



## Leelanau County Brownfield Redevelopment Authority (LCBRA)

County website: [www.leelanau.cc/brownfieldmtg.asp](http://www.leelanau.cc/brownfieldmtg.asp)

8527 E. Government Center Dr. Suite 108

Suttons Bay MI 49682

Phone: (231) 256-9812 or Toll Free (866) 256-9711, Ext. 6

Fax: (231) 256-0174

The LCBRA will meet **Thursday, January 19, 2016 at 9:30** am at the Government Center (immediately following the Land Bank Authority meeting)

### **DRAFT AGENDA** PLEASE TURN OFF ALL CELL PHONES

- CALL TO ORDER & PLEDGE OF ALLEGIANCE**
- ROLL CALL & Welcome New Members**
- ORGANIZATIONAL ITEMS**
  - A. ELECTION OF OFFICERS**  
(2015 officers were: Mark Walter-Chairman,  
Kathy Egan-Vice-Chairman, Karen Zemaitis-Secretary/Treasurer)
    1. Chairperson
    2. Vice-Chairperson
    3. Secretary/Treasurer
  - B. Approve 2 Officers as Authorized Users for Bank Account**
  - C. 2016 Meeting Schedule *pg 3***
  - D. Review and Adopt Bylaws *pgs 4-6***
  - E. Review Policies & Procedures (Sent by email 1/13/16)**

**Members**  
Mark Walter  
Kathy Egan  
Frank Goodroe  
Chet Janik  
Carolyn (Peachy) Rentenbach  
F. (Bud) Welch  
Karen Zemaitis

**Director**  
Trudy Galla

- CONSIDERATION OF AGENDA**
- CONFLICT OF INTEREST**
- CONSIDERATION OF December 15, 2015 Minutes *pgs 7-10***
- PUBLIC COMMENT**
- DIRECTOR COMMENTS**
- Consent Agenda**

Items of a routine nature to be voted on with one motion - no discussion. Upon request, members may remove any item and place elsewhere on the agenda, with no vote of the commission. Members will vote on remaining items on the Consent Agenda, after the item removed has been placed elsewhere on the agenda.

  1. AKT Peerless – Monthly update *pgs 11-12*
  2. Envirologic - EPA RLF Monthly Update *pgs 13-15*
  3. Envirologic - Brownfield Assessment Grant Monthly Update *pgs 16-18*
  4. Envirologic – General Consulting Monthly Update *pgs 19-21*

### **REPORTS**

- 1. Executive Committee (Chair, Vice-Chair & Secretary/Treasurer)

### **UNFINISHED BUSINESS**

- 1. Leland Property Update (for items under #1 below)

### **NEW BUSINESS**

- 1. Leland Property
  - a. Review Reimbursement Schedule for TIF repayment of Loans (to be handed out)
  - b. Approve Release of Claims letter for DEQ Loan *pg 22*
  - c. Approve Amendment to DEQ Loan and Change in Loan Terms *pgs 23-25*
- 2. Request for Extension of General Services Agreement with Envirologic Technologies *pg 26*
- 3. Update Application – Part I and Part 2 *pgs 27-41*

- 4. Update Fee Schedule **pgs 42-44**

**FINANCIALS**

- 1. Claims & Accounts **pgs 45-53**
- 2. Accept TIF Repayment (Elmwood Township) **pgs 54-59**
- 3. Request to EPA for Grant Reimbursements *(to be handed out)*
- 4. Post Audit, Budget Amendments, Transfers

**CORRESPONDENCE/COMMUNICATION ITEMS**

**PUBLIC COMMENT**

**DIRECTOR COMMENTS**

**MEMBER COMMENTS/ CHAIRPERSON COMMENTS**

**ADJOURN**