

Local Development Finance Authority

Regular Meeting Agenda

Monday, June 10, 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 – May 13, 2013 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 1

Bohn Property

Property Taxes, 220 Aylworth and 1200 Kalamazoo St., \$3,768.89

Envirologic

#28632, 01/11/13, Demolition Observation, Documentation, \$5,511.15

#28677, 02/11/13, Pre-requisition Walk Through, \$380.00

Fencing on Lovejoy Self Storage property line

#13-027, 5/2/13, Ron Schlaack Construction, New Fence, \$11,900.00

8. Economic Development Report

9. General Comments

10. 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

Local Development Finance Authority

Regular Meeting Minutes

Monday, May 13, 2013
4:00 p.m., Council Chambers
South Haven City Hall



City of South Haven

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

2. Roll Call

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

3. Approval of Agenda

Motion by Valentine, second by Klavins to approve the May 13, 2013 regular meeting agenda as presented.
All in favor. Motion carried.

4. Approval of Minutes – April 8, 2013 Regular Meeting

Motion by Valentine, second by Kerber to approve the April 8, 2013 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.

Motion by Valentine, second by Klavins to approve the Financial Report.
All in favor. Motion carried.

7. Invoices for Approval - LDFA 1

DuWel Parcel

April 10, 2013 Pat's Pronto Print, Environmental Document Reproduction, \$411.14

VandenBosch noted this is to make two copies of the environmental reports for a potentially interested party. There were questions regarding which property this refers to.

Motion by Valentine, second by Klavins to approve the invoice for document reproduction from Pat's Pronto Print.
All in favor. Motion carried.

8. Bohn Property

Temporary Lighting Bid Approval

VandenBosch noted this is temporary lighting sufficient for showing the building. The lighting in the warehouse may still be used later, but testing and repairing the existing electric would cost more than this bid.

Motion by Lewis, second by Klavins to approve the lighting contract.
All in favor. Motion carried.

Environmental Work Fencing

VandenBosch noted that the environmental testing was done last week, there needs to be some mowing, trimming and weed killing done in the parking lot. The fence will be installed soon.

Bolt asked whether staff has a number in mind for pricing the property. VandenBosch noted that we have appraisals done in 2008 and 2010. Kerber noted that the appraisals are outdated.

VandenBosch noted we are getting close to being able to market the property, and are looking for direction from realtors on setting a price.

9. Economic Development Report

Jack McCloughan, Economic Development Director, gave an overview of economic development activities during the past month.

10. General Comments

Varney asked for an update on the Central Lofts. VandenBosch noted that there is a new developer. They are cleaning up the property and marketing the undeveloped part of the condominiums.

11. Adjourn

Motion by Klavins, second by Varney to adjourn at 4:18 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 May 31, 2013

	LDFA #1	LDFA #2	LDFA #3
Revenues			
Property Tax Captures	173,394	31,232	40,986
Interest Income	12,427	1,264	10,191
Land Sales			-
Other Revenue	12,500	-	5,920
Other Transfers In	750,000	-	-
Total Revenue	948,321	32,496	57,097
Expenditures			
Economic Liaison	15,811	-	28,602
Administrative Costs	-	-	-
Professional Fees	8,985	39	-
Contractual Services	6,734	-	207
Capital Projects	1,344,537	-	8,519
General Fund Administration	10,000	20,000	10,000
Transfer to Building Authority Debt Service	-	10,000	-
MEDC Loan Payments			20,406
Transfer to St. Joe Project Debt Service	120,000	-	-
Other Transfers Out	-	-	250,000
Total Expenditures	1,506,067	30,039	317,734
Year-to-Date Fund Gain/(Loss)	(557,746)	2,457	(260,638)
Cash and Investments			
Cash	51,229	62,253	132,468
Certificates of Deposit	261,167	-	2,250
Other Financial Investments	421,401	121,574	426,297
Total	733,796	183,827	561,015
Land Assets - 345 Kalamazoo St	5.19 acres	\$ 46,710	Mkt Value per assessor
Land Assets - 1391 Kalamazoo St	1.54 acres	\$ 36,729	Mkt Value per assessor
220 Aylworth Ave	13.22 acres	\$ 118,980	Mkt Value per assessor
1280 Kalamazoo St.	3.48 acres	\$ 31,320	Mkt 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

Paul Vandebosch

From: Jensen, Ingrid A. <IJensen@ClarkHill.com>
Sent: Friday, May 31, 2013 3:12 PM
To: Michael Willis
Cc: Steven Larsen; Paul Vandebosch
Subject: RE: SHR - City of South Haven - Small Remaining Issue re Escrow Funds
Attachments: 2013-05-01 Bohn Delinquent Tax Notice.pdf

Hello Michael – the taxes were prorated as of the date of the preclosing. The Purchase Agreement provides though that the taxes are to be prorated to the date of *closing*. At the time of the preclosing, the winter 2012 tax bills were \$3,593.38. The recalculation based on a December 31, 2012 closing date, according to Mary Lou at the title company, is as follows:

Total taxes \$21,663.45, less 2012 taxes paid by seller of \$18,070.07, leaving a balance of \$3,593.38. The City was given credit thru November 15th of \$1,253.04 which leaves a difference of \$2,340.34 for November to end of year.

The winter taxes were not paid on time (reason unknown) and Paul received notices of delinquent taxes totaling \$3,733.99 if paid in May, 2013 (see attached). The taxes have now been paid by the City, and the City should be reimbursed for Seller's portion of these taxes based on a proration to year end. Note that for purposes of this recalculation, we are assuming that the closing occurred on December 31, 2012, such that the City will pay for all of the 2013 tax bills, including the amount that is owed for January 1 -4, 2013. The amount owed by Seller is \$2,480.95 (taxes owed of \$3,593.38 less City's credit of \$1,253.04, leaving balance of \$2,340.34 plus \$140.61 late charges = \$2,480.95). This is the amount that the title company is holding back from the seeding escrow, and we would like your consent for the title company to disburse this to the City.

Thanks Michael and please let me know if you have any questions.

Ingrid A. Jensen

CLARK HILL PLC
 616.608.1107 (direct) | 616.608.1167 (fax) | 616.915.2273 (cell)

From: Michael Willis [mailto: MJWillis@willislawyers.com]
Sent: Thursday, May 23, 2013 2:23 PM
To: Jensen, Ingrid A.
Cc: Steven Larsen
Subject: SHR - City of South Haven - Small Remaining Issue re Escrow Funds

Ingrid:

I hope you are well. Would you mind weighing in on this? It appears there is a small amount remaining in escrow. Do you know why it can't be released to our client?

Thank you,

-Michael

Michael J. Willis, J.D., C.P.A.
 Admitted to Practice Law in Florida and in Michigan
 Registered as a Certified Public Accountant in Illinois

My Direct Dial: 269-492-1045 or Toll Free: 800-610-6938

Issued by:

VAN BUREN COUNTY TREASURER
219 E. PAW PAW ST., SUITE 101
PAW PAW, MICHIGAN 49079-1423

DELINQUENT PROPERTY TAX NOTICE
Van Buren County, Michigan
For property #80-53-220-001-10

Assessed to:
SOUTH HAVEN LOCAL DEVELOPMENT
FINANCE AUTHORITY
539 PHOENIX ST
SOUTH HAVEN MI 49090

You may call us at (269) 657-8228 for
further info, Mon-Fri, 8:30am-5:00pm.

Property Address if known:
220 AYLWORTH AVE

SOUTH HAVEN LOCAL DEVELOPMENT
FINANCE AUTHORITY
539 PHOENIX ST
SOUTH HAVEN MI 49090

Please advise us of any corrections

Legal Description (first six lines) for Property #80-53-220-001-10

A851-1 15-1-17 732-502 895-471 1098-354 1266-856
1297-670 1578-86
BEG AT NE COR OF LOT 1, TH S 0 DEG 00'12"W ALG E L
OF LOT 1 177.79 FT, TH S 89 DEG 57'04"W 413.51 FT,
TH S 0 DEG 08'05"W 218.71 FT, TH S 89 DEG 57'07"E
70.76 FT, TH S 0 DEG 10'41"E 80.67 FT, TH

This Delinquent Tax Notice lists the delinquent tax years for the property number listed above.

***** This bill may be paid in partial Payments *****

For properties listed with the Status Code of DELIQ, taxes were returned to the County Treasurer as delinquent on March 1, 2013. At that time a (one-time) 4% administration fee and 1% interest per month were added. IF the tax remains delinquent, on Oct 1, 2013 a \$15 certified mailing fee will be added. On March 1, 2014 the property will enter forfeiture and the following fees will be added: \$175 Forfeiture Fee, \$20 recording fee and and interest increases to 1.5% per month.

The last day to pay the 2012 taxes is March 31, 2015 OR the owner and any other person with an interest in this property will lose their interest and the property will be subject to sale at auction.

ADMINISTRATION FEE AND INTEREST CAN NOT BE WAIVED PURSUANT TO MCL 211.59(1)

Status Code	Tax Year	Payoff if paid in Apr 2013	Payoff if paid in May 2013	Payoff if paid in Jun 2013	Any taxes listed with the status code of "FORPT" Must be paid by March 31, 2014 to avoid foreclosure and sale
DELIQ	2012	\$ 1,516.67	\$ 1,530.97	\$ 1,545.28	To pay by credit card visit our website www.vbco.org or call 866-310-9407. Note a 2.65% fee will be added.
Total Amount Due		\$ 1,516.67	\$ 1,530.97	\$ 1,545.28	

Make your check or money order payable to: VAN BUREN COUNTY TREASURER
Personal checks will be accepted. But, if your check does not clear, the receipt will be voided and additional fees will be added.
Call us at 269-657-8228 for payoff amounts for months not shown.
Please return this entire notice with your payment. A receipt will be promptly issued.

Issued by:

VAN BUREN COUNTY TREASURER
219 E. PAW PAW ST., SUITE 101
PAW PAW, MICHIGAN 49079-1423

DELINQUENT PROPERTY TAX NOTICE
Van Buren County, Michigan
For property #80-53-220-002-10

Assessed to:
SOUTH HAVEN LOCAL DEVELOPMENT
FINANCE AUTHORITY
539 PHOENIX ST
SOUTH HAVEN MI 49090

You may call us at (269) 657-8228 for
further info, Mon-Fri, 8:30am-5:00pm.

Property Address if known:
1280 KALAMAZOO ST

SOUTH HAVEN LOCAL DEVELOPMENT
FINANCE AUTHORITY
539 PHOENIX ST
SOUTH HAVEN MI 49090

Please advise us of any corrections

Legal Description (first six lines) for Property #80-53-220-002-10

A851-A1 15-1-17 732-502 895-471 1098-354 1266-856
1297-670 1578-86
COM AT NE COR OF LOT 1, TH S 0 DEG 00'12"W ALG E L
OF LOT 1 177.79 FT TO BEG, TH S 0 DEG 00'12"W ALG
E L OF LOT 1 466.26 FT, TH S 89 DEG 36'44"W
198.95 FT, TH N 0 DEG 42'47"E 167.54 FT, TH

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ADMINISTRATION FEE AND INTEREST CAN NOT BE WAIVED PURSUANT TO MCL 211.59(1)

Status Code	Tax Year	Payoff if paid in Apr 2013	Payoff if paid in May 2013	Payoff if paid in Jun 2013	Any taxes listed with the status code of "FORPT" Must be paid by March 31, 2014 to avoid foreclosure and sale
DELIQ	2012	\$ 2,182.43	\$ 2,203.02	\$ 2,223.61	To pay by credit card visit our website www.vbco.org or call 866-310-9407. Note a 2.65% fee will be added.
Total Amount Due		\$ 2,182.43	\$ 2,203.02	\$ 2,223.61	

Make your check or money order payable to: VAN BUREN COUNTY TREASURER
Personal checks will be accepted. But, if your check does not clear, the receipt will be voided and additional fees will be added.
Call us at 269-657-8228 for payoff amounts for months not shown.
Please return this entire notice with your payment. A receipt will be promptly issued.



environmental consulting + services

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

Invoice

INVOICE NO.

28632

DATE	CLIENT	PAGE
01/11/13	CTYSH	2 of 4

INVOICE DUE DATE: 2/10/13

City of South Haven
Paul Vandebosch
539 Phoenix Street
South Haven, MI 49090

Invoice Detail for Billing Group 'B'

Demolition Oversight

Order #:

Professional Time

11/09/12	Site Inspection	EDP	5.50	90.00	\$ 495.00
12/03/12	Report Preparation	REL	0.25	45.00	\$ 11.25
12/04/12	Site Inspection	EDP	8.00	95.00	\$ 760.00
12/05/12	Report Preparation	DAS	0.25	105.00	\$ 26.25
12/05/12	Project Coordination	EDP	1.00	95.00	\$ 95.00
12/05/12	Report Preparation	REL	0.25	45.00	\$ 11.25
12/05/12	Report Preparation	REL	0.25	45.00	\$ 11.25
12/12/12	Project Coordination	EDP	8.00	95.00	\$ 760.00
12/13/12	Report Preparation	DAS	0.25	105.00	\$ 26.25
12/13/12	Report Preparation	REL	0.50	45.00	\$ 22.50
12/14/12	Report Preparation	DAS	0.75	105.00	\$ 78.75
12/20/12	Field Services	RLW	9.50	80.00	\$ 760.00
12/21/12	Report Preparation	DAS	0.25	105.00	\$ 26.25
12/21/12	Project Coordination	EDP	4.00	95.00	\$ 380.00
12/21/12	Report Preparation	REL	0.75	45.00	\$ 33.75
12/28/12	Report Preparation	REL	0.25	45.00	\$ 11.25
12/28/12	Field Services	RLW	8.75	80.00	\$ 700.00
					\$4,208.75



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 P 269.342.1100 | F 269.342.4945 | W envirologic.com

Invoice

INVOICE NO.
28632

DATE	CLIENT	PAGE
01/11/13	CTYSH	3 of 4

INVOICE DUE DATE: 2/10/13

City of South Haven
 Paul Vandebosch
 539 Phoenix Street
 South Haven, MI 49090

Invoice Detail for Billing Group 'B'

Demolition Oversight

Order #:

Field Equipment/Materials

12/20/12	Field Truck	1.00	75.00	\$75.00
12/28/12	Field Truck	1.00	75.00	\$75.00
12/04/12	GPS (Trimble)	1.00	150.00	\$150.00
12/12/12	GPS (Trimble)	1.00	150.00	\$150.00
12/20/12	GPS (Trimble)	1.00	150.00	\$150.00
12/28/12	GPS (Trimble)	1.00	150.00	\$150.00
12/04/12	Mileage	96.00	0.48	\$46.08
12/12/12	Mileage	96.00	0.48	\$46.08
12/20/12	Mileage	97.00	0.48	\$46.56
12/28/12	Mileage	91.00	0.48	\$43.68
12/04/12	PID	1.00	75.00	\$75.00
12/12/12	PID	1.00	75.00	\$75.00
12/20/12	PID	1.00	75.00	\$75.00
12/28/12	PID	1.00	75.00	\$75.00
12/04/12	SUV Truck	1.00	35.00	\$35.00
12/12/12	SUV Truck	1.00	35.00	\$35.00
				\$ 1,302.40



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Invoice

INVOICE NO.
28632

DATE	CLIENT	PAGE
01/11/13	CTYSH	4 of 4

INVOICE DUE DATE: 2/10/13

City of South Haven
Paul Vandenbosch
539 Phoenix Street
South Haven, MI 49090

Invoice Detail for Billing Group 'B'
Order #:

Demolition Oversight

\$5,511.15

Ron Schlaack Construction, Inc.
 717 Lee Street
 South Haven, MI 49090
 Ph. 269-637-6312
 Fax. 269-637-8987

Invoice

Date	Invoice #
5/2/2013	13-027

Bill To
Jack McCloughan City of South Haven 539 Phoenix Street South Haven, MI 49090

Terms	Project
Due on receipt	Fence

Description	Qty	Unit
RE: New Fence at Bohn Aluminum Property & Lovejoy Self Storage		
Supply and Install the Following:		
Schedule 40 Fence Post Spaced @ 10' O.C.	1	L.S.
Schedule 40 x 1-1/2" Top Rail	672	L.F.
Schedule 40 Top Cap w/Barbed Wire Bracket @ 10' O.C.	672	L.F.
3 Strands of Barbed Wire	672	L.F.
9 Gauge X 7' High Chain Link Fence	672	L.F.
12-ft Gate w/7-ft High Chain Link Fence	1	Total
Pour Concrete Around Each Fence Post @ 10-ft O.C.	1	L.S.
Re-grade Spoils From Fence Post Excavation	672	L.F.
Total Bid.....\$11,720.00		
Fence Permit.....ADD \$ 20.00	1	L.S.
Administration Fee For Permit.....ADD \$160.00	1	L.S.

Please Make Check Payable to Ron Schlaack, Thank you	Total	\$11,900.00
	Payments/Credits	\$0.00
	Balance Due	\$11,900.00