



**CITY OF ALLEGAN  
Economic Development Corporation and  
Brownfield Redevelopment Authority**

**Griswold Auditorium  
401 Hubbard Street Allegan MI 49010  
Wednesday, January 16, 2019  
12:00noon**

- I. Call to Order**
- II. Attendance**
- III. Approval of the Minutes of the Previous Meeting**
- IV. Public Comment**
- V. Discussion Items**
  - 1. EPA Brownfield Grant Administration Discussion**
- VI. Member and Staff Comments**
- VII. Adjournment**



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**Economic Development Corporation/Brownfield Redevelopment Authority**  
**Griswold Auditorium**  
**401 Hubbard Street Allegan MI 49010**  
**Wednesday, November 7, 2018**  
**12:00pm**

**I. Call to Order**

Meeting was called to order at 12:05pm.

**II. Attendance**

Present: Tim Perrigo, Mike Kiella, Craig VanMelle, Kim Munn, and Mike Walsh

Absent: Lovedia Stap, Mike Manning

Others Present: Jordan Meagher, Community Development Coordinator, Tony McGhee, Abonmarche, Joel Dye, City Manager

**III. Approval of the Previous Minutes**

Mike Kiella, supported by Tim Perrigo, made a motion to approve the minutes from the previous meeting on October 3, 2018. Motion carried 5-0.

**IV. Public Comment**

Emily Staley and Greg King of Lakeshore Advantage provided a presentation to the EDC explaining their new role in providing economic development support services for Allegan County. In the past, Lakeshore Advantage has served Ottawa County, but has since extended their services into Allegan County after being selected by Allegan County's Economic Development Corporation. In this capacity, Lakeshore Advantage will be working with local governments like the City of Allegan to help make connections between county entities and prospective businesses to help recruit and retain new employers and talent.

**IV. Discussion**

**1. Allegan Area Profile Review**

Over the past year, Tony McGhee and Abonmarche have been assembling a marketing brochure to help advertise the City of Allegan to prospective employers who may be looking to relocate to the area. The brochure would include information on the City's location, downtown assets, recreation opportunities, cultural appeals, economy, educational opportunities, and its status as a Redevelopment Ready Community. This

profile would be given to prospective developers, employers, and site selectors who may have inquiries about investing in Allegan.

After reviewing the final product, the Allegan EDC liked the look and information provided in the profile, but did suggest some small changes be made, such as ensuring that the information provided in the economic section meets the interests of future developers and employers.

## 2. **Brownfield EPA Grant Administrator Recommendation**

Community Development Coordinator Jordan Meagher explained that at the beginning of 2017, SME, a Kalamazoo based consulting firm, had reached out to inform the City that the EPA had made a \$200,000 grant available to be used towards brownfield assessments and remediation, and that they felt that Allegan had a good chance of receiving the grant. SME had offered to complete the grant application on behalf of the City as a pro bono service, and at the end of 2017, the City of Allegan was awarded the grant. No other firm had reached out to the City about the grant opportunity, and only three communities in the State of Michigan were able to receive funding.

Now that the funds are available, the City of Allegan is seeking a firm to provide environmental assessments and brownfield cleanup on behalf of the City through the granted funds. After receiving four different bids, staff recommended moving forward with SME, due to the relationship that had been built up between them and the City over the past two years. Allegan's City Council also selected SME in the summer of 2018 to provide ongoing brownfield support services for the City, which includes the production of a new brownfield plan for the City. While all four firms that submitted bids exhibited similar qualifications, city staff recommended that the EDC select for recommendation to City Council an agreement with SME to provide the EPA funded brownfield services, due to the ongoing relationship that has been built between them and the City over the years.

Mike Kiella, supported by Time Perrigo, made a motion to recommend to City Council that the City move forward with SME for providing the brownfield services that will be funded by the EPA assessment grant.

## V. **Adjournment**

The meeting was adjourned at 1:02 pm

**Respectfully Submitted,**

**Jordan Meagher**  
**Community Development Coordinator**