRA			\$ -	\$ 68,177.47
31					
32	Remaining Balances after Payments				
33	Subtotal KCBRA			\$ -	\$ -
34	Developer			<u>Local</u>	<u>Total</u>
35	Expenditures				
36	<i>Interest Eligible Developer Expense</i>				
37	Phase I ESA	8/27/2015		\$ 2,700.00	\$ 2,700.00
38	Demolition Permits	8/27/2015		\$ 1,095.00	\$ 1,095.00
39	Asbestos Survey	8/27/2015		\$ 36,700.00	\$ 36,700.00
40	Asbestos Abatement	8/27/2015		\$ 50,439.50	\$ 50,439.50
41	Demolition	8/27/2015		\$ 167,500.00	\$ 167,500.00
42	Demolition of obsolete Infrastructure	8/27/2015		\$ 10,000.00	\$ 10,000.00
43	Rubble removal	8/27/2015		\$ 63,072.26	\$ 63,072.26
44	Total			\$ 331,506.76	\$ 331,506.76
45	Interest				
46	2015 Interest- 8/27/15 to 12/31/2015			\$ 3,460.39	\$ 3,460.39
47	2016 Interest(3% on principal remaining of \$252,910.26 as of 12/31/2016)			\$ 7,587.31	\$ 7,587.31
48	2017 Interest (3% on principal remaining of \$94,216.63 os of 12/31/2017)			\$ 2,826.50	\$ 2,826.50
49	Interest Total Remaining			\$ -	\$ 13,874.19
50	Subtotal Developer			\$ -	\$ 345,380.95
51	Non-Interest Payments to Developer (Principal)				
52	June 2016 Payment	6/23/2016		\$ 78,596.50	\$ 78,596.50
53	May 2017 Payment	5/25/2017		\$ 132,157.06	\$ 132,157.06
54	December 2017 payment	12/31/2017		\$ 26,537.07	\$ 26,537.07
55	August 2018 payment			\$ 94,218.13	\$ 94,218.13
56	Subtotal Payments to Developer			\$ -	\$ 331,508.76
57	<i>Interest eligible subtotal</i>				\$ (2.00)
58	<i>Interest</i>				\$ 13,874.19
59	Interest Payment 8/15/18			\$ 13,874.19	\$ 13,874.19
60	Subtotal Developer Remaining			\$ -	\$ (2.00)
61	Total Remaining Balances of all Entities			\$ -	\$ (2.00) overpaid by \$2
62		Summer	Winter	Total	Total Payments to all
63	Total TIF Captured 2015	16579.57	89519.44	\$ 106,099.01	
64	Total TIF Captured 2016	21497.57	121971.03	\$ 143,468.60	
65	Total TIF Captured 2017	26537.07	149314.15	\$ 175,851.22	
66	Total TIF Captured 2018	32739.66	188248.11	\$ 220,987.77	
67	Total			\$ 646,406.60	\$ 413,560.42
68				TIF remaining for reimb.	\$ 232,846.18
69				minus return for MTT Costco appeal	\$ (12,499.24)
70				Already transferred to LBRF	\$ 29,537.26
71				Left over for LBRF	\$ 190,809.68

This was actual payment

overpaid by \$2

Kalamazoo County Brownfield Redevelopment Authority Reimbursement Analysis Review

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

July 16, 2019

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		\$ 1,638.32	\$ 1,638.32
2015 BRA Operating Expenses		\$ 1,491.48	\$ 1,491.48
2016 BRA Operating Expenses		\$ 900.79	\$ 900.79
2017 BRA Operating Expenses	5/24/2018	\$ 847.02	\$ 847.02
2018 BRA Expenses Pending		\$ 756.39	\$ 756.39
Subtotal KCBRA	\$ -	\$ 56,381.55	\$ 56,381.55
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
KRESA Payment	<i>Ret incorrect debt collection</i> December 2014 \$ -	\$ (866.85)	\$ (866.85)
KCBRA	April 2015 \$ -	\$ 2,505.17	\$ 2,505.17
KRESA Payment	<i>Ret incorrect debt collection</i> December 2015 \$ -	\$ (180.29)	\$ (180.29)
Transfer to Juvenile Home	<i>Ret incorrect debt collection</i> May 2016	\$ (702.35)	\$ (702.35)
PPT Loss Reimbursement 2015	5/20/2016	\$ 782.81	\$ 782.81
KCBRA	6/23/16	\$ 1,491.48	\$ 1,491.48
KCBRA December 2016		\$ 99.83	\$ 99.83
KCBRA December 2017		\$ 900.79	\$ 900.79
KCBRA May 2018		\$ 847.02	\$ 847.02
KCBRA Pending July 2019		\$ 756.39	\$ 756.39
Subtotal KCBRA	\$ -	\$ 56,381.55	\$ 56,381.55
Remaining Balances after Payments			
Subtotal KCBRA	\$ -	\$ -	\$ -
LSRRF			
Payments			
	Distributed		
LSRRF	March 2014	\$ 2,481.53	\$ 2,481.53
LSRRF	Sept 2014	\$ 4,935.31	\$ 4,935.31
LSRRF	July 2015	\$ 5,659.48	\$ 5,659.48
LSRRF	December 2015	\$ 5,299.28	\$ 5,299.28
LSRRF	June 2016	\$ 6,479.70	\$ 6,479.70
LSRRF	December 2016	\$ 5,136.05	\$ 5,136.05
LSRRF	December 2016	\$ 1,177.95	\$ 1,177.95
LBRF	July 2017	\$ 6,984.90	\$ 6,984.90
LBRF	January 2018	\$ 6,478.34	\$ 6,478.34
LBRF	8/16/18	\$ 8,607.43	\$ 8,607.43
LBRF Pending	<i>July 2019</i>	\$ 11,262.63	\$ 11,262.63
Total LSRRF	\$ -	\$ 64,502.60	\$ 64,502.60

Developer	State	Local	Total
Expenditures	Developer expenditures paid by PRP - reimbursement of these costs not needed		
<i>Eligible Developer Expense</i>			
Impervious Cover - former UST area	Contingency Estimate \$ -	\$ 4,000.00	\$ 4,000.00
Soil Vapor Extraction System (SVE) Operation and Maintenance	Contingency Estimate \$ -	\$ 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			\$ -
Subtotal Developer	\$ -	\$ -	\$ -
Remaining Balances after Payments			
Subtotal Developer	\$ -	\$ -	\$ -
Total Remaining Balances of all Entities	\$ -	\$ -	\$ -

	Summer	Winter	Total	Total Payments to all entities (incl. pending)	Remaining TIF avail. for reimb.
Total TIF Captured 2010	4618.18	7658.88	\$ 12,277.06		
Total TIF Captured 2011	5165.83	8570.36	\$ 13,736.19		
Total TIF Captured 2012	5278.4	8754.8	\$ 14,033.20		
Total TIF Captured 2013	4964.62	8218.01	\$ 13,182.63		
Total TIF Captured 2014	4,935.31	8,164.65	\$ 13,099.96		
KRESA Debt reimbursed to KRESA			\$ (1,047.14)		
Total TIF Captured 2015	5,479.57	7,890.72	\$ 13,370.29		
PPT Reform			\$ 782.81		
Total TIF Captured 2016	5,136.05	7,885.69	\$ 13,021.74		
Juvenile Home Debt reimbursed to Juv. Home			\$ (702.35)		
PPT Reform			\$ 1,177.95		
PPT Reform			\$ 1,436.40		
Total TIF Captured 2017	5,041.94	7,704.96	\$ 12,746.90		
Total TIF Captured 2018	3,740.18	5,828.00	\$ 9,568.18		
PPT Reform			\$ 4,200.33		
Total			\$ 120,884.15	\$ 120,884.15	\$ -

MEMORANDUM

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

FROM: **JEFF HAWKINS**

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

DATE: **7/25/2019**

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 prepared materials for and attended the KCBRA board meeting in June. Envirologic attended the committee meetings in July. Numerous communications with Rachael Grover regarding potential projects in including the City of Parchment, Chime School site, etc. Envirologic also attended a meeting with the City of Parchment on July 9th regarding the former mill site and the KCBRA becoming the lead in managing the overall project and Brownfield Plan.

3. 100 Island Avenue

Project No: 180307 – W.O. 18

Update:

Mr. Greg Terrill (or an entity to be formed) has acquired 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.

Envirologic has completed the Phase I and II ESA. 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 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. Based on this meeting MDEQ will allow 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.

The KCBRA approved a work order amendment to prepare an Act 381 Work Plan for submittal to the MDEQ. A draft of the work plan has been submitted to EGLE as part of an unofficial review prior to formal submittal due to unusual circumstances related to demolition as a response activity.

	Revenues	Expenditures		REV-EXP	BAL-YR	BAL-CUMUL
Brownfield Redevelopment Authority Fund 2010						
BRA TOTAL 2010	129,618	3,876		125,742	125,742	
Brownfield Redevelopment Authority Fund 2011						
BRA TOTAL 2011	104,807	81,131		23,676	23,676	149,418
Brownfield Redevelopment Authority Fund 2012						
BRA TOTAL 2012	103,091	61,190		41,901	41,901	191,319
Brownfield Redevelopment Authority Fund 2013						
BRA TOTAL 2013	112,768	162,897		-50,129	-50,129	141,190
Brownfield Redevelopment Authority Fund 247-2014						
BRA ACTUAL TOTAL 2014 AS OF 01-02-2015	108,771	185,899	0	-77,128	-77,128	64,062
BRA Fund 247 for 2015						
BRA ACTUAL TOTAL 2015 AS OF 2-08-2016	334,894.93	328,312.12	0	6,583	6,582.81	70,645
BRA Fund 247 for 2016						
BRA ACTUAL TOTAL 2016 AS OF 3-14-2017	625,320.31	593,928.76		31,391.55	31,391.55	102,036.07
BRA Fund 247 for 2017						
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
BRA Fund 247 for 2018						
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			48,423		6565.96+10060.5 legal
Stryker School (247-013-420.01)	55,518.49			55,518		\$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	0.00	128,226	128,226.43	238,923.66

123	BRA Fund 247 for 2019	Revenues	Expenses	Estimated Pending reimb.	REV-EXP		
124	County BRA (acct 247-000)	16,830	34,379.07		-17,549		BRA Admin + costs
125	Midlink local TIR tax (acct 247-001-420.00)	112,280.64		94,742.90	17,537.74		17537.74
126	Midlink school TIR tax (acct 247-001-420.01)				0		
127	General Mills local TIR (acct 247-004-420.00)	36,159.50			36,160		29,228.77
128	General Mills school TIR (acct 247-004-420.01)				0		
129	Brown Family/Beckan Ind. (acct 247-002-420.00)*	5,828.00			5,828		756.39
130	9008 Portage Road local TIR (acct 247-003-420.00)	98.04			98		122.70
131	9008 Portage Road school TIR (acct 247-003-420.01)				0		
132	Corner @ Drake (247-005-420.00)	188,248.11		190,809.68	-2,562		17,676.85
133	555 E. Eliza St. Local TIR (247-006-420.00)	133.84			134		50.71
134	555 E. Eliza St. School TIR (247-006-420.01)	201.97			202		
135	232 LLC (247-007-420.00)	1,453.64			1,454		353.08
136	Blackbird Billiards local TIR (247-008-420.00)	244.07			244		60.07
137	Blackbird Billiards School TIR (247-008-420.01)				0		
138	RAI AZO, LLC local TIR (247-009-420.00)	811.58			812		1,014.83
139	RAI AZO, LLC School TIR (247-009-420.01)				0		
140	Kalamazoo West Prof Ctr Local TIR (247-010)	4,094.71	4,821.37		-726.66		419.23
141	Metal Mechanics Local TIR (247-011-420.00)	1,925.22		561.39	1,364		866.26
142	Metal Mechanics School TIR (247-011-420.01)	2,843.18		2,309.82	533		To LBRF
143	AJZ Sprinkle LLC Local TIR (247-012-420.00)	24,292.66	16,599.13		7,694		7,693.53
144	AJZ Sprinkle LLC School TIR (247-012-420.01)				0		
145	Stryker Local (247-013-420.00)	6,347.89	38,144.43		-31,797		8,822.35
146	Stryker School (247-013-420.01)		44,407.49		-44,407		
147	Stadium Park Way Local	19,305.80			19,306		4,649.75
148	Stadium Park Way School	21,696.58			21,697		
149	BRA ACTUAL TOTAL 2018 AS OF 7-18-19	442,795.69	138,351.49	288,423.79	16,020	16,020.41	254,944
150							
151							
152	2017 Pending remaining of approved Work Orders						
153	WO#8 Portage (\$10,000+3500 appr 6-26 in WO#4 & 8)		25				
154	WO#17 - Gen Env. Consulting, Ammend. #1		85.00				
155	WO#2018-1 - General Env. Consulting		20.10				
156	WO#19 - Checker Motors MDEQ SSA grant application			\$1179 + \$58 application			
157	WO#24 - Kalamazoo West Prof. BF Plan		730				
158	WO#25 - Metal Mechanics 400 S. 14th Street		46.3	Amend. #1 added \$1,000			
159	WO# 2018-1 General Env. Consulting		135.10				
160	WO# 2018-2 ET Annual Report Assistance		25				
161	WO# 2018-3 Website Assistance -Envirologic		42.5				
162	Bluetree webdesign		100				
163	Web Hosting		0				
164	WO# 2019-1 General Environmental Consulting		9,456.25				
165	2018 Pending TIF Payments to Developers & other expenses						
166	Eliza St. 2015-2017 TIF Hold for MDEQ Loan		1,463.46				
167	State BF Fund for Portage Road (for 2018 to be paid in 2019)						
168	State BF fund Eliza Street (for 2018 to be paid in 2019)						
169	State BF fund RAI AZO (for 2018 to be paid in 2019)		716				
170	State BF fund Blackbird (for 2018 to be paid in 2019)						
171	State BF fund Metal Mech. (for 2018 to be paid in 2019)		842.50				
172	State BF fund Stryker (for 2018 to pay in 2019)		11,111				
173							
174	TOTAL		24,797.83			-24,797.83	230,146

178	Local Brownfield Revolving Fund - Fund 643	Revenues	Expenditures		REV-EXP		
179	LBRF (acct 643-000-699.53) - From 2014	\$ 7,416.84			7,416.84		\$ 7,416.84
180	Transferred from Brown 7/6/2015	\$ 5,659.48			5,659.48		\$ 5,659.48
181	Transferred from Brown 12/31/2015	\$ 5,299.28			5,299.28		\$ 5,299.28
182	Transferred from Brown 8/2/2016	\$ 6,479.70			6,479.70		\$ 6,479.70
183	Transfer from Brown 12/15/16	\$ 6,314.00			6,314.00		\$ 6,314.00
184	Transfer from Brown 7/27/17	\$ 6,984.90			6,984.90		\$ 6,984.90
185	Transfer from Brown 1/18/18	\$ 6,478.34			6,478.34		\$ 6,478.34
186	Transfer from Brown approved 5/24/18 - (actual 8/16/18)	\$ 8,607.43			8,607.43		\$ 8,607.43
187	Transfer from Corner @ Drake Actual 8/16/18	\$ 29,537.26			29,537.26		\$ 29,537.26
188	<i>Estimated pending transfer Corner @ Drake remaining 2018</i>	<i>\$ 32,737.66</i>			<i>32,737.66</i>		<i>\$ 32,737.66</i>
189	<i>Est. pending transfer Corner @ Drake (- reimb MTT Costco)</i>	<i>\$ 158,072.02</i>			<i>158,072.02</i>		<i>\$ 158,072.02</i>
190	<i>Est. pending transfer Metal Mechanics</i>	<i>\$ 2,309.82</i>			<i>2,309.82</i>		<i>\$ 2,309.82</i>
191	Fund 643 TOTAL						\$ 275,896.73