

Brownfield Redevelopment Authority

Regular Meeting Agenda

Monday, August 8, 2016
4:00 p.m., Council Chambers



1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Minutes – May 16, 2016
5. Interested Citizens in the Audience Will be Heard on Items Not on the Agenda
6. Financial Report
7. Final Payment for 229 Elkenburg
8. General Comments
9. Adjourn

RESPECTFULLY SUBMITTED,

Kate Hosier
Secretary, Brownfield Redevelopment Authority

South Haven City Hall is barrier free and the City of South Haven will provide the necessary reasonable auxiliary aids and services for persons with disabilities, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting to individuals with disabilities at the meeting upon seven (7) days notice to the South Haven City Hall.

Brownfield Redevelopment Authority

Regular Meeting Minutes

Monday, May 16, 2016
4:00 p.m., Council Chambers



1. Call to Order by Bolt at 4:38 pm

2. Roll Call

Present: Eugen Gawreliuk, Mike Henry, Andy Klavins, Christine Valentine, Art Bolt

Absent: Barbara Craig, Robert Herrera, Stephanie Timmer

3. Approval of Agenda

Motion by Valentine, second by Henry to approve the May 16, 2016 Regular Meeting Agenda as presented.

All in favor. Motion carried.

4. Approval of Minutes – April 11, 2016

Motion by Henry, second by Klavins to approve the April 11, 2016 Regular Meeting Minutes as written.

All in favor. Motion carried.

5. Introduction of Mike Gurnee, MDEQ Brownfield Coordinator.

Gurnee introduced himself and his credentials, noting he was hired 5 weeks ago to a new position, Brownfield Coordinator, in the Kalamazoo office. His job is to come and learn what is happening in the communities. The Aylworth property, the fact that it might have brownfield issues, if you are looking for brownfield money with redevelopment, that application comes to Gurnee's desk. Noted that he would like to know ahead of time what is coming down the pike and how he can help the Brownfield Authority get that job done. Stated their goal as remediation for redevelopment, noting when there are developers like today that want to bring things in, those projects increase the tax base; get old vacant properties that are dirty ready to use; those are the projects we are looking for. Spoke about doing outreach and determining the metrics for what has been done before, noting that offers do not always work out the way they are submitted.

Gurnee would like to be a regular at the Brownfield meetings; have an ear out for what is happening and give the Brownfield Authority an avenue into the DEQ. Gurnee concluded, "If you have questions, I might not know the answers. If I don't, I'll find somebody that does."

May 16, 2016
Brownfield Redevelopment Authority
Regular Meeting Minutes

6. Interested Citizens in the Audience Will be Heard on Items Not on the Agenda

There were none.

7. Financial Report

Hosier reviewed the financial report.

8. General Comments

Bolt asked about the Factory Condominium cleanup. Dissette will get a copy of the timeline and get it out to the board. Valentine said the completion date is now 2019 which is a little disheartening. A brief discussion followed regarding the amount of electricity the cleanup is going to take.

Henry thought the cleanup is supposed to start soon, noting there is some equipment there which Henry thought that was the mobilization site.

Valentine stated that the only thing that is there right now is some barrels. Valentine volunteered to bring a copy of the timeline down to city hall so Dissette can send it out to the board.

Valentine asked if the condo owners are still required to do air testing, noting that they thought they were off the hook while the cleanup was in process, but that is a bit vague.

9. Adjourn

Motion by Klavins, second by Henry to adjourn at 4:53 p.m.

All in favor. Motion carried.

RESPECTFULLY SUBMITTED,

Marsha Ransom
Recording Secretary

City of South Haven
 Brownfield Authority
 For the period ended July 31, 2016

Revenues			
Property Tax Captures		-	
Interest Income		-	
Other Revenue		-	
Other Transfers In		-	
Total Revenue			<u><u>-</u></u>
Expenditures			
Administrative Costs			
General Fund		1,500	
Total Administrative Expenses		<u>1,500</u>	
Contractual Services		-	
Total Other Expenses		<u>-</u>	
Total Expenditures			<u><u>1,500</u></u>
Year-to-Date Fund Gain/(Loss)			<u><u>(1,500)</u></u>
Cash and Investments			
Cash		174,799	
Certificates of Deposit		280,843	
Other Financial Investments		<u>500,738</u>	
Total		<u><u>956,380</u></u>	



Agenda Item

Final Payment for 229 Elkenburg

Background Information:

The Brownfield Authority will be asked to approve the final Application and Certificate for Payment for 229 Elkenburg in the amount of \$20,778.36 to Eco Demolition.

Eco Demolition has tendered the final Application and Certificate for Payment on work completed at the former S.E. Overton factory site located at 229 Elkenburg. The LDFA board should note that the final payment for \$21,000 was modified to \$20,778.36 due to the fact that large holes were left near the property's edge when the fencing was taken down. The city received a couple complaints about the holes and the general condition of the property before final grading and seeding was completed. City workers and equipment were used to fill 15+ holes and cordon off wet areas left on the site prior to grading.

Staff Recommendation:

The Brownfield Authority will be asked to approve the final Application and Certificate for Payment for 229 Elkenburg in the amount of \$20,778.36 to Eco Demolition.

Supplemental Documents:

Application and Certificate for Payment

LETTER OF TRANSMITTAL

TO: City of South Haven
529 Phoenix Street
South Haven, MI 49090

DATE: July 22, 2016

JOB NO.: 14-0521

RE: Overton Factory Demolition

ATTN: Kate Hosier, Deputy Clerk

WE ARE SENDING YOU: Contract / Agreement Prints / Plans Shop Drawings
 Change Order Specifications

COPIES	DATE	DESCRIPTION
1	07-22-16	Final Payment, Application No. 7

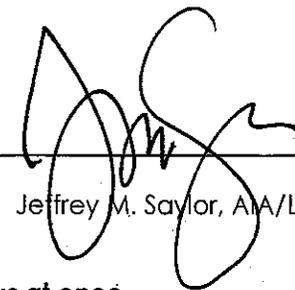
THESE ARE TRANSMITTED as checked below:

- For Review & Comment
 For Your Use
 As Requested
 Approved as Submitted
 Approved as Noted
 Returned for Corrections
 For Bids Due:

REMARKS:

COPY TO: File
Eco Demolition

SIGNED:



Jeffrey M. Saylor, AIA/LEED, AP

P:_Projects\2014 PROJECTS\14-0521 Factory & Condo Demo\LOT - Fax\2016-07-22 Kate Hosier LOT.docx

If enclosures are not as noted, kindly notify us at once.

Application and Certificate for Payment

To Owner **City of South Haven**
539 Phoenix Street
South Haven, MI 49090

Project: **Overton Building Demolition**
229 Eikenburg Street
South Haven, MI 49090

Application # 7

Period To 12/31/2015

From Contractor **ECO Demolition**
4277 1/2 - 58th St
Holland, MI 49423

Contract Date 8/18/2015

Contractor's Application for Payment

Application is made for payment, as show below, in connection with the Contract.
Continuation sheet is attached.

1 Original Contract Sum	<u>267,000.00</u>
2 Net Change by Change Orders	<u>60,180.00</u>
3 CONTRACT SUM TO DATE (line 1 + line 2)	<u>327,180.00</u>
4 Total Completed and Stored to Date	<u>327,180.00</u>
5 Retainage	
a <u>10%</u> of work completed	_____
b _____ of stored material	_____
Total Retainage	_____
6 Total Earned less Retainage (line 4 - line 5)	<u>327,180.00</u>
7 Less Previous Certificates for Payment (line 6 from prior certificate)	<u>317,180.00</u>
8 CURRENT PAYMENT DUE \$20,778.36	<u>21,000.00</u>
9 Balance to Finish, including retainage	<u>0.00</u>

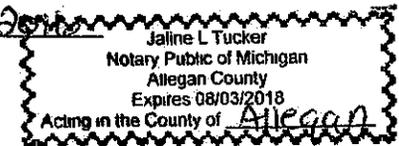
The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:
By: [Signature] Date: 6-20-16

State of: Michigan
County of: Allegan

Subscribed and sworn to before me
this 20th day of June, 2016

Notary Public: [Signature]



My Commission Expires: August 3, 2018

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED. **\$20,778.36**

PAYMENT LESS AMOUNT CERTIFIED

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total Changes approved in previous months by Owner		
Total approved this month		
TOTAL	-	-
NET CHANGES by change order	60,180.00	

\$ FOR WORK BY OWNER ON 5/20/16 - PER MESSAGES TO CONTRACTOR: \$21.69

ARCHITECT:
By: [Signature] Date: 7/22/16

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

