

GRAND TRAVERSE COUNTY
BROWNFIELD REDEVELOPMENT AUTHORITY (GTCBRA)

Minutes of January 30, 2020

Chairman Howe called the meeting to order at 8:00 a.m. in the Commission Chambers, located on the second floor of the Governmental Center, 400 Boardman Avenue, Traverse City, Michigan, and led the Pledge of Allegiance.

Members Present: Gary Howe, Katy Bertodatto, John Peck, Tim Werner, Heidi Scheppe, County Treasurer
Excused: Ron Clous
Absent: Marvin Radtke
Others Present: Lydia Barbash-Riley, Anne Jaimeson, Dirk Manmen, Chris Forsyth, Mac McClelland, Jennifer Flynn, Lisa Emery

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT None.

AGENDA APPROVAL:

APPROVED unanimously.

CONSENT CALENDAR

- a. Approval of Minutes of December 5, 2019
- b. Approval to pay invoices (Administrative payables listing)
- c. Receive and File – none

MOVED by Werner, seconded by Peck, to approve the agenda as presented **APPROVED** unanimously.

SPECIAL ORDERS OF BUSINESS

None

DEPARTMENTAL ITEMS

- a. Treasurer
 - 1) Trial Balance/Monthly Brownfield Activity Sheet presented by Scheppe
- b. Legal Counsel Updates: Lydia Barbash-Riley gave an update regarding the Development and Reimbursement Agreement with the City of Traverse City related to the 8th Street/ Brownfield Plan. A waiver and agreement with the City of Traverse City will be presented at the next meeting.
- c. Administration: Anne Jamieson presented updates/information on the following items.
 - 1) Welcome Katy Bartodatto to GTCBRA
 - 2) Approval of Schedule for Calendar Year 2020

MOVED by Werner, seconded by Bertodatto, to approve the agenda as presented **APPROVED** unanimously.

OLD BUSINESS

- a. Consideration and approval of Invoices for the 8th and Boardman Brownfield Plan LBRF disbursement.

MOVED by Werner, seconded by Peck to approve the LBRF loan disbursement for the preapproved eligible activities for a cost not to exceed, \$13,052.62 **APPROVED** unanimously.

- b. Recommendation and update regarding request to approve LBRF to reimburse SEEDS for tree planting under the former USDA Phytoremediation project located within the Boardman Lake Avenue Pathway and Trail System Brownfield Plan. Clarification of SEEDS reimbursement by Jamieson, Manmen, and Jennifer Flynn of SEEDS.

MOVED by Peck, seconded by Bertodatto, to approve reimbursement of the SEEDS invoice at the cost of \$5,722.50 **APPROVED** unanimously.

NEW BUSINESS

- a. Consideration and approval of the Boardman Lake Avenue Pathway and trail system Brownfield Plan line item adjustment/amendment request.

MOVED by Werner, seconded by Bertodatto, to approve line item adjustment in the amount of \$900,000.00 for Boardman Lake Avenue Pathway and Trail System **APPROVED** unanimously

- b. Consideration and approval of the reimbursement request for eligible activities by the City of Traverse City for bond interest authorized under the Boardman Lake Avenue Pathway and Trail System Brownfield Plan

MOVED by Peck, seconded by Bertodatto, to approve the amendment to allow payment of bond interest in the amount of \$51,921.75 to be reimbursed to the City of Traverse City **APPROVED** unanimously

- c. Consideration and approval of a modified Brownfield Plan for the Pugsley Redevelopment Project, Fife Lake Township. Presentation by Chris Forsyth and Mac McClelland provided information regarding the Pugsley Redevelopment Project.

MOVED by Werner, seconded by Bertodatto, to approve the Brownfield Plan and associated resolution for Pugsley Redevelopment Project **APPROVED** unanimously

PUBLIC COMMENT/INPUT

None

ADDITIONAL BOARD COMMENTS

Peck requested training opportunities for board members. Jamieson elaborated on upcoming training opportunities and the need for updated policies, procedures and bylaws. Peck and Bertodatto volunteer to be part of a subcommittee to focus on the above updates as well as community outreach. There was mention of a March presentation to the townships about the benefits of BRA for area townships.

NOTICES

Next GTCBRA meeting is scheduled for Thursday, February 27, 2020 @ 8:00 a.m.

SPECIAL MATTERS:

ADJOURNMENT

Motion to adjourn by Howe, seconded by Werner, at 9:05 a.m. **APPROVED** unanimously.

Date

Gary Howe, Chairperson