1. **Call to Order**
   
   Chair McCallion called the meeting to order at 9:07 a.m.

2. **Public Comment**
   
   J. McCallion asked if there was any public comment, and there was none.

3. **Approval of Agenda**
   
   J. Harless moved to approve the agenda (2nd M. Naud), and the motion passed unanimously.

4. **Approval of September 5th, 2019 Meeting Minutes**
   
   J. Harless suggested removal of a sentence in Business Item #4, where staff indicated an opinion about generating interest on Brownfield TIF project accounts. Other Board members stated they were comfortable with the statement.

   M. Naud moved to approve the September 5, 2019 minutes (2nd J. Meyers) and the motion passed unanimously.

5. **Board Member Conflict of Interest Disclosure**
   
   No conflicts were declared.

6. **Business**

   1. **1831 Traver Road (Leslie Science Center) Brownfield Plan and Amended LBRF Funding Request – Action**
      
      N. Voght provided background information, and summarized the previous Board approval of assessment and LBRF funding for the site. He introduced Derek Delacourt and Patti McCall, in attendance, and asked they provide more information.

      Mr. Delacourt thanked the Board for the support and apologized for missing the last meeting. He explained the importance of the grant funding, which reduces the potential for impacts to the City
parks funding. The City is asking for an increase in LBRF funding to cover the full anticipated cost of activities, or $535,438.

J. McCallion asked what activities have occurred so far, and Ms. McCall described some of the drilling operations and other investigations that have happened and are ongoing.

The City has approached the State of Michigan Department of Environment, Great Lakes, and Energy (EGLE) for recreational site-specific clean-up criteria. The DTE building is closed and will be sealed by the contractor to mitigate indoor air issues.

S. Kolon arrived at 9:24 a.m.

The Draft Brownfield Plan only lists about $430,000 in Eligible Activities, so that will have to be updated to include the current estimate of $535,438.

J. Meyers moved to increase the LBRF grant award to $535,438, to be offset by any other potential environmental grant sources secured for the project (2\textsuperscript{nd} J. Harless), and the motion passed unanimously.

The Board next discussed the Brownfield Plan. J. Harless had several comments on the draft Plan.

J. Harless moved to recommend approval of the Brownfield Plan, contingent on Ann Arbor City Council approval, with an updated cost table to the $535,438 and other edits as discussed (2\textsuperscript{nd} M. Naud), and the motion passed unanimously.

2. 1514 White Street LBRF Infrastructure Expense Approval – Action

Staff referred to the information provided on demolition and other infrastructure costs. Staff did not receive additional clarification on the water and sewer costs, so can only recommend approval of $12,170, which is the 10\% retainer on demolition costs, and the $95,000 for the underground detention system, for a total of $107,170.

J. Harless moved to approve an additional $107,170 in LBRF grant eligible activities for reimbursement (2\textsuperscript{nd} J. Meyers), and the motion passed unanimously.

3. 301 N. East Street Phase I, II, BEA and Due Care Environmental Assessment Grant, Rocwell Building, Chelsea – Action

Staff discussed the request and the project. They are requesting various environmental assessments, and the full $15,000. Staff recommends the Board support the application at 50\% or $7,500.

Dan Cassidy, with SME, is in attendance representing the application. He discussed the proposed project, and the intent to seek various incentives, including Commercial Rehab District, Brownfield TIF, EGLE Environmental grant, and a CRP grant from the MEDC.

N. Voght asked about private investment, number of years to pay off the TIF, and when a Brownfield Plan will be submitted. Dan Cassidy responded about $10 Million in private investment, $900,000 in Eligible Activities, and 15 years for TIF payoff.

J. Meyers moved to approve the grant for $15,000 for 301 N. East Street (2\textsuperscript{nd} T. Woollatt), and the motion passed unanimously.
4. 2 W. Michigan EGLE Assessment Grant, change of applicant – Action

N. Voght described the status of the on-going vapor investigation around 2 W. Michigan. He reminded the Board they approved $19,600 in an environmental assessment grant to EGLE to conduct Passive Soil Gas Sampling around 2 W. Michigan. In discussing the grant contract, Ray Govus, of EGLE, requested the Board contract directly with EGLE’s vendor, Geosyntec, to complete the sampling. N. Voght introduced Ray Govus, from EGLE, who was in attendance to provide more information about the status.

J. Harless stated the EGLE should still review and approve invoices from their vendor, prior to the County paying them. Mr. Govus agreed with that approach.

J. Harless moved to approve the change in applicant for the grant to Geosyntec (2nd J. Morgan), and the motion passed unanimously.

5. 2018 Annual Report of the Brownfield Authority – Information

Staff handed out hard copies of the final report, which will be released via social media, and also the website, and distributed to our local unit participating communities.


Staff referred to the report, which did not include any requested transactions this month.

7. Other Business

The Board discussed the Federal Screw Works site in Chelsea and the fact that a new Brownfield Plan will need to be considered, as the previous one had specific expiration language after 5 years.

8. Public Comment:

None.

9. Adjournment:

J. Meyers moved to adjourn the meeting at 10:25 a.m. (2nd M. Naud), and the motion passed unanimously.

These minutes were approved by the Washtenaw County Brownfield Redevelopment Authority at the November 7, 2019 Meeting.