

Local Development Finance Authority

Regular Meeting Agenda

Monday, January 14, 2013
4:00 p.m., Council Chambers
South Haven City Hall



City of South Haven

1. Call to Order

2. Roll Call

Chairman Art Bolt, Thomas Erdmann, Eugen Gawreliuk, Mike Henry, Robert Herrera, Lynn Kerber, Andy Klavins, Larry Lewis, Mike Rainey, Christine Valentine, Janice Varney.

3. Approval of Agenda

4. Approval of Minutes – November 12, 2012 Regular Meeting

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

6. Financial Report

7. Invoices for Approval - LDFA 3

220 Aylworth Avenue

Envirologic, Dec 12, 2012, #28534, \$3,914.25

8. Bohn Plant update

9. East Jordan Request

10. MCE Lighting Proposal

11. Economic Development Report

12. General Comments

13. Adjourn

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.

RESPECTFULLY SUBMITTED,
Paul VandenBosch
Secretary, Local Development Finance 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.

Local Development Finance Authority

Regular Meeting Minutes

Monday, November 12, 2012
4:00 p.m., Council Chambers
South Haven City Hall



City of South Haven

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

2. Roll Call

Present: Erdmann, Gawreliuk, Herrera, Klavins, Rainey, Valentine, Varney
Absent: Henry, Kerber, Lewis, Bolt

3. Approval of Agenda

Motion by Klavins, second by Erdmann to approve the agenda as presented.

All in favor. Motion carried.

4. Approval of Minutes – September 10, 2012 Regular Meeting

Motion by Erdmann, second by Klavins to approve the September 10, 2012 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

VandenBosch gave an overview of the financial report. Noted that the transfer from LDFA #3 to LDFA #1 for the Bohn plan is not shown in this report.

7. Invoices for Approval - LDFA 3

220 Aylworth Avenue

Clark Hill, Sep 24, 2012, #465088, \$798.00
Envirologic, Sep 19, 2012, #28262, \$1,219.40
Envirologic, Oct 16, 2012, #28359, \$2,012.25

Motion by Herrera, second by Klavins to approve the attached invoices.

All in favor. Motion carried.

8. Bohn Plant update

VandenBosch explained pre-closing and that the closing cannot be done until the slab and foundation is removed and bills are paid. A contractor is working on the foundation removal and there is an environmentalist on site to be sure everything is done properly. There will be several to whom distributions will be made at the final closing.

The floor and foundation should be removed by late December which would move the City toward a closing.

The board discussed whether the City has any liability before the closing; what it will cost to insure it and to get the building back to usable condition. It was noted that currently there is no electricity or water service turned on in the buildings.

9. Economic Development Report

McCloughan gave an overview of Economic Development activities.

VandenBosch requested that board members think about marketing the Bohn site once the closing is complete.

10. General Comments

There were none.

11. Adjourn

Motion by Erdmann, second by Klavins to adjourn at 4:24 p.m.

All in favor. Motion carried.

RESPECTFULLY SUBMITTED,

Marsha Ransom
Recording Secretary

City of South Haven
Local Development Finance Authority
For the period ended December 31, 2012

	<u>LDFA #1</u>	<u>LDFA #2</u>	<u>LDFA #3</u>
Revenues			
Property Tax Captures	107,317	30,347	21,483
Interest Income	9,598	2,086	5,993
Land Sales			-
Other Revenue	-	-	5,920
Other Transfers In	750,000	-	-
Total Revenue	<u>866,915</u>	<u>32,433</u>	<u>33,397</u>
Expenditures			
Economic Liaison	13,042	-	8,910
Administrative Costs	-	-	-
Professional Fees	3,416	8	-
Contractual Services	-	-	31
Capital Projects	1,344,537	-	-
General Fund Administration	10,000	20,000	10,000
Transfer to Building Authority Debt Service	-	10,000	-
MEDC Loan Payments			13,604
Transfer to St. Joe Project Debt Service	20,464	-	-
Other Transfers Out	-	-	250,000
Total Expenditures	<u>1,391,459</u>	<u>30,008</u>	<u>282,546</u>
Year-to-Date Fund Gain/(Loss)	<u>(524,543)</u>	<u>2,425</u>	<u>(249,149)</u>
Cash and Investments			
Cash	35,609	11,739	76,922
Certificates of Deposit	256,860	-	-
Other Financial Investments	471,880	171,871	494,410
Total	<u>764,349</u>	<u>183,609</u>	<u>571,332</u>

Land Assets - Four Star & Du-Wel Parcels 6.73 Acres \$ 90,855 Market Value per assessor

LDFA Debt Obligations

St. Joe Projects Bonds - final Maturity - May 2027 \$120,000/Year

DPW Relocation Bonds - Final Maturity - Nov. 2021 \$13,990 Average/Year

MEDC Loan -0% Interest - Final Payment - April 2016 \$27,208/Year



environmental consulting + services

2960 Interstate Parkway | Kalamazoo, MI 49048
P 269.342.1100 | F 269.342.4945 | W envirollogic.com

Invoice

INVOICE NO.
28534

DATE	CLIENT	PAGE
12/10/12	CTYSH	1 of 4

INVOICE DUE DATE:	1/9/13
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City of South Haven
Paul Vandenbosch
539 Phoenix Street
South Haven, MI 49090

Professional services incurred for environmental consulting through November 30, 2012, including: billed time and expenses associated with demolition observations and documentation on November 9th, November 15th, November 21st, November 28th and November 30th.

Project: 120301 B City of South Haven, LDFA - Bohn Piston / Karl Schmidt Unisia, 220 Aylworth, South Haven, Michigan
Order #:

Invoice Summary (Detail Attached)

Professional Time	\$	2,460.25
Field Equipment/Materials	\$	1,401.20
Miscellaneous Expenses	\$	52.80

*A FINANCE CHARGE OF 1-1/2% PER MONTH
(18% PER YEAR) WILL BE ADDED TO DELINQUENT ACCOUNTS.*

TOTAL \$ 3,914.25



January 6, 2012

TO: Bohn Plant File

FR: Paul VandenBosch

RE: Bohn Plant Things to Do

(shaded tasks are completed)

Preclosing, manage concrete, floor and foundation removal
Communicate with demolition contractor re concrete cut
Communicate with demolition contractor re underground piping

Notify gas company, high pressure gas main removal
Keys to machining building
Keys to office building
Keys to pole barn
Copy of East Jordan lease
Copy of Lovejoy lease
Get paint removed from Machining bld
Get tax bill estimate
Closing
Authorize environmental due diligence
Notify Fire Marshal of purchase

Press Release

Fix hole in garage doors
Rekey locks
Fix any broken doors or other openings into building
Close and lock gates except for main gate used by East Jordan

Realtor and listing
Marketing Plan
Listing text
Locations to list building, list
Existing building listings under Larsen's name, change over to LDFA

Investigate grants to develop site, EDA, MEDC, MDEQ

Fence along Lovejoy Self Storage Site
Clean up debris left over from demolition
Remove bushes near pole building
Gas main removal
Estimate utilities
Parking lot weed removal
Parking lot sealing
Spring seeding

Summer mowing
Watch for drainage issues
Landscaping
Sidewalk
Parkway trees
Open parking lot entrances

Complete environmental due diligence
Add property to insurance book

For LDFA Consideration:

Fence along Lovejoy Self Storage Site
Proposal for Building Assessment, Condition Description, Cost to Bring to Usable Condition
Temporary Lighting Proposal
Leasee - East Jordan, review contract, negotiate vacating site
Process equipment removal

Inspection Items

HVAC
Electrical
Water
Fire Supression
Sump pump
Roof leaks?
Gas
Storm connections
Cleaning
Environmental BEA
Pits, oil? fluids?
Loading dock inspection
Exterior paint
Interior paint
Rest room facilities
Seal outer walls, penetrations
Exterminator?
Insulation
Doors
Locks



MIDWEST CIVIL ENGINEERS, INC.
ENGINEERING • SURVEYING • ARCHITECTURE

13560 76th Street
South Haven, MI 49090
<http://www.mce-us.com>

Phone: 269-637-9205
Fax: 269-637-9206
Email: info@mce-us.com

November 12, 2012

Mr. Paul VandenBosch
Project manager
City of South Haven
539 Phoenix Street
South Haven Michigan 49098

Re: Bohn Aluminum Plant Building Report
234 Aylworth Street

Dear Mr. VandenBosch:

Thank you for the opportunity to provide a quote for the Bohn Aluminum Plant Building Report.

I visited the plant on Monday, November 12, 2012, along with Brian Peterson of Midwest Civil Engineers. We toured the buildings as thoroughly as possible given the buildings condition and the lack of electricity. Based on our findings, MCE offers the following:

To complete a report only of all twenty-four (24) items on your list would cost \$3,800.00. Not included in the report will be the pit at the northeast corner of the building.

Work performed in the dark can not be exact; MCE would be able to design temporary service for lighting for a fee of \$2,400.00.

Please contact me at your convenience if you have any questions.

Best regards,



Craig Niephaus Architect

cc: Michael Dopp, P.E.

Paul Vandebosch

From: Paul Vandebosch
Sent: Tuesday, October 23, 2012 10:24 AM
To: 'BRIAN PETERSON'
Cc: Brian Dissette; Jack McCloughan
Subject: RE: possible project....

Brian;

We are currently in negotiation to purchase the 220 Aylworth site (the old Bohn plant) and are in need of someone to put together a report on what is needed to bring the buildings to rentable or salable condition. They are in rough shape now. Our goal is to get an estimate of the cost and time needed to bring the building(s) back into usable condition.

At this time I am interested in a proposal to prepare such a report. The type of things we want to be covered are:

Gas company inspection

Electric Inspector inspection

Add building to insurance book

Electric system startup

Sump pump repair

Cleaning

Environmental BEA

Inspect pits for oil or fluids

Loading dock inspection

Outdoor gate check

Fencing check

New locks

Painting

Wall repair

Inspect building walls for openings, cracks

Bathroom facilities

Removal of stored items (paint)

HVAC

Water system check

Gas system check

Fire suppression system check

Exterminator

Insulation check

Door check

The negotiations are not yet complete, but if the sale goes through, we will want to have this report prepared fairly quickly (one month or less from authorization to proceed).

If you are interested in this work, please provide a proposal with a description of the proposed work, cost estimate, time to completion estimate and your terms.

If you would like to tour the building or meet with city staff, please suggest a time that is convenient for you.

Paul VandenBosch
Project Manager
City of South Haven
539 Phoenix Street
South Haven, MI 49090
269-637-0775 desk
269-637-5319 fax
pvandenbosch@south-haven.com

From: BRIAN PETERSON [<mailto:SONOFPETE@rocketmail.com>]

Sent: Tuesday, October 23, 2012 9:30 AM

To: Paul Vandenbosch

Subject: possible project...

Hi,

Got your message today, sorry for not getting back with you yesterday. I'd like to hear more about the project you mentioned. I'll try to give you a call a little later on today. I will actually be at city hall today at 2:00 for a meeting regarding the North Beach concession stand, maybe you'll be either in attendance or around at the time. If we don't connect before then, maybe I'll see you at city hall. And if not there, I'll give you a ring afterwards.

Thanks very much,
Brian

January 4, 2013

TO: Local Development Finance Authority

FR: Paul VandenBosch

RE: East Jordan Lease

I spoke to Nathan Diller of East Jordan Plastics yesterday regarding the lease at the 220 Aylworth building.

The current lease is for \$2,500 per month.

The lease expires on March 15.

Nathan requested an extension of 6 months to allow his firm to remove the product which is stored in the building.

If the LDFA so directs, I will have the City attorney prepare a lease extension.