
KALAMAZOO COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY

MEETING DATE:	Thursday, October 22, 2020
PLACE OF MEETING:	ELECTRONIC Meeting via Zoom See Link provided below or via telephone number provided
TIME:	4:00 pm

AGENDA

Please be advised, the Kalamazoo County Brownfield Redevelopment Authority Board of Directors will conduct this meeting virtually, due to the ongoing COVID-19 related pandemic.

To join this electronic meeting, please use the following link to join the webinar:

<https://us02web.zoom.us/j/86944235560>

Or iPhone one-tap :

US: +16465588656,,86944235560# or +13017158592,,86944235560#

Or Telephone:

Dial US: +1 312 626 6799 (Chicago)

Webinar ID: 869 4423 5560

Find your local number: <https://us02web.zoom.us/j/kerxyTPrH4>

****For members of the Public wishing to address the Board during the public comment period, please add yourself to the queue by selecting the "Raise hand" button or by dialing *9 on your phone. Once selected, please unmute yourself by selecting the Mute Button or by dialing *6 on your phone.**

1. Call to Order: 4:00
2. Members Excused
3. Approval of the Agenda
4. Approval of Minutes: BRA Minutes of September 24, 2020
5. Public Comments (*4 minutes each*)
6. Consent Agenda – Invoices
 - a. **\$1,701.25** – Envirologic WO# 2020-1 General Env. Review
 - b. **\$18,027.57** - General Administrative
7. Discussion and/or Action Calendar
 - a. **Discussion/Action**: 10 and 2 Mills Street
 - i. Ruach Industries – signed purchase agreement with closing date
 - ii. Request to fund remaining Work Order #2020-3 - \$3,000 – BEA, and Due care documentation – now from General KCBRA fund (or special projects budget)
 - iii. Additional request to fund Phase I update – estimated cost \$1,000 – from General KCBRA fund
 - b. **Discussion/Action**: EPA grant remaining funding and updates
 - i. Project 619 Porter and Railroad parcels - Envirologic Invoice # 06993 –
Total \$4,807.50
\$ 3,841.37 from EPA Hazardous Grant
\$ 966.13 Remaining from LBRF

- ii. Project 409, 413, 417 E. North St (619 Porter addl parcels) – ET Inv # 06995 –
Total Invoice \$9,235.23
\$6,235.23 from EPA Hazardous Grant
\$3,000.00 Remaining from General 247-000-808.00 Contractual Budget
 - iii. Remaining Outreach Programmatic - **\$1,100.56** – Envirologic Inv.# 06992 split between remaining Hazardous and Petroleum budgeted for this activity.
 - iv. **\$ 2,547.18** – from Hazardous Grant– Envirologic WO#32 River’s Edge (508 Harrison and 660 Gull Rd)
 - v. **\$1,026.48** - EPA Grant programmatic (staff) – \$513.24 to Haz.; \$513.24 to Pet.
 - vi. EPA Grant Memo
 - c. **Discussion/Action:** FY2021 EPA Brownfield Assessment Grant Application
 - d. **Discussion/Action:** Paper City Development/ Vicksburg Mill
 - i. **\$446.25** – Envirologic Invoice # 06994 - EGLE Grant oversight
 - ii. **\$297.50** – Envirologic Invoice #06982 - EGLE Loan oversight
 - iii. **\$903.30** - \$574.83 Grant and \$328.47 Loan - Administrative Invoice
 - iv. Quarterly Loan and Grant reports
 - e. **Discussion/Action:** **\$157,357.50** - MEDC Invoice – for State Brownfield Fund (from 2019 Annual Reports) – from State Education Tax captured in 2019 for specific Brownfield Plans
 - f. **Discussion/Action:** Staff Telecommunication Charges August-December 2020 and next fiscal year. Request automatic charge to Fund 247 Communication account – estimated \$113 per month.
 - g. **Discussion/Action:** Vice-Chairperson and Board opening update
8. Financial Reports
- a. **Discussion:** Funds 247 and 643
9. Staff Report/Updates
- a. 555 E. Eliza Street Loan – update – proposed loan terms approved by EGLE – updated contract to follow
10. Committees - times dates and places
- a. Land Bank Report – no report – next meeting scheduled for December 10, 2020, 8:30 a.m.
 - b. Project/Finance Committee – Thursday, November 12, 2020, 4:00 p.m.
 - c. Executive Committee – Friday, November 13, 2020, 9:15 a.m.
11. Other
12. Board Member Comments
13. Adjournment

Next Meeting: Thursday, November 19, 2020 at 4:00 p.m. – NOTE 3rd Thursday due to Thanksgiving Holiday
Room 207a, County Admin Bldg - Or alternatively, held electronically or via

teleconference. Please see the KCBRA website at www.kalcountybrownfield.com for electronic meeting notice and instructions

BOARD MEMBERS:
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, September 24, 2020
PLACE OF MEETING: ELECTRONIC Meeting via Zoom
TIME: 4:00 pm

MINUTES DRAFT

Present: Ken Peregon, Joe Agostinelli, Chris Carew, Kevin Coleman, Connie Ferguson, Travis Grimwood, Jodi Milks (arrived 4:14), Meredith Place, Andy Wenzel

Members Excused: Barton, Mandwee, Milks (arrived 4:15)

Kalamazoo Township: Sherine Miller

Oshtemo Township: Iris Lubbert

Staff: Rachael Grover and Lotta Jarnefelt

Consultant: Jeff Hawkins, Envirologic Technologies

Recording Secretary: Rachael Grover

Community: 5

Prior to the start of the meeting Chair and staff noted that the meeting is recorded.

1. Chair Peregon called the electronic meeting to Order at 4:01 p.m.
2. Members Absent: Staff took attendance roll call. Gary Barton, Habib Mandwee and Jodi Milks absent. Milks arrived 4:15
3. Approval of the Agenda: **Agostinelli motioned approval of the agenda and Place seconded the motion. Motion carried.**
4. Approval of Minutes: BRA Minutes of August 27, 2020
Agostinelli motioned approval of the August 27, 2020 minutes and Coleman seconded the motion. Motion carried.
5. Public Comment: Chair Peregon read the public comment policy and gave directions for the public to provide input. No Public comment was provided.
6. Consent Agenda – Invoices:
 - a. **\$1,530.00** – Envirologic WO# 2020-1 General Env. Review
 - b. **EPA Grant Invoices**
 - i. **\$ 80.00** - (\$40 Haz.; \$40 Pet.) – Envirologic WO#3 Outreach/Programmatic
 - ii. **\$ 6,216.22** – (Pet.) – Envirologic WO#30 Boys and Girls Club – Portage St.
 - iii. **\$10,099.44** – (Haz.) – Envirologic WO#31 Project 619 Porter and Railroad parcels
 - iv. **\$ 4,766.57** – (Haz.) – Envirologic WO#32 River's Edge (508 Harrison and 660 Gull Rd)

Grimwood requested removal of Item 6.b.iii from the consent agenda.

Agostinelli motioned approval of all remaining items on the consent agenda, except Item 6.b.iii which was removed from consent, and Grimwood seconded the motion. Motion carried.

Agostinelli motioned approval of Item 6.b.iii and Place seconded the motion. Motion carried via roll call vote with 6 yes. Grimwood and Wenzel abstained.

7. Discussion and/or Action Calendar
 - a. **Discussion/Action:** 315 E. Frank Street, Kalamazoo – Bogan Developments, LLC
-

- i. Part I and Part II Application with Reimbursement Agreement
- ii. Application fee
- iii. Update meeting with City of Kalamazoo staff re: County/City BRA agreement
- iv. Work Order #2020-3 - \$13,100 – Phase II ESA, BEA, and Due care documentation

Chair Peregon introduced Jamauri Bogan of Bogan Developments, LLC. Mr. Bogan described the project. A Phase I ESA has already been completed and was funded privately by Bogan Developments. The application request is for a Phase II ESA, BEA, and Documentation of Due Care for the property.

Bogan Developments is requesting a payment plan for the application fee, with 10% of the fee due now and the remaining fee paid in two installments October 30th and November 30th.

KCBRA staff, along with Peregon and Agostinelli, met with the City of Kalamazoo Brownfield Authority Staff and City BRA Vice Chair to discuss collaboration of this project and others in the City of Kalamazoo. The parties agreed generally to cooperative terms to include reimbursement to the KCBRA from project TIF for this project and any additional projects moving forward. Agostinelli provided the parties with bullet points from this discussion and the City attorney will be putting together a draft agreement.

Agostinelli disclosed he has provided consulting services to Bogan Development LLC and will be abstaining from voting.

Milks joined the meeting during this discussion.

Carew motioned to approve Items 7.a.i through 7.a.iv, with the amendment to cap the application fee at \$1,310 total, with 10% of that fee due now and the remainder due on October 30th. Coleman seconded the motion.

Wenzel requested that there is confirmation that City and County BRA collaboration is continuing. Grover noted that the agreement is being drafted but will not be completed ahead of this project's timing needs.

Chair Peregon called for a vote on the motion on the table. The motion carried as presented via voice roll call vote with 8 yes and Agostinelli abstaining.

b. Discussion/Action: Remaining use of EPA Grant Funds

- i. Additional funding for 619 Porter Street Project, Kalamazoo – WO# 33 - \$11,000
- ii. Boys & Girls Club – EPA Petroleum Grant remaining funds to pay for Envirollogic Invoice # 06893 (for WO# 30) - **\$1,895.00**

Staff provided an update on projects that could be eligible to use up the remaining EPA grant funds in the month of September. Work for the funding needs to be completed prior to September 30th, although invoicing for that work can occur for up to 90 days after that date.

Remaining Hazardous funds **\$6,235** - Item 7.b.i. includes additional parcels that are continuous and contingent to the 619 Porter Street project and require Phase II work. The additional parcels do not yet have eligibility from EPA but Region 5 contact said that can be provided fairly swiftly with correct submittal. This project could qualify for the remaining Hazardous funds, but would require an additional **\$4,765** to cover the balance of the Work Order #33. Staff proposed covering that remaining balance with KCBRA General Fund dollars. This project will be eligible for TIF reimbursement back to the KCBRA through the City of Kalamazoo Brownfield Plan.

Remaining Petroleum Funds – Item 7.b.ii. Boys and Girls Club has an invoice for \$1,895 that the KCBRA had previously approved using the KCBRA 247 General Fund set-aside budget. That invoice could be paid for with remaining Petroleum Grant funding in lieu of KCBRA funds. This project already has EPA eligibility.

Coleman motioned to allocate the remaining Hazardous grant funds to the additional 619 Porter street parcels, with balance of Work Order #33 covered by KCBRA General Fund. Milks seconded the motion. Motion carried via voice roll call vote with 6 Yes and Agostinelli, Grimwood, and Wenzel abstaining.

Wenzel motioned to allocate Petroleum Grant funds to the Boys and Girls Club Invoice and Agostinelli seconded the motion. Motion carried via voice roll call vote with 9 Yes.

c. **Discussion/Action:** EPA grant memo

Hawkins provided an update of the grant as provided in the memo.

d. **Discussion/Action:** Paper City Development/ Vicksburg Mill

i. **\$52.50** – Envirologic Invoice # 06895 - EGLE Grant oversight

ii. **\$315.00** – Envirologic Invoice #06896 - EGLE Loan oversight

Agostinelli motioned to approve payment of the EGLE Grant and Loan invoices as presented and Wenzel seconded the motion. Motion carried via voice roll call vote with 8 yes and Grimwood abstaining.

e. **Discussion/Action:** Training Opportunities (Webinars)

i. MEDA Webinar – October 8th – non-MEDA members \$35

Grimwood and Wenzel have registered to attend funded on their own.

ii. Great Lakes PFAS Summit – October 26-30, 2020 – Virtual

The Great Lakes PFAS Summit should not have a cost for local government attendees. Staff would expect KCBRA Board members to qualify as local government attendees but requests the Board fund the registration for some board members to attend just in case.

Agostinelli motioned to approve up to \$250 for registration to the Great Lakes PFAS Summit and Milks seconded the motion. Motion carried.

f. **Discussion:** Remaining Annual reports submitted to MEDC by August 31, 2020

Staff requested from the MEDC that the 383 S. Pitcher Street project report be opened to correct job and development metrics. All reports were submitted to the MEDC portal by August 31, 2020.

8. Financial Reports

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

Staff provided an update of Brownfield accounts. There is an error for the 2019 Stadium Park Way Plan that will require a correction due to parcel splits/combinations for a portion of property that was sold to a neighboring property that is not part of the property.

9. Staff Report

a. Interest Discussion with County – update as available

b. Staff Telecommunication charges – update as available

10. Committees - times dates and places

a. Land Bank Report – Next meeting is Thursday, October 8, 2020, 8:30 a.m.

b. Project/Finance Committee – Thursday, October 8, 2020, 4:00 p.m.

c. Executive Committee – Friday, October 9, 2020, 9:15 a.m.

11. Other – Agostinelli mentioned a large attraction project that may be coming forward for some assistance to the KCBRA in the next few months.

12. Board Member Comments

Agostinelli announced he is resigning from the KCBRA and EDC Boards after nearly a decade, as he has accepted a new position that will not leave him with the extra time to serve on these boards. He thanked all of the Board members for their service on the board.

Peregon thanked Joe Agostinelli for his leadership and service on this Board and wished him the best in his new role.

Sherine Miller congratulated Joe Agostinelli wishing him the best on his new role. She also expressed thanks to KCBRA staff and Therese Searles at Envirologic for the assistance to local Treasurers regarding the Brownfield Tax capture due each year.

13. Adjournment: **Meeting adjourned at 5:26 p.m.**

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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 06981
Date 10/12/2020

Project **190260 KCBRA - W.O. 2020-1 General
Environmental Review**

INVOICE: Through Sep 30, 2020

GENERAL REVIEW

Professional Fees

	Hours	Rate	Billed Amount
Principal			
Jeffrey C. Hawkins			
Professional Services	8.25	140.00	1,155.00

DEDICATED ENVIROLOGIC STAFF PERSON

Professional Fees

	Hours	Rate	Billed Amount
Project Manager			
Therese M. Searles			
Professional Services	5.75	95.00	546.25

Invoice total **1,701.25**

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-3-2020
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DATE	DUE DATE
10/22/20	--

DATE	DESCRIPTION	Cost	Qty	AMOUNT
10/22/20	2020 BRA administration hours - Q3 County Pay Periods 14-21, 6/20/2020 to 9/25/2020 Rachael Grover (247-000-704.00 Salaries, Others) (469 hrs -22 hrs for EGLE G/L - 25 for EPA grant= 422 hrs)	12,693.76	1	12,693.76
	Fringe Benefits 36.5% (247-000-710.00)	4,633.22	1	4,633.22
	Lotta Jarnefelt (11.5 hours - 247-000-703.06 Salary Director)	513.25	1	513.25
	Fringe Benefits 36.5% (247-000-710.00)	187.34	1	187.34
THANK YOU! ☺				
TOTAL --->				\$ 18,027.57

Project	W.O.	Site/Phase	Budget Estimates		Invoice #	Invoice Date	Actual		Task Budget Remaining	Total Budget Remaining
			Total	County Funding			Invoice Amount			
190260	2020-1	General Environmental Review	\$ 15,000.00	\$ 15,000.00	06319	2/7/2020	\$385.00		\$14,615.00	
					06440	3/19/2020	\$141.25		\$14,473.75	
					06517	4/8/2020	\$595.00		\$13,878.75	
		*Includes \$1,200 Budget for 2019 Annual Report			06577	5/12/2020	\$1,187.50		\$12,691.25	
					06657	6/17/2020	\$2,223.75		\$10,467.50	
					06712	7/9/2020	\$1,470.00		\$8,997.50	
					06894	9/8/2020	\$770.00		\$8,227.50	
					06981*	10/12/2020	\$1,585.00		\$7,012.50	
							\$7,927.50			
		Dedicated Envirologic Staff Person	\$ 9,120.00	\$ 9,120.00	06319	2/7/2020	\$2,066.25		\$7,053.75	
					06440	3/19/2020	\$1,662.50		\$5,391.25	
					06517	4/8/2020	\$522.50		\$4,868.75	
					06657	6/17/2020	\$270.00		\$4,598.75	
					06712	7/9/2020	\$475.00		\$3,823.75	
					06810	8/11/2020	\$332.50		\$3,491.25	
					06894	9/8/2020	\$780.00		\$2,711.25	
					06981*	10/12/2020	\$546.25		\$2,165.00	
							\$6,935.00			
		Project Subtotal	24,120.00	24,120.00						
						Project Subtotal	\$14,862.50			\$9,257.50
190001	2019-1	General Environmental Review								
		W.O. Approved								
		Total Approved budget of 15,000.00	\$ 15,000.00	\$ 15,000.00						
					05285	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	\$550.00	\$11,396.25	\$11,396.25	
					05491	5/10/2019	\$888.25	\$10,508.00	\$10,508.00	
					05592	6/14/2019	\$1,043.75	\$9,464.25	\$9,464.25	
					05664	7/16/2019	\$843.75	\$8,620.50	\$8,620.50	
					05721	8/14/2019	\$1,592.50	\$7,028.00	\$7,028.00	
					05783	9/6/2019	\$2,275.00	\$4,753.00	\$4,753.00	
					05895	10/7/2019	\$1,197.50	\$3,555.50	\$3,555.50	
					05992	11/7/2019	\$788.75	\$2,766.75	\$2,766.75	
					06126	12/9/2019	\$1,242.50	\$1,524.25	\$1,524.25	
						Project Subtotal	\$13,483.75			\$1,516.25
190048	2019-2	Paper City Development - EGLE 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	
					05723	8/14/2019	\$788.75	\$1,656.25	\$1,656.25	
					05787	9/6/2019	\$35.00	\$1,621.25	\$1,621.25	
					06215	1/7/2020	\$26.25	\$1,595.00	\$1,595.00	
					06329	2/7/2020	\$131.25	\$1,463.75	\$1,463.75	
				</						

Scope of Services

Contract for Professional Services
Kalamazoo County Brownfield Redevelopment Authority
Applicable to Contract Addendum #6 Dated December 19, 2020
Work Order No. 2020-4 Dated October 22, 2020

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: 2 & 10 Mills Street, Kalamazoo

Funding Source: TBD

Task – Phase I ESA Update, Baseline Environmental Assessments, Due Care Planning

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":

Jeffrey C. Hawkins
Name (ENVIROLOGIC)

(269) 342-1100
Phone

Mr. Ken Peregon, Chair
Name (CLIENT)

(269)-384-8112
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 has assisted Remi Harrington, Principal Developer of Ruach Industries, LLC, by completing a Phase I ESA and Phase II ESA to support the acquisition of a portion of the development area known as Merchant's Crossing. These properties have been assembled by the current landowner, the Kalamazoo County Land Bank (KCLBA), and offered through a competitive RFP issued jointly between the KCLBA and the City of Kalamazoo. The KCLBA has selected Ruach Industries, LLC (Ruach) as a potential developer for the 10 and 2 Mills Street properties in the Merchant's Crossing area. The developer intends on developing the property as a headquarters for the Urban Folk Art Exploratory which supports urban arts programming through creating a performance arts space including an art gallery and artists co-working space.

The KCBRA funded, utilizing EPA Assessment Grant funds, a Phase I ESA (\$2,997.65) and a Phase II ESA (\$15,268.37) in order to provide the appropriate due diligence for acquisition of the property. The KCBRA had also allocated an additional \$3,000 to complete a BEA and Due Care Documentation for the site. However, due to COVID-19 and other delays, Ruach Industries was not able to complete the acquisition of the property prior to the end of the KCBRA's EPA Assessment Grant term therefore the allocated funds were used on a different project.

Ms. Harrington has informed us that she has signed a Purchase Agreement with the County Land Bank and intends on closing on the property as soon as the title has been cleared. Due to the delay in closing on the property an update is required to her Phase I ESA. Additionally, the BEA and Due Care documentation is still needed. Ms. Harrington is requesting additional support from the KCBRA to complete these tasks.

This WO #2020-4 has been prepared to detail the scope, budget, and timing estimated as necessary to complete the Phase I ESA update, the BEA and the Documentation of Due Care Compliance. This work order would rely on her original application to the KCBRA.

Phase I ESA Update

Due to the original Phase I ESA being over six months old, it is necessary to conduct a Phase I update which includes a new database search and site inspection.

Baseline Environmental Assessment (BEA) and Due Care Considerations

Envirologic has also included funding for the preparation of a Baseline Environmental Assessment (BEA) and Documentation of Due Care considerations based upon the existing "facility" status of the 2 Mill Street parcel and the identification of contamination in excess of EGLE Residential cleanup criteria on the 10 Mills Street parcel. These results demonstrate that the subject property meets the definition of a "facility" as defined by Part 201 of NREPA. The preparation of a Baseline Environmental Assessment (BEA) would provide an exemption to remedial liability for any pre-existing conditions. A document discussing due care considerations would be prepared in support of demonstrating compliance with "due care" obligations.

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 Update

Staff Time, Report Preparation, Project Management	\$	750
Expenses	\$	<u>250</u>
ESTIMATED Phase II ESA TOTAL	\$	1,000

Baseline Environmental Assessment (BEA) and Due Care Considerations

Report Preparation	\$	<u>3,000</u>
ESTIMATED BEA & Due Care TOTAL.....	\$	3,000

TOTAL ESTIMATED BUDGET – WORK ORDER #2020-4 **\$ 4,000**

III. Schedule

The Phase I ESA Update can be completed within one week of authorization to proceed and the BEA and Due Care Considerations documentation would be completed two weeks from authorization to proceed. Thus, it is anticipated that proposed due diligence activities would be completed approximately two weeks from authorization to proceed.

H:\Projects\Projects_K\Kalamazoo County\Brownfield Redevelopment Authority\Work Orders and Contracts\Work Order 2020-4 - 2 & 10 Mills Street, Kalamazoo.docx



Budget and Invoice Summary

Number					Budget Estimates			Actual				
Project	W.O.	Site/Phase	Total	Haz. Sub.	Petroleum	Invoice Amount	Haz. Sub.	Remaining	Petroleum	Remaining	Project	
		Initial Grant Award	\$ 400,000.00	\$ 200,000.00	\$ 200,000.00	\$ -	\$ -	Haz	\$ -	Pet.	Completed	
County		Personnel	8,000.00	4,000.00	4,000.00							
		Budget Adjustment	(1,000.00)	(500.00)	(500.00)							
		Personnel Adjusted Budget	7,000.00	3,500.00	3,500.00	5,533.29	2,766.64	733.36	2,766.65	733.35		
County		Travel	6,000.00	3,000.00	3,000.00	500.00	250.00	483.36	250.00	\$ 483.35		
		Budget Adjustment	3,000.00	1,500.00	1,500.00							
		Travel Adjusted Budget	9,000.00	4,500.00	4,500.00							
County		Supplies	2,000.00	1,000.00	1,000.00	6,636.46	3,304.44	1,195.56	3,332.02	\$ 1,167.98		
		Budget Adjustment	(1,000.00)	(500.00)	(500.00)							
		Supplies Adjusted Budget	1,000.00	500.00	500.00	353.00	176.50	\$ 323.50	176.50	\$ 323.50		
County		Other	2,000.00	1,000.00	1,000.00							
		Budget Adjustment	(1,000.00)	(500.00)	(500.00)							
		Other Adjusted Budget	1,000.00	500.00	500.00	-	-	\$ 500.00	-	\$ 500.00		
		County Subtotal	\$ 18,000.00	\$ 9,000.00	\$ 9,000.00	\$ 13,022.75	\$ 6,497.58	\$ 2,502.42	\$ 6,525.17	\$ 2,474.83		
						\$ 4,977.25		\$ 2,502.42		\$ 2,474.83		
								\$ -		\$ -		
		Contractual - Envirologic Technologies, Inc.	\$ 382,000.00	\$ 191,000.00	\$ 191,000.00							
		County Budgets Moved to Contractual	\$ 4,977.25	\$ 2,502.42	\$ 2,474.83							
		Total Contractual Budget	\$ 386,977.25	\$ 193,502.42	\$ 193,474.83							
160355	1	QAPP	\$ 5,000.00	\$ 2,500.00	\$ 2,500.00	\$ 4,936.65	\$ 2,468.33	\$ -	\$ 2,468.33	\$ -	X	
160360	2	Site Inventory and Prioritization	4,000.00	2,000.00	2,000.00			-				
		Approved Budget Adjustment	(1,500.00)	(750.00)	(750.00)							
		Revised Site Inventory/Prioritization Budget	2,500.00	1,250.00	1,250.00	2,500.00	1,250.00	-	1,250.00	-		
160361	3	Outreach and Programmatic	12,000.00	6,000.00	6,000.00							
		Approved Budget Adjustment	1,500.00	750.00	750.00							
		Pending Budget Adjustment	2,000.00	1,000.00	1,000.00							
		Revised Outreach and Programmatic Budget	15,500.00	7,750.00	7,750.00	15,500.00	7,750.01	(0.01)	7,750.01	\$ (0.01)		
160362	4 and 12	Jhamin LLC - WL Molding Co	58,625.00	56,093.75	2,531.25	56,927.66	55,210.54	-	1,717.13	\$ -	X	
170049	6	Metal Mechanics	\$ 6,000.00	\$ 6,000.00	\$ -	\$ 5,993.00	\$ 5,993.00	\$ -	\$ -	\$ -	X	
170004	7	Quality Precast	\$ 3,000.00	\$ 3,000.00	\$ -	\$ 2,999.85	\$ 2,999.85	\$ -	\$ -	\$ -	X	
170027	8	Select Products Limited	\$ 36,000.00	\$ 18,000.00	\$ 18,000.00	\$ 35,928.26	\$ 17,964.16	\$ -	\$ 17,964.15	\$ -	X	
170081	10	343 West Prairie St., Vicksburg (Cole Krum)	\$ 18,000.00		\$ 18,000.00	\$ 17,980.26	\$ -	\$ -	\$ 17,980.26	\$ -	X	
170139	11 and 13	NACD, 622 N. Park St., Kalamazoo, MI	\$ 7,750.00		\$ 7,750.00	\$ 7,740.19	\$ -	\$ -	\$ 7,740.19	\$ 0.00	X	
170247	14 and 15	703 N. Burdick St., Kalamazoo, MI	\$ 18,225.00		\$ 18,225.00	\$ 17,958.95	\$ -	\$ -	\$ 17,958.95	\$ -	X	
170397	16	615 W. Kalamazoo Ave., Kalamazoo, MI	\$ 26,300.00	\$ 3,500.00	\$ 22,800.00	\$ 22,630.17	\$ 3,325.15	\$ -	\$ 19,305.02	\$ -	X	
180114	17	NACD, Mall City Ambulance Acquisition	\$ 21,800.00	\$ 1,750.00	\$ 20,050.00	\$ 20,382.70	\$ 1,732.13	\$ -	\$ 18,650.58	\$ -	X	
180307	18	100 Island Avenue, Parchment	\$ 39,200.00	\$ 39,200.00	\$ -	\$ 39,194.53	\$ 39,194.53	\$ 0.00	\$ -	\$ -	X	
190045	19	7925 and 7939 S. Sprinkle Road, Portage, MI	\$ 3,833.75	\$ 3,833.75	\$ -	\$ 3,833.75	\$ 3,833.75	\$ -	\$ -	\$ -	X	
190146	22	City of Parchment River Reach Property	\$ 22,000.00		\$ 22,000.00	\$ 21,744.98			\$ 21,744.98	\$ -	X	
190181	23	Diamond Auto	\$ 17,800.00		\$ 17,800.00							
		Approved Budget Adjustment	\$ 1,000.00		\$ 1,000.00							
		Revised Budget	\$ 18,800.00		\$ 18,800.00	\$ 18,783.78			\$ 18,783.78	\$ -	X	
190188	24	643 Riverview, Parchment	\$ 17,500.00		\$ 17,500.00	\$ 17,500.00			\$ 17,500.00	\$ -	X	
190198	25	Former Chime Elementary, 6667 Stadium Dr.	\$ 23,100.00	\$ 14,275.00	\$ 8,825.00	\$ 465.00	\$ 232.50	\$ -	\$ 232.50	\$ -	X	
190212	27 and 29	10 and 2 Mills Street	\$ 22,000.00	\$ 20,500.00	\$ 1,500.00	\$ 18,266.02	\$ 16,767.19	\$ -	\$ 1,498.82	\$ -	X	
190213	26	Former Speedway, 8509 Portage Road	\$ 15,500.00		\$ 15,500.00	\$ 8,447.50			\$ 8,447.50	\$ -	X	
200107	30	Boys-N-Girls Club of Greater Kalamazoo	\$ 12,000.00		\$ 12,000.00	\$ 11,885.22		\$ -	\$ 11,885.22	\$ -	X	
200109	31	Project 619 Site and RR Parcels, Kalamazoo, MI	\$ 20,346.00	\$ 20,346.00	\$ -	\$ 20,346.00	\$ 20,346.00	\$ 0.00	\$ -	\$ -	X	
200110	32	River Caddis Development	\$ 8,200.00	\$ 8,200.00	\$ -	\$ 8,200.00	\$ 8,200.00	\$ -		\$ -	X	
200157	33	409, 413, & 417 E. North St., Kalamazoo, MI	\$ 6,235.23	\$ 6,235.23		\$ 6,235.23	\$ 6,235.23	\$ -		\$ -	X	
		Envirologic Subtotal	\$ 427,414.98	\$ 212,433.73	\$ 214,981.25	Envirologic Subtotal	\$ 386,379.70	\$ 193,502.35	\$ (0.00)	\$ 192,877.40	\$ (0.00)	
		Budgeted Contractual Grant Funds Remaining	\$ (40,437.73)	\$ (18,931.31)	\$ (21,506.42)	Check	\$ 386,977.24	\$ 193,502.42	\$ 193,474.83			
		Budgets Returned from Under Budget Projects										
		Quality Precast	\$ 0.15	\$ 0.15								
		QAPP	\$ 63.35	\$ 31.68	\$ 31.68							
		Metal Mechanics	\$ 7.00	\$ 7.00	\$ -							
		NACD, 622 N. Park St., Kalamazoo, MI	\$ 9.81	\$ -	\$ 9.81							
		Select Products Limited	\$ 71.74	\$ 35.85	\$ 35.85							
		343 West Prairie St., Vicksburg (Cole Krum)	\$ 19.74	\$ -	\$ 19.74							
		Jhamin LLC - WL Molding Co	\$ 1,697.34	\$ 883.21	\$ 814.13							
		703 N. Burdick St., Kalamazoo, MI	\$ 266.05	\$ -	\$ 266.05							
		615 W. Kalamazoo Ave., Kalamazoo, MI	\$ 3,669.83	\$ 174.85	\$ 3,494.98							
		NACD, Mall City Ambulance Acquisition	\$ 1,417.30	\$ 17.88	\$ 1,399.43							
		Former Chime Elementary, 6667 Stadium Dr.	\$ 22,635.00	\$ 14,042.50	\$ 8,592.50							
		Diamond Auto	\$ 16.22	\$ -	\$ 16.22							
		Former Speedway, 8509 Portage Road	\$ 7,052.50		\$ 7,052.50							
		100 Island Avenue, Parchment	\$ 5.47	\$ 5.47								
		City of Parchment River Reach Property	\$ 255.02	\$ -	\$ 255.02							
		10 and 2 Mills Street	\$ 3,733.98	\$ 3,732.81	\$ 1.18							
		Boys-N-Girls Club of Greater Kalamazoo	\$ 114.78	\$ -	\$ 114.78							
		Subtotal Under Budget Projects	\$ 41,035.28	\$ 18,931.39	\$ 22,103.86							
		Available Contractual Budget Remaining	\$ 597.55	\$ 0.08	\$ 597.44							
		Notes:										
		1. Detail sheets for Completed Projects not included										
		2. Refer to attached sheets for project details.										

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		Budget Estimates			Actual					
Project #	Site/Phase	Total	Hazardous Substance	Petroleum	Invoice #	Date	Invoice Amount	Hazardous Substance	Petroleum	Notes
160361	Outreach and Programmatic Expenses									
	Work Order #3	\$ 5,000.00	\$ 2,500.00	\$ 2,500.00	02901	11/14/2016	\$ 360.00	\$180.00	\$ 180.00	
					02942	12/15/2016	210.00	\$105.00	\$ 105.00	
					03061	1/6/2017	210.00	\$105.00	105.00	
					03195	2/15/2017	\$805.00	\$402.50	\$402.50	
					03273	3/23/2017	581.25	290.63	290.63	
					03325	4/6/2017	\$ 1,190.00	\$ 595.00	\$ 595.00	
	Amendment #1 - Approved September 28, 2017	3,000.00	1,500.00	1,500.00	03412	5/3/2017	\$ 507.50	\$ 253.75	\$ 253.75	
					03569	6/13/2017	\$ 182.50	\$ 91.25	\$ 91.25	
					03735	8/11/2017	\$ 782.50	\$ 391.25	\$ 391.25	
					03806	9/11/2017	\$ 710.00	\$ 355.00	\$ 355.00	
					03878	10/4/2017	\$ 42.50	\$ 21.25	\$ 21.25	
	Amendment #2 - May 24, 2018	\$ 2,000.00	\$ 1,000.00	\$ 1,000.00	03971	11/1/2017	\$ 753.75	\$ 376.88	\$ 376.88	
					04123	12/14/2017	\$ 506.25	\$ 253.13	\$ 253.13	
					04282	2/13/2018	\$ 490.00	\$ 245.00	\$ 245.00	
					04369	3/14/2018	\$ 70.00	\$ 35.00	\$ 35.00	
					04434	4/10/2018	\$ 277.50	\$ 138.75	\$ 138.75	
	Amendment #3 - Approved December 20, 2018	\$ 2,000.00	\$ 1,000.00	\$ 1,000.00	04618	6/7/2018	\$ 800.69	\$ 400.35	\$ 400.35	
					04731	7/10/2018	\$ 135.00	\$ 67.50	\$ 67.50	
					04821	8/15/2018	\$ 507.50	\$ 253.75	\$ 253.75	
					04871	9/6/2018	\$ 435.00	\$ 217.50	\$ 217.50	
	Amendment #4 - Approved November 21, 2019	\$ 1,500.00	\$ 750.00	\$ 750.00	04997	10/11/2018	\$ 210.00	\$ 105.00	\$ 105.00	
					05045	11/7/2018	\$ 212.50	\$ 106.25	\$ 106.25	
					05206	1/8/2019	\$ 322.50	\$ 161.25	\$ 161.25	
	Amendment #5 - Requested May 28, 2020	\$ 2,000.00	\$ 1,000.00	\$ 1,000.00	05264	2/7/2019	\$ 595.00	\$ 297.50	\$ 297.50	
					05424	4/18/2019	\$ 420.00	\$ 210.00	\$ 210.00	
					05489	5/10/2019	\$ 255.00	\$ 127.50	\$ 127.50	
					05593	6/14/2019	\$ 91.25	\$ 45.63	\$ 45.63	
					05722	8/14/2019	\$ 318.75	\$ 159.38	\$ 159.38	
					06120	12/9/2019	\$ 570.00	\$ 285.00	\$ 285.00	
					06213	1/7/2020	\$ 142.50	\$ 71.25	\$ 71.25	
					06322	2/7/2020	\$ 595.00	\$ 297.50	\$ 297.50	
					06443	3/19/2020	\$ 75.00	\$ 37.50	\$ 37.50	
					06578	5/12/2020	\$ 525.00	\$ 262.50	\$ 262.50	
					06654	6/17/2020	\$ 82.50	\$ 41.25	\$ 41.25	
					06811	8/11/2020	\$ 347.50	\$ 173.75	\$ 173.75	
					06897	9/8/2020	\$ 80.00	\$ 40.00	\$ 40.00	
					06992*	10/12/2020	\$ 1,100.56	\$ 550.28	\$ 550.28	
	Project Total	\$ 15,500.00	\$ 7,750.00	\$ 7,750.00		Project Total	\$15,500.00	\$7,750.01	\$ 7,750.01	
						Budget Remaining	\$ -	\$ (0.01)	\$ (0.01)	
	Notes:									
	1. Total contractual budget for grants is \$5,000 for each grant. Envirologic is proposing to initially utilize \$2,500 from each grant. Additional funding requests will be made as needed by amendment to work order.									

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[illegible]

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

Invoice number 06993
Date 10/12/2020
Project **200109 Project 619 - E. Frank & N. Pitcher Street, Kalamazoo - W.O. 31**

INVOICE: Through Sep 30, 2020

ELIGIBILITY & PHASE II ESA

Professional Fees

	Hours	Rate	Billed Amount
Administrative Assistant Shelbey N. Senkewitz Professional Services	1.00	50.00	50.00
Project Manager Erik D. Peterson Professional Services	18.00	105.00	1,890.00
Phase subtotal			1,940.00

BEA DUE CARE GENERAL FUND

Professional Fees

	Hours	Rate	Billed Amount
Administrative Assistant Shelbey N. Senkewitz Professional Services	1.75	50.00	87.50
CAD Designer/Drafter Michelle A. Bell Professional Services	4.00	65.00	260.00
Project Manager Erik D. Peterson Professional Services	24.00	105.00	2,520.00
Phase subtotal			2,867.50

Invoice total **4,807.50**

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

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

Invoice number 06995
Date 10/12/2020

Project **200157 409, 413 & 417 E. North Street**

INVOICE: Through Oct 04, 2020

Description	Contract Amount	Total Billed	Remaining	
200157 PHASE II ESA	6,235.23	6,235.23	0.00	6,235.23
201057 BEA & DUE CARE	3,000.00	3,000.00	0.00	3,000.00
Total	9,235.23	9,235.23	0.00	9,235.23

Invoice total **9,235.23**

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

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

Invoice number 06992
Date 10/12/2020
Project **160361 Kalamazoo County BRA -
Outreach / Programmatic**

INVOICE: Through Sep 30, 2020

Description	Contract Amount	Total Billed	Remaining	
160361 OUTREACH / PROGRAMMATIC - W/O 3	15,500.00	15,500.00	0.00	1,100.56
Total	15,500.00	15,500.00	0.00	1,100.56

Invoice total **1,100.56**

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

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

Invoice number 06989
Date 10/12/2020

Project **200110 508 Harrison & 660 Gull Road,
Kalamazoo - W.O. 32**

INVOICE: Through Sep 30, 2020

Description	Contract Amount	Total Billed	Remaining	
200110 ELIGIBILITY & MSHDA PHASE I ESA	3,500.00	3,500.00	0.00	198.75
200110 PRE-DEMOLITION HAZARDOUS MATERIALS SURVEY	4,700.00	4,700.00	0.00	2,348.43
Total	8,200.00	8,200.00	0.00	2,547.18

Invoice total **2,547.18**

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



Department of Planning & Community Development

201 West Kalamazoo Avenue, Rm. 101 • Kalamazoo, Michigan 49007

Phone: (269) 384-8112 • FAX: (269) 383-8920 • Email: LMJARN@kalcounty.com

INTER-OFFICE INVOICE

BILL TO

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

Invoice

Invoice No.	BRA-EPAQ4- 2020
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DATE	DUE DATE
10/22/20	--

DATE	DESCRIPTION	Cost	Qty	AMOUNT
10/22/20	2020 BRA EPA Programmatic hours County Pay Periods 14-21, 6/19/20 to 9/25/20 BRA (247-902-704.00 Salaries, others)			
	Rachael Grover (25 hours)	752.00	1	752.00
	Fringe Benefits 36.5% (247-902-710.00)	274.48	1	274.48
THANK YOU! ☺		TOTAL --->		\$ 1,026.48

**EPA Assessment Grant Programmatic (KCBRA Staff)
Quarter 4 (Federal FY2020)**

Date	Time	Description	# Staff	Rate	Fringe %	Total Cost	FY2020 Quarter
Week of 7/13/2020	2 hours	Review of 2 projects SAP and HASP; communications with consultant	1	30.08	36.5	\$ 82.12	Q4
7/16 and 7/17/2020	2 hours	KCBRA Meeting preparation; project invoice review	1	30.08	36.5	\$ 82.12	Q4
Week of 7/20/2020	3 hours	Quarterly Report review; end of grant planning	1	30.08	36.5	\$ 123.18	Q4
8/17-19/2020	2 hours	KCBRA Meeting preparation; project invoice review	1	30.08	36.5	\$ 82.12	Q4
Week of 9/1/2020	3 hours	End of grant review, final projects, email discussion on timing with Envirologic and EPA	1	30.08	36.5	\$ 123.18	Q4
9/9-10/2020	4 hours	EPA grant budget reviews	1	30.08	36.5	\$ 164.24	Q4
week of 9/14/2020	4 hours	project/invoice review for KCBRA meeting/monthly report/end of grant period	1	30.08	36.5	\$ 164.24	Q4
9/22-29/2020	5 hours	Final projects - invoice review; grant budget reviews with finance/ASAP	1	30.08	36.5	\$ 205.30	Q4
Total 25 hours						\$ 1,026.48	

Total split between Hazardous Assessment Grant and Petroleum Grant

Project Accounting bra001-70400-bra05 (Haz. Task 5) \$ 513.24

Project Accounting bra002-70400-bra05 (Pet. Task 5) \$ 513.24

Total \$ 1,026.48

MEMORANDUM

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

FROM: **JEFF HAWKINS**

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

DATE: **10/22/20**

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. Community Outreach and Programmatic

Project No: 160361 - W.O. 3

Update:

Envirologic prepared materials for the October 22nd meeting which will be held remotely via Zoom. Envirologic communicated with Rachael Grover regarding grant end budgets and coordinated projects that fit with the remaining budgets. As of September 30, 2020, the term of the EPA Grant has ended. Envirologic will be working with Rachael Grover to close out the grant over the next 90 days.

2. 100 Island Avenue

Project No: 180307 – W.O. 18

Update:

Envirologic has finalized and submitted the Act 381 Work Plan to Rachael Grover. Rachael is communicating with the City of Parchment to coordinate submittal to EGLE.

3. Portage Street and E. Vine Street, Kalamazoo, MI (Boys and Girls Clubs)

Project No: 200107 – W.O. 30

Update:

Due to limited remaining EPA Assessment Grant funding, the KCBRA has agreed to fund a portion of the Phase II ESA activities and BEA/Due Care activities, \$12,000 (grant). The Boys and Girls Clubs will fund the remaining estimated \$7,200 budget required to complete the assessment activities. Envirologic has received Eligibility approval from EGLE and EPA. Envirologic completed the Phase II ESA activities during the week of August 3rd. The results indicate that the 825 Portage Street, 847 Portage Street and 726 E. Vine Street all meet the definition of a facility. Contamination was not observed on the 720 E. Vine Street residential parcel. No additional underground storage tanks or urban fill was observed on the parcels that we evaluated. A BEA and Due Care Documentation has been prepared. The Boys and Girls Clubs has closed on the property. This project is complete.

4. 619 Porter Street and Associated Railroad Parcels, Kalamazoo, MI (PlazaCorp Realty Advisors)

Project No: 200109 – W.O. 31

Update:

PlazaCorp Realty Advisors, Inc. has applied to the KCBRA for due diligence and due care assistance associated with the acquisition and redevelopment of Norfolk Southern railroad property and the evaluation of vapor intrusion risks associated with the 619 Porter parcel located in Kalamazoo, Michigan. The Project 619 redevelopment effort encompasses several parcels including parcels already owned by PlazaCorp (619 Porter) and parcels subject to acquisition for which due diligence is underway: 229 E. Frank Street, 710 N. Pitcher Street, and three unaddressed lots. PlazaCorp Realty Advisors, Inc. intend to redevelop the vacant parcels/abandoned rail lines as parking lots for the larger Project 619 brownfield project. The 619 Porter parcel

has contamination that may represent a vapor intrusion risk for future occupants of the new construction. This work order includes an evaluation of this potential risk.

Due to limited EPA Assessment Grant funding, the KCBRA agreed to fund the proposed assessment activities with various funding sources including EPA Assessment Grant (\$20,346), LBRF (\$7,500) and General Fund (\$1,354). KCBRA staff will determine the final distribution of funds as authorized by the KCBRA. Envirologic has received Eligibility approval for the parcels. Envirologic completed Phase II activities on the Railroad parcels during the week of July 22nd. Analytical results indicate that the parcels are all facilities. A BEA and Due Care Documentation has been prepared. Except for the vapor study that will be funded with the LBRF, this project is complete.

5. 409, 413, and 417 E. North Street, Kalamazoo, MI (Plaza Corp Realty Advisors)

Project No: 200157 – W.O. 33

Update:

PlazaCorp Realty Advisors, Inc. has applied to the KCBRA for due diligence and due care assistance associated with the acquisition and redevelopment of railroad parcels associated with the 619 Porter Redevelopment project. As an addendum to this application, PlazaCorp is acquiring three additional separate legal parcels occupying a combined approximately 0.37 acres and commonly identified as 409, 413, and 417 E. North Street, Kalamazoo, Michigan. These parcels are immediately adjacent and to the east of the railroad parcel (Parcel #RR-15-256-027) at the NE corner of Porter Street and E. North Street which the KCBRA conducted Phase I and II ESAs utilizing EPA Assessment Grant funds on behalf of PlazaCorp. The redevelopment plans for the three subject parcels are under development but will be complementary to the 619 Porter Street Project and the neighborhood. Currently these parcels are vacant, however, based on data from the adjacent parcel to the west, the potential exists for “urban fill” impacted with metals and polynuclear aromatic hydrocarbons (PNAs) to be present in shallow soils which was identified as a Recognized Environmental Condition in the Phase I ESA which was privately funded by PlazaCorp.

Envirologic has obtained eligibility approval from EPA and completed the field work. The results indicated that the parcels did have contaminants above residential criteria and therefore are a facility. A BEA and Due Care Documentation have been completed for the site.

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

Invoice number 06994
Date 10/12/2020

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

INVOICE: Through Sep 30, 2020

W.O. 2019-2 - EGLE GRANT OVERSIGHT

Professional Fees

	Hours	Rate	Billed Amount
Principal			
Jeffrey C. Hawkins			
Professional Services	0.75	140.00	105.00
Project Manager			
Paul D. French			
Professional Services	3.25	105.00	341.25
Phase subtotal			446.25
		Invoice total	446.25

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

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

Invoice number 06982
Date 10/12/2020

Project **190148 Paper City Development LLC**
EGLE Loan Oversight
Vicksburg, MI

INVOICE: Through Sep 30, 2020

EGLE LOAN OVERSIGHT - W.O. 2019-4
Professional Fees

	Hours	Rate	Billed Amount
Principal			
Jeffrey C. Hawkins			
Professional Services	0.25	140.00	35.00
Project Manager			
Paul D. French			
Professional Services	2.50	105.00	262.50
Phase subtotal			297.50
Invoice total			297.50

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-EGLE GL Q4 2020
-------------	------------------------

DATE	DUE DATE
10/22/20	--

DATE	DESCRIPTION	Cost	Qty	AMOUNT
10/22/20	2020 BRA EGLE Mill Grant and Loan admin. hours County Pay Periods 14-21, from 6/20/2020 to 9/25/2020			
	BRA (247-900-992.00 Loan Administrative Expenses)			
	Rachael Grover Loan (8 hours)	240.64	1	240.64
	Fringe Benefits 36.5%	87.83	1	87.83
	BRA (247-901-992.00 Grant Administrative Expenses)			
	Rachael Grover Grant (14 hours)	421.12	1	421.12
	Fringe Benefits 36.5%	153.71	1	153.71
THANK YOU! ☺		TOTAL --->		\$ 903.30

**The Mill @ Vicksburg Grant Administration
Quarter 4 (State FY2020)**

Project # 201-1323

							FY2020
Date	Time	Description	# Staff	Rate	Fringe %	Total Cost	Quarter
Week of 7/20/2020	2 hours	Quarterly report preparation; emails re: Quarterly report	1	30.08	36.5	\$ 82.118	4
7/30/2020	1 hour	emails; re VI Sampling, mercury and PNA modified sampling methods	1	30.08	36.5	\$ 41.059	4
8/4/2020	2 hours	Grant Work Plan # 2, emails and updates re VI sampling	1	30.08	36.5	\$ 82.118	4
week of 8/13/20	3 hours	Laboratory analysis quotes reviews; VI sampling; emails and discussion with consultants	1	30.08	36.5	\$ 123.178	4
8/18/2020	1 hour	Board meeting prep.; invoice review	1	30.08	36.5	\$ 41.059	4
9/3/2020	2 hours	Site visit; VI sampling	1	30.08	36.5	\$ 82.118	4
9/12-13/2020	1 hour	Sub-slab sampling review, email discussion	1	30.08	36.5	\$ 41.059	4
9/28-30/2020	2 hours	end of year grant review, last quarter estimates	1	30.08	36.5	\$ 82.118	4
Total 14 hours						\$ 574.829	

Total Q4 Admin costs

\$ 574.83

Project # 201-1323

Total Q4 Loan Admin costs	\$ 328.47
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October 5, 2020

Rachael Grover
County of Kalamazoo BRA
201 West Michigan
Kalamazoo, MI 49007

Invoice: INV-0000186

Dear Rachael Grover,

Legislative changes occurred on December 28, 2012, permitting the State of Michigan to collect 3 out of the 6 mill State Education Tax annually on new Act 381 Work Plan projects to provide future funding for Brownfield Grants and Loans. The County of Kalamazoo BRA had Work Plan projects approved by the Michigan Strategic Fund (MSF) and/or the Department of Environment, Great Lakes, and Energy Quality (EGLE) after January 1, 2013.

Project Information is listed below:

Project Name	Site Number	Annual Report Metric Number	Amount Due
Blackbird Billiards	SITE-00001490	M-0000120215	\$44.50
Metal Mechanics	SITE-00001489	M-0000120375	\$677.50
RAI Jets - 5825 Willoughby Dr	SITE-00001480	M-0000120377	\$729.50
9008 Portage Road	SITE-00000563	M-0000120711	\$124.50
555 E. Eliza Street	SITE-00001351	M-0000120718	\$35.00
Stryker	SITE-00001536	M-0000120798	\$147,477.50
Stadium Park Way	SITE-00001573	M-0000121370	\$7,352.50
383 S. Pitcher Street	SITE-00001633	M-0000121409	\$916.50
Total Amount Due			\$157,357.50

Please remit payment of above total amount within **60 days** of the date of this invoice. The Amount Due is calculated directly from information entered in the Portal, and submitted by your jurisdiction. If you feel the Amount Due is not accurate, please contact MEDC Brownfield Staff at brownfield@michigan.org or (517) 335-8126, to adjust your reporting.

****See page 2 for payment information****



NETWORK & TELCO CHARGES - 1900

Report Range: 07/01/2020 - 07/31/2020

Department : 1900 PLANNING

Fund/Activity : 101 801

Employee				Equipment Cost
BESSERT, CHRIS J.				
NETWORK	1	@	75.00 =	113.00
PC RENTAL	1	@	15.00 =	75.00
PHONE - DIGITAL	1	@	18.00 =	15.00
RA - RDS	1	@	5.00 =	18.00
FRANCHI, ALEXANDER				5.00
FRANCHI, ALEXANDER				108.00
NETWORK	1	@	75.00 =	75.00
PC RENTAL	1	@	15.00 =	15.00
PHONE - DIGITAL	1	@	18.00 =	18.00
RA - VPN	1	@	0.00 =	18.00
GROVER, RACHAEL A.				0.00
GROVER, RACHAEL A.				113.00
NETWORK	1	@	75.00 =	75.00
PC RENTAL	1	@	15.00 =	15.00
PHONE - DIGITAL	1	@	18.00 =	18.00
RA - RDS	1	@	5.00 =	18.00
JARNEFELT, LOTTA				5.00
JARNEFELT, LOTTA				108.00
NETWORK	1	@	75.00 =	75.00
PC RENTAL	1	@	15.00 =	15.00
PHONE - DIGITAL	1	@	18.00 =	18.00

Fund/Activity	Equipment Cost
101 801	442.00



Department : 1900 PLANNING

Fund/Activity : 247 000

Employee				Equipment Cost
SEARLES, THERESE				90.00
NETWORK	1 @	75.00	=	75.00
PC RENTAL	1 @	15.00	=	15.00

Fund/Activity	Equipment Cost
247 000	90.00



KALAMAZOO COUNTY GOVERNMENT

Printed: 08/03/2020 00:04

NETWORK & TELCO CHARGES - 1900

Report Range: 07/01/2020 - 07/31/2020

Department

1900 PLANNING

Equipment Cost

532.00



	<u>Equipment Cost</u>
Totals	532.00

1	Brownfield Redevelopment Authority Fund 2010	Revenues	Expenditures		REV-EXP	BAL-YR	BAL-CUMUL
7	BRA TOTAL 2010	129,618	3,876		125,742	125,742	
8	Brownfield Redevelopment Authority Fund 2011	Revenues	Expenditures		REV-EXP		
13	BRA TOTAL 2011	104,807	81,131		23,676	23,676	149,418
14	Brownfield Redevelopment Authority Fund 2012	Revenues	Expenditures		REV-EXP		
21	BRA TOTAL 2012	103,091	61,190		41,901	41,901	191,319
22	Brownfield Redevelopment Authority Fund 2013	Revenues	Expenditures		REV-EXP		
28	BRA TOTAL 2013	112,768	162,897		-50,129	-50,129	141,190
30	Brownfield Redevelopment Authority Fund 247-2014	Revenues	Expenses	Encumb.	REV-EXP		
37	BRA ACTUAL TOTAL 2014 AS OF 01-02-2015	108,771	185,899	0	-77,128	-77,128	64,062
38							
39	BRA Fund 247 for 2015	Revenues	23,176	Encumb.	REV-EXP		
52	BRA ACTUAL TOTAL 2015 AS OF 2-08-2016	334,894.93	328,312.12	0	6,583	6,582.81	70,645
54	BRA Fund 247 for 2016	Revenues	Expenses	Encumb.	REV-EXP		
66	BRA ACTUAL TOTAL 2016 AS OF 3-14-2017	625,320.31	593,928.76		31,391.55	31,391.55	102,036.07
68	BRA Fund 247 for 2017	Revenues	Expenses		REV-EXP		BRA Admin + costs
69	County BRA (acct 247-000-)	9,900	77,584.31		-67,684		
90	BRA ACTUAL TOTAL 2017 AS OF 3-15-18	795,385.99	786,724.83		8,661	8,661.16	110,697.23
92	BRA Fund 247 for 2018	Revenues	Expenses	Estimated Pending reimb.	REV-EXP		BRA 2017 admin+eligible
93	County BRA (acct 247-000-)	2,480	106,466.36		-103,986		
118	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
119							
121	BRA Fund 247 for 2019	Revenues	Expenses	Estimated Pending reimb.	REV-EXP		BRA Admin + costs
122	County BRA (acct 247-000-)	20,033.74	105,087.32		-85,054		17537.74
123	Midlink local TIR tax (acct 247-001-420.00)	334,791.96	94,742.90		240,049.06		
124	Midlink school TIR tax (acct 247-001-420.01)				0		
125	General Mills local TIR (acct 247-004-420.00)	71,611.58			71,612		29,228.77
126	General Mills school TIR (acct 247-004-420.01)	284,678.28			284,678		
127	Brown Family/Beckan Ind. (acct 247-002-420.00)*	5,828.00	11,262.63		-5,435		756.39
128	9008 Portage Road local TIR (acct 247-003-420.00)	1,167.71			1,168		122.70
129	9008 Portage Road school TIR (acct 247-003-420.01)	985.24	86.50		899		
130	Corner @ Drake (247-005-420.00)	178,457.06	190,809.68		-12,353		17,676.85
131	555 E. Eliza St. Local TIR (247-006-420.00)	372.17			372		50.71
132	555 E. Eliza St. School TIR (247-006-420.01)	271.61	33.50		238		
133	232 LLC (247-007-420.00)	1,453.64	7,819.97		-6,366		353.08
134	Blackbird Billiards local TIR (247-008-420.00)	403.24			403		60.07
135	Blackbird Billiards School TIR (247-008-420.01)	356.40	355.80		0.60		
136	RAI AZO, LLC local TIR (247-009-420.00)	7,069.92			7,070		1,014.83
137	RAI AZO, LLC School TIR (247-009-420.01)	5,764.25	716.50		5,048		
138	Kalamazoo West Prof Ctr Local TIR (247-010)	5,332.29	4,821.37		510.92		419.23
139	Metal Mechanics Local TIR (247-011-420.00)	4,677.53	561.39		4,116.14		866.26
140	Metal Mechanics School TIR (247-011-420.01)	4,198.53	3,152.32		,		To LBRF+MEDC SET
141	AJZ Sprinkle LLC Local TIR (247-012-420.00)	49,139.95	39,965.22		9,175		7,693.53
142	AJZ Sprinkle LLC School TIR (247-012-420.01)	28,431.32	28,431.32		0		
143	Stryker Local (247-013-420.00)	640,133.53	38,144.43		601,989.10		8,822.35
144	Stryker School (247-013-420.01)	730,919.75	55,518.49		675,401.26		
145	Stadium Park Way Local	20,153.21			20,153		4,649.75
146	Stadium Park Way School	22,771.25	6,072.00		16,699		School to MEDC
147	383 S. Pitcher St Local TIR (247-015-420.00)						
148	383 S. Pitcher School TIR (247-015-420.01)						
149	BRA ACTUAL TOTAL 2019 AS OF 3-12-20	2,419,002.16	587,581.34	0.00	1,831,421	1,831,421	2,070,344

150						
151	BRA Fund 247 for 2020	Revenues	Expenses	<i>Estimated Pending reimb.</i>	REV-EXP	
152	County BRA (acct 247-000-)	3,320.00	66,264.34		-62,944.34	BRA + admin costs
153	Midlink local TIR tax (acct 247-001-420.00)	122,672.12	312,744.96		-190,072.84	10,991.98
154	Midlink school TIR tax (acct 247-001-420.01)				0	
155	General Mills local TIR (acct 247-004-420.00)	30,954.63	29,012.04		1,943	13,370.76
156	General Mills school TIR (acct 247-004-420.01)	95,970.12	187,075.68	93,300.12	-184,406	
157	Brown Family/Beckan Ind. (acct 247-002-420.00)*				0	
158	9008 Portage Road local TIR (acct 247-003-420.00)	161.98			162	77.34
159	9008 Portage Road school TIR (acct 247-003-420.01)				0	
160	Corner @ Drake (247-005-420.00)	219,069.61	211,427.30		7,642	7,642.31
161	555 E. Eliza St. Local TIR (247-006-420.00)	138.47			138	22.87
162	555 E. Eliza St. School TIR (247-006-420.01)	208.94			209	
163	232 LLC (247-007-420.00)	4,486.78	4,330.26		157	156.52
164	Blackbird Billiards local TIR (247-008-420.00)	248.03			248	26.64
165	Blackbird Billiards School TIR (247-008-420.01)				0.00	
166	RAI AZO, LLC local TIR (247-009-420.00)	947.76	5,602.71	947.76	-5,602.71	452.48
167	RAI AZO, LLC School TIR (247-009-420.01)		5,034.75		-5,035	
168	Kalamazoo West Prof Ctr Local TIR (247-010)	4,704.34	5,741.55		-1,037.21	200.37
169	Metal Mechanics Local TIR (247-011-420.00)	1,599.28	2,427.93	1,599.28	-2,428	324.38
170	Metal Mechanics School TIR (247-011-420.01)	2,373.15	677.85		1,695	tfr to LBRF
171	AJZ Sprinkle LLC Local TIR (247-012-420.00)	21,695.24			21,695	to Midlink
172	AJZ Sprinkle LLC School TIR (247-012-420.01)				0	
173	Stryker Local (247-013-420.00)	95,983.29	103,059.34		-7,076	51,099.11
174	Stryker School (247-013-420.01)		121,822.18		-121,822	
175	Stadium Park Way Local (247-014-420.00)	31,621.64	24,317.38		7,304	2,620.31
176	Stadium Park Way School (247-014-420.01)	41,834.42	13,635.94		28,198	
177	383 S. Pitcher St Local TIR (247-015-420.00)	10,459.61	9,761.87		698	697.74
178	383 S. Pitcher School TIR (247-015-420.01)	7,292.40	6,375.40		917	917 for SBF
179	BRA ACTUAL TOTAL 2020 AS OF 10-20-20	695,741.81	1,109,311.48	95,847.16	-509,417	-509,417
180						
181	2020 Pending remaining of approved Work Orders					
182						
183	WO#17 - Gen Env. Consulting, Ammend. #1		85.00			
184	WO#2018-1 - General Env. Consulting		20.10			
185	WO#19 - Checker Motors MDEQ SSA grant application			\$1179 + \$58 application		
186						
187						
188	WO# 2018-2 ET Annual Report Assistance		25			
189	WO# 2018-3 Website Assistance -Envirologic		42.5			
190	Bluetree webdesign		60			
191	Web Hosting		0			
192	WO# 2019-1 General Environmental Consulting		1,516.25			
193	WO# 2019-3 General Env. Review 2018 Annual report		447.50			
194	WO# 2020-1 General Environmental Review ET		10,958.75			
195	2018 Pending TIF Payments to Developers & other expenses					
196	Eliza St. 2015-2019 TIF Hold for MDEQ Loan		2,717.37			
197	State BF Fund for Portage Road (for 2019 to be paid in 2020)		125.00			
198	State BF fund Eliza Street (for 2019 to be paid in 2020)		35.00			
199	State BF fund RAI AZO (from 2019 to be paid in 2020)		729.50			
200	State BF fund Blackbird (from 2019 to be paid in 2020)		45			
201	State BF fund Metal Mech. (from 2019 to be paid in 2020)		677.50			
202	State BF fund Stryker (for 2019 to pay in 2020)		147,478			
203	State BF Fund 381/383 S. Pitcher (for 2019 pay in 2020)		917			
204	State BF fund Stadium Park Way (for 2019 pay in 2020)		7,352			
205						
206						
207	TOTAL		173,230.97		-173,230.97	1,387,697

\$ 201,523.40
\$ 299,126.00

208

209

210	Local Brownfield Revolving Fund - Fund 643	Revenues	Expenditures		REV-EXP		
211	LBRF (acct 643-000-699.53) - From 2014	\$ 7,416.84			7,416.84		\$ 7,416.84
212	Transferred from Brown 7/6/2015	\$ 5,659.48			5,659.48		\$ 5,659.48
213	Transferred from Brown 12/31/2015	\$ 5,299.28			5,299.28		\$ 5,299.28
214	Transferred from Brown 8/2/2016	\$ 6,479.70			6,479.70		\$ 6,479.70
215	Transfer from Brown 12/15/16	\$ 6,314.00			6,314.00		\$ 6,314.00
216	Transfer from Brown 7/27/17	\$ 6,984.90			6,984.90		\$ 6,984.90
217	Transfer from Brown 1/18/18	\$ 6,478.34			6,478.34		\$ 6,478.34
218	Transfer from Brown approved 5/24/18 - (actual 8/16/18)	\$ 8,607.43			8,607.43		\$ 8,607.43
219	Transfer from Corner @ Drake Actual 8/16/18	\$ 29,537.26			29,537.26		\$ 29,537.26
220	Transfer Corner @ Drake remaining 2018 (8/2/19)	\$ 32,737.66			32,737.66		\$ 32,737.66
221	Transfer Corner @ Drake (- reimb MTT Costco) (8/2/19)	\$ 158,072.02			158,072.02		\$ 158,072.02
222	Transfer from Brown (8/2/19)	\$ 11,262.63			11,262.63		\$ 11,262.63
223	Transfer from Metal Mechanics (10/14/19)	\$ 2,309.82			2,309.82		\$ 2,309.82
224	Transfer from Metal Mechanics School (4/16/20)	\$ 677.85			677.85		\$ 677.85
225	Transfer from Corner @ Drake (7/15/20)	\$ 211,427.30					\$ 211,427.30
226	Fund 643 TOTAL						\$ 499,264.51

Total LBRF from Corner @ Drake only (incl. 6/2020 pending)	431,774
Total LBRF from Brown	64,503
Total from Metal Mechanics	2,988
	499,265