

Harbor Commission

Regular Meeting Agenda

Tuesday, June 19, 2012
5:30 p.m., City Hall Council Chambers



City of South Haven

1. Call to Order

Roll Call: Chairman Jeff Arnold, Vice-Chairman Mary Stephens, Fred Jeffers, Cathy Pyle, Alan Silverman, Daniel Strong, Greg Sullivan.

2. Approval of Agenda

3. Approval of Minutes: May 15, 2012 Meeting

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

5. Marina Reports

6. Harbor Commission Code of Ordinances

7. Queen's Cup Update

8. Marina Management Update

9. Black River Park Gravel Road and Drainage Response

Member and Staff Comments

Adjourn

RESPECTFULLY SUBMITTED,
Paul VandenBosch
Harbormaster

Harbor Commission

Regular Meeting Minutes

Tuesday, May 15, 2012
5:30 p.m., City Hall Council Chambers



City of South Haven

1. Call to Order

Present: Pyle, Silverman, Stephens, Strong, Sullivan, Arnold
Absent: Jeffers

2. Approval of Agenda

Motion by Silverman, second by Strong to approve the May 15, 2012 Harbor Commission Agenda moving Marina District Item #8 immediately after Item #4.

All in favor. Motion carried.

3. Approval of Minutes: April 17, 2012 Meeting

Motion by Silverman, second by Stephens to approve the April 17, 2012 Harbor Commission Agenda as written.

All in favor. Motion carried.

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

None at this time.

8. Marina District

John Marple, Manager of Old Harbor Inn. Explained that the idea for naming a Maritime District came from discussion of renaming some streets, which is not what we are doing at all. Marple likes history and the area we are talking about has unbelievably rich maritime history. The City also has the Michigan Maritime Museum located here which is a great resource. The desire to create the Marina District in recognition of the rich maritime history and to brand the neighborhood so we can attract more people into the Harbor Walk area goes along with such a district being a good advertising and focal point for the Maritime Museum. This is just to designate an area as a destination point within the South Haven Area and to recognize our vast history. Marple noted that the current project is to rehabilitate the

historical signs, each with a replica of the catwalk, which will take two or three years. A prototype of a sign is being made to show to potential donors. Marple pointed out that the naming of the district has received support from the Chamber of Congress, the Conventions Bureau, The DDA and the Maritime Museum.

Silverman noted that the Harbor Walk is just one of the many things within the Maritime District. Silverman asked for clarification that this designation has no taxable or zoning implications which Marple acknowledged to be true. Silverman noted that the Yacht Club is probably one of the oldest buildings in that district having been built as a log cabin in 1941 and in continuous use as a yacht club.

Motion by Silverman, second by Stephens to approve the Resolution with the change of the heading to Maritime District instead of Marina District.

Pyle questioned whether this will open opportunities for more grants. Marple said it is possible.

Stephens asked what specific property is being designated as a Maritime District. Marple said from pier head to pier head all property adjoining the river only.

Sullivan asked if the City is looking at creating other districts. VandenBosch said this is really more naming a neighborhood or area. The board discussed whether it is necessary to name the area. VandenBosch said when you are in the designated area today there is not much to see that reminds one of the maritime history of shipping and so forth.

Arnold called the question.

All in favor. Motion carried.

5. Marina Reports

VandenBosch gave an overview of the Marina Reports, noting that Marina Fund revenues are well ahead of expenses according to the table on Page 9 of the packet. The Black River Park Revenues show 2012 Fiscal Year revenue; noted that in the month of April there was not a functioning gate at Black River Park. The River Maintenance Fund has assessments as revenue along with Downtown Development Authority (DDA) contributions and a percentage of the revenue from Black River Park and Marina Fund. Soundings do not reflect an immediate need for dredging, so a reserve is being built up for when a larger dredging is needed.

VandenBosch noted that Lake Michigan Water Levels show us at a couple of inches above the chart datum; a fairly low level although above record lows. At this time we have no depth issues in the areas we cover with our dredging.

6. Reservation System Reports

VandenBosch pointed out that Pages 15 & 16 show graphs of the first two weeks or so of the Black River Pay Terminal usage. Transaction Details on Page 17 shows the type of information that the terminal keeps; the time of day, the type of payment, etc.

Pyle asked whether an additional sign could be posted that indicates no change will be given. VandenBosch said we hope to have a larger sign by Memorial Day or soon after.

The bridge operating schedule was included in the packet, allowing for opening pretty much every half hour, without lunch hours. The board discussed early opening of the bridge; before the normally posted times.

VandenBosch noted that Page 19 shows the Operator Detail Report, with totals, refunds, adjustments and over/short columns. Silverman asked if these reports provide mailing addresses, cell phone numbers, e-mail etc. VandenBosch will look into that.

Page 21 is the Reservation Arrival Report which helps staff plan for slip assignments.

Page 22 is a report that indicates whether all the boats are registered. This would be used for the dock check.

VandenBosch noted the legal size sheets are reports from the State which give a detail report of the customers that have reserved slips through the state reservation system. VandenBosch noted we get payments from the State about a month after the payments are made. We are just getting started with these systems, and as we get into the season we will probably be able to report more interesting information.

Stephens asked how the system seems to be working. VandenBosch said the Pay Terminals seem to be working very well. VandenBosch noted that the signs are not up but people are using the pay terminals. The South Beach is not yet striped so it is difficult for people to pay as they do not know what parking spot number they are parking in.

Abshire, Contract Marina Manager, noted that this is the transition stage; there are some definite positives, like the reporting ability. Once a customer makes a reservation, he remains in the system (not the credit card info). Abshire said there are a lot of negatives but the State help system is very efficient and good. Abshire is trying to streamline processes as much as possible; the whole South Side is on the State reservation system, but the North Side is on the old reservation system and has to be input manually; Abshire noted that costs (slip fees) need to be adjusted to be the same instead of local pay and State pay. Customer comments have been somewhat negative and the learning curve has increased our work load tremendously. Abshire believes by next year staff will have the system streamlined and efficient.

7. Strategic Plan Prioritization Report

VandenBosch noted that **Dredging** is at the top of the list and the **Ongoing Dredging Project Funding** is also there as an additional priority. VandenBosch pointed out that this list is the result of the prioritization done by this board. Silverman asked if the board needs to take any action to which VandenBosch responded no.

Pyle asked if there are any small items we can start working on and remove from the list.

VandenBosch noted that dredging is being actively monitored and staff will be aware if a need arises. A new dredging permit must be applied for by at least late fall.

Emergency Services: Coordination meeting was held and we are helping the Emergency Services work together. Silverman said the coordination meeting at the beginning of each season is something that ought to be continued. Silverman's concern is lack of ability to deal with an emergency situation. We have absorbent material but are anyone trained to use it? We have an emergency vessel most suited for river or inland lakes. Silverman believes we should work with Emergency Services to look at grant opportunities to fund a larger, more versatile vessel which can be permanently moored in the harbor. In talking to the other Emergency Services, we have learned that they will not fight fire; this area could be addressed in communicating with South Haven Area Emergency Services (SHAES) and others to look for grants to provide some of the funding.

Harbor Traffic Flow and Safety. VandenBosch had a dozen "No Wake" signs printed up but has not been out to find locations for them. The Board suggested on the City Marina, on the bridge, Pyle wants to see some of them put up. VandenBosch said we are aware of some traffic problems at the Black River launch. Pyle mentioned the lack of visibility from the bridge tender. Silverman said we might want to move that up, as a \$6,000 item in the grant while for \$500 you can get a 4-camera system with a DVR. Silverman asked if there is something we could do to encourage this to be addressed.

Motion by Silverman to recommend to the Public Works Board to promptly install cameras and a monitor to permit better visibility by the bridge tender both upriver and downriver. Second by Pyle.

Sullivan asked about adding a light to indicate the bridge is closing. Silverman would rather deal with that separately.

Arnold called the question. All in favor. Motion carried.

Motion by Sullivan to add a light to the bridge as a signal to boaters when the bridge is going to close, or is closing. Second by Silverman.

All in favor. Motion carried.

VandenBosch said it is difficult to find an agency to work with **Erosion and Contaminants** since it seems to come from upriver, perhaps from agricultural practices, causing the south branch to flow in muddy.

Ongoing Dredging Project Funding is actively collecting some money.

Municipal Marina Facilities Silverman asked if Abshire has done an inventory of things to be corrected before the season gets underway. Abshire noted that she was startled to find a sinking of the concrete launch ramp at Black River Park, leaving a gap which is quite

extensive; a patch was done but is very temporary. Staff has completed Phase I of the pedestal replacement and Abshire hopes that the ones we are not replacing will make it through the six-year process. Staff replaced six pedestals this year. Abshire added that staff is pressure-washing at the Maritime Museum; most of the head dock has been done where the trees overhang and make the surface slippery with moss. After the fishing tournament staff will pressure wash the South Side Marina docks.

Fueling of Marine Vessels Strong noted that the board discussed contacting all the marinas and making sure all the information is posted; it is posted at Black River Yacht Club and Riverbend Boat Club but whether it has been posted elsewhere is unknown to Strong.

Public Access VandenBosch noted that work is being done to fix up the old Street Garage area that has been being used as a construction storage yard now that construction is winding down. A grant application has been submitted and is being considered which would turn that area into a park and eventually the gazebo from Dyckman Park will be moved to the old Street Garage site. Abshire said staff cleaned along the ravine at Black River Park and it looks really good. VandenBosch noted that cleaning was requested by this board.

Sullivan wanted to know if the plan for the former Street Garage area was the plan presented to this board not long ago. VandenBosch said we have brought a number of plans to this board, and noted three. The one we have submitted a grant for is the one for the Street Garage site.

Strong asked if there was anything in those grants about from the Steelheaders Fishing Area, noting it would be good to have a walking bridge between there and the old Street Garage site. VandenBosch said we need to make it easy to get to that restroom on the Steelheader's side so the City does not have to build another restroom.

Electrical Utilities This board requested some electrical inspections; VandenBosch explained that the electrical staff person had an accident and was out for a while. Abshire said that staff person is aware of the request for inspection and he is back to work as he is the one who installed the new pedestals.

8. Marina District

John Marple, Manager of Old Harbor Inn. Explained that the idea for naming a Maritime District came from discussion of renaming some streets, which is not what we are doing at all. Marple likes history and the area we are talking about has unbelievably rich maritime history. The City also has the Michigan Maritime Museum located here which is a great resource. The desire to create the Marina District in recognition of the rich maritime history and to brand the neighborhood so we can attract more people into the Harbor Walk area goes along with such a district being a good advertising and focal point for the Maritime Museum. This is just to designate an area as a destination point within the South Haven Area and to recognize our vast history. Marple noted that the current project is to rehabilitate the historical signs, each with a replica of the catwalk, which will take two or three years. A prototype of a sign is being made to show to potential donors. Marple pointed out that the naming of the district has received support from the Chamber of Congress, the Conventions Bureau, The DDA and the Maritime Museum.

Silverman noted that the Harbor Walk is just one of the many things within the Maritime District. Silverman asked for clarification that this designation has no taxable or zoning implications which Marple acknowledged to be true. Silverman noted that the Yacht Club is probably one of the oldest buildings in that district having been built as a log cabin in 1941 and in continuous use as a yacht club.

Motion by Silverman, second by Stephens to approve the Resolution with the change of the heading to Maritime District instead of Marina District.

Pyle questioned whether this will open opportunities for more grants. Marple said it is possible.

Stephens asked what specific property is being designated as a Maritime District. Marple said from pier head to pier head all property adjoining the river only.

Sullivan asked if the City is looking at creating other districts. VandenBosch said this is really more naming a neighborhood or area. The board discussed whether it is necessary to name the area. VandenBosch said when you are in the designated area today there is not much to see that reminds one of the maritime history of shipping and so forth.

Arnold called the question.

All in favor. Motion carried.

9. Marina RFP

VandenBosch noted that it is the City Manager's decision whether to have a Marina Manager who is under contract or City employee; the City Manager would make a recommendation to the City Council in that regard. VandenBosch noted some comments have been received since this agenda went out, which will be taken into consideration. A draft copy of a Request for Proposal (RFP) is provided in the packet, including some of the comments received.

VandenBosch noted that one question was whether the City would be required to go with a contract manager if we do this RFP; VandenBosch said if none of the proposals received are good proposals, this is not the type of proposal where the City is obligated to go with the lowest bidder. This is a different type of proposal.

Sullivan asked if this board would have input on the responses or proposals received. VandenBosch said that may be the way the City Manager may want to go, to take a recommendation from the board to City Council for a decision. It will be the City Manager's decision whether he wants to take input from this board.

Motion by Silverman to request that the City Manager review with the Harbor Commission the responses received to the Request for Proposal (RFP) for a Marina Management Contract before a decision is made. Second by Sullivan.

Yeas: Pyle, Silverman, Strong, Sullivan, Arnold

Nays: Stephens.

Motion carried.

Member and Staff Comments

Pyle noted that the payment to the boat launch is great, but the corners on the road seem to be creating problems, coming west from Wells, the dirt road is not wide enough for making that corner. Pyle suggested opening it up.

Pyle asked about the tokens; VandenBosch noted that they are here but Hochstedler was not in today; Hochstedler should be back tomorrow.

Pyle asked about VanderZees Jet Ski Excursions and conflict with Harbor Fest. Arnold said he recalled VanderZees stated that they would not be in the harbor for Harbor Fest when the dragon boats are there. VandenBosch stated that the agreement is complete, VanderZees have been invoiced for the \$1,500.00 fee and they have applied for and received the building permit for installing the floating docks. VandenBosch said he believes VanderZees placed the swimming buoys as agreed upon. Arnold noted that he heard the guides were at the boater safety classes recently held.

Strong said the ledge at the pier head is about 10' and it is almost all the way across the harbor. Silverman said that will be a problem if it is 10' straight across from pier head to pier head; there will be boats that will be unable to enter the harbor and finish the race. Strong asked if there is anything that can be done about it. Strong noted the shelf is outside the harbor. Silverman asked if we need a permit for dredging outside the harbor. VandenBosch said there is a fast-response way to work with the Army Corps. Silverman asked how we find that out. VandenBosch will ask Tom O'Brien. Silverman asked if we need to exert more pressure to get beyond a "no." VandenBosch said it has required action at the federal level to get even commercial harbors dredged this year so the City may need some kind of political action. Silverman noted he will work with VandenBosch over the next few days; asked Strong to keep him up to date on what he is seeing out there and pointed out that he has put his dinghy in the water and will try to assess the depth as well. Silverman said it will be difficult for boats coming in at 2:00 to 3:00 in the morning to navigate a limited area in a place many of them have never been before.

Pyle asked if the Tall Ship is having problems. Silverman said he thinks they draw 9'. Stephens said the Tall Ship Friends Good Will draws 8' 9". Stephens asked about placing some sort of navigational buoy for the Queen's Cup.

Silverman said we are only six weeks away from the event we started talking about over sixteen months ago. Things seem to be coming together; hopeful it will generate a great deal of attention. If you look at any of the magazines from Great Lakes Scuttlebutt and The Blue, they have information about the Queen's Cup. Silverman updated the board on some of the activities that will take place during the Queen's Cup.

Pyle noted that the bridge went down a couple weeks ago and wondered if it is working okay. VandenBosch noted that a mount on the hydraulics broke and staff is very concerned that the

bridge will be able to operate during the period before the grant funding is available. Pyle asked if we pay J & B Landing for their barge use and VandenBosch responded with a yes.

Silverman congratulated the City on the street and landscaping work on the newly designated Maritime District.

Strong noted next weekend is the boating tournament. Pyle noted there will be a lot of revenue brought in.

Adjourn

Motion by Silverman, second by Strong to adjourn at 6:48 p.m.

All in favor. Motion carried.

RESPECTFULLY SUBMITTED,

Marsha Ransom
Recording Secretary

**HARBOR COMMISSION
OF THE CITY OF SOUTH HAVEN
COUNTIES OF VAN BUREN AND ALLEGAN, MICHIGAN**

RESOLUTION NO. 03-2012

A RESOLUTION RECOMMENDING A MARITIME DISTRICT

Minutes of a regular meeting of the Harbor Commission of the City of South Haven, Allegan and Van Buren Counties, State of Michigan, held in the City Hall, 539 Phoenix Street, South Haven, Michigan, on May 15, 2012, at 5:30 p.m., local time.

Present, Boardmembers: Arnold, Stephens, Pyle, Silverman, Strong, Sullivan

Absent, Boardmembers: Jeffers

The following preamble and resolution were offered by Boardmember Silverman and supported by Boardmember Stephens.

WHEREAS, due to its geographic location on Lake Michigan at the mouth of the Black River, South Haven has always been directly tied to its rich maritime history; and

WHEREAS, since the 1850's when South Haven was first settled, the area was deeply involved with commercial port activities including timber harvesting supplying raw timber to such locations as Chicago and Milwaukee; and

WHEREAS, the timber harvested in the local region led to the creation of valuable farm land that was cultivated by fruit farmers, who primarily grew peaches, blueberries, and apples which led to the expansion of the City as a farming and commercial water port; and

WHEREAS, the commercial shipping continued to thrive with the use of steam ships and schooners arriving in the City's port to transport local goods and commercial fishing; and

WHEREAS, since the early 1900s the tourist industry began in earnest through the development of theaters, a casino, an opera house and amusement parks as well as resorts all directly associated to the City's maritime port; and

WHEREAS, steamships carrying tourists from Chicago and elsewhere continued to utilize South Haven's maritime port until 1941; and

WHEREAS, the port has continued to provide significant economic base to the Community through its transformation from a commercial maritime port to that of a recreational port; and

WHEREAS, the Michigan Maritime Museum is dedicated to the preservation of Michigan Great Lakes and waterways maritime history and culture; collecting objects related to the maritime history of the Great Lakes with an emphasis on items pertaining to the state of Michigan; and

WHEREAS, South Haven is blessed with a rich maritime heritage that continues today as an important recreational port utilized by a variety of watercraft.

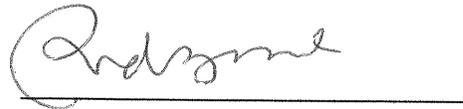
NOW, THEREFORE, BE IT RESOLVED:

That the South Haven Harbor Commission recommends to the City Council of South Haven that certain property contiguous to the Black River commencing at the North Pier to the Drawbridge and continuing to South Pier (Exhibit A) be designated as South Haven's "Maritime District" in celebration and in recognition of the City's rich maritime history.

AYES: Arnold, Stephens, Pyle, Silverman, Strong, Sullivan

NAYS: - none -

RESOLUTION DECLARED ADOPTED.



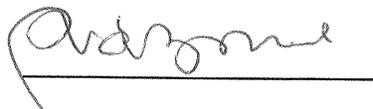
Paul VandenBosch, Harbormaster

CERTIFICATION

STATE OF MICHIGAN)
) ss.
COUNTY OF VAN BUREN)

I, Paul VandenBosch, the duly qualified and acting Harbormaster of the Harbor Commission of the City of South Haven, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board at a meeting held on May 15, 2011, the original of which is on file in the office of the Harbormaster. Public notice of said meeting was given pursuant to and in compliance with Act No. 267, Public Acts of Michigan, 1976, as amended.

IN WITNESS WHEREOF, I have hereto affixed my official signature this May 15, 2012.



Paul VandenBosch, Harbormaster

Marina Fund Revenue

Marina Fund Revenue
As of May 31, 2012

Fiscal Year Ending in	Revenue		Operational	Net
	Seasonal	Transient	Expense	Revenue
2002	234,236	161,984	369,081	27,139
2003	259,840	166,084	403,463	22,461
2004	280,151	167,907	429,353	18,705
2005	282,245	170,944	479,287	-26,098
2006	300,819	173,817	517,881	-43,245
2007	343,171	170,869	471,088	42,952
2008	368,408	168,362	493,906	42,864
2009	377,955	166,674	492,039	52,590
2010	350,635	161,584	485,399	26,820
2011	314,270	140,546	521,900	-67,084
2012	334,055	119,306	314,649	138,712

NOTES ON OPERATIONAL EXPENSES:

Operational Expense does not include depreciation of approximately \$88,000 per year.
Operational Expenses do not include large construction expenses.
Operational Expenses do not include the annual transfer to the River Maintenance Fund of approximately \$25,627 annually.

	Seasonal Marina Revenue												Calendar Year
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2007	58,007	147,702	34,975	42,960	23,115	-3,846	6,199	1,554	703	1,100	22,348	19,285	354,102
2008	60,795	185,520	32,325	36,210	19,130	16,761	820	50	0	6,550	26,799	900	385,860
2009	44,784	185,069	32,390	25,955	31,150	23,488	843	50	850	900	27,990	1,000	374,469
2010	13,035	218,460	41,530	20,235	5,050	20,692	0	434	350	200	29,812	1,000	350,798
2011	43,222	157,210	38,473	31,230	12,498	-158	800	1,950	400	1,100	17,625	8,865	313,215
2012	31,810	178,650	44,840	14,750	33,265	0	0	0	0	0	0	0	303,315

	Transient Marina Revenue												Calendar Year
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2007	0	0	0	8,528	11,494	39,340	56,647	48,986	10,983	1,553	-41	0	177,490
2008	0	0	0	11,657	8,957	29,620	53,315	53,501	11,385	630	0	0	169,065
2009	0	0	0	11,972	10,994	24,877	55,645	39,835	22,176	1,301	0	0	166,800
2010	0	0	0	8,445	9,029	25,154	52,730	40,107	8,654	1,299	0	0	145,418
2011	0	0	0	373	16,162	21,221	47,565	41,459	12,635	515	0	0	139,930
2012	0	0	0	4,684	12,448	0	0	0	0	0	0	0	17,132

City of South Haven
 Black River Park Fund - Fund 545
 For the period ended May 31, 2012

<i>Revenues:</i>	<i>Month Actual</i>		<i>YTD Actual</i>	<i>2011-12 Adpoted Budget</i>
State Grant	\$ -	#	\$ -	\$ -
Charges for Service	31,305		133,142	145,500
Interest and Rents	18		248	3,000
Other Revenue	-		59	-
Total Revenues	\$ 31,323	#	\$ 133,449	\$ 148,500

<i>Expenses:</i>	<i>Month Actual</i>		<i>YTD Actual</i>	<i>2011-12 Adpoted Budget</i>
Personnel Costs	\$ 6,460		\$ 35,563	\$ 44,569
Supplies	190		1,996	3,400
Admin/Computing/Equipment Fees	2,042		22,466	24,508
Contractual Services	1,271		13,900	26,500
Utilities	569		6,315	7,650
Other Services and Charges	1,059		8,770	9,675
Repairs and Maintenance	352		2,045	8,500
Capital Outlay	13,160		21,325	22,503
Operating Transfers Out	-		5,547	5,547
Total Expenses	25,103		117,926	152,852
Depreciation	-		-	46,000
Total Expenses and Depreciation	\$ 25,103		\$ 117,926	\$ 198,852

Net Fund Change	\$ 6,220		\$ 15,523	\$ (50,352)
Retained Earnings	June 30		\$ 656,243	
Less Net Capital Assets			\$ (541,437)	
Net Undesignated Reserves			\$ 114,806	
Add Seasonal Rentals paid but not posted to income yet			\$ 38,729	
Deduct Expenses paid in advance, not posted to expense yet			\$ (567)	
Deduct Amount due from Beach, Rev earned but not transferred to cash			\$ (5,310)	
Add Accounts payable owed but not paid yet			\$ 1,126	
Add Wages & Payroll tax payable owed but not paid yet			\$ 723	
Adjusted Undesignated Reserves			\$ 165,029	
Cash & Investments Balance			\$ 165,029	

Black River Park Revenues

Black River Park Revenue
As of May 31, 2012

Fiscal Year Ending	Seasonal Dock	Transient Dock	Boat Launch & Parking fees	Seasonal Launch Permit	Revenue Total	Operational Expense	Net Revenue
2007	84,563	9,480	42,544	10,471	147,058	90,412	56,646
2008	96,484	11,143	37,896	10,053	155,576	97,145	58,431
2009	93,239	9,240	37,261	11,922	151,662	99,992	51,670
2010	84,432	9,249	38,478	10,183	142,342	90,883	51,459
2011	66,393	8,658	42,038	3,859	120,948	113,430	7,518
2012	70,494	8,490	45,084	8,517	132,585	112,379	20,206

Note: Operational Expense does not include depreciation of approximately \$46,000 per year.
Operational Expenses do not include large construction expenses.
Operational Expenses do not include the annual transfer to the River Maintenance Fund of approximately \$5,500 annually

Boat Launching & Parking Fees Revenue													Calendar Year
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2007	0	0	0	1,289	4,160	7,725	13,459	7,941	5,917	1,808	0	0	42,299
2008	0	0	0	831	2,768	5,172	11,030	10,046	4,709	2,170	0	0	36,726
2009	0	0	0	370	3,378	5,558	10,738	7,704	8,311	812	0	0	36,871
2010	0	0	0	527	6,102	4,284	13,972	11,844	2,799	2,186	0	0	41,714
2011	0	0	0	126	4,301	6,870	19,145	10,345	7,373	1,221	0	0	49,381
2012	0	0	0	0	7,000	0	0	0	0	0	0	0	7,000

Launching - Seasonal Permit Revenue													Calendar Year
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2007	0	0	0	2,261	4,157	2,749	1,453	0	0	0	0	0	10,620
2008	0	0	0	1,885	3,743	2,972	1,620	0	0	0	0	0	10,220
2009	0	0	0	2,770	4,924	2,608	640	0	0	0	0	0	10,942
2010	0	0	0	1,370	7,158	1,015	1,546	0	75	0	0	150	11,314
2011	0	0	0	610	75	1,403	1,222	0	0	75	0	0	3,385
2012	0	0	0	600	6,620	0	0	0	0	0	0	0	7,220

Seasonal Dock Revenue													Calendar Year
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2007	9,140	27,530	6,155	11,695	12,270	5,762	0	0	250	400	5,200	4,787	83,189
2008	7,940	45,315	9,400	11,905	12,675	-1,388	0	0	200	2,000	5,009	1,655	94,711
2009	6,865	41,215	7,085	9,125	4,990	15,095	0	0	0	0	5,000	0	89,375
2010	3,740	30,265	19,680	11,325	15,585	-1,163	1,650	0	0	0	4,650	2,369	88,101
2011	6,550	22,995	3,740	7,215	8,505	8,720	727	3,707	0	1,680	2,175	4,670	70,684
2012	3,995	20,485	9,585	6,440	17,030	0	0	0	0	0	0	0	57,535

Transient Dock Revenue													Calendar Year
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2007	0	0	0	169	1,303	1,986	3,988	2,672	984	0	0	0	11,102
2008	0	0	0	329	1,562	1,609	2,571	2,904	1,204	303	0	0	10,481
2009	0	0	0	0	483	1,776	2,444	3,796	1,332	0	0	0	9,831
2010	0	0	0	0	748	930	2,657	2,479	746	0	0	0	7,560
2011	0	0	0	0	818	1,958	4,492	2,190	1,181	23	0	0	10,662
2012	0	0	0	0	604	0	0	0	0	0	0	0	604

City of South Haven
River Maintenance Fund - Fund 296
For the period ended May 31, 2012

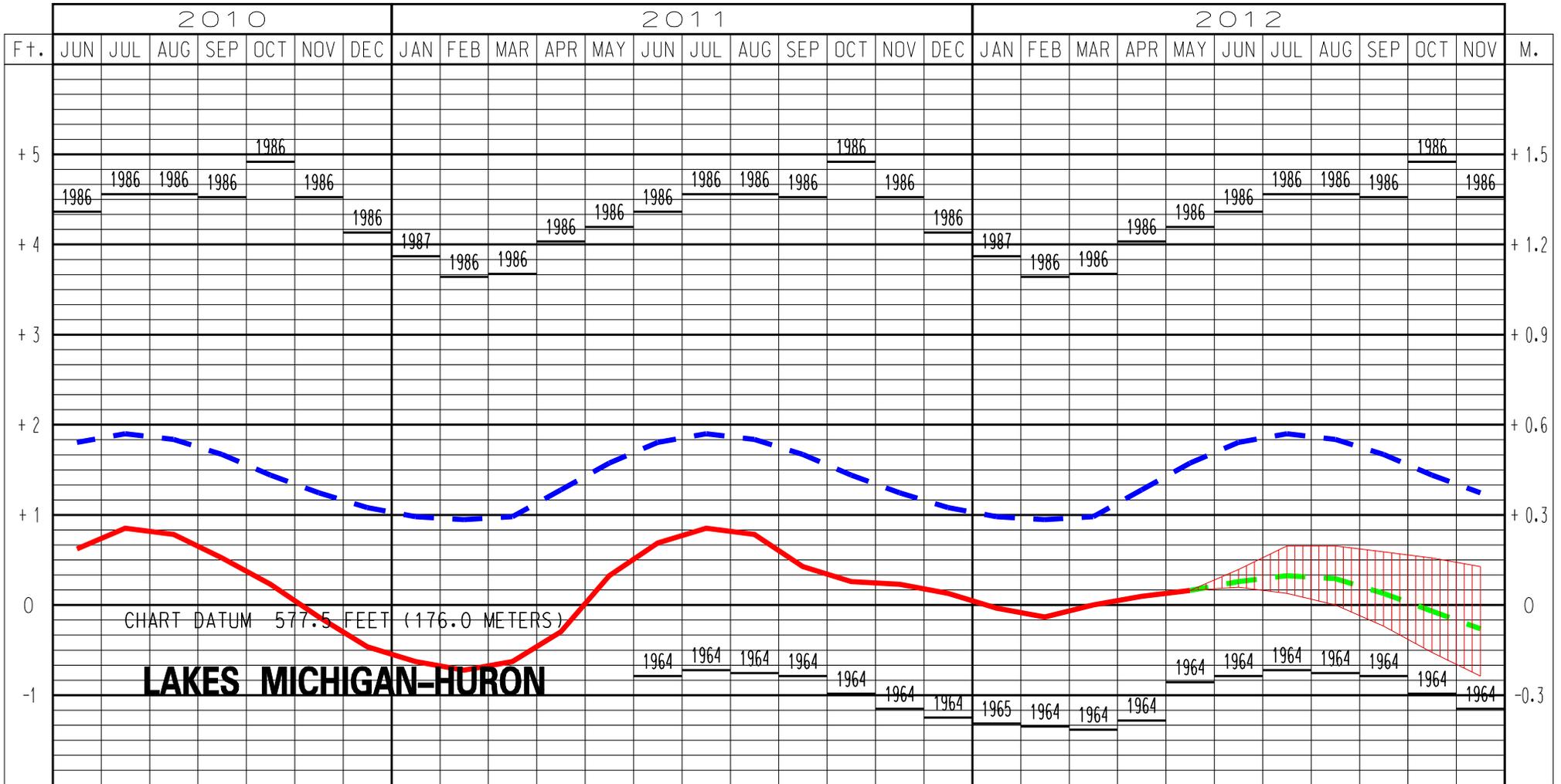
<i>Revenues:</i>	<i>Month Actual</i>	<i>YTD Actual</i>	<i>2011-12 Adpoted Budget</i>
Assessments	\$ 32	\$ 15,254	\$ 16,000
Interest and Rents	-	1,313	1,500
Other Revenue	-	-	-
Operating Transfers In	-	41,174	41,174
Total Revenues	\$ 32	\$ 57,740	\$ 58,674

<i>Expenditures:</i>	<i>Month Actual</i>	<i>YTD Actual</i>	<i>2011-12 Adpoted Budget</i>
Operating Supplies	\$ -	\$ 168	\$ 500
Contractual Services	-	10	-
Repairs and Maintenance	-	-	-
Capital Outlay	-	-	10,000
Total Expenditures	\$ -	\$ 178	\$ 10,500

Net Fund Change	\$ 32	\$ 57,563	\$ 48,174
Prior Year End Fund Balance	June 30	\$ 10,260	
Estimated YTD Fund Balance		<u>\$ 67,823</u>	
Cash & Investments Balance		<u>\$ 67,823</u>	

NOTE: Transfers in reflect DDA=10,000, Marina=25,627 & BRP=5,547

LAKES MICHIGAN-HURON WATER LEVELS - JUNE 2012



LEGEND

LAKE LEVELS

RECORDED

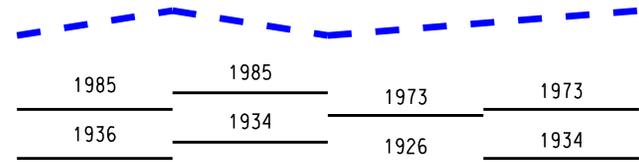
PROJECTED



AVERAGE **

MAXIMUM **

MINIMUM **



** Average, Maximum and Minimum for period 1918-2011

- (4) *Average encroachment calculation:* A calculation of the average distance of encroachment of all docks on a single parcel. The encroachment of a dock that does not extend past the harbor line shall be valued at zero.

(b) The Harbor Commission may approve modification in the length, width and location of legal nonconforming structures which encroach upon the harbor lines under the following conditions:

- (1) The Harbor Commission finds that the proposed change constitutes an improvement to safe navigation and an increase in the width of the navigation channel.
- (2) The encroachment of each and every dock on the parcel shall not be greater than the average encroachment.

Upon the granting of approval by the Harbor Commission, the Building Inspector shall be authorized to issue a building permit for the parcel.

(Ord. No. 890, Sec. 3, 7-16-01)

Secs. 38-6--38-25. Reserved.

ARTICLE II. HARBOR COMMISSION*

***Charter reference(s)**--Authority in council to create a harbor commission, Sec. 4.15.

Cross reference(s)--Administration, ch. 2.

Sec. 38-26. Creation.

A city harbor commission is hereby created.

(Code 1965, Sec. 9.02(a))

Sec. 38-27. Members compensation; terms; removal.

The harbor commission shall consist of seven members, six of whom shall be appointed by the council from the citizenry, and one member of the city council to represent the council. All members of the harbor commission shall serve as such without compensation. The term of each appointed citizen member shall be for three years or until his successor takes office. Members may be removed as provided for in the city Charter.

(Code 1965, Sec. 9.02(b))

Sec. 38-28. Officers; terms; meetings; rules; records.

The harbor commission shall elect its chairman from the appointed members and establish such other officers as it may determine. The term of the chairman shall be one year, with eligibility for reelection. The harbor commission shall hold at least one regular meeting each

month. It shall adopt rules for transaction of business and shall keep a record of its resolutions, transactions, findings and determinations which shall be a public record. Minutes of such meetings shall be submitted monthly to the city council.

(Code 1965, Sec. 9.02(c))

Sec. 38-29. Expenditures and funding.

All expenditures of the harbor commission shall be administered by the city manager and shall be within the amounts appropriated for the purpose by the city council, which shall provide for funds, equipment and accommodations necessary for the harbor commission's work.

(Code 1965, Sec. 9.02(d))

Sec. 38-30. Duties.

(a) It shall be the function and duty of the harbor commission to make recommendation to the appropriate public officials and agencies for the physical development of all waterfront properties located within the city limits of the city. Plans for expansion and new development of waterfront properties which require the approval of the planning commission and/or the city council shall be referred to the harbor commission, which shall forward the plans to the planning commission and/or the city council with its written findings, comments, and recommendations concerning the plans. The harbor commission shall have referred to it all applications submitted to the U.S. Army Corps of Engineers for development within the city and the harbor commission shall submit to the city council, via appropriate public officials, a draft comment and recommendation from the city to the Corps of Engineers concerning the application.

The Zoning Administrator, or the Harbor Commission when requested by the Zoning Administrator, shall review site plans for repair and maintenance of existing structures in and near the water. Repair and maintenance shall only include projects which meet the following conditions:

- (1) The structure shall be a legal conforming or legal nonconforming structure, pursuant to the South Haven Zoning Ordinance and the South Haven City Code.
- (2) There shall be no change to the length, width and location of the proposed structure, except as provided in subsection 4 of this section.
- (3) The replacement material shall be a reasonable substitute for the original material, as determined by the Zoning Administrator or the Harbor Commission.
- (4) A reasonable increase in the piling diameter shall be acceptable, as determined by the Zoning Administrator or the Harbor Commission.
- (5) The existing structure intended to be repaired or maintained shall not be removed until a building permit has been issued for the repair and maintenance work to replace it.
- (6) The Department of Environmental Quality has issued a permit for construction, or the Department of Environmental Quality states in writing that no permit is

required for the project, or the Zoning Administrator determines that the project does not require a Department of Environmental Quality permit.

All such approvals by the Zoning Administrator for repair and maintenance projects shall be recorded by the Zoning Administrator in a log, along with the rationale for the approval, and presented to the Harbor Commission.

Repair and maintenance of dock structures shall be defined as including removal and replacement of materials, including complete removal and replacement of the structure.

(b) The Harbor Commission shall, when it deems necessary, propose to the city council ordinances which provide for the use and development of all waterfront properties within the city.

(Code 1965, Sec. 9.02(f); Ord. No. 894, 3-11-02)

Sec. 38-31. Property management.

The harbor commission shall make recommendation to the city manager as to the management of waterfront properties owned or operated by the city and shall, with the concurrence of the city manager and the approval of the city council, establish rules for the use of city-owned waterfront property.

(Code 1965, Sec. 9.02(g))

Sec. 38-32. Traffic and safety regulations.

The harbor commission shall, with the concurrence of the enforcing agency, recommend to the city council ordinances governing traffic and safety on waters within the city.

(Code 1965, Sec. 9.02(h))

Sec. 38-33. Budget.

The harbor commission shall, at the beginning of each year, prepare and submit to the city manager their suggestions concerning the proposed annual budget for maintenance and operation of city-owned waterfront facilities. The harbor commission shall, as deemed appropriate, make recommendation from time to time to the city manager concerning such operation and maintenance.

(Code 1965, Sec. 9.02(i))

Sec. 38-34. Capital improvements.

The harbor commission shall prepare and submit to the city manager, for inclusion in his annual five-year capital improvement plan, its annual five-year capital improvement proposals with respect to city-owned waterfront facilities. The harbor commission, when requested by the city council, shall assist the administration in overseeing the development of approved projects.

(Code 1965, Sec. 9.02(j))

Sec. 38-35. Liaison with other agencies.

The harbor commission shall, when deemed appropriate or when requested by the city council, assist the city in its relations with the U.S. Army Corps of Engineers, the state department of natural resources, U.S. Coast Guard, and other similar agencies concerning matters affecting the Black River and waterfront facilities and in the negotiation and drafting of proposed agreements with such agencies.

(Code 1965, Sec. 9.02(k))

Sec. 38-36. Time limit.

(a) Any approval given by the harbor commission under which work is not started within 12 months or, when such use or work has been abandoned for a period of six months, shall lapse and cease to be in effect.

(Ord. No. 801, Sec. 1, 12-20-93)

Sec. 38-37. Other conditions.

In authorizing the commission may, in addition to the specific conditions of approval called for in this article, attach thereto such other conditions regarding the location, character, landscaping, or such other matters as are reasonably necessary to the furtherance of the intent and spirit of this article and the protection of the public interest and for such other purposes. To insure compliance with such conditions, the commission may require a cash deposit, certified check, irrevocable bank letter of credit, or surety bond.

(Ord. No. 801, Sec. 1, 12-20-93)

Secs. 38-38--38-55. Reserved.

ARTICLE III. HARBORMASTER*

***Cross reference(s)**--Administration, ch. 2.

State law reference(s)--Authority of city to employ a harbormaster with full police powers, MCL 281.542, MSA 5.2768(12).

Sec. 38-56. Creation of office.

There is hereby created the office of harbormaster, which office shall carry with it the powers and duties usually appertaining thereto and, in addition, the enforcement of this chapter and the powers and duties set forth in this article. The office of harbormaster shall be a division of the city. He shall serve as recording secretary and ex-officio member of the harbor commission.

(Code 1965, Sec. 9.03(a))

Sec. 38-57. Appointment; compensation.

The harbormaster shall be appointed by the city manager of the city and shall serve at the pleasure of the manager. The harbormaster, with the consent of the city manager, shall have the power to appoint one or more deputies to assist him/her in the performance of their duties, such deputies to assume the duties of harbormaster during his absence, disqualification, or illness. The harbormaster shall receive such compensation as may from time to time be determined by the city council. No compensation shall be paid deputy harbormasters.

(Code 1965, Sec. 9.03(b))

Sec. 38-58. Accounts and records of damages and encroachments; report.

The harbormaster shall keep an accurate account and record of all damage to bridges, docks, wharves, and other public property or private property pertaining to the harbor and shall gather information and evidence concerning such damage, the cause thereof, and responsibility therefore, and shall from time to time make a detailed report thereof to the city manager. It shall be the duty of the harbormaster to report all encroachments upon the harbor lines as now established, or which may hereafter be established, and to take such action as may be necessary to prevent such encroachments.

(Code 1965, Sec. 9.03(c))

Sec. 38-59. Report of statistical data.

The harbormaster shall prepare and preserve all statistical data respecting the harbor and shall report the data to the city manager and the harbor commission.

(Code 1965, Sec. 9.03(d))

Sec. 38-60. Use of harbor.

The harbormaster shall give such orders and directions relative to the location, change of place or station, manner of moving or use of the harbor of or by every vessel, craft, or float lying, moving, anchored, or laid up in the harbor, as may be necessary to promote good order therein and the safety and equal convenience of such vessels, craft, and floats and so regulate the same that the harbor shall not be unnecessarily congested.

(Code 1965, Sec. 9.03(e))

Secs. 38-61--38-80. Reserved.

ARTICLE IV. PORT AUTHORITY*

*Cross reference(s)--Administration, ch. 2.

Sec. 38-81. Creation; membership; terms and appointments.

There is hereby created a port authority commission which shall consist of not to exceed ten members, residing in the city or in the general trading area of the city. Each member shall

THIRTY DAYS AND COUNTING!

It's hard to imagine that this journey towards the first South Haven Queen's Cup finish is now down to it's last 30 days. We started campaigning for this honor in July 2010. Now, here we are, preparing for some 200 sailboats to enter our harbor beginning in the early morning hours of Saturday, June 30th.

Here's the sailing related schedule (check the South Haven Yacht Club website for other events):

6/27: Tripp Memorial Race. Feeder race (SH to Milwaukee). Leaves Wed. evening. There will be a grill going at the SHYC from 4PM and dinner in the Clubhouse by 6PM. Get there early to see the race boats, enjoy the music and watch the start of the race. The Club will be open to the public.

6/30: Queen's Cup Finish. First racers will arrive around 2AM. Many should be in (weather permitting) by 6AM. Breakfast at the SHYC, 3AM-11AM. Music and grills all day. Dinner in the SHYC Clubhouse. Rocking party Sat. nite. Open to public.

7/1: Finish Recovery Day. At the SHYC, Breakfast 8-11AM. Also, Bloodies, Burgers and music 11-3. Open to public.

Come and be a part of this great event. Volunteers still needed. Contact Sandy Olsen (s_olsen@comcast.net). Thanks all.

Alan Silverman

Paul Vandenbosch

From: Brian Dissette
Sent: Monday, May 21, 2012 6:12 PM
To: Larry Halberstadt
Cc: Roger Huff; Steve Oosting
Subject: Re: Gravel drive to Boat Launch, align to entrance

Larry,

Please continue reviewing the request, and determine if minor work can be done (possibly by the Street Department) to assist with the turning complaints.

Thanks!

Brian Dissette

Sent from my iPad

On May 21, 2012, at 12:44 PM, "Larry Halberstadt" <lhalberstadt@south-haven.com> wrote:

> I have two comments on this proposal:

>

>

> 1. It should be noted that the gravel drive is considered "temporary" until such time that the City determines a more viable use for the Dunkley property. The zoning ordinance requires driveways to be paved with asphalt or concrete.

>

> 2. In 2010, Steve Oosting prepared several proposals for adding overflow boat parking at Black River Park. See attached memo. There is contaminated soil and groundwater in the ditch line along the side of the Black River Park access road. In order to align the gravel drive to the park entrance, additional storm sewer/culvert is required. Because of the contamination, the cost is considerably higher than a non-contaminated site. The overflow parking would have required between \$74,000-\$112,000 based on 2010 estimates and the method of treatment selected. The scope of work for the drive realignment would be a bit less. I would venture a rough estimate of \$40,000-\$50,000 to deal with the environmental impacts of installing the culvert for the drive realignment, plus the cost of installing the new storm sewer and drive realignment.

>

> It is certainly possible to perform the modifications; however, the amount required to do so could be quite expensive. So, it really comes down to an issue of funding, rather than constructability.

>

> From: Roger Huff
> Sent: Wednesday, May 16, 2012 12:49 PM
> To: Larry Halberstadt
> Subject: FW: Gravel drive to Boat Launch, align to entrance

>

> Larry:

>

> Please review the feasibility of this request.

>

> Thanks,

> Roger
>
> g Roger Huff, PE // Public Works Director City of South Haven //
> Office (269) 637-0719 Department of Public Works // 1199 8th Avenue,
> South Haven, MI 49090 //
> www.south-haven.com<<http://www.south-haven.com>>
>
> The City of South Haven cares. Print only when necessary.
> _____
> From: Brian Dissette
> Sent: Wednesday, May 16, 2012 12:38 PM
> To: Roger Huff
> Cc: Paul Vandenbosch
> Subject: FW: Gravel drive to Boat Launch, align to entrance
>
> Roger,
>
> At your convenience, please have a member of your staff consider the Harbor Commission's request and determine if there are modifications, which can be made to the referenced drive, which address the stated problem. Please follow-up with me and Paul, at your earliest convenience.
>
> Brian Dissette
>
> From: Paul Vandenbosch
> Sent: Wednesday, May 16, 2012 9:06 AM
> To: Brian Dissette
> Cc: Roger Huff
> Subject: Gravel drive to Boat Launch, align to entrance
>
> Brian;
>
> At last night's Harbor Commission meeting, it was reported that some boaters with long trailers are unable to make the turn from the gravel drive into the boat launch entry gate entrance.
>
> Is it possible to shift the gravel drive so that it aligns with the boat launch entry gate entrance?
>
> Thanks
>
> Paul VandenBosch
> Project Manager
> City of South Haven
> 539 Phoenix Street
> South Haven, MI 49090
> 269-637-0775 desk
> 269-637-5319 fax
> pvandenbosch@south-haven.com<<mailto:pvandenbosch@south-haven.com>>
> <B.R.P. parking lot Memo.pdf>