

CITY OF MONROE
Brownfield Redevelopment Authority
Regular Meeting Minutes
Thursday, October 9, 2014
2929 East Front Street - Monroe, MI 48161

1. Call to Order: 8:04 a.m.

2. Members Present:

Thomas A. Krzyston, Chairman
Dale Brose
Mayor Robert Clark
Don Lieto
Paul Livernois
Rodney Welliver

Members Excused:

Patrick Williams

Others Present:

Ed Sell
Matt Wallace
Tom Russow
Megan Napier, AKT Peerless

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

4. On a motion by D. Brose and supported by P. Livernois the Regular Meeting Agenda was approved. Ayes 6 Nays 0. Motion passed.

5. Public Comment: None

6. Motioned by D. Brose and supported by P. Livernois to amend the minutes of September 11, 2014 - Under New Business 8.1 from MEDQ to MDEQ under the Consent Agenda. Ayes 6 Nays 0. Motion passed.

Motioned by D. Brose and supported by P. Livernois to approve the Consent Agenda as amended. Ayes 6 Nays 0. Motioned passed.

6.1. Approve BRA Minutes of Thursday, September 11, 2014, as amended.

6.2. Approve and place on file BRA Financial Report for August 31, 2014.

6.3. Approve and place on file BRA Financial Report for September 30, 2014.

6.4. Approve Invoice Summary prepared for Thursday, October 9, 2014 in the amount of \$ 6,856.25.

7. Unfinished Business: None.

8. New Business:

8.1 Motioned by D. Brose and supported by Mayor Clark to remove 8.1 - 2014 Tax Captures to the Administrative Funds for discussion and action. Ayes 6 Nays 0.

Motion approved. Ayes 6 Nays 0. Motion passed.

Mr. Sell explained this item is to amend the distribution of the Administrative Fund and tabled because of a cap on what Ventower can contribute to the Administrative Fund.

Priority of Ventower Tax Capture is:

- 1) CMT Loan
- 2) RLF
- 3) Administrative Funds

E. Sell had to make sure there were sufficient funds for each payment.

New Business 8.1 cont.

Tom Russow explained the Executive Summary for the Ventower project, which is broken down into the CMI Loan (State) and RLF Loan (EPA).

E. Sell mentioned previous year captures were set aside to make loan payments and added up to about \$250,000. With this money and projected revenue, there is expected to be enough funds to make the loan payments.

When asked if we know enough to move forward with approving the 2014 Captures for Administrative Funds, T. Russow and E. Sell explained, "We know as much as we can". T. Russow recommended action today.

D. Lieto clarified that the issue at hand was re-distributing unspent Admin Funds and ensuring planned capture of Ventower fund were appropriate.

Discussion took place of the impact of this decision on the funding of the Ventower railroad project.

R. Welliver asked why a 15-year loan with the first 5-years of no payment, has 11 payments and not 10? E. Sell explained its State policy.

E. Sell detailed the changes to the Tax Revenue Distribution due to needing to re-allocate \$39,000.

Motioned by D. Lieto and supported by Mayor Clark to approve the Revised Summer 2013 and Winter 2013 TIF Distributions. Ayes 6 Nays 0. Motion approved.

8.2 Motioned by D. Lieto and supported by P. Livernois to approve Johnson & Anderson Invoice 37783 in the amount of \$7,232.50 to be submitted to the Downriver Community Conference Brownfield Consortium EPA Revolving Loan Fund (RLF) for the Pump house demolition project. Ayes 6 Nays 0. Motion passed.

8.3 On a motion by P. Livernois and supported by Mayor Clark to approve AKT Peerless Invoice 36782 in the amount of \$4,867.75 to be submitted to the Downriver Community Conference Consortium EPA Revolving Loan Fund (RLF) for the Pump house demolition project. Ayes 6 Nays 0. Motion passed.

M. Napier explained this payment was preparation for environmental work and would not "stretch" contingency because the project bids came in under estimated budget.

9. Staff Reports: None.

10. Public Comment: None.

11. Comments by BRA Board Members:

T. Russow explained the Monroe Recycling project has been capturing funds but not making payments because the borrower did not meet their end of the agreement. A decision will eventually need to be made about what to do with those funds.

D. Lieto complimented the Ventower Executive Summary and recommended showing funds paid/returned.

Comments by BRA Board Members cont.

P. Livernois complimented Mr. Sell for the work he does.

12. Adjournment: 8:46 a.m.

These minutes of Thursday, October 9, 2014, are not considered official until approved by the Brownfield Redevelopment Authority at its next regular scheduled meeting (November 13th meeting cancelled) Thursday, December 11, 2014.



Thomas A. Krzyston
Chairman

December 11, 2014
Date