

**FINAL**  
BROWNFIELD REDEVELOPMENT AUTHORITY  
MINUTES  
DECEMBER 11, 2003

The meeting was called to order at 3:04 p.m. at Troy City Hall, Conference Room D, Troy City Hall.

Members Present: Art Cotsonika, Katherine Lee, Victor Lenivov, Robert Swartz, Lon Ullmann, Bruce Wilberding (Chairman), Laurence Goss (arrived @ 3:27 p.m.)

Also present: Carolyn Glosby, Assistant City Attorney  
Doug Smith, Secretary/Treasurer

**APPROVAL OF MINUTES**

Resolution # BRA 2003-09  
Moved by: Swartz  
Seconded by: Lenivov

Yeas: All (6)  
Absent: Goss

**OLD BUSINESS**

- A. Act 381 Work Plan for BRA Plan #3 was briefly discussed including a question by Mr. Lenivov about the selection of poplar trees. The item was postponed with the expectation that Grant Trigger, representing Masco would be at the meeting by 3:45 p.m.
  
- B. Website Review – Doug reviewed the material that had been submitted. It is expected that the material will be on the website within a week. The material includes a listing of the three Brownfield plans and a synopsis of a presentation that Mr. Smith provided at a ULI meeting earlier in December. Members asked that a one or two page overview of the Brownfield Redevelopment Authority, including how the financing operates, be placed on the website as well. Mr. Smith indicated he would add that to the material for the website, and over time additional information regarding Plans 2 & 3. Mr. Lenivov raised questions about the mechanics of the website. Mr. Smith invited him to talk to Rob Bittner in IT prior to having Mr. Bittner put the information on the website in order for Mr. Lenivov's concerns to be considered.

- C. Conflict of Interest – All members submitted their Conflict of Interest statements and will be filed with the Clerks office.
- D. Bylaws Issue – Carolyn reviewed her memo, which addressed questions previously raised about administrative costs and required members for voting majorities. There was a lengthy discussion about whether or not to provide a four-member requirement for all votes or conform to state law, which permits a majority of the quorum, which means if four or five members were present only three members would be needed for a majority vote. After discussion, it was agreed that Carolyn would be asked to review the Troy bylaws and make recommendations to bring the bylaws in compliance with the state statute. This included both the issue of the quorum and an additional question raised about the need for the origin of the May 1st reference in the bylaws.

Resolution # BRA 2003-10

Moved by: Cotsonika

Seconded by: Swartz

Motion for Carolyn to review the bylaws to bring them into compliance with state statute.

Yeas: All (7)

Absent: None

## **NEW BUSINESS**

### A. Review of audit

Motion to accept audit

Resolution # BRA 2003-11

Moved by: Cotsonika

Seconded by: Lee

Yeas: All (7)

Absent: None

- B. Mr. Lenivov asked Mr. Smith to report at a future meeting regarding the Maple Road study that was being requested by City Council involving the Planning Commission. Mr. Smith indicated that staff was working on a proposal and framework for the renovation on Maple Road, including rezoning concerns and would be ready later in 2004. Early on in the process the BRA would have an opportunity for review of the proposal.

- C. At 3:46 p.m. Katherine Lee was excused for a previous commitment
- D. A discussion ensued regarding the Public Act 381 Work Plan for BRA Plan #3. The discussion included limits on the types of categories of work that might be reimbursed and the overall dollar amount. Unfortunately Grant Trigger was unable to attend the meeting; the discussion will be raised again at the January 15, 2004 meeting. Mr. Trigger will attend the meeting. It should be noted there was some discussion, as part of Plan #3, that suggested the authority establish standards for approval of plans. This discussion and will be continued at a future meeting.

There was no Public Comment

The meeting was adjourned at 4:50 p.m.

The next meeting scheduled is January 15, 2004

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Bruce Wilberding, Chairman

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Doug Smith, Secretary and Treasurer