

CITY OF MONROE
Brownfield Redevelopment Authority
Regular Meeting Minutes
Thursday, February 13, 2014 - 8:00 AM
2929 East Front Street - Monroe, MI 48161

1. Call to Order: 8: 02 a.m.

Members Present:

Mark Laboe, Vice Chairman
Mayor Robert Clark
Don Lieto
Rodney Welliver

Members Excused:

Thomas A. Krzyston, Chairman
Dale H. Brose
Paul Livernois

Others Present:

Tom Russow, Legal Counsel
Ed Sell, Jr. - City of Monroe
Dan Swallow, City of Monroe
Matt Wallace, City of Monroe
Megan Napier, AKT Peerless

2. Additions/Deletions to the Consent Agenda or Regular Meeting Agenda: None

3. On a motion made by D. Lieto and seconded by Mayor Clark, the Regular Meeting Agenda was approved. Ayes: 4 Nays: 0. Motion passed

4. Public Comment: None

5. Motioned by D. Lieto and seconded by R. Welliver the Consent Agenda was approved. Ayes: 4 Nays: 0. Motion passed.

5.1. Approve BRA Minutes of Thursday, November 14, 2013.

5.2. Approve and place on file BRA Financial Report for November 30, 2013.

5.3. Approve and place on file BRA Financial Report for December 31, 2013.

5.4. Approve and place on file BRA Financial Report for January 31, 2014.

5.5. Accept and place on file (approved by the Monroe Port Commission -12-18-13) AKT Peerless Invoice No. 34867 in the amount of \$2,178.75 submitted to the Downriver Community Conference Brownfield Consortium EPA Revolving Loan Fund (RLF) for the Northern Battlefield Site.

5.6. Approve Invoice Summary prepared for Thursday, February 13, 2014, in the amount of \$12,056.25

5.7. Approve and place on file Monroe BRA Financial Report for FY- June 30, 2013.

6. Unfinished Business: None

7. New Business: None

8. Staff Reports:

• Dan Swallow:

Spoke with Paula Boase of the Downriver Conference Consortium (DCC), in regards to the anticipated Battlefield loan payment as outlined in the Reimbursement Agreement between the DCC and the Monroe BRA. The BRA had a five-year grace period as part of this agreement, but the first payment is due March 1, 2014. Because the BRA made an early payment of \$80,000 in April 2012, Ms. Boase asked if the BRA wanted to apply this payment as its "first" payment and delay a further payment until next year. Since there is available funding from BRA revolving funds, there should be no reason for a delay. Ed Sell asked if there was a set schedule or if an invoice from the DCC will be submitted for payment.

Dan Swallow cont.:

D. Swallow responded that he would confirm what documentation the BRA can expect from the DCC.

T. Russow researched the loan documents and stated as with all on-going loans with the DCC there is no set schedule and the payments should be of 10-equal payments, with no interest, payable to the DCC. It was suggested a motion be made to make annual payments of one-tenth of the outstanding balance to the DCC due every March 1st for the remainder of the loan or until the year 2023.

On a motion made by D. Lieto and seconded by R. Welliver to pay one-tenth of the unpaid balance as specified in the Reimbursement Agreement dated March 19, 2008, between The City of Monroe Brownfield Redevelopment Authority and the Downriver Community Conference. Ayes: 4 Nays: 0. Motion passed.

Megan Napier:

All funding is set and approved for the demolition of the pump house, and they are currently working on finalizing the bid specifications.

9. Public Comment: None

10. Comments by BRA Board Members: None

11. Adjournment: 8: 20 a.m.

These minutes of Thursday, February 13, 2014, are not considered official until approved by the Brownfield Redevelopment Authority at its regular meeting on Thursday, March 13, 2014, that was canceled, therefore; these minutes will be approved at the next regular scheduled meeting, Thursday, April 10, 2014.



Mark Laboe
Vice Chairman


Date