

Local Development Finance Authority

Regular Meeting Minutes

Monday, June 10, 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: Erdmann, Herrera, Kerber, Klavins, Lewis, Valentine, Varney, Bolt

Absent: Henry, Rainey

3. Approval of Agenda

Motion by Valentine, second by Kerber to approve the agenda.

All in favor. Motion carried.

4. Approval of Minutes – May 13, 2013 Regular Meeting

Motion by Kerber, second by Klavins to approve the May 13, 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

There were none.

6. Financial Report

VandenBosch reviewed the Financial Report.

7. Invoices for Approval - LDFA 1

Bohn Property

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

VandenBosch explained that he is asking for a motion to approve payment of delinquent taxes that have already been paid; he was directed by the city attorney to pay the taxes to stop the interest from accruing.

VandenBosch directed the board's attention to the memo from Clark Hill, PLC's Ingrid Jensen. The title company made an error and we have requested that funds be released to the city.

Bolt had questions about the status on taxes for 2013. VandenBosch noted that the taxes are paid up for 2012 and the city will be paying 2013 taxes.

After a question, VandenBosch updated the board that the current tenants are moving out of the building.

#28632, 01/11/13, Demolition Observation, Documentation, \$5,511.15
#28677, 02/11/13, Pre-requisition Walk Through, \$380.00

VandenBosch noted that these are invoices for services as described.

Fencing on Lovejoy Self Storage property line
#13-027, 5/2/13, Ron Schlaack Construction, New Fence, \$11,900.00

VandenBosch explained that Schlaack has not installed the gate yet; recommended approving payment but will withhold 10% until Schlaack gets the gate installed.

Motion by Erdmann, second by Klavins to approve payment of the listed invoices.

All in favor. Motion carried.

8. Economic Development Report

Jack McCloughan, Economic Development Director, updated the board on activities during the past month.

9. General Comments

VandenBosch noted the tenant is to finish moving out of the Bohn property this week. The electrician has ordered equipment and plans to start work in mid-June. Cleanup and maintenance and weed-killing have been done on the exterior and parking lot. The interior needs will have to be assessed once the tenant moves out.

Bolt inquired whether the roof has been secured on the office building, noting that temporary patching needs done. VandenBosch noted that he would discuss that with the realtors.

Bolt asked about Lovejoy's move; McCloughan said Lovejoy is in the process of moving and the current tenant is supposed to know late this afternoon or tomorrow whether they can get a new building funded on the Du-Wel property.

Klavins suggested meeting "commercial only" realtors sooner than later and see if they can come to next meeting. VandenBosch will contact Klavins to discuss this further. Klavins asked how the group feels about lease numbers. VandenBosch responded that due to the considerable investment needed to bring the property up to code, the city will be consulting for sale only.

10. Adjourn

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Motion by Lewis, second by Kerber to adjourn at 4:15 p.m.

All in favor. Motion carried.

RESPECTFULLY SUBMITTED,

Marsha Ransom
Recording Secretary