

# Brownfield Redevelopment Authority

## Regular Meeting Agenda

Monday, September 19, 2016  
4:00 p.m., Council Chambers



1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Minutes – August 8, 2016
5. Interested Citizens in the Audience Will be Heard on Items Not on the Agenda
6. Financial Report
7. 2015-2016 Brownfield Report
8. 1447 St. Joseph Street
9. Factory Condominiums
10. General Comments
11. 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, August 8, 2016  
4:00 p.m., Council Chambers



### 1. Call to Order by Bolt at 4:00 p.m.

### 2. Roll Call

Present: Barbara Craig (4:03 p.m.), Tom Erdmann, Tom Fleming, Andy Klavins, Stephanie Timmer, Chris Valentine, Art Bolt

Absent: Laura Bos, Eugen Gawreliuk, Mike Henry, Robert Herrera

Also present: Brian Dissette, City Manager; Jack McCloughan, Economic Development

### 3. Approval of Agenda

Motion by Timmer, second by Klavins to approve the August 8, 2016 Regular Meeting Agenda as presented.

All in favor. Motion carried.

### 4. Approval of Minutes – May 16, 2016

Motion by Valentine, second by Klavins to approve the May 16, 2016 Regular Meeting Minutes as written.

All in favor. Motion carried.

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

None at this time.

### 6. Financial Report

Hosier reviewed the Financial Report.

### 7. Final Payment for 229 Elkenburg

Hosier noted this is the final payment from Eco Demolition for demo of former Overton building at 229 Elkenburg. Hosier explained that due to damage to the fence, improper grading, and post holes left unfilled, city crews had to do the repair to the site and billed Eco

August 8, 2016  
Brownfield Redev. Authority  
Regular Meeting Minutes  
DRAFT

Demolition, so the cost of those repairs has been deducted from this payment.

Motion by Klavins, second by Timmer to approve the final Application and Certificate for Payment for 229 Elkenburg in the amount of \$20,778.36 to Eco Demolition.

**8. General Comments**

None at this time.

**9. Adjourn**

Motion by Klavins, second by Erdmann to adjourn at 4:03 p.m.

RESPECTFULLY SUBMITTED,

Marsha Ransom  
Recording Secretary

**City of South Haven  
Brownfield Redevelopment Authority  
Brownfield Plan Revenue and Expenses  
For 2015 Tax Year and Fiscal Year 2015-2016**

	2015-2016 Revenue	Proposed 2015-2016 Reimbursements	Life of Plan Revenue	Life of Plan Reimbursements	Life of Plan Balance	Maximum Plan Amount	Capture Deadline
1421 Kalamazoo 1 Local	Closed	.00	109,337.09	109,337.09	.00	675,000.00	Closed
1421 Kalamazoo 1 School	Closed	.00	565,662.91	436,445.00	129,217.91		
Revolving Fund Local	Closed	.00	20,702.66	.00	20,702.66	675,000.00	Closed
Revolving Fund School	Closed	416,455.16	565,662.91	416,455.16	149,207.75		
1421 Kalamazoo 2 Local	8,355.57	.00	117,486.07	36,715.61	80,770.46	400,000.00	2034
KSU Local	100.25	.00	1,301.93	.00	1,301.93	436,500.00	2028
KSU School	373.68	.00	4,593.73	.00	4,593.73		
Factory Condo 1 Local	Closed	.00	198,087.08	198,087.08	.00	380,000.00	Closed
Factory Condo 1 School	Closed	40,356.99	181,912.92	84,551.18	97,361.74		
Factory Condo 2 Local	42,042.18	57,377.28	139,650.11	80,290.36	59,359.75	434,650.00	2022
Factory Condo 2 School	25,433.03	0.00	116,404.69	.00	116,404.69		
900 Indiana Local	Closed	.00	.00	.00	.00	319,687.00	Closed
900 Indiana Revolving Fund	.00	.00	.00	.00	.00	Five Years	2017
1070 Indiana Local	10,226.45	6,141.11	106,358.24	96,131.79	10,226.45	2,004,657.05	2022
Sherman Hills Local	11,012.87	.00	90,524.27	.00	90,524.27	2,000,000.00	2015
500 Erie Local	44,799.38	24,878.20	314,377.94	261,215.07	53,162.87	817,232.00	2019
The Preserve Local	22,221.16	.00	122,582.33	3,025.98	119,556.35	3,967,407.00	2026
The Preserve School	Closed	.00	.00	.00	.00		Closed
<b>TOTAL</b>	<b>164,564.57</b>	<b>545,208.74</b>	<b>2,654,644.88</b>	<b>1,722,254.32</b>	<b>932,390.56</b>	<b>12,110,133.05</b>	

September 13, 2016

TO: Brownfield Redevelopment Authority  
FR: Kate Hosier  
RE: Brownfield Report and Reimbursements

**Background Information:**

The 2015-2016 Brownfield Report shows tax capture revenue for each brownfield plan. In cases where a developer has environmental expenses for reimbursement, the Life of Plan Balance is the amount available for reimbursement. After identifying the amount available for reimbursement, staff checks for any delinquent property taxes. If there are delinquent taxes, the reimbursement amount is reduced by the delinquent tax amount. The unpaid balance remains in the brownfield plan account and is available for reimbursement in the future.

Staff is recommending two brownfield reimbursements, as indicated in the resolution and letters to developers.

**Staff Recommendation:**

Approve the Resolution Authorizing Payment of Brownfield Plan Reimbursements.

BROWNFIELD REDEVELOPMENT AUTHORITY  
OF THE CITY OF SOUTH HAVEN  
VAN BUREN AND ALLEGAN COUNTIES, MICHIGAN

RESOLUTION NO. 2016-01

A RESOLUTION AUTHORIZING PAYMENT OF BROWNFIELD REIMBURSEMENTS

Minutes of a regular meeting of the Brownfield Redevelopment Authority of the City of South Haven, Van Buren and Allegan Counties, Michigan, held in the City Hall, 539 Phoenix Street, South Haven, Michigan 49090 on September 19, 2016 at 4:00 p.m. local time.

PRESENT: \_\_\_\_\_

ABSENT: \_\_\_\_\_

The following preamble and resolution was offered by Member \_\_\_\_\_ and supported by Member \_\_\_\_\_.

WHEREAS, the City of South Haven has approved brownfield plans which provide for reimbursement of environmental expenses to developers; and

WHEREAS, each year, a report is prepared by staff which identifies the amount of tax capture for each brownfield plan, and recommends the appropriate amount of reimbursement to eligible developers; and,

WHEREAS, staff has reviewed the tax captures and balances for each plan, has debited each plan account for prorated administrative expenses, has added prorated interest income to the plan accounts, has reviewed approved eligible expenses, has reviewed delinquent tax payments debiting them from the proposed payment and has recommended a reimbursement for brownfield plans which show a balance to be reimbursed.

NOW THEREFORE BE IT RESOLVED, that the Brownfield Redevelopment Authority approves and authorizes the following brownfield reimbursement payments as follows:

Roland J. Peterson, LLC Peterson Land Company, Inc. PO Box 638 Douglas, MI 49406	\$10,226.45
Lago Blue, LLC 7300 West Q Ave. Kalamazoo, MI 49009	\$27,917.95

RECORD OF VOTE:

Yeas: \_\_\_\_\_

Nays: \_\_\_\_\_

RESOLUTION DECLARED ADOPTED.

\_\_\_\_\_  
Arthur Bolt, Chair  
Brownfield Redevelopment Authority

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City of South Haven Brownfield Redevelopment Authority at a meeting held on the 19th day of September, 2016, at which meeting a quorum was present, and that this resolution was ordered to take immediate effect. Public notice of said meeting was given pursuant to and in compliance with the Open Meetings Act, Act No. 167 of the Public Acts of Michigan 1976 (MCL 15.261 *et seq*).

\_\_\_\_\_  
Kate Hosier, Secretary

August 30, 2016

Lago Blue, LLC  
7300 West Q Ave.  
Kalamazoo, MI 49009

RE: 500 Erie Street Brownfield Plan, 2015 Tax Year Brownfield Report

Good Morning;

The 500 Erie Street Brownfield Plan has a balance of \$53,162.87 including 2015 tax capture revenues. There are approved expenses in the amount of \$691,965.02 which are eligible for reimbursement as funds become available.

Van Buren County records indicate that there are \$25,244.92 in delinquent property tax payments on parcels in the 500 Erie Street brownfield plan. The balance amount has been reduced by the delinquent property tax amount to reflect a payment of \$27,917.95.

The proposed payment of \$27,917.95 are proceeds from taxes captured on the 500 Erie Street site, South Haven, Michigan (Central Lofts) under the Brownfield Redevelopment Financing Act, Act 381 of 1996.

If you have any questions or feel that any of the information in this report is in error, please contact [Kate Hosier at 269-637-0775 or khosier@south-haven.com](mailto:khosier@south-haven.com).

The City of South Haven Brownfield Redevelopment Authority will consider approval of the 2015 Tax Year Brownfield Report at its meeting at 4:00 p.m., September 19, 2016 at Council Chambers in South Haven City Hall, 539 Phoenix Street, South Haven.

Sincerely;

Kate Hosier  
Secretary, Brownfield Redevelopment Authority

August 30, 2016

Roland J. Peterson, LLC  
P.O. Box 638  
Douglas, MI 49406

Peterson Land Company, Inc.  
P.O. Box 638  
Douglas, MI 49406

RE: 1070 Indiana Street Brownfield Plan, 2015 Tax Year Brownfield Report

Good Morning;

The 1070 Indiana Street Brownfield Plan has a balance of \$10,226.45 including 2015 tax capture revenues. There are approved expenses in the amount of \$441,465.20 which are eligible for reimbursement.

Van Buren County records indicate that there are no delinquent property tax payments on parcels in the 1070 Indiana Street brownfield plan.

The proposed payment of \$10,226.45 are proceeds from taxes captured on the 1070 Indiana Avenue site, South Haven Michigan (National Motors, Everett Park) under the Brownfield Redevelopment Financing Act, Act 381 of 1996.

If you have any questions or feel that any of the information in this report is in error, please contact [Kate Hosier at 269-637-0775 or khosier@south-haven.com](mailto:khosier@south-haven.com).

The City of South Haven Brownfield Redevelopment Authority will consider approval of the 2015 Tax Year Brownfield Report at its meeting at 4:00 p.m., September 19, 2016 at Council Chambers in South Haven City Hall, 539 Phoenix Street, South Haven.

Sincerely;

Kate Hosier  
Secretary, Brownfield Redevelopment Authority

September 7, 2016

Harbor Club AC, LLC  
1332 N. Halsted, Suite 100  
Chicago, IL 60642

Edward S. Salomon  
Robbins, Salomon & Patt, LTD  
Suite 3300, 180 N. LaSalle Street  
Chicago, IL 60601

RE: The Preserve Brownfield Plan, 2015 Tax Year Brownfield Report

Good Morning;

The Preserve Brownfield Plan revenue for 2015 was \$22,221.16. The plan has a balance of \$119,556.35 including 2015 tax capture revenues. There are approved expenses in the amount of \$3,469,407 which are eligible for reimbursement as funds become available.

Van Buren County records indicate that there is a total of \$1,315,104.24 in delinquent property tax payments on parcels in the Preserve brownfield plan as of August 30, 2016.

Because the amount of unpaid property taxes exceeds the funds available for reimbursement, no brownfield reimbursement will be paid at this time. The funds available for reimbursement remain on the account for the Preserve brownfield plan, and will be available for reimbursement when property taxes have been paid.

If you have any questions or feel that any of the information in this report is in error, please contact Kate Hosier at 269-637-0775 or [khosier@south-haven.com](mailto:khosier@south-haven.com).

The City of South Haven Brownfield Redevelopment Authority will consider approval of the 2015 Tax Year Brownfield Report at its meeting at 4:00 p.m., September 19, 2016 at Council Chambers in South Haven City Hall, 539 Phoenix Street, South Haven.

Sincerely;

Kate Hosier  
Secretary, Brownfield Redevelopment Authority

Enclosures  
Secretary, Brownfield Redevelopment Authority

FROM THE DESK OF  
**GLENN W PIETENPOL**

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August 10, 2016

City of South Haven  
ATTN: Ms Kate Hosier  
1199 8th Ave  
South Haven, MI 49090

Dear Paul:                      RE: Request for payment under Brownfield Act 381

As treasurer of the Factory Condominium Association Board, I am requesting reimbursement for the following:

Project Name:  
The Factory Condominiums Association (a/k/a Belgravia site)  
125 Elkenburg  
South Haven, MI 49090

Description of work performed: see consultant's summary letter and billing enclosed herewith.

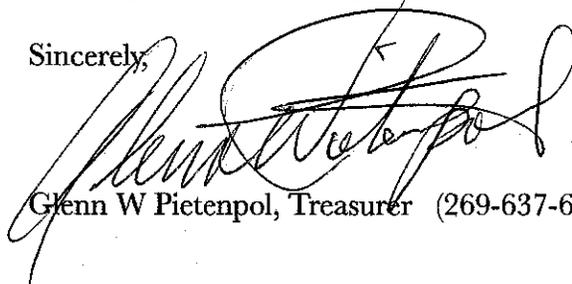
It is my understanding that the work was completed in accordance with the work plan along with proposed future monitoring; accordingly, we are requesting payment on invoice #22801009.00 - 3 in the amount of \$663.10 pursuant to billing referenced above.

Payment should be made payable as follows:

Factory Condominium Association  
ATTN: Lou Adamson, Property Manager  
PO Box 567  
South Haven, MI 49090

Your expeditious handling of this request will be appreciated.

Sincerely,



Glenn W Pietenpol, Treasurer (269-637-6836)

August 5, 2016

The Factory Condominium Association  
Attn: Mr. Glenn Pietenpol  
125 Elkenburg Street  
South Haven, Michigan 49090

**RE: HORIZON ENVIRONMENTAL INVOICE FOR PROFESSIONAL CONSULTING SERVICES  
THE FACTORY CONDO SITE, SOUTH HAVEN, MICHIGAN**

Dear Mr. Pietenpol:

Enclosed is an invoice for environmental consulting services provided by Horizon Environmental for the period from October 13, 2015 through July 8, 2016. The scope of work completed included review of MDEQ's schedule and approach to its remedial plans, review of correspondence and interaction with Chris Bush of the Michigan Department of Community Health, planning a soil gas sampling event, and review of the 381 work plan for demolition provisions. These types of activities were contemplated in the MDEQ-approved *Act 381 Work Plan to Conduct Eligible MDEQ Redevelopment Activities – Former Belgravia Project Site February 2006 (Revised May 2006)*.

We are working on scheduling the soil gas testing this month and I will let you know when we pick a day for that work. Let me know if there is anything I can do to follow-up on the demolition of the remnant portion of the fitness center which housed the former sub-slab depressurization blower system or if you have any general questions for me.

I've copied LASR Property Management on this invoice as they requested in a July 19, 2016 e-mail.

Sincerely,

HORIZON ENVIRONMENTAL



William T. Davidson  
Project Manager

cc: LASR Property Management

enclosure

**INVOICE**

**Horizon Environmental Corporation**  
**4771 50th Street SE**  
**Grand Rapids, MI 49512**  
**Phone: 616-554-3210**

Mr. Glenn Pietenpol  
 Factory Condominium Association  
 125 Elkenburg Street  
 South Haven, MI 49090

August 04, 2016

Invoice No: 22801009.00 - 3

<b>Total this Invoice</b>	<b>\$663.10</b>
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**Regarding: Indoor Air/Soil Gas Monitoring and Due Care Planning - Factory Condominiums**

## Activities include:

- Review MDEQ remedial strategy
- Review Chris Bush MDCH correspondence
- Plan sampling event and client communications
- Review 381 work plan for demolition provisions

**Professional Services from October 13, 2015 to July 08, 2016****Labor Charges**

	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Consultant / Advisor				
Davidson, William	4.90	134.00	656.60	
Support Personnel I				
Knutson, Jason	.10	65.00	6.50	
	5.00		663.10	
<b>Subtotal Labor</b>				<b>663.10</b>

<b>Total this Invoice</b>	<b>\$663.10</b>
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Thank you in advance for the prompt processing of this invoice. If you have any questions, please contact William Davidson, your Barr project manager, at (616) 554-3210 or email at [wdaavidson@barr.com](mailto:wdaavidson@barr.com).

PLEASE REMIT TO ABOVE ADDRESS and INCLUDE INVOICE NUMBER ON CHECK.

Terms: Due upon receipt. 1 1/2% per month after 30 days. Please refer to the contract if other terms apply.