

GRAND TRAVERSE COUNTY
Brownfield Redevelopment Authority (GTCBRA)

Minutes of July 25, 2018

Chairman Joseph called the meeting to order at 8:02 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: Ron Clous, Scott Joseph, Eric Welch, Richard Lewis, Jay Zollinger, Gary Howe

Member Absent: Mark Crane

Others Present: Lydia Barbash-Riley, GTCBRA Attorney, Anne Jamieson, ECT Inc., Dirk Mammen, ECT Inc., Heidi Scheppe, County Treasurer.

PUBLIC COMMENT: None

AGENDA APPROVAL:

CONSENT CALENDAR:

MOVED by Lewis, seconded by Zollinger to approve the consent calendar as presented.
APPROVED unanimously.

SPECIAL ORDERS OF BUSINESS: None

ITEMS REMOVED FROM CONSENT: None

ITEMS ADDED TO AGENDA: None

DEPARTMENTAL ITEMS:

- a) Heidi Scheppe, County Treasurer, updated the authority regarding the change in the trial balance as requested by the auditor, the status of the 2018 budget for legal counsel and administration which has been increased by about \$20,000 by reallocating some of the staff time charged earlier in the year. Scheppe will provide an update on the budget each month to keep the board current. Also discussed was the remediation pump bill of \$13.78 per month which will be on consent in future. Upon completion of project, it will be disconnected.

- b) Lydia Barbash-Riley, Legal Counsel indicated that the Food for Thought and Envision 8th, Redevelopment and Reimbursement Agreements were out for signature and should be finalized shortly.

As discussed, counsel agrees to keep electric going to pump @ four corners until final report is completed.

c) Dirk Mammen updated the board on the following items:

- 1) Summary of Phytoremediation Grant Core Team meeting regarding West Bay Area. All partners, including the City, County, Watershed, Cherry Festival and Parks Board, met to evaluate west bay tree planting and shrub replacement near the volleyball court not in the open space. Planting should be completed by the end of September.
- 2) Rennie Road Brownfield Plan. The Public Hearing will be held at the Board of Commissioners meeting on August 1, 2018 @ 5:30 p.m.. All taxing jurisdictions have been notified and the public notice has been filed.
- 3) Status report on Grandview Parkway demolition and development activities. Eric Helser (Mercer Group TC) provided an update on the property. They are currently Preparing the site, abating asbestos which is about a 4-5- week process, and taking bids for demolition. All of that work is part of the grant which will be closed out by the end of the year. By the end of August, we should have a more firm schedule for construction. Fall is targeted for construction but if unable to meet, construction will occur in Spring. The property will include a 1st floor marketplace, including vendors and restaurant. The remainder will include a condo portion and potential boutique hotel. The footprint to the East has grown because of the road configuration.
- 4) CVS/626 W. Front Street. We have received an invoice from the City of Traverse City in the amount of \$125,000 related to city infrastructure components. This is a request for repayment through TIF leveraging of the CVS Brownfield Plan tax revenue. Based on the available documents at this time, we have notified the city representatives that the activities are not eligible for reimbursement, as these costs were not included in the Brownfield Plan at the time of adoption and the reimbursement agreement does not name the City as a party to the tax increment revenues. We will update you as more information is obtained. Legal counsel is working with ECT and the City regarding this matter.
- 5) The quarterly reports for the 124 W. Front Street property have been completed and submitted to the MDEQ.

OLD BUSINESS:

- a) 124 W. Front Street draw and update as to quarterly reports. MOVED by Lewis, seconded by Howe to approve draw down in the amount of \$35,063.59 for work that has been completed at 124 W. Front Street. APPROVED unanimously.

b) MOVED by Lewis, seconded by Howe to approve the setting aside of TIF capture to support a local match for the Boardman Lake Avenue Pathway Trail System Brownfield Plan in the amount of \$431,994.00. APPROVED unanimously.

NEW BUSINESS:

a) Discussion and potential approval for the use of Land Bank Revolving Fund to complete a Brownfield Plan necessary to support the reimbursement of environmental activities completed at a former Grand Traverse County garage, now associated with the Munson parking garage property. GTBRA Administration has been unable to match the existing reimbursement request with any approved prior brownfield plan or reimbursement agreement. Brownfield became involved last June when the county board received notice of violation from the DEQ. Some additional work has been done to the site but as of this morning, funding for the improvements may have been put in reserve to take care of any future issue. If this is the case, the county may not need to involve brownfield.

PUBLIC COMMENT:

None.

Additional board comments:

None

Notices:

The next meeting on August 22nd and Dirk requested convening the subcommittee after that meeting.

Meeting adjourned at 8:35.

Date

Scott Joseph, Chairperson