

Board of Public Utilities

Special Meeting Agenda

Monday, October 28, 2013
8:00 a.m., DPW Conference Room, 1199 8th Avenue



City of South Haven

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. **Acceptance of Minutes for the Record** - September 30, 2013
- October 16, 2013 Special Meeting
5. **Interested Citizens in the Audience Will be Heard on Items Not on the Agenda**

REPORTS

6. **Cost of Energy from Indiana-Michigan Power Company (AEP)**
 - A. 2013 Billings – All Charges
 - B. 2012 Billings – All Charges
7. **Financial Reports**
 - A. Water Fund CuFt Comparisons
 - B. Water Fund Financial Statement
 - C. Sewer Fund Financial Statement
 - D. Electric Fund KWH Comparisons
 - E. Electric Fund Financial Statement
8. **Indian Grove Infrastructure Project**
 - A. Included in discussion of New Business item 12
9. **Unresolved Issues Report**
10. **Electric Outage Report, 3rd Quarter 2013**

NEW BUSINESS

11. **Board will be requested to approve award of Bid Number 2013-11, #102 PR-C Circuit / 2nd Avenue Rebuild.**

12. Board will be presented information by Abonmarche concerning the MDEQ Stormwater, Asset Management and Wastewater (SAW) grant, and requested to make a recommendation to City Council to consider approval of a resolution authorizing the City Manager to apply for the SAW grant.

13. Next meeting is scheduled for Monday November 25, 2013 at 4:00 p.m. in the DPW Conference Room, 1199 8th Avenue, South Haven, Michigan.

14. Director's Comments

15. Board Member Comments

16. Adjourn

RESPECTFULLY SUBMITTED,

Roger Huff
Public Works Director

South Haven Department of Public Works Building 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 Clerk. Individuals with disabilities requiring services should contact the City Clerk by writing or calling South Haven City Hall at (269) 637-0750.

Board of Public Utilities

Regular Meeting Minutes

Monday, September 30, 2013
4:00 p.m., DPW Conference Room, 1199 8th Avenue



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

2. Roll Call

Present: Burr, Henry, Stein (ex-officio), Stickland
Absent: Overhiser (ex-officio), Rose (ex-officio), Winkel

Motion by Burr, second by Henry to excuse Winkel.

All in favor. Motion carried.

Also present: Larry Halberstadt, City Engineer; Steve Oosting, City Engineer; Wendy Hochstedler, Finance Department Director

3. Approval of Agenda

Motion by Henry, second by Burr, to approve the September 30, 2013 Regular Meeting Agenda as presented.

All in favor. Motion carried.

4. Approval of Minutes – August 28, 2013

Motion by Henry, second by Burr, to approve the August 28, 2013 Regular Meeting Agenda 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.

REPORTS

6. Cost of Energy from Indiana-Michigan Power Company (AEP)

A. 2013 Billings – All Charges

B. 2012 Billings – All Charges

Discussion ensued regarding the electrical usage and charges.

7. Financial Reports

- C. Water Fund CuFt Comparisons
- D. Water Fund Financial Statement
- E. Sewer Fund Financial Statement
- F. Electric Fund KWH Comparisons
- G. Electric Fund Financial Statement

Stickland had a question on the debt service budget which Hochstetler addressed as bonds for the water treatment plant. Burr noted the prior year-to-date sales seem to reflect only one month. Hochstetler will double check the calculations.

Stickland questioned capital outlay for electrical being in anticipation of projects.

8. Indian Grove Infrastructure Project

- A. Sewer Study Progress Report

Huff pointed out the additional smoke testing is complete and will be followed up next month with a summary of findings. Stickland recalled a situation around ten years ago when there were findings in the same area and it was repaired in-house. Stickland, Halberstadt and Huff discussed whether smoke testing would show results in a house with a sump pump. Halberstadt noted that sump pumps have a check valve which works against discovering an issue using smoke testing. Discussion ensued regarding the intersection of Dyckman and Black River.

9. Unresolved Issues Report

Halberstadt requested the Dyckman and Black River storm sewer issue be placed on the report.

Stickland noted there are several issues that have been the report for a while.

Security lighting: A study on the cost would be helpful so the city knows what to charge for rental and installation.

The board noted a change in the wording in agreements regarding contractors not being liable for sub-contractors' quality of work.

Tampering fees: Still under discussion.

Halberstadt updated the board on Meijer's putting in an electric car charger. Meijer's will not be installing one at the South Haven store because they feel there will be no demand.

NEW BUSINESS

10. Update on Phoenix Street, Fall Paving and Dyckman Bridge.

Oosting noted that the Phoenix Street project is going great; the starting point was the water main which has been installed, disinfected and pressure tested. The pavement at Phoenix and Broadway has been completed and Broadway is opened up to traffic again. Work is progressing on underground utilities between Broadway and the welcome island: water services, storm sewer, etc.

In response to a question from Burr, Oosting noted the new twelve-inch (12") main is in place to the welcome island; the old eight-inch (8") main is still serving the buildings until the connection to the new water main can be made.

Burr and Oosting discussed the demolition of the building on the corner; Oosting would like to see it done soon so heavy trucks and equipment can go through on gravel rather than after new pavement is in place.

In response to a question from Burr about the installation of the fiber optic cable, Oosting noted that there is existing conduit through which Bloomingdale Communication's cable runs and there is room in that conduit for the new fiber for Wi-Fi.

Halberstadt updated the board on fall paving, as outlined in the staff memo. Center from Superior to Huron is a straight-forward resurfacing along with replacing some sidewalks and sidewalk ramps to achieve compliance with Americans with Disabilities Act (ADA). Halberstadt informed that the project should be wrapped up by mid-November. There was discussion regarding how late the asphalt plants stay open.

Dyckman Bridge project. Halberstadt updated the board on the delay as indicated in the press release. MDOT decided to throw out the bids received on September 6th due to unbalanced bid items and require new bids.

Huff noted that Halberstadt did a lot of work with MDOT with a good level of cooperation from the people he was working with; however, MDOT officials made the decision to re-bid.

OLD BUSINESS

11. Board will continue discussion concerning the ten percent (10%) penalty rate for late Utility payment.

Responding to questions from the board on how the current penalty is applied, Hochstedler explained that the ten percent (10%) late fee is applied on the current amount that is late. Stickland pointed out a couple of the municipalities are charging 2% only on electric late fees. Based on research into various utilities' late fee policy, it was determined that there are variables among the utilities regarding late fee policy. Henry said the ten percent (10%) penalty seems like a lot for someone who does an occasional nonpayment or late payment as opposed to someone who is historically late. Stein pointed out that the ten percent (10%) or two percent (2%) fee does not seem to matter to some people. Burr noted any utility usually has a percentage of people who always pay on time, a percentage that will always be late, etc. Stickland would like to have the time to research a little bit and be able to make a comparison between ten percent (10%) and two percent (2%) across the board compounding with no waivers and a charge for bad checks. Stein said it would be interesting to know what the difference would be between a straight ten percent (10%) and two percent (2%) compounded. The board will continue to review this item.

12. Next meeting is scheduled for Monday October 28, 2013 at 4:00 pm in the DPW Conference Room, 1199 8th Avenue, South Haven, Michigan.

13. Director's Comments

Huff updated the board on GRP electrical projects:

- 2nd Avenue rebuild: bid opening date October 17.
- Phoenix Road Transformer: will be out to bid in 2 weeks.
- Veterans Boulevard: will be out to bid in early November.
- Core city upgrades: first section will be out to bid in December.

Huff announced the appointment of a new electrical supervisor: Jim Pezzuto.

14. Board Member Comments

Henry asked if city employees are expressing concerns about pension plans to which Hockstedler responded that no one has expressed concern. Discussion ensued regarding changes that have occurred and potential changes.

15. Adjourn

Motion by Burr, second by Henry to adjourn at 5:11 p. m.

All in favor. Motion carried.

RESPECTFULLY SUBMITTED,

Marsha Ransom
Recording Secretary

Board of Public Utilities

Special Meeting Minutes

Wednesday, October 16, 2013
9:00 a.m., DPW Conference Room



City of South Haven

1. Call to Order by Burr at 9:00 a.m.

2. Roll Call

Present: Burr, Henry, Stein (Ex-officio), Winkel, Stickland
Absent: Overhiser (Ex-officio), Rose (Ex-officio)

Also present: Brian Dissette, City Manager

3. Approval of Agenda

Motion by Burr, second by Winkel to approve the agenda as presented.

All in favor. Motion carried.

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

None at this time.

UNFINISHED BUSINESS

5. Board will be requested to review the Power Line Supply agreements and make a recommendation to City Council.

Huff noted that this agreement has been worked on for a year and reviewed the background of the request. Huff credited Chair Stickland with bringing this proposal to the form it is in today, where the city and Power Line Supply share the risk, and all in principal are in agreement. Whatever profit is made would be split between the city and Power Line Supply.

Stickland expanded on the difficulty of negotiations and how this agreement was drafted.

Dissette said we have worked actively with the city's attorney in drafting this agreement. Counsel advises that if the city took this to court we would have approximately fifty thousand dollars (\$50,000) in legal fees with a fifty-fifty (50/50) chance of getting a jury to agree with us and we would still be a customer of this company. The city attorney has been saying, "Work to get an agreement."

Henry understands all the hard work done, and all the information he has, but the proposed agreement should have some discussion about ending. If this issue is not resolved, we are back at the same point at the Oct. 2016 date. Dissette explained that the four year issue can be resolved easily. Stickland suggested making that a contingency of approval.

Motion by Henry, second by Winkel to approve the Transformer Inventory Management Agreement in the amount of \$213,648.60, with a revision for the agreement to be completed October 2017.

Discussion ensued regarding how this agreement will be handled through council.

Burr asked if we are going to actually going to meet again in two weeks. Huff noted that Stickland is not going to be here for the regular meeting on Oct. 28. Tomorrow we are receiving bids for one of the GRP jobs, Huff noted, and he would like to get approval for that unless the board wants to let staff make that decision based on GRP's recommendation.

6. Next meeting is scheduled for Monday October 28, 2013 at 8:00 a.m. in the DPW Conference Room.

Burr requested financial statements be presented at the special meeting.

The regularly scheduled 4:00 p.m. meeting has been canceled.

7. Board Member Comments

Discussion of a conference call to be placed following this meeting.

8. Adjourn

Motion by Winkel, second by Burr to adjourn at 9:52.

All in favor. Motion carried.

RESPECTFULLY SUBMITTED,

Marsha Ransom
Recording Secretary

CITY OF SOUTH HAVEN
 Cost of Electric Energy from Indiana-Michigan Power Company (AEP)
 2013

Date	ACTUAL				BILLING			COST				PJM Open Access Transmission Tariff						Total Cost	cts/ KWHR		
	KW Demand	KVAR Demand	KVA	Power Factor	KW Demand	KVAR Demand	KWHR	\$ KW Demand	\$ KWHR	\$ Fuel Charge	\$ Fuel Adjust	Actual Fuel True-up	Sch 1A \$ KWHR	\$ Network	RTO Start-up \$	Other	Credits			Total PJM	
Main	15,924	4,583	16,570	0.9610	15,924	4,583	6,855,337	\$261,823.07	\$65,951.08												
Welder	306	273	410	0.7468	306	273	138,670	\$5,037.83	\$1,334.06												
Phoenix	11,887	4,349	12,657	0.9391	11,887	4,349	4,669,743	\$195,441.78	\$44,924.80												
Welder	24	32	40	0.6024	24	32	6,648	\$394.61	\$63.96												
Sep-13	28,141	9,236	29,618	0.9501	28,141	9,236	11,670,398	\$462,697.28	\$112,273.90	\$175,651.17	\$42,092.79	\$3,060.70	\$1,000.47	\$63,192.82	\$199.87	\$9,109.48	(\$917.87)	\$72,584.77	\$868,360.61	7.441	
Main	16,543	4,854	17,240	0.9595	16,543	4,854	7,898,702	\$271,999.92	\$75,988.67												
Welder	287	267	392	0.7314	287	267	113,753	\$4,710.63	\$1,094.34												
Phoenix	11,964	4,370	12,737	0.9393	11,963	4,370	5,525,867	\$196,703.78	\$53,161.05												
Welder	8	17	19	0.4154	8	17	21,391	\$129.89	\$205.79												
Aug-13	28,801	9,508	30,330	0.9496	28,801	9,508	13,559,712	\$473,544.23	\$130,449.85	\$204,087.23	\$8,981.95	(\$35,351.84)	\$1,162.43	\$65,299.25	\$206.53	\$9,643.55	(\$1,020.06)	\$75,291.70	\$857,003.12	6.320	
Main	19,550	6,147	20,494	0.9540	19,550	6,147	8,600,694	\$321,441.35	\$82,742.12												
Welder	122	168	207	0.5882	122	168	72,641	\$2,004.28	\$698.83												
Phoenix	14,385	5,953	15,568	0.9240	14,385	5,953	6,014,292	\$236,521.71	\$57,859.89												
Welder	18	30	35	0.5132	18	30	15,349	\$295.96	\$147.67												
Jul-13	34,075	12,297	36,226	0.9406	34,075	12,297	14,702,976	\$560,263.29	\$141,448.51	\$221,294.49	\$69,969.99	\$72,804.58	\$1,260.44	\$65,299.25	\$206.53	\$8,934.19	(\$1,057.32)	\$74,643.09	\$1,140,423.95	7.756	
Main	14,830	4,272	15,433	0.9609	14,830	4,272	6,741,714	\$243,834.78	\$64,857.99												
Welder	298	322	439	0.6792	298	322	102,884	\$4,901.36	\$989.78												
Phoenix	10,721	3,707	11,343	0.9451	10,721	3,707	4,734,771	\$176,269.67	\$45,550.39												
Welder	19	37	41	0.4645	19	37	14,096	\$315.69	\$135.61												
Jun-13	25,868	8,337	27,178	0.9518	25,868	8,337	11,593,465	\$425,321.49	\$111,533.77	\$174,493.25	\$63,031.35	\$51,836.92	\$770.88	\$54,110.29	\$199.87	\$8,339.01	(\$879.14)	\$62,540.91	\$888,757.69	7.666	
Main	13,029	3,332	13,448	0.9688	13,029	3,332	6,455,809	\$183,239.86	\$78,302.51												
Welder	382	403	555	0.6878	382	403	172,669	\$5,366.82	\$2,094.30												
Phoenix	9,812	3,161	10,308	0.9518	9,812	3,161	4,524,171	\$137,988.94	\$54,873.67												
Welder	19	44	48	0.4065	19	44	15,359	\$272.84	\$186.29												
May-13	23,242	6,939	24,255	0.9582	23,242	6,939	11,168,009	\$326,868.46	\$135,456.78	\$169,279.09	(\$846.54)	(\$20,309.17)	\$742.59	\$55,913.96	\$206.53	\$7,741.19	(\$905.80)	\$63,698.47	\$674,147.09	6.036	
Main	10,379	1,565	10,496	0.9888	10,379	1,565	6,014,325	\$145,970.61	\$72,947.75												
Welder	310	366	480	0.6455	310	366	144,533	\$4,355.62	\$1,753.04												
Phoenix	7,106	1,507	7,264	0.9782	7,106	1,507	4,059,293	\$99,944.76	\$49,235.16												
Welder	21	58	62	0.3419	21	58	15,181	\$296.75	\$184.13												
Apr-13	17,816	3,497	18,156	0.9813	17,816	3,497	10,233,332	\$250,567.74	\$124,120.08	\$155,111.73	\$22,709.81	\$22,668.66	\$680.44	\$54,110.29	\$199.87	\$7,727.55	(\$862.24)	\$61,855.91	\$637,033.93	6.225	
Main	11,123	1,244	11,192	0.9938	11,123	1,244	6,608,087	\$156,434.29	\$80,149.49												
Welder	391	357	529	0.7388	391	357	139,920	\$5,500.43	\$1,697.08												
Phoenix	7,222	917	7,280	0.9920	7,222	917	4,346,681	\$101,570.63	\$52,720.90												
Welder	22	51	55	0.3957	22	51	15,969	\$306.60	\$193.68												
Mar-13	18,758	2,569	18,933	0.9908	18,758	2,569	11,110,656	\$263,811.95	\$134,761.15	\$168,409.77	\$19,466.98	\$32,019.07	\$738.78	\$55,913.96	\$206.53	\$7,727.55	(\$865.41)	\$63,721.41	\$682,190.33	6.140	
Main	11,561	1,160	11,619	0.9950	11,561	1,160	6,250,121	\$162,593.97	\$75,807.72												
Welder	130	305	332	0.3914	130	305	137,266	\$1,825.51	\$1,664.90												
Phoenix	7,514	864	7,563	0.9935	7,514	864	4,148,351	\$105,675.56	\$50,315.35												
Welder	22	45	50	0.4456	22	45	14,696	\$313.63	\$178.25												
Feb-13	19,227	2,374	19,373	0.9925	19,227	2,374	10,550,434	\$270,408.67	\$127,966.22	\$159,918.21	\$744.86	\$9,033.45	\$701.53	\$50,502.94	\$186.55	\$7,727.55	(\$899.26)	\$58,219.31	\$626,290.72	5.936	
Main	7,956	1,231	8,051	0.9882	7,956	1,231	6,835,812	\$111,896.42	\$82,911.57												
Welder	24	351	352	0.0687	356	351	170,192	\$5,006.78	\$2,064.25												
Phoenix	11,518	926	11,555	0.9968	11,518	926	4,535,845	\$161,990.98	\$55,015.26												
Welder	356	46	359	0.9918	24	46	18,216	\$340.35	\$220.94												
Jan-13	19,855	2,554	20,018	0.9918	19,855	2,554	11,560,064	\$279,234.53	\$140,212.02	\$175,221.67	(\$11,764.68)	\$18,342.99	\$768.66	\$55,913.96	\$206.53	\$7,727.55	(\$1,124.11)	\$63,492.59	\$664,739.12	5.750	

Year to Date 2013: 106,149,047 \$7,038,947 6.631

CITY OF SOUTH HAVEN
WATER FUND
CuFt COMPARISONS
ROLLING TWELVE MONTHS

		GALLONS PUMPED TO MAINS	CuFt PUMPED TO MAINS	CuFt PLANT TAP UNBILLED	CuFt WATER QUALITY FLUSHING	CuFt BILLED	PERCENTAGE BILLED PLUS PLANT TAP TO PUMPED TO MAINS (ROLLING 12 MOS)	PERCENTAGE BILLED PLUS PLANT TAP TO PUMPED TO MAINS CURRENT MONTH
FISCAL 2012								
July	2011	68,313,000	9,132,754	0	190,312	7,441,256	85.55%	81.48%
August	2011	59,907,000	8,008,957	103,610	244,928	7,402,180	84.90%	93.72%
September	2011	50,823,000	6,794,519	19,658	231,936	6,658,175	85.02%	98.28%
October	2011	38,457,000	5,141,310	23,888	231,936	4,862,072	85.07%	95.03%
November	2011	30,875,000	4,127,674	4,273	231,936	3,573,435	85.44%	86.68%
December	2011	30,441,000	4,069,652	17,174	231,936	3,191,493	85.57%	78.84%
January	2012	32,467,000	4,340,508	14,319	68,972	3,074,589	85.44%	71.16%
February	2012	29,495,000	3,943,182	23,262	68,972	3,219,167	85.84%	82.23%
March	2012	30,150,000	4,030,749	38,320	65,764	3,450,952	86.13%	86.57%
April	2012	32,927,000	4,402,005	31,678	68,972	3,378,738	86.74%	77.47%
May	2012	50,646,000	6,770,856	37,087	78,956	4,537,251	86.12%	67.01%
June	2012	72,150,000	9,645,722	41,402	144,360	6,461,594	84.46%	66.99%
		<u>526,651,000</u>	<u>70,407,888</u>	<u>354,672</u>	<u>1,858,980</u>	<u>57,250,902</u>		
FISCAL 2013								
July	2012	97,223,000	12,997,727	42,043	149,172	9,601,173	81.95%	74.19%
August	2012	73,095,000	9,772,059	40,244	227,566	10,549,444	83.36%	108.37%
September	2012	51,928,000	6,942,246	36,348	218,946	7,875,634	84.80%	113.97%
October	2012	37,774,000	5,050,000	27,350	259,447	4,949,605	85.50%	98.55%
November	2012	28,082,000	3,754,278	16,894	255,838	3,275,439	86.15%	87.70%
December	2012	27,941,000	3,735,428	34,835	160,400	3,150,827	86.30%	85.28%
January	2013	29,090,000	3,889,037	35,639	83,007	3,204,712	86.22%	83.32%
February	2013	27,257,000	3,643,984	25,791	72,180	3,368,685	86.69%	93.15%
March	2013	28,716,000	3,839,037	30,416	75,789	2,955,708	87.40%	77.78%
April	2013	27,256,000	3,643,850	38,784	79,398	3,120,869	88.84%	86.71%
May	2013	44,617,270	5,964,876	52,314	342,855	3,962,497	88.14%	66.43%
June	2013	52,158,000	6,972,995	57,485	312,780	5,366,701	91.24%	76.96%
		<u>525,137,270</u>	<u>70,205,517</u>	<u>438,141</u>	<u>2,237,378</u>	<u>61,381,294</u>		
FISCAL 2014								
July	2013	70,321,000	9,401,203	62,968	127,844	6,705,606	88.48%	72.00%
August	2013	62,517,000	8,357,888	48,003	196,427	8,322,168	88.81%	100.15%
September	2013	52,536,000	7,023,529	43,984	192,916	7,118,311	89.52%	101.98%
		<u>185,374,000</u>	<u>24,782,620</u>	<u>154,955</u>	<u>517,187</u>	<u>22,146,085</u>		
Prior Year-to-date		222,246,000	29,712,032	118,634	595,684	28,026,251		
Two Years Prior		179,043,000	23,936,230	123,268	667,176	21,501,611		

City of South Haven
Water Fund - Fund 591
For the period ended September 30, 2013

Col 6 & 11

<i>Revenues:</i>	<i>Month Actual</i>	<i>Monthly Budget</i>	<i>Prior year MTD</i>	<i>MTD Variance to Budget</i>	<i>MTD Variance to Prior Year</i>	<i>YTD Actual</i>	<i>YTD Budget</i>	<i>Prior YTD Actual</i>	<i>Variance to Budget</i>	<i>Variance to Prior Year</i>	<i>2013-14 Adopted Budget</i>	<i>% of Annual Budget</i>
Sales	\$ 346,006	\$ 287,975	\$ 348,112	\$ 58,031	\$ (2,107)	\$ 1,062,401	\$ 863,924	\$ 1,127,413	\$ 198,477	\$ (65,012)	\$ 3,455,696	31%
Charges for Service	-	6,250	6,199	(6,250)	(6,199)	4,035	18,750	17,716	(14,715)	(13,681)	75,000	5%
Interest Income	36	167	119	(131)	(83)	111	500	398	(389)	(287)	2,000	6%
Special Assessment Revenue	-	1,083	-	(1,083)	-	4,805	3,250	978	1,555	3,827	13,000	37%
Other Revenue	3,606	2,917	3,422	690	184	10,502	8,750	20,896	1,752	(10,394)	35,000	30%
Total Revenues	\$ 349,648	\$ 298,391	\$ 357,852	\$ 51,257	\$ (8,204)	\$ 1,081,853	\$ 895,174	\$ 1,167,400	\$ 186,679	\$ (85,548)	\$ 3,580,696	

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<i>Expenses:</i>	<i>Month Actual</i>	<i>Monthly Budget</i>	<i>Prior year MTD</i>	<i>MTD Variance to Budget</i>	<i>MTD Variance to Prior Year</i>	<i>YTD Actual</i>	<i>YTD Budget</i>	<i>Prior YTD Actual</i>	<i>Variance to Budget</i>	<i>Variance to Prior Year</i>	<i>2013-14 Adopted Budget</i>	<i>% of Annual Budget</i>
Operating Expenses	\$ 103,178	\$ 114,259	\$ 122,079	\$ (11,082)	\$ (18,901)	\$ 280,725	\$ 342,778	\$ 307,168	\$ (62,053)	\$ (26,443)	\$ 1,371,112	20%
Property Tax Equivalents	8,349	8,349	7,103	0	1,246	25,048	25,048	21,309	0	3,739	100,193	25%
Capital Outlay	92,743	30,000	19,418	62,743	73,325	96,167	90,000	25,501	6,167	70,666	360,000	27%
Debt Service	6,425	120,970	126,462	(114,545)	(120,037)	6,925	362,909	361,770	(355,984)	(354,845)	1,451,636	0%
Transfers Out	167	2,824	-	(2,657)	167	500	8,471	960	(7,971)	(460)	33,884	1%
Depreciation	47,917	47,917	16,307	-	31,610	143,750	143,750	48,921	-	94,829	575,000	25%
Administrative Expenses	14,356	18,376	18,173	(4,021)	(3,817)	35,977	55,128	61,422	(19,151)	(25,445)	220,512	16%
Total Expenses	\$ 273,134	\$ 342,695	\$ 309,541	\$ (69,561)	\$ (36,407)	\$ 589,092	\$ 1,028,084	\$ 827,051	\$ (438,992)	\$ (237,959)	\$ 4,112,337	

Net Fund Change \$ 76,514 \$ (44,303) \$ 48,311 \$ 120,818 \$ 28,203 \$ 492,761 \$ (132,910) \$ 340,349 \$ 625,671 \$ 152,411 \$ (531,641)

THE LARGE VARIANCE IN DEBT SERVICE FROM LAST YEAR TO THIS YEAR IS THAT THERE HAVE BEEN NO PAYMENTS OF PRINCIPAL & INTEREST YET ON THE WATER PLANT BONDS

City of South Haven
Sewer Fund - Fund 592
For the period ended September 30, 2013

Col 6 & 11

<i>Revenues:</i>	<i>Month Actual</i>	<i>Monthly Budget</i>	<i>Prior year MTD</i>	<i>MTD Variance to Budget</i>	<i>MTD Variance to Prior Year</i>	<i>YTD Actual</i>	<i>YTD Budget</i>	<i>Prior YTD Actual</i>	<i>Variance to Budget</i>	<i>Variance to Prior Year</i>	<i>2013-14 Adopted Budget</i>	<i>% of Annual Budget</i>
Sales	\$ 202,245	\$ 183,638	\$ 193,227	\$ 18,607	\$ 9,018	\$ 611,170	\$ 550,914	\$ 608,970	\$ 60,256	\$ 2,200	\$ 2,203,654	28%
IPP Revenues	3,699	7,310	5,578	(3,611)	(1,879)	20,561	21,931	22,137	(1,370)	(1,576)	87,724	23%
Interest Income	16	625	44	(609)	(28)	48	1,875	1,699	(1,827)	(1,651)	7,500	1%
Special Assessment Revenue	-	1,423	4,964	(1,423)	(4,964)	3,394	4,268	6,349	(874)	(2,955)	17,071	20%
Grant Revenue	-	-	-	-	-	-	-	28,451	-	(28,451)	-	#DIV/0!
Other Revenue	200	292	200	(92)	-	600	875	615	(275)	(15)	3,500	17%
Total Revenues	\$ 206,160	\$ 193,287	\$ 204,012	\$ 12,873	\$ 2,148	\$ 635,772	\$ 579,862	\$ 668,221	\$ 55,910	\$ (32,449)	\$ 2,319,449	

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<i>Expenses</i>	<i>Month Actual</i>	<i>Monthly Budget</i>	<i>Prior year MTD</i>	<i>MTD Variance to Budget</i>	<i>MTD Variance to Prior Year</i>	<i>YTD Actual</i>	<i>YTD Budget</i>	<i>Prior YTD Actual</i>	<i>Variance to Budget</i>	<i>Variance to Prior Year</i>	<i>2013-14 Adopted Budget</i>	<i>% of Annual Budget</i>
Operating Expenses	\$ 82,205	\$ 101,321	\$ 119,392	\$ (19,116)	\$ (37,187)	\$ 235,946	\$ 303,963	\$ 273,377	\$ (68,017)	\$ (37,431)	\$ 1,215,852	19%
Grant Expense-SSSES	19,436	3,333	27,000	16,103	(7,564)	50,676	10,000	55,816	40,676	(5,140)	40,000	127%
Property Tax Equivalents	7,453	7,453	7,317	0	137	22,360	22,360	21,950	0	410	89,441	25%
Capital Outlay	2,339	31,175	23,616	(28,836)	(21,278)	10,055	93,525	27,950	(83,469)	(17,895)	374,098	3%
Transfers Out	19,917	23,680	1,360	(3,763)	18,557	59,750	71,040	2,720	(11,289)	57,030	284,158	21%
Depreciation	22,917	22,917	20,379	-	2,538	68,750	68,750	61,136	-	7,614	275,000	25%
Administrative Expenses	21,227	25,966	27,943	(4,739)	(6,716)	56,398	77,897	83,070	(21,500)	(26,672)	311,588	18%
Total Expenses	\$ 175,493	\$ 215,845	\$ 227,007	\$ (40,351)	\$ (51,513)	\$ 503,935	\$ 647,534	\$ 526,018	\$ (143,599)	\$ (22,083)	\$ 2,590,137	

Net Fund Change \$ 30,667 \$ (22,557) \$ (22,994) \$ 53,224 \$ 53,661 \$ 131,837 \$ (67,672) \$ 142,202 \$ 199,509 \$ (10,366) \$ (270,688)

SSSES GRANT EXPENSE OVER BUDGET DUE TO 2ND GRANT AWARDED - NO REIMBURSEMENT RECEIVED YET

CITY OF SOUTH HAVEN
ELECTRIC FUND
KWH COMPARISONS
ROLLING TWELVE MONTHS

		KWH PURCHASED	KWH BILLED	KWH STREET LTS	STREET LTS 12 MO AVE.	TOTAL KWH BILLED AND STREET LTS	PERCENTAGE BILLED AND STREET LTS TO PURCHASED (ROLLING 12 MOS)	PERCENTAGE BILLED AND STREET LTS TO PURCHASED CURRENT MONTH
FISCAL 2012								
July	2011	15,964,582	12,755,514	37,013	52,009	12,792,527	95.31%	80.13%
August	2011	14,632,086	15,136,722	42,500	52,092	15,179,222	95.19%	103.74%
September	2011	11,307,801	12,319,850	47,553	52,087	12,367,403	95.87%	109.37%
October	2011	10,969,854	9,722,952	56,849	52,308	9,779,801	95.46%	89.15%
November	2011	10,739,972	10,221,480	61,585	52,280	10,283,065	95.52%	95.75%
December	2011	11,617,747	9,798,051	68,085	52,367	9,866,136	95.17%	84.92%
January	2012	11,913,417	11,146,773	65,812	52,441	11,212,585	94.66%	94.12%
February	2012	10,944,615	10,940,177	58,568	52,236	10,998,745	95.24%	100.49%
March	2012	11,050,285	10,825,582	58,568	52,363	10,884,150	95.14%	98.50%
April	2012	10,395,921	10,227,215	47,347	52,247	10,274,562	95.46%	98.83%
May	2012	11,744,237	10,681,872	44,415	52,218	10,726,287	95.09%	91.33%
June	2012	13,267,935	10,895,095	38,072	52,197	10,933,167	93.60%	82.40%
		<u>144,548,453</u>	<u>134,671,283</u>	<u>626,367</u>		<u>135,297,650</u>		
FISCAL 2013								
July	2012	17,466,170	14,702,549	38,276	52,303	14,740,825	93.26%	84.40%
August	2012	14,358,453	15,845,089	43,385	52,376	15,888,474	93.50%	110.66%
September	2012	11,481,145	12,211,557	48,595	52,463	12,260,152	94.22%	106.79%
October	2012	10,545,910	9,741,443	54,699	52,284	9,796,142	94.11%	92.89%
November	2012	10,466,158	10,312,656	61,617	52,287	10,374,273	94.68%	99.12%
December	2012	11,131,795	9,798,623	69,065	52,368	9,867,688	94.46%	88.64%
January	2013	11,560,064	10,621,867	68,768	52,615	10,690,635	94.14%	92.48%
February	2013	10,550,434	10,544,686	59,658	52,705	10,604,344	94.21%	100.51%
March	2013	11,110,656	10,170,132	53,004	52,242	10,223,136	93.95%	92.01%
April	2013	10,233,332	9,906,424	48,201	52,313	9,954,625	94.19%	97.28%
May	2013	11,168,009	10,537,176	44,120	52,288	10,581,296	94.78%	94.75%
June	2013	11,593,465	10,064,318	37,708	52,258	10,102,026	95.35%	87.14%
		<u>141,665,592</u>	<u>134,456,520</u>	<u>627,096</u>		<u>135,083,616</u>		
FISCAL 2014								
July	2013	14,702,976	12,364,189	37,740	52,213	12,401,929	94.64%	84.35%
August	2013	13,559,712	13,582,248	42,342	52,126	13,624,590	94.42%	100.48%
September	2013	11,670,399	12,462,283	48,796	52,143	12,511,079	95.03%	107.20%
		<u>39,933,087</u>	<u>38,408,720</u>	<u>128,878</u>		<u>38,537,598</u>		
Prior Year-to-date		43,305,768	42,759,195	130,256		42,889,451		
Two Years Prior		41,904,469	40,212,086	127,066		40,339,152		

City of South Haven
Electric Fund - Fund 582
For the period ended September 30, 2013

Col 6 & 11

Revenues:	Month Actual	Monthly Budget	Prior year MTD	MTD Variance to Budget	MTD Variance to Prior Year	YTD Actual	YTD Budget	Prior YTD Actual	Variance to Budget	Variance to Prior Year	2013-14 Adopted Budget	% of Annual Budget
Electric Sales	\$ 1,384,484	\$ 1,146,367	\$ 1,286,352	\$ 238,117	\$ 98,132	\$ 4,165,767	\$ 3,439,101	\$ 4,477,661	\$ 726,666	\$ (311,893)	\$ 13,756,404	30%
Charges for Service	\$ 91,527	\$ 12,500	\$ 22,674	\$ 79,027	\$ 68,854	\$ 102,685	\$ 37,500	\$ 27,221	\$ 65,185	\$ 75,464	\$ 150,000	68%
Interest Income	\$ 2,524	\$ 2,500	\$ 797	\$ 24	\$ 1,727	\$ 9,347	\$ 7,500	\$ 2,520	\$ 1,847	\$ 6,827	\$ 30,000	31%
Other Revenue	\$ 4,372	\$ 2,500	\$ 2,840	\$ 1,872	\$ 1,532	\$ 34,343	\$ 7,500	\$ 12,197	\$ 26,843	\$ 22,145	\$ 30,000	114%
Transfers In	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Total Revenues	\$ 1,482,907	\$ 1,163,867	\$ 1,312,662	\$ 319,040	\$ 170,245	\$ 4,312,143	\$ 3,491,601	\$ 4,519,600	\$ 820,542	\$ (207,457)	\$ 13,966,404	

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Expenses	Month Actual	Monthly Budget	Prior year MTD	MTD Variance to Budget	MTD Variance to Prior Year	YTD Actual	YTD Budget	Prior YTD Actual	Variance to Budget	Variance to Prior Year	2013-14 Adopted Budget	% of Annual Budget
Purchased Power	\$ 868,361	\$ 800,000	\$ 823,089	\$ 68,361	\$ 45,271	\$ 2,865,788	\$ 2,400,000	\$ 2,651,036	\$ 465,788	\$ 214,751	\$ 9,600,000	30%
Other Operating Expenses	\$ 92,926	\$ 146,581	\$ 145,391	\$ (53,655)	\$ (52,465)	\$ 366,990	\$ 439,742	\$ 374,429	\$ (72,752)	\$ (7,439)	\$ 1,758,969	21%
Property Tax Equivalents	\$ 57,236	\$ 57,236	\$ 54,821	\$ (0)	\$ 2,415	\$ 171,707	\$ 171,708	\$ 164,462	\$ (0)	\$ 7,245	\$ 686,830	25%
Energy Optimization Costs	\$ 21,917	\$ 21,800	\$ 21,684	\$ 117	\$ 233	\$ 22,157	\$ 65,401	\$ 65,051	\$ (43,244)	\$ (42,894)	\$ 261,602	8%
Capital Outlay	\$ 6,851	\$ 127,333	\$ 960,739	\$ (120,482)	\$ (953,888)	\$ 11,271	\$ 382,000	\$ 75,872	\$ (370,729)	\$ (64,601)	\$ 1,528,000	1%
Transfer Out	\$ 14,754	\$ -	\$ -	\$ 14,754	\$ 14,754	\$ 44,262	\$ 44,262	\$ -	\$ (0)	\$ 44,262	\$ 177,049	25%
Depreciation	\$ 45,000	\$ 45,000	\$ 39,510	\$ -	\$ 5,490	\$ 135,000	\$ 135,000	\$ 118,531	\$ -	\$ 16,469	\$ 540,000	25%
Administrative Expenses	\$ 47,751	\$ 60,153	\$ 61,851	\$ (12,402)	\$ (14,100)	\$ 128,810	\$ 180,459	\$ 186,576	\$ (51,649)	\$ (57,766)	\$ 721,836	18%
Total Expenses	\$ 1,154,795	\$ 1,258,103	\$ 2,107,085	\$ (103,308)	\$ (952,290)	\$ 3,745,985	\$ 3,818,572	\$ 3,635,958	\$ (72,586)	\$ 110,027	\$ 15,274,286	

Net Fund Change \$ 328,113 \$ (94,236) \$ (794,422) \$ 422,349 \$ 1,122,535 \$ **566,157** \$ (326,971) \$ 883,642 \$ 893,128 \$ (317,484) \$ (1,307,882)

THE VARIANCES FROM BUDGET IN OPERATING EXPENSE & ADMINISTRATIVE EXPENSE IS MOSTLY TIED TO CHANGES IN ACTUAL PERSONNEL COSTS INCURRED



City of South Haven

Agenda Item # 9

Unresolved Issues

New items shown in **bold** text.

Completed items shown with single ~~strike through~~ text for one meeting, then double ~~strike through~~ text for the next meeting, then removed from the list.

ACTION ITEMS

- 6/2/10 – Security light costs (material, labor, O & M). File located, under review.
- ~~5/23/11 – Welder transformer. Addressed under agenda item 11 at the July meeting. GRP Engineering has been requested to perform an analysis of the cost of the “no load losses” associated with these transformers, and to evaluate alternatives. City staff has compiled data and forwarded to GRP. GRP is proceeding with the analysis. Analysis and recommendations included in the Five Year Plan presented at the July 29, 2013 meeting.~~
- 2/27/12 – October 31, 2011 meeting requested staff pursue possible contract language change not limiting liability to the amount of the contractor’s insurance; and remove statement that the contractor is not liable for making sure the sub-contractors do the work properly.
- 3/26/12 – Stickland requested that staff provide the utility policy concerning tampering fees for review at the next meeting. Addressed under agenda item 15 at the April 30, 2012 meeting. MMEA was contacted requesting their assistance in contacting fellow members for their policies regarding meter tampering, disconnection or tampering with service feeders/pipes, theft of service, and unsealed meter showing consumption. No response has been received from MMEA. City staff is contacting fellow IMMUDA members plus Holland, Lowell, and Coldwater. Policies have been received from Bluffton, IN; Coldwater, MI; Holland BPW; Lowell Light & Power; Niles, MI; Sturgis, MI; Zeeland BPW. These policies will be compiled and summarized and distributed to staff and the BPU for review and comment.
- 4/30/12 – As a result of the tamper fee discussion with a resident, staff was requested to compile a list of electrical and plumbing contractors licensed to work in South Haven for the purpose of sending notification letters concerning the tamper policy. City staff contacted the State of Michigan and Michigan Township services, but they could not provide specific information. City of South Haven Building Services has a bulletin board available for posting notices. Suggestion was made to add it to the building permit form or instructions. Start with the City and then work with the townships.

Board of Public Utilities
Staff Report
Agenda Item #9
Prepared by Roger Huff
Page 1 of 2
October 28, 2013

- 7/29/13 – As a result of the electric vehicle charging station discussion, Stickland requested that staff and the Board do some research and bring this subject to the next meeting. Halberstadt discussed with Meijer’s engineer and confirmed that a charging unit is not planned for the South Haven site. Huff will draft a letter to Meijer requesting consideration of installation on a charging unit.
- ~~7/29/13 – The Board requested CRP Engineering provide engineering contracts for the Phoenix Road Substation transformer, the two new associated circuits, and the upgrade of secondary lines in the core downtown area. See agenda item 11.~~
- **9/30/13 – Staff will research the Dyckman/Black River Street sewer issue. Halberstadt provided sanitary sewer videos to Abonmarche.**

City of South Haven, MI



Electric Outage Report 3rd Quarter 2013

General Information				Cause		Time & Duration				Customers	
#	Date	S/U	Address/Location	Description	#	Ints	T off	T on	Mins	# Out	Cust Min
1	7/7/2013	U	72941 Baseline Rd	Fuse - Bird	4	1	7/7/13 12:25 PM	7/7/13 7:40 PM	435	9	3915
2	7/7/2013	U	1012 Hazel St	Fuse - Squirrel	4	1	7/7/13 6:25 PM	7/7/13 7:40 PM	75	17	1275
3	7/7/2013	U	1001 Monroe Blvd	Fuse - Squirrel	4	1	7/7/13 6:35 PM	7/7/13 7:50 PM	75	16	1200
4	7/8/2013	U	1001 Monroe Blvd	Fuse - Bird	4	1	7/8/13 9:45 AM	7/8/13 10:50 AM	65	16	1040
5	7/8/2013	U	17442 Blue Star Mem Hwy	Bad Connection	10	1	7/8/13 2:50 PM	7/8/13 4:00 PM	70	1	70
6	7/8/2013	U	6th St E of 71 1/2st	Line Fuse - Tree limbs on primary line	5	1	7/8/13 10:55 AM	7/8/13 1:30 PM	155	39	6045
7	7/9/2013	U	615 Phillips St	Fuses - Squirrel	4	1	7/9/13 10:50 AM	7/9/13 11:55 AM	65	3	195
8	7/10/2013	U	715 South Haven Pl	Linefuse tree limbs on line	5	1	7/10/13 5:45 PM	7/10/13 7:15 PM	90	21	1890
9	7/10/2013	U	10529 Blue Star Mem Hwy	Fuse -Squirrel	4	1	7/10/13 7:15 PM	7/10/13 9:20 PM	125	11	1375
10	7/11/2013	U	617 Kalamazoo St	Bad Connection	10	1	7/11/13 1:20 PM	7/11/13 3:10 PM	110	1	110
11	7/12/2013	U	77570 20th Ave	Bad Connection	10	1	7/12/13 3:05 PM	7/12/13 5:25 PM	140	1	140
12	7/14/2013	U	70546 8th Ave	Line fuse - Squirrel	4	1	7/14/13 4:48 AM	7/14/13 5:35 AM	47	43	2021
13	7/14/2013	U	19071 Blue Star Mem Hwy	Fuse - Squirrel	4	1	7/14/13 1:25 PM	7/14/13 2:20 PM	55	13	715
14	7/14/2013	U	10 Water St	Bad Breaker	10	1	7/14/13 5:20 PM	7/14/13 6:10 PM	50	1	50
15	7/16/2013	U	1040 Superior St	Tree down - broken pole - primary line	5	1	7/16/13 3:25 AM	7/16/13 8:50 AM	325	64	20800
16	7/16/2013	U	77518 Grand Blvd	Fuse - Tree limbs	5	1	7/16/13 8:30 PM	7/16/13 9:35 PM	65	11	715
17	7/19/2013	U	68020 CR 388	Tree down - Service	5	1	7/19/13 6:15 AM	7/19/13 7:45 AM	90	1	90
18	7/19/2013	U	926 Superior St	Tree down - Sec. line	5	1	7/19/13 8:40 AM	7/19/13 10:20 AM	100	11	1100
19	7/19/2013	U	1088 Monroe Blvd	Fuse & Line fuse - Squirrel	4	1	7/19/13 7:40 AM	7/19/13 9:15 AM	95	32	3040
20	7/19/2013	U	315 Center St	Bad Connection	10	1	7/19/13 3:15 PM	7/19/13 4:30 PM	75	1	75
21	7/19/2013	U	05900 68th St	Fuse - Squirrel	4	1	7/19/13 8:25 PM	7/19/13 9:50 PM	85	17	1445
22	7/19/2013	U	68299 CR 388	Bad cut out & Arrestor - Lightning	3	1	7/19/13 8:45 PM	7/19/13 11:20 PM	155	21	3255
23	7/19/2013	U	67373 CR 388	Bad fuse - cutout - arrestor - lightning	3	1	7/19/13 10:51 PM	7/20/13 1:45 AM	174	27	4698
24	7/20/2013	U	310 Park Ave	2 line fuses - Lightning	3	1	7/20/13 7:20 AM	7/20/13 8:45 AM	85	64	5440
25	7/22/2013	U	849 Phillips St	Tree limbs on fuse	5	1	7/22/13 12:09 AM	7/22/13 4:15 AM	246	21	5166

S/U - Scheduled or Unscheduled

Ints - # of Interruptions

Long - >1 min; Short - <1 min

Cause # - see table on page 3

Total Customers this Month	8,209	Days of Month
Total Customer Minutes this Month	366,449,760	31

Outage Totals		
	This Month	This Month Last Year
Unscheduled Outages		
Long # Outages	25	41
# Customers Out	462	925
# Minutes Out	3,052	5443
# Customer Minutes Out	65,865	131704
# Within City System	25	41
# Supply to City Minutes	0	0
Short # Outages (Blinks)	0	0
# Customers Affected	0	0
# Within City System	0	0
# Supply to City Minutes	0	0
Scheduled Outages		
Long # Outages	0	0
# Customers Out	0	0
# Minutes Out	0	0
# Customer Minutes Out	0	0
# Within City System	0	0
# Supply to City Minutes	0	0
Short # Outages (Blinks)	0	0
# Customers Affected	0	0
# Within City System	0	0
# Supply to City Minutes	0	0
Totals		
Total Long Outages	25	41
Total Short Outages (Blinks)	0	0
Total Customers Out (Long)	462	925
Total Customers Affected (Short- Blinks)	0	0
Total Customer Minutes Out	65,865	131704
Total Outages Within City System	25	41
Total Outages in Supply to City	0	0

Number of Outages (by Cause)					
Cause #	Description	Total This Month	This Month Last Year	Rolling AT	% AT
0	Electric Supply Disruption to City	0	0	1	0%
1	Fallen Line / Rotted Pole	0	1	6	2%
2	Bad U/G Cable	0	2	7	2%
3	Lightning	3	1	3	1%
4	Animal Contact	10	10	39	13%
5	Tree Contact	7	14	125	41%
6	Contamination / Foreign Debris	0	0	0	0%
7	Human	0	1	7	2%
8	Other	0	0	2	1%
9	Undetermined	0	0	0	0%
10	Failed Device	5	12	112	37%
	Total	25	41	302	

AT - Annual 12 Month Total

12 Month Outage Statistics		
Index	As of This Month	As of This Month Last Year
ASAI (%)	99.7438	99.9501
CAIDI (Long) (min)	803.87	192.71
SAIDI (Long) (min)	112.23	21.93
SAIFI (Long) (ints/tot cust)	0.14	0.11
SAIFI (Short) (ints/tot cust)	0.00	0.00

- ASAI - Average Service Availability Index
(customer minutes available/total customer minutes, as a %)
- CAIDI - Customer Average Interruption Duration Index
(average minutes interrupted per interrupted customer)
- SAIDI - System Average Interruption Duration Index
(average minutes interrupted per customer for all customers)
- SAIFI (Long) - System Average Interruption Frequency Index
(# of long interruptions per customer for all customers)
- SAIFI (Short) - System Average Interruption Frequency Index
(# of short interruptions per customer for all customers)

S/U - Scheduled or Unscheduled
 Ints - # of Interruptions
 Long - >1 min; Short - <1 min
 Cause # - see table on page 3

General Information				Cause		Time & Duration				Customers	
#	Date	S/U	Address/Location	Description	#	Ints	T off	T on	Mins	# Out	Cust Min
1	8/4/2013	U	89 South Haven St	Fuse - Lightning	3	1	8/4/13 8:10 AM	8/4/13 11:30 AM	200	26	5200
2	8/5/2013	U	16271 M-140 Hwy	Bad Connection	10	1	8/5/13 12:50 PM	8/5/13 2:45 PM	115	1	115
3	8/6/2013	U	67701 CR 388	Fuse - Squirrel	4	1	8/6/13 7:05 PM	8/6/13 8:20 PM	75	9	675
4	8/7/2013	U	829 South Haven Pl	Service Down - Tree limb	5	1	8/7/13 11:15 AM	8/7/13 1:40 PM	145	1	145
5	8/7/2013	U	77677 18th Ave	Fuse - Tree limb	5	1	8/7/13 5:20 PM	8/7/13 7:05 PM	105	17	1785
6	8/9/2013	U	Fire Lane Q	Bad Connection	10	1	8/9/13 9:30 PM	8/9/13 10:55 PM	85	1	85
7	8/10/2013	U	08648 M-140 Hwy	Line Fuse - tree limbs on line	5	1	8/10/13 12:10 PM	8/10/13 1:45 PM	95	64	6080
8	8/11/2013	U	261 73rd St	Bad U.G. primary line	2	1	8/11/13 6:30 AM	8/11/13 9:10 AM	160	25	4000
9	8/13/2013	U	06190 68th St	Bad Connection	10	1	8/13/13 3:05 PM	8/13/13 4:00 PM	55	1	55
10	8/13/2013	U	426 Phoenix St	Bad Connection	10	1	8/13/13 5:00 PM	8/13/13 5:50 PM	50	1	50
11	8/14/2013	U	73100 CR 388	Bad U.G. primary line	2	1	8/14/13 2:45 AM	8/14/13 2:45 PM	585	74	43290
12	8/15/2013	U	209 Van Buren St	Fuse & Line fuse - Squirrel	4	1	8/15/13 3:35 PM	8/15/13 7:30 PM	235	43	10105
13	8/16/2013	U	1010 6th Ave	Bad Breaker	10	1	8/16/13 10:20 PM	8/16/13 11:45 PM	85	1	85
14	8/23/2013	U	7343 North Shore Dr	Fuse Squirrel	4	1	8/23/13 9:35 AM	8/23/13 10:55 AM	80	16	1280
15	8/24/2013	U	86 South Haven St	Fuse squirrel	4	1	8/24/13 2:00 AM	8/24/13 3:10 AM	70	19	1330
16	8/25/2013	U	230 Oak St	Line Fuse - Tree Limb	4	1	8/25/13 7:55 AM	8/25/13 9:40 AM	105	67	7035
17	8/26/2013	U	514 Indiana Ave	Down Service - Tree limb	4	1	8/26/13 4:20 PM	8/26/13 5:40 PM	80	1	80
18	8/26/2013	U	73100 CR 388 Lot 46	Bad Connection	10	1	8/26/13 7:45 PM	8/26/13 9:10 PM	85	1	85
19	8/27/2013	U	16th Ave & M-140 Hwy	Line fuse - bad arrester - lightning	3	1	8/27/13 9:55 AM	8/27/13 1:10 PM	195	41	7995
20	8/29/2013	U	801 Francis St	Fuse - Squirrel	4	1	8/29/13 7:35 PM	8/29/13 8:55 PM	80	16	1280
21	8/26/2013	U	73303 8th Ave	Fuse - Squirrel	4	1	8/26/13 9:15 AM	8/26/13 9:55 AM	40	3	120
22	8/28/2013	U	CR 380 & M-140 Hwy	Bad secondary line over M-140	1	1	8/28/13 12:30 PM	8/28/13 4:30 PM	240	9	2160
23	8/29/2013	U	Hubbard St & Phoenix St	2 bad cutouts & one arrester - lightning	3	1	8/28/13 9:50 AM	8/28/13 1:30 PM	220	46	10120
24	8/30/2013	U	1000 6th Ave #30	Bad Connection	10	1	8/30/13 4:10 PM	8/30/13 5:45 PM	95	1	95

S/U - Scheduled or Unscheduled
 Ints - # of Interruptions
 Long - >1 min; Short - <1 min
 Cause # - see table on page 3

Total Customers this Month	8,209	Days of Month
Total Customer Minutes this Month	366,449,760	31

Outage Totals			
	This Month	This Month Last Year	
Unscheduled Outages			
Long	# Outages	24	39
	# Customers Out	484	266
	# Minutes Out	3,280	5948
	# Customer Minutes Out	103,250	49248
	# Within City System	24	39
	# Supply to City Minutes	0	0
Short	# Outages (Blinks)	0	0
	# Customers Affected	0	0
	# Within City System	0	0
	# Supply to City Minutes	0	0
Scheduled Outages			
Long	# Outages	0	0
	# Customers Out	0	0
	# Minutes Out	0	0
	# Customer Minutes Out	0	0
	# Within City System	0	0
	# Supply to City Minutes	0	0
Short	# Outages (Blinks)	0	0
	# Customers Affected	0	0
	# Within City System	0	0
	# Supply to City Minutes	0	0
Totals			
	Total Long Outages	24	39
	Total Short Outages (Blinks)	0	0
	Total Customers Out (Long)	484	266
	Total Customers Affected (Short- Blinks)	0	0
	Total Customer Minutes Out	103,250	49248
	Total Outages Within City System	24	39
	Total Outages in Supply to City	0	0

Number of Outages (by Cause)					
Cause #	Description	Total This Month	This Month Last Year	Rolling AT	% AT
0	Electric Supply Disruption to City	0	0	1	0%
1	Fallen Line / Rotted Pole	1	0	7	2%
2	Bad U/G Cable	2	2	7	2%
3	Lightning	3	0	6	2%
4	Animal Contact	8	4	43	15%
5	Tree Contact	3	6	122	43%
6	Contamination / Foreign Debris	0	0	0	0%
7	Human	0	3	4	1%
8	Other	0	0	2	1%
9	Undetermined	0	0	0	0%
10	Failed Device	7	24	95	33%
	Total	24	39	287	

AT - Annual 12 Month Total

12 Month Outage Statistics		
Index	As of This Month	As of This Month Last Year
ASAI (%)	99.7426	99.9652
CAIDI (Long) (min)	795.12	171.64
SAIDI (Long) (min)	112.74	15.26
SAIFI (Long) (ints/tot cust)	0.14	0.09
SAIFI (Short) (ints/tot cust)	0.00	0.00

- ASAI - Average Service Availability Index
(customer minutes available/total customer minutes, as a %)
- CAIDI - Customer Average Interruption Duration Index
(average minutes interrupted per interrupted customer)
- SAIDI - System Average Interruption Duration Index
(average minutes interrupted per customer for all customers)
- SAIFI (Long) - System Average Interruption Frequency Index
(# of long interruptions per customer for all customers)
- SAIFI (Short) - System Average Interruption Frequency Index
(# of short interruptions per customer for all customers)

S/U - Scheduled or Unscheduled
 Ints - # of Interruptions
 Long - >1 min; Short - <1 min
 Cause # - see table on page 3

General Information				Cause		Time & Duration				Customers	
#	Date	S/U	Address/Location	Description	#	Ints	T off	T on	Mins	# Out	Cust Min
1	9/2/2013	U	19626 M-140 Hwy	Bad Connection	10	1	9/2/13 7:05 PM	9/2/13 8:30 PM	85	54	4590
2	9/3/2013	U	68300 Cr 388 #146	Car hit pad mount	7	1	9/3/13 7:06 PM	9/3/13 9:55 PM	169	83	14027
3	9/3/2013	U	75620 6th Ave	Line fuse - Tree limb on line	5	1	9/3/13 7:50 PM	9/3/13 10:30 PM	160	36	5760
4	9/6/2013	U	12 Delaware Ct	Primary line down - Tree	5	1	9/6/13 4:40 PM	9/6/13 7:50 PM	190	26	4940
5	9/10/2013	U	246 Broadway St	Bad Connection	10	1	9/10/13 12:30 AM	9/10/13 1:50 AM	80	1	80
6	9/10/2013	U	76653 11th Ave	Bad Breaker	10	1	9/10/13 4:35 PM	9/10/13 6:10 PM	95	1	95
7	9/13/2013	U	656 Indiana Ave	Tree down - Sec. line down - open wire	5	1	9/13/13 4:30 PM	9/13/13 7:10 PM	160	26	4160
8	9/14/2013	U	86 South Haven St	Fuse - Squirrel	4	1	9/14/13 12:20 PM	9/14/13 1:55 PM	95	17	1615
9	9/15/2013	U	151 Dunkley Ave	Bad Connection	10	1	9/15/13 11:10 AM	9/15/13 1:10 PM	120	17	2040
10	9/15/2013	U	70617 2nd Ave	Linefuse - Tree	5	1	9/15/13 12:30 PM	9/15/13 3:10 PM	160	31	4960
11	9/19/2013	U	469 Broadway St	Bad arrestor & linefuse - lightning	3	1	9/19/13 6:50 AM	9/19/13 8:40 AM	110	21	2310
12	9/19/2013	U	Baseline Rd E of Blue Star Mem Hwy	Linefuse - Squirrel	4	1	9/19/13 9:45 AM	9/19/13 11:55 AM	130	42	5460
13	9/19/2013	U	Black River Rd & Baseline Rd	Linefuse - Squirrel	4	1	9/19/13 10:10 AM	9/19/13 12:20 PM	130	37	4810
14	9/19/2013	U	406 Jones St	Bad Connection	10	1	9/19/13 3:10 PM	9/19/13 4:15 PM	65	1	65
15	9/20/2013	U	728 Wilson St	Bad Connection	10	1	9/20/13 2:55 PM	9/20/13 4:05 PM	70	1	70
16	9/20/2013	U	76653 11th Ave	Bad Connection	10	1	9/20/13 4:00 PM	9/20/13 5:15 PM	75	1	75
17	9/22/2013	U	58 Lakeshore Dr	Bad Connection	10	1	9/22/13 9:45 AM	9/22/13 12:30 PM	165	1	165
18	9/24/2013	U	70861 CR 380	Service Down - Tree limb	5	1	9/24/13 3:30 PM	9/24/13 6:45 PM	195	1	195
19	9/25/2013	U	77595 18th Ave	Bad Connection	10	1	9/25/13 3:15 PM	9/25/13 5:25 PM	130	1	130

S/U - Scheduled or Unscheduled
 Ints - # of Interruptions
 Long - >1 min; Short - <1 min
 Cause # - see table on page 3

Total Customers this Month	8,209	Days of Month
Total Customer Minutes this Month	354,628,800	30

Outage Totals			
		This Month	This Month Last Year
Unscheduled Outages			
Long	# Outages	19	23
	# Customers Out	398	318
	# Minutes Out	2,384	2665
	# Customer Minutes Out	55,547	70715
	# Within City System	19	23
	# Supply to City Minutes	0	0
Short	# Outages (Blinks)	0	0
	# Customers Affected	0	0
	# Within City System	0	0
	# Supply to City Minutes	0	0
Scheduled Outages			
Long	# Outages	0	0
	# Customers Out	0	0
	# Minutes Out	0	0
	# Customer Minutes Out	0	0
	# Within City System	0	0
	# Supply to City Minutes	0	0
Short	# Outages (Blinks)	0	0
	# Customers Affected	0	0
	# Within City System	0	0
	# Supply to City Minutes	0	0
Totals			
Total Long Outages		19	23
Total Short Outages (Blinks)		0	0
Total Customers Out (Long)		398	318
Total Customers Affected (Short- Blinks)		0	0
Total Customer Minutes Out		55,547	70715
Total Outages Within City System		19	23
Total Outages in Supply to City		0	0

Number of Outages (by Cause)					
Cause #	Description	Total This Month	This Month Last Year	Rolling AT	% AT
0	Electric Supply Disruption to City	0	0	1	0%
1	Fallen Line / Rotted Pole	0	2	5	2%
2	Bad U/G Cable	0	0	7	2%
3	Lightning	1	0	7	2%
4	Animal Contact	3	3	43	15%
5	Tree Contact	5	3	124	44%
6	Contamination / Foreign Debris	0	0	0	0%
7	Human	1	0	5	2%
8	Other	0	0	2	1%
9	Undetermined	0	0	0	0%
10	Failed Device	9	15	89	31%
Total		19	23	283	

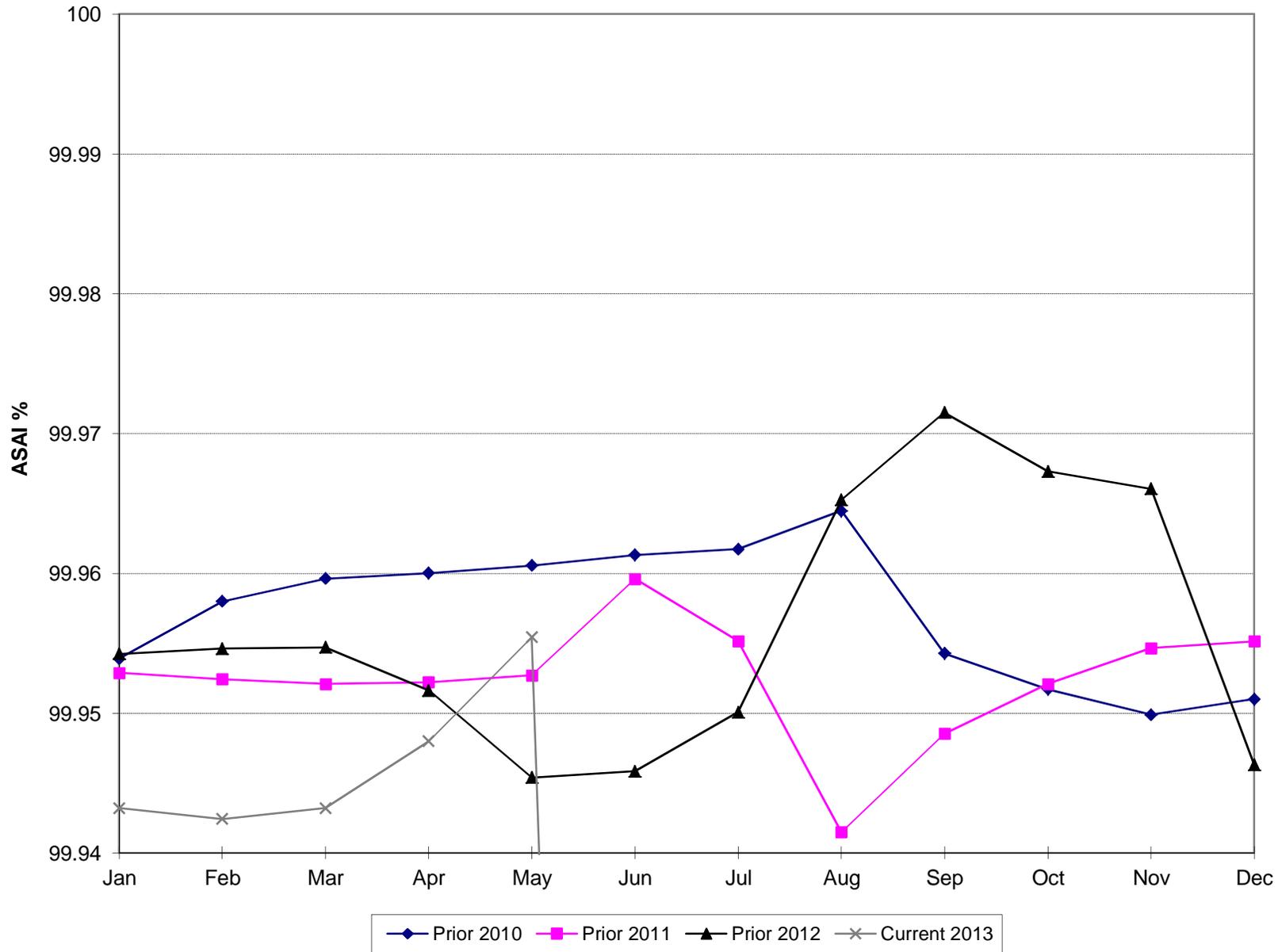
AT - Annual 12 Month Total

12 Month Outage Statistics		
Index	As of This Month	As of This Month Last Year
ASAI (%)	99.7431	99.9715
CAIDI (Long) (min)	789.47	159.80
SAIDI (Long) (min)	112.52	12.52
SAIFI (Long) (ints/tot cust)	0.14	0.08
SAIFI (Short) (ints/tot cust)	0.00	0.00

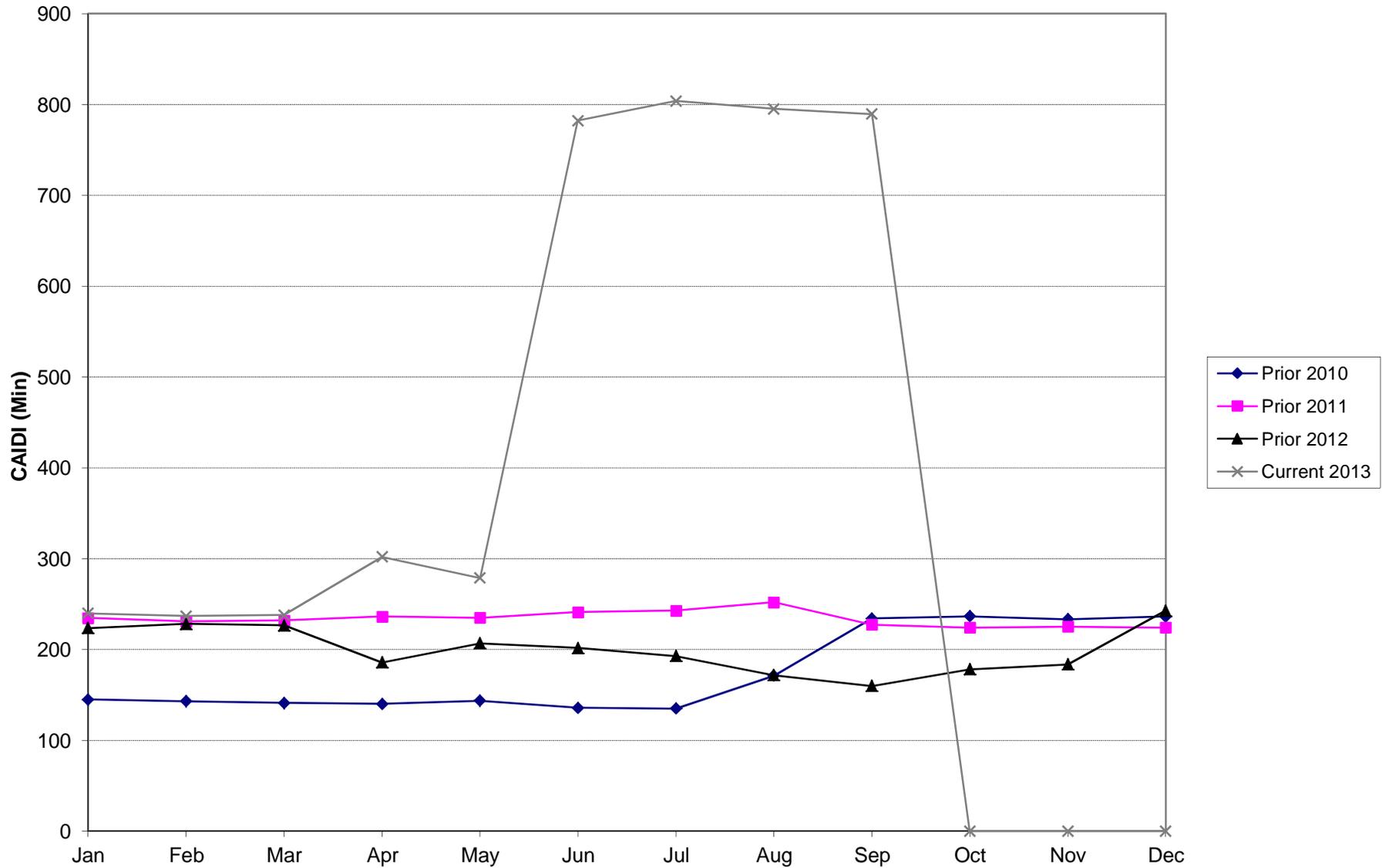
- ASAI - Average Service Availability Index
(customer minutes available/total customer minutes, as a %)
- CAIDI - Customer Average Interruption Duration Index
(average minutes interrupted per interrupted customer)
- SAIDI - System Average Interruption Duration Index
(average minutes interrupted per customer for all customers)
- SAIFI (Long) - System Average Interruption Frequency Index
(# of long interruptions per customer for all customers)
- SAIFI (Short) - System Average Interruption Frequency Index
(# of short interruptions per customer for all customers)

S/U - Scheduled or Unscheduled
 Ints - # of Interruptions
 Long - >1 min; Short - <1 min
 Cause # - see table on page 3

Month	Sep 12	Oct 12	Nov 12	Dec 12	Jan 13	Feb 13	Mar 13	Apr 13	May 13	Jun 13	Jul 13	Aug 13	Sep 13
Number of Customers	8,151	8,150	8,125	8,115	8,115	8,155	8,195	8,116	8,116	8,116	8,209	8,209	8,209
Unscheduled Outages													
Long Outages # Outages	23	38	22	37	17	12	8	8	18	51	25	24	19
# Customers Out	318	867	363	1,763	961	330	50	12	91	8,162	462	484	398
# Minutes Out	2,665	48,364	4,673	7,986	2,544	1,614	790	833	2,955	10,333	3,052	3,280	2,384
# Customer Mins	70,715	285,401	87,547	870,455	194,095	50,568	4,645	1,233	23,475	9,265,523	65,865	103,250	55,547
# City System	23	38	22	37	17	12	8	8	18	50	25	24	19
# Supply to City Minutes	0	0	0	0	0	0	0	0	0	9,081,180	0	0	0
Short Outages # Outages (Blinks)	0	0	1	1	0	0	0	2	0	0	0	0	0
# Customers Out	0	0	1	41	0	0	0	2	0	0	0	0	0
# City System	0	0	1	1	0	0	0	2	0	0	0	0	0
# Supply to City Minutes	0	0	0	0	0	0	0	0	0	0	0	0	0
Scheduled Outages													
Long Outages # Outages	0	0	0	0	0	0	0	0	0	0	0	0	0
# Customers Out	0	0	0	0	0	0	0	0	0	0	0	0	0
# Minutes Out	0	0	0	0	0	0	0	0	0	0	0	0	0
# Customer Mins	0	0	0	0	0	0	0	0	0	0	0	0	0
# City System	0	0	0	0	0	0	0	0	0	0	0	0	0
# Supply to City Minutes	0	0	0	0	0	0	0	0	0	0	0	0	0
Short Outages # Outages (Blinks)	0	0	0	0	0	0	0	0	0	0	0	0	0
# Customers Out	0	0	0	0	0	0	0	0	0	0	0	0	0
# City System	0	0	0	0	0	0	0	0	0	0	0	0	0
# Supply to City Minutes	0	0	0	0	0	0	0	0	0	0	0	0	0
Totals													
Total Long Outages	23	38	22	37	17	12	8	8	18	51	25	24	19
Total Short Outages (Blinks)	0	0	1	1	0	0	0	2	0	0	0	0	0
Total Custs Out (Long)	318	867	363	1,763	961	330	50	12	91	8,162	462	484	398
Total Custs Out (Short Blinks)	0	0	1	41	0	0	0	2	0	0	0	0	0
Total Cust Mins Out	70,715	285,401	87,547	870,455	194,095	50,568	4,645	1,233	23,475	9,265,523	65,865	103,250	55,547
Total City System	23	38	22	37	17	12	8	8	18	50	25	24	19
Total Supply to City	0	0	0	0	0	0	0	0	0	1	0	0	0
Indices													
SAI (%)	99.97	99.97	99.97	99.95	99.94	99.94	99.94	99.95	99.96	99.74	99.74	99.74	99.74
CAIDI (Long) (min)	159.80	178.17	183.66	242.67	239.86	236.80	237.85	302.01	278.64	782.15	803.87	795.12	789.47
SAIDI (Long) (min)	12.52	14.37	14.91	23.58	24.94	25.21	24.88	22.78	19.52	112.97	112.23	112.74	112.52
SAIFI (long int/cust)	0.08	0.08	0.08	0.10	0.10	0.11	0.10	0.08	0.07	0.14	0.14	0.14	0.14
SAIFI (short int/cust)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00



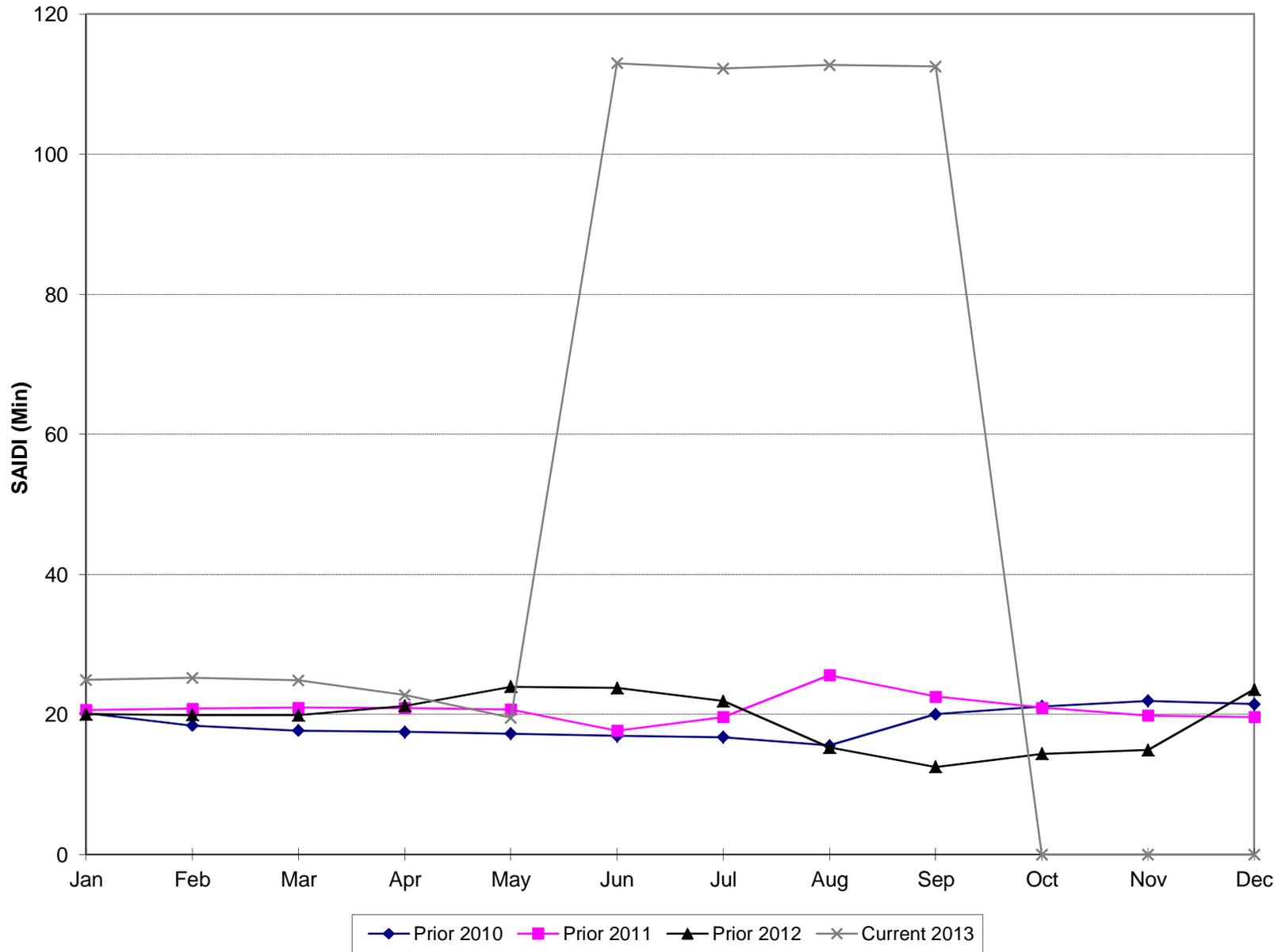
The ratio of the total customer minutes that service was available divided by the total customer minutes demanded (expected) in a time period. It is expressed as a percent.



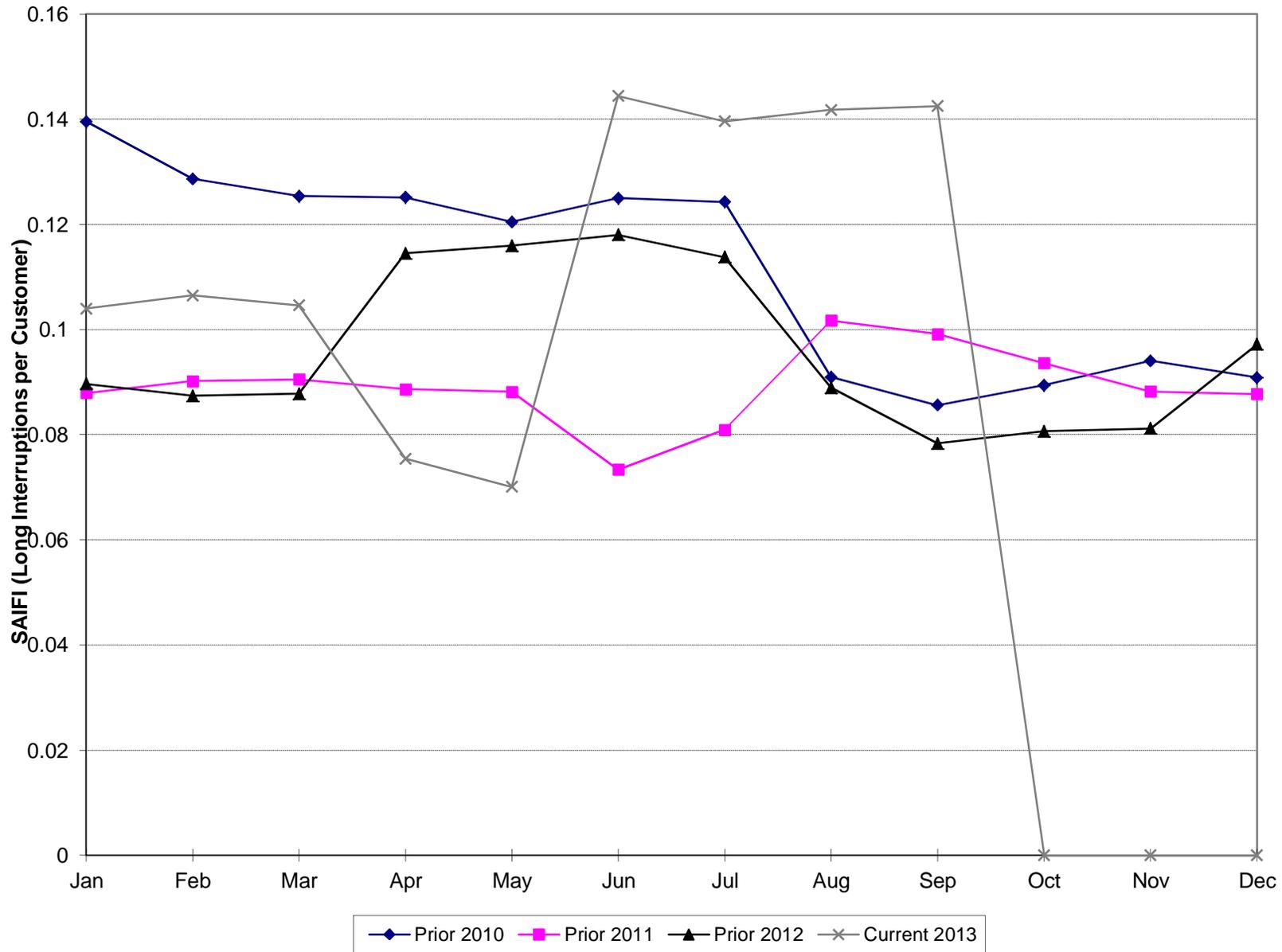
This is the average duration of a customer outage, and is calculated by dividing the sum of the customer minutes off by the number of customers who experienced long interruptions.

SAIDI (System Average Interruption Duration Index)

10/9/2013



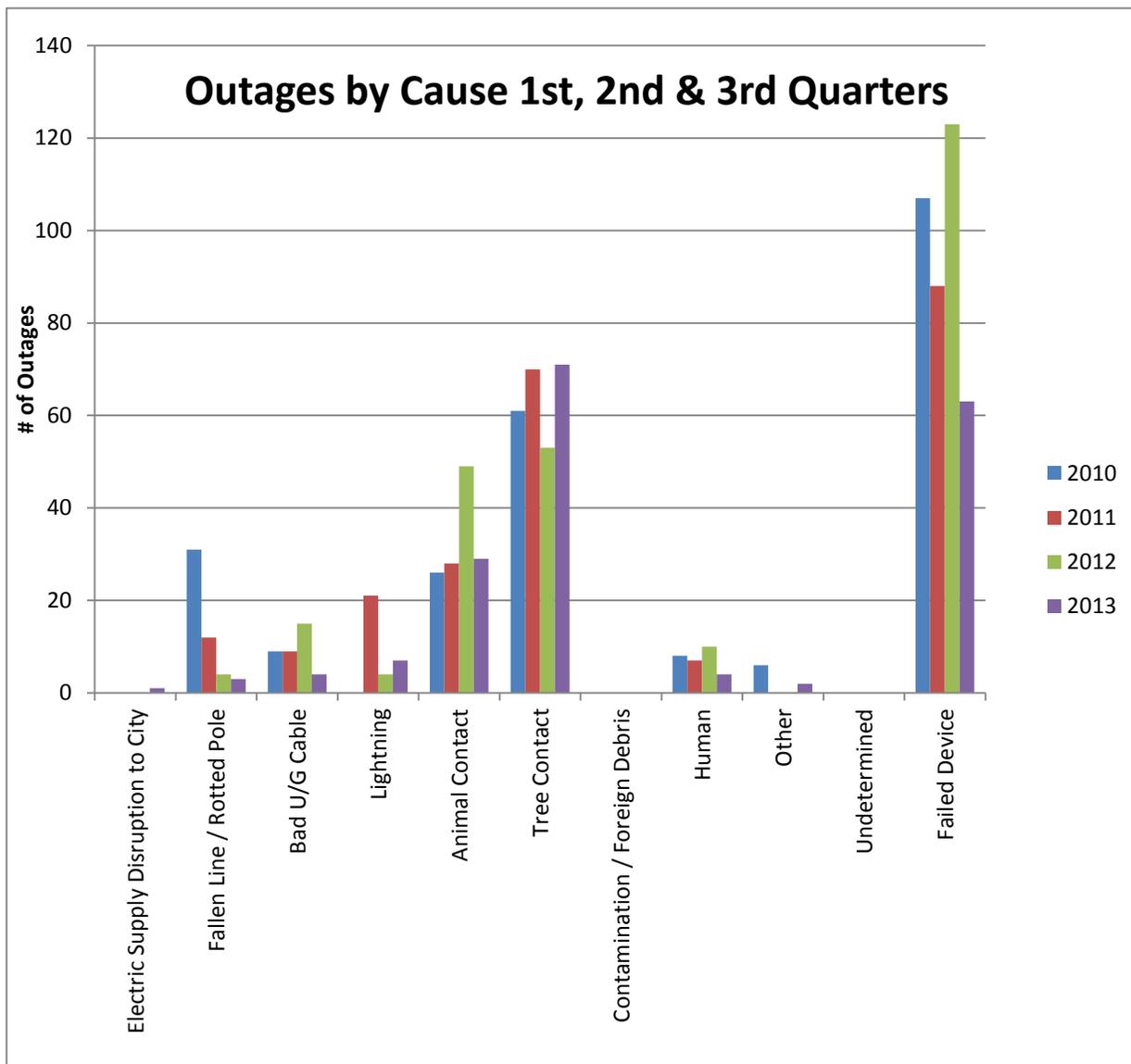
This is the avg interruption duration for all customers served, and is calculated by dividing the sum of the customer minutes off by the avg number of customers served.



The number of times a customer is interrupted (>1 minute), averaged over all customers. Divide total customer interruptions by an avg of total customers served.

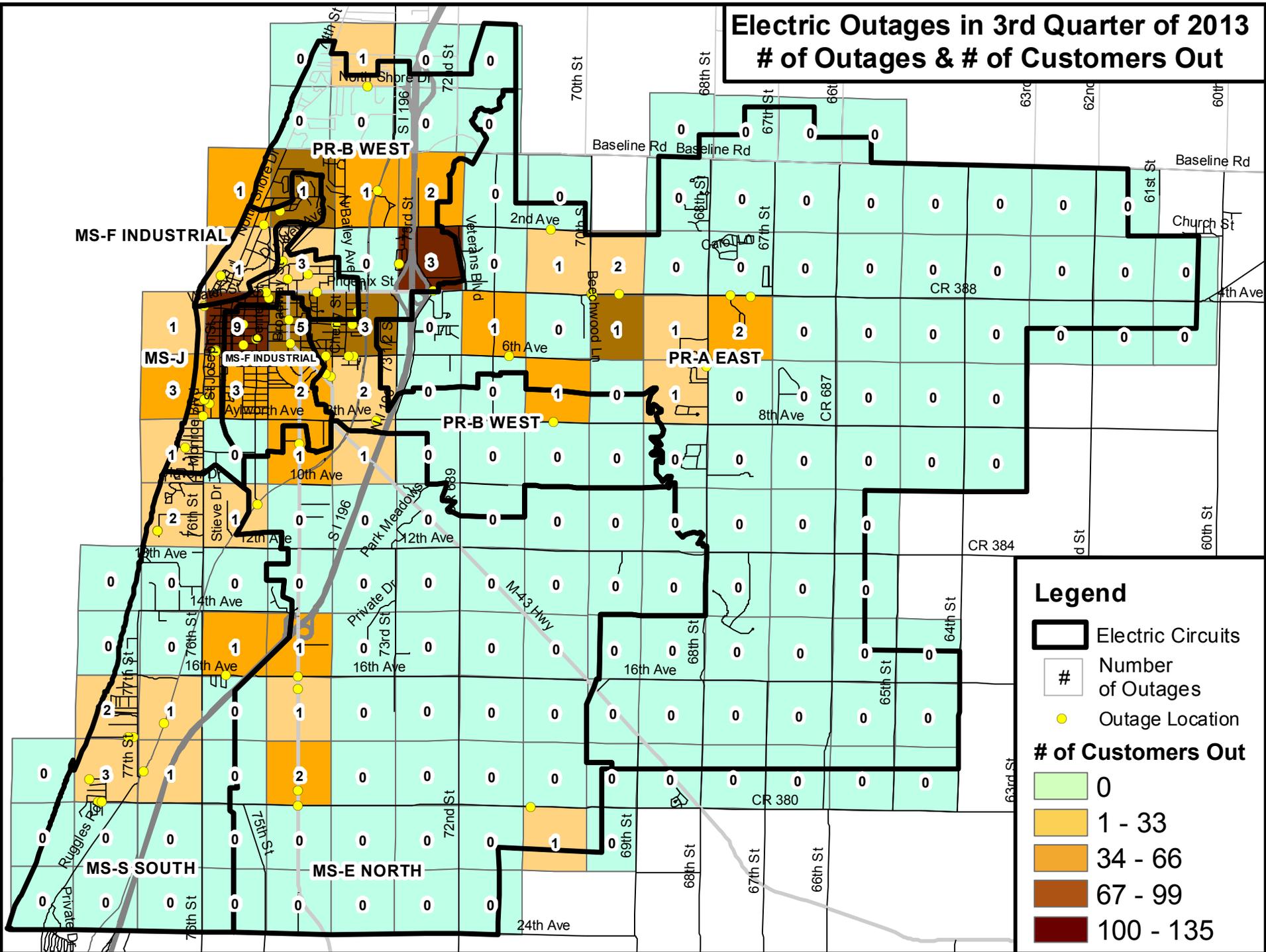
1st, 2nd & 3rd Quarter Electrical Outages by Category

Outage Categories	2010	2011	2012	2013
Electric Supply Disruption to City	0	0	0	1
Fallen Line / Rotted Pole	31	12	4	3
Bad U/G Cable	9	9	15	4
Lightning	0	21	4	7
Animal Contact	26	28	49	29
Tree Contact	61	70	53	71
Contamination / Foreign Debris	0	0	0	0
Human	8	7	10	4
Other	6	0	0	2
Undetermined	0	0	0	0
Failed Device	107	88	123	63
Total	248	235	258	184



Electric Outages in 3rd Quarter of 2013

of Outages & # of Customers Out



Legend

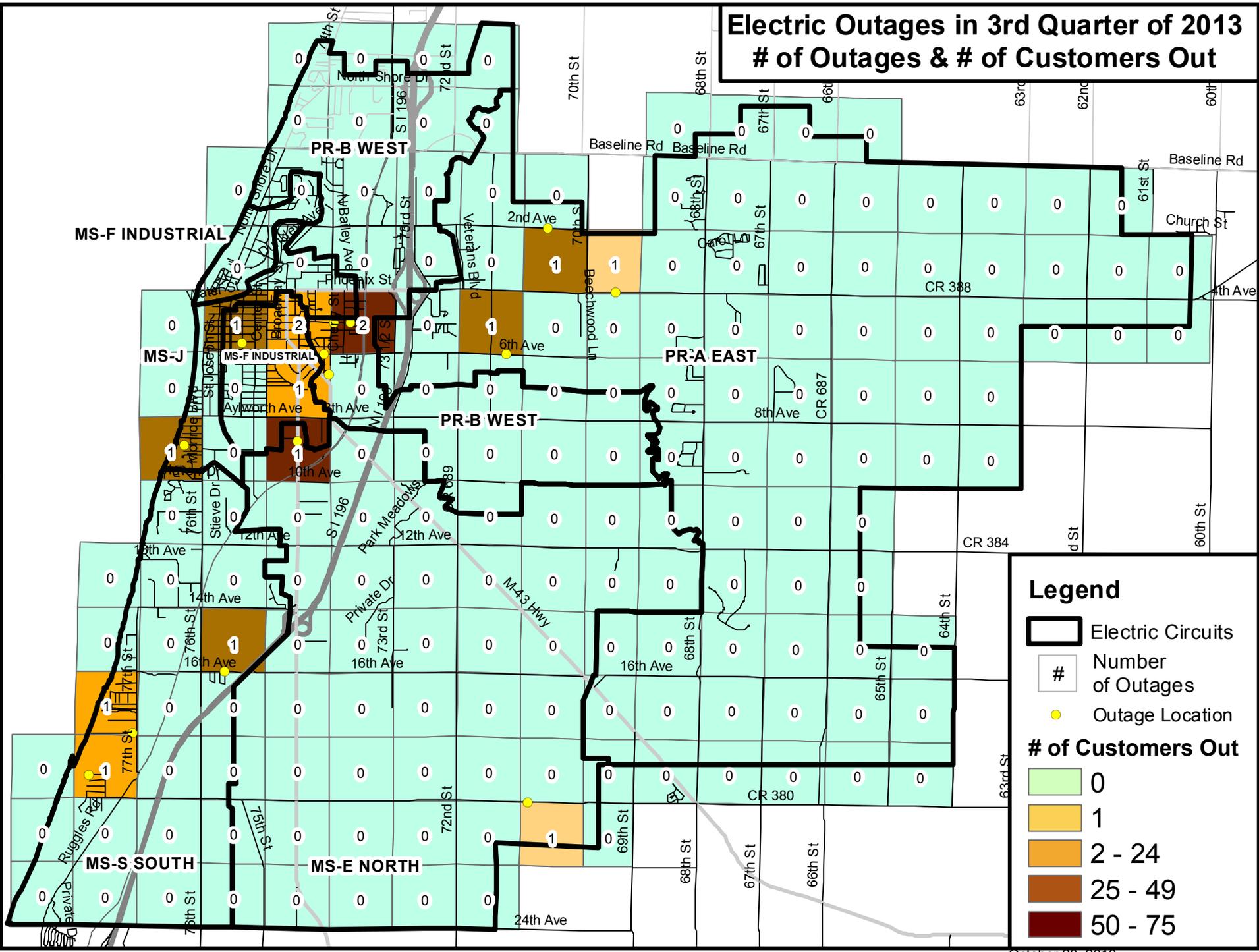
-  Electric Circuits
-  Number of Outages
-  Outage Location

of Customers Out

-  0
-  1 - 33
-  34 - 66
-  67 - 99
-  100 - 135

Electric Outages in 3rd Quarter of 2013

of Outages & # of Customers Out



Legend

- Electric Circuits
- Number of Outages
- Outage Location

of Customers Out

- 0
- 1
- 2 - 24
- 25 - 49
- 50 - 75



City of South Haven

Agenda Item # 11

Project #102 – PR-C Circuit / 2nd Avenue Rebuild

Background Information:

At the July 29, 2013 Regular Meeting of the Board of Public Utilities, GRP Engineering, Inc. presented the Electric Distribution System Study & Five-Year Plan. This study reviewed the City of South Haven's substations and distribution system and provided recommendations for electrical system projects to significantly improve system reliability. The Board directed GRP Engineering to provide proposals for engineering services for four recommended projects. Project #102 PR-C Circuit 2nd Avenue is one of those projects.

Project scope is to construct a new circuit (PR-C) on 2nd Avenue/Wells Street from Phoenix Road Substation to Blue Star Highway with #336.4 ACSR conductor (0.7 miles double circuit) on the existing pole line. Additionally, the project will include shifting all circuit MS-F load on North Shore Drive to this new circuit PR-C. Project includes replacement of all poles between the substation and I-196, and utilizing existing poles west of the highway.

On October 17, 2013, bids for labor and non City supplied materials were opened for Project #102. A copy of Bid Tabulation #2013-11 prepared by GRP Engineering, Inc. is attached. A total of seven qualified firms were invited to bid and four firms submitted bids. The low bidder is SKF Contracting of Williamsburg, Michigan. GRP Engineering has reviewed the bids and recommends that the project be awarded to SKF Contracting in the amount of \$59,839.60. SKF Electrical Contracting has a history of successfully completing similar projects for South Haven and other municipal clients.

Funds are included in the Fiscal Year 2013-14 Adopted Budget for electrical system improvements.

Recommendation:

Approve a recommendation to City Council to award contractual services for Electric Distribution System Improvement Project #102 to SKF Contracting of Williamsburg, Michigan in the amount of \$59,839.60. Labor and materials to be provided are defined in the contract documents prepared by GRP Engineering.

Support Material:

Board of Public Utilities
Staff Report
Agenda Item #11
Page 1 of 2
October 28, 2013

Bid Tabulation #2013-11
GRP Engineering Recommendation Letter

BID TABULATION #2013-11

OWNER:
CITY OF SOUTH HAVEN
1199 8TH AVENUE
SOUTH HAVEN, MI 49090

#102 PR-C CIRCUIT / 2ND AVE REBUILD

ENGINEER:
GRP ENGINEERING, INC.
459 BAY STREET
PETOSKEY, MI 49770

BIDDERS	BID BOND	#102 PR-C CIRCUIT CONTRACTOR BASE BID	REMARKS
CC Power 3850 Beebe Road Kalkaska, MI 49646	10%	\$94,979.00	
SKF Electrical Contracting 10495 Deal Rd Williamsburg, MI 49690	10%	\$59,839.60	
Kent Power 90 Spring St Kent City, MI 49330	10%	\$79,318.16	
The Hydaker-Wheatlake Company 420 N. Roth Street Reed City, MI 49677	10%	\$143,808.82	
NG Gilbet 101 S. Main St Parker City, IN 47368			No Bid
Newkirk Electric, Inc. 1875 Roberts Street Muskegon, MI 49442			No Bid
Henkels & McCoy 985 Jolly Rd Blue Bell, PA 19422			No Bid

This is to certify that at 10:00a.m., local time on Thursday, October 17, 2013, the bids tabulated herein were publicly opened and read.

GRP Engineering, Inc.



 Robert A Shelley, P.E.

October 18, 2013
13-0619.01

Mr. Roger Huff
City of South Haven
1199 8th Ave.
South Haven, MI 49090

**RE: #102 PR-C Circuit
Bid Recommendation**

Dear Roger:

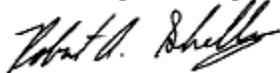
GRP Engineering, Inc. has completed reviewing the bids submitted on October 17, 2013 for the #102 PR-C Circuit project. Four of the seven contractors solicited for bids replied to the bid request. SKF Electrical Contracting submitted the low bid for the project in the total amount of \$59,839.60.

SKF Electrical Contracting has a history of successfully completing similar projects for South Haven and other municipal clients. Therefore GRP Engineering, Inc. sees no reason not to accept SKF's bid for the above mentioned project.

SKF took no exception to the bid documents. A complete bid tabulation is attached to this letter.

Please contact me at 616.942.7183 should you have any questions regarding this evaluation.

Sincerely,
GRP Engineering, Inc.



Robert A. Shelley, P.E.
Electrical Engineer