



revised



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**BOYNE CITY
ECONOMIC DEVELOPMENT CORPORATION**

Monday, May 12, 2014 City Hall-Noon
319 N Lake Street, Boyne City, MI 49712

- 1. CALL MEETING TO ORDER**
- 2. ROLL CALL**
Excused Absences
- 3. READING AND APPROVAL OF MINUTES**
Approval of March 14, 2014 meeting minutes
- 4. HEARING CITIZENS PRESENT (ON NON-AGENDA ITEMS)**
- 5. CORRESPONDENCE**
- 6. REPORTS OF OFFICERS, BOARDS, AND STANDING COMMITTEES**
- 7. UNFINISHED BUSINESS**
 - a. Park Business Update
- 8. NEW BUSINESS**
 - a. IFEC: Jervis B Webb, Company
 - b. Proposed Kennel in Air Industrial Park
 - c. Board Application
 - d. Other
- 9. GOOD OF THE ORDER**
- 10. ANNOUNCEMENT**
The next regular meeting is scheduled for July 8, 2014
- 11. ADJOURNMENT**

*Individuals with disabilities requiring auxiliary aids or services in order to participate in municipal meetings
may contact Boyne City Hall for assistance:*

Cindy Grice, City Clerk/Treasurer, 319 North Lake Street, Boyne City, Michigan 49712. (231) 582-0334



Approved _____

**MEETING OF
MARCH 10, 2014**

MINUTES OF THE BOYNE CITY ECONOMIC DEVELOPMENT CORPORATION MEETING DULY CALLED AND HELD ON MONDAY, MARCH 10, 2014, AT 12:00 NOON.

CALL TO ORDER

Chair Gillette called the meeting to order at 12:02 p.m.

ROLL CALL

Present: Kelly Bellant, Michael Cain, Richard Copeland, Pete Friedrich, Ralph Gillett, Marilea Grom and Josette Lory
Absent: Pat Anzell and Michelle Cortright
Staff: Recording Secretary Karen Seeley
Public: One

EXCUSED ABSENCE

Cain moved Grom seconded **PASSED UNANIMOUSLY** to excuse Pat Anzell and Michelle Cortright.

**MINUTE APPROVAL
MOTION**

Cain moved Friedrich seconded **PASSED UNANIMOUSLY** to approve the minutes of March 10, 2014 as presented.

**HEARING CITIZENS
COMMENTS**

None

CORRESPONDENCE

None

**UNFINISHED
BUSINESS**

Park Business update

Federal Screw Works have opened their doors to allow people to go through it. One group has gone through and checked it out and another group is waiting to see what transpires.

Inquiry for the Great Lakes Golf property, creating a construction yard, with out door construction equipment. Board consensus is no -that will not create jobs. The tax abatement for LexaMar was approved by the City Commission.

Certification update

The City has lost its certification as a Business Park. The MEDA met with LexaMar in June to come up with a concept plan for their outside storage. They felt at this time there has not been enough progress to rectify the problem. There are no immediate financial problems. Board questions if it would interfere with future grant writing? No. Marketing? MEDC will not do any of our marketing on their web site. LexaMar has been in contact with MEDA and hope to have a resolution in the next 12 to 24 months, and then we will need to reapply.

**NEW BUSINESS
MOTION**

Richard Copeland has chosen not to be re-elected to the EDC and City Manager Cain asked the board if they had anyone in mind to make contact with and get a board application with.

ADJOURNMENT

The March 10, 2014 Economic Development Corporation meeting was adjourned at 12:42 p.m.

Karen Seeley, Recording Secretary

DRAFT



A regional public/private economic development organization serving Antrim, Charlevoix, Cheboygan and Emmet Counties, Michigan, USA

March 11, 2014

Michael Cain, City Manager
City of Boyne City
319 N. Lake Street
Boyne City, MI 49712



RE: Jervis B. Webb Company
Industrial Facilities Tax Exemption Application

Please find enclosed a tax abatement application (and two copies) for the recent expansion at Jervis B. Webb Company.

The company looks forward to continuing employment of their current 37 employees with the recent acquisition of new equipment, and is asking for the City's support of the expansion.

Thank you for your consideration. Please call if there are questions.

Sincerely,

Sara Christensen
Economic Development Specialist
sara@northernlakes.net

1313 Boyne Ave / P.O. Box 8

Boyne City, Michigan 49712

Phone: 231.582.6482 - Fax: 231.582.3213

www.northernlakes.net * info@northernlakes.net

Core Partners -

Application for Industrial Facilities Tax Exemption Certificate

Issued under authority of Public Act 198 of 1974, as amended. Filing is mandatory.

INSTRUCTIONS: File the original and two copies of this form and the required attachments (three complete sets) with the clerk of the local government unit. The State Tax Commission (STC) requires two complete sets (one original and one copy). One copy is retained by the clerk. If you have any questions regarding the completion of this form or would like to request an informational packet, call (517) 373-2408.

To be completed by Clerk of Local Government Unit	
Signature of Clerk	Date received by Local Unit
STC Use Only	
Application Number	Date Received by STC

APPLICANT INFORMATION

All boxes must be completed.

▶ 1a. Company Name (Applicant must be the occupant/operator of the facility) Jervis B. Webb Company	▶ 1b. Standard Industrial Classification (SIC) Code - Sec. 2(10) (4 or 6 Digit Code) 3644	
▶ 1c. Facility Address (City, State, ZIP Code) (real and/or personal property location) 1254 Boyne Avenue, Boyne City, MI, 49712	▶ 1d. City/Township/Village (Indicate which) City of Boyne City	▶ 1e. County Charlevoix
▶ 2. Type of Approval Requested <input checked="" type="checkbox"/> New (Sec. 2(4)) <input type="checkbox"/> Transfer (1 copy only) <input type="checkbox"/> Speculative Building (Sec. 3(8)) <input type="checkbox"/> Rehabilitation (Sec. 3(1)) <input type="checkbox"/> Research and Development (Sec. 2(9))	▶ 3a. School District where facility is located Boyne City	▶ 3b. School Code 15020
▶ 4. Amount of years requested for exemption (1-12 Years) <p style="text-align: center;">12 Years</p>		

5. Per section 5, the application shall contain or be accompanied by a general description of the facility and a general description of the proposed use of the facility, the general nature and extent of the restoration, replacement, or construction to be undertaken, a descriptive list of the equipment that will be part of the facility. Attach additional page(s) if more room is needed.

See attached.

6a. Cost of land and building improvements (excluding cost of land)	▶ \$0.00
* Attach list of improvements and associated costs. * Also attach a copy of building permit if project has already begun.	Real Property Costs
6b. Cost of machinery, equipment, furniture and fixtures	▶ \$499,500.00
* Attach itemized listing with month, day and year of beginning of installation, plus total	Personal Property Costs
6c. Total Project Costs	▶ \$499,500.00
* Round Costs to Nearest Dollar	Total of Real & Personal Costs

7. Indicate the time schedule for start and finish of construction and equipment installation. Projects must be completed within a two year period of the effective date of the certificate unless otherwise approved by the STC.

	Begin Date (M/D/Y)	End Date (M/D/Y)			
Real Property Improvements ▶	_____	_____	▶	<input type="checkbox"/> Owned	<input type="checkbox"/> Leased
Personal Property Improvements ▶	12/13/13	1/31/14	▶	<input checked="" type="checkbox"/> Owned	<input type="checkbox"/> Leased

▶ 8. Are State Education Taxes reduced or abated by the Michigan Economic Development Corporation (MEDC)? If yes, applicant must attach a signed MEDC Letter of Commitment to receive this exemption. Yes No.

▶ 9. No. of existing jobs at this facility that will be retained as a result of this project. 37	▶ 10. No. of new jobs at this facility expected to create within 2 years of completion. 0
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11. Rehabilitation applications only: Complete a, b and c of this section. You must attach the assessor's statement of SEV for the entire plant rehabilitation district and obsolescence statement for property. The Taxable Value (TV) data below must be as of December 31 of the year prior to the rehabilitation.

a. TV of Real Property (excluding land)	
b. TV of Personal Property (excluding inventory)	
c. Total TV	

▶ 12a. Check the type of District the facility is located in:

Industrial Development District Plant Rehabilitation District

▶ 12b. Date district was established by local government unit (contact local unit) 3/17/98	▶ 12c. Is this application for a speculative building (Sec. 3(8))? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
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Instruction for Completing Form 1012, Industrial Facilities Tax Exemption (IFT) Application

The completed original application form 1012 and all required attachments, plus two additional copies, **MUST** be filed with the clerk of the local unit of government where the facility is or will be located. Complete applications must be received by the State Tax Commission by October 31 to ensure processing and certification for the following tax year. Applications received after the October 31 deadline will be processed as expeditiously as possible.

Please note that attachments listed on the application in number 16a are to be retained by the local unit of government, and attachments listed in number 16b are to be included with the application when forwarding to the State Tax Commission (STC).

(Before commencement of a project the local unit of government must establish a district, or the applicant must request in writing a district be established, in order to qualify for an IFT abatement. Applications and attachments must be received by the local unit of government within six months of commencement of project.)

The following information is required on separate documents attached to form 1012 by the applicant and provided to the local unit of government (city, township or village) in triplicate. (Providing an accurate school district where the facility is located is vital.)

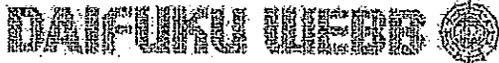
1. Legal description of the real property on which the facility is or will be located. Also provide property identification number if available.
2. Personal Property Requirements: Complete list of new machinery, equipment, furniture and fixtures which will be used in the facility. The list should include description, beginning date of installation or expected installation by month/day/year, and costs or expected costs (see sample). Detail listing of machinery and equipment must match amount shown on question 6b of the application. Personal property applications must have attached a certified statement/affidavit as proof of the beginning date of installation (see sample).
3. Real Property Requirements: Proof of date the construction started (groundbreaking). Applicant must include one of the following if the project has already begun; building permit, footings inspection report, or certified statement/affidavit from contractor indicating exact date of commencement.
4. Complete copy of lease agreement as executed, if

applicable, verifying lessee (applicant) has direct ad valorem real and/or personal property tax liability. The applicant must have real and/or personal property tax liability to qualify for an IFT abatement on leased property. If applying for a real property tax exemption on leased property, the lease must run the full length of time the abatement is granted by the local unit of government.

The following information is required of the local unit of government: [Please note that only items 2, 4, 5, 6, & 7 below are forwarded to the State Tax Commission with the application, along with items 2 & 3 from above. The original and one complete copy are required by the STC. The remaining items are to be retained at the local unit of government for future reference. **(The local unit must verify that the school district listed on all IFT applications is correct.)**]

1. A copy of the notice to the general public and the certified notice to the property owners concerning the establishment of the district.
2. Certified copy of the resolution establishing the Industrial Development District (IDD) or Plant Rehabilitation District (PRD), which includes a legal description of the district (see sample). If the district was not established prior to the commencement of construction, the local unit shall include a certified copy or date stamped copy of the written request to establish the district.
3. Copy of the notice and the certified letters to the taxing authorities regarding the hearing to approve the application.
4. Certified copy of the resolution approving the application. The resolution must include the number of years the local unit is granting the abatement and the statement "the granting of the Industrial Facilities Exemption Certificate shall not have the effect of substantially impeding the operation of (governmental unit), or impairing the financial soundness of a taxing unit which levies ad valorem property taxes in (governmental unit – see sample).
5. Letter of Agreement (signed by the local unit of government and the applicant per P.A. 334 of 1993 (see sample).

5. Operations at the Boyne City facility of Daifuku Webb include efforts associated with the marketing, selling, estimating, engineering, manufacturing, shipping, storing and distribution of standard or custom material handling systems. The facility also fabricates parts for our heavy duty roller conveyor and automatic guided vehicle systems product lines. Manufacturing and office facilities are housed in the same building, consisting of 72,000 and 5,000 square feet respectively. An automatic wash system was recently purchased for this facility that provides cleaning of parts for our powder coating process.



Material Handling and Beyond

JERVIS B. WEBB COMPANY

1254 Boyne Avenue
Boyne City, MI 49712 USA
Phone: (231) 582-6558 Fax: (231) 582-6590
www.daifukuwebb.com

Industrial Facilities Exemption Application

Affidavit of Project Begin Dates

I do swear and affirm by my signature below that the personal property project begin date associated with the Application for Industrial Facilities Tax Exemption under P.A. 198 of 1974, in the amount of \$499,500.00 filed with the City of Boyne City for a facility located at 1254 Boyne Avenue is as follows:

Personal property project begin dates: 12/13/13

Applicant name: Jervis B. Webb Company

Signature:

Jim Vizzard, Plant Manager, Boyne City

Jervis B. Webb Company

<u>ITEM</u>	<u>New or Used? Purchase or Lease?</u>	<u>Cost</u>	<u>Date item will be installed</u>
Powder Coat System	New - Purchase	\$ 499,500.00	January 6, 2014
TOTAL:		\$ 499,500.00	

Jervis B. Webb Company
1254 Boyne Avenue, Boyne City, MI 49712

Legal Description:

#051-301-006-00

IFT CERTIFICATE NO: 98-566 . BEG ON N LI OF SEC 1 T32N R6W 909.3FT E OF NW
COR OF SD SEC TH S PARA WI W LI SD SEC 663FT TH W PARA WI N LI SD SEC 272.
45FT TO C/L OF CO RD TH SELY AL SD RD LITO N1/8 LI SD SEC TH E AL SD N1/8 LI
TO W1/8 LI SD SEC TH N AL SD W1/8 LI TO N LI SD SEC TH W AL SD SEC LI TO POB
BEINGPT OF NW1/4 OF NW1/4 SEC 1-32-6 EX: N 45FT THEREOF DEEDED TO MDOT
FOR M-75 L327 P286

#051-301-004-00

CITY OF BOYNE CITY SEC 1 T32N R6W W1/2 OF W 32.25A OF NE1/4 OF NW FRL1/4
SEC 1 9.2A EX: 200FT OFF E SIDE ALSO EX: N 45 FT THEREOF DEEDED TO MDOT
FOR M-75 HWY



City of Boyne Cit

319 N. Lake Street

Boyne City, Michigan 49712

Phone 616-582-65

FAX 616-582-65

Minutes of a regular weekly meeting of the City Commission of the City of Boyne City, County of Charlevoix, State of Michigan, held in the City on the 17th day of March 1998, at 12:00 o'clock noon, Eastern Standard Time.

The following resolution was offered by Commissioner Stanley, and supported by Commissioner Stackus:

**CITY OF BOYNE CITY
COUNTY OF CHARLEVOIX**

Resolution No. 3-17-98

ESTABLISH AN INDUSTRIAL DEVELOPMENT DISTRICT

WHEREAS, pursuant to Act No. 198 of the Public Acts of 1974, as amended, the Boyne City Commission has the authority to establish an Industrial Development District within Boyne City ; and

WHEREAS, Control Engineering Company has petitioned the Boyne City Commission to establish an Industrial Development District on its property located in Boyne City hereinafter described; and

WHEREAS, construction, acquisition, alteration, or installation of a proposed facility has not commenced at the time of filing the request to establish this district; and

WHEREAS, written notice has been given by mail to all owners of real property located within the district, and to the public by newspaper advertisement in *The Citizen* and public posting of the hearing on the establishment of the proposed district; and

WHEREAS, on Tuesday, March 17, 1998, a public hearing was held at which all of the owners of real property within the proposed Industrial Development District and all residents and taxpayers of Boyne City were afforded an opportunity to be heard thereon; and

WHEREAS, the Boyne City Commission deems it to be in the public interest of Boyne City to establish the Industrial Development District as proposed;

THEREFORE, BE IT RESOLVED BY the Boyne City Commission that the following described parcels of land situated in Boyne City, Charlevoix County, and State of Michigan, to wit:

051-301-006-00

DEV AREA BC TIFA II BEG ON N LI OF SEC 1 T32N R6W 909.3 FT EOF NW COR OF SD SEC TH S PARA WI W LI SD SEC 663 FT TH W PARA WI N LI SD SEC 272.45 FT TO C/L OF CO RD TH SELY AL SD RD LI TO N 1/8 LI SD SEC TH E AL SD N 1/8 LI TO W 1/8 LI SD SEC TH N AL SD W 1/8 LI TO N LI SD SEC TH W AL SD SEC LI TO POB. BEING PART OF NW 1/4 OF NW 1/4 SEC 1-32-6 EX N 45 F1 THEREOF DEEDED TO MDOT FOR M-75 HWY L327 P286.

#15 051-301-004-00

DEV AREA OF BC TIFA II CITY OF BOYNE CITY SEC 1 T32N R6W W1/2 OF W 31.25A OF NE1/4 OF NW FRL1/4 SEC 1 9.2A EX 200 FT OFF E SIDE ALSO EX N 45FT THEREOF DEEDED TO MDOT FOR M-75 HWY,

be and here are established as an Industrial Development District pursuant to the provision of Act No. 198 of the Public Acts of 1974 to be known as Boyne City Industrial Development District No. 4.

ROLL CALL

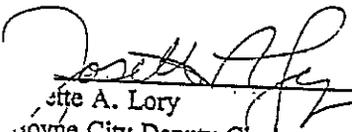
Aye: Stackus, Stanley, Behling, Ruggles.

Nay: None.

Abstain: None.

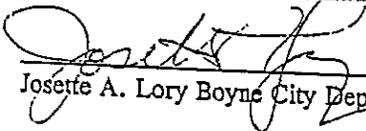
Absent: Moody.

RESOLUTION DECLARED ADOPTED.



Josette A. Lory
Boyne City Deputy Clerk

I, Josette A. Lory, Deputy City Clerk of the City of Boyne City, County of Charlevoix and State of Michigan, hereby certify that the above is a true and complete copy of certain proceedings taken by the City of Boyne City at its regular weekly meeting held Tuesday, March 17, 1998, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act 267 of the Public Acts of Michigan of 1976, and the minutes of said meeting were kept and will be or have been made available as required by said Act.

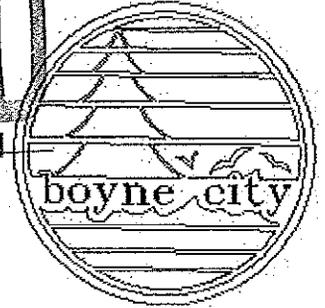
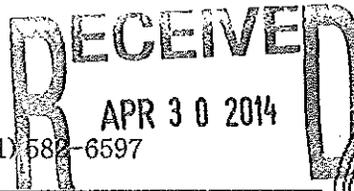


Josette A. Lory Boyne City Deputy Clerk

Date 9/21/98

CITY OF BOYNE CITY

319 North Lake Street Boyne City, MI 49712 (231) 582-6597



BOARD MEMBER APPLICATION

The City understands you are interested in becoming a member on one of the City Advisory Boards/Commissions. We appreciate your interest and future dedication to Boyne City. In order for the City to have information on file as reference when the next board has an opening, we ask you please complete the following and return to City Hall.

See next page for a list of Boyne City Advisory Boards or Commissions, term of appointment, and meeting schedule.

Name: Tom Monley

Address: 5582 Resort Pike Rd, Petoskey, MI 49770

Telephone: 231-582-7505 (daytime) 231-437-0275 (evening)

Email: tmonley@kirtlandproducts.com

Occupation: President Kirtland Products and Arete Industries

Please check any Advisory Board or Commission you may be interested in.

- | | |
|---|--|
| <input type="checkbox"/> Airport Advisory Board | <input checked="" type="checkbox"/> Economic Development Corporation |
| <input type="checkbox"/> Historical Commission | <input type="checkbox"/> Downtown Development Authority/ Main Street Program |
| <input type="checkbox"/> Planning Commission | <input type="checkbox"/> Parks and Recreation Commission |
| <input type="checkbox"/> Board of Review | <input type="checkbox"/> Housing Commission |
| <input checked="" type="checkbox"/> Local Development | <input type="checkbox"/> Zoning Board of Appeals |
| <input type="checkbox"/> Finance Authority | <input type="checkbox"/> District Library Board |
| <input type="checkbox"/> Historic District Commission | |

Reason(s) you wish to serve: I have been involved in starting up and growing several manufacturing businesses in Boyne City since 1985. I believe with my experience and unique perspective I can contribute to helping find ways of bringing and retaining good paying manufacturing jobs in Boyne City.

Other community or civic service activities: Board Member - Northwest Michigan Industrial Assoc. 2007-2013

Signature: Date: 4-3-14