

CITY OF MONROE
Brownfield Redevelopment Authority
Regular Meeting Minutes
Thursday, September 11, 2014
2929 East Front Street - Monroe, MI 48161

1. Call to Order: 8:07 a.m.
2. Members Present:
Thomas A. Krzyston, Chairman
Dale H. Brose
Mayor Robert Clark
Don Lieto
Paul Livernois
Rodney Welliver
Patrick Williams

Others Present:
Dan Swallow
Ed Sell, Jr.
Matt Wallace
John J. Emig, Jr.
Megan Napier
3. Additions/Deletions to the Consent Agenda or Regular Meeting Agenda: None
4. On a motion made by D. Brose and seconded by D. Lieto the Regular Meeting Agenda was approved. Motion carried. Ayes 7 Nays 0.
5. Public Comment: None.
6. Motioned by D. Brose and seconded by D. Lieto the Consent Agenda was approved. Motion carried. Ayes 7 Nays 0.
 - 6.1. Approve BRA Minutes of Thursday, August 14, 2014.
 - 6.2. Approve and place on file BRA Financial Report for June 30, 2014, 2014.
 - 6.3. Approve Invoice Summary prepared for Thursday, September 11, 2014 in the amount of \$2,296.66.
7. Unfinished Business: None
8. New Business:
 - 8.1 Ed Sell noted he is verifying the amount of capture from the Ventower project that should be allocated to the Administrative Fund, and the resulting balance that should be set aside from the MEDQ loan and DCC RLF loan based on the reimbursement agreement between the BRA and Ventower (a.k.a. Great Lakes Tower). To allow time to confirm those amounts, he recommends tabling action on this item until the next meeting.

Motioned by D. Lieto and supported by Mayor Clark to table the 2014 Tax Captures to the Administrative Funds. Motion approved. Ayes 7 Nays 0.
 - 8.2 On a motion by D. Brose and supported by D. Lieto to accept the Letter of Recommendation from Johnson & Anderson to award the Pump House demolition to the low bidder, Homrich, Inc. Motion approved. Ayes 7 Nays 0.

8.3 On a motion by D. Lieto and supported by R. Welliver to reject the base bid only option for the Pump House demolition. Motion approved. Ayes 7 Nays 0.

8.4 On a motion by D. Lieto and supported by P. Williams to authorize the Notice of Award to Homrich, Inc. with the corrected Base Bid of \$156,850, plus the alternate price of \$1,500, for the total amount of \$158,350 for the Pump house demolition. Motion approved. Ayes 7 Nays 0.

8.5 On a motion by D. Lieto and supported by P. Williams to approve the Johnson & Anderson Proposal for \$48,000 for professional engineering services for the inspection and contract administration for the Pump House demolition. Motion approved. Ayes 7 Nays 0.

8.6 On a motion by D. Lieto and supported by D. Brose to approve the AKT Peerless Proposal of \$22,700 to conduct environmental consulting services at the Pump house property. Motion approved. Ayes 7 Nays 0.

9. Staff Reports:

- Dan Swallow:

Working with Ed Sell and Tom Russow on the status of the loan repayment from funds set aside from tax capture and a schedule of payments due to the MDEQ and the Downriver Community Conference Brownfield Consortium.

Attended the Downriver Community Conference Brownfield Consortium meeting on September 10th. They are running short of assessment grants but will be able to apply for more contingency funds commencing October 1, 2015.

- Matt Wallace:

Was able to get the BRA financials to the State of Michigan's on-line site by the August 31st, deadline. The new process was educational, not much different than the old process, but it required significantly more project background information including number of jobs created.

- John Emig:

Surveyed property at Elm and Detroit Avenues to determine the best future alignment for Detroit Avenue. Submitted information to the City in regards to re-routing around the doughnut-hole (landfill) and creating a new entrance and parking lot for the River Raisin National Battlefield Park.

10. Public Comment: None

11. Comments by BRA Board Members:

Don Lieto asked for clarification on funding the demolition of the pump house. D. Swallow replied that it is Downriver Community Conference Brownfield Consortium Revolving Loan which will be paid back from multiply project captures that have been place into the BRA's local revolving loan fund. It's a \$300,000- 20 year loan at an APR of 2%.

Comments by BRA Board Members cont.:

J. Emig added all costs associated with the demolition would be approved by the BRA, but all documents would be signed by the Port of Monroe since they are the land owners. D. Brose asked when the demolition would start. J Emig stated they would like to begin the day after the Port (9-17-14) meeting. The project should end mid-April of next year.

Mayor Clark discussed necessary steps to complete land transfers of multi-Battlefield parcels, the River Raisin National Battlefield Park and the River Raisin National Battlefield Park Foundation.

12. Adjournment: 9:14 a.m.

These minutes of Thursday, September 11, 2014, are not considered official until approved by the Brownfield Redevelopment Authority at its next regular schedule meeting Thursday, October 9, 2014.


Thomas A. Krzyston

Chairman

October 9, 2014
Date