



**MEETING AGENDA
October 5, 2017 - 7:30 a.m.**

County Tower Building~Commission Chambers, 5th Floor, 120 W. Michigan Avenue

Agenda Review

Call to Order

Public Comment

Consent Agenda – Items removed to be considered separately

- a) *Minutes from August 3, 2017 JCBRA Board Meeting
- b) *August 31, 2017 JCBRA Financial Statements
- c) *Approval of JCBRA Bills through August 31, 2017
- d) *Grant Budget Summary through August 31, 2017

Items removed from Consent Agenda

BRA Active Project Updates

- a) Old Irish Mill Project Update
- b) 504 S. West Avenue Project Update
- c) 8500 E. Michigan Ave. Parma Project Update
- d) Other Updates

Old Business: None at this time.

New Business

- a) *Consider approval of Work Order #77 for Fern Ventures Reimbursement Request #3 review to determine eligibility for reimbursement.
- b) *Consider approval of JCBRA Application for EPA Assessment Funding/Work Order #78 for Envirologic to conduct environmental assessments for the 2314 Tyson Street (The Rock Guys) Project.

Director's/Staff Comments

Board Member Comments

Task Force Comments/Updates

- a) City BRA Update
- b) Envirologic Update

Community/Public Comments

Next Meeting: November 2, 2017, County Tower Building, Commissioners' Chambers, at 7:30 a.m.

Adjourn

**indicates attachment*



Brownfield Redevelopment Authority
Of Jackson County
Served By The Enterprise Group

JCBRA Board Meeting Minutes
August 3, 2017
Jackson County Tower Building – Commission Chambers

Present: (7) Brad Brelinski, Jim Dunn, Ted Hilleary, Brad Runkel, Mark Schopmeyer, Jim Seitz, and Steve Shotwell.

Absent: (2) Dan Greer and Rod Melling.

Task Force Partners: David Stegink, Envirologic

EG Staff: Amy Torres and Debbie Kelly

Others: None

Agenda Review

Call to Order: 7:35 a.m. by Chairman Dunn.

Public Comment: None.

Consent Agenda: *Motion by Mr. Hilleary to approve the consent agenda, as presented. Supported by Mr. Schopmeyer. Approved unanimously by voice vote.*

BRA Active Project Updates:

- a. **Old Irish Mill:** Ms. Torres shared that Dan Ross continues to seek financing for the project. Envirologic is holding off on completing the Act 381 Work Plan as a result.
- b. **504 S. West Avenue:** Ms. Torres mentioned that all EPA Assessment activity is complete.
- c. **8500 E. Michigan Avenue in Parma:** Mr. Stegink shared that since this project was started, MDEQ has changed its guidance on evaluation of the vapor intrusion pathway. The first round of indoor air samples demonstrated no impacts to indoor air. The second round of sample collection involved sub-slab soil gas samples across the building. The sample collection and analyses have been completed. One sample location has elevated levels of concern, so Envirologic has requested that MDEQ provide the site-specific criteria for this site to determine if the analytical results are favorable. Regardless, Envirologic is recommending that a third sampling event is completed consisting of paired sub-slab soil gas and indoor air samples at a limited number of locations in the building. They believe a third set of data will be a definitive amount of data to demonstrate that any residual contamination is not resulting in an unacceptable exposure at the property.
- d. **Other Updates:** There were none at this time.

Old Business: There was no Old Business to discuss.

New Business:

- a. **Consider approval of expenses related to Amy Torres' attendance at the 2017 Brownfields Conference in Pittsburg, PA in December:** Ms. Torres referenced the memo within the JCBRA Board packet. *Motion by Mr. Brelinski to approve the expenses related to Ms. Torres' attendance at the Brownfields Conference, not to exceed \$1,500. Supported by Mr. Shotwell. Unanimously approved by roll call vote.*

Director's/Staff Comments: Ms. Torres mentioned that Mr. Phelps brought in donuts for us today to let us know how appreciative he is for the JCBRA supporting his project. To date, Mr. Phelps has invested \$40,000 into the building, and continues to clean up the entire area.

Ms. Torres shared that the JCBRA had a recent referral, which is located in the City.

Ms. Kelly reported that the 2016 Annual Brownfield Reporting was submitted to the MEDC. Staff can share the reports upon request.

Board Member Comments: Mr. Hilleary asked about the Michner Plating facilities, and Ms. Torres added that the EPA has completed their portion of the clean-up, and that is all we are aware of at this time. Mr. Stegink reported that he would follow up with the MDEQ to see if a report has been released, which may or may not determine demolition of the property.

Task Force Comments/Updates:

- a. **City BRA Update:** Ms. Torres shared that the City recently held a special Meeting for construction of a parking deck, associated with the Commonwealth Associates expansion project and other downtown developments. The City is working through the details with the EDA for potential grant funding to erect a parking structure and a parking lot. Mr. Shotwell asked about over-laying tax increment financing authorities on properties. Mr. Stegink shared that DDAs do not capture school taxes. Mr. Stegink noted that a Brownfield Plan is written to capture school taxes, whereas the DDA is not. When there is more than one Authority on a specific property, the TIF is split between the two authorities, with no certain order. Ms. Torres reminded the Board that Transformational Brownfields would not apply in this scenario.
- b. **Envirologic Update:** Mr. Stegink added that the available parcel in front of Great Lakes Industry (Fern Ventures) was sold. The steel has been ordered for the building being built for a new, centralized sales and warehouse facility for Kutcha's.

Community / Public Comments: None.

Next Meeting: The next JCBRA Board Meeting is scheduled for Thursday, September 7, 2017 at 7:30 a.m. and will be held on the 5th floor of the County Tower Building in the Commission Chambers.

Adjourned: 8:07 a.m.

Respectfully submitted by Amy L. Torres and Debbie Kelly, JCBRA Staff.

BROWNFIELD REDEVELOPMENT AUTHORITY
STATEMENT OF FINANCIAL POSITION
August 31, 2017

ASSETS

CURRENT ASSETS

CHECKING ACCOUNT	\$ 10,748.34	
TIF ACCOUNT	52,265.60	
CHECKING ACCOUNT- ZM BCRLF	52,117.65	
SHORT TERM REC - ZM	<u>35,536.68</u>	
TOTAL CURRENT ASSETS		150,668.27

OTHER ASSETS

NOTE REC - ZM BCRLF	<u>538,973.58</u>	
TOTAL OTHER ASSETS		<u>538,973.58</u>
TOTAL ASSETS		<u><u>\$ 689,641.85</u></u>

LIABILITIES AND NET ASSETS

CURRENT LIABILITIES

TOTAL CURRENT LIABILITIES		<u>0.00</u>
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LONG TERM LIABILITIES

COUNTY OF JACKSON LOAN	<u>\$ 117,500.00</u>	
TOTAL LONG TERM LIABILITIES		<u>117,500.00</u>
TOTAL LIABILITIES		117,500.00

NET ASSETS

UNRESTRICTED FUND EQUITY	574,532.38	
EXCESS REVENUE OVER EXPENSE	<u>(2,390.53)</u>	
TOTAL NET ASSETS		<u>572,141.85</u>

TOTAL LIABILITIES & NET ASSETS		<u><u>\$ 689,641.85</u></u>
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BROWNFIELD REDEVELOPMENT AUTHORITY
STATEMENT OF ACTIVITY
For the Eight Months Ending August 31, 2017

	Current Month	Year to Date
REVENUES		
EPA ASSESSMENT GRANT	\$ 2,321.78	\$ 56,177.78
TIF INCOME	<u>0.00</u>	<u>5,617.31</u>
 TOTAL REVENUES	 <u>2,321.78</u>	 <u>61,795.09</u>
 EXPENSES		
CONSULTING - BRA - BCRLF	0.00	56,729.03
TIF REIMBURSEMENT EXP - BRA	7,455.46	7,455.46
MISCELLANEOUS - BRA	<u>1.13</u>	<u>1.13</u>
 TOTAL EXPENSES	 <u>7,456.59</u>	 <u>64,185.62</u>
 EXCESS REVENUE OVER EXPENSE	 <u><u>(\$ 5,134.81)</u></u>	 <u><u>(\$ 2,390.53)</u></u>

BROWNFIELD REDEVELOPMENT AUTHORITY
General Ledger
For the Period From Aug 1, 2017 to Aug 31, 2017

Filter Criteria includes: Report order is by ID. Report is printed with shortened descriptions and in Detail Format.

Account ID	Account Description	Date	Reference	Jrnl	Trans Description	Debit Amt	Credit Amt	Balance
1010-BRA-000	CHECKING ACCOUNT	8/1/17			Beginning Balance			10,748.34
1010-BRA-000	CHECKING ACCOUNT	8/2/17	1369	CDJ	Envirologic Technologies Inc.		2,321.78	
1010-BRA-000	CHECKING ACCOUNT	8/4/17	ASAP grant	GENJ	ASAP Grant Payment deposit- Envirologic exp	2,321.78		
1010-BRA-000	CHECKING ACCOUNT				Current Period Change	2,321.78	2,321.78	
		8/31/17			Ending Balance			10,748.34
1020-BRA-000	TIF ACCOUNT	8/1/17			Beginning Balance			59,722.19
1020-BRA-000	TIF ACCOUNT	8/22/17	1029	CDJ	K 2 Property, LLC		7,455.46	
1020-BRA-000	TIF ACCOUNT	8/29/17	1030	CDJ	State of Michigan		1.13	
1020-BRA-000	TIF ACCOUNT				Current Period Change		7,456.59	
		8/31/17			Ending Balance			52,265.60
1025-BRA-000	CHECKING ACCOUNT- ZM BCRLF	8/1/17			Beginning Balance			52,117.65
		8/31/17			Ending Balance			52,117.65
1150-BRA-000	SHORT TERM REC - ZM	8/1/17			Beginning Balance			35,536.68
		8/31/17			Ending Balance			35,536.68
1205-BRA-000	NOTE REC - ZM BCRLF	8/1/17			Beginning Balance			538,973.58
		8/31/17			Ending Balance			538,973.58
2005-BRA-000	A/P GENERAL	8/1/17			Beginning Balance			-2,321.78
2005-BRA-000	A/P GENERAL	8/2/17	1369	CDJ	Envirologic Technologies Inc. - Invoice: 3436	600.00		
2005-BRA-000	A/P GENERAL	8/2/17	1369	CDJ	Envirologic Technologies Inc. - Invoice: 3630	468.75		
2005-BRA-000	A/P GENERAL	8/2/17	1369	CDJ	Envirologic Technologies Inc. - Invoice: 3437	1,253.03		
2005-BRA-000	A/P GENERAL	8/21/17	2016 tax increm	PJ	K 2 Property, LLC		7,455.46	
2005-BRA-000	A/P GENERAL	8/22/17	1029	CDJ	K 2 Property, LLC - Invoice: 2016 tax increm	7,455.46		
2005-BRA-000	A/P GENERAL	8/29/17	Brwnfld Redev Fun	PJ	State of Michigan		1.13	
2005-BRA-000	A/P GENERAL	8/29/17	1030	CDJ	State of Michigan - Invoice: Brwnfld Redev Fund	1.13		
2005-BRA-000	A/P GENERAL				Current Period Change	9,778.37	7,456.59	2,321.78
		8/31/17			Ending Balance			
2025-BRA-000	COUNTY OF JACKSON LOAN	8/1/17			Beginning Balance			-117,500.00
		8/31/17			Ending Balance			-117,500.00
3005-BRA-000	UNRESTRICTED FUND EQUITY	8/1/17			Beginning Balance			-574,532.38
		8/31/17			Ending Balance			-574,532.38
4815-BRA-000	EPA ASSESSMENT GRANT	8/1/17			Beginning Balance			-53,856.00
4815-BRA-000	EPA ASSESSMENT GRANT	8/4/17	ASAP grant	GENJ	ASAP Grant Payment deposit- Envirologic exp		2,321.78	
4815-BRA-000	EPA ASSESSMENT GRANT				Current Period Change		2,321.78	
		8/31/17			Ending Balance			-56,177.78
4825-BRA-000	TIF INCOME	8/1/17			Beginning Balance			-5,617.31
		8/31/17			Ending Balance			-5,617.31
5710-BRA-000	CONSULTING - BRA - BCRLF	8/1/17			Beginning Balance			56,729.03

Account ID	Account Description	Date	Reference	Jrnl	Trans Description	Debit Amt	Credit Amt	Balance
		8/31/17			Ending Balance			56,729.03
6005-BRA-000	TIF REIMBURSEMENT EXP - BRA	8/1/17			Beginning Balance			
					K 2 Property, LLC - 2016 Summer & Winter tax increment collected by Summit Twp from Klavon's Pizzeria, per Bwnfld Plan Reimb agreement			
6005-BRA-000	TIF REIMBURSEMENT EXP - BRA	8/21/17	2016 tax increm	PJ		7,455.46		
6005-BRA-000	TIF REIMBURSEMENT EXP - BRA				Current Period Change	7,455.46		7,455.46
		8/31/17			Ending Balance			7,455.46
9010-BRA-000	MISCELLANEOUS - BRA	8/1/17			Beginning Balance			
					State of Michigan - Great Lakes Industry/Fern Ventures- S.E.T. reimb for 2016 TIP, per annual report to MEDC			
9010-BRA-000	MISCELLANEOUS - BRA	8/29/17	Brwnfld Redev Fun PJ			1.13		
9010-BRA-000	MISCELLANEOUS - BRA				Current Period Change	1.13		1.13
		8/31/17			Ending Balance			1.13



October 5, 2017 Invoice and Grant Activity Report

EPA Assessment - Hazardous Grant ACTIVITIES:

FUND CATEGORY	AMOUNT
Revenue	
US EPA Assessment Grant – Hazardous Portion	\$200,000.00
Expenses:	
<i>Envirologic: Work Order #73 for JANX Site through July 31, 2017</i>	\$5,340.21
<i>Envirologic: Work Order #73 for JANX Site through August 31, 2017</i>	\$1,132.50
<i>Envirologic: Programmatic expenses through July 31, 2017</i>	\$ 202.50
Total:	\$ 6,675.21
<i>Spent thru August 31, 2017</i>	<i>\$ 74,228.23</i>
Available Grant Total:	\$125,771.77

EPA Assessment - Petroleum Grant ACTIVITIES:

FUND CATEGORY	AMOUNT
Revenue	
US EPA Assessment Grant – Petroleum Portion	\$200,000.00
Expenses:	
<i>Envirologic: Work Order #65 for KD Tire through July 31, 2017</i>	\$115.00
<i>Envirologic: Programmatic expenses through July 31, 2017</i>	\$202.50
Total:	\$317.50
<i>Spent thru August 31, 2017</i>	<i>\$148,237.93</i>
Available Grant Total:	\$51,762.07

ZM BCRLF LOAN STATUS/ACTIVITIES:

FUND CATEGORY	AMOUNT
Revenue	
Original Zimmer Marble BCRLF Loan <i>Balance as of 09/08/17: \$571,548.87</i>	\$800,000.00 <i>(Current through 07/01/2016)</i>
Expenses: <i>Enterprise Group of Jackson: Staff time 1/1/17 through 8/31/17</i>	<u>*amount yet to be calculated.</u>
Total:	\$0

TIF Account Expenses:

<i>Envirologic: TIF Capture related expenses through July 31, 2017</i>	\$1,432.50
<i>Envirologic: TIF Capture related expenses through August 31, 2017</i>	\$ 52.50
TOTAL:	\$1,485.00

Total amount to be approved by the JCBRA Board of Directors on 10/05/17: \$8,477.71 (+EG Invoice –to be presented at the meeting)

Jackson County Brownfield Redevelopment Authority
 U.S. EPA Brownfield Hazardous Substances Assessment Grant
 Budget Summary

through 8/31/2017

Project	WO #	Task #	Site/Phase	Hazardous Substances Budget Estimates	Total HS Budget Expended	Petroleum Budget Estimates	Total Petro Budget Expended	Total Budget Remaining	Task Completed
			Initial Grant Award	\$ 200,000.00	\$ -	\$ 200,000.00	\$ -	\$ -	
County		4	Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	
County		4	Travel	\$ 2,500.00	\$ -	\$ 2,500.00	\$ -	\$ 2,500.00	
County		4	Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	
County		4	Other (printing & postage)	\$ -	\$ -	\$ -	\$ -	\$ 1,000.00	
County Subtotal				\$ 2,500.00	\$ -	\$ -	\$ -	\$ 3,500.00	
Contractual - Envirologic Technologies, Inc.				\$ 197,500.00	\$ -	\$ 197,500.00	\$ -	\$ -	
150345		4	General Programmatic Expenses	\$ 2,000.00	\$ 1,484.38	\$ 2,000.00	\$ 1,484.38	\$ 1,031.25	
150319	53	2	QAPP	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ -	
150273	52	4	MDEQ Meeting	\$ 1,500.00	\$ -	\$ -	\$ -	\$ -	
	57	2	VI Sampling and DDCC	\$ 18,600.00	\$ -	\$ -	\$ -	\$ -	
150338	54	2	VI Sampling and DDCC	\$ -	\$ -	\$ 8,500.00	\$ 8,458.24	\$ -	
150380	58	2	Apollo Express	\$ -	\$ -	\$ 21,250.00	\$ 16,536.51	\$ 4,713.49	
150339	55	1	Kelsey Hayes Site	\$ 2,500.00	\$ 2,492.11	\$ -	\$ -	\$ 7.89	
150320	56	4	Community Engagement	\$ 4,750.00	\$ 3,591.88	\$ 4,750.00	\$ 3,591.88	\$ 2,316.25	
150421	59	1	Book Exchange Phase I ESA	\$ -	\$ -	\$ 6,000.00	\$ 2,730.50	\$ 539.00	
		2	Book Exchange BEA	\$ -	\$ -	\$ -	\$ 1,365.25	\$ -	
		3	Book Exchange DDCC	\$ -	\$ -	\$ -	\$ 1,365.25	\$ -	
160101	60	3	BF Plan for OIM	\$ -	\$ -	\$ 13,000.00	\$ 10,370.00	\$ 2,630.00	
160171	62	1	Fairgrounds Phase I ESA	\$ -	\$ -	\$ 7,000.00	\$ 7,017.18	\$ (17.18)	
	68	2	Phase II ESA	\$ -	\$ -	\$ 16,000.00	\$ 16,500.61	\$ -	
160204	61	1	RTD Phase I ESA	\$ -	\$ -	\$ 3,000.00	\$ 2,993.01	\$ 6.99	
		2	RTD Phase II ESA, BEA DDCC	\$ -	\$ -	\$ 17,000.00	\$ 15,473.13	\$ 1,526.87	
160251	64	2	Ultimate Auto Phase II ESA, BEA, DDCC	\$ 11,500.00	\$ 11,499.95	\$ 11,500.00	\$ 11,499.95	\$ 0.11	
	66	3	Cleanup Planning - Septic System	\$ 1,500.00	\$ 1,488.94	\$ 1,500.00	\$ 1,488.94	\$ 22.12	
160314	65	1	KD's Tire and Automotive - Phase I ESA	\$ -	\$ -	\$ 3,000.00	\$ 2,996.59	\$ 3.41	
	65 and 69	2	Phase II ESA and UST Removals	\$ -	\$ -	\$ 36,800.00	\$ 36,553.38	\$ 246.62	
	65	3	BEA and DDCC	\$ -	\$ -	\$ 3,000.00	\$ 3,328.52	\$ -	
160341	67	1	MIHI - Phase I ESA	\$ 3,000.00	\$ 3,000.00	\$ -	\$ -	\$ -	
		2	Phase II ESA, BEA, DDCC	\$ 13,850.00	\$ 13,855.51	\$ -	\$ -	\$ -	
160383	70	1	Jackson Gospel Hall Church	\$ 3,000.00	\$ 3,000.00	\$ -	\$ -	\$ -	
170054	75	1	Walton's Sew Mill	\$ 3,000.00	\$ 15,842.84	\$ -	\$ -	\$ -	
	74	2	Phase II/Asbestos	\$ 10,350.00	\$ -	\$ -	\$ -	\$ -	
	74	2	BEA/DDCC	\$ 2,500.00	\$ -	\$ -	\$ -	\$ -	
170082	73	1	JANX - Phase I, BEA, data	\$ 7,000.00	\$ 5,434.28	\$ -	\$ -	\$ 1,565.72	
		2	Indoor Air Sampling 1 and 2 events	\$ 14,000.00	\$ 10,413.49	\$ -	\$ -	\$ 3,586.51	
		3	Soil Transmissivity, cleanup planning	\$ 8,000.00	\$ -	\$ -	\$ -	\$ 8,000.00	
Envirologic Totals				\$ 108,550.00	\$ 73,603.37	\$ 155,800.00	\$ 147,253.30	\$ 12,776.79	
Envirologic Contract Budget Remaining				\$ 123,896.64	\$ -	\$ 50,246.71	\$ -	\$ -	

Notes:

- | | |
|--------|--|
| TASK 1 | Phase I ESAs |
| TASK 2 | Phase II ESAs, QAPP, BEAs |
| TASK 3 | BF Plans and Cleanup Planning (DDCC, RAPs, etc.) |
| TASK 4 | Community Outreach, Programmatic and Travel |

Scope of Services

Contract for Professional Services
Jackson County Brownfield Redevelopment Authority
Applicable to Agreement December 4, 2014
Work Order No. 77 Dated August 16, 2017

Between

JACKSON COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY (CLIENT)
ONE JACKSON SQUARE
JACKSON, MICHIGAN 49201

And

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

Subject: Fern Ventures Reimbursement Request #3
Funding: General Funds

CLIENT requests that ENVIROLOGIC perform the following in accordance with the terms of the above-referenced Agreement 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 / David A. Stegink
Name (ENVIROLOGIC)

(269) 342-1100
Phone

Amy L. Torres, Executive Director
Name (CLIENT)

(517) 788-4455

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:

JACKSON COUNTY BROWNFIELD
REDEVELOPMENT AUTHORITY (CLIENT)

ENVIROLOGIC TECHNOLOGIES, INC.

By: Amy L. Torres
Title: Executive Director

By: David A. Stegink
Title: Associate Vice President

Signature: _____

Signature: _____

Date: _____

Date: _____

I. SCOPE OF WORK

Background

Fern Ventures has incurred expenses on an ongoing basis and submitted their third reimbursement request in accordance with the Development Agreement. Envirologic has been requested to review the package of invoices and backup documentation to determine the eligibility for reimbursement and to determine which of these costs are eligible for reimbursement with school tax increment revenues.

Scope of Work

Envirologic will review the reimbursement request for an estimated cost not to exceed \$1,500. We will prepare a data table showing each expense, date of occurrence, if it is eligible for reimbursement, if it is eligible for reimbursement with school and/or local tax increment only, and any concerns with supporting documentation. We will prepare a written recommendation to staff to support future Board approval on reimbursement. We will also update the project reimbursement schedule for tracking the reimbursement of approved costs.

II. COMPENSATION

Compensation for services provided under this Work Order will be invoiced at the rates shown in the Master Services Agreement between ENVIROLOGIC and CLIENT and completed on a time and materials basis.

Reimbursement Request #3

Professional Staff Time.....	\$ 1,500
TOTAL ESTIMATED PROJECT COSTS:	\$ 1,500

III. SCHEDULE

We will initiate project activities immediately upon authorization of Authority staff.

H:\Projects\Projects_J\Jackson County BRA\Work Orders\Work Order #77 Fern Reimbursement Request #3 Review.docx



Scope of Services

Contract for Professional Services
Jackson County Brownfield Redevelopment Authority
Applicable to Agreement December 4, 2014
Work Order No. 78 Dated September 28, 2017

Between

JACKSON COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY (CLIENT)
ONE JACKSON SQUARE
JACKSON, MICHIGAN 49201

And

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

Subject: 2314 Tyson Street, Blackman Township
Funding: U.S. EPA Assessment Grant (Petroleum)

CLIENT requests that ENVIROLOGIC perform the following in accordance with the terms of the above-referenced Agreement 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 / David A. Stegink
Name (ENVIROLOGIC)

(269) 342-1100
Phone

Amy L. Torres, Executive Director
Name (CLIENT)

(517) 788-4455

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:

JACKSON COUNTY BROWNFIELD
REDEVELOPMENT AUTHORITY (CLIENT)

ENVIROLOGIC TECHNOLOGIES, INC.

By: Amy L. Torres
Title: Executive Director

By: David A. Stegink
Title: Associate Vice President

Signature: _____

Signature: _____

Date: _____

Date: _____

I. SCOPE OF WORK

Background

The property at 2314 Tyson Street has been an industrial property since at least the 1930s. At that time, Jackson Motor Shaft Company occupied the property. Later, the property was occupied by Jackson Crankshaft, ADCO Products, and a pallet manufacturer. Operations historically conducted at the property included heat treating, machining and grinding. A 1989 environmental assessment of the property identified three underground fuel oil tanks in a loading/unloading area on the property. Four shallow soil samples were collected at the time of the 1989 assessment and no contaminants were detected. However, evidence of petroleum odors in soil was noted by the fuel oil tanks.

Scope of Work

Envirologic will seek eligibility for this property under the petroleum assessment grant funds.

The purpose of this work is intended to assist a prospective purchaser in liability protection efforts and meeting their due care obligations.

Envirologic proposes to complete a Phase I and II Environmental Site Assessment. The focus of the Phase II ESA will be the areas where fuel oil tanks are/were located and the former heat treating operations. Additional areas of concern may be noted by the Phase I ESA which could result in a rationale for additional sample locations. At this time, Envirologic envisions the Phase II ESA would consist of up to six soil borings with the collection of up to six soil samples and three groundwater samples.

Assuming contaminants are identified above residential cleanup criteria, Envirologic will also prepare and disclose a Baseline Environmental Assessment. Documentation of Due Care Compliance will also be prepared.

Upon completion of this phase of the project, the ACRES database will be updated.



II. COMPENSATION

Compensation for services provided under this Work Order will be invoiced at the rates shown in the Master Services Agreement between ENVIROLOGIC and CLIENT and completed on a time and materials basis Not To Exceed the following amount.

Phase I and II Environmental Site Assessment

Project Management (Health and Safety, Coordination, etc.).....	\$ 1,500
Environmental Scientist (Phase I ESA).....	\$ 2,500
Field Geologist (Phase II ESA).....	\$ 1,200
Laboratory Services.....	\$ 5,750
Geoprobe	\$ 1,600
Report Preparation	\$ 1,800
Concrete Coring	\$ 750
Database Report	\$ 150
Expenses.....	<u>\$ 300</u>
Subtotal.....	\$15,550

Baseline Environmental Assessment and Due Care (if needed)

Data Evaluation and Report Preparation	<u>\$ 3,000</u>
Subtotal.....	\$ 3,000

Total Project Costs \$18,550

III. SCHEDULE

Project activities are expected to be completed over the next 60 days.

H:\Projects\Projects_J\Jackson County BRA\Work Orders\Work Order #78 Tyson Street.docx





Brownfield Redevelopment Authority
Of Jackson County
Served By The Enterprise Group

JACKSON COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY

Project Funding Application

The Jackson County Brownfield Redevelopment Authority (JCBRA) administers several Brownfield Redevelopment programs in Jackson County. Funding may be available for certain eligible activities including: Phase I and II Environmental Site Assessments, Baseline Environmental Assessments, Due Care Plans, Clean-up Planning and Clean-up activities. This application (also found on the web site at <http://enterprise-group.org/partners/jcbra>) has been developed for interested parties requesting potential Brownfield funding on a redevelopment project within Jackson County. Project funding will be considered by the JCBRA on a case-by-case basis considering the merits of the proposed project. Criteria for project consideration is listed on page 15 of this application. Based on a review of a completed application, you will be contacted within 10 business days to discuss the next steps in the process or if additional information is needed. Applicants must submit a completed and signed Project Funding Application to JCBRA Staff with a non-refundable fee, as follows:

Project Investment	Application Fee
\$100,000	\$ 500
\$100,001 to \$500,000	\$1,250
Over \$500,001	\$2,500

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

1. Date of Application: 9/27/17

Business Information:

2. Name of Applicant: Ben Kalmbach Bus. Name: The Rock Guys

3. Name of Project: Renovation of former pallet CO.

4. Business Address: 2909 S. Meridian, Jackson 49203

5. Business Telephone Number: 517.250.3364

6. Contact Person(s): _____ Title: Owner
7. Contact Person(s) Telephone Number: same
8. Contact Person(s) Fax Number: —
9. Contact Person(s) Email Address: carlasue2502@gmail.com
10. Entity Type: Proprietorship Partnership Corporation
 Other (specify): Individual The Rock Guys
11. Describe nature and history of business: Supply landscaping rocks and firewood
12. List similar projects developed over the last five years (if any): _____

13. Key Project Contacts:
 Bank/Financing: Cash / AIFCU
 Attorney: Chuck Perios
 Accountant: Ann Diamond
 Others: _____

Project Information: (Attach maps, site plans, etc., if available. List as attachments at the end of the completed application)

14. Address(es) (if known): 2314 Tyson St.
15. Tax ID(s) (if known): 000-08-36-406-005-01
16. Present Owner(s): Joyce Sager
17. Date Present Owner(s) Acquired Property (if known): 26-28 yrs ago?

18. Does applicant have land control: No Yes

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

proposed Land Contract

19. Does the project comply with local zoning and other land use requirements?

No Yes Heavy Ind.

If no, please describe processes being undertaken to address local government concerns: _____

20. Any currently known environmental issues? n/a - current owner says none

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

22. Is access to site permitted?

No Yes - can obtain

23. Project type: New Relocation Expansion Rehabilitation

+ Partial Demolition

24. Project Description: Provide a short project description below, and **attach more detail and/or a Business Plan**, if available. _____

Project includes demolition as necessary of buildings in disrepair, rehabilitating remaining buildings, and existing tenant (Sager Pallet Recycling) to remain on-site for two years. Other available space, as rehabilitated, will be used for The Rock Guys business and other potential future tenants.

25. Project Size: Parcel size (acres):

2.96 acres

Existing building area (square feet):

approx. 1 acre

New building area (square feet):

n/a

26. Is project in one of the following (please check those that apply)?

Downtown Development District

Local Development Finance Authority District

Renaissance Zone

Smart Zone

formerly

27. Project timeline (Proposed or Actual - circle one):

Start date:

ASAP

Completion Date:

5 yrs.

purchase pending

28. Does the project have the potential to advance development patterns and infrastructure investment programs that improve economic development prosperity, and create healthy, environmentally sustainable, and opportunity-rich communities for all Americans, regardless of race or income; sustainability features; creation or preservation of green space; energy conservation measures; alternative energy techniques; other unique environmental factors?
(Please explain): yes - clears up blighted site

29. As an applicant for this funding, you are being asked to demonstrate how your project could provide a public benefit which would positively affect the neighborhood in which the project is located. A list of community organizations and opportunities is provided as part of this application. Within two-years after the project is deemed complete, the applicant will be asked to state how their project has provided a public benefit. New business opps.
Cleanup benefit residents and eliminates attractive nuisance

30. Additional materials (Please check those items that are available and attach to your application, if possible)

- Business Plan
- Financial Commitments
- Architectural/Site Plans
- Market Analysis
- Environmental Information/Reports if avail. from current owner.
- Rezoning Approvals

Tax Base Information:

31. Total Investment Anticipated: \$ 24,000 initially; remainder unknown at this time.
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.

32. Eligible activities for which potential funding may be sought:

- Phase I ESA
- Phase II ESA
- BEA
- Due Care
- Clean-up Planning
- Brownfield Plan
- Other (describe)

All of the above, if applicable

33. Current Taxable Value: \$ 31,439

34. Estimated Taxable Value after Project Completion, if known: \$ unknown

Employment Information:

35. Full Time Equivalent (*FTE) Employees:

FTE Jobs Retained: 3-4 FTE Jobs Created: dependent on future leasing


**FTE example: 3 employees work 50 hours, 40 hours, and 10 hours respectively, in a week. Total hours worked is 100 divided by 40 hours = 2.5 FTE.*

36. APPLICATION VALIDATION:

List of attachments included with this application:

- a. _____
- b. _____
- c. _____
- d. _____
- e. _____

37. 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. Further, I certify that:
- a. The proposed project will be completed in a manner consistent and compliant with all applicable regulatory requirements;
 - b. The proposed project will have the potential to advance development patterns and infrastructure investment programs that improve economic development prosperity, and create healthy, environmentally sustainable, and opportunity-rich communities for all Americans, regardless of race or income, sustainability features, creation of green space, preservation of valuable greenspace, energy conservation measures, alternative energy techniques, and/or other unique environmental factors; and
 - c. The proposed project will demonstrate how the project could provide a public benefit which would positively affect the neighborhood in which the project is located. A list of community organizations and opportunities will be provided to the applicant. Within two-years after the project is deemed complete, the applicant will be asked to provide a letter to the JCBRA stating how their project has provided a public benefit.

 _____ 9-27-17
Signature Date

Owner
Title

517-250-3366
Direct Office or cell phone number

Carla.sue2502@gmail.com
Email address

If you have questions regarding the application, please contact:
Amy Torres, JCBRA Executive Director
100 E. Michigan Avenue, Suite 1100
Jackson, Michigan 49201
Office Phone: (517) 788-4458
Cell Phone: (517) 262-4799
E-mail: atorres@enterprisegroup.org

Current as of 05/04/17

Evaluation Criteria for JCBRA Funding Consideration

- Strength of Business Plan, financial commitments, architectural plans and/or market analysis
- Amount of property tax to be generated
- Amount of investment
- Business expansion, Full Time Equivalent (FTE) job retention, and FTE job creation. *(An FTE is the hours worked by one employee on a full-time basis, traditionally an eight-hour day; 40-hour week; 2,080 hours per year).*
- Location, proximity to other Brownfield projects, proximity to Target Area(s), other factors
- Extent to which project meets zoning requirements, consistency with Comprehensive Plan/Master Land Use Plan, supported by Local Unit of Government
- For residential projects, the extent to which the project is consistent with community housing strategies, creates mixed use redevelopment, creates downtown housing opportunities
- Extent to which environmental conditions are alleviated
- Liability status of the applicant, eligibility of the property and proposed activities
- Adoption of Sustainability features, creation of greenspace, preservation of valuable greenspace, energy conservation measures, alternative energy techniques, other unique environmental factors.
- Potential to advance development patterns and infrastructure investment programs that improve economic prosperity, and create healthy, environmentally sustainable, and opportunity-rich communities for all Americans, regardless of race or income.
- Applicant's willingness to consider providing a public benefit within the neighborhood in which their brownfield project is located.

PARCEL DATA SHEET - PARCEL ID: 000-08-36-406-005-01



OWNER NAME	SAGER JOYCE	TAXABLE VALUE	2015	2016	2017
OWNER ADDRESS	341 CLARK ST GRASS LAKE MI 49240-9312	ASSESSED VALUE	\$31,066	\$31,159	\$31,439
HOMESTEAD	0%	TAX DESCRIPTION	LOT 12 EXC THE N 4.49 FT THEREOF ALSO ENTIRE LOTS 11, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29 AND 30 ALL IN BLOCK 1 JAMES T GANSON'S SUBDIVISION		
PARCEL ADDRESS	2314 TYSON ST				
PROPERTY CLASS	201 - COMMERCIAL				
STATUS	Active				
ACREAGE	2.96 Acres				
GOV'T UNIT	Blackman				
TAX UNIT	Blackman				
SCHOOL DISTRICT	EAST JACKSON SCHOOL				
LIBER/PAGE	1356:894				



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