

CITY OF MONROE
Brownfield Redevelopment Authority
Regular Meeting Minutes
Thursday March 10, 2016 - 8:00 a.m.
10 Port Avenue- Monroe, MI 48161

1. Call to Order: 8:03 a.m.

2. Members Present:

Chairman Thomas A. Krzyston
Mayor Robert Clark
Dale Brose
Jeffery Hensley
Don Lieto
Rodney Welliver
Patrick Williams

Others Present:

Ed Sell, Jr., City of Monroe
Matt Wallace, City of Monroe
Paul C. LaMarre, Port Director
William Popp, Johnson & Anderson
Kristen Hardy, AKT Peerless

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

4. Motioned by D. Lieto and seconded by P. Williams the Regular Meeting Agenda was approved. Ayes 7 Nays 0. Motion passed.

5. Public Comment: None.

6. Ed Sell brought to the Commission's attention Item 6.3: the Downriver Community Conference (DCC) invoice of \$4,500 was listed in the Invoice Summary to pay under the BRA Administration Funds and should have been submitted directly to the DCC to pay from the pump house loan. Amending the Consent Agenda/Invoice Summary.

On a motion made by Mayor Clark and supported by D. Brose to approve the Consent Agenda and amend Item 6.3 the Invoice Summary to total \$333.94 and submit DCC invoice of \$4,500 to DCC for payment from the pump house loan. Ayes 7 Nays 0. Motion passed.

6.1. Approve Special BRA Minutes of Thursday, February 4, 2016.

6.2. Accept and place on file BRA Financial Report for February 29, 2016.

6.3. Approve Invoice Summary prepared for Thursday March 10, 2016 in the amount of \$4,833.94 to \$333.94.

7. Unfinished Business: None.

8. New Business:

8.1 On a motion made by Mayor Clark and seconded by D. Lieto to approve Johnson and Anderson Invoice 39026 (Services January 3 through 30, 2016) for \$825 for inspection services and contract administration for demolition of the pump house in accordance with the Engineering Services Agreement dated September 17, 2012 as amended by the first amendment dated March 15, 2015 in the amount of \$4,610 and as amended by the second amendment dated January 14, 2016 in the amount of \$10,600. To be submitted to the Downriver Community Conference Brownfield Consortium EPA Revolving Loan Fund (RLF) for payment. Ayes 7 Nay 0. Motion passed.

8.2 On a motion made by D. Brose and seconded by D. Lieto to approve the Resolution regarding Site #14 Terminating Further Payments to the Developer and Providing Five Years of Capture for the Local Site Remediation Revolving Fund. Ayes 7 Nays 0. Motion passed.

8.3 Motioned by D. Lieto and seconded by P. Williams to amend: Approve and fund the Port Avenue - River Raisin Limited Access Project as described by Johnson & Anderson, Engineer, for an amount *not to exceed the current balance of captured tax increment revenues on hand through the Winter 2015 Taxes* from Site Number 16 and authorize J&A, AKT and Attorney Russow to prepare the appropriate agreements with the Port of Monroe and such other documentation deemed appropriate to implement said project. Ayes 7 Nays 0. Motion passed.

Staff Reports:

• Ed Sell, Jr.:

Met with Tom Russow and Chairman Krzyston to discuss two projects that Attorney Tom Russow has worked on and has been completed. One project left is the Mason Run to pay-off various loans and development; or what could be developed. Tom Russow will identify how long we would be able to capture funds and determine whether revolving fund capture will be possible. The last captured year will be late into the 2020's.

Discussion took place as to the replacement of Attorney Thomas Russow. Mayor Clark will research as to the process and will report next month. Ed Sell will contact Thomas Russow to get suggestions for possible replacements.

• William Popp/Kristen Hardy:

The River Dock port project is underway. An engineering meeting was held Tuesday, March 8, 2016.

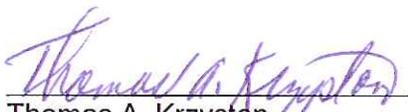
Ms. Hardy of AKT Peerless added they will assist the Port with TIF assessment, payment request, budget and invoice tracking of the project.

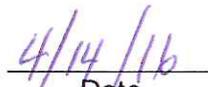
9. Public Comment: None

10. Comments by BRA Board Members: None

11. Adjournment: 9:05 a.m.

These minutes of Thursday, March 10, 2016 are not consider official until approve by the City of Monroe Brownfield Redevelopment Authority at its next regular scheduled meeting; Thursday, April 14, 2016.


Thomas A. Krzyston
Chairman


Date