

Brownfield Redevelopment Authority

Regular Meeting Agenda

Monday, May 16, 2016
4:00 p.m., Council Chambers



1. Call to Order

2. Roll Call

Chairman Art Bolt, Thomas Erdmann, Eugen Gawreliuk, Mike Henry, Robert Herrera, Stephanie Timmer, Andy Klavins, Christine Valentine, Barbara Craig

3. Approval of Agenda

4. Approval of Minutes – April 11, 2016

5. Interested Citizens in the Audience Will be Heard on Items Not on the Agenda

6. Financial Report

7. Introduction of Mike Gurnee, MDEQ Brownfield Coordinator.

8. General Comments

9. Adjourn

RESPECTFULLY SUBMITTED,
Kate Hosier
Secretary, Brownfield Redevelopment Authority

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Brownfield Redevelopment Authority

Regular Meeting Minutes

Monday, April 11, 2016
4:00 p.m., Council Chambers



1. Call to Order by Valentine

2. Roll Call

Present: Tom Erdmann, Eugen Gawreliuk, Mike Henry, Bob Herrera, Andy Klavins, Stephanie Timmer, Christine Valentine
Absent: Art Bolt

3. Approval of Agenda

Motion by Klavins, second by Henry to approve the April 11, 2016 Regular Meeting Agenda as presented.

All in favor. Motion carried.

4. Approval of Minutes – December 14, 2015

Motion by Henry, second by Erdmann to approve the December 14, 2016 Regular Meeting Minutes as written.

All in favor. Motion carried.

5. Interested Citizens in the Audience Will be Heard on Items Not on the Agenda

None at this time.

6. Financial Report

Hosier reviewed the financial report for the board.

Motion by Timmer, second by Erdmann to accept the Financial Report as presented.

All in favor. Motion carried.

7. Administrative Expenses for Approval

Hosier noted we have three invoices, which were received late in January, but we were not able to meet to approve these invoices in February or March. "We did approve an advance and will ask for the balance to be approved."

Motion by Henry, second by Klavins to pay the three invoices as presented.

All in favor. Motion carried.

Henry asked if there is still additional work to be done. Hosier explained there will still be some remediation testing; reseeded will be done in that area later in the month; the fencing will be kept up for the summer and probably will not go down until the pump track on Wells Street is open.

Valentine has heard that GRT is negotiating to use that area as a staging area for their remediation which Hosier noted is because of the water retention it is easier for GRT to access the site and to minimize activity on the Factory Condo site.

Valentine asked who owns the property now and discussion ensued regarding whether it is owned by LDFA or the city. It was noted that the city is using Brownfield funds to clean up the property. Hosier will look into the specifics of ownership of the site.

Valentine remarked that there are a lot of questions about future plans for that site.

Klavins asked if there will be use restrictions after the site remediation to which Hosier responded that she is not sure. Valentine stated she was told by VandenBosch that there was not significant contamination to that site.

Hosier will do some research to answer the boards' questions at the next meeting.

8. 2016-2017 Budget

Hosier noted the budget has not changed from last year and in response to questions explained she is working with the attorneys to go over VandenBosch's records so she does not have a definitive answer as to whether there is income from these properties. Henry pointed out there is interest income.

Motion by Erdmann, second by Henry to approve the budget as presented.

All in favor. Motion carried.

9. General Comments

None at this time.

10. Adjourn

Motion by Henry, second by Erdmann to adjourn at 4:28 p.m.

All in favor. Motion carried.

RESPECTFULLY SUBMITTED,

Marsha Ransom
Recording Secretary

City of South Haven
Brownfield Authority
For the period ended April 30, 2016

Revenues

Property Tax Captures	140,610	
Interest Income	8,850	
Other Revenue	-	
Other Transfers In	-	
Total Revenue		<u>149,460</u>

Expenditures

Administrative Costs		
General Fund	15,000	
Total Administrative Expenses	<u>15,000</u>	
Contractual Services	496,692	
Total Other Expenses	<u>496,692</u>	
Total Expenditures		<u>511,692</u>
Year-to-Date Fund Gain/(Loss)		<u><u>(362,233)</u></u>

Cash and Investments

Cash	76,402	
Certificates of Deposit	280,418	
Other Financial Investments	585,128	
Total	<u>941,947</u>	