

Board of Public Utilities

Regular Meeting Agenda

Monday, April 25, 2016
4:00 p.m., DPW Conference Room
1199 8th Avenue



1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Minutes for the Record
 - A. March 28, 2016 Regular Meeting Minutes
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. 2016 Billings – All Charges
 - B. 2015 Billings – All Charges
7. Financial Reports
 - A. Electric Fund – Financial Statement
 - B. Electric Fund – Review of Percentage Billed
 - C. Water Fund – Financial Statement
 - D. Water Fund – Review of Percentage Billed
 - E. Sewer Fund – Financial Statement
8. Quarterly Outage Report

NEW BUSINESS

9. Board will be requested to review Electric System Capital Improvements for the 2016-17 fiscal year.
10. City Engineer Comments

May meeting is scheduled for Monday, May 23 to avoid conflict with Memorial Day.

11. Board Member Comments

12. Adjourn

RESPECTFULLY SUBMITTED,

A handwritten signature in black ink, appearing to read "Larry Halberstadt". The signature is written in a cursive, flowing style.

Larry Halberstadt, PE
City Engineer

Board of Public Utilities

Regular Meeting Minutes

Monday, March 28, 2016
4:00 p.m., DPW Conference Room
1199 8th Avenue



City of South Haven

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

2. Roll Call

Present: Mike Henry, Barbara Rose (Ex-officio) (4:07 p.m.), Barry Winkel, Bob Burr
 Absent: Alan Overhiser (Ex-officio), Bill Roberts, Bob Stickland, Ross Stein (Ex-officio)

Also present: Roger Huff, DPW Director; Larry Halberstadt, City Engineer; Amanda Morgan, Customer Service Supervisor; Wendy Hochstedler, Finance Director

3. Approval of Agenda

Motion by Winkel, second by Henry to approve the March 28, 2016 Regular Meeting Agenda as presented.

All in favor. Motion carried.

4. Approval of Minutes for the Record

A. January 25, 2016 Regular Meeting Minutes

Motion by Winkel, second by Henry, to approve the January 25, 2016 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

REPORTS

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

- A. 2016 Billings – All Charges
- B. 2015 Billings – All Charges

7. Financial Reports

- A. Electric Fund – Financial Statement
- B. Electric Fund – Cashflow Statement
- C. Electric Fund – Review of Percentage Billed
- D. Water Fund – Financial Statement
- E. Water Fund – Cashflow Statement
- F. Water Fund – Review of Percentage Billed
- G. Sewer Fund – Financial Statement
- H. Sewer Fund – Cashflow Statement

Discussion ensued regarding an error in the financials after Burr questioned the YTD (year-to-date) figure.

Burr pointed out that the cost of energy report is consistent with last year, with no spikes or jumps.

8. SAW Project Update

Chris Cook with Abonmarche Consultants presented an update on the projects being designed with SAW funding. The projects discussed are scheduled for construction as follows:

Project	Limits	Schedule
North Shore Drive Reconstruction, Phase 1	Dyckman to Brockway	Fall 2016 – May 25, 2017
North Shore Drive Reconstruction, Phase 2	Brockway to Baseline	Fall 2017 – May 24, 2018
Black River Street Reconstruction	Dyckman to Wells	Fall 2016 – Summer 2018; road work limited to off season
Main Lift Station Consolidation	Dunkley from Dyckman to Black River Park	Fall 2016 – Summer 2018; road work limited to off season
Monroe Boulevard Reconstruction	South City Limits to Aylworth	Fall 2016 – June 28, 2017
Indian Grove Lift Station		Fall 2016 – June 28, 2017
Kalamazoo Street Reconstruction, Phase 4	Lovejoy to Aylworth	Fall 2016 – June 28, 2017

The engineering design for these projects is 95% complete and draft plans are being submitted for review at the Michigan Department of Environmental Quality on April 1. Funding for the projects will be via the State Revolving Fund for sewer improvements and via a conventional municipal bond for non-qualifying project elements. Projects will be bid in July.

In response to a question by Burr about Dunkley Street, Cook explained they will be coordinating this with main lift work. The main structure will be set, then the pipe and manhole brought in and continue working for the next 2 years. That will occur through winter

2016. Burr noted that the business owner there should be informed when you will be in the road which Cook verified would be October through the whole winter.

Cook noted the projects were accelerated because of the ability to do the North Shore project; the bidding environment is better than it has been; gas prices are down; contractors seem fairly available so we think this is the best approach.

Burr asked how much of Dunkley will have to be torn up in front of the condos. "Will you leave half the road open or will the whole road be impacted?" Cook said the pipe is too large for a directional bore; it is a 30 or 36 inch pipe installed at a depth of 8 feet deep, built in poor soils, so it is doubtful that we can leave any road surface. Cook noted they are still working on how to direct people through. Cook suggested Burr let him know if there is a way to work with their schedule. Burr said most residents leave by December and are gone most of the winter. Discussion ensued about everything being done in the middle of the road, pipe and water and sewer.

Henry asked about borrowing rates today which Cook stated for the State Revolving Fund is 30 years at 2.58% and will fund about half the project. Discussion ensued regarding current budgeting purpose figures. Burr asked how much we are going to bond which Cook thought will be between \$15,000,000 and \$17,000,000. Final estimates are still coming in. Burr asked about timing and Cook said the loan closes early in September for the State Revolving Fund and hope to close for the rest around the same date.

Cook noted diagrams are being developed for special assessment districts and noted that is up to City Council to decide so there will be discussion with City Council about how that is going to look. "We are starting to develop maps of the Black River Street area; 25% of water and sewer costs will be applied to the district and a portion will be based upon REUs. That applies to Black River Street, Indian Grove and North Shore Drive. Burr noted the shaded part of the drawing is Black River Street. Halberstadt explained that any property connected to Black River Street will be assessed 25% for the new sewer.

Cook said special assessment for sewer lines is one thing, but the main lift station work itself is of benefit to the whole populace so the rates would help fund that. Cook noted there may be some assessment related to anyone being reconnected to the new main. Burr asked, "We can assess for a reconnect?" to which Halberstadt responded yes. Burr noted that the pipe from the house to the sewer line in the middle of the street will be lengthened. Cook noted questions about details are valuable. Indian Grove does stretch into the township so some costs will have to be apportioned outside of the city.

Burr asked about the \$500,000 grant which Cook said is called a loan forgiveness and is part of the State Revolving Fund from the Department of Environmental Quality (DEQ). Cook noted there is a schedule for City Council for this whole project. Henry noted it's not an easy process.

- 9. Board will be requested to approve the contract award for the Peterson Ravine Manhole Rehabilitation Project to Culy Contracting, Inc. of Winchester, Indiana in the amount of \$37,407.00.**

Chris Cook, Abonmarche. Explained this is part of the project plan created as part of the SAW grant. Henry noted those costs came in incredibly well. Cook agreed and noted this project is for manhole rehab in the ravine; some will be brought up out of the waterway and some sealed up. Others will have new lids installed to keep things tight. The budget was set at \$61,000 and the Culy bid came in at \$37,000; Abonmarche looked into their references and everything came back good; they have crews who are extremely good at what they do and the efficiency gained is why Culy can bid it where they did. The other contractors who bid were Compton's, from here in South Haven and R&A Environmental Rehab out of Claire.

Cook stated this request would go to council but we need your blessing.

Motion by Henry, second by Winkel to approve the contract award for the Peterson Ravine Manhole Rehabilitation Project to Culy Contracting, Inc. of Winchester, Indiana in the amount of \$37,407.00.

All in favor. Motion carried.

NEW BUSINESS

10. Board will be requested to review the Customer Deposit Policy.

Amanda Morgan, Customer Service Manager. Explained that the same requirements are applied to all customers. The deposit is to cover bad credit and to ensure all accounts have deposits on file. Halberstadt noted that the state has mandated that there be no winter shut-offs.

Burr said the real problem with shut off for non-pay is that over half of the people who do not pay their accounts have been customers for one year or less. "I can't understand how you can shut off someone who has been a customer for 20 years who gets two late notices; no utility in the world does this."

Morgan explained that the shut off policy and the deposit policy are different and noted that there has to be a way to ensure the account is secure and explained the ways that can be done. Staff started reviewing all accounts because of the change in the shut off policy. Morgan said we put more stringent guidelines on shut offs; shortened the time that they can be late and stiffened what is required if they get shut-off.

Morgan explained that the utility policy requires customers to maintain good credit. "If they don't we can require a security deposit or increase their security deposit based on usage. In 2014 we started reviewing accounts and if customer didn't meet those guidelines, they were billed a deposit in full or a partial deposit based on what they had on file. We started sending out those letters a couple years ago just trying to get a grasp, because we have over 10,000 customers and the policy had not been enforced. This year we did a customer-wide review, sent out 600 letters and went out to three penalties so we wouldn't double the number of letters sent. The letters encouraged customers to contact our office to see if there was any way to waive that penalty. They could sign up for Automatic Bill Payment or Automatic Payment and Budget Plan As long as they contacted us and submitted all paperwork we waived the security deposit. If they didn't comply, the deposit was billed to their account. At

that point, after it was billed to the account, there would not be an option of waiving the deposit.

Burr asked, "If I called in, you would waive the deposit? What did you do for Albemarle?" Morgan explained that they were given a six-month period, after they called, adding, "And I'm reviewing their account every month." Burr said they are late twelve times, why would you shut them off? Morgan said they are consistently on the shut-off list but their payments come in before they are shut off.

Burr noted billing being part of the problem explaining that he did not get his bill on the first, when it was dated, but on the seventh. "By the time I got back (from vacation) I would have had 14 accounts that were delinquent. We aren't really clean because of the delay in getting the bill to the customer." Morgan explained that the bills are in the mail on that date; any lag is not due to us delaying the bills, but due to mail delivery. Rose noted it takes seven days to receive something in Covert that was mailed from Covert. Morgan added that if there is a problem with lag time we encourage them to sign up for auto bill pay.

Burr asked if they will request a deposit from Albemarle which Morgan answered, "Yes, and I have done that with other corporations. That is a requirement for all customers which is why we did this city-wide review."

Winkel asked if this is common in St. Joe and Morgan responded that she is not sure about St. Joe in particular but our policies are very similar to Dowagiac's; they are pretty stringent on their deposit requirements.

Henry said he doesn't recall this being a problem in other municipalities. Winkel said it used to be a policy that businesses have 30 days. "Now we have 21 days and a 7 (seven) day mail lag.

Burr said he has a problem with this policy. 1.) The policy says "may" and all of a sudden we do this after 10 years. 2.) "No other power or gas company I have ever worked for required a late payment for existing customers who are 10, 12, 20 year customers; to treat them like the ones who create bad debt is not logical. Utility companies have tried, in the last 20 years, getting out of the deposit business because it is too expensive to administer. They have switched to credit card payments, equal monthly payment plans, bank deductions and all that. They work with customers to avoid having deposits. Our deposits have gone from \$270,000 collected to over \$400,000. Is there a process to do that?"

Hochstedler said that is reviewed every month and credit card payment and payment over the phone are offered.

"And every customer," Morgan added, "was given the opportunity to sign up for the automatic payment to avoid that deposit."

Frank Clausen, 77156 Marwood Drive. Stated he has been a customer for 60 years. In that time utilities went from \$50 a month to what equals about \$60,000 a year. That his wife, who pays the bills, got a letter this week that the power was going to be shut off. His wife had some health issues; she has been late but never not paid a bill. "Some of them we paid that 3%, so now we get a bill saying to pay 3 (three) to 4 (four) months in advance and I just

don't think it's right. You aren't going to lose any money on us; we're not going anywhere." Clausen would like to see that order rescinded.

Morgan explained the Clausens were offered the opportunity to sign up for automatic bill pay. In response to a question by Burr as to whether Clausen got a shut off notice Morgan said, "No, just a reminder notice saying they should sign up, the first shut off notices will be generating April 8."

Clausen said, "If you shut that off my wife will die." Halberstadt attempted to ascertain whether Clausen's wife has a certified medical need but Clausen didn't understand the question or was unable to hear it. Burr told Clausen, "We can flag your account so it will not be shut off due to a medical situation." Morgan noted that she will need paperwork from Clausen.

Earl Kohlhoff, 06919 CR 687. Stated he saw the deposit due notice in his February bill which was due in March; he did not receive a notice. "If I'd received it I would have come down or called. My wife normally pays the bills, she is a nursing student; we both have a busy life. The late penalty would be one day, now extended to five, it is pretty easy to be a day or two late. Have been late twice and been issued one shut-off notice. I've lived here forever; as soon as I got the notice that I would be assessed, I started investigating. I'd be glad to sign up for auto bill pay or whatever I need to do to make this run smoother. My wife informed me it costs money to pay by phone or credit cards; our other bills don't charge us to pay them, so that's why we pay by check. I would gladly comply with the rules. My problem is I didn't receive a notice."

Burr said, "If you would sign up for the deduction so that would eliminate the need for the deposit. Morgan said he didn't contact us until after the deposit had been billed. "As our standard, once it is billed to the account, I would not waive his deposit."

Jenny Balliet, 06614 CR 687. Stated she received the notice and called and printed off the form for auto pay, then was hospitalized. "I don't have checks; I do automatic bill pay through your system." Balliet pointed out that the city made the choice not to accept electronic transfers and explained it takes 10 days out of my bank in Texas and by the time the city gets it, it is late. Stated she has had six late payments and called and said she wants to set up auto pay because she cannot call in. "I have left 3 (three) messages asking for assistance on the recording before I was billed. I never received a phone call back, When I took my bill in, with the deposit, even though I had the form printed out I had to buy checks and was told by the clerk that there wasn't time to deal with my problem, because it was the day before the election." Balliet stated that the letter she received only gave the first bit of your policy, it did not show #4 which is to bring in a good credit reference from another utility; that she printed off 22 pages of her credit report; that she has never made a late payment; the federal government sets 30 days as a late payment. Regarding her credit report, Balliet stated, "I have it out in my car; I grabbed the wrong folder. The same as you stated, I've been paying my bills for 15 years and to be treated the way I was when I came in, was . . . it made me angry. I think I should get my deposit back; I am a customer of the city, not just somebody who doesn't pay their bills. I received horrible customer service and this is a horrible policy. I was told that you were not choosing to honor something in the policy; you choose bits and parts."

Burr stated, "I don't think we are going to need your credit report." Burr commented that he has a real problem with the implementation of this and would like to see the city, if we are going to do the policy of two past dues generating a deposit, restrict it to customers of one year or less and not be bothering our typical customer base. This is not typical of utility policies across the board. It does say 'may' in the policy."

Morgan asked if Burr is talking about existing services to which Burr responded that if customers of 1 (one) year or less suddenly go delinquent you can still cut them off. Morgan asked what about those who establish good credit, get their deposit back, and then quit paying their bill to which Burr responded, "Then don't do this at all."

Henry asked this be referred to the City Manager for his review and Burr pointed out that it was sent to this board by the City Manager.

Winkel asked how many months before a customer gets a shut off notice which Morgan said is typically about two weeks. After Winkel asked how many months before a customer gets shut off, Henry stated, "The policy is harsh and I think an adequate referral is to refer this back to the city manager for his review and modification. We've had clear discussion on areas that need improvement." Burr would rather see this policy eliminated, period.

Morgan said she would be happy to work on a new policy based on the input. Halberstadt would like to see some time to work on the policy. Burr stated this needs to be stopped right now. In response to a question, Morgan explained that staff billed 140 deposits; payments are applied to the outstanding bill first, then the deposit. Henry recommends that we stop action on this policy and forward our recommendations to the city manager for his review, after which it would come back to this board.

Burr explained that the city has the ability to put the write-off money onto the property tax bill: utility companies cannot do this. We have a backup plan so we don't need to go to this extreme before that time. Morgan noted that it is the security deposit policy that has helped us make sure property owners are not being held responsible; it is the utility company being held responsible. If customers have good credit, their deposit is refunded. For those who cannot, when their account is terminated, the security deposit is applied to the final bill. "We are getting less property owners being held responsible for accounts, whether it be the previous property owners or tenants. Winkel asked if a letter goes out to the property owners if someone isn't paying the bill, because the property owner is the one getting stuck with the bill. Morgan explained the property owner can choose to be notified but many do not choose to be notified.

Burr asked when the deposit is refunded to which Morgan responded, "After 12 months of good credit."

Discussion continued regarding the deposit policy, opening new accounts at a new address when they have late payments on a previous account. Morgan noted that page two of the policy states if the deposit is inadequate the customer may be required to make additional deposit and how customers are notified of the policies and that the existing policy was created in 2007, so many current customers may not be aware of it.

Burr referred to page 20 of the agenda packet and stated that is the part we want to get rid of. Halberstadt pointed out sub-paragraph three which Morgan noted refers to new accounts. Morgan added, "The part you are thinking of is the last sentence. (If at any time, the City deems any service deposit to be inadequate, in view of customer's credit history, the customer may be required to make additional deposits. Upon failure to do so, the City shall have the right to terminate service to such customer). Morgan stated that if a customer has been a customer for 15 years, and wants to open a new account, we still need that.

Burr stated that he does not want a customer to have to pay a deposit if they have 2 past-due notices. Morgan asked what Burr wants the cut off to be to which Burr responded, "On a new account you can demand a deposit. But you can't go back to a customer and require a deposit because of two late bills." Morgan thinks if the last paragraph is eliminated it would eliminate the problem.

Henry said if you are late you have to pay 3%, that's the penalty. Winkel asked whether the late fee is based on when the city gets the payment or when it's postmarked. Burr said that is for when the city receives it and Rose added the mail service is so slow.

Motion by Henry, second by Winkel to amend the utility policy to eliminate requiring security deposits of existing customers of more than one year's standing.

Morgan noted that there have been 440 customers billed for deposits, many which have been paid. Halberstadt asked if Burr wants to refund those who have paid and Burr stated they should be refunded. Morgan asked if refunds should be for just this year, the portion that was billed this year to which Burr responded yes. Morgan asked whether a credit to their account would be acceptable and how to handle outstanding bills to which Burr responded, "Apply a credit to the account, deduct current outstanding bills and issue a check."

Halberstadt asked whether the utility policy needs to be amended and Morgan said a resolution can be provided for council to make that amendment.

Burr called the vote.

All in favor Motion carried.

10. Board will be requested to approve the sale of real property located at 13777 Blue Star Highway in South Haven Charter Township.

Halberstadt said this is a parcel that used to be a city sub-station, just about where 76th comes into Blue Star Highway. Mr. Wiatrowski's son Nick would like to purchase the property next to his dad so he can build a house. We have a proposed purchase agreement. The sale price of \$8,000 would be credited as revenue to the electric fund.

Burr noted that while the city has no knowledge of contamination, it is hard to say what occurred in the early days, so the city needs to sell this without liability.

Halberstadt responded that the attorney said the clauses with the property being sold were "where is, as is" but does not know if that truly protects the city in case of liability. Henry

asked whether there has been any Phase 1 inspection to which David Wiatrowski said a Phase 1 is generally a visual inspection. In response to a question about how the house will be constructed, Wiatrowski said his son plans to build on a monolithic slab on grade with public utilities. Halberstadt said the chance of any issues is pretty slim. Discussion ensued regarding liability. Hochstedler said the city attorney, Scott Smith from Dickinson Wright, reviewed the purchase agreement.

Motion by Winkel, second by Henry to approve the sale of real property located at 13777 Blue Star Highway in South Haven Charter Township.

All in favor. Motion carried.

11. City Engineer Comments

No comment.

12. Board Member Comments

No comments.

13. Adjourn

Motion by Henry, second by Winkel to adjourn at 5:30 p.m.

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)																					
2016																					
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 \$ KWHRS	\$ Network	RTO Start-up \$	Other	Credits	Total PJM			
Main	10,772	1,820	10,925	0.9860	10,772	1,820	6,175,345	\$191,709.55	\$69,906.14												
Welder	312	276	417	0.7483	312	276	208,084	\$5,547.32	\$2,355.55												
Phoenix	7,851	1,251	7,950	0.9875	7,851	1,251	4,676,007	\$139,715.62	\$52,933.33												
Mar-16	18,934	3,348	19,228	0.9847	18,934	3,348	11,059,436	\$336,972.49	\$125,195.03	\$163,316.90	\$15,184.61	\$44,308.72	\$1,085.33	\$70,510.79	\$162.61	\$12,663.84	(\$576.34)	\$83,846.23	\$768,823.98	6.952	
Main	10,991	2,028	11,177	0.9834	10,991	2,028	6,302,889	\$195,606.20	\$71,349.97												
Welder	139	282	314	0.4416	139	282	149,844	\$2,466.66	\$1,696.27												
Phoenix	8,486	1,133	8,561	0.9912	8,486	1,133	4,734,776	\$151,024.72	\$53,598.62												
Feb-16	19,616	3,443	19,915	0.9849	19,616	3,443	11,187,510	\$349,097.59	\$126,644.85	\$165,208.19	\$509.03	\$28,825.21	\$1,097.90	\$65,961.70	\$152.12	\$12,663.84	(\$782.56)	\$79,093.00	\$749,377.87	6.698	
Main	11,894	2,299	12,114	0.9818	11,894	2,299	7,171,623	\$211,677.84	\$81,184.21												
Welder	290	355	458	0.6323	290	355	147,920	\$5,152.23	\$1,674.49												
Phoenix	8,211	1,158	8,292	0.9902	8,211	1,158	4,864,669	\$146,129.60	\$55,069.02												
Jan-16	20,394	3,812	20,748	0.9830	20,394	3,812	12,184,212	\$362,959.67	\$137,927.72	\$179,926.69	(\$7,579.80)	\$39,241.29	\$1,195.71	\$70,559.06	\$162.61	\$12,616.31	(\$892.92)	\$83,640.77	\$796,116.34	6.534	

Year to Date 2016:

34,431,158

\$2,314,318

6.722

	2015		% Change
	Previous	New	
\$/kW	16.236	17.797	9.6%
\$/Kwh	0.010649	0.01132	6.3%

CITY OF SOUTH HAVEN
 Cost of Electric Energy from Indiana-Michigan Power Company (AEP)
 2015

Date	ACTUAL				BILLING			COST				PJM Open Access Transmission Tariff						Total Cost	cts/ KWH	
	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	11,156	2,209	11,373	0.9810	11,156	2,209	6,860,829	\$198,542.89	\$77,665.96											
Welder	349	382	518	0.6741	349	382	159,204	\$6,209.37	\$1,802.23											
Phoenix	7,894	1,041	7,962	0.9914	7,894	1,041	4,570,729	\$140,489.07	\$51,741.57											
Dec-15	19,399	3,633	19,736	0.9829	19,399	3,633	11,590,763	\$345,241.33	\$131,209.75	\$171,163.10	(\$8,297.83)	\$11,919.42	\$1,137.47	\$70,352.03	\$164.28	\$12,752.68	(\$623.03)	\$83,783.43	\$735,019.20	6.341
Main	11,068	2,425	11,331	0.9768	11,068	2,425	6,293,125	\$196,977.28	\$71,239.43											
Welder	181	286	339	0.5351	181	286	132,027	\$3,224.82	\$1,494.57											
Phoenix	7,300	1,514	7,455	0.9792	7,300	1,514	4,259,114	\$129,912.85	\$48,214.03											
Nov-15	18,549	4,225	19,024	0.9750	18,549	4,225	10,684,266	\$330,114.95	\$120,948.03	\$157,776.69	(\$25,887.98)	(\$90,836.20)	\$1,048.51	\$68,082.61	\$158.98	\$12,668.23	(\$612.76)	\$81,345.57	\$573,461.06	5.367
Main	10,620	2,347	10,876	0.9764	10,620	2,347	6,545,989	\$189,003.52	\$74,101.90											
Welder	178	85	197	0.9024	178	85	164,183	\$3,160.75	\$1,858.58											
Phoenix	7,555	1,683	7,740	0.9761	7,554	1,683	4,478,667	\$134,446.81	\$50,699.41											
Oct-15	18,352	4,115	18,808	0.9758	18,352	4,115	11,188,839	\$326,611.08	\$126,659.89	\$165,227.82	\$70.49	(\$40,328.39)	\$1,098.03	\$70,352.03	\$164.28	\$13,846.37	(\$632.33)	\$84,828.38	\$663,069.27	5.926
Main	16,160	5,527	17,079	0.9462	16,160	5,527	7,094,090	\$287,599.52	\$80,306.52											
Welder	331	255	418	0.7914	331	255	145,444	\$5,881.91	\$1,646.46											
Phoenix	12,043	4,319	12,794	0.9413	12,043	4,319	5,202,369	\$214,336.39	\$58,891.85											
Sep-15	28,534	10,101	30,269	0.9427	28,534	10,101	12,441,903	\$507,817.82	\$140,844.83	\$183,732.07	\$80,689.47	\$107,943.97	\$1,221.00	\$68,082.61	\$158.98	\$13,966.53	(\$648.11)	\$82,781.01	\$1,103,809.17	8.872
Main	17,342	5,937	18,330	0.9461	17,342	5,937	8,238,251	\$308,635.57	\$93,258.65											
Welder	318	242	400	0.7958	318	242	137,863	\$5,663.01	\$1,560.64											
Phoenix	12,746	4,697	13,583	0.9383	12,746	4,697	5,963,548	\$226,831.66	\$67,508.56											
Aug-15	30,406	10,876	32,292	0.9416	30,406	10,876	14,339,662	\$541,130.24	\$162,327.85	\$211,756.66	\$60,418.73	(\$1,064.60)	\$1,407.24	\$70,352.03	\$164.28	\$13,955.91	(\$809.79)	\$85,069.67	\$1,059,638.55	7.390
Main	17,582	5,888	18,542	0.9482	17,582	5,888	8,397,922	\$312,906.41	\$95,066.15											
Welder	417	345	541	0.7700	417	345	163,144	\$7,414.23	\$1,846.82											
Phoenix	12,979	4,722	13,812	0.9397	12,979	4,722	6,116,077	\$230,992.16	\$69,235.21											
Jul-15	30,978	10,955	32,858	0.9428	30,978	10,955	14,677,143	\$551,312.80	\$166,148.19	\$216,740.31	\$7,241.70	\$17,316.18	\$1,440.36	\$70,352.03	\$164.28	\$12,941.71	(\$862.12)	\$84,036.26	\$1,042,795.44	7.105
Main	13,385	3,245	13,773	0.9718	13,385	3,245	6,937,553	\$238,212.76	\$78,534.49											
Welder	357	279	453	0.7885	357	279	160,005	\$6,353.53	\$1,811.29											
Phoenix	10,017	2,509	10,326	0.9700	10,017	2,509	5,043,423	\$178,268.90	\$57,092.55											
Jun-15	23,759	6,033	24,513	0.9692	23,759	6,033	12,140,981	\$422,835.19	\$137,438.33	\$179,288.29	\$72,219.41	\$52,206.29	\$1,590.72	\$61,771.70	\$158.98	\$11,074.79	(\$566.12)	\$74,030.07	\$938,017.58	7.726
Main	12,069	2,877	12,407	0.9727	12,069	2,877	6,509,754	\$195,952.20	\$69,324.33											
Welder	352	256	435	0.8087	352	256	157,517	\$5,713.45	\$1,677.45											
Phoenix	9,449	2,710	9,829	0.9613	9,449	2,710	4,695,229	\$153,407.39	\$50,000.91											
May-15	21,870	5,843	22,636	0.9661	21,869	5,843	11,362,501	\$355,073.04	\$121,002.68	\$202,133.20	(\$26,051.94)	\$190,579.23	\$1,488.72	\$63,830.75	\$164.28	\$10,490.61	(\$563.53)	\$75,410.83	\$918,147.04	8.081
Main	10,537	1,286	10,615	0.9926	10,537	1,286	6,040,137	\$171,083.21	\$64,323.23											
Welder	390	310	498	0.7831	390	310	195,761	\$6,336.10	\$2,084.71											
Phoenix	7,096	851	7,147	0.9929	7,096	851	4,174,049	\$115,215.53	\$44,450.69											
Apr-15	18,023	2,446	18,189	0.9909	18,024	2,446	10,409,946	\$292,634.84	\$110,858.64	\$185,187.73	(\$1,746.79)	\$69,775.22	\$1,363.92	\$61,771.70	\$158.98	\$10,490.59	(\$618.08)	\$73,167.11	\$729,876.75	7.011
Main	11,515	1,311	11,589	0.9936	11,515	1,311	6,754,204	\$186,957.70	\$71,927.55											
Welder	332	28	333	0.9965	332	28	206,604	\$5,390.35	\$2,200.19											
Phoenix	8,000	1,092	8,074	0.9908	8,000	1,092	4,651,132	\$129,883.29	\$49,531.29											
Mar-15	19,847	2,430	19,995	0.9926	19,847	2,430	11,611,940	\$322,231.35	\$123,659.03	\$206,570.61	(\$8,109.78)	(\$5,469.59)	\$1,521.40	\$63,830.75	\$164.28	\$10,490.61	(\$872.04)	\$75,135.00	\$714,016.62	6.149
Main	12,184	1,570	12,285	0.9918	12,178	1,570	7,974,908	\$197,728.02	\$84,927.19											
Welder	408	367	548	0.7432	408	367	175,313	\$6,616.17	\$1,866.96											
Phoenix	8,257	1,195	8,343	0.9897	8,253	1,195	3,492,559	\$133,997.33	\$37,193.31											
Feb-15	20,849	3,132	21,083	0.9889	20,839	3,132	11,642,780	\$338,341.52	\$123,987.46	\$207,119.25	(\$51,728.87)	(\$41,147.55)	\$1,525.44	\$67,653.58	\$148.38	\$10,490.61	(\$1,135.22)	\$68,682.79	\$645,254.60	5.542
Main	12,325	1,739	12,447	0.9902	12,325	1,739	7,443,979	\$200,108.62	\$79,273.16											
Welder	331	309	453	0.7313	331	309	160,777	\$5,374.12	\$1,712.17											
Phoenix	8,581	1,288	8,677	0.9889	8,581	1,288	5,041,513	\$139,316.16	\$53,688.58											
Jan-15	21,237	3,336	21,497	0.9879	21,237	3,336	12,646,269	\$344,798.90	\$134,673.91	\$224,970.80	\$16,637.43	\$100,270.82	\$1,656.92	\$63,830.75	\$164.28	\$10,490.61	(\$994.22)	\$75,148.34	\$896,500.20	7.089

Year to Date 2015: 144,736,992 \$10,019,605 6.923

	Previous	New	% Change
\$/kW	16.236	17.797	9.6%
\$/Kwh	0.01065	0.0113	6.3%

City of South Haven
Electric Fund - Fund 582
For the period ended March 31, 2016

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	2015-16 Adopted Budget	% of Annual Budget
Electric Sales	\$ 1,151,213	\$ 1,229,276	\$ 1,143,946	\$ (78,062)	\$ 7,267	\$ 10,360,845	\$ 11,063,480	\$ 9,788,677	\$ (702,635)	\$ 572,168	\$ 14,751,307	70%
Charges for Service	\$ 26,711	\$ 12,500	\$ 4,103	\$ 14,211	\$ 22,608	\$ 107,047	\$ 112,500	\$ 62,856	\$ (5,453)	\$ 44,191	\$ 150,000	71%
Interest Income	\$ 5,920	\$ 2,500	\$ 3,227	\$ 3,420	\$ 2,693	\$ 26,205	\$ 22,500	\$ 47,585	\$ 3,705	\$ (21,380)	\$ 30,000	87%
Other Revenue	\$ 5,158	\$ 3,333	\$ 1,748	\$ 1,825	\$ 3,411	\$ 49,972	\$ 30,000	\$ 23,495	\$ 19,972	\$ 26,477	\$ 40,000	125%
Transfers In	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Total Revenues	\$ 1,189,003	\$ 1,247,609	\$ 1,153,024	\$ (58,606)	\$ 35,978	\$ 10,544,069	\$ 11,228,480	\$ 9,922,613	\$ (684,411)	\$ 621,456	\$ 14,971,307	

1 2 3 4 5 6 7 8 9 10 11

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	2015-16 Adopted Budget	% of Annual Budget
Purchased Power	\$ 768,824	\$ 833,333	\$ 714,017	\$ (64,509)	\$ 54,807	\$ 7,492,111	\$ 7,500,000	\$ 7,444,828	\$ (7,889)	\$ 47,283	\$ 10,000,000	75%
Other Operating Expenses	\$ 151,610	\$ 153,285	\$ 217,884	\$ (1,675)	\$ (66,274)	\$ 1,433,189	\$ 1,379,563	\$ 1,353,424	\$ 53,626	\$ 79,766	\$ 1,839,417	78%
Property Tax Equivalents	\$ 60,700	\$ 60,700	\$ 59,557	\$ 0	\$ 1,143	\$ 546,299	\$ 546,299	\$ 536,014	\$ 0	\$ 10,285	\$ 728,399	75%
Energy Optimization Costs	\$ 8,888	\$ 23,467	\$ 23,429	\$ (14,578)	\$ (14,541)	\$ 134,533	\$ 211,200	\$ 208,331	\$ (76,667)	\$ (73,798)	\$ 281,600	48%
Capital Outlay	\$ -	\$ 26,346	\$ 342,286	\$ (26,346)	\$ (342,286)	\$ 214,152	\$ 237,113	\$ 3,343,965	\$ (22,960)	\$ (3,129,813)	\$ 316,150	68%
Transfer Out	\$ 14,066	\$ 14,066	\$ 14,025	\$ -	\$ 41	\$ 126,592	\$ 126,592	\$ 126,226	\$ -	\$ 366	\$ 168,789	75%
Depreciation	\$ 55,917	\$ 55,917	\$ 39,510	\$ -	\$ 16,406	\$ 503,250	\$ 503,250	\$ 355,593	\$ -	\$ 147,657	\$ 671,000	75%
Administrative Expenses	\$ 50,882	\$ 65,110	\$ 51,593	\$ (14,228)	\$ (711)	\$ 557,242	\$ 585,994	\$ 550,869	\$ (28,752)	\$ 6,373	\$ 781,325	71%
Total Expenses	\$ 1,110,887	\$ 1,232,223	\$ 1,462,301	\$ (121,337)	\$ (351,414)	\$ 11,007,369	\$ 11,090,010	\$ 13,919,250	\$ (82,641)	\$ (2,911,881)	\$ 14,786,680	

Net Fund Change \$ 78,116 \$ 15,386 \$ (309,277) \$ 62,730 \$ 387,393 \$ (463,300) \$ 138,470 \$ (3,996,637) \$ (601,770) \$ 3,533,337 \$ 184,627

AS OF JUNE 30, 2015

Retained Earnings	\$ 16,823,115
Less Net Capital Assets	\$ (14,267,710)
Net Undesignated Reserves	\$ 2,555,405

Breakdown:

Cash/Investments	\$ 2,373,971
Current Assets	\$ 2,478,330
Current Liabilities	\$ (2,296,896)
Net Working Capital	\$ 2,555,405

AS OF CURRENT MONTH END

Retained Earnings-FYE	\$ 16,823,115
Less Net Capital Assets	\$ (14,267,710)
Net Undesignated Reserves June 30, 2015	\$ 2,555,405
Net Income Per Income Statement Revenue > Expenses Thru 03/31/16	\$ (463,300)
Add back Non-cash Depreciation Expense	\$ 503,250
	\$ 2,595,355

Breakdown:

Cash/Investments	\$ 2,276,771
Current Assets	\$ 2,114,035
Current Liabilities	\$ (1,795,451)
Net Working Capital	\$ 2,595,355

PROJECTED BALANCE AT JUNE 30, 2016 Based on AMENDED Annual Budget

Beginning Retained Earnings-July 1, 2015	\$ 16,823,115
Less Projected Net Capital Assets	\$ (13,912,860)
Net Income Per Income Statement Revenue > Expenses Projected thru 6/30/16	\$ 184,627
	\$ 3,094,882

Net Working Capital \$ 3,094,882 Projected thru 6/30/16

The Net Working Capital is shown here for June 30, 2015, Current Month Ended, and Projected at June 30, 2016. The amounts represent what is left over after all of the short-term obligations have been met and represents the relatively liquid portion of the Utility's retained earnings or reserves that can be used for future expenditures.

CITY OF SOUTH HAVEN
ELECTRIC FUND
KWH COMPARISONS
ROLLING TWELVE MONTHS

		KWH	KWH	KWH	STREET LTS	TOTAL KWH	PERCENTAGE	PERCENTAGE	
		PURCHASED	BILLED	STREET LTS	12 MO AVE.	BILLED AND	TO PURCHASED	TO PURCHASED	
						STREET LTS	(ROLLING 12 MOS)	CURRENT MONTH	
FISCAL 2014									
July	2013	14,702,976	12,364,189	37,740	52,213	12,401,929	94.64%	84.35%	31
August	2013	13,559,712	13,582,248	42,342	52,126	13,624,590	94.42%	100.48%	31
September	2013	11,670,399	12,462,283	48,796	52,143	12,511,079	95.03%	107.20%	30
October	2013	10,945,398	10,453,792	54,475	52,125	10,508,267	94.91%	96.01%	31
November	2013	10,657,150	9,502,492	58,511	51,866	9,561,003	94.96%	89.71%	30
December	2013	11,962,287	10,244,088	71,063	52,032	10,315,151	94.68%	86.23%	31
January	2014	12,608,593	10,959,716	65,878	51,791	11,025,594	94.12%	87.45%	31
February	2014	11,410,071	12,066,200	59,636	51,790	12,125,836	94.72%	106.27%	29
March	2014	11,773,033	10,878,414	54,626	51,925	10,933,040	94.54%	92.87%	31
April	2014	10,374,016	10,020,033	48,541	51,953	10,068,574	94.63%	97.06%	30
May	2014	11,203,732	10,614,984	44,334	51,971	10,659,318	94.97%	95.14%	31
June	2014	12,746,940	11,082,867	39,220	52,097	11,122,087	93.90%	87.25%	30
		<u>143,614,306</u>	<u>134,231,306</u>	<u>625,162</u>		<u>134,856,468</u>			
FISCAL 2015									
July	2014	13,717,651	12,578,551	38,129	52,129	12,616,680	96.41%	91.97%	31
August	2014	14,486,040	12,740,027	42,644	52,154	12,782,671	94.07%	88.24%	31
September	2014	11,824,906	13,323,234	48,696	52,146	13,371,930	94.64%	113.08%	30
October	2014	11,327,065	11,109,952	55,667	52,245	11,165,619	95.09%	98.57%	31
November	2014	11,400,971	10,662,987	62,443	52,573	10,725,430	94.71%	94.07%	30
December	2014	12,007,610	11,126,842	67,163	52,248	11,194,005	95.06%	93.22%	31
January	2015	12,646,269	11,962,202	63,831	52,078	12,026,033	95.27%	95.10%	31
February	2015	11,642,781	11,272,243	59,367	52,055	11,331,610	95.05%	97.33%	29
March	2015	11,611,940	10,475,991	55,391	52,119	10,531,382	94.93%	90.69%	31
April	2015	10,409,946	10,889,321	49,374	52,188	10,938,695	95.50%	105.08%	30
May	2015	11,362,501	10,551,097	43,678	52,134	10,594,775	95.38%	93.24%	31
June	2015	12,140,981	10,457,881	38,776	52,097	10,496,657	95.29%	86.46%	30
		<u>144,578,660</u>	<u>137,150,328</u>	<u>625,159</u>		<u>137,775,487</u>			
FISCAL 2016									
July	2015	14,677,143	13,243,711	38,312	52,112	13,282,023	93.91%	90.49%	31
August	2015	14,339,662	13,784,516	43,194	52,158	13,827,710	93.48%	96.43%	31
September	2015	12,441,903	13,414,247	48,002	52,100	13,462,249	94.04%	108.20%	30
October	2015	11,188,839	11,094,437	54,768	52,025	11,149,205	94.43%	99.65%	31
November	2015	10,684,266	9,455,848	61,411	51,939	9,517,259	94.57%	89.08%	30
December	2015	11,590,762	9,764,754	67,711	51,985	9,832,465	94.49%	84.83%	31
January	2016	12,184,212	11,882,513	62,508	51,855	11,945,021	94.16%	98.04%	31
February	2016	11,187,510	10,966,030	59,563	51,849	11,025,593	94.39%	98.55%	29
March	2016	11,059,436	10,905,400	53,548	51,759	10,958,948	94.48%	99.09%	31
		<u>109,353,733</u>	<u>104,511,455</u>	<u>489,017</u>		<u>105,000,472</u>			
Prior Year-to-date		110,665,233	105,252,029	493,331		105,745,360			
Two Years Prior		109,289,618	102,513,422	493,067		103,006,489			

City of South Haven
Water Fund - Fund 591
For the period ended March 31, 2016

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	2015-16 Adopted Budget	% of Annual Budget
Sales	\$ 267,485	\$ 318,092	\$ 258,423	\$ (50,607)	\$ 9,061	\$ 2,638,350	\$ 2,862,824	\$ 2,566,494	\$ (224,474)	\$ 71,856	\$ 3,817,098	69%
Charges for Service	15,892	5,833	9,178	10,059	6,714	63,396	52,500	41,594	10,896	21,802	70,000	91%
Interest Income	74	167	914	(93)	(840)	7,148	1,500	5,291	5,648	1,857	2,000	357%
Special Assessment Revenue	-	7,015	-	(7,015)	-	-	63,139	12	(63,139)	(12)	84,185	0%
Other Revenue	1,580	2,917	2,133	(1,337)	(553)	33,206	26,250	45,334	6,956	(12,128)	35,000	95%
Total Revenues	\$ 285,030	\$ 334,024	\$ 270,648	\$ (48,994)	\$ 14,382	\$ 2,742,100	\$ 3,006,212	\$ 2,658,725	\$ (264,112)	\$ 83,375	\$ 4,008,283	

Expenses:	1	2	3	4	5	6	7	8	9	10	11	% of Annual Budget
	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	2015-16 Adopted Budget	
Operating Expenses	\$ 168,572	\$ 126,019	\$ 109,897	\$ 42,554	\$ 58,675	\$ 1,111,578	\$ 1,134,170	\$ 1,011,794	\$ (22,593)	\$ 99,783	\$ 1,512,227	74%
Property Tax Equivalents	16,701	16,701	16,107	-	594	150,311	150,311	144,963	-	5,348	200,415	75%
Capital Outlay	10,991	32,377	118	(21,386)	10,873	38,772	291,395	5,505	(252,623)	33,267	388,527	10%
Debt Service	35,163	126,651	49,066	(91,489)	(13,904)	766,104	1,139,859	781,389	(373,755)	(15,285)	1,519,812	50%
Transfers Out	-	63	333	(63)	(333)	-	567	3,000	(567)	(3,000)	756	0%
Depreciation	50,833	50,833	16,307	-	34,526	457,500	457,500	146,763	-	310,737	610,000	75%
Administrative Expenses	15,708	20,534	14,057	(4,825)	1,651	180,169	184,802	185,293	(4,632)	(5,124)	246,402	73%
Total Expenses	\$ 297,969	\$ 373,178	\$ 205,886	\$ (75,209)	\$ 92,083	\$ 2,704,434	\$ 3,358,604	\$ 2,278,707	\$ (654,171)	\$ 425,727	\$ 4,478,139	

Net Fund Change \$ (12,939) \$ (39,155) \$ 64,762 \$ 26,216 \$ (77,701) \$ 37,666 \$ (352,392) \$ 380,018 \$ 390,058 \$ (342,352) \$ (469,856)

AS OF JUNE 30, 2015

Retained Earnings	\$ 7,773,667
Less Net Capital Assets, minus related LT debt	\$ (5,915,344)
Less Restricted Cash-Debt	\$ (60,723)
Net Undesignated Reserves	\$ 1,797,600

Breakdown:

Cash/Investments	\$ 2,077,613
Current Assets	\$ 966,012
Current Liabilities	\$ (1,246,024)
Net Working Capital	\$ 1,797,600

AS OF CURRENT MONTH END

Retained Earnings-FYE	\$ 7,773,667
Less Net Capital Assets, minus related LT debt	\$ (5,915,344)
Less Restricted Cash-Debt	\$ (60,743)
Net Undesignated Reserves	\$ 1,797,580
Net Income Per Income Statement Revenue > Expenses	\$ 37,666
Add back Non-cash Depreciation Expense	\$ 457,500
	\$ 2,292,746

Breakdown:

Cash/Investments	\$ 2,786,968
Current Assets	\$ 695,829
Current Liabilities	\$ (1,190,051)
Net Working Capital	\$ 2,292,746

PROJECTED BALANCE AT JUNE 30, 2016 Based on Adopted Annual Budget

Beginning Retained Earnings-July 1, 2015	\$ 7,773,667
Less Projected Net Capital Assets, minus related LT debt	\$ (5,693,871)
Less Restricted Cash-Debt	\$ (60,743)
Net Income Per Income Statement Revenue < Expenses	\$ (469,856)
	\$ 1,549,197

Net Working Capital \$ 1,549,197 Projected thru 6/30/16

The Net Working Capital is shown here for June 30, 2015, Current Month Ended, and Projected at June 30, 2016. The amounts represent what is left over after all of the short-term obligations have been met and represents the relatively liquid portion of the Utility's retained earnings or reserves that can be used for future expenditures.

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 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%
October	2013	35,699,000	4,772,594	41,176	182,891	5,303,775	90.51%	111.99%
November	2013	28,029,000	3,747,193	37,834	99,473	3,426,297	90.79%	92.45%
December	2013	28,262,000	3,778,342	37,166	178,083	2,904,054	90.43%	77.84%
January	2014	36,931,000	4,937,299	40,642	145,998	3,089,262	89.82%	63.39%
February	2014	36,711,000	4,907,888	36,230	128,741	3,454,550	89.24%	71.13%
March	2014	36,506,000	4,880,481	37,567	40,914	3,251,264	89.19%	67.39%
April	2014	29,869,000	3,993,182	33,957	57,952	3,321,979	89.46%	84.04%
May	2014	40,638,000	5,432,888	31,283	70,598	4,278,590	89.10%	78.75%
June	2014	53,611,000	7,167,246	37,032	100,575	5,543,066	85.86%	77.34%
		<u>511,630,000</u>	<u>68,399,733</u>	<u>487,843</u>	<u>1,522,412</u>	<u>56,718,922</u>		
FISCAL 2015								
July	2014	64,316,000	8,598,396	38,503	126,739	6,932,597	89.25%	81.07%
August	2014	66,789,000	8,929,011	42,246	34,492	7,841,235	88.61%	88.29%
September	2014	44,601,000	5,962,701	36,096	100,277	6,663,068	89.65%	112.35%
October	2014	33,430,000	4,469,251	34,492	117,932	4,619,497	90.26%	104.13%
November	2014	29,363,000	3,925,535	34,091	102,686	3,359,059	90.37%	86.44%
December	2014	28,908,000	3,864,706	35,294	67,388	3,125,243	90.02%	81.78%
January	2015	31,306,000	4,185,294	35,561	83,432	4,170,131	90.74%	100.49%
February	2015	28,322,000	3,786,364	34,091	81,219	4,470,432	91.70%	118.97%
March	2015	31,937,000	4,269,652	34,091	40,910	3,087,632	91.99%	73.11%
April	2015	29,525,000	3,947,193	31,551	56,153	3,393,749	92.42%	86.78%
May	2015	39,633,000	5,298,529	35,963	54,549	3,758,939	91.60%	70.94%
June	2015	47,141,000	6,302,273	30,749	60,965	4,655,896	90.38%	73.88%
		<u>475,271,000</u>	<u>63,538,904</u>	<u>422,727</u>	<u>926,742</u>	<u>56,077,478</u>		
FISCAL 2016								
July	2015	61,946,000	8,281,551	38,503	78,614	6,437,314	84.12%	78.20%
August	2015	62,360,000	8,336,898	36,364	94,657	7,097,043	83.07%	85.56%
September	2015	46,519,000	6,219,118	31,150	94,659	6,645,302	83.99%	107.35%
October	2015	35,558,000	4,753,743	29,947	93,054	4,625,971	84.62%	97.94%
November	2015	29,110,000	3,891,711	28,743	89,845	3,606,818	85.68%	93.42%
December	2015	28,456,000	3,804,278	28,743	91,450	2,847,372	85.91%	75.60%
January	2016	29,466,000	3,939,305	15,775	93,053	3,223,960	86.57%	82.24%
February	2016	27,269,000	3,645,588	18,717	94,657	2,991,478	86.56%	82.57%
March	2016	30,166,000	4,032,888	4,011	99,470	2,906,571	86.43%	72.17%
		<u>350,850,000</u>	<u>46,905,080</u>	<u>231,952</u>	<u>829,459</u>	<u>40,381,829</u>		
Prior Year-to-date		358,972,000	47,990,909	324,465	755,075	44,268,894		
Two Years Prior		387,512,000	51,806,417	385,570	1,293,287	43,575,287		

City of South Haven
Sewer Fund - Fund 592
For the period ended March 31, 2016

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	2015-16 Adopted Budget	% of Annual Budget
Sales	\$ 161,959	\$ 200,392	\$ 159,750	\$ (38,433)	\$ 2,209	\$ 1,426,706	\$ 1,803,525	\$ 1,579,815	\$ (376,819)	\$ (153,109)	\$ 2,404,700	59%
IPP Revenues	740	7,083	-	(6,343)	740	57,760	63,750	54,251	(5,990)	3,509	85,000	68%
Interest Income	2	208	597	(207)	(595)	5,066	1,875	1,805	3,191	3,261	2,500	203%
Special Assessment Revenue	-	8,457	-	(8,457)	-	-	76,112	17	(76,112)	(17)	101,483	0%
Grant Revenue	-	514	-	(514)	-	157,304	4,628	-	152,676	157,304	6,171	2549%
Other Revenue	113	1,667	100	(1,554)	13	8,202	15,000	17,088	(6,798)	(8,887)	20,000	41%
Total Revenues	\$ 162,813	\$ 218,321	\$ 160,447	\$ (55,508)	\$ 2,366	\$ 1,655,038	\$ 1,964,891	\$ 1,652,977	\$ (309,852)	\$ 2,061	\$ 2,619,854	

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	2015-16 Adopted Budget	% of Annual Budget
Operating Expenses	\$ 104,417	\$ 121,297	\$ 77,867	\$ (16,880)	\$ 26,550	\$ 1,097,943	\$ 1,091,675	\$ 820,485	\$ 6,269	\$ 277,458	\$ 1,455,566	75%
Property Tax Equivalents	8,733	8,733	8,104	0	629	78,596	78,596	72,939	0	5,657	104,795	75%
Capital Outlay	85,415	37,082	118	48,333	85,297	251,657	333,740	21,569	(82,082)	230,088	444,986	57%
Transfers Out	16,667	16,735	17,000	(68)	(333)	150,000	150,616	153,000	(616)	(3,000)	200,821	75%
Depreciation	29,583	29,583	20,379	-	9,205	266,250	266,250	183,409	-	82,841	355,000	75%
Administrative Expenses	22,817	27,906	20,717	(5,089)	2,100	245,094	251,153	243,534	(6,058)	1,560	334,870	73%
Total Expenses	\$ 267,632	\$ 241,337	\$ 144,185	\$ 26,295	\$ 123,447	\$ 2,089,541	\$ 2,172,029	\$ 1,494,937	\$ (82,488)	\$ 594,604	\$ 2,896,038	

Net Fund Change \$ (104,819) \$ (23,015) \$ 16,262 \$ (81,803) \$ (121,081) \$ (434,502) \$ (207,138) \$ 158,040 \$ (227,364) \$ (592,543) \$ (276,184)

AS OF JUNE 30, 2015

Retained Earnings	\$ 7,192,829
Less Net Capital Assets (Net of related Debt)	\$ (5,741,834)
Net Undesignated Reserves	\$ 1,450,995

Breakdown:

Cash/Investments	\$ 1,313,018
Current Assets	\$ 603,376
Current Liabilities	\$ (465,399)
Net Working Capital	\$ 1,450,995

AS OF CURRENT MONTH END

Retained Earnings-FYE	\$ 7,192,829
Less Net Capital Assets	\$ (5,741,834)
Net Undesignated Reserves	\$ 1,450,995
Net Income Per Income Statement Revenue > Expenses	\$ (434,502)
Add back Non-cash Depreciation Expense	\$ 266,250
	\$ 1,282,742

Breakdown:

Cash/Investments	\$ 1,396,411
Current Assets	\$ 410,147
Current Liabilities	\$ (523,816)
Net Working Capital	\$ 1,282,742

PROJECTED BALANCE AT JUNE 30, 2013

Based on Adopted Annual Budget

Beginning Retained Earnings-July 1, 2015	\$ 7,192,829
Less Projected Net Capital Assets, minus related LT debt	\$ (5,831,820)
Net Income Per Income Statement Revenue < Expenses	\$ (276,184)
	\$ 1,084,825

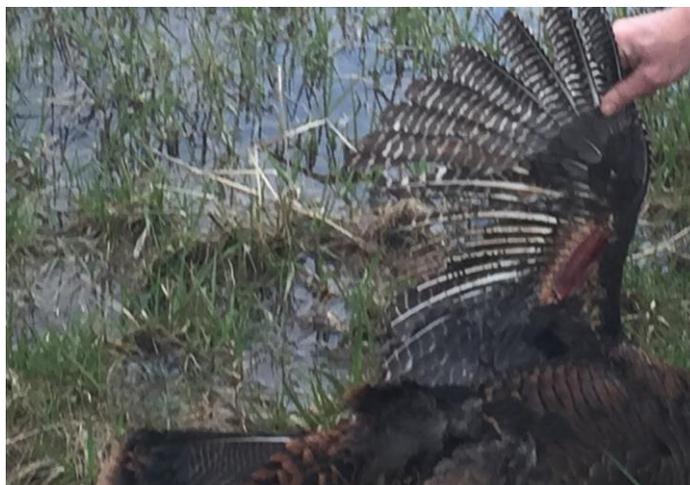
Net Working Capital \$ 1,084,825 Projected thru 6/30/16

The Net Working Capital is shown here for June 30, 2015, Current Month Ended, and projected at June 30, 2016. The amounts represent what is left over after all of the short-term obligations have been met and represents the relatively liquid portion of the Utility's retained earnings or reserves that can be used for future expenditures.

City of South Haven, MI



Electric Outage Report 1st Quarter 2016



South Haven Electric Distribution System

MONTHLY OUTAGE REPORT

January 2016

General Information				Cause		Time & Duration				Customers	
#	Date	S/U	Address/Location	Description	#	Ints	T off	T on	Mins	# Out	Cust Min
1	1/4/2016	U	6th Ave & 73rd St	Primary Line Down - Car Pole	7	1	1/4/16 10:55 AM	1/4/16 8:30 PM	575	82	47150
2	1/6/2016	U	16th Ave & 77th St	Primary Line Down - Tree Limb	5	1	1/6/16 11:10 AM	1/6/16 2:40 PM	210	16	3360
3	1/6/2016	U	716 Conger St	Bad Connection	10	1	1/6/16 12:05 PM	1/6/16 1:35 PM	90	1	90
4	1/7/2016	U	00395 CR 687	Bad Connection	10	1	1/7/16 2:50 PM	1/7/16 4:05 PM	75	1	75
5	1/16/2016	U	72773 8th Ave	Down Service - Tree Limb	5	1	1/16/16 6:50 AM	1/16/16 8:55 AM	125	2	250
6	1/16/2016	U	43rd Ave & 73rd St	Line Fuse - Tree on Line	5	1	1/16/16 5:55 PM	1/16/16 7:50 PM	115	46	5290
7	1/25/2016	U	1220 Phoenix St	Change Fuse - Squirrel	4	1	1/25/16 6:40 AM	1/25/16 7:25 AM	45	11	495
8	1/25/2016	U	73100 CR 388 Lot #52	Bad Underground Service	2	1	1/25/16 2:10 PM	1/25/16 4:05 PM	115	4	460
9	1/25/2016	U	73075 Baseline Rd	Bad Breaker	10	1	1/25/16 6:45 PM	1/25/16 8:10 PM	85	1	85
10	1/26/2016	U	11000 Blue Star Mem Hwy	Bad Connection	10	1	1/26/16 10:00 AM	1/26/16 11:40 AM	100	1	100
11	1/26/2016	U	16692 77th St	Fuse Squirrel - Bad Cut Out	4	1	1/26/16 7:10 PM	1/26/16 10:15 PM	185	16	2960
12	1/27/2016	U	76000 13th Ave	Bad Meter Socket	10	1	1/27/16 1:15 PM	1/27/16 3:05 PM	110	1	110
13	1/30/2016	U	76462 13th Ave	Service Down - Tree Limb	5	1	1/30/16 9:35 AM	1/30/16 12:10 PM	155	1	155
14	1/30/2016	U	70519 6th Ave	Bad Connection	10	1	1/30/16 1:55 PM	1/30/16 5:00 PM	185	1	185

South Haven Electric Distribution System

OUTAGE SUMMARIES

January 2016

Total Customers this Month	8,362	Days of Month
Total Customer Minutes this Month	373,279,680	31

Outage Totals			
		This Month	This Month Last Year
Unscheduled Outages			
Long	# Outages	14	15
	# Customers Out	184	307
	# Minutes Out	2,170	2715
	# Customer Minutes Out	60,765	80560
	# Within City System	14	15
	# 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		14	15
Total Short Outages (Blinks)		0	0
Total Customers Out (Long)		184	307
Total Customers Affected (Short- Blinks)		0	0
Total Customer Minutes Out		60,765	80560
Total Outages Within City System		14	15
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	0	0%
1	Fallen Line / Rotted Pole	0	1	3	1%
2	Bad U/G Cable	1	2	13	6%
3	Lightning	0	0	19	8%
4	Animal Contact	2	3	49	21%
5	Tree Contact	4	2	59	25%
6	Contamination / Foreign Debris	0	0	2	1%
7	Human	1	2	6	3%
8	Other	0	0	1	0%
9	Undetermined	0	0	0	0%
10	Failed Device	6	5	82	35%
	Total	14	15	234	

12 Month Outage Statistics		
Index	As of This Month	As of This Month Last Year
ASAI (%)	99.9741	99.9625
CAIDI (Long) (min)	203.86	222.97
SAIDI (Long) (min)	11.34	16.41
SAIFI (Long) (ints/tot cust)	0.06	0.07
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)

South Haven Electric Distribution System

MONTHLY OUTAGE REPORT

February 2016

General Information				Cause		Time & Duration				Customers	
#	Date	S/U	Address/Location	Description	#	Ints	T off	T on	Mins	# Out	Cust Min
1	2/2/2016	U	21087 72nd St	Bad Connection on Sec. Line - Tree Limb	5	1	2/2/16 6:05 PM	2/2/16 8:45 PM	160	3	480
2	2/3/2016	U	330 Blue Star Mem Hwy	Bad Connection	10	1	2/3/16 3:05 PM	2/3/16 4:20 PM	75	1	75
3	2/3/2016	U	03750 76th St #19	Bad Underground Service	2	1	2/3/16 3:50 PM	2/3/16 5:10 PM	80	3	240
4	2/15/2016	U	08040 73rd St	Bad Fuse	10	1	2/15/16 6:45 AM	2/15/16 10:10 AM	205	8	1640
5	2/23/2016	U	09039 CR 689	Bad Connection	10	1	2/23/16 4:55 PM	2/23/16 6:10 PM	75	1	75
6	2/24/2016	U	Chambers St & Blue Star Mem Hwy	Primary Down - Trees Down	5	1	2/24/16 4:25 PM	2/24/16 8:10 PM	225	187	42075
7	2/24/2016	U	CR 380 & M-140 Hwy	Primary Line Fuse - Wind & Lightning	3	1	2/24/16 4:35 PM	2/24/16 7:45 PM	190	73	13870
8	2/24/2016	U	14th Ave & 76th St	Primary Line Down - Wind & Trees Down	5	1	2/24/16 11:35 PM	2/25/16 7:00 AM	445	467	207815
9	2/25/2016	U	239 Cherry Ct	Bad Fuse - Wind & Lightning	3	1	2/25/16 3:35 AM	2/25/16 5:10 AM	95	23	2185
10	2/25/2016	U	12th Ave & M-140 Hwy	Line Fuse - Wind & Lightning	3	1	2/25/16 11:30 AM	2/25/16 1:50 PM	140	81	11340
11	2/25/2016	U	8th Ave & CR 687	Line Fuse - Wind & Lightning	3	1	2/25/16 4:00 PM	2/25/16 8:45 PM	285	69	19665
12	2/25/2016	U	74292 CR 380	Bad Fuse - Lightning	3	1	2/25/16 7:20 PM	2/25/16 9:05 PM	105	14	1470
13	2/25/2016	U	09720 73rd St	Sec. Line Down - Tree Limb	5	1	2/25/16 8:25 PM	2/25/16 10:50 PM	145	7	1015
14	2/29/2016	U	410 Spencer St	Bad Underground Service	2	1	2/29/16 3:00 PM	2/29/16 6:50 PM	230	1	230

S/U - Scheduled or Unscheduled

Ints - # of Interruptions

Long - >1 min; Short - <1 min

Cause # - see table on page 3

South Haven Electric Distribution System

OUTAGE SUMMARIES

February 2016

Total Customers this Month	8,362	Days of Month
Total Customer Minutes this Month	349,197,120	29

Outage Totals			
	This Month	This Month Last Year	
Unscheduled Outages			
Long	# Outages	14	10
	# Customers Out	938	313
	# Minutes Out	2,455	1255
	# Customer Minutes Out	302,175	54560
	# Within City System	14	10
	# 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	14	10
	Total Short Outages (Blinks)	0	0
	Total Customers Out (Long)	938	313
	Total Customers Affected (Short- Blinks)	0	0
	Total Customer Minutes Out	302,175	54560
	Total Outages Within City System	14	10
	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	0	0%
1	Fallen Line / Rotted Pole	0	0	3	1%
2	Bad U/G Cable	2	0	15	6%
3	Lightning	5	0	24	10%
4	Animal Contact	0	1	48	20%
5	Tree Contact	4	4	59	25%
6	Contamination / Foreign Debris	0	0	2	1%
7	Human	0	0	6	3%
8	Other	0	0	1	0%
9	Undetermined	0	0	0	0%
10	Failed Device	3	5	80	34%
	Total	14	10	238	

12 Month Outage Statistics		
Index	As of This Month	As of This Month Last Year
ASAI (%)	99.9686	99.9622
CAIDI (Long) (min)	223.32	221.14
SAIDI (Long) (min)	13.81	16.57
SAIFI (Long) (ints/tot cust)	0.06	0.07
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

South Haven Electric Distribution System

MONTHLY OUTAGE REPORT

March 2016

General Information				Cause		Time & Duration				Customers	
#	Date	S/U	Address/Location	Description	#	Ints	T off	T on	Mins	# Out	Cust Min
1	3/7/2016	U	12921 M-140 Hwy	Bad Sec. Leads on Power Bank	10	1	3/7/16 2:35 PM	3/7/16 7:00 PM	265	3	795
2	3/8/2016	U	18036 Blue Star Mem Hwy	Down Service - Tree Limb	5	1	3/8/16 3:40 PM	3/8/16 7:15 PM	215	3	645
3	3/11/2016	U	420 Phoenix St	Bad Underground Sec. Line	2	1	3/11/16 3:15 PM	3/11/16 5:15 PM	120	5	600
4	3/14/2016	U	73000 M-43 Hwy	Service Down - Tree Limb	5	1	3/14/16 9:10 AM	3/14/16 1:45 PM	275	1	275
5	3/15/2016	U	218 Huron St	Bad Connection	10	1	3/15/16 2:20 PM	3/15/16 3:45 PM	85	1	85
6	3/19/2016	U	69674 CR 388	Bad Fuse - Bad Arrestor - Line Fuse - Squirrel	4	1	3/19/16 3:55 PM	3/19/16 6:45 PM	170	5	850
7	3/20/2016	U	633 Broadway St	Down Service - Tree Limb	5	1	3/20/16 6:35 PM	3/20/16 7:45 PM	70	1	70
8	3/22/2016	U	13924 73rd St	Bad Fuse - Squirrel	4	1	3/22/16 4:15 PM	3/22/16 5:20 PM	65	7	455
9	3/22/2016	U	45641 16th Ave Lot #51	Bad Connection	10	1	3/22/16 4:25 PM	3/22/16 6:10 PM	105	1	105
10	3/29/2016	U	401 Spencer Ave	Bad Connection	10	1	3/29/16 8:10 PM	3/29/16 9:20 PM	70	1	70
11	3/29/2016	U	17924 M-140 Hwy	Bad Connection	10	1	3/29/16 8:25 PM	3/29/16 10:35 PM	130	1	130
12	3/29/2016	U	77060 Winding Creek Cir	Down Service - Truck	7	1	3/29/16 8:45 PM	3/29/16 11:10 PM	145	1	145

S/U - Scheduled or Unscheduled

Ints - # of Interruptions

Long - >1 min; Short - <1 min

Cause # - see table on page 3

South Haven Electric Distribution System

OUTAGE SUMMARIES

March 2016

Total Customers this Month	8,362	Days of Month
Total Customer Minutes this Month	373,279,680	31

Outage Totals			
		This Month	This Month Last Year
Unscheduled Outages			
Long	# Outages	12	15
	# Customers Out	30	51
	# Minutes Out	1,715	1700
	# Customer Minutes Out	4,225	7520
	# Within City System	12	15
	# 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		12	15
Total Short Outages (Blinks)		0	0
Total Customers Out (Long)		30	51
Total Customers Affected (Short- Blinks)		0	0
Total Customer Minutes Out		4,225	7520
Total Outages Within City System		12	15
Total Outages in Supply to City		0	0

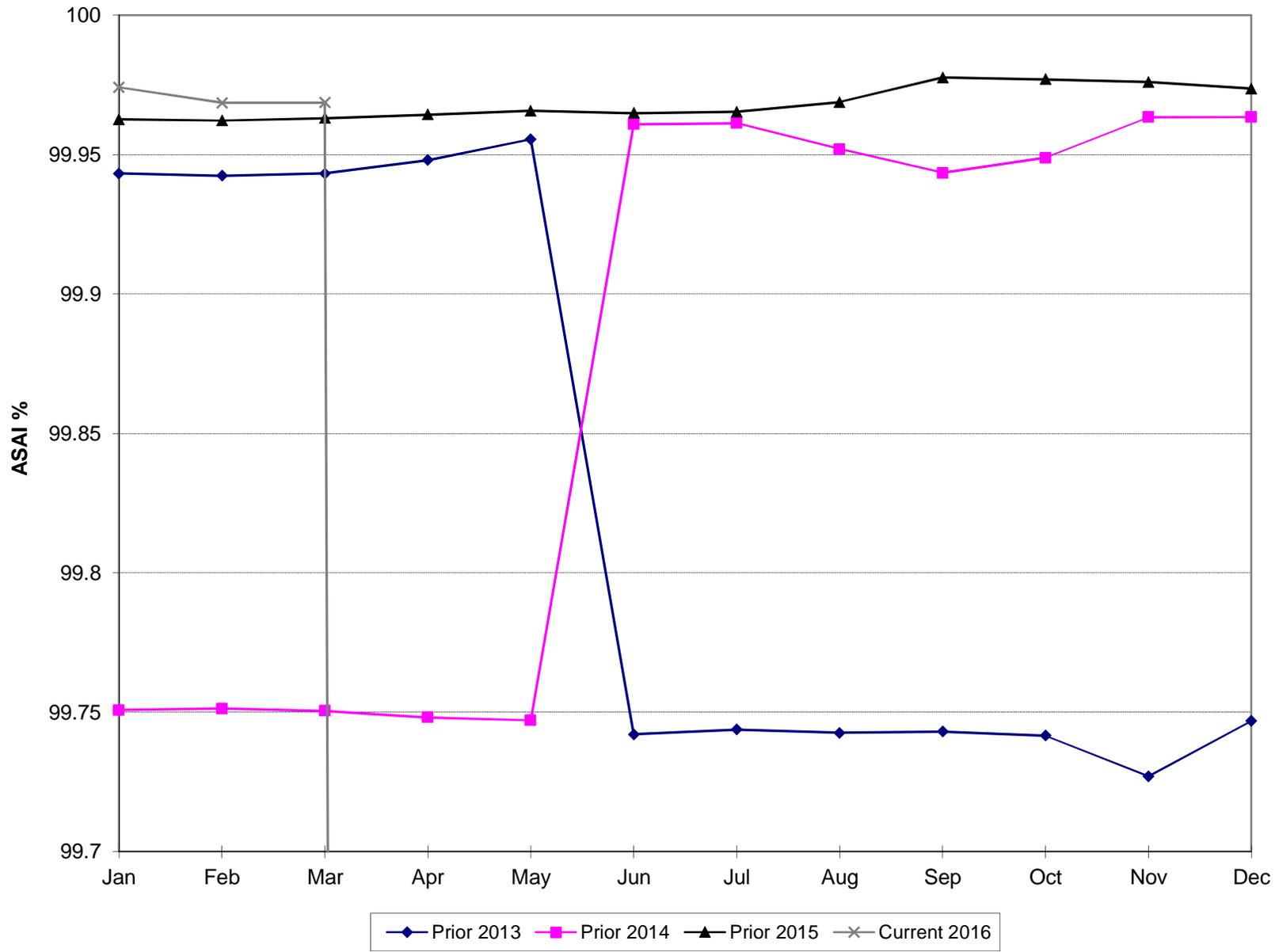
Number of Outages (by Cause)					
Cause #	Description	Total This Month	This Month Last Year	Rolling AT	% AT
0	Electric Supply Disruption to City	0	0	0	0%
1	Fallen Line / Rotted Pole	0	0	3	1%
2	Bad U/G Cable	1	0	16	7%
3	Lightning	0	0	24	10%
4	Animal Contact	2	1	49	21%
5	Tree Contact	3	2	60	26%
6	Contamination / Foreign Debris	0	2	0	0%
7	Human	1	1	6	3%
8	Other	0	0	1	0%
9	Undetermined	0	0	0	0%
10	Failed Device	5	9	76	32%
	Total	12	15	235	

12 Month Outage Statistics		
Index	As of This Month	As of This Month Last Year
ASAI (%)	99.9687	99.9630
CAIDI (Long) (min)	223.54	218.72
SAIDI (Long) (min)	13.76	16.21
SAIFI (Long) (ints/tot cust)	0.06	0.07
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)

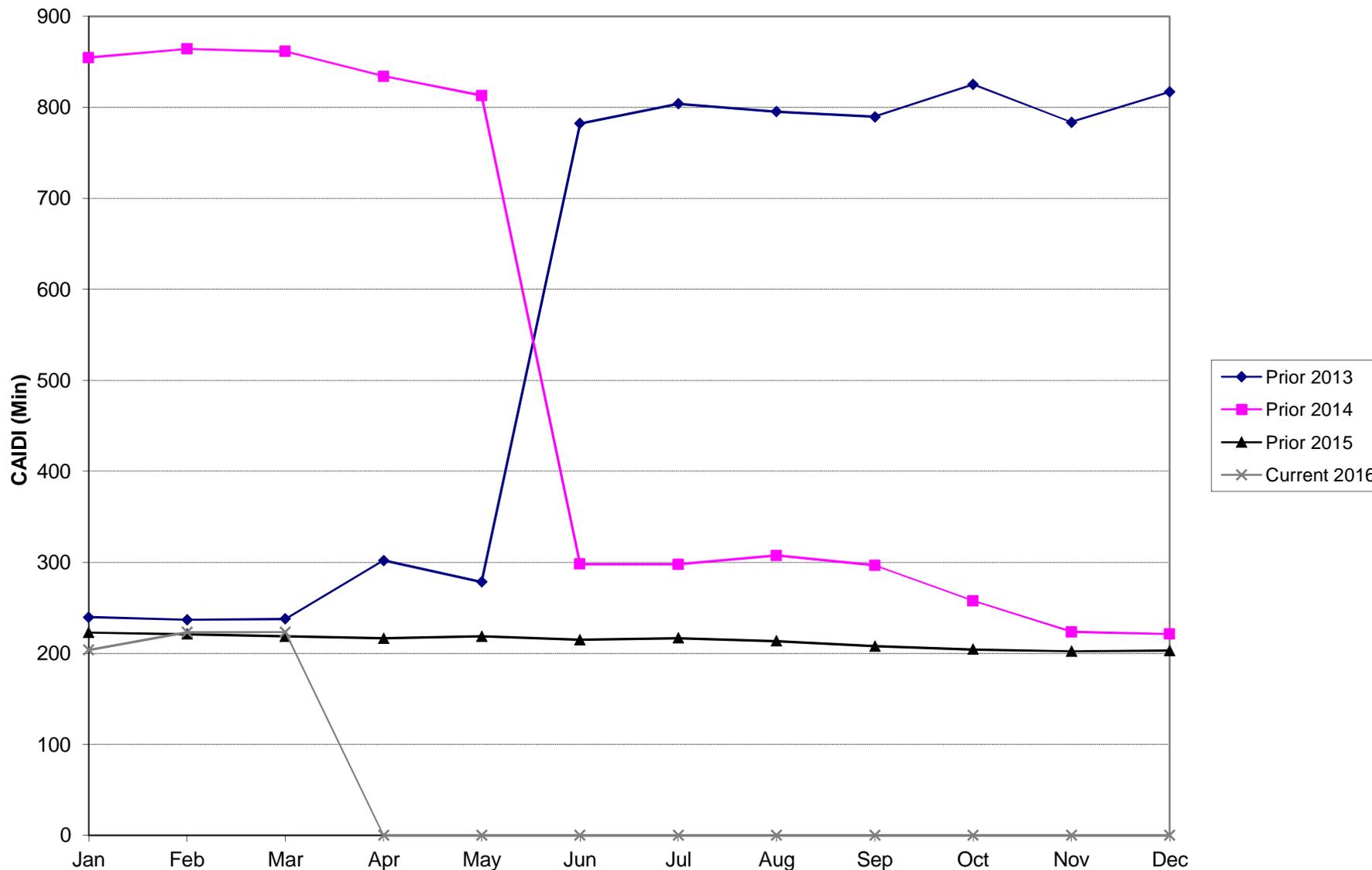
S/U - Scheduled or Unscheduled
 Ints - # of Interruptions
 Long - >1 min; Short - <1 min
 Cause # - see table on page 3

ASAI (Average Service Availability Index)



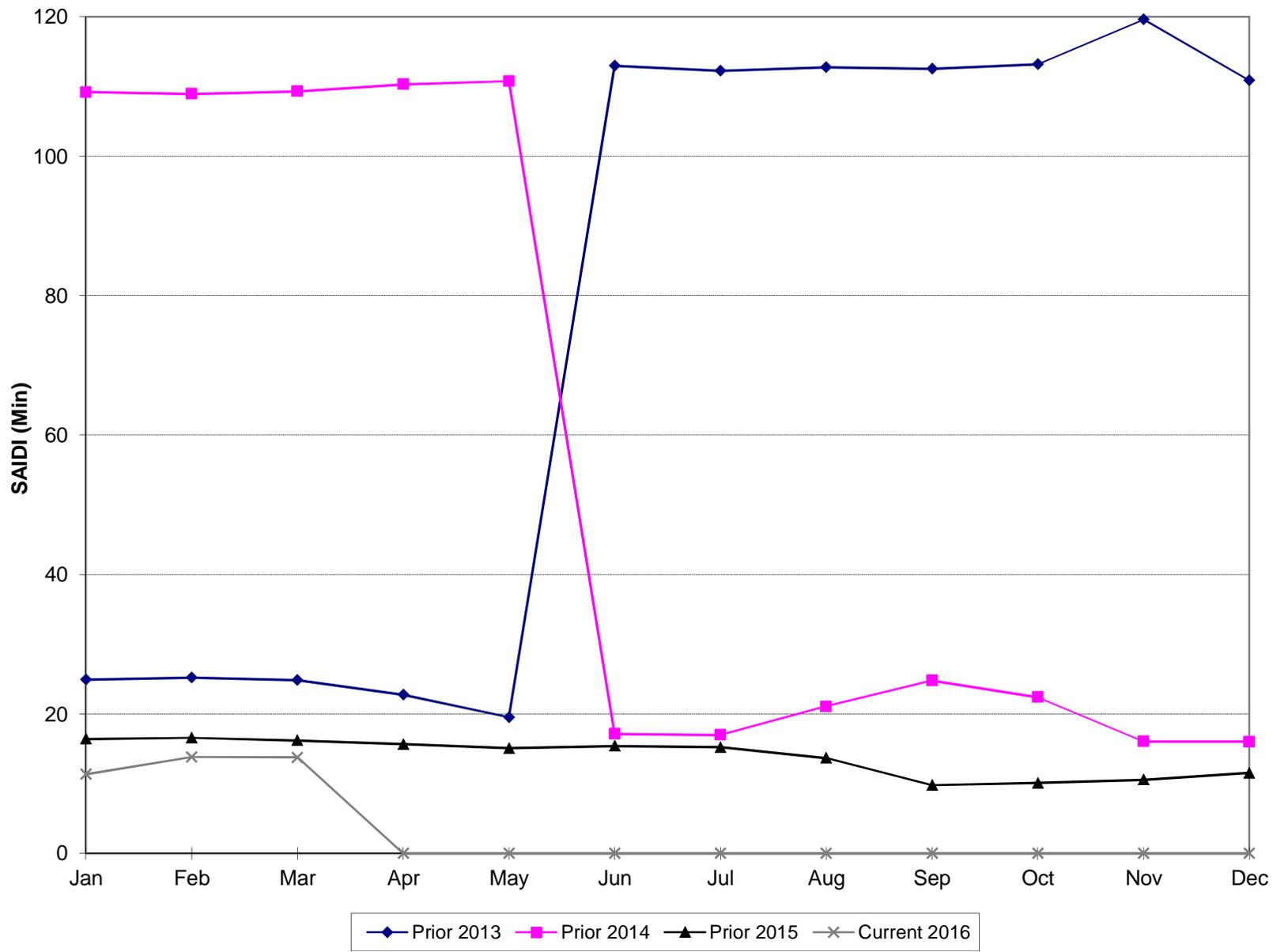
The ratio of the total customer minutes that service was available divided by the total customer minutes demanded (expected) in a time period. It is expressed as a percent.

CAIDI (Customer Average Interruption Duration Index)



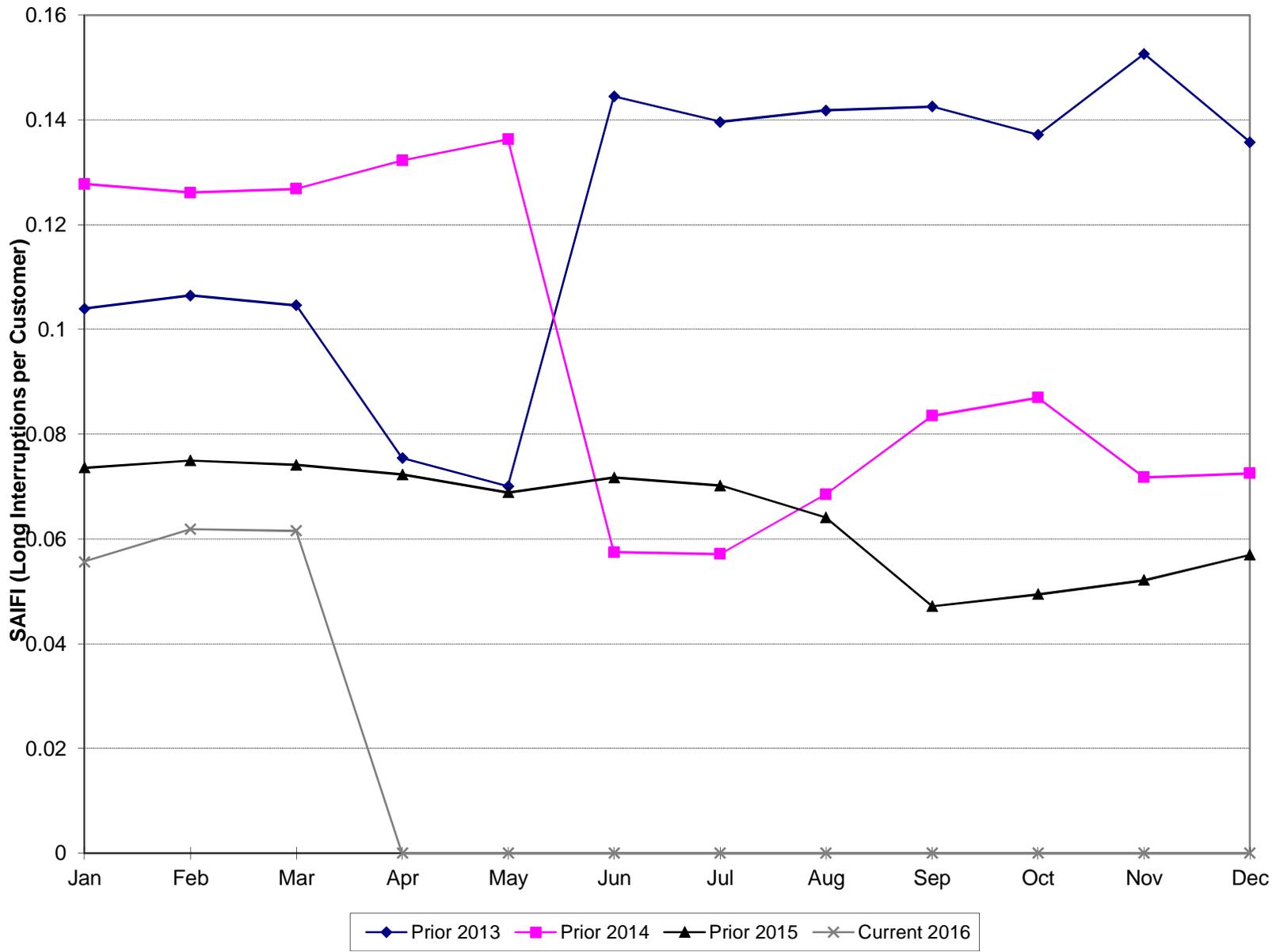
This is the average duration of a customer outage, and is calculated by dividing the sum of the customer minutes off by the number of customers who experienced long interruptions.

SAIDI (System Average Interruption Duration Index)



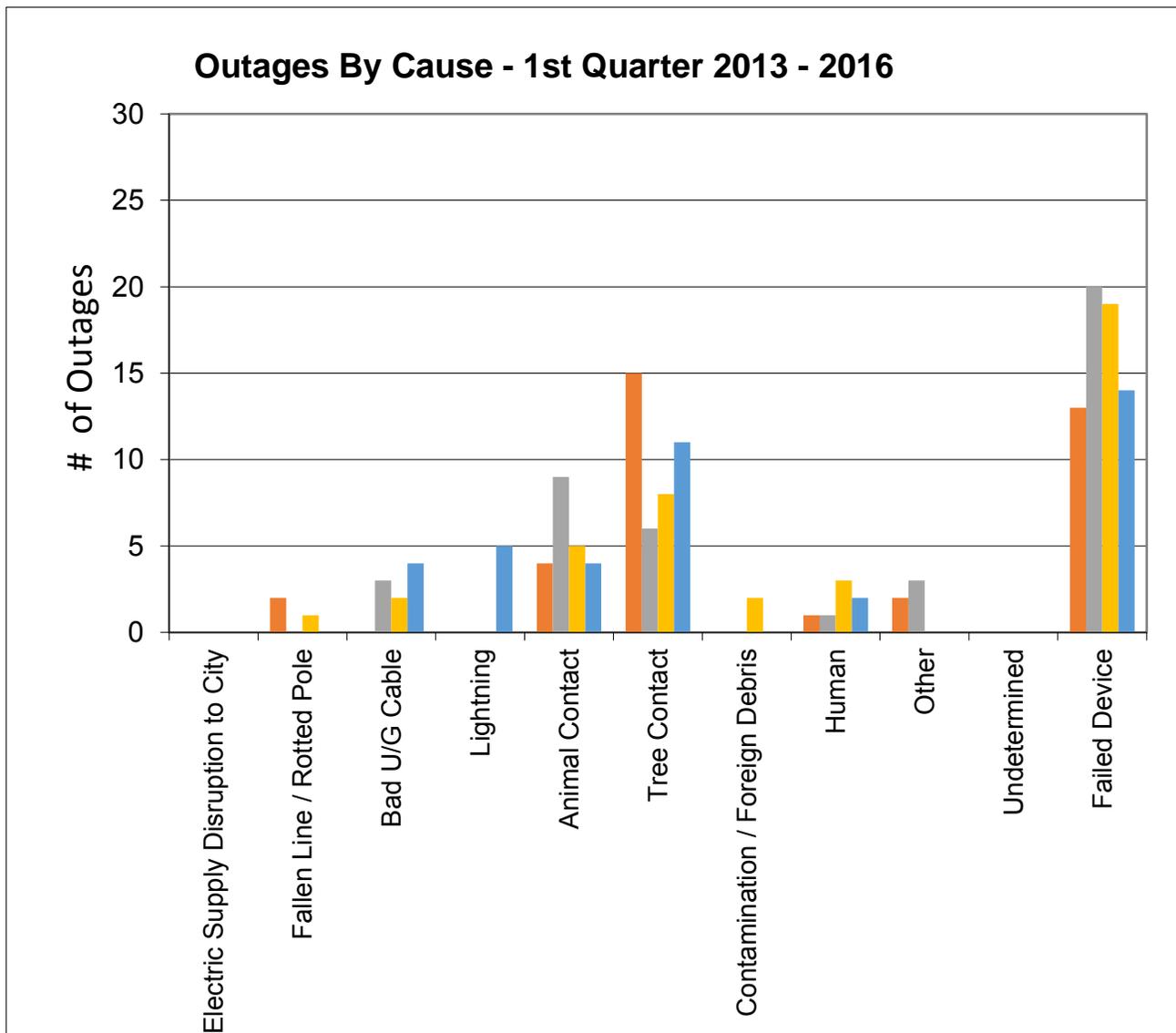
This is the avg interruption duration for all customers served, and is calculated by dividing the sum of the customer minutes off by the avg number of customers served.

SAIFI (Long) (System Average Interruption Frequency Index for Long Interruptions)

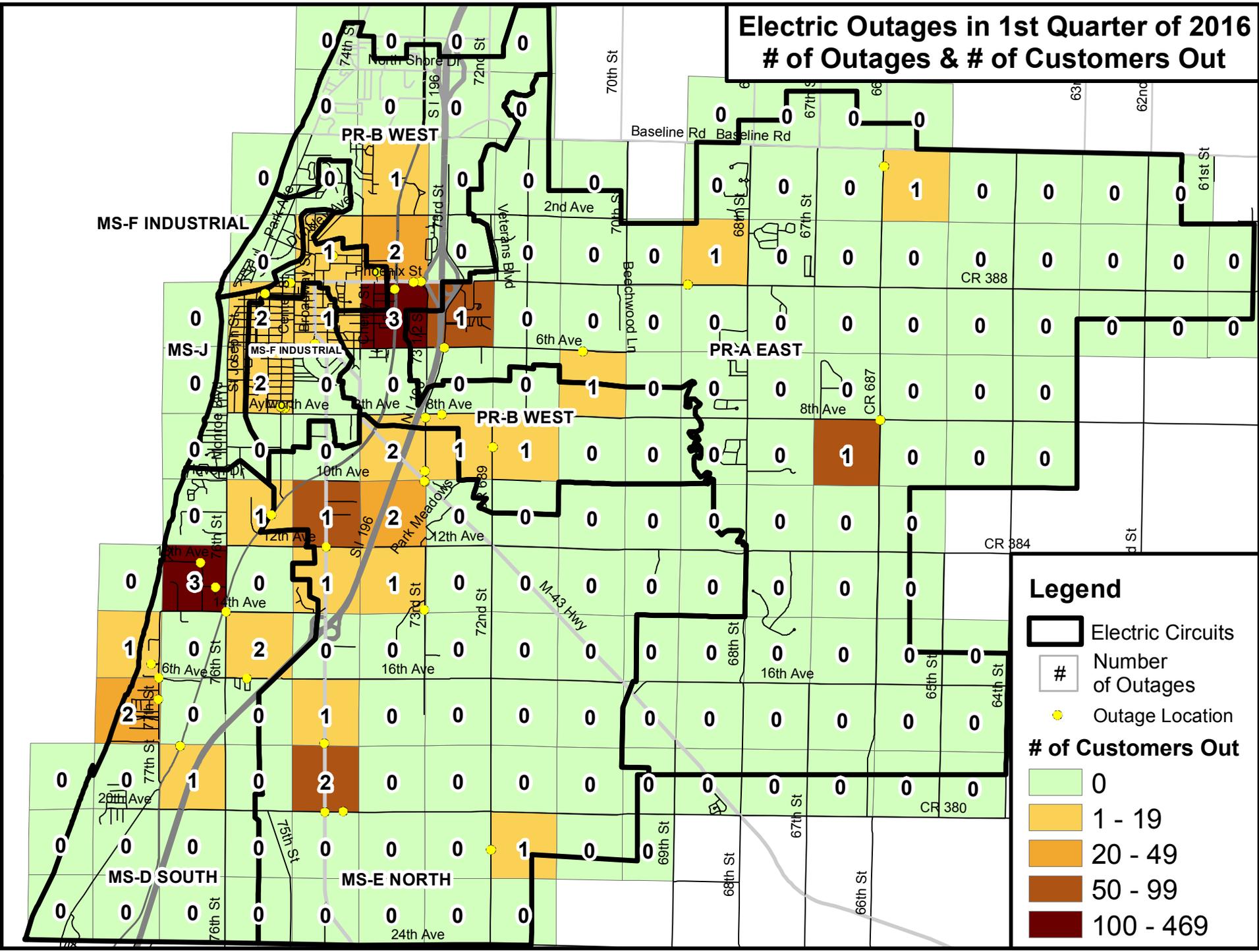


The number of times a customer is interrupted (>1 minute), averaged over all customers. Divide total customer interruptions by an avg of total customers served.

# of Outages - 1st Quarter	2013	2014	2015	2016	2015-2016
0 Electric Supply Disruption to City	0	0	0	0	0%
1 Fallen Line / Rotted Pole	2	0	1	0	-1%
2 Bad U/G Cable	0	3	2	4	100%
3 Lightning	0	0	0	5	5%
4 Animal Contact	4	9	5	4	-20%
5 Tree Contact	15	6	8	11	38%
6 Contamination / Foreign Debris	0	0	2	0	-2%
7 Human	1	1	3	2	-33%
8 Other	2	3	0	0	0%
9 Undetermined	0	0	0	0	0%
10 Failed Device	13	20	19	14	-26%
Grand Total	37	42	40	40	0%

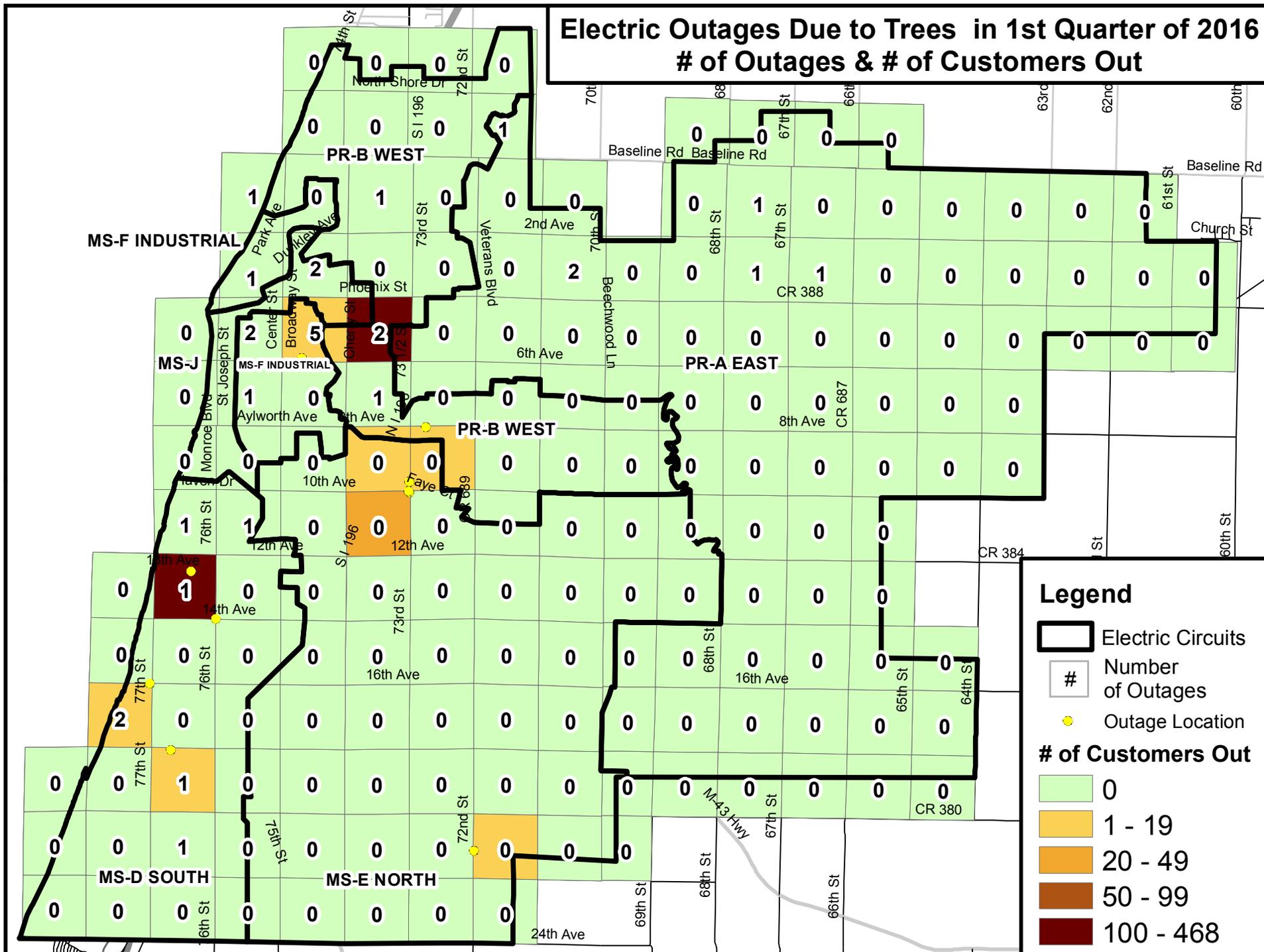


Electric Outages in 1st Quarter of 2016 # of Outages & # of Customers Out



Electric Outages Due to Trees in 1st Quarter of 2016

of Outages & # of Customers Out





City of South Haven

Agenda Item #9

Electric System Capital Project Review

Background Information:

Over the past month, staff has been working to develop the budget for the 2016-17 fiscal year. Several of the road/sewer reconstruction projects discussed at the March regular meeting will require electric relocation work. Since the sewer projects are scheduled to start in fall of 2016, planning for these relocations is already underway. The electric work associated with the sewer projects can be summarized as follows:

North Shore Drive: Overhead electric is located on east side of roadway. Poles need to be relocated due to roadway widening. City will eliminate as many poles on west side as feasible, including redundant light poles. New LED cobra head lighting will be mounted on new poles along east side of roadway. Electric services to west side of roadway will be buried where needed. Estimated project cost is \$308,568.

Monroe Boulevard: Overhead electric is located on west side of roadway. Poles need to be relocated due to roadway widening and regrading. Estimated project cost is \$113,142.

Main Lift Station/Black River Park: Overhead electric extends from Dunkley and Dunkley along the entrance roadway in Black River Park and terminates at the Wastewater Treatment Plant. The work at the WWTP will also require a new electric service for the relocated pump station and renovated grip building. GRP has not yet reviewed this project or provided an estimate. An amount of \$186,000 has been placed in the budget and will be revised after GRP begins work on the project.

The three projects listed above total approximately \$608,000. GRP is already actively working on the North Shore Drive and Monroe Boulevard Design work. Staff will be arranging a meeting to discuss the Main Lift Station/Black River Park project in the coming weeks.

In addition to the three projects listed above, staff recommends that work continue on various capital improvement projects identified in the 5 year plan prepared by GRP Engineering, Inc. and approved by the Board in 2013. The next projects scheduled are shown in the following Table:

Project Number	Project Location/Description	Estimated Cost
108	14 th Avenue Rebuild Overhead (76 th Ave to 77 th Ave)	\$84,000
110	Kalamazoo St Rebuild Overhead (south of Lovejoy)	\$51,000
111 & 112	Capacitor Banks	\$24,500
113	LeGrange & Phillips Rebuild Overhead	\$232,500

GRP Engineering, Inc. has provided proposals for six of the seven projects noted above. The amount of the proposals is summarized in the following Table:

Project	Engineering Services Proposal
North Shore Drive	\$37,000
Monroe Blvd	\$14,000
14 th Avenue	\$11,000
Kalamazoo Street	\$6,000
Capacitor Banks	\$4,500
LeGrange & Phillips	\$27,500

Recommendation:

Review the electric projects scheduled for the 2016-17 fiscal year.

Pass a motion recommending that City Council award the engineering services to GRP Engineering, Inc. for the six projects noted in the amounts noted above.

Attachments:

North Shore Drive - Electric Cost Estimate
 Monroe Boulevard - Electric Cost Estimate
 GRP Proposal – North Shore Drive
 GRP Proposal – Monroe Blvd
 GRP Proposal – Project #108 (14th Ave Rebuild)
 GRP Proposal – Project #110 (Kalamazoo Street Rebuild)
 GRP Proposal – Project #111 & #112 (Capacitor Banks)
 GRP Proposal – Project #113 (LeGrange & Phillips Street Rebuild)

**CITY OF SHOUTH HAVEN
NORTH SHORE DRIVE LINE RELOCATION
CONSTRUCTION COST ESTIMATE**

ITEM	ITEM DESCRIPTION	UNITS	LABOR	MATERIAL	TOTAL	EXTENDED TOTAL
1	3Ø #336 Hendrix Circuit (Feet)	4450	\$10.00	\$6.45	\$16.45	\$73,203
2	Poles (<i>Primary</i>)	32	\$500.00	\$375.00	\$875.00	\$28,000
3	Poles (<i>Secondary</i>)	28	\$350.00	\$285.00	\$635.00	\$17,780
4	Top Assemblies	32	\$200.00	\$225.00	\$425.00	\$13,600
5	Guying	8	\$130.00	\$50.00	\$180.00	\$1,440
6	Anchoring	8	\$250.00	\$140.00	\$390.00	\$3,120
7	Transformers (Transfer)	14	\$475.00	\$100.00	\$575.00	\$8,050
8	Secondary Transfers	16	\$150.00	\$10.00	\$160.00	\$2,560
9	Grounding	32	\$90.00	\$25.00	\$115.00	\$3,680
10	Conductor Transfers	4	\$400.00	\$0.00	\$400.00	\$1,600
11	Secondary Underground Crossing	29	\$1,180.00	\$495.00	\$1,675.00	\$48,575
12	Primary Underground Crossing	4	\$3,190.00	\$1,875.00	\$5,065.00	\$20,260
13	Miscellaneous OH & UG Construction	LS	\$5,000.00	\$2,500.00	\$7,500.00	\$7,500
14	Demolition & Removals	LS	\$16,000.00	\$0.00	\$16,000.00	\$16,000
15	Insurance & Bonding	LS	\$1,200.00	\$0.00	\$1,200.00	\$1,200
Subtotal						\$246,568
Contingency (10%)						\$25,000
Engineering Design (10%)						\$25,000
Construction Inspection (5%)						\$12,000
Total Estimated Project Cost						\$308,568

Notes:

- All costs are estimated as 2016 construction costs.
- Reconstruction of overhead line on Northshore Drive from Dyckman Ave to Baseline Road to facilitate widening of the roadway. Line to be reconducted to #336.4 Hendrix aerial spacer cable. All overhead road crossings to be converted to underground.
- Includes installation of wood poles for street lighting alternating sides of the road to match existing conditions. Conductor to street lighting poles on the west side of North Shore Drive to be from new underground secondary crossings.
- The cost estimate submitted herein is based on time-honored practices within the construction industry. As such, the Engineer does not control the cost of labor, materials, equipment or a contractor's method of determining prices and competitive bidding practices or market conditions. The estimate contained represents our best judgment as design professionals using current information available at the time of preparation. The Engineer cannot guarantee that proposals, bids and/or construction costs will not vary from this cost estimate.

**CITY OF SHOUTH HAVEN
MONROE BLVD LINE RELOCATION
CONSTRUCTION COST ESTIMATE**

ITEM	ITEM DESCRIPTION	UNITS	LABOR	MATERIAL	TOTAL	EXTENDED TOTAL
1	1Ø #1/0 Hendrix Circuit (Feet)	300	\$4.00	\$1.68	\$5.68	\$1,704
2	3Ø #1/0 Hendrix Circuit (Feet)	1760	\$10.00	\$3.32	\$13.32	\$23,443
3	Poles (<i>Primary</i>)	17	\$500.00	\$375.00	\$875.00	\$14,875
4	Poles (<i>Secondary</i>)	6	\$350.00	\$285.00	\$635.00	\$3,810
5	Top Assemblies	17	\$200.00	\$225.00	\$425.00	\$7,225
6	Guying	16	\$130.00	\$50.00	\$180.00	\$2,880
7	Anchoring	16	\$250.00	\$140.00	\$390.00	\$6,240
8	Transformers (Transfer)	6	\$475.00	\$100.00	\$575.00	\$3,450
9	Secondary Transfers	16	\$150.00	\$10.00	\$160.00	\$2,560
10	Grounding	17	\$90.00	\$25.00	\$115.00	\$1,955
11	Conductor Transfers	4	\$400.00	\$0.00	\$400.00	\$1,600
12	1Ø Riser Pole	1	\$1,500.00	\$1,000.00	\$2,500.00	\$2,500
13	Miscellaneous OH & UG Construction	LS	\$4,200.00	\$1,800.00	\$6,000.00	\$6,000
14	Demolition & Removals	LS	\$11,000.00	\$0.00	\$11,000.00	\$11,000
15	Insurance & Bonding	LS	\$900.00	\$0.00	\$900.00	\$900

Subtotal	\$90,142
Contingency (10%)	\$9,000
Engineering Design (10%)	\$9,000
Construction Inspection (5%)	\$5,000
Total Estimated Project Cost	\$113,142

Notes:

- All costs are estimated as 2016 construction costs.
- Reconstruction of overhead line on Monroe Blvd from Alyworth Ave to Evergreen Bluff Drive (City Limits) to facilitate widening of the roadway. Overhead lines to be reconducted to #1/0 Hendrix aerial spacer cable. Includes three-phase reconstruction from Alyworth to Chippewa Ct and Lovejoy to Clarke, plus single-phase from Chippewa to Delaware Ct.
- The cost estimate submitted herein is based on time-honored practices within the construction industry. As such, the Engineer does not control the cost of labor, materials, equipment or a contractor's method of determining prices and competitive bidding practices or market conditions. The estimate contained represents our best judgment as design professionals using current information available at the time of preparation. The Engineer cannot guarantee that proposals, bids and/or construction costs will not vary from this cost estimate.

March 26, 2016

Mr. Larry Halberstadt
City Engineer
City of South Haven
1199 8th Ave.
South Haven, MI 49090

**RE: Engineering Services Proposal
North Shore Drive Line Rebuild**

Dear Larry:

GRP Engineering, Inc. is pleased to present this proposal to the City of South Haven for engineering services associated with the distribution line reconstruction project along North Shore Drive. This project is being completed in conjunction with the road widening and reconstruction project.

North Shore Drive Line Rebuild Scope

Project scope is to reconstruct the overhead line on Northshore Drive from Dyckman Ave to Baseline Road to facilitate widening of the roadway. The overhead line will be reconducted to #336.4 Hendrix aerial spacer cable. All overhead road crossings will be converted to underground allowing for removal of poles and conductor on the west side of the roadway. The project will also incorporate new wood pole mounted LED style street lights on 12' mast arms. Project length is approximately 0.84 miles including full reconstruction of poles, hardware and conductor. Although not identified in the last System Study 5-year project list, the completion of this project will certainly improve the circuit tie capabilities on the north and west side of the electrical system. Estimated construction cost is \$272,000

Scope of Services

Our scope of services for completing the distribution line design and construction inspection services include:

- Conduct field review meeting with City of South Haven staff.
- Inventory all units for retirement.
- Complete engineering design for the project including provisions for joint-use where applicable.
- Coordinate design with new roadway, sidewalks, and landscaping.
- Design for underground road crossings plus underground service conversions.
- Preparation of new and removal staking sheets and associated drawings.
- Preparation of new construction and removal unit lists and required material list.
- Determination of underground construction units and submit for inclusion with road reconstruction bid documents.
- Preparation of all new construction assembly drawings.
- Assist City of South with material procurement.

- Coordinate design with joint-use companies including Bloomingdale, Comcast, & Frontier.
- Preparation and processing of one Construction Contract.
- Coordinate and assist on site with bid opening and contract award.
- Conduct pre-construction meeting.
- Attendance at roadway reconstruction pre-construction meeting.
- Construction stake the line project following establishment of new curb line by City of South civil engineering consultant.
- On-site inspection of construction at critical times.
- Final inventory of the line project following each phase of construction.
- Preparation of project "punch list" following each phase of construction.
- Review and process monthly and final contractor invoicing.
- Preparation of record drawings & staking sheets.
- Update the WindMil computer model with new conductor and primary equipment information from the line construction project.

Project schedule:

Project Kickoff	April 18, 2106
Estimated Underground Units	May 13, 2106
Design Complete	May 27, 2106
Bid Opening	June 22, 2106
Phase 1 Construction Start	August 1, 2106
Phase 1 Construction End	May 26, 2107
Phase 2 Construction Start	September 5, 2107
Phase 2 Construction End	May 25, 2108

GRP Engineering, Inc. proposes to complete the engineering services for the North Shore Drive Line Reconstruction project for a lump sum fee of \$37,000. Should additional services be required outside the scope of this proposal, we will complete those tasks on an hourly basis based on the attached rate sheet.

We appreciate the opportunity to submit this proposal and look forward to being of service to you. Please contact me should you have any questions.

Sincerely,

GRP Engineering, Inc.



Michael P. McGeehan, P.E.
President

Enclosures

cc/enc: City of South Haven
Mr. Bill Conklin, Mr. Roger Huff

GRP ENGINEERING, INC.
HOURLY BILLING RATES

Employee Title	Engineer Level	Hourly Rate Range
Senior Project Manager	8	\$125 - \$150
Project Manager	7	\$105 - \$120
Senior Engineer	6	\$90 - \$105
Project Engineer	4 - 5	\$80 - \$90
Engineer	2 - 3	\$70 - \$80
Entry Level Engineer	1	\$50 - \$70
Engineering Technician		\$40 - \$50
Engineering Support		\$30 - \$43
Administrative Support		\$35 - \$50

Expenses will be invoiced at cost including, but not limited to, mileage, meals, lodging, printing and reproduction.

All subcontracted services will be invoiced at cost, with no additional markup.

Rates are valid through December 31, 2017

March 26, 2016

Mr. Larry Halberstadt
City Engineer
City of South Haven
1199 8th Ave.
South Haven, MI 49090

**RE: Engineering Services Proposal
Monroe Boulevard Line Rebuild**

Dear Larry:

GRP Engineering, Inc. is pleased to present this proposal to the City of South Haven for engineering services associated with the distribution line reconstruction project along Monroe Boulevard. This project is being completed in conjunction with the road widening and reconstruction project.

Monroe Boulevard Line Rebuild Scope

Project scope is to reconstruct the overhead line on Monroe Blvd from Alyworth Ave to Evergreen Bluff Drive (City Limits) to facilitate widening of the roadway. The overhead line will be reconducted to #1/0 Hendrix aerial spacer cable. This includes three-phase reconstruction from Alyworth to Chippewa Ct and Lovejoy to Clarke, plus single-phase from Chippewa to Delaware Ct. The project will also incorporate new wood pole mounted LED style street lights on 12' mast arms. Project length is approximately 0.50 miles including full reconstruction of poles, hardware and conductor. Although not identified in the last System Study 5-year project list, the completion of this project will improve reliability on this section of line as it is in relatively poor condition and will be reconstructed with Hendrix cable. Estimated construction cost is \$100,000

Scope of Services

Our scope of services for completing the distribution line design and construction inspection services include:

- Conduct field review meeting with City of South Haven staff.
- Inventory all units for retirement.
- Complete engineering design for the project including provisions for joint-use where applicable.
- Coordinate design with new roadway, sidewalks, and landscaping.
- Preparation of new and removal staking sheets and associated drawings.
- Preparation of new construction and removal unit lists and required material list.
- Preparation of all new construction assembly drawings.
- Assist City of South with material procurement.
- Coordinate design with joint-use companies including Comcast & Frontier.
- Preparation and processing of one Construction Contract.

- Coordinate and assist on site with bid opening and contract award.
- Conduct pre-construction meeting.
- Attendance at roadway reconstruction pre-construction meeting.
- Construction stake the line project following establishment of new curb line by City of South civil engineering consultant.
- On-site inspection of construction at critical times.
- Final inventory of the line project following completion of construction.
- Preparation of project “punch list” following completion of construction.
- Review and process monthly and final contractor invoicing.
- Preparation of record drawings & staking sheets.
- Update the WindMil computer model with new conductor and primary equipment information from the line construction project.

Project schedule:

Project Kickoff	April 18, 2106
Design Complete	May 27, 2106
Bid Opening	June 22, 2106
Phase 1 Construction Start	August 1, 2106
Phase 1 Construction End	December 15, 2106

GRP Engineering, Inc. proposes to complete the engineering services for the Monroe Boulevard Line Reconstruction project for a lump sum fee of \$14,000. Should additional services be required outside the scope of this proposal, we will complete those tasks on an hourly basis based on the attached rate sheet.

We appreciate the opportunity to submit this proposal and look forward to being of service to you. Please contact me should you have any questions.

Sincerely,

GRP Engineering, Inc.



Michael P. McGeehan, P.E.
President

Enclosures

cc/enc: City of South Haven
Mr. Bill Conklin, Mr. Roger Huff

GRP ENGINEERING, INC.
HOURLY BILLING RATES

Employee Title	Engineer Level	Hourly Rate Range
Senior Project Manager	8	\$125 - \$150
Project Manager	7	\$105 - \$120
Senior Engineer	6	\$90 - \$105
Project Engineer	4 - 5	\$80 - \$90
Engineer	2 - 3	\$70 - \$80
Entry Level Engineer	1	\$50 - \$70
Engineering Technician		\$40 - \$50
Engineering Support		\$30 - \$43
Administrative Support		\$35 - \$50

Expenses will be invoiced at cost including, but not limited to, mileage, meals, lodging, printing and reproduction.

All subcontracted services will be invoiced at cost, with no additional markup.

Rates are valid through December 31, 2016

March 12, 2016

Mr. Larry Halberstadt
City of South Haven
1199 8th Ave.
South Haven, MI 49090

**RE: Engineering Services Proposal
Project #108 MS-D Rebuild 14th Avenue**

Dear Larry:

GRP Engineering, Inc. is pleased to present this proposal to the City of South Haven for engineering services associated with the distribution line project #108 along 14th Avenue from 76th Avenue west to 77th Avenue.

Project #108 MS-D Rebuild 14th Avenue Scope

Project scope is to rebuild circuit MS-D overhead line from 76th Avenue west to 77th Avenue (0.5 miles) with #1/0 ACSR conductor. Project includes a full reconstruction of this line section including poles, hardware and conductor. Completion of this project will reduce potential outages from aging equipment and conductor. Estimated construction cost is: \$73,000.

Scope of Services

Our scope of services for completing the distribution line design and construction inspection services include:

- Conduct field review meeting with City of South Haven staff.
- Inventory all units for retirement.
- Complete engineering design for the project including provisions for joint-use where applicable.
- Preparation of new and removal staking sheets and associated drawings.
- Preparation of new construction and removal unit lists and required material list.
- Preparation and processing of one Construction Contract.
- Coordinate and assist on site with bid opening and contract award.
- Prepare and process all county road commission permits.
- Conduct pre-construction meeting.
- Construction stake the line project.
- On-site inspection of construction at critical times.

- Final inventory of the line project.
- Preparation of project “punch list” following completion of construction.
- Review and process monthly and final contractor invoicing.
- Preparation of record drawings & staking sheets.
- Update the WindMil computer model with new conductor and primary equipment information from the line construction project.

GRP Engineering, Inc. proposes to complete the engineering services for the Project #108 MS-D Rebuild 14th Avenue project for a lump sum fee of \$11,000. Should additional services be required outside the scope of this proposal, we will complete those tasks on an hourly basis based on the attached rate sheet.

We appreciate the opportunity to submit this proposal and look forward to being of service to you. Please contact me should you have any questions.

Sincerely,

GRP Engineering, Inc.



Michael P. McGeehan, P.E.
President

Enclosures

cc/enc: City of South Haven
Mr. Bill Conklin

GRP ENGINEERING, INC.
HOURLY BILLING RATES

Employee Title	Engineer Level	Hourly Rate Range
Senior Project Manager	8	\$125 - \$150
Project Manager	7	\$105 - \$120
Senior Engineer	6	\$90 - \$105
Project Engineer	4 - 5	\$80 - \$90
Engineer	2 - 3	\$70 - \$80
Entry Level Engineer	1	\$50 - \$70
Engineering Technician		\$40 - \$50
Engineering Support		\$30 - \$43
Administrative Support		\$35 - \$50

Expenses will be invoiced at cost including, but not limited to, mileage, meals, lodging, printing and reproduction.

All subcontracted services will be invoiced at cost, with no additional markup.

Rates are valid through December 31, 2016

March 12, 2016

Mr. Larry Halberstadt
City of South Haven
1199 8th Ave.
South Haven, MI 49090

RE: Engineering Services Proposal
Project #110 MS-E Rebuild Kalamazoo Street

Dear Larry:

GRP Engineering, Inc. is pleased to present this proposal to the City of South Haven for engineering services associated with the distribution line project #110 along Kalamazoo Street from Lovejoy south approximately one-quarter mile.

Project #110 MS-E Rebuild Kalamazoo Street Scope

Project scope is to rebuild circuit MS-E overhead line from Lovejoy Avenue south approximately 0.25 miles with #336.4 ACSR conductor. Project includes a full reconstruction of this line section including poles, hardware and conductor. Completion of this project will create a full capacity tie to MS-F in this industrialized area close to the substation. Estimated cost is \$45,000

Scope of Services

Our scope of services for completing the distribution line design and construction inspection services include:

- Conduct field review meeting with City of South Haven staff.
- Inventory all units for retirement.
- Complete engineering design for the project including provisions for joint-use where applicable.
- Preparation of new and removal staking sheets and associated drawings.
- Preparation of new construction and removal unit lists and required material list.
- Preparation and processing of one Construction Contract.
- Coordinate and assist on site with bid opening and contract award.
- Prepare and process all county road commission permits.
- Conduct pre-construction meeting.
- Construction stake the line project.
- On-site inspection of construction at critical times.

- Final inventory of the line project.
- Preparation of project “punch list” following completion of construction.
- Review and process monthly and final contractor invoicing.
- Preparation of record drawings & staking sheets.
- Update the WindMil computer model with new conductor and primary equipment information from the line construction project.

GRP Engineering, Inc. proposes to complete the engineering services for the Project #110 MS-E Rebuild Kalamazoo Street project for a lump sum fee of \$6,000. Should additional services be required outside the scope of this proposal, we will complete those tasks on an hourly basis based on the attached rate sheet.

We appreciate the opportunity to submit this proposal and look forward to being of service to you. Please contact me should you have any questions.

Sincerely,

GRP Engineering, Inc.



Michael P. McGeehan, P.E.
President

Enclosures

cc/enc: City of South Haven
Mr. Bill Conklin

GRP ENGINEERING, INC.
HOURLY BILLING RATES

Employee Title	Engineer Level	Hourly Rate Range
Senior Project Manager	8	\$125 - \$150
Project Manager	7	\$105 - \$120
Senior Engineer	6	\$90 - \$105
Project Engineer	4 - 5	\$80 - \$90
Engineer	2 - 3	\$70 - \$80
Entry Level Engineer	1	\$50 - \$70
Engineering Technician		\$40 - \$50
Engineering Support		\$30 - \$43
Administrative Support		\$35 - \$50

Expenses will be invoiced at cost including, but not limited to, mileage, meals, lodging, printing and reproduction.

All subcontracted services will be invoiced at cost, with no additional markup.

Rates are valid through December 31, 2016

March 12, 2016

Mr. Larry Halberstadt
City of South Haven
1199 8th Ave.
South Haven, MI 49090

**RE: Engineering Services Proposal
Project #111 MS-E & #112 PR-A Capacitor Banks**

Dear Larry:

GRP Engineering, Inc. is pleased to present this proposal to the City of South Haven for engineering services associated with distribution system projects #111 MS-E & #112 PR-A Capacitor Banks.

Projects #111 MS-E & #112 PR-A Capacitor Banks

Project scope includes installation of polemount capacitor banks on circuits MS-E and PR-A totaling 1,200kVAR on each circuit. Size and location of capacitor banks on each circuit will be determined as part of the project. Completion of this project will reduce losses on the distribution system, will reduce VAR charges from AEP, and will help to stabilize voltage on these two distribution circuits. Installation of capacitor banks to be completed by City of South Haven crews. Estimated construction cost is: \$20,000.

Scope of Services

Our scope of services for completing the capacitor bank installation project include:

- Assess 2015 system VAR (reactive power) load from AEP metering data.
- Review system model and determine size and best proposed location for capacitor banks.
- Field review proposed capacitor bank placement with City of South Haven staff.
- Preparation of construction staking sheets and associated drawings.
- Preparation of assembly drawings and required material list.
- Assist City of South Haven with capacitor bank & controller procurement.
- Review installation with City of South Haven electrical crews
- Program and field test capacitor bank controller.
- Update the WindMil computer model with final capacitor bank size and location.

GRP Engineering, Inc. proposes to complete the engineering services for Projects #111 MS-E & #112 PR-A Capacitor Banks for a lump sum fee of \$4,500. Should additional services be required outside the scope of this proposal, we will complete those tasks on an hourly basis based on the attached rate sheet.

We appreciate the opportunity to submit this proposal and look forward to being of service to you. Please contact me should you have any questions.

Sincerely,

GRP Engineering, Inc.



Michael P. McGeehan, P.E.
President

Enclosures

cc/enc: City of South Haven
Mr. Bill Conklin

GRP ENGINEERING, INC.
HOURLY BILLING RATES

Employee Title	Engineer Level	Hourly Rate Range
Senior Project Manager	8	\$125 - \$150
Project Manager	7	\$105 - \$120
Senior Engineer	6	\$90 - \$105
Project Engineer	4 - 5	\$80 - \$90
Engineer	2 - 3	\$70 - \$80
Entry Level Engineer	1	\$50 - \$70
Engineering Technician		\$40 - \$50
Engineering Support		\$30 - \$43
Administrative Support		\$35 - \$50

Expenses will be invoiced at cost including, but not limited to, mileage, meals, lodging, printing and reproduction.

All subcontracted services will be invoiced at cost, with no additional markup.

Rates are valid through December 31, 2016

March 12, 2016

Mr. Larry Halberstadt
City of South Haven
1199 8th Ave.
South Haven, MI 49090

RE: Engineering Services Proposal
Project #113 MS-F Rebuild LaGrange & Phillips Street

Dear Larry:

GRP Engineering, Inc. is pleased to present this proposal to the City of South Haven for engineering services associated with the distribution line project #113 along Business Loop 196 (LaGrange Street) and Phillips Street.

Project #113 MS-F Rebuild LaGrange & Phillips Street Scope

Project scope is to rebuild circuit MS-F & PR-C overhead lines through switch #15 along both LaGrange Street and Phillips Street (1.1 miles) with #336.4 ACSR conductor. Project includes a full reconstruction of these line sections including poles, hardware and conductor. This project will increase the circuit tie to full capacity which will improve reliability of the feeds to the hospital. Estimated cost is \$205,000.

Scope of Services

Our scope of services for completing the distribution line design and construction inspection services include:

- Conduct field review meeting with City of South Haven staff.
- Inventory all units for retirement.
- Complete engineering design for the project including provisions for joint-use where applicable.
- Preparation of new and removal staking sheets and associated drawings.
- Preparation of new construction and removal unit lists and required material list.
- Preparation and processing of one Construction Contract.
- Coordinate and assist on site with bid opening and contract award.
- Prepare and process all county road commission permits.
- Conduct pre-construction meeting.
- Construction stake the line project.
- On-site inspection of construction at critical times.

- Final inventory of the line project.
- Preparation of project “punch list” following completion of construction.
- Review and process monthly and final contractor invoicing.
- Preparation of record drawings & staking sheets.
- Update the WindMil computer model with new conductor and primary equipment information from the line construction project.

GRP Engineering, Inc. proposes to complete the engineering services for the Project #113 along Business Loop 196 (LaGrange Street) and Phillips Street project for a lump sum fee of \$27,500. Should additional services be required outside the scope of this proposal, we will complete those tasks on an hourly basis based on the attached rate sheet.

We appreciate the opportunity to submit this proposal and look forward to being of service to you. Please contact me should you have any questions.

Sincerely,

GRP Engineering, Inc.



Michael P. McGeehan, P.E.
President

Enclosures

cc/enc: City of South Haven
Mr. Bill Conklin

GRP ENGINEERING, INC.
HOURLY BILLING RATES

Employee Title	Engineer Level	Hourly Rate Range
Senior Project Manager	8	\$125 - \$150
Project Manager	7	\$105 - \$120
Senior Engineer	6	\$90 - \$105
Project Engineer	4 - 5	\$80 - \$90
Engineer	2 - 3	\$70 - \$80
Entry Level Engineer	1	\$50 - \$70
Engineering Technician		\$40 - \$50
Engineering Support		\$30 - \$43
Administrative Support		\$35 - \$50

Expenses will be invoiced at cost including, but not limited to, mileage, meals, lodging, printing and reproduction.

All subcontracted services will be invoiced at cost, with no additional markup.

Rates are valid through December 31, 2016