

Parks Commission

Regular Meeting Agenda

Tuesday, May 12, 2015
6:00 p.m., Council Chambers



City of South Haven

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Minutes for the Record – March 10, 2015
5. Public Comments and Inquiries Concerning Items not on the Agenda

OLD BUSINESS

6. Commission will be requested to continue their review of the Master Plan for improvements to the Lake View Cemetery prepared by Abonmarche.

NEW BUSINESS

7. Commission will be requested to approve a request from the South Haven Historical Association for creation of a donor plaza and interpretive area for the South Pierhead Light.
8. Commission will be requested to review the donation of a Memorial Bench from Beca Gordon.
9. Commissioner Comments
10. Adjourn

RESPECTFULLY SUBMITTED,

A handwritten signature in black ink, appearing to read "Larry Halberstadt".

Larry Halberstadt, PE
City Engineer

Parks Commission

Regular Meeting Minutes

Tuesday, March 10, 2015
6:00 p.m., Council Chambers



1. Call to Order by Reinert at 6:00 p.m.

2. Roll Call

Present: Cobbs, Fitzgibbon, McAlear, Toneman, White, Reinert
Absent: Moore

3. Approval of Agenda

Reinert noted that a motion is needed to replace page thirty-nine (39) with the handout provided by Halberstadt.

Motion by Cobb, second by McAlear to replace page thirty-nine (39) of the agenda with the handout provided by Halberstadt.

All in favor. Motion carried.

Motion by McAlear, second by Cobbs to approve the agenda as amended.

All in favor. Motion carried.

4. Approval of Minutes for the Record – February 10, 2015

Motion by White, second by Toneman to approve the February 10, 2015 regular meeting minutes for the record.

All in favor. Motion carried.

5. Public Comments and Inquiries Concerning Items not on the Agenda

None at this time.

OLD BUSINESS

6. Commission will be requested to review revised plans for improvements to the South Beach restroom and concession area.

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Nate Bosch with GMB Architects. One of the items that came out of our discussion at the last meeting was the need for a permanent covered structure for use during inclement weather. All of the new plans incorporate some sort of shelter.

Bosch then reviewed the plans, noting that these show future build-out, such as the proposed splash pad, so some of the project may be completed in phases.

Bosch explained the various components of the three options, noting that each plan changes the way the site functions and access through the site.

Jeff Hoag, GMB Architects. Removing the parking lot and putting that area to use as the splash pad area allows better utilization of that area and access through the site is improved. However this was not part of the original plan and will probably require phasing the project.

Reinert asked if GMB has a recommendation to which Hoag responded, "We want to hear from you. Option One (1) would be the most cost effective solution, although it might not necessarily be the best solution. Based on conversation with Brian Dissette and Roger Huff the best way to think about this is as a phased project. That is what master planning is all about."

Halberstadt suggested that the board review the floor plan options.

McAlear assumes Plan One (1) is least expensive and Plan Three (3) is most expensive. After corroborating McAlear's assumption, Hoag responded to another question by stating that Option Three (3) includes retaining the pavilion, which would be refinished due to its worn condition.

In reviewing the floor plans with the board, it was noted that the first floor plan in the packet shows the existing restroom layout "as is." The next floor plan shows what the women's remodel could look like within the existing restroom building while turning the existing pavilion into a men's restroom. The Second Option shows the renovated men's room, with family and storage in the existing women's.

The next plan renovates the men's room, expands the women's room and adds three (3) family restrooms, closest to the proposed splash pad. This assumes an addition to the existing restroom facility.

The final floor plan shows the pavilion being turned into a combination concession stand/pavilion. Downfalls to this option would be the location of the concession tucked back into where the pavilion is, which could affect visibility and as a result, sales, and the covered pavilion area might be mistaken as part of the concession and not for the use of people who are not purchasing something from the concession.

After a question from Fitzgibbon about the suggestion from the last meeting of covering the area between the two facilities, Hoag responded that he felt that with the facilities being restroom facilities, it would be good to kind of separate the restrooms from the covered shelter.

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After questions regarding the size of the splash pad, Halberstadt noted that these drawings are just conceptual, and do not reflect any particular size. The idea was to show how this area could serve both the beach and the splash pad.

McAlear asked, in doing this, knowing that South Beach is extremely busy, how the consultants come to the determination of how many restrooms are needed. Hoag said that generally is driven by the number of parking spaces or by fixed seating, so with users walking in or parking elsewhere to access the beach, it is difficult to know how many fixtures are needed.

McAlear asked if all three concepts are cost effective. Hoag responded that for all work we are showing, specifically the parking portion will stress the budget, beyond what is cost effective for a Phase One (1) project. Hoag noted that the city manager urged that GMB look at breaking the plan apart, bringing the plan within budget, and phasing it.

McAlear noted it would be nice to have those family restrooms on the beach; likes that concept very much. Hoag pointed out that Option Two (2) and Three (3) are clearly more expensive based on the scope and added, "That doesn't mean we couldn't work back and forth between the two to make them more cost comparable."

In response to Reinert's question of what the commission's task is this evening, Halberstadt said, "We would like to hear whether any of these is something you would accept and if not, tell us where you would like us to go."

Toneman agreed with McAlear about family bathrooms, but asked how the commission can make this decision, knowing that we may not be able to afford it. McAlear said his understanding is that the commission is supposed to bless the concept and the financial part goes upstairs. Toneman agrees that the second and third options are better than Option One (1) and would like to see the cost comparison. Halberstadt said if you would like to see costs on Options Two (2) and Three (3), staff can bring that back to you.

Fitzgibbons said Council's priority is to bring a concession stand to the site, adding, "That is first and foremost in our minds. Yes, we want a splash pad; that can come later. The bathrooms need improved also. The addition would really be necessary when we have the splash pad."

Reinert noted, "We probably all agree that Option Three (3) would be great to have. McAlear asked if we could recommend one of the three for the city to explore to which Reinert responded that would probably be good. Halberstadt pointed out that would let the city move forward with plans, adding, "If you choose an option with family restrooms, staff might be able to leave the family restrooms open for longer than typical seasonal use."

Reinert said the first choice is Option Three (3) but we need to look further. "Could we entertain a motion of support for Option Three (3) pricing coming back to us with the understanding that alterations might need to be made to that due to financial need?"

McAlear asked if the Parks Commission decides the financial side to which Reinert responded that the Parks Commission just looks at the concept.

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Motion by McAlear to approve Option Three (3) for City staff to move further in exploring the concept including cost estimates. Second by Cobbs.

Yeas: Cobbs, Fitzgibbon, McAlear, White, Reinert
 No: Toneman

Motion carried.

NEW BUSINESS

7. Commission will be requested to review the Master Plan for improvements to the Lake View Cemetery prepared by Abonmarche.

Lisa Vanbladeren with Abonmarche Consultants Inc. presented the Master Plan for Lakeview Cemetery.

The motivation is to extend the overall lifetime of the cemetery infrastructure, including timely upgrades over a period of time. In developing the Master Plan of the cemetery, Abonmarche did a walk through, a site review, met with city staff to get an idea of wants and needs, reviewed existing conditions and prioritized projects. The Developed Master Plan includes storm sewer and drainage, waterways and hydrants, as well as retaining walls.

Storm drain conditions: there is a lot of impediment with the structure, such as dirt and leaves. Unable to get a good idea of what is occurring in the storm sewer system; catch basins are eighteen (18) to twenty-four (24) inches below grade which is a problem for vehicles moving through the cemetery. The storm sewers cannot easily be replaced in their current alignment because they wind through the grave system.

There are three (3) overall catchments in the overall cemetery which Abonmarche will work with to create the new storm system. This has been broken up into more feasible chunks of work.

Catchment A: will include replacement of five (5) storm structures and reconstruction of the road over that. Work will include removal of existing structures in the roadways; catch basins will be located at roadway edge and run up to flush with the grade and the roadway will be reconstructed. Salvaging of the old storm sewers is unlikely due to the nature of the existing network.

Catchment B: the bottom left corner is an area of concern due to the existing grade which gives this a higher priority in the storm sewer network. Towards the center near the North Bailey entrance is a crumbling concrete swale, causing erosion due to overflows and spillage. Abonmarche proposes replacing this with an earth swale.

Catchment C: another area of concern is flooding in the maintenance building area where most funerals are staged, which has a higher priority. Phase 2 will include replacing the catch basins and roadwork.

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Yard hydrants: Of the thirty-one (31) hydrants in the cemetery, eighteen (18) are standard post mounted spigots which are mounted at eighteen (18) inches and the balance are hand pumps. Staff has received complaints that the hand pumps are hard for elderly people to operate and the eighteen (18) inch mounting of the spigots is too low for ease of filling watering cans. Abonmarche proposes replacing all of those, choosing one style to make a uniform choice throughout, putting in either the spigots mounted higher or using the hand pump hydrants since they are frost free.

Storm sewer system road reconstruction: Abonmarche used a standard rating system scaled one (1) to ten (10) with ten (10) being the best. There is a lot of variability in the condition of the roads; it is a low traffic area. There are six sections of pavement in need of immediate resurfacing. The remaining roadways can be maintained for the next ten (10) years with immediate resealing followed by resealing every three (3) years.

Building and grounds improvements: The City's priorities are improving the Bailey Avenue entrance, which is the main entrance, and some interior retaining walls that need addressing as well as the building/restroom/office and way finding.

At the main entrance, wall replacement and replacing the signage on the wall to make it obviously the main entrance, adding a monument or pillar to enhance that area.

Retaining Walls: Several are in poor condition with cinder blocks coming apart and the concrete wall with stone inlay also deteriorating. Abonmarche proposes replacing all four (4) walls with something uniform that will withstand wear and tear.

Office/Restroom: The existing walk is very narrow and Abonmarche recommends widening the walk to make it ADA (American with Disabilities Act) accessible. Interior remodel will consist of replacing lighting, ceiling, flooring and painting, replacing the furnace with a split system, updating electrical which is not up to code and updating exterior walls, windows, doors and painted surfaces. Abonmarche also proposes a more formal kiosk located at the central location.

Block markers and way finding system will include upgrading the current sticker letters which are stuck onto wood or concrete posts which need to be frequently replaced. Abonmarche proposes something uniform at a standard height with standard lettering; something more attractive and easier to use.

Final cost estimates and schedule; The City would like to address the obvious issues first and spread the rest of the project over the next few years.

Fitzgibbon questioned getting rid of all the storm sewers to which Abonmarche responded that they cannot be removed due to the graves and the manholes cannot even be accessed. Attempt will be made to investigate further closer to the time of construction.

Fitzgibbon questioned whether anything better than the hard to use hand pumps are available.

Fitzgibbon asked whether any of the retaining walls worth replacing to which Lisa Vanbladeren responded that she believes all are crumbling. Halberstadt said the ones near

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the entrance are made of a nice stacked stone which we could salvage and re-lay. The other are cinder block and somewhat haphazard walls would be replaced with something different, which Vanbladeren said would be something more robust.

Fitzgibbon commented that there is a perpetual care fund and a capital fund. Halberstadt noted we have a fund balance to begin the work, a good chunk of change to begin addressing some of the things we have noted, but the more expensive storm sewer work will have to be phased in future years. Halberstadt is not sure we can do things as aggressively as shown, but these are things to keep in mind as money becomes available.

Fitzgibbon informed that seven (7) to eight (8) years ago city council raised the cost (of interment) with the condition to continue to be raised in three percent (3%) increments to keep up with the cost of inflation. Halberstadt said we may need to look at those costs again and make sure we have them set in the right spot to meet those needs. Fitzgibbons said a lot of people like to be buried in South Haven just because, so council did raise the rate three (3) times higher for non-residents.

Reinert asked what is being asked of the commission tonight to which Halberstadt responded that staff would like to see this plan formally adopted and once again, if you want to take a month to think about it, that is fine. Reinert responded, as did Toneman, that they did not even know the cemetery was under the jurisdiction of the Parks Commission until she looked at the agenda yesterday. Halberstadt said the code of Ordinances states that the Park Commission is the board of trustees of the cemetery.

Reinert said there are some issues, like the hydrants, that she questions. Tony said the issue is the elderly, and Abonmarche has been trying to find out if we can put secondary spigots, staff wants to look at the maintenance of the pumps to see there is something that could be done to make the pumps work more easily. Huff noted we will continue crack-sealing and other road maintenance, we have budget for that, starting with the next fiscal year. Halberstadt said city staff drains the spigot/pumps so there is not a need for the frost free as the system is drained in winter.

White wondered if there is anything particular staff wants to start with. Halberstadt noted we want to start the project in July; the budget, as Huff said, is for the next fiscal year.

Reinert and Toneman agreed that they would like more time to look at it, see how bad the walls are among other things.

Discussion ensued regarding considering a different main entrance than off Bailey. Halberstadt noted that road is not in the best shape. Halberstadt said staff has discussed Bailey, knowing that it will be a major project when time comes to reconstruct it. Staff's thought is that when it is time to rebuild that road it will be a very expensive project due to its condition and location. Halberstadt noted there are additional entrances off Blue Star Highway and Wells Street. Halberstadt noted that site distances at the Bailey driveways are less than ideal. Reinert suggested looking at the other entrances with that in mind since some of it will be part of a long-term plan. Huff agreed this is a master plan. Toneman also felt this would be the time to look at the entrance issue. Fitzgibbon suggested having a meeting at the cemetery or plan to meet out there prior to a meeting. Reinert said she will take a look herself, but maybe that would be a good idea.

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8. Commissioner Comments

Fitzgibbons: Was taken by her daughter in Houston to a wooden park like Kids Corner, built by Robert Leathers in 1996, all wood. Noted that in 2010 the community redid the park, in sections, using composite wood, but there is still a lot of real wood in the system. She has tons of pictures, will have that put into some sort of program that the commission can all look at. In addition, various community organizations have built a little wooden train; kids love playing in this wooden train which has separate train cars with seats inside, each donated by a different community organization. Fitzgibbon suggested little boats for South Haven's Kids Corner.

9. Adjourn

Motion by Fitzgibbon, second by Toneman to adjourn at 6:55 p.m.

All in favor. Motion carried.

RESPECTFULLY SUBMITTED,

Marsha Ransom
Recording Secretary



City of South Haven

Agenda Item #6

Lake View Cemetery Master Plan

Background Information

Over the past year, staff has been working with Abonmarche Consultants to develop a master plan for the City's Lake View Cemetery located between Bailey Avenue and Blue Star Highway. The purpose of the master plan was to identify the needed infrastructure improvements, subdivide the improvements into logical projects, prepare cost estimates for the projects, and prioritize the projects based on available funding.

The master plan identifies various improvements including:

- Retaining Wall Reconstruction
- Stairway Reconstruction
- Building Improvements
- Yard Hydrant Replacements
- New Block Wayfinding Signage
- Pavement Improvements
- Drainage Improvements

Staff has reviewed the project costs and prepared a preliminary schedule that will phase improvement over the next 7 years. Over the next two fiscal years, all building improvements, grounds improvements, and yard hydrant improvements will be implemented. In addition, roadway crack sealing and maintenance will occur. Staff is recommending this schedule in order to address safety and usability issues as soon as feasible.

Storm sewer improvements and roadway reconstruction will be phased over multiple years after the safety and usability projects are completed.

At the March 10 regular meeting, the Parks Commission reviewed the master plan with Abonmarche. After discussion, Commissioners decided to table the issue to provide additional time to visit the site and review the details of the plan.

Recommendation

Continue discussion of the Lake View Cemetery Master Plan. Options to be considered include a workshop to be held at the Cemetery to review the needs identified in the Master Plan or the formation of a subcommittee to continue the review process and report back to the Commission.

Attachments

Lake View Cemetery Master Plan
Lake View Cemetery Annual Schedule



Lake View Cemetery



Master Plan
Lake View Cemetery
City of South Haven



Introduction:

The City of South Haven has realized that certain repairs are needed throughout Lake View Cemetery in order to extend the life-time of the cemetery and associated infrastructure. Outlining these repairs in an overall Lake View Cemetery Master Plan will allow necessary improvements to take place in a strategic, timely, and cost-effective manner. Abonmarche has been retained to complete an analysis of existing conditions, wants and needs—along with a prioritization of proposed projects—over the next 5 years. Our procedure for this project included the completion of a topographic survey, site review/evaluation, and meetings with city staff to determine desired priorities. Detailed cost estimates were then prepared for each of the priorities found in the attached spreadsheet. The following is a summary of the work that was completed and recommendations for improvements for Lake View Cemetery. The areas of work were broken down by the following categories:

Infrastructure Improvements:

- I. Storm Sewer System
- II. Areas at Risk of Ponding and Erosion:
- III. Overland Drainage
- IV. Water Lines / Yard Hydrants
- V. Roads
- VI. Building and Grounds Improvements
 - Bailey Street Entrance
 - Retaining Walls
 - Office / Restroom
 - Block Markers / Way-Finding System

Infrastructure Improvements:

I. Storm Sewer System

The condition of the existing storm drain system is currently unknown due to a lack of reliable as-built information as well as difficulty in completing a formal inspection of the system resulting from impediments with the structures. Topographic survey of roadways within the cemetery located the rim elevations of 43 storm structures. Field observation of these structures revealed that the majority are recessed between 18 to 24 inches below pavement grade, likely as a means to capture storm water effectively. Many of the structures are completely filled with dirt and leaves that made it difficult to determine the condition of inlet pipes into the structure (See Figure 1 on the following page). It is very likely that pipes in the cemetery are undersized by today's standards. In addition,

the age of the existing system coupled with the possibility of storm pipes being located near or underneath grave sites makes it highly unlikely that the system can be replaced in its current alignment. Any proposed storm sewer work will thus take place within the limits of the existing roadway network to avoid conflicts with the graves.

There have been numerous complaints about the recessed structures causing issues for plows and damage to vehicles that drive into the depressions. When new structures are placed or any road reconstruction is done in an area with structures, it is recommended that the rims be brought up to flush with the road grade to minimize this issue.

Based on the proposed Master Plan, only four structures are outside of the 5 year plan for replacement. These structures are isolated from both the existing and proposed network and thus are assumed to not be tied into the system in its current state. It is recommended that these structures be raised as previously stated to ensure that they do not impede traffic and plows within the cemetery.



Figure 1: Existing Storm Drain Conditions

II. *Areas at Risk of Ponding and Erosion*



A solution for the cemetery drainage problem as a whole has been provided in the attached drawings. There are three major drainage districts that exist in the cemetery which need to be managed through an updated and comprehensive drainage network. It is proposed that the following general improvements be made to the Catchment areas that are shown:

- Removal of existing storm structures within the boundaries of road reconstruction limits
- Installation of a comprehensive system of new storm sewers to be located down the roadway center line to minimize impact to potential grave plots located along the roadway edge. This includes installation of storm catch basins located at the roadway edge at or near the existing catch basin locations in the cemetery.
- Provide new castings for proposed structures that will be located flush to the proposed roadway to alleviate the damage to vehicles and plows within the cemetery.
- Reconstruct the existing roadway in locations where pipe is to be installed. Prioritize installation of pipe with areas that currently are in need of roadway structural repair. These areas have been noted on the cemetery master plan drawings. The areas proposed within the Master Plan repair all of the immediate roadway structural issues.

Since there is currently limited reliable information on the existing storm network in the cemetery, this design assumes that an entire new network is required. Salvage of existing structures and pipes appears unlikely due to the nature of pipes running near or under new grave sites as well as the advanced age of the network itself. Though it is recommended that the entire system be updated, further review of existing invert and structure conditions may help in the phasing of the projects to ensure the most critical repairs are made in a timely manner.

III. Overland Drainage

The interior road leading to the marked entrance along N. Bailey Ave is lined with a crumbling concrete swale on the southern edge. The existing condition does not allow for proper infiltration and redirection of flow to the storm water system and thus overflow spills over into the adjacent block. We propose providing a constructed water course that leads to the existing catch basin near the Bailey Ave entrance. This can be accomplished by providing a bituminous curb along the southern road edge, or constructing a small earth swale to channelize runoff. The attached estimate proposes the re-grading of the swale along with a small river stone layer being placed as a means to capture runoff and channelize it down to the existing storm structure. A detail of this repair is shown on the attached "Master Plan" map.

IV. Water Lines / Yard Hydrants



There are two styles of existing yard hydrants within Lake View Cemetery: eighteen (18) standard yard hydrants mounted at 18" on a 4' wooden post, and thirteen (13) hand-pump, frost-proof yard hydrants (See Figure 2). The location of these hydrants has been designated on the attached "Existing Conditions and Hydrant" map following this report.



Figure 2: Existing Yard Hydrant Conditions –Hand-Pump, Frost Proof (Left) & Standard Post Mounted (Right)

Guests of the cemetery have voiced complaints that the standard yard hydrants are too low to be easily used. Further, they have stated that the frost-proof hydrants are hard to operate. It is recommended that all thirty-one (31) yard hydrants be modified. We propose the following upgrades in order to improve the accessibility and ease of use for cemetery patrons while establishing uniform yard hydrants throughout Lake View Cemetery:

- Retrofit or replace the eighteen (18) standard hydrants on existing posts up to an acceptable height between 30-36 inches above grade.
- Replace all thirteen (13) hand-pump, frost proof hydrants with 3' standard water hydrants of the same style as remaining eighteen (18) standard hydrants.



Our initial site visit was completed after the water system had been turned off for the winter. Therefore, hydrants could not be checked to determine if they are all operational. Before replacement efforts are undertaken, the working condition of the hydrants shall be checked and if found to be non-functional further work may be required.

These repairs should not be as invasive as the storm system upgrades and thus can take place at any rate that is desired by the City. If budget allows, it is recommended that these upgrades take place early on in the Master Plan life, to alleviate issues that exist with the current hydrant network since these upgrades will require little to no subsurface work and will provide both a visual upgrade to the cemetery as well as ease of use to the patrons at little cost.

V. Roads

After a walkthrough of the road network within Lake View Cemetery, we have identified six (6) sections of pavement that are in need of immediate resurfacing (labeled 1-6 on the "Master Plan" map). The parking area located near the shop should be included in this immediate resurfacing since it is in poor condition and is the primary staging area for funerals located in the cemetery. Because the remaining roadways have only minimal defects compared to the highlighted segments and the cemetery does not experience heavy traffic, the remaining roads can likely be maintained for another ten (10 years) with immediate crack sealing and subsequent crack sealing every 3-5 years. On the next page is a comparative example between roadways that are in need of immediate repair compared to those that need standard maintenance. These comparisons were made based upon a visual inspection using the PASER rating system.





Figure 3: Roadway Conditions – PASER Rating 7 (Left) & PASER Rating 2 (Right)

Any repairs to the existing storm network should be coordinated with repairs needed to the existing roadways. It is recommended that current funding be focused on either Catchment area B or C since these are areas of concern in terms of flooding and erosion risk as well as pavements that require immediate attention. Catchment area A requires an upgrade of the storm network but many of the roadways in this section of the cemetery were in acceptable condition and thus should be upgraded after the aforementioned sections.

VI. Building and Grounds Improvements:

Several Building and Grounds improvements have been identified for the cemetery. These improvements have been broken down into the following categories based on location or item of work:

Bailey Street Entrance

- Repair existing wall or install new veneer stone in front of existing concrete masonry – to match stone at end pillars
- Signage – install new individual cast metal letters over existing wall



- Monuments/pillars – optional statuary mounted on top of end pillars

Retaining Walls

There are four (4) retaining walls within the Cemetery that are in poor or failing condition (See “Master Plan” map). The walls are labeled according to the adjacent Grave Lot that they are located on/near. One 25 foot cinder block wall, Wall M, is located along the south edge of the Monroe Addition. The second cinder block wall, Wall D, is approximately 40 feet long and is located on the west edge of Block D. The third wall, Wall A, is located on the south edge of Block A and is made of stone inlayed concrete. Wall A is 20 feet on either side of four concrete stairs with a galvanized metal handrail on the west side of the stairs (40 feet of wall total). The fourth wall, Wall 4, is located along the west edge of the older Block 4. Wall 4 is crumbling concrete with small stone inlay. The following images show the existing cinder block walls as well as the existing concrete masonry wall that is a sample of what design is wanted on future walls.



Figure 4: Wall Conditions – Cinder Block Wall (Left) & Concrete with Stone Inlay (Right)

The cemetery manager would like to replace all walls with new stacked/battered concrete masonry units, utilizing the existing stones in Wall A. Converting the cinder block walls will allow for a uniform look within the cemetery. Additionally, the concrete steps at Wall A will be replaced with new, code-compliant steps with concrete stoops at top and bottom of steps and new handrails.

Office/Restroom

- New walk to entry – replace existing sidewalk to office with 5 foot wide walk and over-sized stoop at entrance – new entry ADA compliant



- Bathroom remodel – replace plumbing fixtures, toilet partition, replace lighting, repaint walls, re-finish door and replace door knob with lever type
- Office remodeling – replace lighting and ceilings, replace flooring and re-paint walls
- Office HVAC – replace furnace with new split system – heat pump outside with wall-mounted fan unit in office – primarily a system for cooling but can heat office from Fall through Spring
- Electrical service upgrade – upgrade power to building to allow air conditioning to building. Current power panel is not code compliant.
- Roof repairs and fascia improvements – replace existing low slope roofing, cover wood fascia with aluminum fascia material - for reduced maintenance, paint soffit
- Exterior walls/windows/doors – replace entry doors with aluminum entry door (insulated), replace windows, and paint exterior walls, and remove security bars at windows
- Information kiosk – replace existing on outside wall, install new lighting over door and kiosk – recessed in soffit

Block Markers/Way-Finding System

The existing block marker and way finding system within the cemetery is accomplished using white concrete pillars with taped on lettering. Many of the markers are not a uniform height and the lettering requires constant replacement. The cemetery manager would prefer a more rustic look to the markers that is clear, concise, and uniform throughout the entire cemetery. Wrought iron posts with fixed signs at section corners and road junctions to guide visitors are desired.

It is recommended that the existing markers be removed and updated using a more clear and uniform system. Layout of the system should be accomplished by noting transition points between blocks and should keep in mind the need for drivers/walkers in the cemetery to be able to easily and quickly orient themselves within a given section. A field walkthrough to lay out the new markers should be completed to ensure that the new locations meet the aforementioned goals.

VII. Priority List for Improvements

Upon complete review of the aforementioned improvements for the Lake View Cemetery, a priority list was constructed as a basis for work to be completed for the next five years. This list is based on the immediate needs followed by wish list items. The categories shown match the attached estimate and detailed pricing is shown for each category respectively.

- Catchment Area C – Phase 1 \$187,000
Storm sewer improvements and associated road reconstruction—includes parking lot.



- Catchment Area B – Phase 1 \$174,000
Storm sewer improvements and associated road reconstruction.
- Wall A Stair and Pavement Repair \$16,000
Retaining Wall A reconstruction, stair reconstruction with handrails, and adjacent roadway reconstruction.
- Catchment Area C – Phase 2 \$241,000
Storm sewer improvements and associated road reconstruction.
- Catchment Area B – Phase 2 \$155,000
Storm sewer improvements and associated road reconstruction.
- Catchment Area A \$123,000
Storm sewer improvements and associated road reconstruction.
- Roadway Crack Sealing and Maintenance Repairs \$11,000
Roadway crack sealing and maintenance on remaining roads (2 applications).
- Yard Hydrant Repairs \$15,000
Retrofit and / or replacement of all thirty-one (31) yard hydrants to 3' standard yard hydrants.
- Building Improvements – Phase 1 \$25,000
Bathroom remodel, new walk, information kiosk, roof repairs and fascia improvements.
- Building Improvements – Phase 2 \$21,000
Office remodel and electrical service upgrade.
- Building Improvements – Phase 3 \$20,000
Upgrade of exterior walls/ window /doors and replacement of office HVAC system with new split system.
- Grounds Improvements \$105,000
*Repair existing or install new entrance wall with appropriate signage and / or monuments.
Retaining wall replacement and upgrades to the block markers/way-finding system.*
- Total Project Construction Costs \$949,000
- Total Project Cost* \$1,091,000



* Total Project Cost includes contingency, design, and permitting fees. Figures rounded to nearest thousand dollars. See estimate for detailed item breakdown.

These recommendations are based on a five year Master Plan life and should be reevaluated as such to ensure that the goals of the Cemetery continue to be met in the future.

Attachments:

Existing Conditions and Hydrant Map
Master Plan Maps
Preliminary Alternative Cost Estimate



Project Name: City of South Haven - Lakeview Cemetery Master Plan
 Project Number: 14-0696
 Estimated By: Sam Jablonowski, EIT
 Checked By: Timothy Drews, PE
 Date: 1/19/2015
 Description: Roadway Reconstruction/Resurfacing and Drainage, Building and Grounds Improvements
 Scope: Various locations throughout cemetery

Hydrant Repairs & Replacements

| Item | Quantity | Unit | Unit Cost | Item Cost |
|---|----------|------|-------------|--------------------|
| Mobilization | 1 | LS | \$ 600.00 | \$ 600.00 |
| Restoration | 1 | LS | \$ 1,000.00 | \$ 1,000.00 |
| Traffic Maintenance (Signage) | 1 | LS | \$ 250.00 | \$ 250.00 |
| Yard Hydrant, Rem | 13 | Ea | \$ 100.00 | \$ 1,300.00 |
| Yard Hydrant (Retrofit or Replace) | 31 | Ea | \$ 250.00 | \$ 7,750.00 |
| Contingency | | | 15% | \$1,700.00 |
| Total: Construction Cost | | | | \$12,600.00 |
| Engineering - Design & Permitting | | | 15% | \$1,900.00 |
| Subtotal: Hydrant Repairs & Replacements | | | | \$14,500.00 |

Catchment A

| Item | Quantity | Unit | Unit Cost | Item Cost |
|-----------------------------------|----------|------|-------------|---------------------|
| Mobilization | 1 | LS | \$ 4,500.00 | \$ 4,500.00 |
| Restoration | 1 | LS | \$ 5,000.00 | \$ 5,000.00 |
| Traffic Maintenance (Signage) | 1 | LS | \$ 500.00 | \$ 500.00 |
| Pavt, Rem | 900 | Syd | \$ 5.00 | \$ 4,500.00 |
| Machine Grading | 7 | Sta | \$ 1,000.00 | \$ 7,000.00 |
| Aggregate Base, 8 inch | 900 | Syd | \$ 6.00 | \$ 5,400.00 |
| Subbase, CIP (12 inch) | 325 | Cyd | \$ 9.00 | \$ 2,925.00 |
| HMA (3 inch) | 170 | Ton | \$ 70.00 | \$ 11,900.00 |
| Dr Structure, Rem | 7 | Ea | \$ 350.00 | \$ 2,450.00 |
| Sewer, CI A, 12 inch, Tr Det B | 650 | Ft | \$ 42.00 | \$ 27,300.00 |
| Dr Structure, 24 inch dia | 7 | Ea | \$ 1,100.00 | \$ 7,700.00 |
| Dr Structure, 48 inch dia | 5 | Ea | \$ 1,600.00 | \$ 8,000.00 |
| Dr Structure Cover | 12 | Ea | \$ 500.00 | \$ 6,000.00 |
| Contingency | | | 15% | \$14,000.00 |
| Total: Construction Cost | | | | \$107,175.00 |
| Engineering - Design & Permitting | | | 15% | \$16,100.00 |
| Subtotal: Catchment A | | | | \$123,275.00 |

Project Name: City of South Haven - Lakeview Cemetery Master Plan
 Project Number: 14-0696
 Estimated By: Sam Jablonowski, EIT
 Checked By: Timothy Drews, PE
 Date: 1/19/2015
 Description: Roadway Reconstruction/Resurfacing and Drainage, Building and Grounds Improvements
 Scope: Various locations throughout cemetery

Catchment B - Phase 1

| Item | Quantity | Unit | Unit Cost | Item Cost |
|--|----------|------|-------------|---------------------|
| Mobilization | 1 | LS | \$ 6,300.00 | \$ 6,300.00 |
| Restoration | 1 | LS | \$ 5,000.00 | \$ 5,000.00 |
| Traffic Maintenance (Signage) | 1 | LS | \$ 500.00 | \$ 500.00 |
| Pavt, Rem | 1200 | Syd | \$ 5.00 | \$ 6,000.00 |
| Machine Grading | 10 | Sta | \$ 1,000.00 | \$ 10,000.00 |
| Aggregate Base, 8 inch | 1200 | Syd | \$ 6.00 | \$ 7,200.00 |
| Subbase, CIP (12 inch) | 400 | Cyd | \$ 9.00 | \$ 3,600.00 |
| HMA (3 inch) | 200 | Ton | \$ 70.00 | \$ 14,000.00 |
| Dr Structure, Rem | 6 | Ea | \$ 350.00 | \$ 2,100.00 |
| Sewer, CI A, 12 inch, Tr Det B | 950 | Ft | \$ 42.00 | \$ 39,900.00 |
| Dr Structure, 24 inch dia | 12 | Ea | \$ 1,100.00 | \$ 13,200.00 |
| Dr Structure, 48 inch dia | 8 | Ea | \$ 1,600.00 | \$ 12,800.00 |
| Dr Structure Cover | 20 | Ea | \$ 500.00 | \$ 10,000.00 |
| River Rock (For Drainage Swale) | 10 | Cyd | \$ 70.00 | \$ 700.00 |
| Contingency | | | 15% | \$19,700.00 |
| Total: Construction Cost | | | | \$151,000.00 |
| Engineering - Design & Permitting | | | 15% | \$22,700.00 |
| Subtotal: Catchment B - Phase 1 | | | | \$173,700.00 |

Catchment B - Phase 2

| Item | Quantity | Unit | Unit Cost | Item Cost |
|--|----------|------|-------------|---------------------|
| Mobilization | 1 | LS | \$ 5,600.00 | \$ 5,600.00 |
| Restoration | 1 | LS | \$ 5,000.00 | \$ 5,000.00 |
| Traffic Maintenance (Signage) | 1 | LS | \$ 500.00 | \$ 500.00 |
| Pavt, Rem | 1200 | Syd | \$ 5.00 | \$ 6,000.00 |
| Machine Grading | 9 | Sta | \$ 1,000.00 | \$ 9,000.00 |
| Aggregate Base, 8 inch | 1200 | Syd | \$ 6.00 | \$ 7,200.00 |
| Subbase, CIP (12 inch) | 400 | Cyd | \$ 9.00 | \$ 3,600.00 |
| HMA (3 inch) | 210 | Ton | \$ 70.00 | \$ 14,700.00 |
| Structure, Rem | 12 | Ea | \$ 350.00 | \$ 4,200.00 |
| Sewer, CI A, 12 inch, Tr Det B | 765 | Ft | \$ 42.00 | \$ 32,130.00 |
| Dr Structure, 24 inch dia | 9 | Ea | \$ 1,100.00 | \$ 9,900.00 |
| Dr Structure, 48 inch dia | 7 | Ea | \$ 1,600.00 | \$ 11,200.00 |
| Dr Structure Cover | 16 | Ea | \$ 500.00 | \$ 8,000.00 |
| Contingency | | | 15% | \$17,600.00 |
| Total: Construction Cost | | | | \$134,630.00 |
| Engineering - Design & Permitting | | | 15% | \$20,200.00 |
| Subtotal: Catchment B - Phase 2 | | | | \$154,830.00 |

Project Name: City of South Haven - Lakeview Cemetery Master Plan
 Project Number: 14-0696
 Estimated By: Sam Jablonowski, EIT
 Checked By: Timothy Drews, PE
 Date: 1/19/2015
 Description: Roadway Reconstruction/Resurfacing and Drainage, Building and Grounds Improvements
 Scope: Various locations throughout cemetery

Catchment C - Phase 1 (Includes Parking Lot)

| Item | Quantity | Unit | Unit Cost | Item Cost |
|---|----------|------|-------------|---------------------|
| Mobilization | 1 | LS | \$ 6,800.00 | \$ 6,800.00 |
| Restoration | 1 | LS | \$ 5,000.00 | \$ 5,000.00 |
| Traffic Maintenance (Signage) | 1 | LS | \$ 500.00 | \$ 500.00 |
| Pavt, Rem | 2350 | Syd | \$ 5.00 | \$ 11,750.00 |
| Machine Grading | 18 | Sta | \$ 1,000.00 | \$ 18,000.00 |
| Aggregate Base, 8 inch | 2350 | Syd | \$ 6.00 | \$ 14,100.00 |
| Subbase, CIP (12 inch) | 800 | Cyd | \$ 9.00 | \$ 7,200.00 |
| HMA (3 inch) | 400 | Ton | \$ 70.00 | \$ 28,000.00 |
| Sewer, CI A, 12 inch, Tr Det B | 160 | Ft | \$ 42.00 | \$ 6,720.00 |
| Sewer, CI A, 15 inch, Tr Det B | 390 | Ft | \$ 48.00 | \$ 18,720.00 |
| Sewer, CI A, 18 inch, Tr Det B | 200 | Ft | \$ 53.00 | \$ 10,600.00 |
| Dr Structure, 24 inch dia | 2 | Ea | \$ 1,100.00 | \$ 2,200.00 |
| Dr Structure, 48 inch dia | 5 | Ea | \$ 1,600.00 | \$ 8,000.00 |
| Dr Structure Cover | 7 | Ea | \$ 500.00 | \$ 3,500.00 |
| Contingency | | | 15% | \$21,200.00 |
| Total: Construction Cost | | | | \$162,290.00 |
| Engineering - Design & Permitting | | | 15% | \$24,400.00 |
| Subtotal: Catchment C - Phase 1 (Includes Parking Lot) | | | | \$186,690.00 |

Catchment C - Phase 2

| Item | Quantity | Unit | Unit Cost | Item Cost |
|--|----------|------|-------------|---------------------|
| Mobilization | 1 | LS | \$ 8,700.00 | \$ 8,700.00 |
| Restoration | 1 | LS | \$ 5,000.00 | \$ 5,000.00 |
| Traffic Maintenance (Signage) | 1 | LS | \$ 500.00 | \$ 500.00 |
| Pavt, Rem | 2000 | Syd | \$ 5.00 | \$ 10,000.00 |
| Machine Grading | 15 | Sta | \$ 1,000.00 | \$ 15,000.00 |
| Aggregate Base, 8 inch | 2000 | Syd | \$ 6.00 | \$ 12,000.00 |
| Subbase, CIP (12 inch) | 675 | Cyd | \$ 9.00 | \$ 6,075.00 |
| HMA (3 inch) | 350 | Ton | \$ 70.00 | \$ 24,500.00 |
| Structure, Rem | 14 | Ea | \$ 350.00 | \$ 4,900.00 |
| Sewer, CI A, 12 inch, Tr Det B | 1055 | Ft | \$ 42.00 | \$ 44,310.00 |
| Sewer, CI A, 15 inch, Tr Det B | 140 | Ft | \$ 48.00 | \$ 6,720.00 |
| Dr Structure, 24 inch dia | 12 | Ea | \$ 1,100.00 | \$ 13,200.00 |
| Dr Structure, 48 inch dia | 12 | Ea | \$ 1,600.00 | \$ 19,200.00 |
| Dr Structure Cover | 24 | Ea | \$ 500.00 | \$ 12,000.00 |
| Contingency | | | 15% | \$27,400.00 |
| Total: Construction Cost | | | - | \$209,505.00 |
| Engineering - Design & Permitting | | | 15% | \$31,500.00 |
| Subtotal: Catchment C - Phase 2 | | | | \$241,005.00 |

Project Name: City of South Haven - Lakeview Cemetery Master Plan
 Project Number: 14-0696
 Estimated By: Sam Jablonowski, EIT
 Checked By: Timothy Drews, PE
 Date: 1/19/2015
 Description: Roadway Reconstruction/Resurfacing and Drainage, Building and Grounds Improvements
 Scope: Various locations throughout cemetery

Wall A Stair and Pavement Repair

| Item | Quantity | Unit | Unit Cost | Item Cost |
|---|----------|------|-------------|--------------------|
| Mobilization | 1 | LS | \$ 600.00 | \$ 600.00 |
| Restoration | 1 | LS | \$ 1,000.00 | \$ 1,000.00 |
| Traffic Maintenance (Signage) | 1 | LS | \$ 250.00 | \$ 250.00 |
| Pavt, Rem | 325 | Syd | \$ 5.00 | \$ 1,625.00 |
| Machine Grading | 2 | Sta | \$ 1,000.00 | \$ 2,000.00 |
| Aggregate Base, 6 inch | 325 | Syd | \$ 5.00 | \$ 1,625.00 |
| Subbase, CIP (12 inch) | 110 | Cyd | \$ 9.00 | \$ 990.00 |
| HMA (3 inch) | 55 | Ton | \$ 70.00 | \$ 3,850.00 |
| Contingency | | | 15% | \$1,800.00 |
| Total: Construction Cost | | | | \$13,740.00 |
| Engineering - Design & Permitting | | | 15% | \$2,100.00 |
| Subtotal: Wall A Stair and Pavement Repair | | | | \$15,840.00 |

Crack Sealing and Maintenance Repairs (2 Applications)

| Item | Quantity | Unit | Unit Cost | Item Cost |
|---|----------|------|-------------|--------------------|
| Mobilization | 1 | LS | \$ 400.00 | \$ 400.00 |
| Traffic Maintenance (Signage) | 1 | LS | \$ 500.00 | \$ 500.00 |
| HMA Crack Treatment, Lane (1.5 Miles per Application)) | 3.0 | Lnmi | \$ 2,500.00 | \$ 7,500.00 |
| Contingency | | | 15% | \$1,300.00 |
| Total: Construction Cost | | | | \$9,700.00 |
| Engineering - Design & Permitting | | | 15% | \$1,500.00 |
| Subtotal: Crack Sealing and Maintenance Repairs (2 Applications) | | | | \$11,200.00 |

Project Name: City of South Haven - Lakeview Cemetery Master Plan
 Project Number: 14-0696
 Estimated By: Sam Jablonowski, EIT
 Checked By: Timothy Drews, PE
 Date: 1/19/2015
 Description: Roadway Reconstruction/Resurfacing and Drainage, Building and Grounds Improvements
 Scope: Various locations throughout cemetery

Building Improvements

Phase 1

| Item | Quantity | Unit | Unit Cost | Item Cost |
|--|----------|------|-------------|--------------------|
| New Walk | 1 | LS | \$ 3,000.00 | \$ 3,000.00 |
| Bathroom Remodel | 1 | LS | \$ 9,000.00 | \$ 9,000.00 |
| Roof Repairs & Fascia Improvements | 1 | LS | \$ 7,000.00 | \$ 7,000.00 |
| Information Kiosk | 1 | LS | \$ 3,000.00 | \$ 3,000.00 |
| Total: Construction Cost | | | | \$22,000.00 |
| Architecture - Design & Permitting | | | 15% | \$3,300.00 |
| Subtotal: Building Improvements | | | | \$25,300.00 |

Phase 2

| Item | Quantity | Unit | Unit Cost | Item Cost |
|------------------------------------|----------|------|--------------|--------------------|
| Office Remodel | 1 | LS | \$ 15,000.00 | \$ 15,000.00 |
| Electrical Service Upgrade | 1 | LS | \$ 3,000.00 | \$ 3,000.00 |
| Total: Construction Cost | | | | \$18,000.00 |
| Architecture - Design & Permitting | | | 15% | \$2,700.00 |
| Subtotal: | | | | \$20,700.00 |

Phase 3

| Item | Quantity | Unit | Unit Cost | Item Cost |
|------------------------------------|----------|------|--------------|--------------------|
| Exterior Walls/Windows/Doors | 1 | LS | \$ 10,000.00 | \$ 10,000.00 |
| Office HVAC - New Split System | 1 | LS | \$ 7,000.00 | \$ 7,000.00 |
| Total: Construction Cost | | | | \$17,000.00 |
| Architecture - Design & Permitting | | | 15% | \$2,600.00 |
| Subtotal: | | | | \$19,600.00 |

Grounds Improvements

| Item | Quantity | Unit | Unit Cost | Item Cost |
|---|----------|------|--------------|---------------------|
| Miscellaneous (Interior Walls, Stairways) | 1 | LS | \$ 16,000.00 | \$ 16,000.00 |
| Bailey Street Entrance | 1 | LS | \$ 40,000.00 | \$ 40,000.00 |
| Wells Street Signage | 1 | LS | \$ 4,000.00 | \$ 4,000.00 |
| Blue Star Marker/Monument | 1 | LS | \$ 4,000.00 | \$ 4,000.00 |
| Wayfinding System | 30 | Ea | \$ 500.00 | \$ 15,000.00 |
| Contingency | | | 15% | \$11,900.00 |
| Total: Construction Cost | | | | \$90,900.00 |
| Engineering - Design & Permitting | | | 15% | \$13,700.00 |
| Subtotal: Grounds Improvements | | | | \$104,600.00 |

Project Name: City of South Haven - Lakeview Cemetery Master Plan
 Project Number: 14-0696
 Estimated By: Sam Jablonowski, EIT
 Checked By: Timothy Drews, PE
 Date: 1/19/2015
 Description: Roadway Reconstruction/Resurfacing and Drainage, Building and Grounds Improvements
 Scope: Various locations throughout cemetery

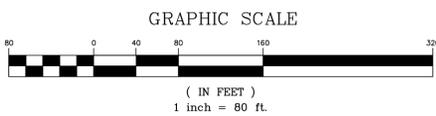
Totals

| Item | Item Cost |
|---|-----------------------|
| Subtotal: Hydrant Repairs & Replacements | \$14,500.00 |
| Subtotal: Catchment A | \$123,275.00 |
| Subtotal: Catchment B - Phase 1 | \$173,700.00 |
| Subtotal: Catchment B - Phase 2 | \$154,830.00 |
| Subtotal: Catchment C - Phase 1 (Includes Parking Lot) | \$186,690.00 |
| Subtotal: Catchment C - Phase 2 | \$241,005.00 |
| Subtotal: Wall A Stair and Pavement Repair | \$15,840.00 |
| Subtotal: Crack Sealing and Maintenance Repairs (2 Applications) | \$11,200.00 |
| Subtotal: Building Improvements | |
| Phase 1 | \$25,300.00 |
| Phase 2 | \$20,700.00 |
| Phase 3 | \$19,600.00 |
| Subtotal: Grounds Improvements | \$104,600.00 |
| Total: Project Cost | \$1,091,240.00 |



LAKE VIEW CEMETERY VICINITY MAP

-  EXISTING HMA SURFACE
-  POST MOUNTED YARD HYDRANT (PMH 1-13)
-  FROST-PROOF YARD HYDRANT (FPH 1-18)



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Michigan
 South Haven, MI
 Partridge, IN

PROJECT:
**LAKEVIEW CEMETERY
 SOUTH HAVEN, MICHIGAN**

SHEET TITLE:
**EXISTING CONDITIONS
 AND
 HYDRANT MAP**

DRAWN BY:
DJL

DESIGNED BY:
SPJ

PM REVIEW:

QA/QC REVIEW:

DATE:
DECEMBER 2014

SEAL:

SIGNATURE:

DATE:

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 VERT: N/A

ACI JOB #
14-0696

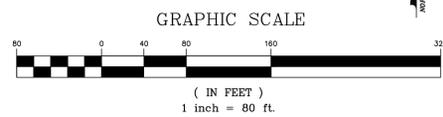
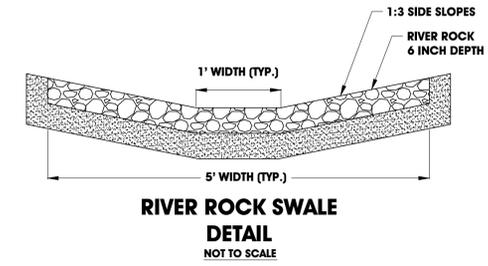
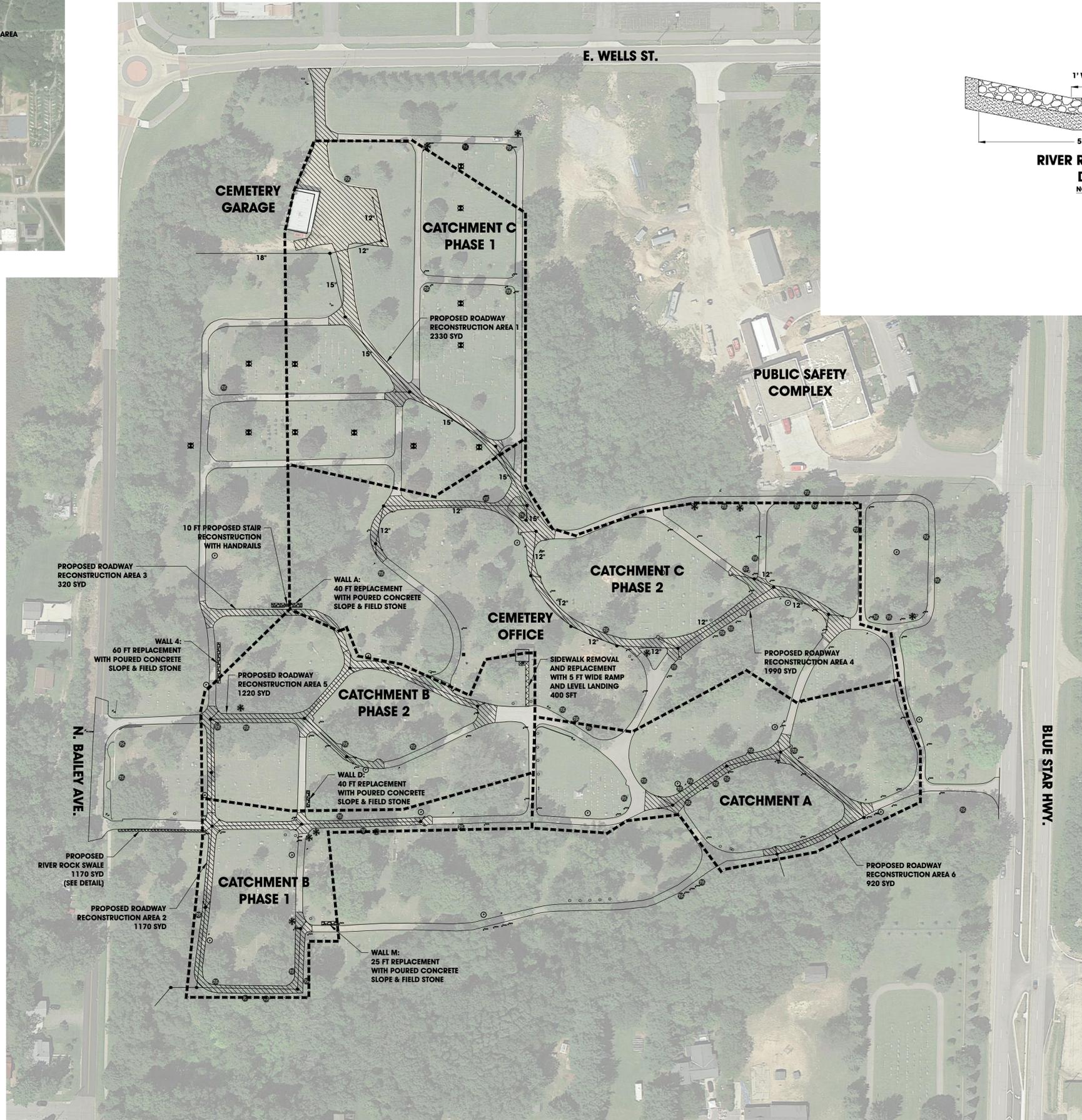
SHEET NO.
1 of 6

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|-----|-----------------------|-----|-------|
| | | | |



LAKE VIEW CEMETERY VICINITY MAP

-  PROPOSED ROADWORK
-  PROPOSED SIDEWALK
-  PROPOSED WALL WORK
-  DR STRUCTURE, 48 INCH DIA
-  DR STRUCTURE, 48 INCH DIA
-  POST MOUNTED YARD HYDRANT
-  FROST-PROOF YARD HYDRANT



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PROJECT:
**LAKEVIEW CEMETERY
 SOUTH HAVEN, MICHIGAN**

SHEET TITLE:
MASTER PLAN

DRAWN BY: **DJL**
 DESIGNED BY: **SPJ**
 PM REVIEW:
 QA/QC REVIEW:
 DATE: **DECEMBER 2014**
 SEAL:

SIGNATURE:

DATE:

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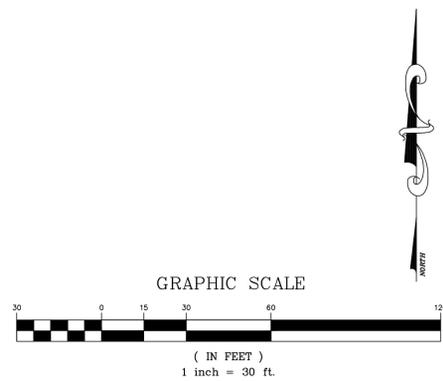
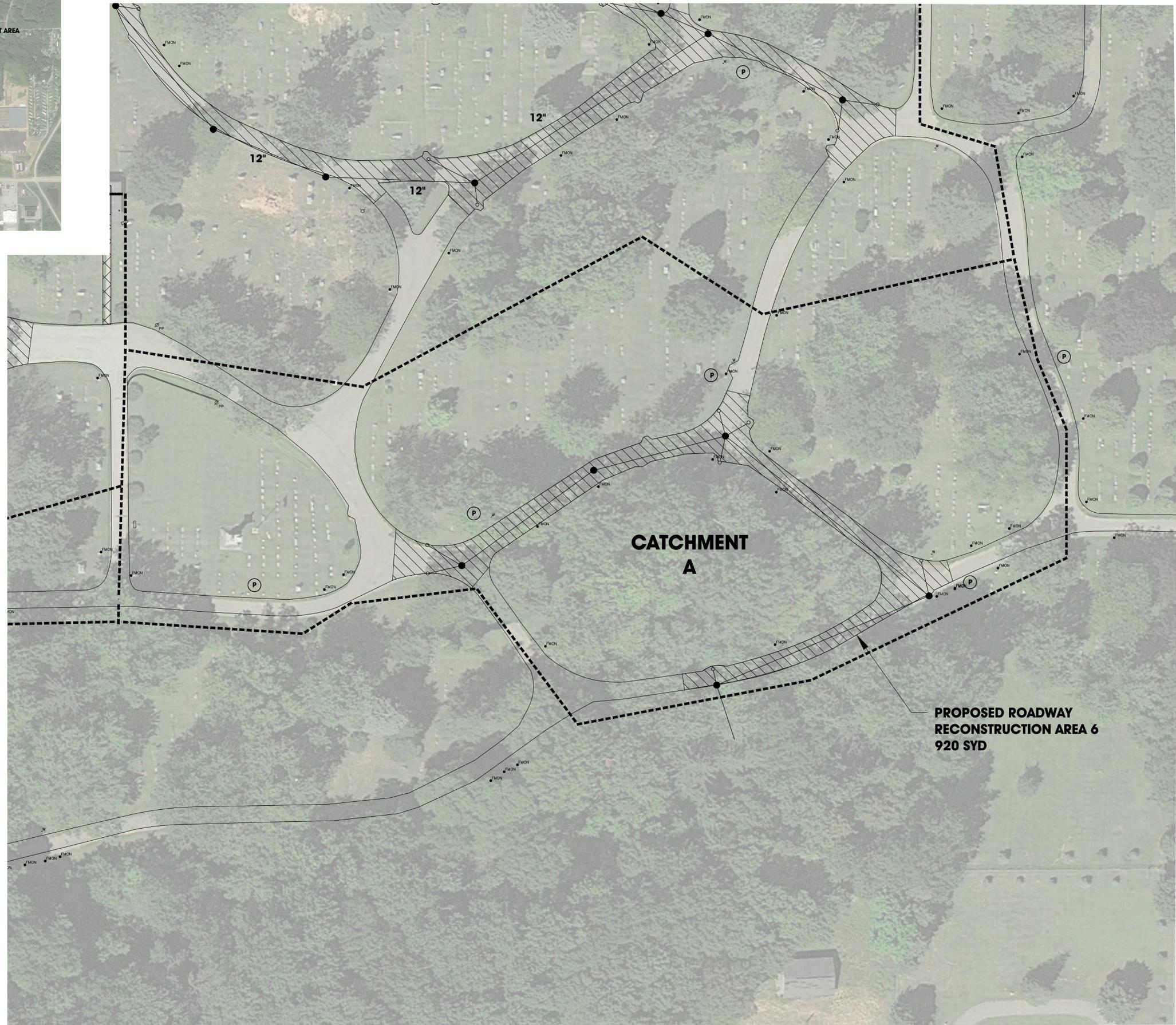
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2 of 6

| NO. | REVISION DESCRIPTION: | BY: | DATE: |
|-----|-----------------------|-----|-------|
| | | | |



LAKE VIEW CEMETERY VICINITY MAP

-  **PROPOSED ROADWORK**
-  **PROPOSED SIDEWALK**
-  **PROPOSED WALL WORK**
-  **DR STRUCTURE, 48 INCH DIA**
-  **DR STRUCTURE, 48 INCH DIA**
-  **POST MOUNTED YARD HYDRANT**
-  **FROST-PROOF YARD HYDRANT**



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**LAKEVIEW CEMETERY
 SOUTH HAVEN, MICHIGAN**

**MASTER PLAN
 CATCHMENT AREA A**

SHEET TITLE:
 DRAWN BY: **DJL**
 DESIGNED BY: **SPJ**
 PM REVIEW:
 QA/QC REVIEW:
 DATE: **DECEMBER 2014**
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 VERT: **N/A**

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14-0696

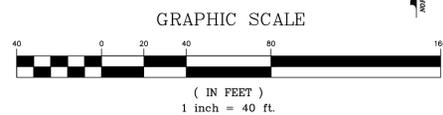
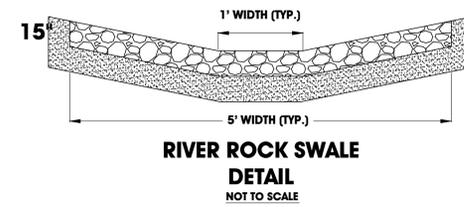
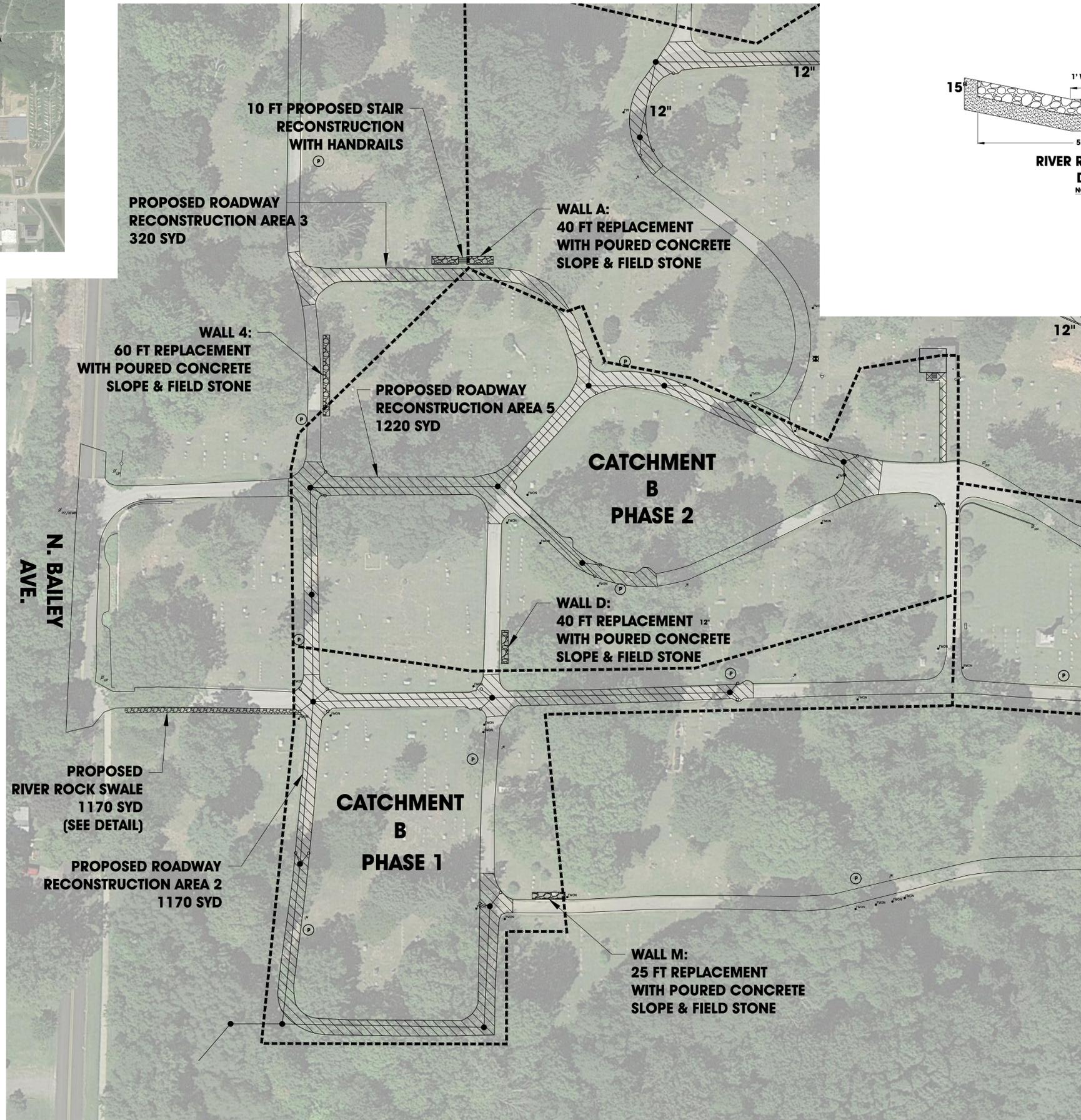
SHEET NO.
3 of 6

| NO. | REVISION DESCRIPTION: | BY: | DATE: |
|-----|-----------------------|-----|-------|
| | | | |



LAKE VIEW CEMETERY VICINITY MAP

- PROPOSED ROADWORK
- PROPOSED SIDEWALK
- PROPOSED WALL WORK
- DR STRUCTURE, 48 INCH DIA
- DR STRUCTURE, 48 INCH DIA
- POST MOUNTED YARD HYDRANT
- FROST-PROOF YARD HYDRANT



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South Haven, MI
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PROJECT:
**LAKEVIEW CEMETERY
 SOUTH HAVEN, MICHIGAN**

SHEET TITLE:
**MASTER PLAN
 CATCHMENT AREA B**

DRAWN BY:
DJL

DESIGNED BY:
SPJ

PM REVIEW:

QA/QC REVIEW:

DATE:
DECEMBER 2014

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SIGNATURE:

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ACI JOB #
14-0696

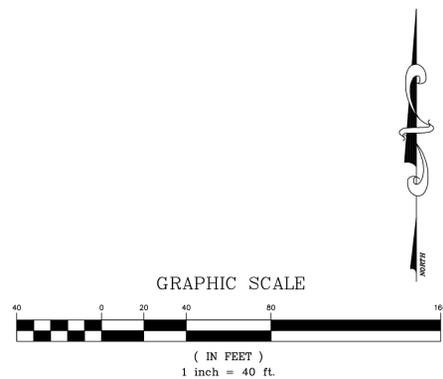
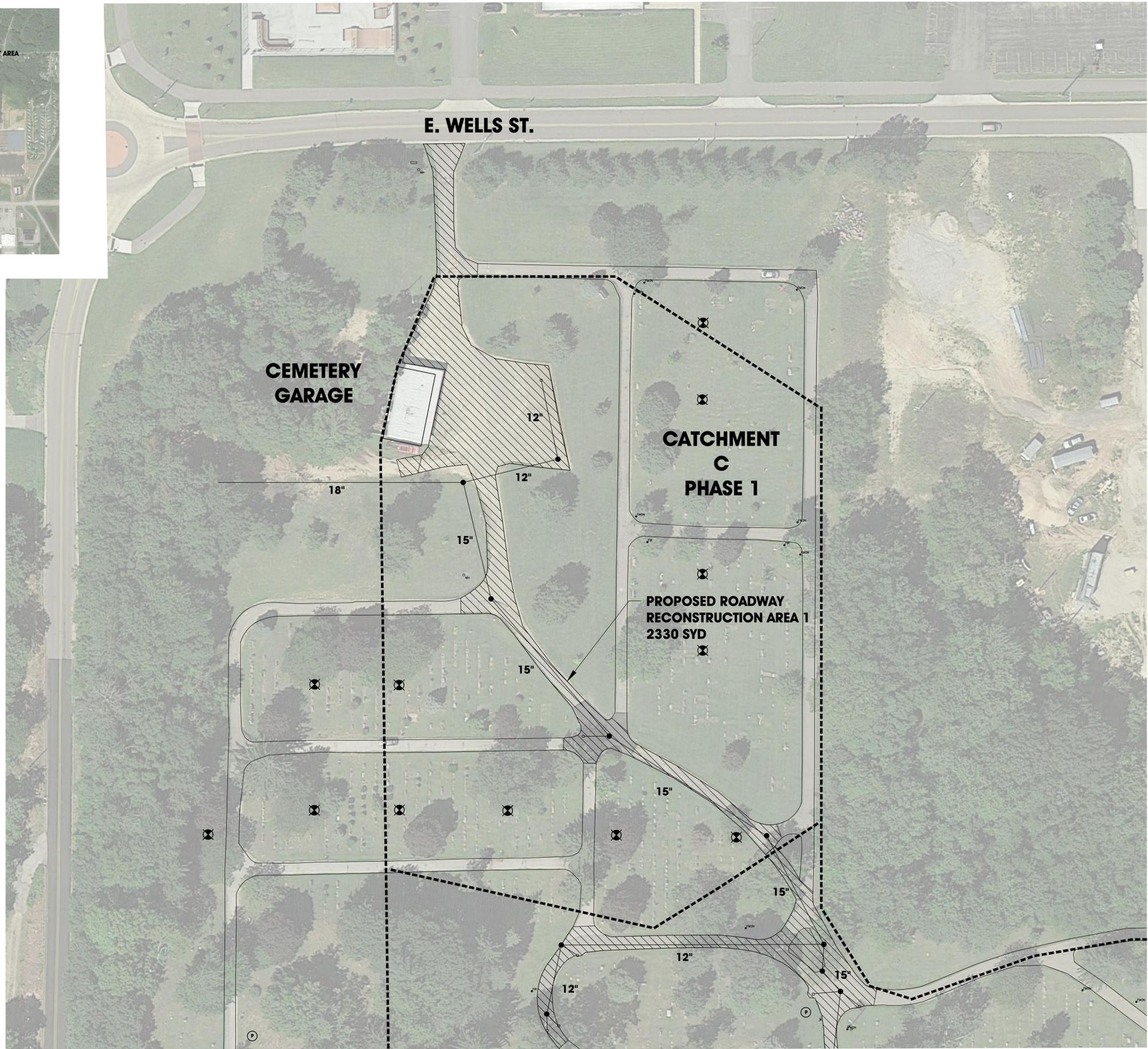
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4 of 6

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|-----|-----------------------|-----|-------|
| | | | |



LAKE VIEW CEMETERY VICINITY MAP

-  **PROPOSED ROADWORK**
-  **PROPOSED SIDEWALK**
-  **PROPOSED WALL WORK**
-  **DR STRUCTURE, 48 INCH DIA**
-  **DR STRUCTURE, 48 INCH DIA**
-  **POST MOUNTED YARD HYDRANT**
-  **FROST-PROOF YARD HYDRANT**



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PROJECT:
 LAKEVIEW CEMETERY
 SOUTH HAVEN, MICHIGAN

SHEET TITLE:
 MASTER PLAN
 CATCHMENT AREA C
 PHASE 1

DRAWN BY:
 DJL

DESIGNED BY:
 SPJ

PM REVIEW:

QA/QC REVIEW:

DATE:
 DECEMBER 2014

SEAL:

SIGNATURE:

DATE:

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SCALE:
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 VERT: N/A

ACI JOB #
 14-0696

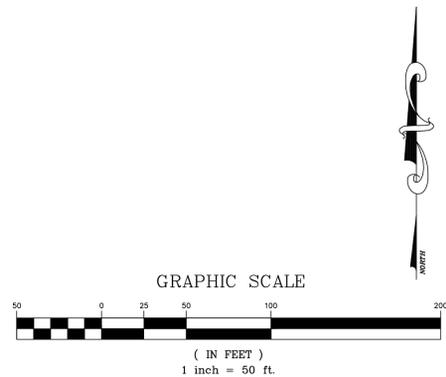
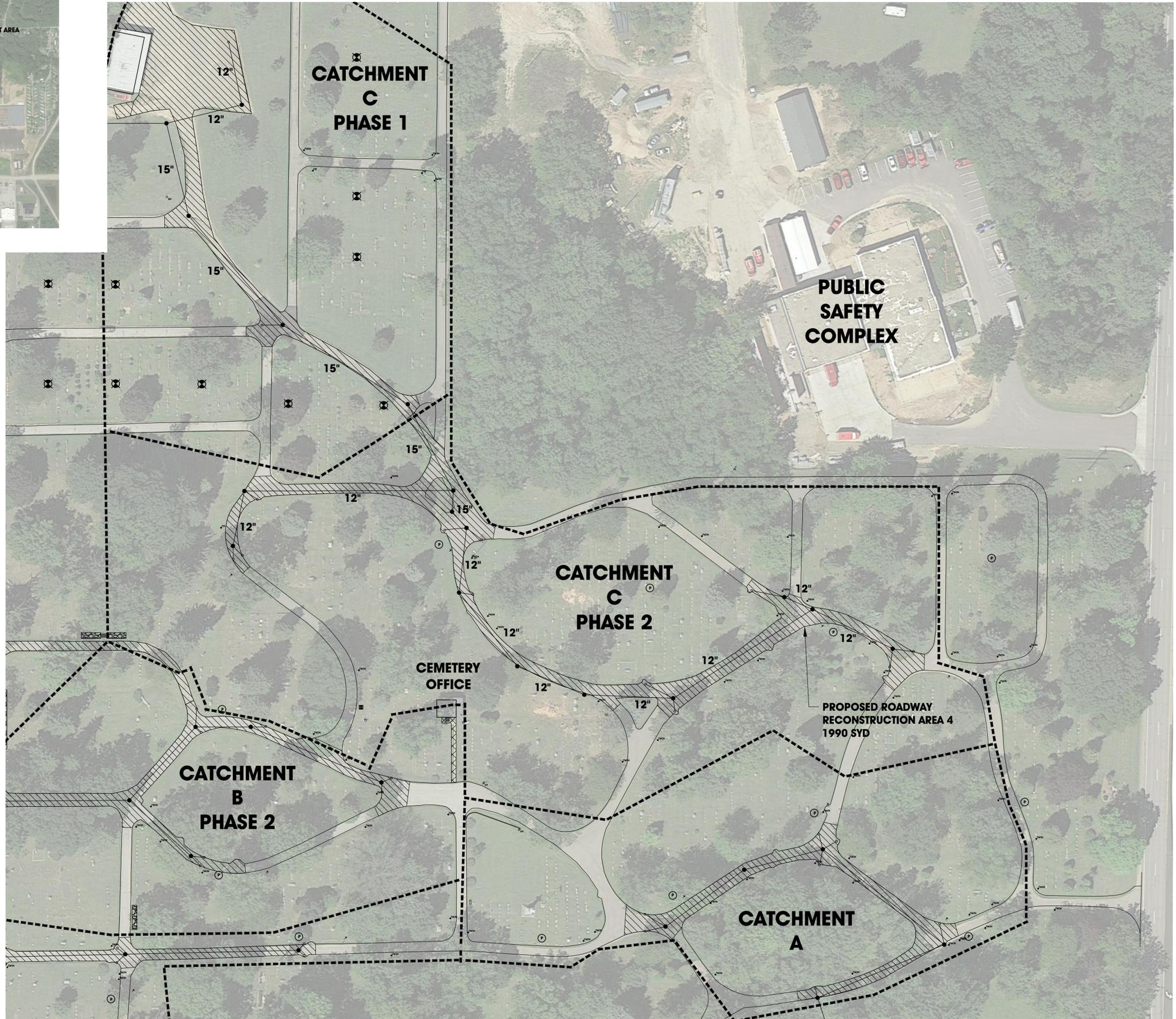
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 5 of 6

| NO. | REVISION DESCRIPTION: | BY: | DATE: |
|-----|-----------------------|-----|-------|
| | | | |



LAKE VIEW CEMETERY VICINITY MAP

-  **PROPOSED ROADWORK**
-  **PROPOSED SIDEWALK**
-  **PROPOSED WALL WORK**
-  **DR STRUCTURE, 48 INCH DIA**
-  **DR STRUCTURE, 48 INCH DIA**
-  **POST MOUNTED YARD HYDRANT**
-  **FROST-PROOF YARD HYDRANT**



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LAKEVIEW CEMETERY
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MASTER PLAN
CATCHMENT AREA C
PHASE 2

SHEET TITLE:
 DRAWN BY: **DJL**
 DESIGNED BY: **SPJ**
 PM REVIEW:
 QA/QC REVIEW:
 DATE: **DECEMBER 2014**
 SEAL:

SIGNATURE:
 DATE:

HARD COPY IS INTENDED TO BE 24" X 36" WHEN PLOTTED. SCALES INDICATED AND GRAPHIC QUALITY MAY NOT BE ACCURATE FOR ANY OTHER SIZES

SCALE:
 HORZ: **1" = 50'**
 VERT: **N/A**

ACI JOB #
14-0696

SHEET NO.
6 of 6

| NO. | REVISION DESCRIPTION: | BY: | DATE: |
|-----|-----------------------|-----|-------|
| | | | |

| LAKE VIEW CEMETERY IMPROVEMENTS | | | | | | | | |
|--|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|
| | Total Cost | FY 2015-2016 | FY 2016-2017 | FY 2017-2018 | FY 2018-2019 | FY 2019-2020 | FY 2020-2021 | FY 2021-2022 |
| Catchment Area C- Phase 1 <i>Storm sewer improvements and associated road reconstruction-includes parking lot</i> | \$ 187,000 | | | \$ 187,000 | | | | |
| Catchment Area B- Phase 1 <i>Storm sewer improvements and associated road reconstruction</i> | \$ 174,000 | | | | \$ 174,000 | | | |
| Wall A Stair and Pavement Repair <i>Retaining Wall A reconstruction, stair reconstruction with handrails, and adjacent roadway reconstruction</i> | \$ 16,000 | \$ 16,000 | | | | | | |
| Catchment Area C- Phase 2 <i>Storm sewer improvements and associated road reconstruction</i> | \$ 241,000 | | | | | \$ 241,000 | | |
| Catchment Area B- Phase 2 <i>Storm sewer improvements and associated road reconstruction</i> | \$ 155,000 | | | | | | \$ 155,000 | |
| Catchment Area A <i>Storm sewer improvements and associated road reconstruction</i> | \$ 123,000 | | | | | | | \$ 123,000 |
| Roadway Crack Sealing and Maintenance Repairs <i>Roadway crack sealing and maintenance on remaining raads (2 applications)</i> | \$ 11,000 | \$ 11,000 | | | | | | |
| Yard Hydrant Repairs <i>Retrofit and/or replacement of all thirty-one (31) yard hydrants to 3' standard yard hydrants</i> | \$ 15,000 | | \$ 15,000 | | | | | |
| Building Improvements - Phase 1 <i>Bathroom remodel, new walk, information kiosk, roof repairs and fascia improvements</i> | \$ 25,000 | \$ 25,000 | | | | | | |
| Building Improvements - Phase 2 <i>Office remodel and electrical service upgrade</i> | \$ 21,000 | \$ 21,000 | | | | | | |
| Building Improvements - Phase 3 <i>Upgrade of exterior walls/window/doors and replacement of office HVAC system with new split system</i> | \$ 20,000 | | \$ 20,000 | | | | | |
| Grounds Improvements <i>Repair existing or install new entrance wall with appropriate signage and/or monuments</i> <i>Retaining wall replacement and upgrades to the block markers/way-finding system</i> | \$ 105,000 | \$ 105,000 | | | | | | |
| Annual Total Cost | \$ 1,093,000 | \$ 178,000 | \$ 35,000 | \$ 187,000 | \$ 174,000 | \$ 241,000 | \$ 155,000 | \$ 123,000 |



City of South Haven

Agenda Item #6

South Pierhead Light
Donor Plaza

Background Information

In 2009, the former concession stand building at South Beach was removed to permit construction of the new water filtration plant. The South Beach concession is operated by a private vendor under a lease agreement with the City. Since the removal of the former building, the concessionaire has operated out of temporary facilities located near the restroom and pavilion, near the Black River waterfront. Sales have improved at this location due to the proximity of foot traffic along the Harbor Walk and the concessionaire would like to remain in this general vicinity.

The City has hired GMB Architecture + Engineering to assist in creating a master plan for redevelopment of the restroom and pavilion area that will accommodate the concessionaire in a new building. In addition, they will be reviewing alternatives for improving and enlarging the restroom building. The purpose of the study will be to develop improvement plans that can be implemented utilizing local funds with a budget of \$250,000.

At the March 10 regular meeting, GMB presented revised conceptual plans to the Parks Commission. After discussion, the Parks Commission approved Option Three (3) for further development.

At the January 13 regular meeting, Jim Oligaard from the South Haven Historical Association (HASH) spoke to the Parks Commission regarding the South Pierhead Light that is now owned by HASH. HASH has accepted ownership of the light from the United States Coast Guard. If HASH or another organization had not come forward to accept ownership, the USCG would have removed the historic light from the pier for placement of a more utilitarian navigation light.

HASH is currently raising funds in order to perform renovations to the South Pierhead Light. As part of the agreement in acquiring the light, HASH must follow various historic preservation standards set forth by the United States Secretary of the Interior. HASH is currently raising funds to enable the renovation work to begin. HASH is requesting space be made available within the limits of the Concession Stand/Restroom project for placement of a donor recognition area and an interpretive area for the light. The donor area may consist of a plaza with engraved bricks or may be a low, decorative wall with names engraved on plaques. HASH may also want to develop various interpretive signs which may include a CCTV feed from cameras on or in the light. Because the South Pierhead Light is located on a breakwater owned by the United States Army Corp of Engineers, it is not feasible to place the donor recognition area closer to the light.

GMB is developing a revised plan that shows the space that will be utilized by HASH to create a donor plaza for the South Pierhead Light fundraising efforts.

Recommendation

Approve the use of space near the Concession Stand/Restroom project area for creation of a donor recognition area and interpretive area to be used by the Historical Association of South Haven for the South Pierhead Light.

If approved, staff will continue to work with HASH in developing concepts for use of the space and plans will be presented to the Parks Commission when they become available.

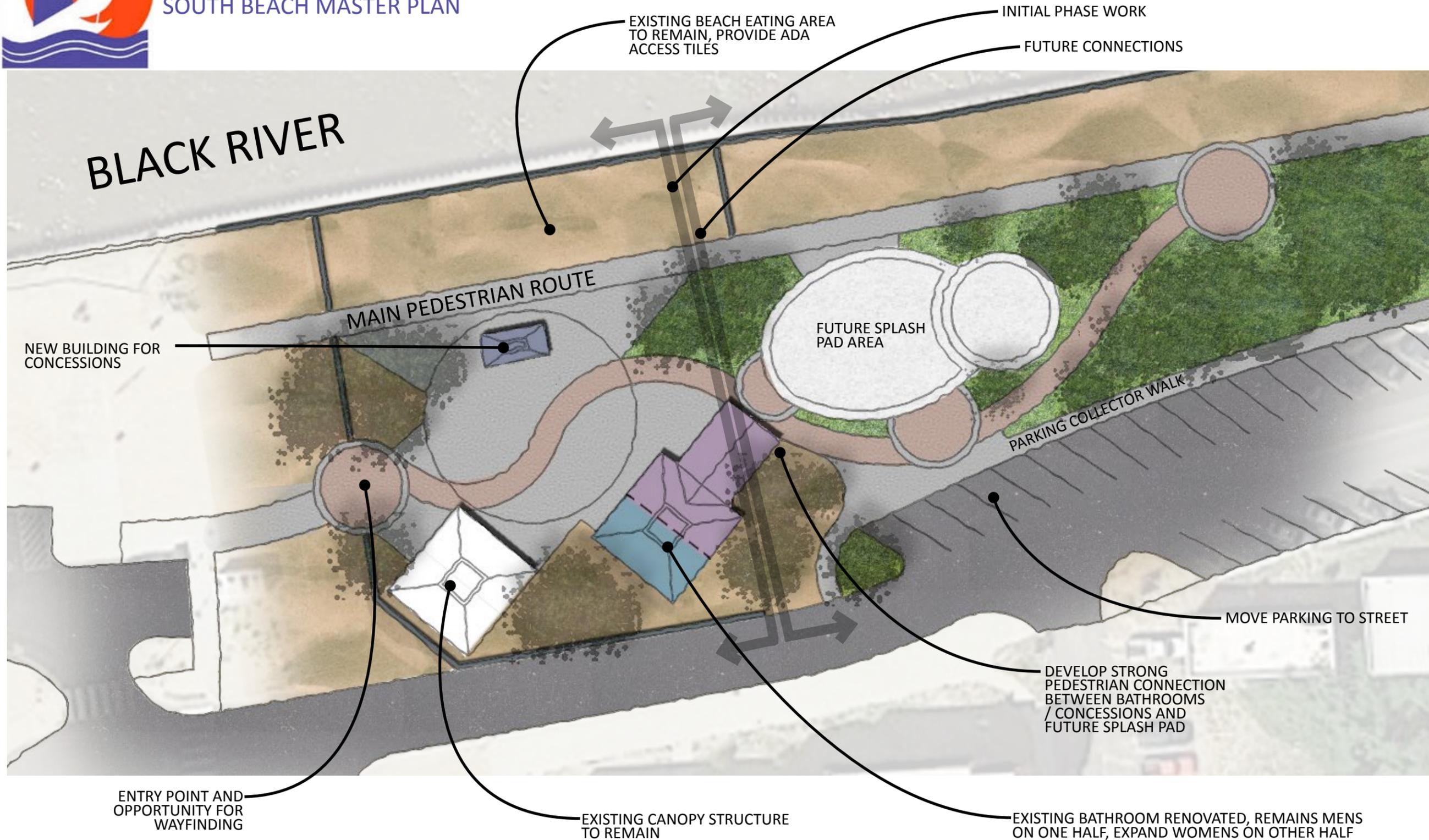
Attachments

Approved Option Three (3) from March 10, 2015 Parks Commission Meeting



CITY OF SOUTH HAVEN

SOUTH BEACH MASTER PLAN



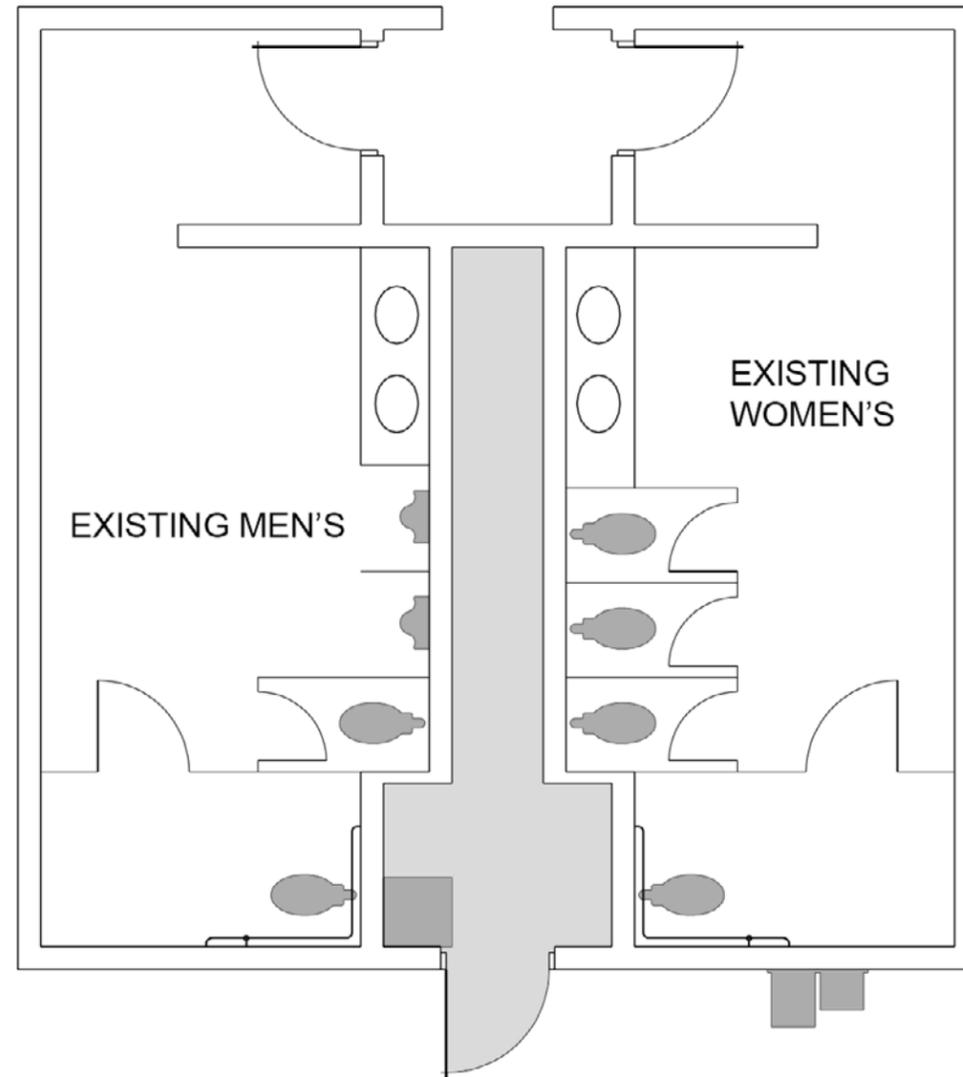
CONCEPTUAL PLAN SKETCH - OPTION 3





CITY OF SOUTH HAVEN

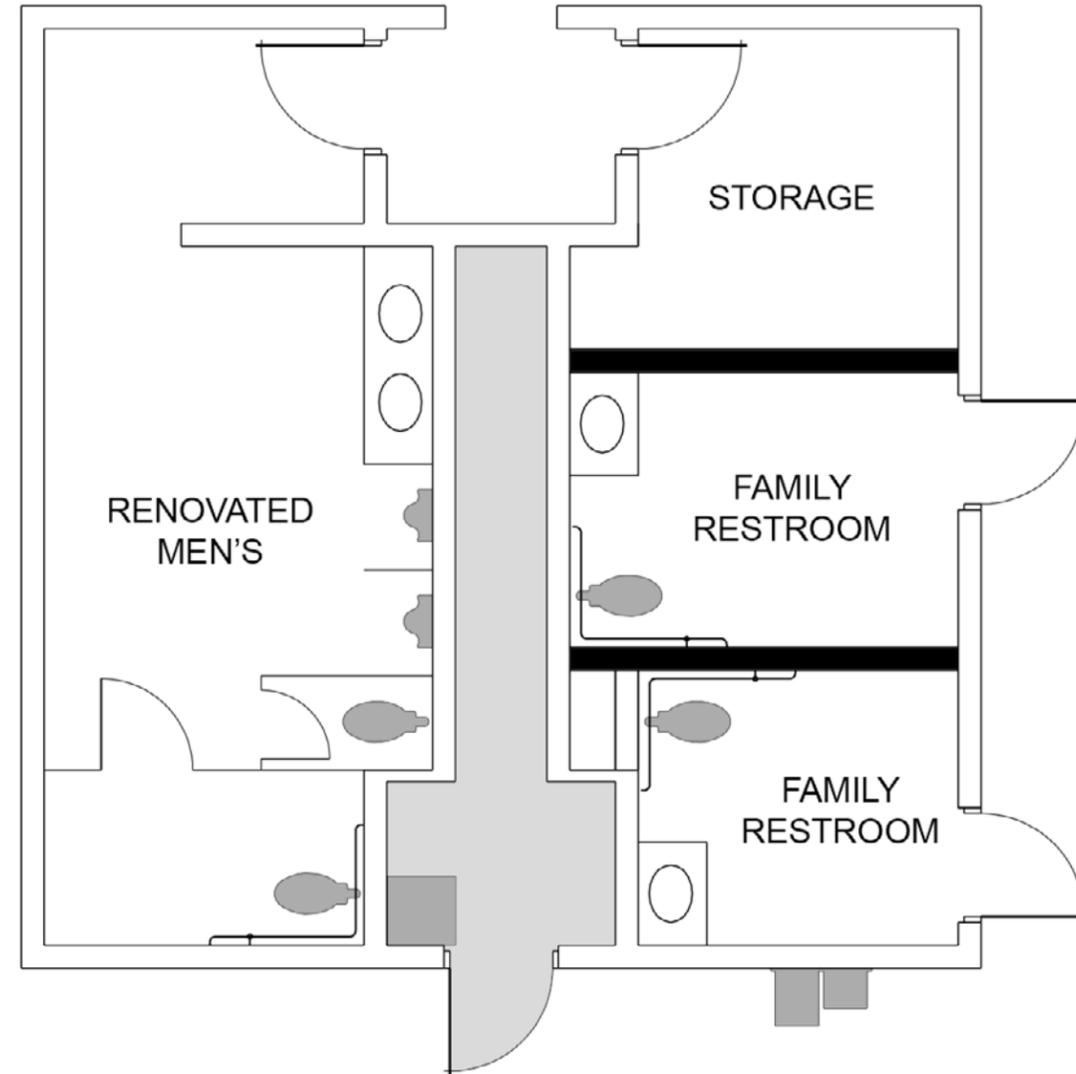
SOUTH BEACH MASTER PLAN





CITY OF SOUTH HAVEN

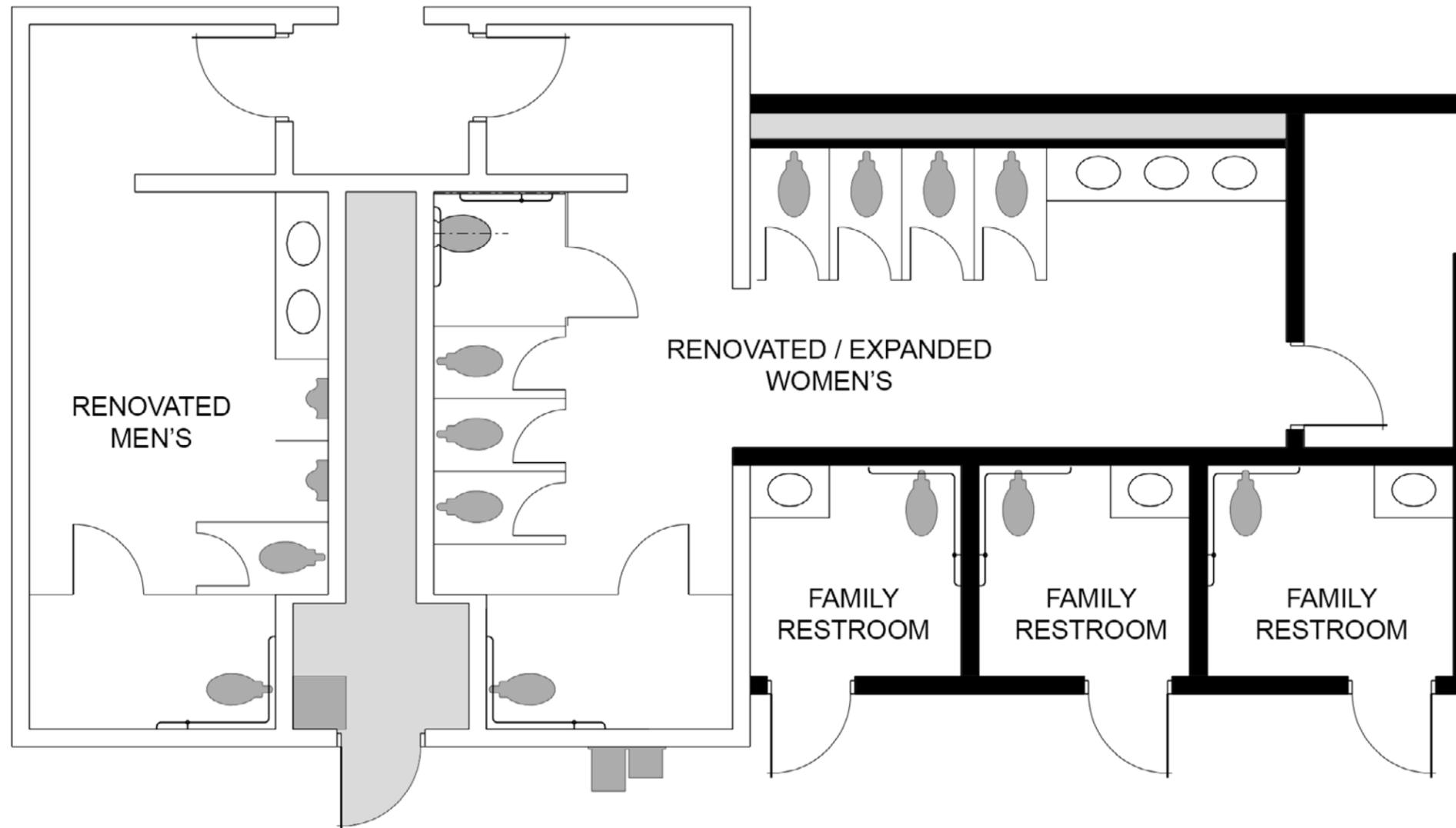
SOUTH BEACH MASTER PLAN





CITY OF SOUTH HAVEN

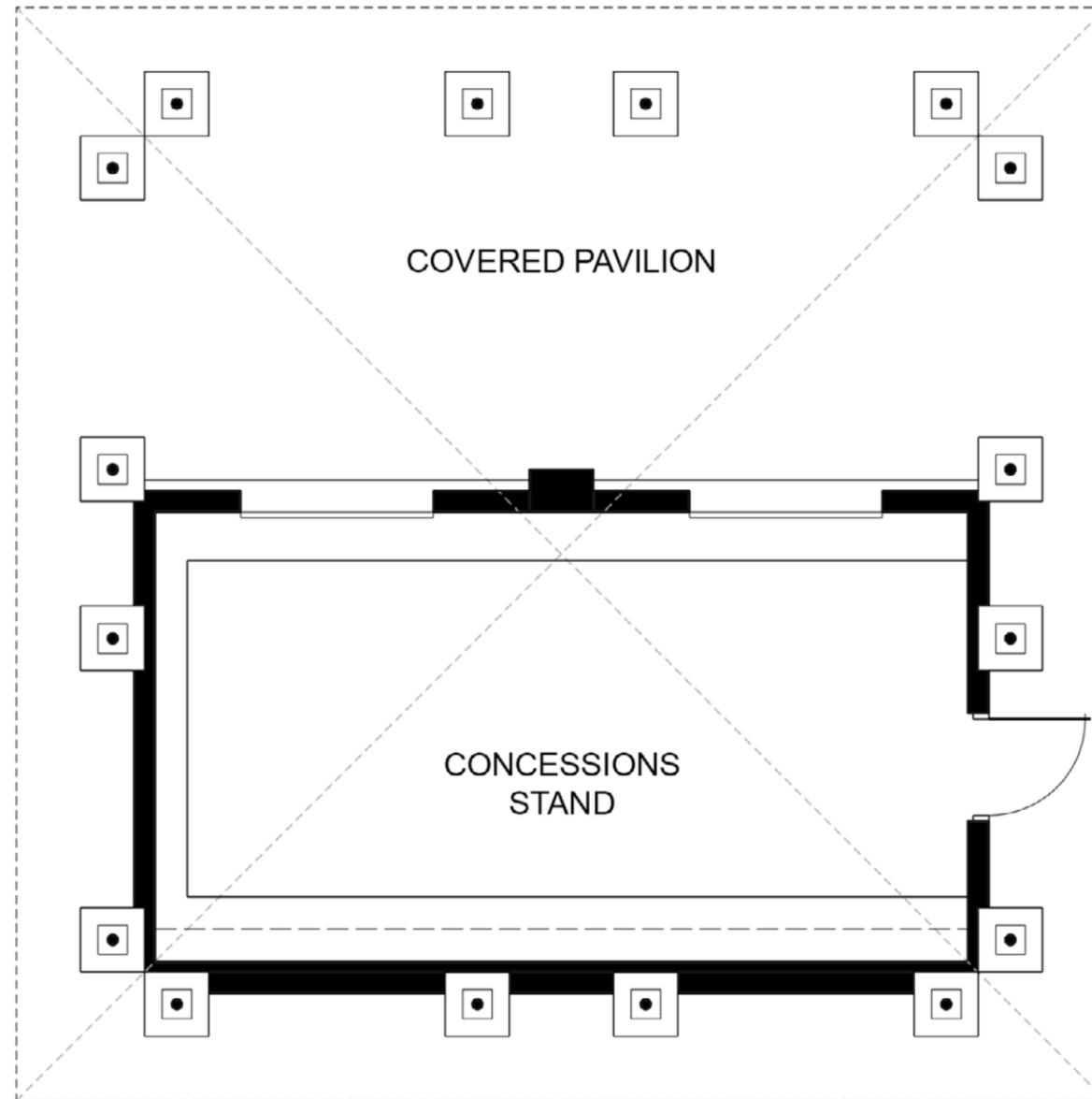
SOUTH BEACH MASTER PLAN





CITY OF SOUTH HAVEN

SOUTH BEACH MASTER PLAN





City of South Haven

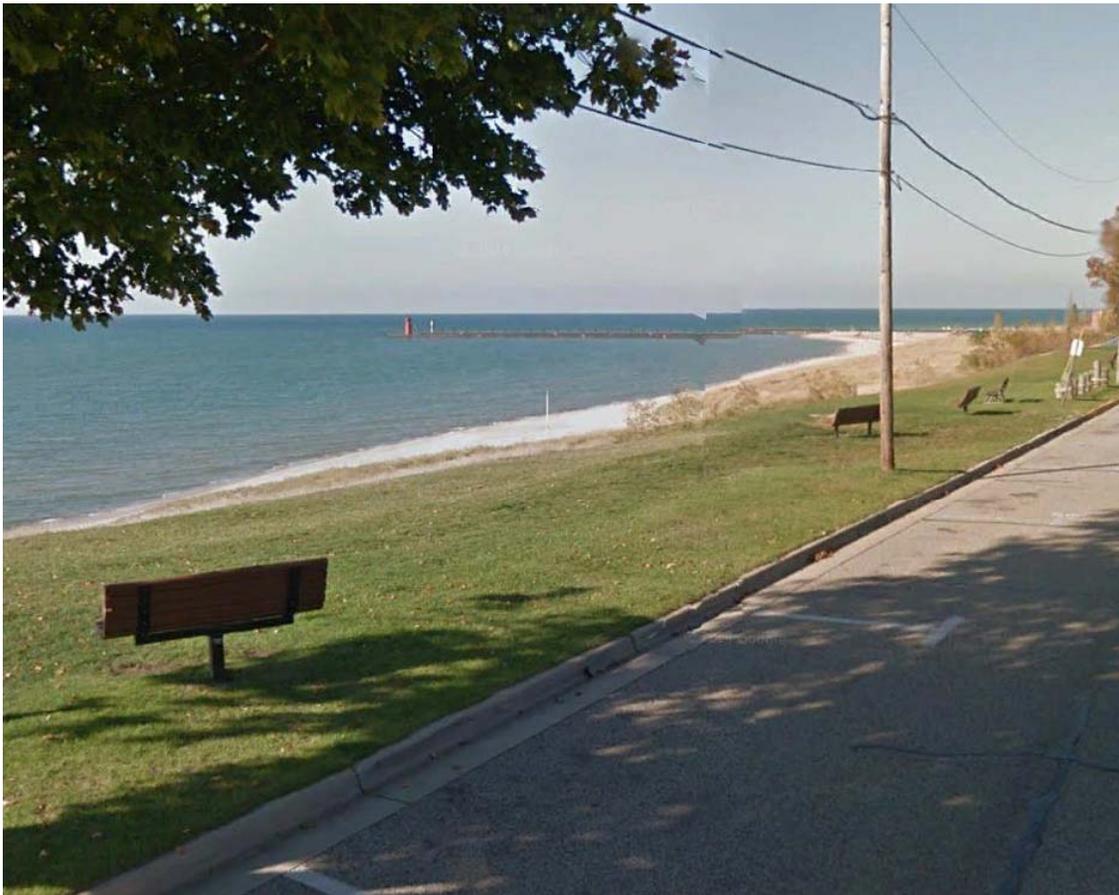
Agenda Item #8

Memorial Bench Donation

Background Information

Beca Gordon would like to donate a brown wooden bench, similar to the one in the picture below, in memory of Tom Watson. The bench would be located in the public right-of-way on the west side of Monroe Blvd between Chestnut St and South Haven St. It would be approximately 18' feet north of the southern bench shown in the image below.

View Looking Northwest





The text that is planned to be engraved on a plaque will be:

In Memory of
~ *Tom Watson* ~
A Life Well Lived...Full of Love

Recommendation

Approve a recommendation that City Council accept the gift of a memorial bench from Beca Gordon to be placed on the west side of Monroe Blvd between Chestnut St and South Haven St with the engraved plaque as noted. The gift will be subject to the terms of Resolution 08-49.

Attachments

Resolution 08-49 Amended City Gift Policy

Respectfully submitted
Ryan Bosscher
GIS Tech / Memorial Bench Coordinator

CITY OF SOUTH HAVEN
VAN BUREN AND ALLEGAN COUNTIES, MICHIGAN

RESOLUTION NO. 08-49

A RESOLUTION AMENDING THE GIFT POLICY
FOR THE CITY OF SOUTH HAVEN

Minutes of a regular meeting of the City Council of the City of South Haven, Van Buren and Allegan Counties, Michigan, held in the City Hall, 539 Phoenix Street, South Haven, Michigan 49090 on September 15, 2008 at 7:30 p.m. local time.

PRESENT: Andersen, Bemis, Fitzgibbon, Smith, Stegeman, Appleyard

ABSENT: McCoy

The following preamble and resolution was offered by Member Bemis and supported by Member Stegeman.

WHEREAS, the City of South Haven has been enriched by many generous donations from the public that have enhanced our community's public spaces; and

WHEREAS, on November 1, 2004 City Council adopted Resolution 04-43 adopting a gift policy; and

WHEREAS, City Council requests an amendment be made to the policy regarding allocation of monetary gifts should it not be specified at the time of donation.

THEREFORE, BE IT RESOLVED, that the City of South Haven amends the gift policy as outlined in Exhibit A attached.

BE IT FURTHER RESOLVED, that this resolution shall take effect upon passage by the City Council.

RECORD OF VOTE:

Yeas: Andersen, Bemis, Fitzgibbon, Smith, Stegeman, Appleyard

Nays: None

RESOLUTION DECLARED ADOPTED.


Dorothy Appleyard, Mayor

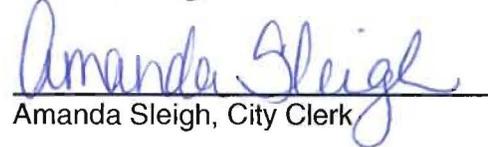

Amanda Sleight, City Clerk

Exhibit A**City of South Haven Gift Policy****Introduction**

Over the years, the City of South Haven has been enriched by many generous donations from the public that have enhanced our community's public spaces. These gifts are often given in memory of, or in honor of, individuals who were residents of the South Haven area. Gifts have come in many different forms, including trees, park benches, artwork, garden size landscaped areas or an entire park.

Each gift is special to our community. Every gift given in memory of, or in honor of someone, has at least two items in common. First, they are generously given by family and friends to represent a loved one. Secondly, the donor is seeking to enhance the beauty of South Haven by improving our community public spaces. In doing so, the donors have provided a unique enhancement to our community public spaces which will be enjoyed by the current community and future generations to come.

The City Council and appropriate authorities, boards and/commissions review each gift and seek to respect the desires of the donors. In order to ensure that all gifts work together to enhance the beauty and function of our public spaces, certain guidelines for gifts and their recognition must be followed.

We trust that these guidelines will help in determining the gift you are considering and allow it to be a lasting tribute to our community.

Guidelines

1. Each proposed gift, its location and installation plans will be reviewed and may be approved by City Council prior to installation. The cost of installation is to be included as part of the donation. City Council may seek recommendations from the appropriate authority, board and/or commission prior to approval.
2. Donations must meet any applicable governmental codes and guidelines.
3. If memorial recognition is requested, the following rules apply:
 - a. Plaques for benches and picnic tables will be 2" X 4" in size, brass plated, recessed, and mounted with flush screws. Professional installation of the plaque is the responsibility of the donor.
 - b. Plaques for structures, monuments, and statues, should be cast bronze, with a maximum size of 5" X 8", and a maximum number of forty letters/numbers combined. Plaque should be installed on the structure, monument, or statue or on a flush to the ground concrete foundation with a maximum size of 11" X 14" X 14". Professional installation of the plaque is the responsibility of the donor.
 - c. Any variation to Section A or B must be requested at the time of the donation.

Exhibit A

- d. In the case of gifts requiring other than incidental minor maintenance, unless expressly agreed to in advance, the City will not normally accept responsibility for such maintenance. In the event that persons or firms not under City control provide such maintenance, and the maintenance is not performed to the City's satisfaction, the City shall have the right to remove or modify the gift as it sees fit.
- e. In all cases the City Council maintains the right to move, modify or remove donations if future circumstances dictate.

Items not specifically covered above will be considered on a case-by-case basis.

- 4. City Council has the authority to allocate all monetary gifts received that do not specify a particular fund/project.

Donations will be recognized as follows:

A register will be kept with the city clerk with each donor's address and phone number. It is the responsibility of the donor to inform the city of any address or phone number change to the register list.

Conclusion

As gifts to the City of South Haven are considered, please know that a member of city staff or an appropriate commission member will be happy to assist you in this process. In closing, we sincerely appreciate your willingness to improve our community through your generous donation.

Suggested Gift List:

Trees (chosen from the ordinance)
 Professional Landscaping
 Benches
 Tables
 Fountains
 Bike Racks
 Decking
 Bricks
 Signs
 Lighting
 Professional Services
 Irrigation
 Monetary gift
 Endowments