

City Council

Regular Meeting Agenda

Monday, March 21, 2016
7:00 p.m., Council Chambers



1. Call to Order
2. Invocation – Reverend Douglas Pompey of Emmanuel Community Church
3. Roll Call
4. Approval of Agenda
5. **Consent Agenda: Items A thru F (Roll Call Vote Required)**
(All matters listed under the Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. Unless requested by a Council Member or a citizen, there will be no separate discussion on these items. If discussion is required regarding an item, that item will be removed from the Consent Agenda and considered separately.)
 - A. Council will be asked to approve the City Council Workshop minutes for March 7, 2016.
 - B. Council will be asked to approve the City Council Regular minutes for March 7, 2016.
 - C. Council will be asked to approve invoices totaling \$1,273,975.80 for the period ending March 6, 2016 be approved and forwarded to the Clerk and Treasurer for payment.
 - D. Council will be asked to consider a contract award to Krohn Excavating in the amount of \$378,119.40 for Black River Park and Huron Street Parking lot expansion projects.
 - E. Council will be asked to consider a motion to approve an amended license agreement for 706 Center Street, an agreement allowing the continued use of the city's right-of-way.
 - F. Council will be asked to approve the following minutes:
 - 1) February 4, 2016 Planning Commission minutes;
 - 2) February 9, 2016 Parks Commission minutes; and
 - 3) February 17, 2016 Liberty Hyde Bailey Board minutes.

If a member of the public wishes to address any of the following items listed on the agenda, they will be given a chance to speak prior to Council discussing the item. They will be given up to 5 minutes to address their concerns.

OLD BUSINESS

6. Council will be asked to take the following actions:
 - a. Hold a public hearing on the proposed Industrial Facilities Tax Exemption Certificate for East Jordan Plastics; and
 - b. Consider approval of Resolution 2016-19, a resolution granting an Industrial Facilities Tax Exemption Certificate for East Jordan Plastics, Inc. located at 1600 Stieve Drive.

NEW BUSINESS

7. Council will be asked to approve a license agreement with Gliks for a projecting sign placement.
8. Council will be asked to approve a House Purchase and Relocation Agreement for 801 Green Street with Mr. Richard Braunz.
9. Council will be asked to approve the following special events:
 - a. Special Event Application 2016-04 – Rehearsal on the Riverfront to be held on Saturday, May 28, 2016 from 1:00 p.m. to 5:00 p.m. at Riverfront Park.
 - b. Special Event Application 2016-06 – Summer Kickoff to be held on June 4, 2016 from 12:00 p.m. to 4:00 p.m. at Elkenburg Park.
 - c. Special Event Application 2016-07 – National Blueberry Festival Annual 5K Run & Walk and 10K Run to be held on August 13, 2016 from 6:00 a.m. to 11:00 a.m. starting on Kalamazoo Street and ending at the Southside Municipal Marina.
 - d. Special Event Application 2016-08 – 5th Annual Salute to Veterans boat parade to be held on August 20, 2016 at 12:00 p.m. in the channel of the Black River
10. Council will be asked to consider the following actions regarding the Splash Pad:
 - a. Hold a public hearing on the proposed grant application to the Michigan Natural Resources Trust Fund (MNRTF); and
 - b. Consider approval of Resolution 2016-20, a resolution authorizing the city's submission of a grant application to the MNRTF for the city's proposed Riverfront Park Splash Pad.
11. Council will be asked to consider approval of Resolution 2016-21, a resolution to submit grant application to MDNR for Kids' Corner Park upgrades.
12. Council will be asked to consider adopting the set of City Council Priorities for the upcoming 2016-2017 fiscal year.
13. Council will be asked to consider a motion to reschedule the first meeting in April to occur on Monday, April 11, 2016 at 7:00 p.m. in Council Chambers at City Hall.
14. Interested Citizens in the Audience Will Be Heard on Items Not on the Agenda
(You will be given up to 5 minutes to address your concerns.)
15. City Manager's Comments

South Haven City Hall is Barrier-free and the City of South Haven will provide the necessary reasonable auxiliary aids and services for persons with disabilities, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting to individuals with disabilities at the meeting upon seven (7) days notice to the South Haven City Clerk. Individuals with disabilities requiring services should contact the City Clerk by writing or calling South Haven City Hall at (269) 637-0750.

16. Mayor and Councilperson's Comments

17. Adjourn

RESPECTFULLY SUBMITTED,

A handwritten signature in black ink, appearing to read "B. Dissette", written over a horizontal line.

Brian Dissette, City Manager

City Council

Regular Meeting Minutes

Monday, March 7, 2016
7:00 p.m., City Hall Council Chambers



1. **Call to Order by Mayor Burr at 7:00 p.m.**
2. **Invocation – Reverend Eric Jarvis, Pastor at First Assembly of God**
3. **Roll Call**

Present: Jeff Arnold, Clark Gruber, Andy Klavins, Vickiy Kozlik Wall, Steve Schlack, Scott Smith, Bob Burr

Absent: None

4. **Approval of Agenda**

Moved by Gruber, seconded by Arnold, to approve the agenda.
Voted Yes: All. Motion carried

5. **Consent Agenda: Items A thru F (Roll Call Vote Required)**

Moved by Smith, seconded by Klavins, to approve the Consent Agenda as follows:

- A. Council will be requested to approve the City Council minutes for February 15, 2016.
- B. Council will be asked to approve invoices totaling \$3,009,022.21 for the period ending February 14, 2016 be approved and forwarded to the Clerk and Treasurer for payment.
- C. Council will be asked to consider approval of Resolution 2016-12, a resolution accepting the Michigan Natural Resources Waterways grant award in the amount of \$50,000 for preliminary engineering study for a head dock extension at the South Side Municipal Marina and wave attenuation.
- D. Council will be asked to consider approval of Resolution 2016-13, a resolution accepting the Michigan Natural Resources Waterways grant award in the amount of \$62,500 for roof improvements to the South Side Municipal Marina.
- E. Council will be asked to consider approval Resolution 2016-14, a resolution recognizing the South Haven Junior Youth League as a nonprofit organization operating in the community for the purpose of obtaining charitable gaming licenses.
- F. Council will be asked to approve the following minutes:
 - 1) October 21, 2015 Downtown Development Authority meeting minutes;
 - 2) December 2, 2015, Downtown Development Authority workshop meeting minutes;
 - 3) December 22, 2015 South Haven Area Recreation Authority meeting minutes; and
 - 4) January 16, 2016 Liberty Hyde Bailey Museum board minutes.

A Roll Call Vote was taken:

Yeas: Arnold, Gruber, Klavins, Kozlik Wall, Schlack, Smith, Burr

Nays: None

Motion carried

NEW BUSINESS

- 6. Council will be asked to consider the appointment of Nick Fazio to the Harbor Commission for a partial term ending in 2018.**

Nick Fazio addressed the Council and spoke briefly about his qualifications.

Moved by Schlack, seconded by Arnold, to appoint Nick Fazio to the Harbor Commission for a partial term ending in 2018.

Voted Yes: All. Motion carried.

- 7. Council will be asked to consider a motion to approve a license agreement for 706 Center Street, an agreement allowing the continued use of the city's right-of-way.**

Moved by Gruber, seconded by Klavins, to approve a license agreement for 706 Center Street, an agreement allowing the continued use of the city's right-of-way.

Voted Yes: All. Motion carried.

- 8. Council will be asked to consider Resolution 2016-15, a resolution providing relief for qualified homeowners from paying special assessments for public water and sewer improvements.**

Moved by Smith, seconded by Kozlik Wall, to approve Resolution 2016-15, a resolution providing relief for qualified homeowners from paying special assessments for public water and sewer improvements.

Voted Yes: All. Motion carried.

- 9. Council will be asked to consider approval of a license agreement with VHF, Inc. to operate the North Beach Concession for a period of two (2) years.**

Moved by Kozlik Wall, seconded by Gruber, to approve a license agreement with VHF, Inc. to operate the North Beach concession for a period of two (2) years.

Voted Yes: All. Motion carried.

- 10. Council will be asked to consider a motion set a public hearing, to occur on Monday, March 21, 2016, as part of the regular City Council meeting, to solicit input on the city's 2016 Michigan Natural Resources Trust Fund application.**

Moved by Kozlik Wall, seconded by Arnold, to set a public hearing on Monday, March 21, 2016, as part of the regular City Council meeting, to solicit input on the city's 2016 Michigan Natural Resources Trust Fund application.

Voted Yes: All. Motion carried.

11. Council will be asked to consider approval of Resolution 2016-16, a resolution setting a public hearing to consider an Industrial Facilities Tax Exemption Certificate for East Jordan Plastics, Inc. located at Stieve Drive.

Moved by Kozlik Wall, seconded by Smith, to approve Resolution 2016-16, a resolution setting a public hearing to consider an Industrial Facilities Tax Exemption Certificate for East Jordan Plastics, Inc. located at Stieve Drive to occur on March 21, 2016.

Voted Yes: All. Motion carried.

12. Council will be asked to consider approval of Resolution 2016-17, a resolution of support for an effort by the South Haven Masonic Temple, seeking the passage of HB 5325/SB 732.

Tim Stegeman, Past Master of Star of the Lake Masonic Lodge, addressed the Council and spoke briefly regarding this issue.

Moved by Schlack, seconded by Klavins, to approve Resolution 2016-17, a resolution of support for an effort by the South Haven Masonic Temple, seeking the passage of HB 5325/SB 732.

Voted Yes: All. Motion carried.

13. Council will be asked to consider Resolution 2016-18, a resolution appointing a Board of Review, establishing a rate of compensation and meeting schedule for tax year 2016.

Moved by Kozlik Wall, seconded by Klavins, to approve Resolution 2016-18, a resolution appoint a Board of Review, establishing a rate of compensation and meeting schedule for tax year 2016.

Voted Yes: All. Motion carried.

14. Council will be asked to consider approval of Traffic Control Order 16-002, an oversized vehicle parking ban for portions of Monroe Blvd.

Moved by Gruber, seconded by Smith, to approve Traffic Control Order 16-002, an oversized vehicle parking ban for portions of Monroe Blvd.

Voted Yes: All. Motion carried.

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

Rosalie Plechaty, 559 Monroe Boulevard, announce upcoming events to engage residents and part-time residents new to the area. The invitation is open to anyone in the

area and will be held on the first Saturday of the month at the Scott Club from 11 a.m. to 12 p.m.

Tim Stegeman, 23 Huron Street, wanted to announce the Southern Lake Michigan Fisheries Workshop to be held on April 21, 2016 from 7:00 p.m. to 9:30 p.m. at the South Haven Moose Lodge at 1025 E. Wells. It's a free workshop to talk about current status of Lake Michigan fishery. Don't forget to vote on Tuesday.

16. City Manager's Comments

No comment.

17. Mayor and Councilperson's Comments

Arnold: No comment.

Gruber: Planning Commission meets March 24, 2016 at 7:00 p.m. for a public hearing on the draft rental ordinance. He would like to see more benches along the Monroe Boulevard addition to South Beach.

Klavins: Remember to vote tomorrow.

Kozlik Wall: Enjoy the weather. Please keep leaves in the right-of-way and not in the street.

Schlack: No comment.

Smith: Remember to vote tomorrow.

Burr: Copies of the 2015 Water Quality report are available online and at City Hall. Notes that we have zero readings of lead in our water.

18. Adjourn

Moved by Kozlik Wall, seconded by Smith, to adjourn the meeting.

Voted Yes: All. Motion carried. Meeting adjourned at 7:33 p.m.

RESPECTFULLY SUBMITTED,



Kate Hosier
Assistant City Manager

Approved by City Council:

City Council

Workshop Minutes

Monday, March 7, 2016
5:30 p.m., City Hall, Conference Room B



1. **Call to Order by Mayor Burr at 5:36 p.m.**

2. **Roll Call**

Present: Jeff Arnold, Clark Gruber, Andy Klavins, Vickiy Kozlik Wall, Steve Schlack, Scott Smith, Bob Burr

Absent: None

3. **City Council will begin the 2016/2017 Annual Priority Setting Process.**

Spoke about the 2016/2017 Annual Priority Setting Process.

4. **Adjourn**

Moved by Arnold to adjourn. Seconded by Klavins.

Meeting adjourned at 6:50 p.m.

RESPECTFULLY SUBMITTED,



Kate Hosier,
Assistant City Manager

Approved by City Council:

**CITY OF SOUTH HAVEN
MARCH 21, 2016**

	PREPAID	CURRENT	TOTAL
101-GENERAL FUND	\$ 22,125.80	\$ 80,843.95	\$ 102,969.75
202-MAJOR STREET FUND	\$ -	\$ -	\$ -
203-LOCAL STREET FUND	\$ -	\$ -	\$ -
204-STREET FUND	\$ 24.67	\$ -	\$ 24.67
226-GARBAGE/REFUSE FUND	\$ 32,298.40	\$ -	\$ 32,298.40
250-DOWNTOWN DEVELOPMENT	\$ 1,707.69	\$ 370.00	\$ 2,077.69
251-LDFA #1	\$ -	\$ 500.00	\$ 500.00
252- LDFA #2	\$ -	\$ -	\$ -
253-LDFA #3	\$ -	\$ 6,802.13	\$ 6,802.13
260-BROWNFIELD AUTHORITY	\$ -	\$ -	\$ -
265-NARCOTICS UNIT	\$ -	\$ -	\$ -
266-POLICE TRAINING	\$ -	\$ -	\$ -
296-RIVER MAINTENANCE	\$ -	\$ -	\$ -
363- CAPITAL BOND	\$ -	\$ -	\$ -
370- BUILDING AUTHORITY #2	\$ -	\$ -	\$ -
371-CAPITAL BOND DEBT SERV	\$ -	\$ -	\$ -
372-WATER PLANT FUND	\$ -	\$ -	\$ -
395-DDA DEBT SERVICE	\$ -	\$ 157,550.00	\$ 157,550.00
396- DDA DISTRICT #2	\$ -	\$ -	\$ -
401-CAPITAL PROJECTS	\$ 1,001.00	\$ -	\$ 1,001.00
402-CAPITAL PROJECTS #2	\$ -	\$ -	\$ -
466- PAVILION AND ICE RINK	\$ -	\$ 21,435.00	\$ 21,435.00
545-BLACK RIVER PARK	\$ 678.89	\$ 140.00	\$ 818.89
577-BEACH FUND	\$ 251.80	\$ -	\$ 251.80
582-ELECTRIC FUND	\$ 751,633.88	\$ 12,333.20	\$ 763,967.08
591-WATER FUND	\$ 38,788.45	\$ 52,394.11	\$ 91,182.56
592-SEWER FUND	\$ 53,766.70	\$ 5,189.77	\$ 58,956.47
594-MUNICIPAL MARINA	\$ 6,794.63	\$ -	\$ 6,794.63
636-INFORMATION SERVICES	\$ 5,559.75	\$ 11,405.89	\$ 16,965.64
661-MOTOR POOL	\$ 1,856.27	\$ 8,523.82	\$ 10,380.09
677-SELF INSURANCE	\$ -	\$ -	\$ -
703-TAX FUND	\$ -	\$ -	\$ -
718-TRUST & AGENCY	\$ -	\$ -	\$ -
750-EMPLOYEE WITHHOLDING	\$ -	\$ -	\$ -
TOTAL	\$ 916,487.93	\$ 357,487.87	\$ 1,273,975.80

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 1 FIFTH THIRD BANK						
03/14/2016	1	104 (E)	000087	AMERICAN ELECTRIC POWER	ELECTRIC USAGE	749,377.87
03/08/2016	1	53739	002424	SOUTH HAVEN/CASCO	MONTHLY REU DEBT CHARGES MONTHLY REU O & M CHARGES	78,924.03 9,534.09
						<u>88,458.12</u>
03/10/2016	1	53740	MISC	AMICARELLI VINEYARD	FOOD	400.00
03/10/2016	1	53741	003383	APPLIED IMAGING	MONTHLY CONTRACT 03/08 - 04/07/16	30.90
03/10/2016	1	53742	003304	APPRAISALS PLUS GROUP, INC.	ASSESSING SERVICES	3,605.00
03/10/2016	1	53743	000177	AUTO-WARES GROUP	REPAIR/MAINT SUPPLIES- ACCT #23300720	23.98
03/10/2016	1	53744	UB REFUND	BOWMAN, GARY & KATHLEEN	UB refund for account: 21203302	72.86
03/10/2016	1	53745	UB REFUND	CARRIGAN, SCOTT A	UB refund for account: 31439004	92.74
03/10/2016	1	53746	000453	CHIEF SUPPLY CORP	PATROL JACKETS	480.07
03/10/2016	1	53747	000502	COMMUNITY ANSWERING SERVICE	ANSWERING SERVICES	424.00
03/10/2016	1	53748	000604	DE BEST INC	PREPARE & INSTALL PLAQUE	1,001.00
03/10/2016	1	53749	000606	DE LISLE ASSOCIATES LTD	PAINT CHIP ANALYSIS NESHAPS INSPECTIONS	126.00 1,587.00
						<u>1,713.00</u>
03/10/2016	1	53750	000660	DOMESTIC LINEN-KALAMAZOO	CITY HALL RENTALS DPW RENTALS	381.44 1,381.80
						<u>1,763.24</u>
03/10/2016	1	53751	003442	FSL/EYEMED	INSURANCE - MARCH 2016	263.94
03/10/2016	1	53752	000843	FRONTIER	TELEPHONE 269-637-3649-041905-5 TELEPHONE 269-637-7926-011395-5 TELEPHONE 231-197-0043-051713-5	47.58 35.19 58.44
						<u>141.21</u>
03/10/2016	1	53753	000847	FUEL MANAGEMENT SYSTEM	FUEL	2,717.26
03/10/2016	1	53754	000959	KYLE GRIFFITH	CPL CLASS SUPPLIES	16.57
03/10/2016	1	53755	000994	HAPA LLC	MARINA MANAGER BLACK RIVER PARK MANAGEMENT FEE	5,581.89 500.00
						<u>6,081.89</u>
03/10/2016	1	53756	UB REFUND	HARSCH, MARGARET L	UB refund for account: 40689002	1.26
03/10/2016	1	53757	UB REFUND	HASEK, RONALD J	UB refund for account: 13632500	73.99
03/10/2016	1	53758	UB REFUND	JACKSON, LATANYA A	UB refund for account: 10441008	155.41
03/10/2016	1	53759	001196	JOHN'S STEREO INC	SUPPLIES	32.99
03/10/2016	1	53760	UB REFUND	LINDEMANN, RON	UB refund for account: 20647000	600.00
03/10/2016	1	53761	UB REFUND	MARBLE, COLLEEN K	UB refund for account: 20182002	209.36
03/10/2016	1	53762	UB REFUND	MASSEY, BRITNEY L	UB refund for account: 10544015	107.50
03/10/2016	1	53763	UB REFUND	MAYER, RICHARD E JR	UB refund for account: 21029002	1.32
03/10/2016	1	53764	001544	MENARDS	MAINTENANCE SUPPLIES MAINTENANCE SUPPLIES MAINTENANCE SUPPLIES MAINTENANCE SUPPLIES MAINTENANCE SUPPLIES MAINTENANCE SUPPLIES	14.88 79.00 7.94 19.48 61.26 46.70
						<u>229.26</u>

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
03/10/2016	1	53765	001657	MICHIGAN TOWNSHIP SERVICES	ELECTRICAL INSPECTIONS	2,389.50
03/10/2016	1	53766	003046	AMANDA MORGAN	MILEAGE REIMBURSEMENT	46.98
03/10/2016	1	53767	003410	OTTAWA COUNTY	REGISTRATION FOR TRAINING	80.00
03/10/2016	1	53768	001948	PAT'S PRONTO PRINT	BUSINESS CARDS	37.00
03/10/2016	1	53769	UB REFUND	PAYNE, RHONDA L	UB refund for account: 10519019	123.38
03/10/2016	1	53770	001989	PHOENIX STREET CAFE	LUNCH-ELECTION	120.00
03/10/2016	1	53771	UB REFUND	PLEASANT VIEW MHP-SOUTH HAVEN	UB refund for account: 20718003	52.40
03/10/2016	1	53772	002132	REPUBLIC SERVICES #646	DISPOSAL SERVICES 3-0646-1033150	1,665.74
					DISPOSAL SERVICES 3-0646-1079814	115.66
					DISPOSAL SERVICES 3-0646-9646005	28,453.85
					DISPOSAL SERVICES 3-0646-1079813	3,155.23
						<u>33,390.48</u>
03/10/2016	1	53773	002267	SECANT TECHNOLOGIES	MONTHLY MANAGEMENT FEE	4,307.50
03/10/2016	1	53774	002478	STAPLES ADVANTAGE	SUPPLIES	288.64
03/10/2016	1	53775	002502	STATE OF MICHIGAN-DEQ	F-1 EXAM FEE-TERRENCE IRVINE	70.00
03/10/2016	1	53776	002513	STEEL CENTER SUPPLY CO	MAINTENANCE SUPPLIES	210.23
03/10/2016	1	53777	003351	TECHXTEND	MALWAREBYTES AM ANNUAL LICENSE	535.80
03/10/2016	1	53778	002583	TELE-RAD INC	UNIFORMS	325.35
03/10/2016	1	53779	002645	TRACTOR SUPPLY CREDIT PLAN	SUPPLIES ACCT#6035 3012 0016 6427	35.37
					SUPPLIES ACCT#6035 3012 0016 6427	24.99
					SUPPLIES ACCT#6035 3012 0016 6427	19.99
					SUPPLIES ACCT#6035 3012 0016 6427	113.70
					SUPPLIES ACCT#6035 3012 0016 6427	23.98
						<u>218.03</u>
03/10/2016	1	53780	002728	USA BLUE BOOK	LAB SUPPLIES	40.83
					LAB SUPPLIES	46.20
						<u>87.03</u>
03/10/2016	1	53781	002815	VREDEVELD HAEFNER LLC	COMPLETION OF PROCEDURES - ICE RINK OPER	371.25
03/10/2016	1	53782	002833	WALLY'S GARAGE	PROPANE	450.00
03/10/2016	1	53783	002949	WOLVERINE HARDWARE	MAINTENANCE SUPPLIES	15.61
					MAINTENANCE SUPPLIES	12.22
					MAINTENANCE SUPPLIES	18.49
						<u>46.32</u>
03/11/2016	1	53784	000463	CITY OF SOUTH HAVEN	PETTY CASH	827.15
03/15/2016	1	53785	000285	BLOOMINGDALE COMMUNICATIONS	BCI BUSINESS INTERNET	3,102.95
03/15/2016	1	53786	003213	DALE CLAYTON	MILEAGE & MEAL REIMBURSEMENT	71.80
03/15/2016	1	53787	000843	FRONTIER	TELEPHONE 269-639-1795-082214-5	69.99
					TELEPHONE 269-637-1402-071613-5	117.86
					TELEPHONE 269-637-1386-071613-5	63.95
						<u>251.80</u>
03/15/2016	1	53788	002386	SOUTH HAVEN AREA CHAMBER	JOB FAIR BOOTH	120.00
03/15/2016	1	53789	003220	WINGFOOT COMMERCIAL TIRE SYSTEMS	TIRES	889.60
03/16/2016	1	53790	001331	LAKE MICHIGAN MAILERS	MAILING FEES C-378	10,000.00

1 TOTALS:

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 1 FIFTH THIRD BANK						
03/21/2016	1	53791	000043	AIRGAS USA, LLC	CYLINDER RENTAL	47.89
03/21/2016	1	53792	000050	ALEXANDER CHEMICAL CORP	CHEMICALS DEPOSIT REFUND	1,730.41 <u>(700.00)</u> 1,030.41
03/21/2016	1	53793	000070	ALPHACARD	FARGO ID CARD PRINTER & SOFTWARE	2,793.00
03/21/2016	1	53794	000134	APPLIED SPECIALTIES INC	AS-4070	12,661.40
03/21/2016	1	53795	000161	ASPLUNDH TREE EXPERT CO	SPRAYING SPRAYING	4,932.80 <u>3,206.32</u> 8,139.12
03/21/2016	1	53796	000177	AUTO-WARES GROUP	REPAIR/MAINT SUPPLIES- ACCT #23300720 REPAIR/MAINT SUPPLIES- ACCT #23300720	91.70 39.95 16.28 33.39 16.38 27.78 38.37 14.95 110.49 11.78 83.88 <u>484.95</u>
03/21/2016	1	53797	000372	C.C. JOHNSON & MALHOTRA PC	WWTP IPP PROGRAM MERCURY MINIMIZATION PROGRAM FOR NPDES P	792.85 <u>951.42</u> 1,744.27
03/21/2016	1	53798	000418	CDW GOVERNMENT INC	TONER HP COLOR PRINTER	222.36 <u>467.77</u> 690.13
03/21/2016	1	53799	000430	CENTURY LINK	LONG DISTANCE	67.35
03/21/2016	1	53800	001843	COMPASS MINERALS AMERICA INC	ROAD SALT	51,685.19
03/21/2016	1	53801	000514	CONSTRUCTION ASSOCIATES INC	BUILDING INSPECTIONS	2,742.95
03/21/2016	1	53802	000622	DELL MARKETING L P	ASSESSMENT ASSESSMENT ADAPTER PRECISION M4800 BTX KEYBOARD & MOUSE BUNDLES LATITUDE E6540	24.00 67.00 149.98 2,176.74 85.98 <u>5,097.10</u> 7,600.80
03/21/2016	1	53803	000718	ELECSYS INTERNATIONAL CORP	MONTHLY MAINTENANCE	267.00
03/21/2016	1	53804	003043	ENVIROLOGIC	FILE REVIEW - 220 AYLWORTH	500.00
03/21/2016	1	53805	000802	FLAGS USA	FLAGS	538.00
03/21/2016	1	53806	000843	FRONTIER	TELEPHONE 269-637-3251-010165-5 TELEPHONE 269-637-5493-070711-5 TELEPHONE 616-040-1864-120202-5	92.03 128.84 29.22

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
						250.09
03/21/2016	1	53807	001120	HYDRO DESIGNS INC	CROSS CONNECTION CONTROL PROGRAM	995.00
03/21/2016	1	53808	001141	INDIANA MICHIGAN POWER	COVERT ELECTRIC 040-008-013-1-8 COVERT ELECTRIC 044-832-292-1-9	29.03 80.13
						109.16
03/21/2016	1	53809	001186	JENSEN'S EXCAVATING INC	CRUSHED CONCRETE & SAND FILL	1,560.00
03/21/2016	1	53810	001271	K-JAM SUPPLY INC	SUPPLIES	697.29
03/21/2016	1	53811	001288	KONE INC	ELEVATOR MAINTENANCE - WFP	604.97
03/21/2016	1	53812	001298	KREIS, ENDERLE, HUDGINS & BORSOS PC	LEGAL SERVICES-LABOR & EMPLOYMENT MATTER	264.00
03/21/2016	1	53813	003368	LAKELAND ASPHALT CORP	COLD PATCH	1,729.00
03/21/2016	1	53814	001467	MARK A MANNING	ATTORNEY SERVICES	6,680.00
03/21/2016	1	53815	003283	MAXON GRAPHIX	WATER PLANT NEWSLETTER UPDATES	110.00
03/21/2016	1	53816	001544	MENARDS	MAINTENANCE SUPPLIES MAINTENANCE SUPPLIES MAINTENANCE SUPPLIES MAINTENANCE SUPPLIES	7.47 26.98 329.02 119.84
						483.31
03/21/2016	1	53817	001766	MUZZALL GRAPHICS	A/P LASER CHECKS	325.20
03/21/2016	1	53818	001948	PAT'S PRONTO PRINT	EMPLOYMENT APPLICATIONS	70.00
03/21/2016	1	53819	002002	PLUMBER'S PORTABLE TOILETS	RENTALS	140.00
03/21/2016	1	53820	002020	POWER LINE SUPPLY CO	MAINTENANCE SUPPLIES MAINTENANCE SUPPLIES MAINTENANCE SUPPLIES CLEAN & TEST GLOVES & BLANKET KEY HARDLOCK SOFTWARE UPGRADE MAINTENANCE SUPPLIES	155.39 1,258.78 224.70 1,069.00 210.00 12.76
						2,930.63
03/21/2016	1	53821	003303	PREIN & NEWHOF	LAND APPLICATION	220.00
03/21/2016	1	53822	002080	QUALITY DOOR OF SOUTH HAVEN, INC	REPAIR DOOR	831.25
03/21/2016	1	53823	002114	RATHCO SAFETY SUPPLY INC	SCHOOL CROSSING SIGNS STREET SIGNS	264.00 510.00
						774.00
03/21/2016	1	53824	002155	RIDGE AND KRAMER AUTO PARTS	MAINTENANCE SUPPLIES MAINTENANCE SUPPLIES MAINTENANCE SUPPLIES MAINTENANCE SUPPLIES MAINTENANCE SUPPLIES	121.54 105.89 115.53 4.51 58.62
						406.09
03/21/2016	1	53825	002191	ROOT SPRING SCRAPER CO	REPAIRS SUPPLIES SUPPLIES	1,051.00 200.00 708.00
						1,959.00
03/21/2016	1	53826	002312	SHULTS EQUIPMENT INC	CURB GUARD	1,404.00
03/21/2016	1	53827	002361	SMITH'S CONCRETE CUTTING	CONCRETE CUTTING	1,312.00

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
03/21/2016	1	53828	002407	SOUTH HAVEN ICE RINK	REIMB FOR SCHOOL & CHARITY SKATES FREE SKATE PASSES	15,875.00 5,560.00 <u>21,435.00</u>
03/21/2016	1	53829	002431	SOUTHWEST MICH MGRS ASSOC	ANNUAL MEMBERSHIP	100.00
03/21/2016	1	53830	002441	SOUTHWESTERN MICHIGAN DUST	BRINE	750.00
03/21/2016	1	53831	002472	STANARD & ASSOCIATES INC	TESTING FORMS & EXAMINER'S MANUAL	115.00
03/21/2016	1	53832	002478	STAPLES ADVANTAGE	SUPPLIES	843.62
03/21/2016	1	53833	002491	STATE OF MICHIGAN	QUARTERLY LOAN PAYMENT MSC 200040-EDIG	6,802.13
03/21/2016	1	53834	002499	STATE OF MICHIGAN	BROWNFIELD REDEVELOPMENT LOAN PAYMENT	12,927.58
03/21/2016	1	53835	003079	STATE OF MICHIGAN-MDEQ	BIOSOLIDS LAND APPLICATION FEE	1,948.09
03/21/2016	1	53836	002589	TERMINIX PROCESSING CENTER	EXTERMINATING SERVICE	45.00
03/21/2016	1	53837	002654	TRANE U.S. INC	REPAIRS - ICE RINK	370.00
03/21/2016	1	53838	002726	US BANK	BOND PAYMENT BOND PAYMENT	157,550.00 35,162.50 <u>192,712.50</u>
03/21/2016	1	53839	002728	USA BLUE BOOK	LAB SUPPLIES	499.90
03/21/2016	1	53840	002792	VERIZON WIRELESS	CELL PHONES 542074882-00001	69.12
03/21/2016	1	53841	002883	WEST MICHIGAN DOCUMENT	SHREDDING SERVICE	65.00
03/21/2016	1	53842	003220	WINGFOOT COMMERCIAL TIRE SYSTEMS	TIRES TIRES	180.64 319.08 <u>499.72</u>
03/21/2016	1	53843	002936	WINKEL'S COMMUNICATION INC	RADIO SYSTEM MAINTENANCE JAN - FEB 16	390.00
03/21/2016	1	53844	002953	WOODHAMS, INC , DON	REPAIRS REPAIRS REPAIRS	649.04 1,553.71 865.01 <u>3,067.76</u>

1 TOTALS:

Total of 54 Disbursements:

357,487.87



Consent Agenda Item #5D

Parking Lot Expansion Projects Contract Award

City Council will be asked to consider awarding a contract in the amount of \$378,119.40 to Krohn Excavating for construction of parking lot expansion projects at the former Baar's Building site (Huron St parking lot) and the city-owned parcel at Black River Park.

Background:

The Downtown Development Authority (DDA) continues to make parking expansion within the district a priority. DDA entered into a contract with Abonmarche to submit a Rural Business Enterprise Grant (RBEG) for construction of additional parking at Black River Park on Dunkley Ave. The "Black River Parking Expansion" project was deemed an appropriate project for submission to RBEG. Firstly, the property is located in the DDA District and is owned by the city, therefore property acquisition is not an issue nor are easements or acquisition rights. Secondly, the property is limited in use as it is considered contaminated. Construction of a parking lot is not hindered by the property contamination. Thirdly, the proposed parking lot lies adjacent to the Kal-Haven Trail Extension into downtown. The trail offers a very convenient way to access the Central Business District. Lastly, elements in the project address the goals of the RBEG opportunity allowing for a high probability of funding.

In 2013, the DDA purchased the former Baar's Printing building in the Huron St parking lot for the specific purpose of creating additional parking. Both projects were bid out as one project to take advantage of cost savings. The RBEG work includes an asphalt parking lot, a concrete sidewalk, restoration of disturbed area and two alternate bid items. The work at the Huron St Parking Lot includes removing and reconfiguring parking at the west end of the existing lot and sealing and striping/restriping the entire parking lot.

The DDA approved the contract to Krohn Excavating in the amount of \$378,119.40 at their March 15, 2016 Special Meeting.

The construction of parking spaces at the two locations will add 94 additional spaces within the district. The primary source of funding is DDA, the Rural Business Enterprise Grant (RBEG) award of \$30,000 and the City Sewer Fund will provide \$22,885.00 for the driveway to the Wastewater Treatment Plant.

Recommendation:

City Council should consider a contract award to Krohn Excavating in the amount of \$378,119.40 for Black River Park and Huron St Parking lot expansion projects.

Support Material:

Construction Plans
Abonmarche Recommendation Memo
Bid Tab

Sheet List Table	
SHT NO.	DESCRIPTION
1	TITLE SHEET
2	STANDARD DETAILS AND NOTES
3	EXISTING CONDITIONS & REMOVALS
4	PROPOSED SITE PLAN
5	GRADING PLAN
6	SOIL EROSION SEDIMENTATION CONTROL
7	PROPOSED ACCESS ROAD: ALTERNATE BID #2

CITY OF SOUTH HAVEN

BLACK RIVER PARK RBEG PARKING LOT

NOTES:

EXCEPT WHERE OTHERWISE INDICATED ON THESE PLANS OR IN THE PROPOSAL AND SUPPLEMENTAL SPECIFICATIONS CONTAINED THEREIN, ALL MATERIALS AND WORKMANSHIP SHALL BE IN ACCORDANCE WITH THE 2012 MICHIGAN DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR CONSTRUCTION.

MDOT STANDARD PLAN SERIES

- R-28-SERIES SIDEWALK RAMP AND DETECTABLE WARNING DETAILS
- R-29-SERIES DRIVEWAY OPENINGS & APPROACHES AND CONCRETE SIDEWALKS
- R-30-SERIES CONCRETE CURB AND CONCRETE CURB & GUTTER
- R-96-SERIES SOIL EROSION & SEDIMENTATION CONTROL MEASURES
- R-100-SERIES SEEDING AND TREE PLANTING

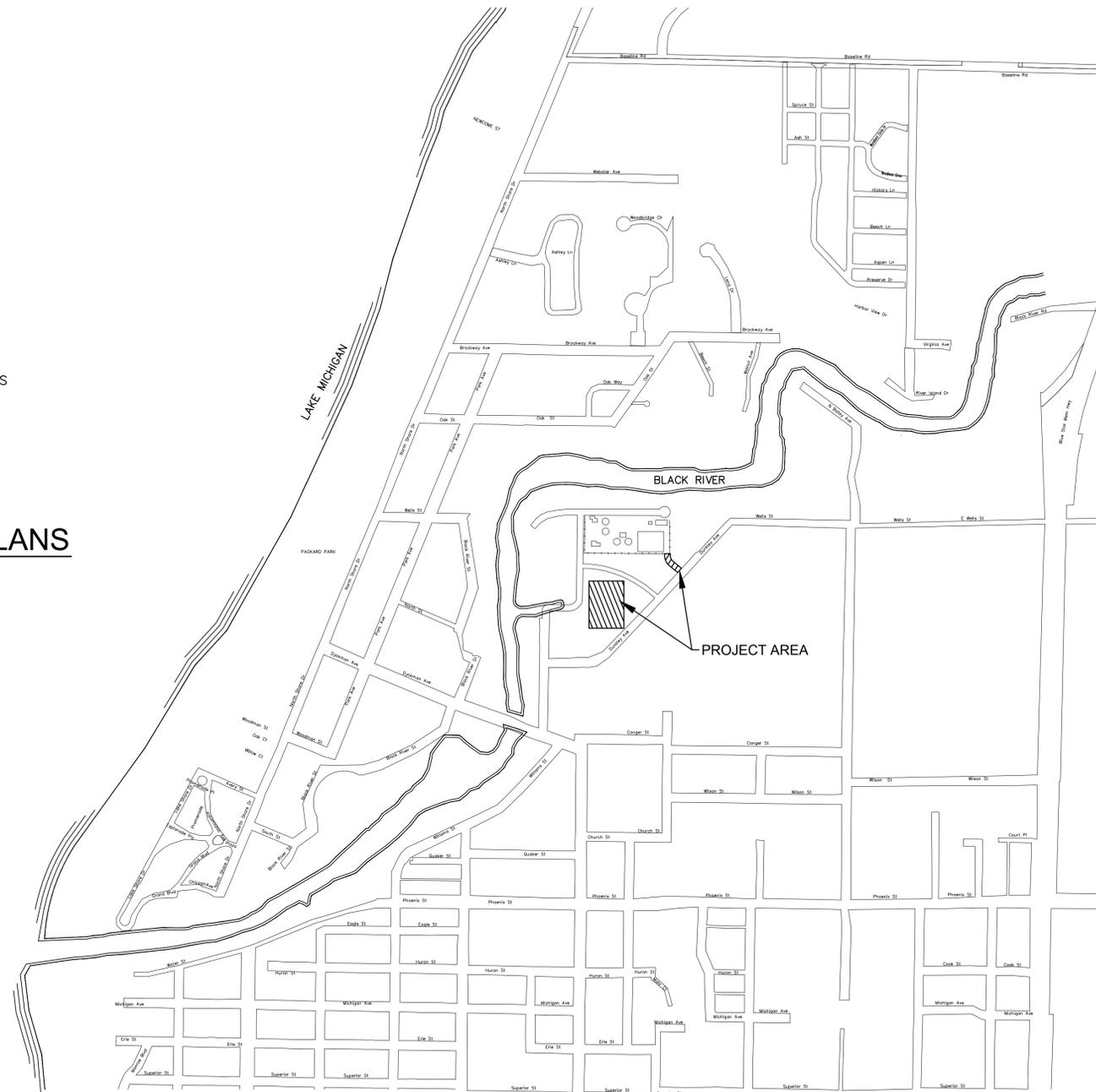
TRAFFIC AND SAFETY STANDARD PLANS

WZD-125-SERIES TEMPORARY TRAFFIC CONTROL DEVICES*

* DENOTES SPECIAL DETAIL



COUNTY KEY



PROJECT LOCATION MAP

NOT TO SCALE

CITY OF SOUTH HAVEN OFFICIALS

MAYOR	ROBERT BURR
CITY COUNCIL MEMBER – WARD ONE	GAIL PATTERSON
CITY COUNCIL MEMBER – WARD ONE	VICKIY KOZLIK WALL
CITY COUNCIL MEMBER – WARD TWO	JEFF ARNOLD
CITY COUNCIL MEMBER – WARD TWO	CLARK GRUBER
CITY COUNCIL MEMBER – WARD THREE	ANDY KLAVINS
CITY COUNCIL MEMBER – WARD THREE	SUZIE FITZGIBBON
CITY MANAGER	BRIAN DISSETTE
CITY ENGINEER	LARRY HALBERSTADT, PE

LOCAL UTILITIES

GAS:
MICHIGAN GAS UTILITIES
SCOTT PURUCKER
711 STARLITE DR.
BENTON HARBOR, MI 49022
(269) 927-5531

SEWER & WATER:
CITY OF SOUTH HAVEN
PUBLIC WORKS
RON DOTSON
1199 8TH AVENUE
SOUTH HAVEN, MI 49090
(269) 637-0719

ELECTRIC:
CITY OF SOUTH HAVEN
ELECTRIC DEPT.
JIM PEZZUTO
1199 8TH AVENUE
SOUTH HAVEN, MI 49090
(269) 637-0756

CABLE:
COMCAST
JOE SCHOPF
11921 EAST M-89
RICHLAND, MI 49083
(269) 203-7199

TELEPHONE:
FRONTIER COMMUNICATIONS
MIKE KARLE
601 N. US-131
THREE RIVERS, MI 49093
(269) 273-0383

INTERNET:
BLOOMINGDALE COMMUNICATIONS
P.O. BOX 187
101 W. KALAMAZOO STREET
BLOOMINGDALE, MI 49026
MR. DAN KEY
(269) 521-7300
DKEY@BLOOMINGDALECOM.NET

MERIT NETWORK INC.
1000 OAKBROOK DRIVE, SUITE 200
ANN ARBOR, MI 48104-6794
(734) 527-5700
WWW.MERIT.EDU

CALL MISS DIG

1-800-482-7171 OR 811

FOR PROTECTION OF THE UNDERGROUND UTILITIES, THE CONTRACTOR SHALL CALL MISS DIG A MINIMUM OF THREE FULL WORKING DAYS, EXCLUDING SATURDAYS, SUNDAYS, AND HOLIDAYS PRIOR TO BEGINNING CONSTRUCTION OPERATIONS. MEMBERS WILL THUS BE ROUTINELY NOTIFIED. THIS DOES NOT RELIEVE THE CONTRACTOR OF THE RESPONSIBILITY OF NOTIFYING UTILITY OWNERS WHO MAY NOT BE PART OF THE "MISS DIG" ALERT SYSTEM.



Know what's below.
Call before you dig.

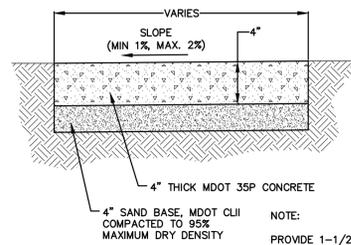


BASE BID		
Item	Unit	Quantity
Mobilization, Max \$7,500	LS	1
Temporary Traffic Control	LS	1

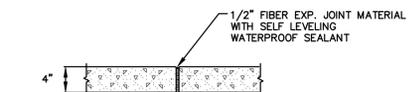
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 Confidence By Design
 95 West Main Street
 Benton Harbor, MI 49023
 T 269.927.2295
 F 269.927.1017
 COPYRIGHT © 2011 ABONMARCHÉ CONSULTANTS, LLC

STANDARD LEGEND

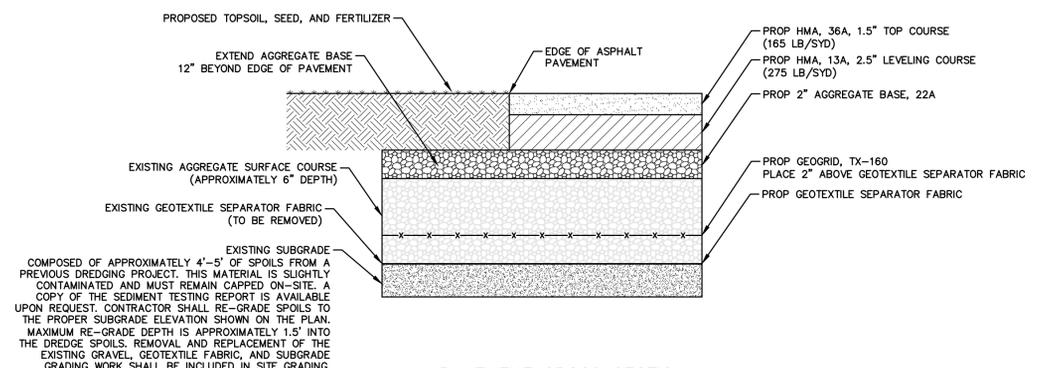
- CB = CATCH BASIN
- CB = CURB CATCH BASIN
- F = ELECTRIC LOCATION
- EMH = ELECTRIC MANHOLE
- EM = ELECTRIC METER
- FR = FIRE HYDRANT
- FL = FLAG POLE
- FMON = FOUND MONUMENT
- FIP = FOUND IRON PIPE
- FIR = FOUND IRON ROD
- FX = FOUND X
- G = GAS LOCATION
- GMH = GAS MANHOLE
- G = GAS METER
- GV = GAS VALVE
- GMH = GENERAL MANHOLE
- G = GUARDRAIL
- G+ = GUY POLE
- G- = GUY WIRE
- LP = LIGHT POST
- PP = POWER POLE
- PP/D = POWER POLE W/DROP
- CO = SANITARY CLEANOUT
- SMH = SANITARY MANHOLE
- SR = SET IRON ROD
- S = SIGN POST
- SBL = SOIL BORING LOCATION
- SMH = STORM MANHOLE
- ST = STREET SIGN
- T = TELEPHONE LOCATION
- TMH = TELEPHONE MANHOLE
- TP = TELEPHONE PEDESTAL
- TP = TELEPHONE POLE
- TS = TRAFFIC SIGN
- UP = UTILITY POLE
- UP/D = UTILITY POLE W/DROP
- UP/A = UTILITY POLE W/STREET LIGHT
- CS = WATER CURB STOP
- W = WATER LOCATION
- WMH = WATER MANHOLE
- WM = WATER METER
- WV = WATER VALVE
- W = EXISTING WATER MAIN
- SS = EXISTING SANITARY SEWER
- SS = EXISTING STORM SEWER
- OC = OVERHEAD UTILITIES
- G = GAS MAIN/LINE
- T = BURIED TELEPHONE
- FOC = BURIED FIBER OPTIC
- E = ELECTRICAL
- BE = BURIED ELECTRICAL
- CF = CHAINLINK FENCE
- WF = WIRE FENCE
- WF = WOOD FENCE
- PW = PROP WATER MAIN
- WS = PROP WATER SERVICE
- SS = PROP SANITARY SERVICE
- R/W = RIGHT OF WAY
- X = UTILITY REMOVAL



SIDEWALK, CONCRETE, 4 INCH
NOT TO SCALE



SIDEWALK EXPANSION JOINT DETAIL
NOT TO SCALE

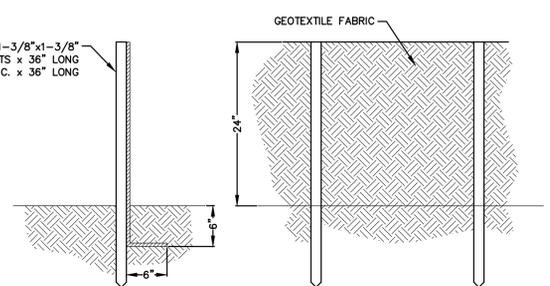


HMA PAVEMENT CROSS SECTION
NOT TO SCALE

EXISTING SUBGRADE COMPOSED OF APPROXIMATELY 4'-5' OF SPOILS FROM A PREVIOUS DREDGING PROJECT. THIS MATERIAL IS SLIGHTLY CONTAMINATED AND MUST REMAIN CAPPED ON-SITE. A COPY OF THE SEDIMENT TESTING REPORT IS AVAILABLE UPON REQUEST. CONTRACTOR SHALL RE-GRADE SPOILS TO THE PROPER SUBGRADE ELEVATION SHOWN ON THE PLAN. MAXIMUM RE-GRADE DEPTH IS APPROXIMATELY 1.5' INTO THE DREDGE SPOILS. REMOVAL AND REPLACEMENT OF THE EXISTING GRAVEL, GEOTEXTILE FABRIC, AND SUBGRADE GRADING WORK SHALL BE INCLUDED IN SITE GRADING.

HMA APPLICATION TABLE				
IDENTIFICATION NO.	MIXTURE	RATE (LBS/SYD)	PERFORMANCE GRADE	TYPE
TOP COURSE	HMA, 36A	165	58 - 28	TOP COURSE (AW=260)
LEVELING COURSE	HMA, 13A	275	58 - 28	LEVELING COURSE

- HMA BOND COAT 0.05 TO 0.15 GAL/SYD REQUIRED BETWEEN ASPHALT LIFTS. (NOT A PAY ITEM)
- ALL HMA WILL BE PAID AS THEIR RESPECTIVE ITEMS.



SILT FENCE
NOT TO SCALE

GENERAL NOTES:
 MDOT STANDARD SPECIFICATIONS FOR CONSTRUCTION, 2012 EDITION SHALL PREVAIL, UNLESS INDICATED OTHERWISE.
 THREE WORKING DAYS PRIOR TO CONSTRUCTION THE CONTRACTOR SHALL REQUEST THE LOCATIONS OF ALL UTILITIES BY CALLING MISS DIG.
 ANY EXCESS/UNSUITABLE MATERIAL SHALL BECOME THE PROPERTY OF THE CONTRACTOR AND THEY SHALL BE RESPONSIBLE FOR THE PROPER DISPOSAL OF THIS MATERIAL.
 THE ENGINEER SHALL PROVIDE CONSTRUCTION STAKING AS DEFINED IN THE SPECIFICATIONS.
 TREES NOT DESIGNATED FOR REMOVAL SHALL BE PROTECTED BY THE CONTRACTOR. DAMAGED TREES SHALL BE RESTORED TO THE ORIGINAL CONDITION AT THE CONTRACTORS EXPENSE. ALL TREES DAMAGED BEYOND SAVING AS DETERMINED BY THE ENGINEER SHALL BE REMOVED AND REPLACED WITH A NURSERY GROWN TREE AS SPECIFIED BY THE ENGINEER.
 REMOVAL OF ABANDONED, CONFLICTING UTILITIES SHALL BE CONSIDERED INCLUDED WITH THE ITEM BEING CONSTRUCTED, INCLUDING BULKHEADING ALL PIPES 12" DIA. OR LESS (PIPES IN EXCESS OF 12" DIA. SHALL BE PAID FOR AS A SEWER BULKHEAD).
 REMOVAL AND REPLACEMENT OF EXISTING GRAVEL SURFACE COURSE IS INCLUDED IN SITE GRADING.
 CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ANY AND ALL PERMITTING NECESSARY TO COMPLETE THE WORK. THIS IS EXPECTED TO CONSIST OF A SOIL EROSION AND SEDIMENTATION CONTROL PERMIT WITH THE VAN BUREN COUNTY DRAIN COMMISSION.
ROADWAY:
 BACKFILL MATERIAL WITHIN THE ZONE OF INFLUENCE OF A ROADWAY OR PARKING LOT SHALL BE CLASS II SAND COMPACTED TO A MINIMUM OF 95% OF MAXIMUM DRY DENSITY IN 12" MAXIMUM LIFTS.
 PAVEMENT DESIGNATED FOR REMOVAL SHALL BE SAWCUT FULL DEPTH AT REMOVAL LIMITS PRIOR TO REMOVAL.
 PAVT, REM SHALL INCLUDE FULL DEPTH PAVEMENT REMOVAL REGARDLESS OF MATERIAL OR DEPTH.

CITY OF SOUTH HAVEN
BLACK RIVER PARK
RBEG PARKING LOT
SOUTH HAVEN, MI

STANDARD DETAILS AND NOTES

DRAWN BY: DJL/LKT
DESIGNED BY: CAK
PM REVIEW:
QA/QC REVIEW: TRD
DATE: FEBRUARY 2016
SEAL:

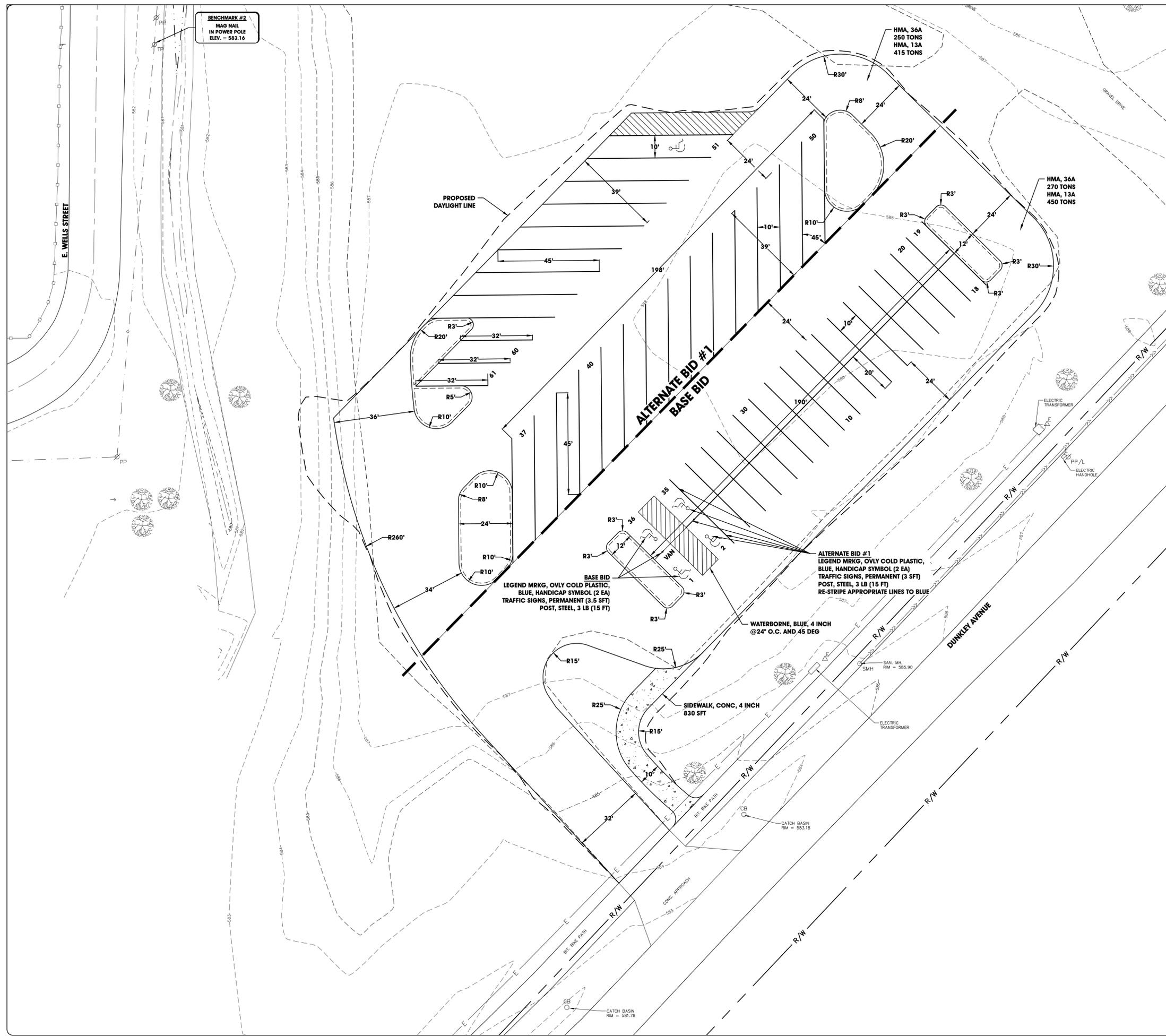
SIGNATURE:
DATE:

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

SCALE:
HORZ: AS NOTED
VERT: AS NOTED

ACI JOB #
15-0675

SHEET NO.
2 of 7



BENCHMARK #2
MAG NAIL
IN POWER POLE
ELEV. = 583.16

BASE BID		
Item	Unit	Quantity
Site Grading	LS	1
Geotextile Separator Fabric	SYD	3205
Geogrid, TX 160	SYD	3205
Aggregate Base, 22A, 2 inch	SYD	3205
HMA, 13A	TON	450
HMA, 36A	TON	270
Sidewalk, 4 inch	SFT	830
Line Mrkg, Waterborne, Blue, 4 inch	LFT	320
Line Mrkg, Waterborne, White, 4 inch	LFT	850
Legend Mrkg, Ovlv Cold Plastic, Blue, Handicap Symbol	EA	2
Traffic Signs, Permanent	SFT	3.5
Post, Steel, 3 LB	FT	15

ALTERNATE BID #1		
Item	Unit	Quantity
Site Grading	LS	1
Geotextile Separator Fabric	SYD	2950
Geogrid, TX 160	SYD	2950
Aggregate Base, 22A, 2 inch	SYD	2950
HMA, 13A	TON	415
HMA, 36A	TON	250
Line Mrkg, Waterborne, Blue, 4 inch	LFT	350
Line Mrkg, Waterborne, White, 4 inch	LFT	1420
Legend Mrkg, Ovlv Cold Plastic, Blue, Handicap Symbol	EA	2
Traffic Signs, Permanent	SFT	3
Post, Steel, 3 LB	FT	15

HATCH LEGEND

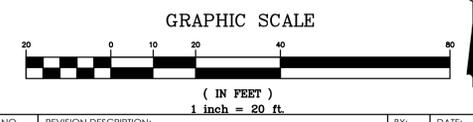
	SIDEWALK, CONC, 4 INCH
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PERMANENT SIGNS QUANTITY TABLE

SYMBOL	LABEL	DIMENSION	AREA (SFT)	QUANTITY (EA)	MAXIMUM QUANTITY (SFT)
	R7-8	12"x18"	1.5	2	3
	R7-8P	12"x6"	0.5	1	0.5
				TOTAL SIGNAGE (SFT)	3.5

PERMANENT SIGNS QUANTITY TABLE - ALTERNATE BID #1

SYMBOL	LABEL	DIMENSION	AREA (SFT)	QUANTITY (EA)	MAXIMUM QUANTITY (SFT)
	R7-8	12"x18"	1.5	2	3
				TOTAL SIGNAGE (SFT)	3



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CITY OF SOUTH HAVEN
BLACK RIVER PARK
RBEG PARKING LOT
SOUTH HAVEN, MI

PROJECT: **PROPOSED SITE PLAN**

SHEET TITLE: **PROPOSED SITE PLAN**

DRAWN BY: **DJL/LKT**

DESIGNED BY: **CAK**

PM REVIEW: **TRD**

QA/QC REVIEW: **TRD**

DATE: **FEBRUARY 2016**

SEAL: _____

SIGNATURE: _____

DATE: _____

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

SCALE:
HORZ: 1" = 20'
VERT: N/A

ACI JOB #: **15-0675**

SHEET NO. **4 of 7**

NO.	REVISION DESCRIPTION	BY:	DATE:

BASE BID		
Item	Unit	Quantity
Silt Fence	LFT	575
Inlet Protection, Fabric Drop	EA	2
Topsoil Surface, 4 inch	SYD	780
Seed	LB	35
Fertilizer	LB	15
Erosion Control, Mulch Blanket	SYD	780

ALTERNATE BID #1		
Item	Unit	Quantity
Silt Fence	LFT	200
Topsoil Surface, 4 inch	SYD	215
Seed	LB	10
Fertilizer	LB	5
Erosion Control, Mulch Blanket	SYD	215

ABONMARCHÉ
 Engineering
 Architecture
 Land Surveying
 Landscape Architecture
 Community Planning
 Construction Services
 95 West Main Street
 South Haven, MI 49083
 P: 269.927.2295
 F: 269.927.1017
 www.abonmarche.com

**CITY OF SOUTH HAVEN
 BLACK RIVER PARK
 RBEG PARKING LOT
 SOUTH HAVEN, MI**

**PROJECT:
 SHEET TITLE:
 SOIL EROSION
 SEDIMENTATION CONTROL**

**DRAWN BY:
 DESIGNED BY:
 PM REVIEW:
 QA/QC REVIEW:
 DATE:
 FEBRUARY 2016
 SEAL:**

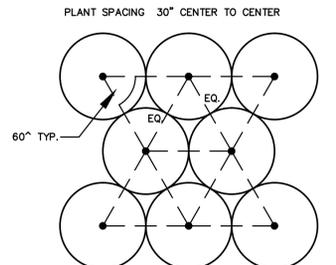
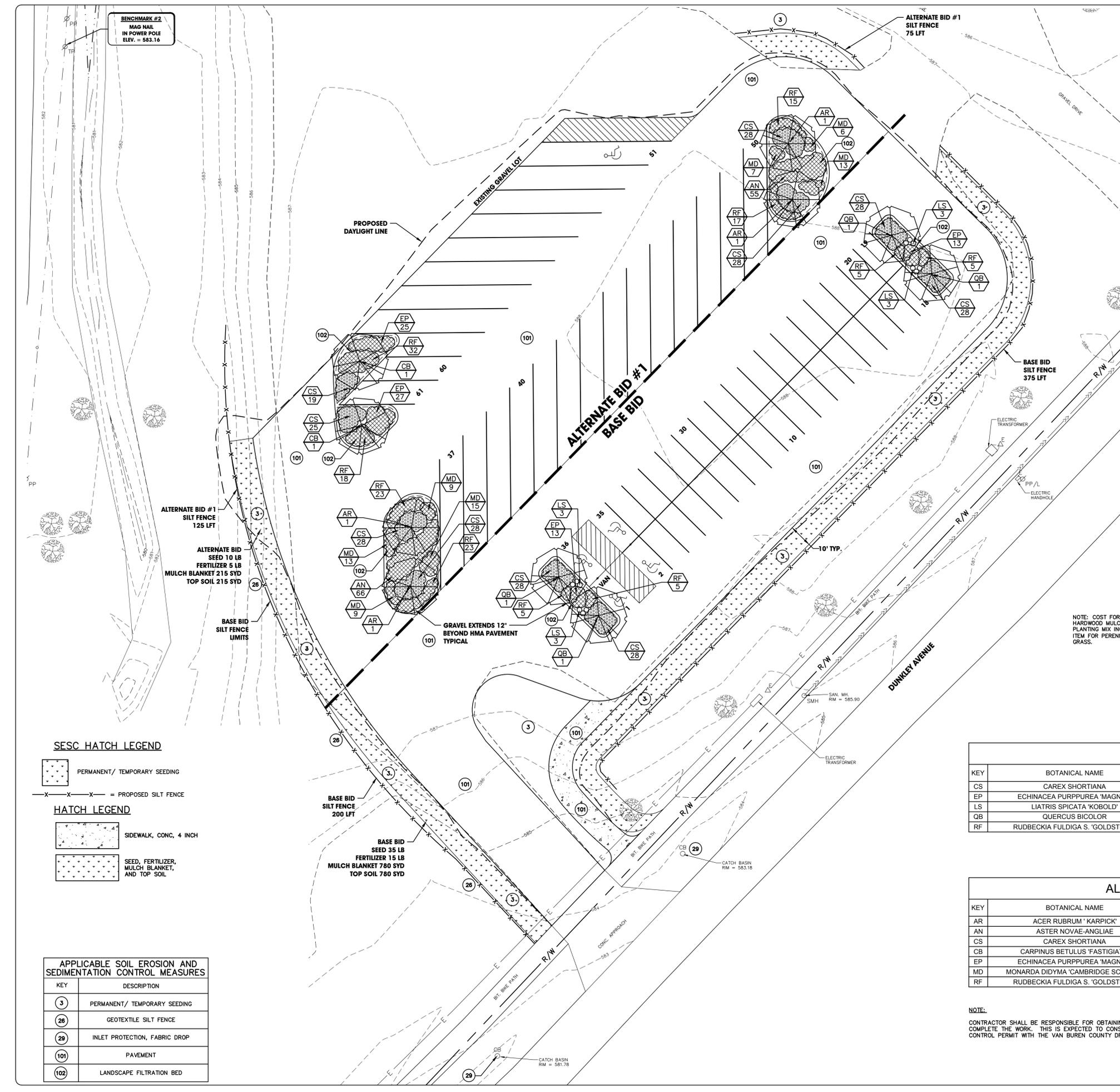
**SIGNATURE:
 DATE:**

**HARD COPY IS INTENDED TO
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 SCALE(S) INDICATED AND
 GRAPHIC QUALITY MAY NOT
 BE ACCURATE FOR ANY
 OTHER SIZES**

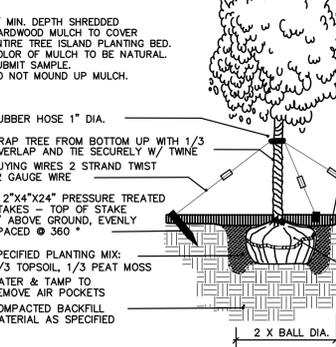
**SCALE:
 HORZ: 1" = 20'
 VERT: N/A**

**ACI JOB #
 15-0675**

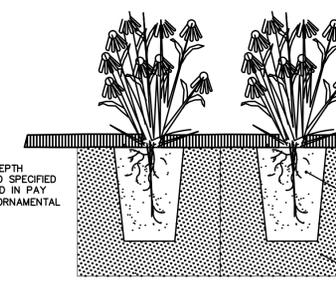
**SHEET NO.
 6 of 7**



**TYPICAL MASS PLANTING DETAIL
 NOT TO SCALE**



**SHADE/EVERGREEN TREE PLANTING DETAIL
 NOT TO SCALE**



**CONTAINER GROWN PLANTING SECTION
 NOT TO SCALE**

CONTRACTOR SHALL RESTORE ALL DISTURBED AREAS WITH TOPSOIL, SEED, FERTILIZER, & MULCH

GENERAL NOTES:
 • CONTRACTOR CAN ELECT TO ELIMINATE STAKING IN AREAS PROXIMAL TO PEDESTRIAN CIRCULATION, PROVIDED CONTRACTOR AGREES IN WRITING TO STRAIGHTEN ANY CROOKED TREES UNTIL ESTABLISHED.
 • PLANT SO THAT TOP OF ROOT BALL IS EVEN WITH THE FINISH GRADE ON EXISTING SOIL BASE. FOR BACKFILL AREAS, PLANT BALL UP TO 2 1/2" - 3" HIGHER TO ALLOW FOR SETTLEMENT - PLANT PER SLOPED AREAS DETAIL FOR DETENTION AREA.
 • FLAG GUYING WIRES WITH SURVEYOR TAPE FOR TREES

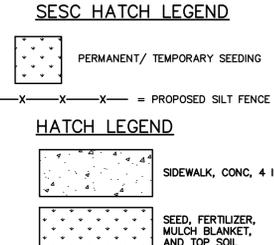
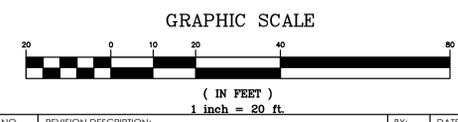
NOTE: COST FOR TREE WRAPPING, HARDWOOD MULCH, GUYWIRING (IF REQUIRED) AND SPECIFIED PLANTING MIX INCLUDED IN PAY ITEM FOR SHADE TREE.

NOTE: COST FOR 3" DEPTH HARDWOOD MULCH AND SPECIFIED PLANTING MIX INCLUDED IN PAY ITEM FOR PERENNIAL/ORNAMENTAL GRASS.

BASE BID PLANT MATERIAL LIST					
KEY	BOTANICAL NAME	COMMON NAME	SIZE	QTY	REMARKS
CS	CAREX SHORTIANA	SHORT'S SEDGE	NO. 1	112	PLANT 24" O.C. STAGGER
EP	ECHINACEA PURPUREA 'MAGNUS'	MAGNUS PURPLE CONEFLOWER	NO. 1	26	PLANT 24" O.C. STAGGER
LS	LIATRIS SPICATA 'KOBOLD'	KOBOLD SPIKE GAYFEATHERS	NO. 1	12	PLANT 24" O.C. STAGGER
QB	QUERCUS BICOLOR	SWAMP OAK	2" BB	4	LOWEST LIMB MIN 6'-0"
RF	RUDBECKIA FULDIGA S. 'GOLDSTRUM'	GOLDSTRUM BLACK EYED SUSAN	NO. 1	20	PLANT 24" O.C. STAGGER

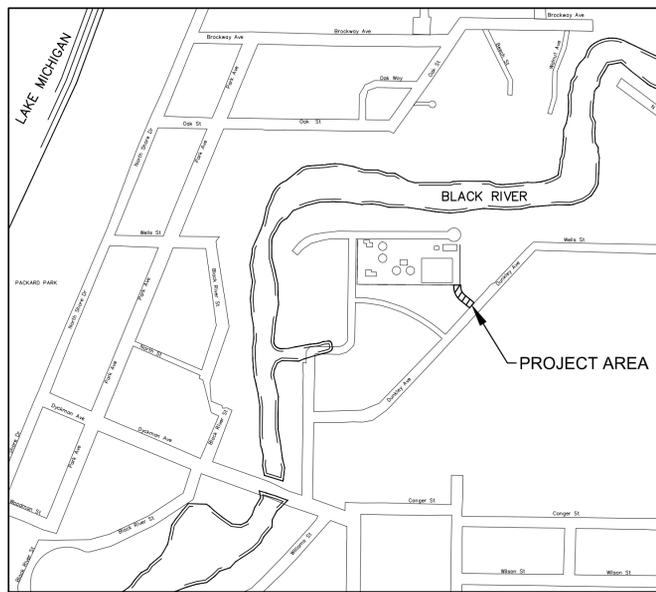
ALTERNATE BID #1 PLANT MATERIAL LIST					
KEY	BOTANICAL NAME	COMMON NAME	SIZE	QTY	REMARKS
AR	ACER RUBRUM 'KARPICK'	KARPICK RED MAPLE	2" BB	4	LOWEST LIMB MIN 6'-0"
AN	ASTER NOVAE-ANGLIAE	NEW ENGLAND ASTER	NO. 1	121	PLANT 24" O.C. STAGGER
CS	CAREX SHORTIANA	SHORT'S SEDGE	NO. 1	156	PLANT 24" O.C. STAGGER
CB	CARPINUS BETULUS 'FASTIGIATA'	PYRAMIDAL EUROPEAN HORNBEAM	2" BB	2	LOWEST LIMB MIN 6'-0"
EP	ECHINACEA PURPUREA 'MAGNUS'	MAGNUS PURPLE CONEFLOWER	NO. 1	52	PLANT 24" O.C. STAGGER
MD	MONARDA DIDYMA 'CAMBRIDGE SCARLET'	CAMBRIDGE SCARLET BEEBALM	NO. 1	72	PLANT 24" O.C. STAGGER
RF	RUDBECKIA FULDIGA S. 'GOLDSTRUM'	GOLDSTRUM BLACK EYED SUSAN	NO. 1	128	PLANT 24" O.C. STAGGER

NOTE:
 CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ANY AND ALL PERMITTING NECESSARY TO COMPLETE THE WORK. THIS IS EXPECTED TO CONSIST OF A SOIL EROSION AND SEDIMENTATION CONTROL PERMIT WITH THE VAN BUREN COUNTY DRAIN COMMISSION.

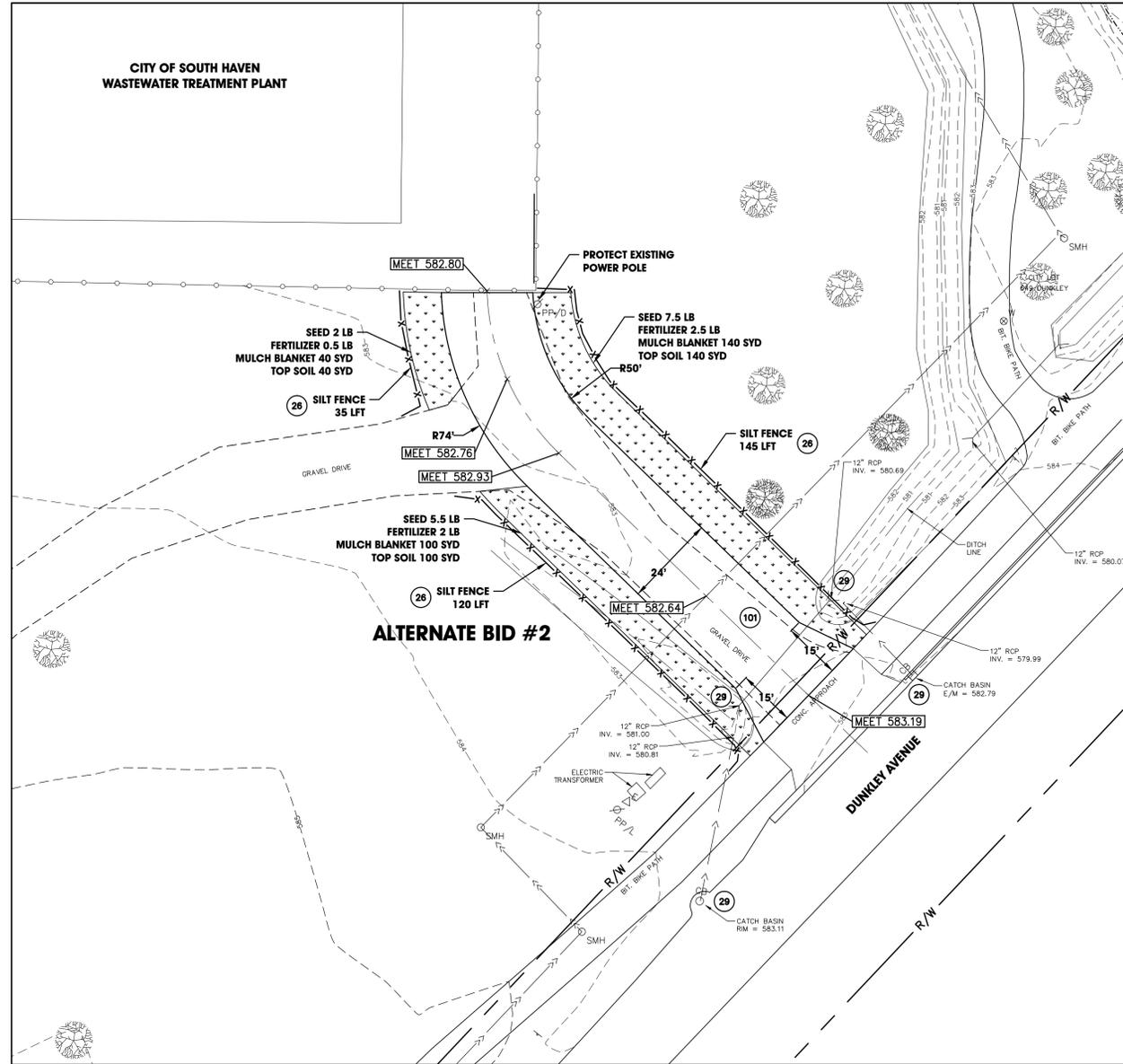


APPLICABLE SOIL EROSION AND SEDIMENTATION CONTROL MEASURES	
KEY	DESCRIPTION
3	PERMANENT/ TEMPORARY SEEDING
26	GEOTEXTILE SILT FENCE
28	INLET PROTECTION, FABRIC DROP
101	PAVEMENT
102	LANDSCAPE FILTRATION BED

E:\CIVIL\DRAWING - 2015\15-0675\RBEG PARKING LOT.dwg (6:05) 2/16/16 11:31 AM, 1:11



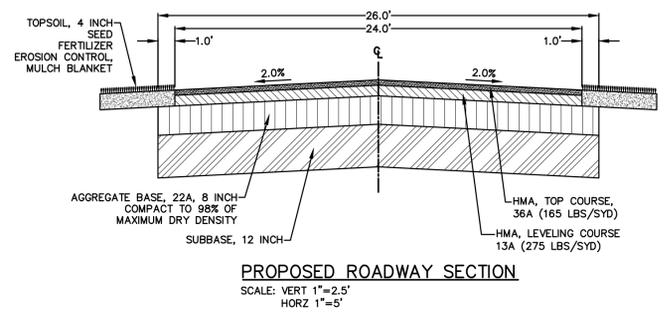
LOCATION MAP
NOT TO SCALE



ALTERNATE BID #2
SCALE: 1"=20'

ALTERNATE BID #2		
Item	Unit	Quantity
Site Grading	LS	1
Subbase, 12 inch	CYD	140
Aggregate Base, 22A, 8 inch	SYD	410
HMA, 13A	TON	380
HMA, 36A	TON	380
Silt Fence	LFT	300
Inlet Protection, Fabric Drop	EA	4
Topsoil Surface, 4 inch	SYD	280
Seed	LB	15
Fertilizer	LB	5
Erosion Control, Mulch Blanket	SYD	280

HATCH LEGEND	
	SEED, FERTILIZER, MULCH BLANKET, AND TOP SOIL

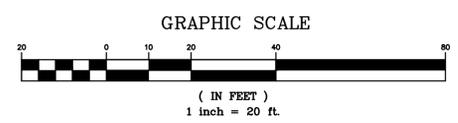


PROPOSED ROADWAY SECTION
SCALE: VERT 1"=2.5'
HORIZ 1"=5'

HMA APPLICATION TABLE				
IDENTIFICATION NO.	MIXTURE	RATE (LBS/SYD)	PERFORMANCE GRADE	TYPE
TOP COURSE	HMA, 36A	165	58 - 28	TOP COURSE (AWI=260)
LEVELING COURSE	HMA, 13A	275	58 - 28	LEVELING COURSE

- HMA BOND COAT 0.05 TO 0.15 GAL/SYD REQUIRED BETWEEN ASPHALT LIFTS. (NOT A PAY ITEM)
- HMA WILL BE PAID AS THEIR RESPECTIVE ITEMS.

APPLICABLE SOIL EROSION AND SEDIMENTATION CONTROL MEASURES	
KEY	DESCRIPTION
3	PERMANENT/ TEMPORARY SEEDING
28	GEOTEXTILE SILT FENCE
29	INLET PROTECTION, FABRIC DROP
101	PAVEMENT



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CITY OF SOUTH HAVEN
 BLACK RIVER PARK
 RBEG PARKING LOT
 SOUTH HAVEN, MI

PROJECT:
**PROPOSED ACCESS ROAD:
 ALTERNATE BID #2**

SHEET TITLE:
 DRAWN BY:
DJL
 DESIGNED BY:
CAK
 PM REVIEW:
 QA/QC REVIEW:
TRD
 DATE:
FEBRUARY 2016
 SEAL:

SIGNATURE:
 DATE:
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 SCALE:
 HORIZ: 1" = 20'
 VERT: N/A
 ACI JOB #
15-0675
 SHEET NO.

Sheet List Table

Sheet Number	Sheet Title
1	TITLE SHEET
2	EXISTING CONDITIONS
3	REMOVALS PLAN
4	SITE PLAN
5	DIMENSION AND PAVEMENT MARKING PLAN
6	GRADING PLAN
7	SESC AND RESTORATION PLAN

CITY OF SOUTH HAVEN

HURON STREET DDA

PARKING IMPROVEMENTS

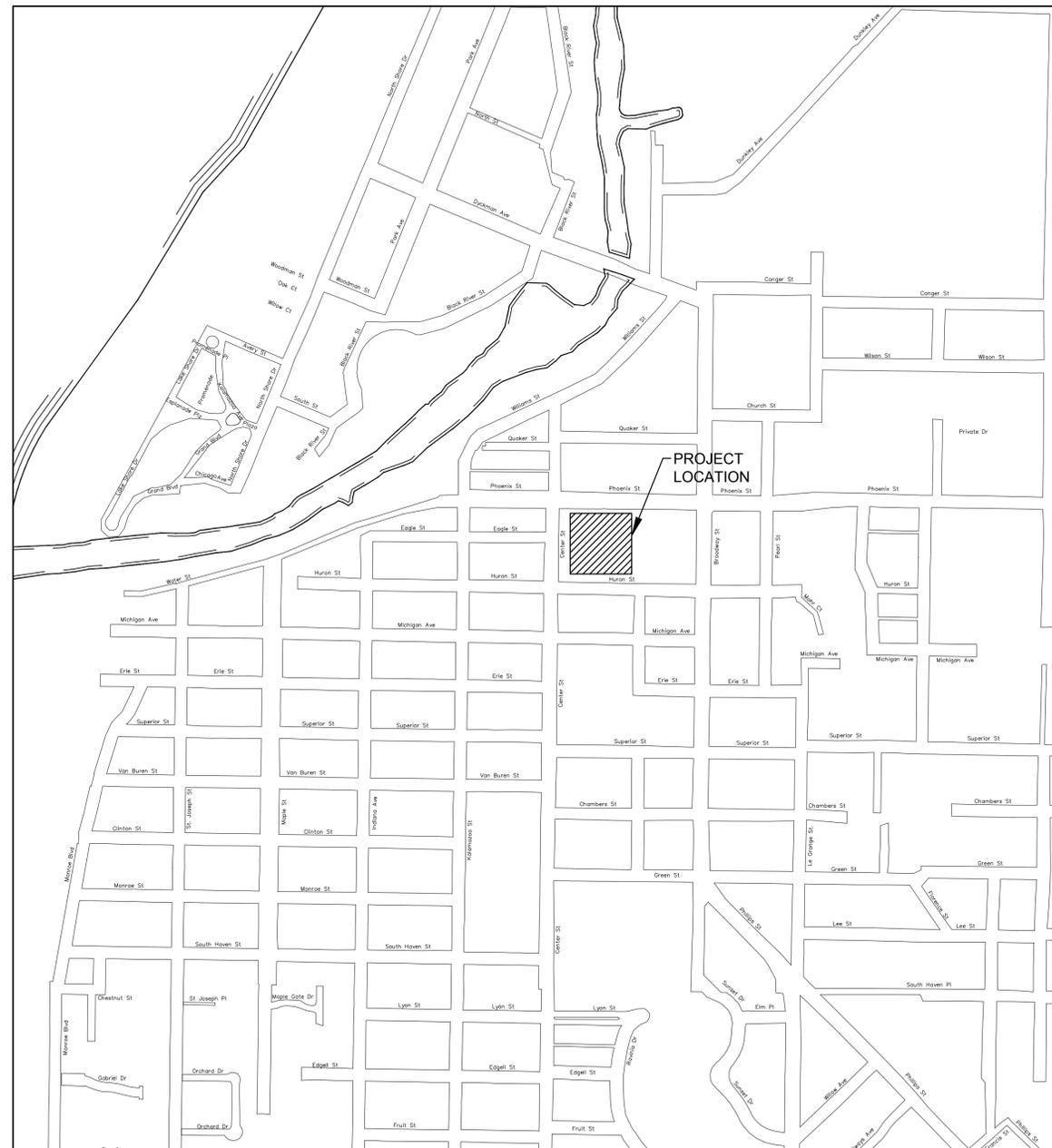
MDOT STANDARD PLAN SERIES

- R-1 DRAINAGE STRUCTURES
- R-28 SIDEWALK RAMP AND DETECTABLE WARNING DETAILS
- R-29 DRIVEWAY OPENINGS & APPROACHES AND CONCRETE SIDEWALKS
- R-30 CONCRETE CURB AND CONCRETE CURB & GUTTER
- R-96 SOIL EROSION & SEDIMENTATION CONTROL MEASURES
- R-100 SEEDING AND TREE PLANTING

TRAFFIC AND SAFETY STANDARD PLANS

- WZD-100-A GROUND DRIVEN SIGN SUPPORTS FOR TEMPORARY SIGNS *
- WZD-125-E TEMPORARY TRAFFIC CONTROL DEVICES*

* DENOTES SPECIAL DETAIL



PROJECT LOCATION MAP

NOT TO SCALE

CITY OF SOUTH HAVEN OFFICIALS

MAYOR	ROBERT BURR
CITY COUNCIL MEMBER – WARD ONE	SCOTT SMITH
CITY COUNCIL MEMBER – WARD ONE	VICKIY KOZLIK WALL
CITY COUNCIL MEMBER – WARD TWO	JEFF ARNOLD
MAYOR PRO TEM/CITY COUNCIL MEMBER – WARD TWO	CLARK GRUBER
CITY COUNCIL MEMBER – WARD THREE	ANDY KLAVINS
CITY COUNCIL MEMBER – WARD THREE	STEVE SCHLACK
CITY MANAGER	BRIAN DISSETTE
CITY ENGINEER	LARRY HALBERSTADT, PE

LOCAL UTILITIES

GAS:
MICHIGAN GAS UTILITIES
SCOTT PURUCKER
711 STARLITE DR.
BENTON HARBOR, MI 49022
(269) 927-5531

SEWER & WATER:
CITY OF SOUTH HAVEN
PUBLIC WORKS
RON DOTSON
1199 8TH AVENUE
SOUTH HAVEN, MI 49090
(269) 637-0719

ELECTRIC:
CITY OF SOUTH HAVEN
ELECTRIC DEPT.
JIM PEZZUTO
1199 8TH AVENUE
SOUTH HAVEN, MI 49090
(269) 637-0756

CABLE:
COMCAST
JOE SCHOPF
11921 EAST M-89
RICHLAND, MI 49083
(269) 203-7199

TELEPHONE:
FRONTIER COMMUNICATIONS
MIKE KARLE
601 N. US-131
THREE RIVERS, MI 49093
(269) 273-0383

INTERNET:
BLOOMINGDALE COMMUNICATIONS
P.O. BOX 187
101 W. KALAMAZOO STREET
BLOOMINGDALE, MI 49026
MR. DAN KEY
(269) 521-7300
DKEY@BLOOMINGDALECOM.NET

MERIT NETWORK INC.
1000 OAKBROOK DRIVE, SUITE 200
ANN ARBOR, MI 48104-6794
(734) 527-5700
WWW.MERIT.EDU

CALL MISS DIG

1-800-482-7171 OR 811

FOR PROTECTION OF THE UNDERGROUND UTILITIES, THE CONTRACTOR SHALL CALL MISS DIG A MINIMUM OF THREE FULL WORKING DAYS, EXCLUDING SATURDAYS, SUNDAYS, AND HOLIDAYS PRIOR TO BEGINNING CONSTRUCTION OPERATIONS. MEMBERS WILL BE ROUTINELY NOTIFIED. THIS DOES NOT RELIEVE THE CONTRACTOR OF THE RESPONSIBILITY OF NOTIFYING UTILITY OWNERS WHO MAY NOT BE PART OF THE "MISS DIG" ALERT SYSTEM.



Know what's below.
Call before you dig.



NOTES:

EXCEPT WHERE OTHERWISE INDICATED ON THESE PLANS OR IN THE PROPOSAL AND SUPPLEMENTAL SPECIFICATIONS CONTAINED THEREIN, ALL MATERIALS AND WORKMANSHIP SHALL BE IN ACCORDANCE WITH THE CITY OF SOUTH HAVEN STANDARD SPECIFICATIONS.



DATE: JAN 2016 COPYRIGHT 2015 - ABONMARCHÉ CONSULTANTS, INC.

1 OF 7 CITY OF SOUTH HAVEN
HURON STREET DDA PARKING IMPROVEMENTS
ACJ JOB # 15-0911

**HURON STREET DDA
 PARKING IMPROVEMENTS**

EXISTING CONDITIONS

PROJECT:

SHEET TITLE:

DRAWN BY:	LMV
DESIGNED BY:	JWM
PM REVIEW:	TRD
QA/QC REVIEW:	SCR
DATE:	FEBRUARY 2016
SEAL:	

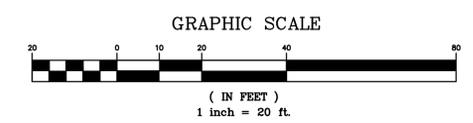
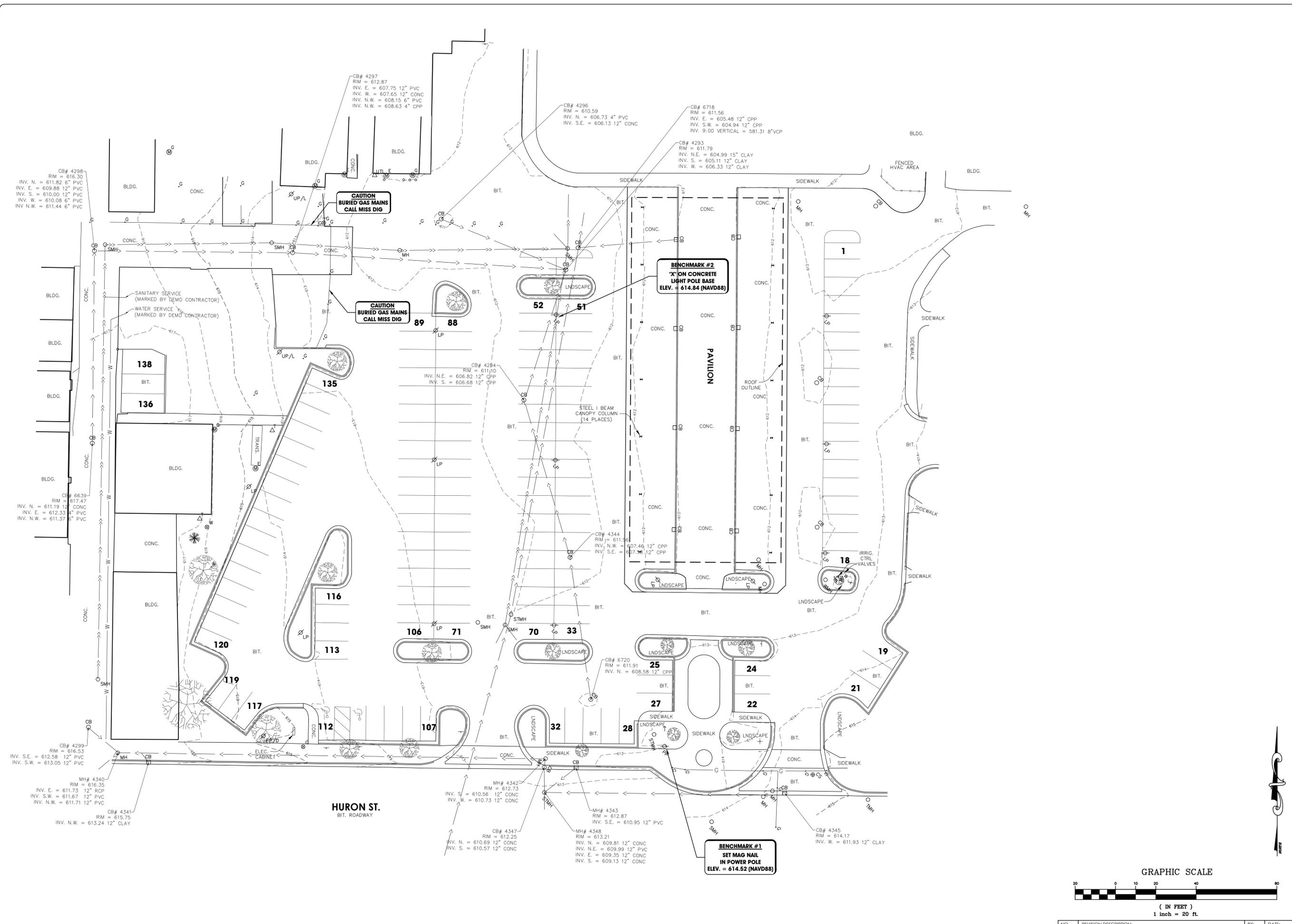
SIGNATURE:

DATE:

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SCALE:
 HORZ: 1"=20'
 VERT: N/A

ACI JOB #
15-0911
 SHEET NO.



NO.	REVISION DESCRIPTION:	BY:	DATE:
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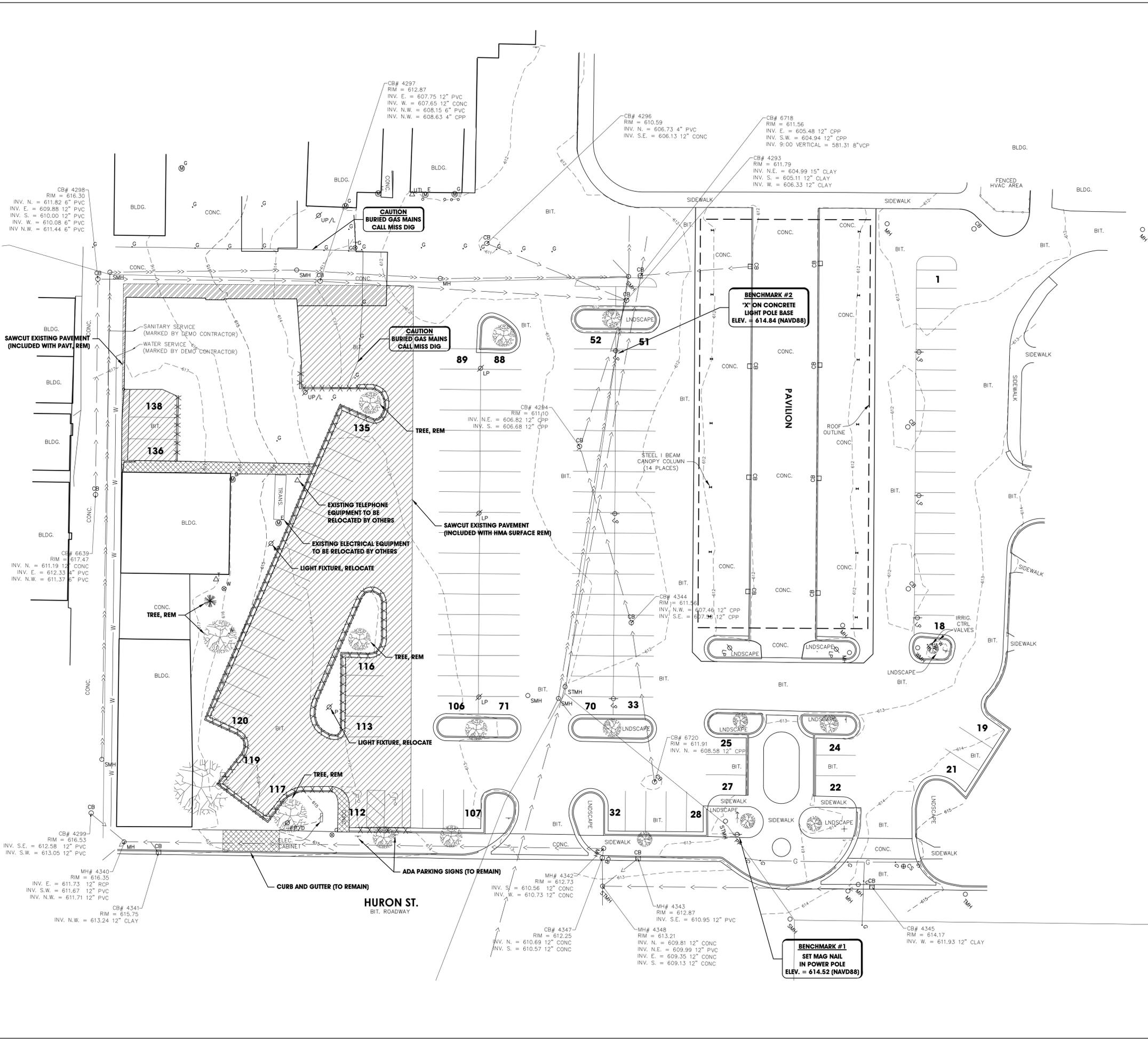
E:\CIVIL\DDING_201515\0111\HURONST\Map150911B8.dwg, 2:24:2016 9:45:51 AM, hrombalds, L1

HMA Surface, Rem	Syd	1450
Pavt, Rem	Syd	120
Sidewalk, Rem	Syd	90
Curb and Gutter, Rem	Lft	590
Tree Removal, 6 inch to 8 inch	Ea	4
Bollard, Rem	Ea	1
Light Fixture, Relocate	Ea	2

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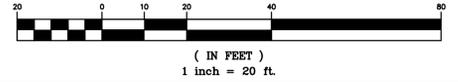
**HURON STREET DDA
 PARKING IMPROVEMENTS**

REMOVALS PLAN

HATCH LEGEND

- SIDEWALK, REM**
- HMA SURFACE, REM**
- PAVT, REM**
- CURB AND GUTTER, REM**

GRAPHIC SCALE



PROJECT:

SHEET TITLE:

DRAWN BY: **LT**
 DESIGNED BY: **JWM**
 PM REVIEW: **TRD**
 QA/QC REVIEW: **SCR**
 DATE: **FEBRUARY 2016**
 SEAL:

SIGNATURE:

DATE:

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

SCALE:
 HORZ: 1"=20'
 VERT: N/A

ACI JOB #

15-0911

SHEET NO.

3 of 7

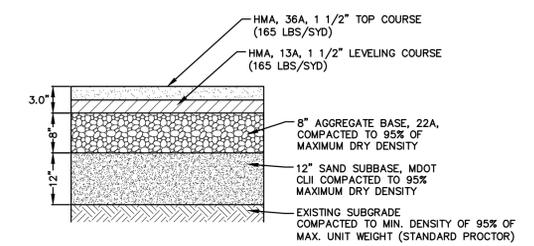
NO.	REVISION DESCRIPTION:	BY:	DATE:
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PERMANENT SIGNS QUANTITY TABLE

SYMBOL	LABEL	DIMENSION	AREA (SFT)	QUANTITY (EA)	MAXIMUM QUANTITY (SFT)
[Symbol]	R7-8	12"x18"	1.5	4	6
TOTAL SIGNAGE (SFT)					6

Mobilization, Max \$8,000	Lump Sum	1
Temporary Traffic Control	Lump Sum	1
Traffic Signs, Permanent	Sft	9
Post, Steel, 3 LB	Ft	30
Site Grading	Lump Sum	1
Agg Base, 22A, 8 inch	Syd	2133
Subbase	Cyd	711
HMA, 13A	Ton	176
HMA, 36A	Ton	176
Curb and Gutter, Det F4	Lft	600
Sidewalk, 4 inch	Sft	525
Sidewalk, Ramp, 6 inch	Sft	95
Valve Box Adjust	Ea	1
Str. Swr. 12 inch, R.C.P.	Lft	60
Structure, Str. MH, 48 inch Dia	Ea	2
Structure Cover, EJ 7045, Storm w/ City Logo	Ea	1
Structure Cover, EJ 7045	Ea	1
Slurry Seal Coat	Syd	5758
Light Fixture, Install	Ea	1

- SITE PLAN KEYNOTES**
- LIMITS OF HMA FULL DEPTH REMOVAL/REPLACEMENT.
 - LIMITS FOR RE-SEALING AND RE-STRIPING. SEE PAVEMENT MARKING PLAN ON SHEET 5.
 - CONTRACTOR SHALL RELOCATE EXISTING LIGHT FIXTURES AS SHOWN ON DRAWING.
 - CONTRACTOR SHALL COORDINATE RELOCATING EXISTING TELEPHONE EQUIPMENT WITH TELEPHONE COMPANY.
 - CONTRACTOR SHALL COORDINATE ELECTRICAL WORK WITH CITY OF SOUTH HAVEN ELECTRICAL DEPARTMENT. ALL CONCRETE BASES, CONDUIT, WIRING, EXCAVATION, CONNECTION, ETC. FOR LIGHT FIXTURES SHALL BE INCLUDED IN LIGHT FIXTURE, INSTALL AND LIGHT FIXTURE, RELOCATE. CONTRACTOR SHALL BE RESPONSIBLE FOR HIRING A LICENSED ELECTRICIAN FOR STREET LIGHT CONNECTIONS.
 - NEW LIGHT FIXTURE WILL BE PROVIDED BY CITY OF SOUTH HAVEN.
 - CONTRACTOR SHALL BE RESPONSIBLE FOR ALL TRAFFIC BARRICADES, SIGNAGE, CONES, FENCING, ETC. AS NEEDED. TRAFFIC BARRICADES, SIGNAGE, CONES, FENCING, ETC. SHALL BE INCLUDED IN TEMPORARY TRAFFIC CONTROL.

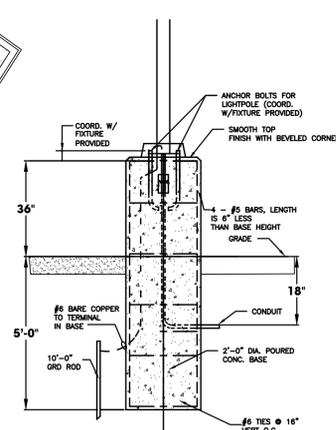


HMA PAVEMENT CROSS SECTION
 NOT TO SCALE

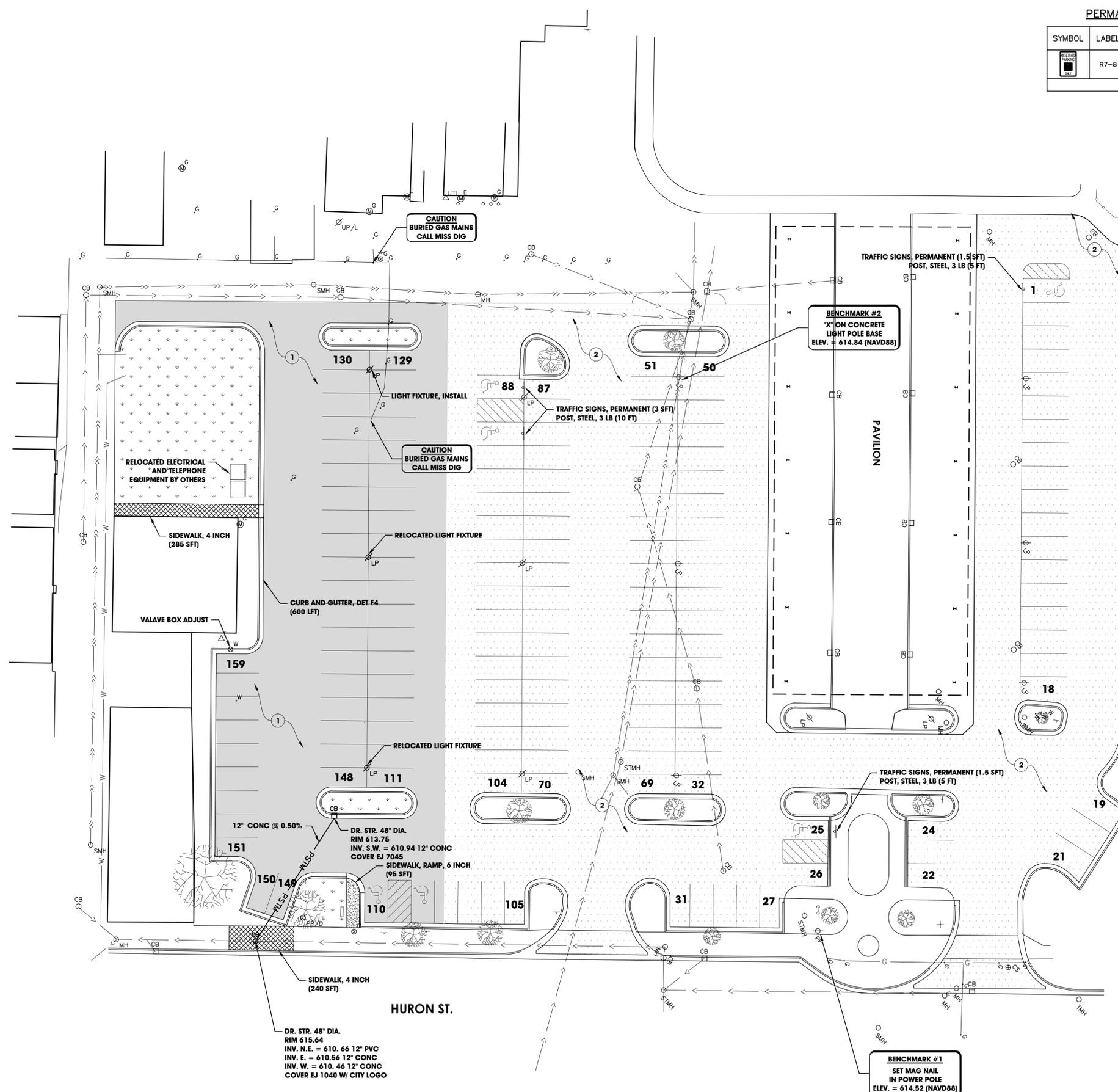
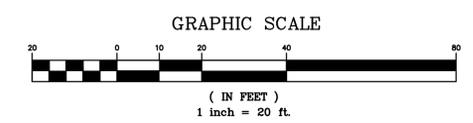
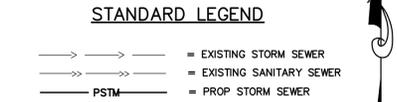
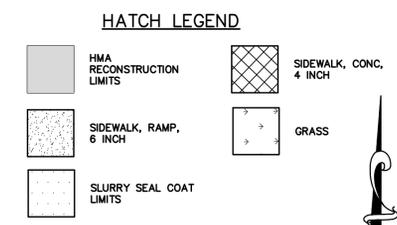
HMA APPLICATION TABLE

IDENTIFICATION NO.	MIXTURE	RATE (LBS/SYD)	PERFORMANCE GRADE	TYPE
TOP COURSE	HMA, 36A	165	58 - 28	TOP COURSE (AW=260)
LEVELING COURSE	HMA, 13A	165	58 - 28	LEVELING COURSE

- HMA BOND COAT 0.05 TO 0.15 GAL/SYD REQUIRED BETWEEN ASPHALT LIFTS. (NOT A PAY ITEM)
- ALL HMA WILL BE PAID AS THEIR RESPECTIVE ITEMS.



13 LIGHTPOLE AND FOOTING SECTION
 SCALE: NOT TO SCALE



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Line Mrgk, Waterborne, White, 6 inch	Lft	3437
Line Mrgk, Waterborne, Blue, 6 inch	Lft	532
Line Mrgk, Blue, Handicap Symbol	Ea	6

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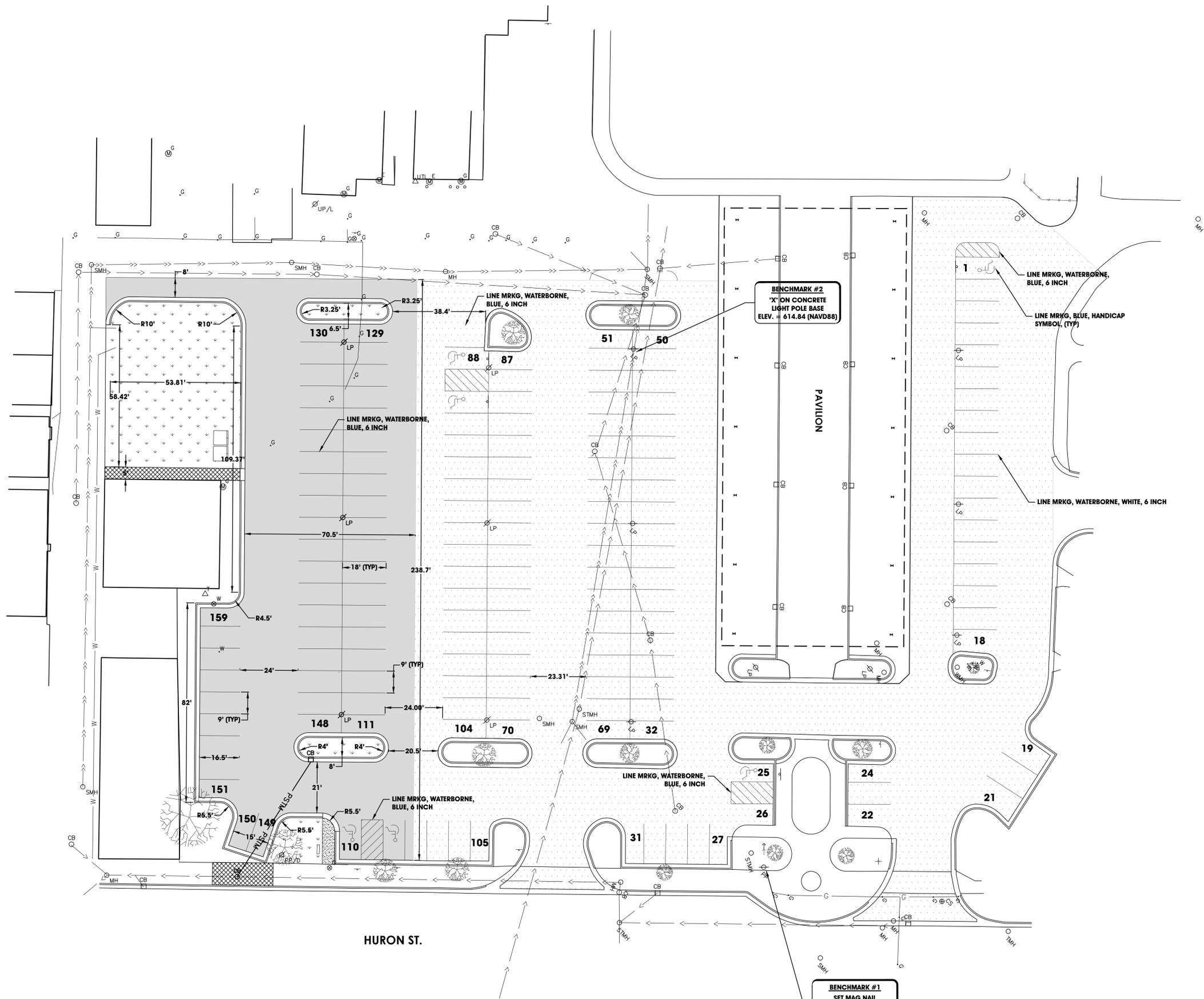
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NOTES:

- CONTRACTOR SHALL LAYOUT ALL PARKING SPACES AS SHOWN ON PLANS PRIOR TO STRIPING. PAYMENT FOR LAYOUT INCLUDED WITH PAVEMENT MARKING ITEMS.

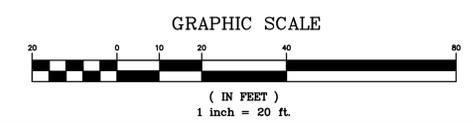
PARKING SUMMARY

EXISTING PARKING LOT	110 SPACES
PROPOSED PARKING LOT	49 SPACES
TOTAL	159 SPACES
HANDICAP SPACES	6 SPACES



HATCH LEGEND

[Hatched Box]	HMA RECONSTRUCTION LIMITS	[Cross-hatched Box]	SIDEWALK, CONC, 4 INCH
[Dotted Box]	SIDEWALK, RAMP, 6 INCH	[Grass Pattern Box]	GRASS
[Stippled Box]	SLURRY SEAL COAT LIMITS		



**HURON STREET DDA
 PARKING IMPROVEMENTS**

**DIMENSION AND
 PAVEMENT MARKING PLAN**

SHEET TITLE: **DIMENSION AND PAVEMENT MARKING PLAN**

PROJECT: **HURON STREET DDA PARKING IMPROVEMENTS**

DRAWN BY: **LMV**

DESIGNED BY: **JWM**

PM REVIEW: **TRD**

QA/QC REVIEW: **SCR**

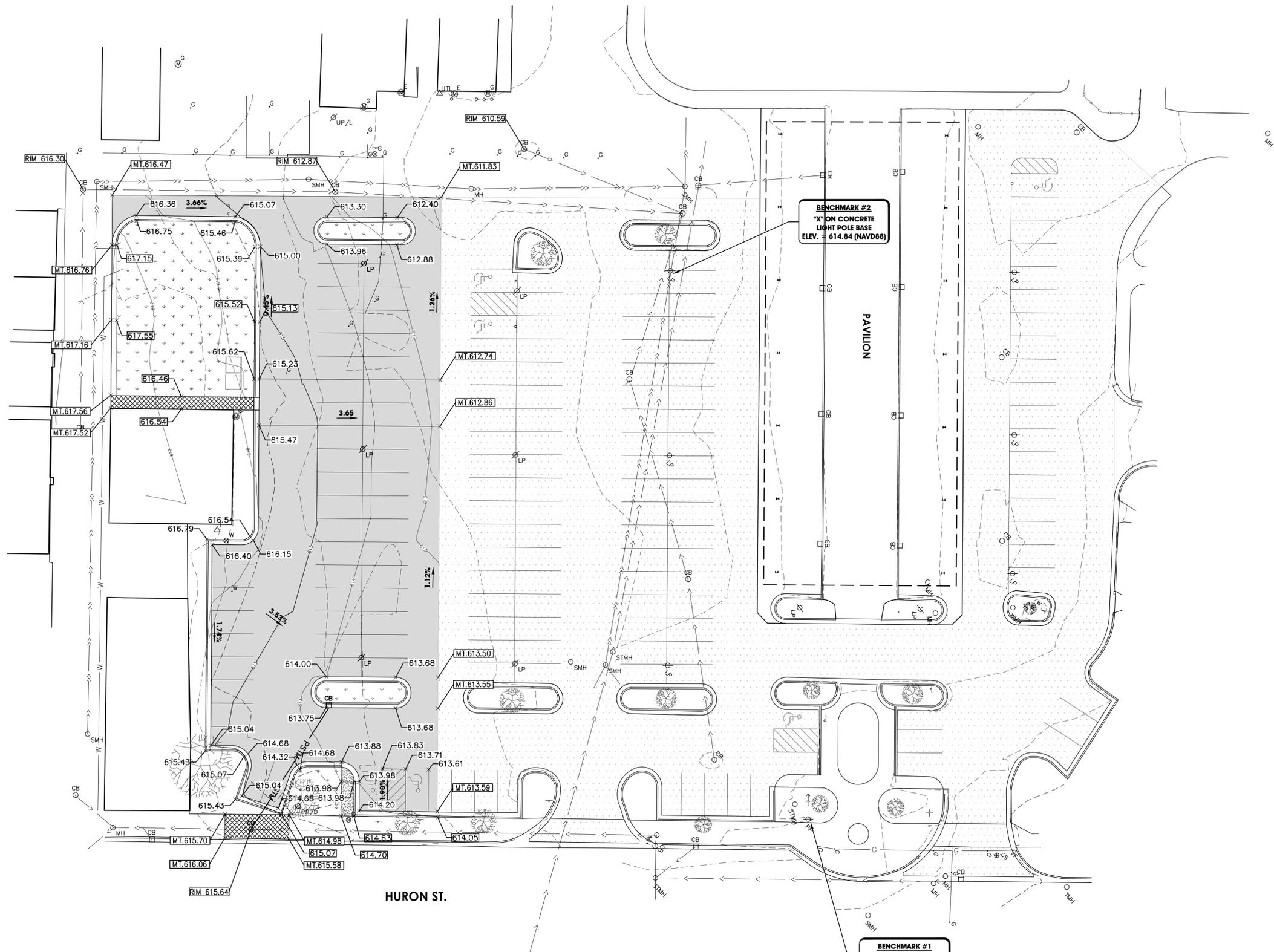
DATE: **FEBRUARY 2016**

SCALE: **HORZ: 1"=20'**
VERT: N/A

ACI JOB #: **15-0911**

SHEET NO.: **5 of 7**

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- NOTES:**
- ALL BACKFILL, EXCAVATION, GRADING, AND FILL MATERIALS SHALL BE INCLUDED IN THE UNIT PRICE BID FOR SITE GRADING.
 - SLOPES WITHIN HANDICAP SPACING SHALL NOT EXCEED 2% IN ANY DIRECTIONS.

**HURON STREET DDA
 PARKING IMPROVEMENTS**

GRADING PLAN

SHEET TITLE:
 DRAWN BY: **LMV**
 DESIGNED BY: **JWM**
 PM REVIEW: **TRD**
 QA/QC REVIEW: **SCR**
 DATE: **FEBRUARY 2016**
 SEAL:

SIGNATURE:
 DATE:

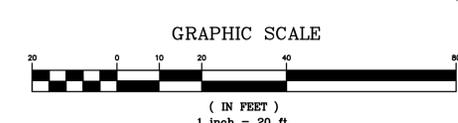
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SCALE:
 HORZ: **1"=20'**
 VERT: **NA**

ACI JOB #
15-0911
 SHEET NO.

HATCH LEGEND

	HMA RECONSTRUCTION LIMITS		SIDEWALK, CONC, 4 INCH
	SIDEWALK, RAMP, 6 INCH		GRASS
	SLURRY SEAL COAT LIMITS		



NO.	REVISION DESCRIPTION:	BY:	DATE:
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Inlet Protection, Silt Bag	Ea	11
Silt Fence	Lf	560
Topsoil Surface, 4 inch	Syd	417
Seed	Lb	30
Fertilizer	Lb	15
Erosion Fabric	Syd	417

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 F 269.927.1017
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APPLICABLE SOIL EROSION AND SEDIMENTATION CONTROL MEASURES	
KEY	DESCRIPTION
3	PERMANENT/ TEMPORARY SEEDING
26	GEOTEXTILE SILT FENCE
31	DROP INLET SEDIMENT TRAP
101	PAVEMENT

PROJECT:
**HURON STREET DDA
 PARKING IMPROVEMENTS**

SHEET TITLE:
SESC AND RESTORATION PLAN

DRAWN BY:
LMV
 DESIGNED BY:
JWM
 PM REVIEW:
TRD
 QA/QC REVIEW:
SCR
 DATE:
FEBRUARY 2016
 SEAL:

SIGNATURE:

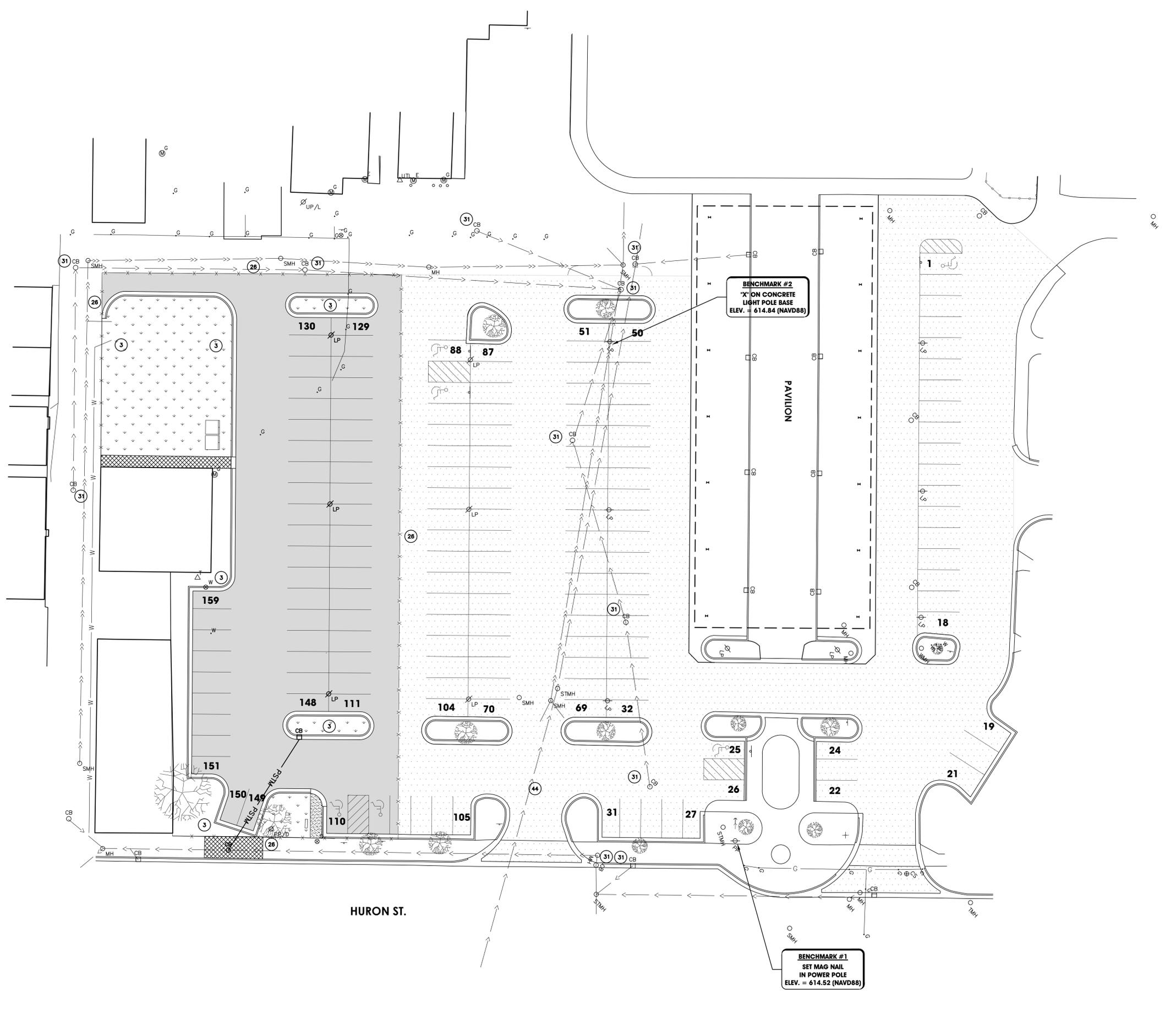
DATE:

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SCALE:
 HORZ: 1"=20'
 VERT: VERT

ACI JOB #
15-0911

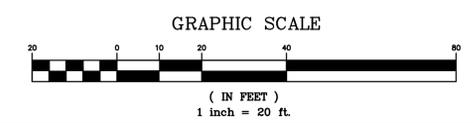
SHEET NO.
7 of 7



BENCHMARK #2
 4" X 4" CONCRETE
 LIGHT POLE BASE
 ELEV. = 614.84 (NAVD88)

BENCHMARK #1
 SET MAG NAIL
 IN POWER POLE
 ELEV. = 614.52 (NAVD88)

HATCH LEGEND	
[Solid Grey Box]	HMA RECONSTRUCTION LIMITS
[Cross-hatched Box]	SIDEWALK, CONC., 4 INCH
[Dotted Box]	SIDEWALK, RAMP, 6 INCH
[Stippled Box]	SLURRY SEAL COAT LIMITS
[Diagonal Lines Box]	GRASS
[Dashed Line]	SILT FENCE



NO.	REVISION DESCRIPTION:	BY:	DATE:
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March 14, 2016

Brian Dissette
 City of South Haven
 539 Phoenix Street
 South Haven, MI 49090

RE: City of South Haven
 Black River Park RBEG Parking Lot & Huron Street DDA Parking Lot
 Recommendation for Award

Dear Brian:

On March 10, 2016 we received bids for the Black River Park RBEG Parking Lot and the Huron Street DDA Parking Lot. The RBEG funded parking lot work includes an asphalt parking lot, a concrete sidewalk, restoration of disturbed area, and two alternate bid items. The work at the Huron Street Parking Lot includes removing and reconfiguring parking at the west end of the existing lot and sealing and striping/restriping the entire parking lot.

Due to the close proximity in pricing, the bids were totaled with both parking lot and alternates. A summary of the attached bid tabulation is provided below.

Bid Summary

Prepared By:	Contract 1 (RBEG)	Alternate 1 (RBEG)	Alternate 2 (RBEG)	Contract 2: Huron	Total
Krohn Excavating	\$98,630.00	\$83,555.85	\$22,885.00	\$173,048.55	\$378,119.40
De Sal Excavating	\$115,387.25	\$95,503.75	\$20,522.00	\$169,132.25	\$400,545.25
Compton, Inc.	\$129,645.00	\$109,499.50	\$21,670.00	\$195,153.00	\$455,967.50
Michigan Paving & Materials	\$124,556.75	\$103,808.25	\$23,673.50	\$206,835.95	\$458,874.45
Jensen's Excavating	\$106,045.80	\$102,262.00	\$27,262.00	-	-

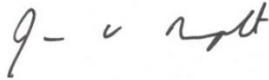
Recommendation

Abonmarche recommends that the city award to total contract to Krohn Excavating for a total awarded contract amount of **\$378,119.40**.

Should you have any questions or comments, please feel free to contact us at our office.

Sincerely,

ABONMARCHE



Jason W. Marquardt, P.E.
Senior Project Engineer

JWM/lmv



Owner: City of South Haven
Project Name: Black River Park RBEG Parking Lot
Project Number: 15-0675
Date and Time: March 10, 2016 at 2:00pm

Legend: Correction

Bid Tabulation - RBEG

Item	Unit	Estimated Quantity	Engineer's Estimate		Krohn Excavating		Jensen's Excavating		DeSal Excavating, Inc.		Michigan Paving and Materials, Co.		Compton, Inc.	
			Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
1 Mobilization, Max \$7500	Lump Sum	1	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 320.00	\$ 320.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00
2 Temporary Traffic Control	Lump Sum	1	\$ 1,500.00	\$ 1,500.00	\$ 2,000.00	\$ 2,000.00	\$ 660.00	\$ 660.00	\$ 3,500.00	\$ 3,500.00	\$ 4,860.00	\$ 4,860.00	\$ 1,000.00	\$ 1,000.00
3 Traffic Signs, Permanent	Sft	4	\$ 25.00	\$ 87.50	\$ 100.00	\$ 350.00	\$ 63.00	\$ 220.50	\$ 30.00	\$ 105.00	\$ 20.00	\$ 70.00	\$ 50.00	\$ 175.00
4 Post, Steel, 3 LB	Lft	15	\$ 10.00	\$ 150.00	\$ 20.00	\$ 300.00	\$ 9.00	\$ 135.00	\$ 35.00	\$ 525.00	\$ 5.00	\$ 75.00	\$ 25.00	\$ 375.00
5 Site Grading	Lump Sum	1	\$ 3,500.00	\$ 3,500.00	\$ 6,800.00	\$ 6,800.00	\$ 11,680.00	\$ 11,680.00	\$ 8,275.00	\$ 8,275.00	\$ 6,800.00	\$ 6,800.00	\$ 14,165.00	\$ 14,165.00
6 Silt Fence	Lft	575	\$ 2.00	\$ 1,150.00	\$ 1.50	\$ 862.50	\$ 2.10	\$ 1,207.50	\$ 2.20	\$ 1,265.00	\$ 1.50	\$ 862.50	\$ 3.00	\$ 1,725.00
7 Inlet Protection, Fabric Drop	Ea	2	\$ 100.00	\$ 200.00	\$ 80.00	\$ 160.00	\$ 225.00	\$ 450.00	\$ 175.00	\$ 350.00	\$ 80.00	\$ 160.00	\$ 150.00	\$ 300.00
8 Geotextile Separator Fabric	Syd	3205	\$ 1.50	\$ 4,807.50	\$ 1.20	\$ 3,846.00	\$ 1.42	\$ 4,551.10	\$ 2.40	\$ 7,692.00	\$ 1.20	\$ 3,846.00	\$ 1.50	\$ 4,807.50
9 Geogrid TX 160	Syd	3205	\$ 5.00	\$ 16,025.00	\$ 2.00	\$ 6,410.00	\$ 2.28	\$ 7,307.40	\$ 3.75	\$ 12,018.75	\$ 2.00	\$ 6,410.00	\$ 6.00	\$ 19,230.00
10 Aggregate Base, 22A, 2 Inch	Syd	3205	\$ 3.00	\$ 9,615.00	\$ 2.00	\$ 6,410.00	\$ 4.26	\$ 13,653.30	\$ 2.50	\$ 8,012.50	\$ 2.75	\$ 8,813.75	\$ 2.50	\$ 8,012.50
11 HMA, 13A	Ton	450	\$ 85.00	\$ 38,250.00	\$ 68.00	\$ 30,600.00	\$ 69.50	\$ 31,275.00	\$ 69.50	\$ 31,275.00	\$ 85.75	\$ 38,587.50	\$ 70.00	\$ 31,500.00
12 HMA, 36A	Ton	270	\$ 85.00	\$ 22,950.00	\$ 68.00	\$ 18,360.00	\$ 69.50	\$ 18,765.00	\$ 69.50	\$ 18,765.00	\$ 110.00	\$ 29,700.00	\$ 86.00	\$ 23,220.00
13 Sidewalk, 4 inch	Sft	830.0	\$ 5.00	\$ 4,150.00	\$ 5.00	\$ 4,150.00	\$ 5.50	\$ 4,565.00	\$ 7.30	\$ 6,059.00	\$ 6.00	\$ 4,980.00	\$ 4.00	\$ 3,320.00
14 Line Mrkg, Waterborne, Blue, 4 inch	Lft	320	\$ 1.00	\$ 320.00	\$ 0.45	\$ 144.00	\$ 0.45	\$ 144.00	\$ 1.50	\$ 480.00	\$ 0.35	\$ 112.00	\$ 0.80	\$ 256.00
15 Line Mrkg, Waterborne, White, 4 inch	Lft	850	\$ 1.00	\$ 850.00	\$ 0.45	\$ 382.50	\$ 0.40	\$ 340.00	\$ 1.50	\$ 1,275.00	\$ 0.30	\$ 255.00	\$ 0.80	\$ 680.00
16 Legend Mrkg, Waterborne, Blue, Handicap Symbol	Ea	2	\$ 200.00	\$ 400.00	\$ 300.00	\$ 600.00	\$ 32.00	\$ 64.00	\$ 150.00	\$ 300.00	\$ 250.00	\$ 500.00	\$ 50.00	\$ 100.00
17 Topsoil Surface, 4 inch	Syd	780	\$ 3.00	\$ 2,340.00	\$ 4.00	\$ 3,120.00	\$ 4.20	\$ 3,276.00	\$ 2.75	\$ 2,145.00	\$ 4.00	\$ 3,120.00	\$ 10.00	\$ 7,800.00
18 Seed	Lb	35	\$ 3.00	\$ 105.00	\$ 5.00	\$ 175.00	\$ 14.40	\$ 504.00	\$ 20.00	\$ 700.00	\$ 5.00	\$ 175.00	\$ 4.00	\$ 140.00
19 Fertilizer	Lb	15	\$ 3.00	\$ 45.00	\$ 8.00	\$ 120.00	\$ 11.60	\$ 174.00	\$ 8.00	\$ 120.00	\$ 8.00	\$ 120.00	\$ 3.00	\$ 45.00
20 Erosion Control, Mulch Blanket	Syd	780	\$ 2.00	\$ 1,560.00	\$ 2.00	\$ 1,560.00	\$ 2.30	\$ 1,794.00	\$ 1.25	\$ 975.00	\$ 2.00	\$ 1,560.00	\$ 1.50	\$ 1,170.00
21 Short's Sedge	Ea	112	\$ 25.00	\$ 2,800.00	\$ 14.00	\$ 1,568.00	\$ 16.00	\$ 1,792.00	\$ 15.00	\$ 1,680.00	\$ 15.00	\$ 1,680.00	\$ 17.00	\$ 1,904.00
22 Magnus Purple Coneflower	Ea	26	\$ 20.00	\$ 520.00	\$ 14.00	\$ 364.00	\$ 16.00	\$ 416.00	\$ 15.00	\$ 390.00	\$ 15.00	\$ 390.00	\$ 16.00	\$ 416.00
23 Kobold Spike Gayfeathers	Ea	12	\$ 20.00	\$ 240.00	\$ 14.00	\$ 168.00	\$ 16.00	\$ 192.00	\$ 15.00	\$ 180.00	\$ 15.00	\$ 180.00	\$ 17.00	\$ 204.00
24 Swamp Oak	Ea	4	\$ 300.00	\$ 1,200.00	\$ 600.00	\$ 2,400.00	\$ 560.00	\$ 2,240.00	\$ 375.00	\$ 1,500.00	\$ 875.00	\$ 3,500.00	\$ 330.00	\$ 1,320.00
25 Goldstrum Black Eyed Susan	Ea	20	\$ 20.00	\$ 400.00	\$ 14.00	\$ 280.00	\$ 16.00	\$ 320.00	\$ 15.00	\$ 300.00	\$ 15.00	\$ 300.00	\$ 14.00	\$ 280.00
Total:			\$	120,665.00	\$	98,630.00	\$	106,045.80	\$	115,387.25	\$	124,556.75	\$	129,645.00
					% of Eng. Est.	81.74%	% of Eng. Est.	87.88%	% of Eng. Est.	95.63%	% of Eng. Est.	103.23%	% of Eng. Est.	107.44%

Alternate #1 - RBEG

Item	Unit	Estimated Quantity	Engineer's Estimate		Krohn Excavating		Jensen's Excavating		DeSal Excavating, Inc.		Michigan Paving and Materials, Co.		Compton, Inc.	
			Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
1 Traffic Signs, Permanent	Sft	4.5	\$ 25.00	\$ 112.50	\$ 100.00	\$ 450.00	\$ 63.00	\$ 283.50	\$ 30.00	\$ 135.00	\$ 20.00	\$ 90.00	\$ 50.00	\$ 225.00
2 Post, Steel, 3 LB	Ft	30	\$ 10.00	\$ 300.00	\$ 20.00	\$ 600.00	\$ 9.00	\$ 270.00	\$ 35.00	\$ 1,050.00	\$ 5.00	\$ 150.00	\$ 25.00	\$ 750.00
3 Site Grading	Lump Sum	1	\$ 2,500.00	\$ 2,500.00	\$ 5,800.00	\$ 5,800.00	\$ 14,665.00	\$ 14,665.00	\$ 7,575.00	\$ 7,575.00	\$ 5,800.00	\$ 5,800.00	\$ 13,800.00	\$ 13,800.00
4 Silt Fence	Lft	200	\$ 2.00	\$ 400.00	\$ 2.00	\$ 400.00	\$ 2.40	\$ 480.00	\$ 2.10	\$ 420.00	\$ 2.00	\$ 400.00	\$ 3.00	\$ 600.00
5 Geotextile Separator Fabric	Syd	2950	\$ 1.50	\$ 4,425.00	\$ 1.20	\$ 3,540.00	\$ 1.35	\$ 3,982.50	\$ 2.25	\$ 6,637.50	\$ 1.20	\$ 3,540.00	\$ 1.50	\$ 4,425.00
6 Geogrid TX 160	Syd	2950	\$ 5.00	\$ 14,750.00	\$ 2.00	\$ 5,900.00	\$ 2.45	\$ 7,227.50	\$ 3.50	\$ 10,325.00	\$ 2.00	\$ 5,900.00	\$ 6.00	\$ 17,700.00
7 Aggregate Base, 22A, 2 Inch	Syd	2950	\$ 3.00	\$ 8,850.00	\$ 2.00	\$ 5,900.00	\$ 4.40	\$ 12,980.00	\$ 2.50	\$ 7,375.00	\$ 2.75	\$ 8,112.50	\$ 2.50	\$ 7,375.00
8 HMA, 13A	Ton	415	\$ 85.00	\$ 35,275.00	\$ 70.00	\$ 29,050.00	\$ 72.00	\$ 29,880.00	\$ 71.50	\$ 29,672.50	\$ 88.00	\$ 36,520.00	\$ 70.00	\$ 29,050.00
9 HMA, 36A	Ton	250	\$ 85.00	\$ 21,250.00	\$ 70.00	\$ 17,500.00	\$ 72.00	\$ 18,000.00	\$ 71.50	\$ 17,875.00	\$ 115.75	\$ 28,937.50	\$ 86.00	\$ 21,500.00
10 Line Mrkg, Waterborne, Blue, 4 inch	Lft	350	\$ 1.00	\$ 350.00	\$ 0.45	\$ 157.50	\$ 0.45	\$ 157.50	\$ 1.50	\$ 525.00	\$ 0.35	\$ 122.50	\$ 0.80	\$ 280.00
11 Line Mrkg, Waterborne, White, 4 inch	Lft	1420	\$ 1.00	\$ 1,420.00	\$ 0.45	\$ 639.00	\$ 0.40	\$ 568.00	\$ 1.50	\$ 2,130.00	\$ 0.30	\$ 426.00	\$ 0.80	\$ 1,136.00
12 Line Mrkg, Waterborne, Blue, Handicap Symbol	Ea	3	\$ 200.00	\$ 600.00	\$ 0.45	\$ 1.35	\$ 32.00	\$ 96.00	\$ 150.00	\$ 450.00	\$ 250.00	\$ 750.00	\$ 50.00	\$ 150.00
13 Topsoil Surface, 4 inch	Syd	215	\$ 3.00	\$ 645.00	\$ 4.00	\$ 860.00	\$ 4.20	\$ 903.00	\$ 3.00	\$ 645.00	\$ 4.00	\$ 860.00	\$ 10.00	\$ 2,150.00
14 Seed	Lb	10	\$ 3.00	\$ 30.00	\$ 10.00	\$ 100.00	\$ 17.20	\$ 172.00	\$ 20.00	\$ 200.00	\$ 10.00	\$ 100.00	\$ 4.00	\$ 40.00
15 Fertilizer	Lb	5	\$ 3.00	\$ 15.00	\$ 10.00	\$ 50.00	\$ 11.60	\$ 58.00	\$ 7.00	\$ 35.00	\$ 10.00	\$ 50.00	\$ 3.00	\$ 15.00
16 Erosion Control, Mulch Blanket	Syd	215	\$ 2.00	\$ 430.00	\$ 2.00	\$ 430.00	\$ 3.00	\$ 645.00	\$ 1.25	\$ 268.75	\$ 2.00	\$ 430.00	\$ 1.50	\$ 322.50
17 Karpick Red Maple	Ea	4	\$ 300.00	\$ 1,200.00	\$ 700.00	\$ 2,800.00	\$ 590.00	\$ 2,360.00	\$ 375.00	\$ 1,500.00	\$ 615.00	\$ 2,460.00	\$ 330.00	\$ 1,320.00
18 New England Aster	Ea	121	\$ 20.00	\$ 2,420.00	\$ 18.00	\$ 2,178.00	\$ 16.00	\$ 1,936.00	\$ 15.00	\$ 1,815.00	\$ 15.75	\$ 1,905.75	\$ 13.00	\$ 1,573.00
19 Short's Sedge	Ea	156	\$ 20.00	\$ 3,120.00	\$ 14.00	\$ 2,184.00	\$ 16.00	\$ 2,496.00	\$ 15.00	\$ 2,340.00	\$ 15.00	\$ 2,340.00	\$ 17.00	\$ 2,652.00
20 Pyramidal European Hornbeam	Ea	2	\$ 300.00	\$ 600.00	\$ 600.00	\$ 1,200.00	\$ 535.00	\$ 1,070.00	\$ 375.00	\$ 750.00	\$ 540.00	\$ 1,080.00	\$ 330.00	\$ 660.00
21 Magnus Purple Coneflower	Ea	52	\$ 20.00	\$ 1,040.00	\$ 14.00	\$ 728.00	\$ 16.00	\$ 832.00	\$ 15.00	\$ 780.00	\$ 15.00	\$ 780.00	\$ 16.00	\$ 832.00
22 Cambridge Scarlet Beebalm	Ea	72	\$ 20.00	\$ 1,440.00	\$ 18.00	\$ 1,296.00	\$ 16.00	\$ 1,152.00	\$ 15.00	\$ 1,080.00	\$ 15.75	\$ 1,134.00	\$ 16.00	\$ 1,152.00
23 Goldstrum Black Eyed Susan	Ea	128	\$ 20.00	\$ 2,560.00	\$ 14.00	\$ 1,792.00	\$ 16.00	\$ 2,048.00	\$ 15.00	\$ 1,920.00	\$ 15.00	\$ 1,920.00	\$ 14.00	\$ 1,792.00
Total:			\$	103,732.50	\$	83,555.85	\$	102,262.00	\$	95,503.75	\$	103,808.25	\$	109,499.50
					% of Eng. Est.	80.55%	% of Eng. Est.	98.58%	% of Eng. Est.	92.07%	% of Eng. Est.	100.07%	% of Eng. Est.	105.56%

Alternate #2 - RBEG

Item	Unit	Estimated Quantity	Engineer's Estimate		Krohn Excavating		Jensen's Excavating		DeSal Excavating, Inc.		Michigan Paving and Materials, Co.		Compton, Inc.	
			Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
1 Site Grading	Lump Sum	1	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,950.00	\$ 4,950.00	\$ 2,350.00	\$ 2,350.00	\$ 4,000.00	\$ 4,000.00	\$ 4,800.00	\$ 4,800.00
2 Subbase, 12 inch	Cyd	140	\$ 1.50	\$ 210.00	\$ 13.50	\$ 1,890.00	\$ 26.00	\$ 3,640.00	\$ 10.10	\$ 1,414.00	\$ 13.50	\$ 1,890.00	\$ 12.00	\$ 1,680.00
3 Silt Fence	Lft	300	\$ 2.00	\$ 600.00	\$ 2.00	\$ 600.00	\$ 2.30	\$ 690.00	\$ 2.10	\$ 630.00	\$ 2.00	\$ 600.00	\$ 3.00	\$ 900.00
4 Inlet Protection, Fabric Drop	Ea	4	\$ 100.00	\$ 400.00	\$ 80.00	\$ 320.00	\$ 225.00	\$ 900.00	\$ 175.00	\$ 700.00	\$ 80.00	\$ 320.00	\$ 100.00	\$ 400.00
5 Aggregate Base, 22A, 2 Inch	Syd	410	\$ 3.00	\$ 1,230.00	\$ 7.50	\$ 3,075.00	\$ 8.85	\$ 3,628.50	\$ 7.00	\$ 2,870.00	\$ 8.35	\$ 3,423.50	\$ 8.00	\$ 3,280.00
6 HMA, 13A	Ton	55	\$ 85.00	\$ 4,675.00	\$ 120.00	\$ 6,600.00	\$ 122.00	\$ 6,710.00	\$ 125.00	\$ 6,875.00	\$ 110.00	\$ 6,050.00	\$ 76.00	\$ 4,180.00
7 HMA, 36A	Ton	33	\$ 85.00											

Owner: City of South Haven
Project Name: Huron Street DDA Parking Lot
Project Number: 15-0911
Date and Time: March 10, 2016 at 2:00pm

Legend: Correction

Bid Tabulation - Huron

Item	Unit	Estimated Quantity	Engineer's Estimate		DeSal Excavating, Inc.		Krohn Excavating		Compton, Inc.		Michigan Paving and Materials, Co.	
			Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
1 Mobilization, \$8,000 Max	Lump Sum	1	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00
2 Temporary Traffic Control	Lump Sum	1	\$ 1,000.00	\$ 1,000.00	\$ 4,500.00	\$ 4,500.00	\$ 4,000.00	\$ 4,000.00	\$ 3,000.00	\$ 3,000.00	\$ 5,770.00	\$ 5,770.00
3 Traffic Signs, Permanent	Sft	6	\$ 20.00	\$ 120.00	\$ 25.00	\$ 150.00	\$ 120.00	\$ 720.00	\$ 50.00	\$ 300.00	\$ 20.00	\$ 120.00
4 Post, Steel, 3 LB	Ft	20	\$ 10.00	\$ 200.00	\$ 30.00	\$ 600.00	\$ 40.00	\$ 800.00	\$ 25.00	\$ 500.00	\$ 5.00	\$ 100.00
5 HMA Surface, Rem	Syd	1450	\$ 10.00	\$ 14,500.00	\$ 4.25	\$ 6,162.50	\$ 3.50	\$ 5,075.00	\$ 5.00	\$ 7,250.00	\$ 3.50	\$ 5,075.00
6 Pavt, Rem	Syd	120	\$ 10.00	\$ 1,200.00	\$ 6.60	\$ 792.00	\$ 5.00	\$ 600.00	\$ 22.00	\$ 2,640.00	\$ 5.00	\$ 600.00
7 Sidewalk, Rem	Syd	90	\$ 5.00	\$ 450.00	\$ 7.30	\$ 657.00	\$ 5.00	\$ 450.00	\$ 5.00	\$ 450.00	\$ 5.00	\$ 450.00
8 Curb and Gutter, Rem	Lft	590	\$ 6.00	\$ 3,540.00	\$ 3.75	\$ 2,212.50	\$ 5.00	\$ 2,950.00	\$ 4.50	\$ 2,655.00	\$ 5.00	\$ 2,950.00
9 Tree Removal, 6 inch to 18 inch	Ea	4	\$ 150.00	\$ 600.00	\$ 975.00	\$ 3,900.00	\$ 350.00	\$ 1,400.00	\$ 300.00	\$ 1,200.00	\$ 350.00	\$ 1,400.00
10 Bollard, Rem	Ea	1	\$ 50.00	\$ 50.00	\$ 150.00	\$ 150.00	\$ 100.00	\$ 100.00	\$ 150.00	\$ 150.00	\$ 100.00	\$ 100.00
11 Site Grading	Lump Sum	1	\$ 5,000.00	\$ 5,000.00	\$ 3,285.00	\$ 3,285.00	\$ 20,000.00	\$ 20,000.00	\$ 16,560.00	\$ 16,560.00	\$ 20,000.00	\$ 20,000.00
12 Inlet Protection, Silt Bag	Ea	11	\$ 100.00	\$ 1,100.00	\$ 175.00	\$ 1,925.00	\$ 80.00	\$ 880.00	\$ 150.00	\$ 1,650.00	\$ 80.00	\$ 880.00
13 Silt Fence	Fft	560	\$ 2.00	\$ 1,120.00	\$ 2.25	\$ 1,260.00	\$ 2.00	\$ 1,120.00	\$ 3.00	\$ 1,680.00	\$ 2.00	\$ 1,120.00
14 Aggregate Base, 22A, 8 inch	Syd	2351	\$ 6.50	\$ 15,281.50	\$ 7.00	\$ 16,457.00	\$ 6.00	\$ 14,106.00	\$ 8.00	\$ 18,808.00	\$ 6.85	\$ 16,104.35
15 Subbase	Cyd	717	\$ 8.00	\$ 5,736.00	\$ 11.75	\$ 8,424.75	\$ 13.00	\$ 9,321.00	\$ 12.00	\$ 8,604.00	\$ 13.00	\$ 9,321.00
16 HMA, 13A	Ton	194	\$ 85.00	\$ 16,490.00	\$ 77.00	\$ 14,938.00	\$ 75.00	\$ 14,550.00	\$ 88.00	\$ 17,072.00	\$ 170.00	\$ 32,980.00
17 HMA, 36A	Ton	194	\$ 85.00	\$ 16,490.00	\$ 77.00	\$ 14,938.00	\$ 75.00	\$ 14,550.00	\$ 93.00	\$ 18,042.00	\$ 170.00	\$ 32,980.00
18 Hand Patching	Ton	10	\$ 100.00	\$ 1,000.00	\$ 300.00	\$ 3,000.00	\$ 250.00	\$ 2,500.00	\$ 265.00	\$ 2,650.00	\$ 350.00	\$ 3,500.00
19 Curb and Gutter, Det F4	Lft	752	\$ 21.00	\$ 15,792.00	\$ 25.75	\$ 19,364.00	\$ 22.00	\$ 16,544.00	\$ 24.00	\$ 18,048.00	\$ 22.00	\$ 16,544.00
20 Sidewalk, 4 inch	Sft	525	\$ 5.00	\$ 2,625.00	\$ 6.85	\$ 3,596.25	\$ 6.00	\$ 3,150.00	\$ 4.00	\$ 2,100.00	\$ 7.00	\$ 3,675.00
21 Sidewalk, Ramp, 6 inch	Sft	95	\$ 8.00	\$ 760.00	\$ 9.60	\$ 912.00	\$ 7.00	\$ 665.00	\$ 6.00	\$ 570.00	\$ 8.00	\$ 760.00
22 Line Mrkg, Waterborne, Blue, 6 inch	Lft	532	\$ 2.00	\$ 1,064.00	\$ 1.50	\$ 798.00	\$ 0.45	\$ 239.40	\$ 1.00	\$ 532.00	\$ 0.75	\$ 399.00
23 Line Mrkg, Waterborne, White, 6 inch	Lft	3617	\$ 2.00	\$ 7,234.00	\$ 1.50	\$ 5,425.50	\$ 0.45	\$ 1,627.65	\$ 1.00	\$ 3,617.00	\$ 0.60	\$ 2,170.20
24 Legend Mrkg, Blue, Handicap Symbol	Ea	6	\$ 150.00	\$ 900.00	\$ 150.00	\$ 900.00	\$ 200.00	\$ 1,200.00	\$ 50.00	\$ 300.00	\$ 75.00	\$ 450.00
25 Topsoil Surface, 4 inch	Syd	275	\$ 2.50	\$ 687.50	\$ 3.10	\$ 852.50	\$ 5.00	\$ 1,375.00	\$ 10.00	\$ 2,750.00	\$ 5.00	\$ 1,375.00
26 Seed	Lb	22	\$ 10.00	\$ 220.00	\$ 30.00	\$ 660.00	\$ 5.00	\$ 110.00	\$ 4.00	\$ 88.00	\$ 5.00	\$ 110.00
27 Fertilizer	Lb	10	\$ 10.00	\$ 100.00	\$ 8.00	\$ 80.00	\$ 8.00	\$ 80.00	\$ 3.00	\$ 30.00	\$ 8.00	\$ 80.00
28 Erosion Fabric	Syd	417	\$ 1.50	\$ 625.50	\$ 1.25	\$ 521.25	\$ 3.00	\$ 1,251.00	\$ 2.00	\$ 834.00	\$ 3.00	\$ 1,251.00
29 Valve Box Adjust	Ea	1	\$ 300.00	\$ 300.00	\$ 450.00	\$ 450.00	\$ 200.00	\$ 200.00	\$ 250.00	\$ 250.00	\$ 200.00	\$ 200.00
30 Stm. Swr. 12 inch, R.C.P.	Lft	60	\$ 100.00	\$ 6,000.00	\$ 34.50	\$ 2,070.00	\$ 30.00	\$ 1,800.00	\$ 70.00	\$ 4,200.00	\$ 30.00	\$ 1,800.00
31 Structure, Stm. MH, 48 inch Dia	Ea	2	\$ 3,000.00	\$ 6,000.00	\$ 1,750.00	\$ 3,500.00	\$ 1,600.00	\$ 3,200.00	\$ 2,500.00	\$ 5,000.00	\$ 1,600.00	\$ 3,200.00
32 Structure Cover, EJ 1040, Storm w/ City Logo	Ea	1	\$ 600.00	\$ 600.00	\$ 725.00	\$ 725.00	\$ 450.00	\$ 450.00	\$ 900.00	\$ 900.00	\$ 450.00	\$ 450.00
33 Structure Cover, EJ 7045	Ea	1	\$ 650.00	\$ 650.00	\$ 1,025.00	\$ 1,025.00	\$ 700.00	\$ 700.00	\$ 1,300.00	\$ 1,300.00	\$ 700.00	\$ 700.00
34 Slurry Seal Coat	Syd	5758	\$ 3.00	\$ 17,274.00	\$ 3.25	\$ 18,713.50	\$ 2.75	\$ 15,834.50	\$ 6.00	\$ 34,548.00	\$ 2.30	\$ 13,243.40
35 Light Fixture, Relocate	Ea	2	\$ 3,000.00	\$ 6,000.00	\$ 4,750.00	\$ 9,500.00	\$ 4,900.00	\$ 9,800.00	\$ 1,600.00	\$ 3,200.00	\$ 4,250.00	\$ 8,500.00
36 Light Fixture, Install	Ea	1	\$ 5,000.00	\$ 5,000.00	\$ 3,650.00	\$ 3,650.00	\$ 7,500.00	\$ 7,500.00	\$ 1,800.00	\$ 1,800.00	\$ 5,828.00	\$ 5,828.00
37 Conduit, Installation	Lft	775	\$ 10.00	\$ 7,750.00	\$ 6.50	\$ 5,037.50	\$ 8.00	\$ 6,200.00	\$ 5.00	\$ 3,875.00	\$ 6.00	\$ 4,650.00
Total:				\$ 171,459.50		\$ 169,132.25		\$ 173,048.55		\$ 195,153.00		\$ 206,835.95
					% of Eng. Est.	98.64%	% of Eng. Est.	100.93%	% of Eng. Est.	113.82%	% of Eng. Est.	120.63%

Owner: City of South Haven
 Project Name: Black River Park RBEG & Huron Street DDA Parking Lots
 Project Number: 15-0675/15-0911
 Date and Time: Thursday, March 10, 2016 at 2:00 p.m.

Bid Opening Tabulation

CONTRACTOR	BID BOND	INSURANCE	NON-COLLUSION AFFIDAVIT	Acknowledged Addendum #1	CONTRACT #1 (RBEG)			CONTRACT #2 (HURON)
					BASE BID	ALT. #1	ALT. #2	BASE BID
Compton	✓			✓	129,645	109,499.50	21,670	195,153
DeSal Excavating	✓		✓	✓	115,387.25	95,503.75	20,522	169,132.25
Driesenga					—	—	—	—
Jensen's	✓		✓	✓	106,045.80	100,534	27,473.95	—
Krohn Excavating	✓			✓	98,630 84,454.50	84,454.50	22,885	173,047.55
MICHIGAN PAVING & MATERIALS	✓			✓	124,566.75	103,808.25	23,673.50	198,335.95



License Agreement Request 706 Center Street

City of South Haven

Background Information: Kevin Anderson owns real property located at 706 Center Street, South Haven, Michigan. The Andersons currently lease the property to residential tenants and now desire to sell the property. A portion of the home located on the property encroaches on a portion of the City-owned public right-of-way. The Andersons and their tenants have also used a portion of the City-owned public right-of-way for vehicular and pedestrian access to the home (see Exhibit B).

The Andersons would now like to have a license agreement with the city in order to continue to use those portions of the right-of-way as they have in the past and desire subsequent purchasers of the Anderson Property be permitted to continue to use those portions of the right-of-way as the Andersons and their tenants have in the past for access to the Anderson Property.

Recommendation: Staff recommends approval of the license agreement.

Support Material:

Draft license agreement
Property survey

LICENSE AGREEMENT

This License Agreement is made as of March 21, 2016, between the City of South Haven, a Michigan municipal corporation, of 539 Phoenix Street, South Haven, MI 49090-1499 (the "City") and Kevin P. and Nanette S. Anderson, of 501 Green Street, Dowagiac, MI 49047 (the "Andersons").

RECITALS

- A. The Andersons own real property located at 706 Center Street, South Haven, Michigan, legally described on the attached Exhibit A (the "Anderson Property"). The Andersons currently lease the Anderson Property to residential tenants and desire to sell the Anderson Property.
- B. A portion of the home located on the Anderson Property encroaches on a portion of the City-owned public right-of-way. The Andersons and their tenants have also used a portion of the City-owned public right-of-way for vehicular and pedestrian access to the home.
- C. The Andersons desire to continue to use those portions of the right-of-way as they have in the past for access to the Anderson Property and desire subsequent purchasers of the Anderson Property be permitted to continue to use those portions of the right-of-way as the Andersons and their tenants have in the past for access to the Anderson Property.
- D. The City is willing to permit the continued use of the right-of-way in accordance with the terms and conditions of this Agreement.

TERMS AND CONDITIONS

In exchange for the consideration in and referred to by this Agreement, the parties agree as follows:

- 1. License. In exchange for the consideration in and referred to by this Agreement, the City grants to the Andersons a license for a portion of their house to encroach upon, and use for pedestrian and vehicular access to the home, approximately 17 feet of the Center Street right-of-way, an area legally described on the attached Exhibit B (the "Licensed Premises"). This license provides permission to use the Licensed Premises and does not convey any legal or equitable interest in the Licensed Premises.
- 2. Use. The Andersons shall not alter or improve the Licensed Premises without the City's prior written approval. The Andersons' use of the Licensed Premises shall be consistent with the Andersons' current use of the Licensed Premises. The Andersons shall maintain the Licensed Premises in good repair. The City shall have no duty to maintain, repair, replace or improve any portion of the Licensed Premises.
- 3. Indemnification.
 - A. The Andersons agree to save and hold the City, its officers, employees, and agents harmless from, and defend and indemnify the City, its officers, employees, and agents against, any and all claims or lawsuits seeking recovery for damage or injury, including death, and against any other legal proceeding instituted against them directly or indirectly, arising from the physical existence of the encroachment in the Licensed Premises or the Anderson's other use of the Licensed Premises, regardless of whether the Andersons are negligent. As to incidents occurring during the license term and any extensions thereof which would or do give rise to claims for damages, the Andersons' obligations under this paragraph shall survive the termination of this Agreement for a period of 3 years.
 - B. The provisions of this paragraph shall apply to any allegations that the City or its officers, employees, or agents were negligent in permitting the encroachment or the Andersons' other use of

the Licensed Premises, or failing to inspect such encroachment or other portion of the Licensed Premises.

4. Term.

A. The term of this License shall be for a period of 20 years and shall be automatically renewed for successive 20 year terms unless either party provides written notice of termination at least 60 days before the renewal date. However, both the original term and any extensions thereof shall be subject to the City's right of revocation stated below.

B. This license is terminable at the will of the City Council. However, prior to terminating the license, the City shall first give the Andersons written notice that it is considering such action and the date and time of the City Council meeting at which such action will initially be considered so that the Andersons may address the City Council.

5. Fee. The Andersons shall pay the City a License Fee of One and no/100 Dollars (\$1.00).

6. Assignment. The Andersons may assign this Agreement upon 14 days' written notice to the City, provided such assignment is in connection with the conveyance, transfer, or sale of the Anderson Property and the assignee expressly assumes full liability for the Andersons' obligations pursuant to this Agreement.

7. Termination. Following termination of this Agreement, within 30 days' of receiving a written notice from the City requesting removal and restoration, the Andersons shall remove the encroachment from the Licensed Premises and restore the Licensed Premises to a condition acceptable to the City, at no cost to the City.

8. Miscellaneous.

A. This Agreement shall be governed by and construed in accordance with the laws of the State of Michigan.

B. Any notices required hereunder shall be delivered personally, or by first-class mail to the Andersons or the City at the addresses listed above.

C. This Agreement shall be executed in recordable form and recorded with the Van Buren County Register of Deeds.

D. This Agreement shall be binding upon and inure to the benefit of the parties, their administrators, successors, and assigns.

The parties have signed this Agreement as of the date first above written.

CITY OF SOUTH HAVEN

STATE OF MICHIGAN
COUNTY OF VAN BUREN

By: _____
Robert Burr, Mayor

On _____, 2015, Robert Burr and Amanda Morgan, who are personally known to me as the Mayor and Clerk, respectively, signed this document in my presence on behalf of the City of South Haven.

By: _____
Amanda Morgan, Clerk

*
Notary public, _____ County, MI
Acting in _____ County, MI
My commission expires: _____, 20__

PROPERTY OWNERS

By: _____
Kevin P. Anderson

By: _____
Nanette S. Anderson

Drafted and, when recorded, return to:
Scott G. Smith
Dickinson Wright PLLC
200 Ottawa Ave., Ste 1000
Grand Rapids, MI 49503
(616) 458-1300

STATE OF MICHIGAN
COUNTY OF VAN BUREN

On _____, 2016, Kevin P. Anderson and
Nanette S. Anderson, who are either personally
known to me or whose photo identification I
reviewed, signed this document in my presence.

*
Notary public, _____ County, MI
Acting in _____ County, MI
My commission expires: _____, 20__

**Exempt from county and state real estate
transfer tax as no interest in real property is
conveyed pursuant to the this Agreement.**

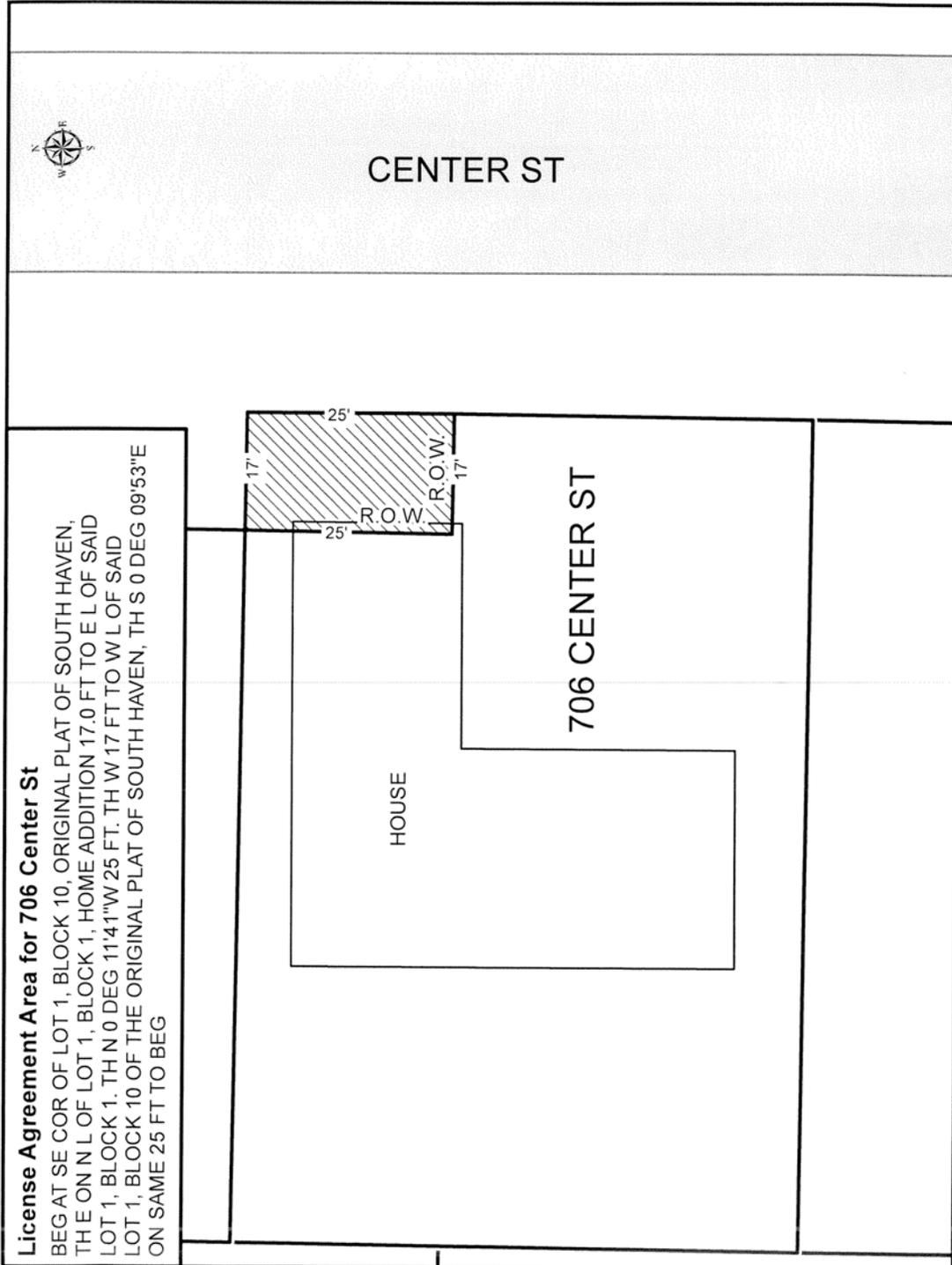
EXHIBIT A

ANDERSON PROPERTY LEGAL DESCRIPTION

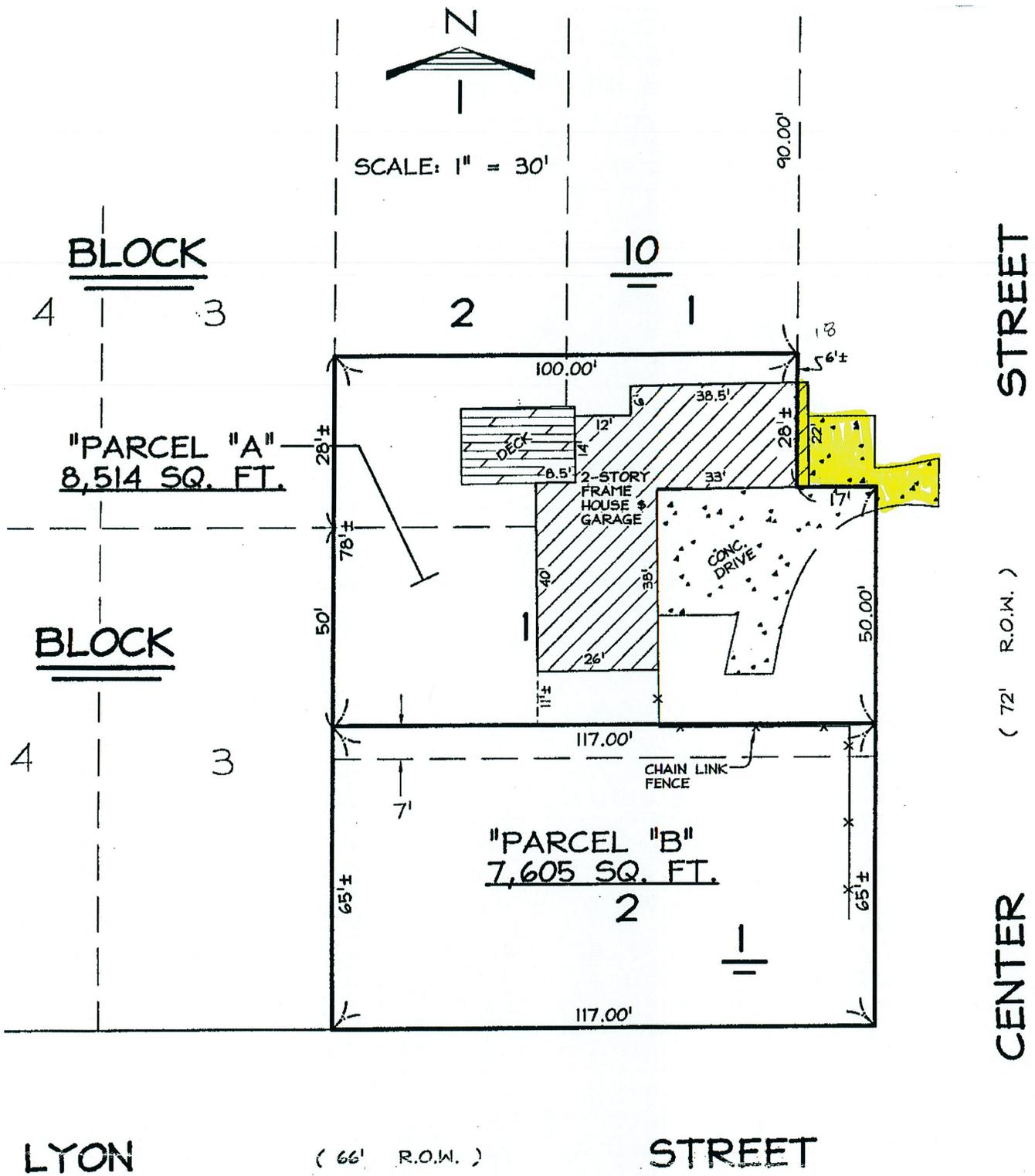
BEG AT SE COR OF LOT 1, BLOCK 10, ORIGINAL PLAT OF SOUTH HAVE, TH E ON N L OF LOT 1, BLOCK 1, HOME ADDITION 17.0 FT TO E L OF SAID LOT 1, BLOCK 1, TH S 0 DEG 14'50"E ON SAME 50.0 FT, TH W 116.94 FT TO W L OF SAID LOT 1, BLOCK 1, TH N 0 DEG 11'41"W ON SAME AND W L OF LOT 2, BLOCK 10 ORIGINAL PLAT OF SOUTH HAVEN 75.0 FT, TH S 89 DEG 44'03"E 99.95 FT TO E L OF LOT 1, BLOCK 10, TH S 0 DEG 09'53"E ON SAME 25 FT TO BEG. *** SPLIT ON 26 JUNE 2007 FROM 80-53-010-001-60 FOR 2008.

EXHIBIT B

LICENSED PREMISES LEGAL DESCRIPTION



GRAPIDS 57671-1 366214v1



"SUBJECT TO SURVEY"

MITCHELL SURVEYS, INC.

404 Broadway
 South Haven, Michigan 49090
 Phone (616) 637 - 1107
 Fax (616) 637 - 1907

Client KEVIN ANDERSON
 Date 9-16-2002 Job No. 02-883 Sheet 1 of 2
 Dwg. By FAM Dwg. Ck. Desc. By Desc. Ck.
 Being in the W 1/2 Section 10, T 1 S, R 17 W
SOUTH HAVEN Twp. VAN BUREN Co., Michigan

Planning Commission

Regular Meeting Minutes Thursday, February 4, 2016



City of South Haven

1. Call to Order by Paull at 7:00 p.m.

2. Roll Call

Present: Bill Fries, John Frost, Clark Gruber, Larry Heinig, Steve Miles, Brian Peterson, Terri Webb, Dave Paull

Absent: Judy Stimson

Motion by Heinig, second by Gruber to excuse Stimson.

All in favor. Motion carried.

3. Approval of Agenda

Motion by Heinig, second by Miles to approve the February 4, 2016 regular meeting agenda as presented.

All in favor. Motion carried.

4. Approval of Minutes – January 7, 2016

Motion by Miles, second by Heinig to approve the January 7, 2016 regular Meeting Minutes as written.

All in favor. Motion carried.

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

Rosalie Plechaty, 995 Monroe Boulevard. Stated, in response to Miss Stimson's closing remarks at the last meeting, that she did not move into a tourist town but a community.

Susan Ryan, 37 Cass Street. Spoke about rentals in neighborhoods and made several suggestions, including hiring a consulting firm and restoring historic neighborhoods.

Dorothy Appleyard, 806 Wilson Street. Spoke to Paull's comments about there being no intent to do away with short term rentals and stated she wants assurance that there is no intent to do away with residential neighborhoods.

6. New Business - None

7. Other Business

Paull made remarks regarding the work continuing and ways to communicate your opinions via Wednesday 10:00 a.m. meetings and emails to landerson@south-haven.com

a) Rental Ordinance update

Paull explained that the purpose for this agenda item is for the committee to update the full commission on progress on the rental ordinance.

Anderson commented on yesterday's discussion. Stated she has not received the revised documents from our attorney that reflect yesterday's revisions. Much discussion led to occupancy caps being determined as more important than house size. In the single family residential (R1-A, R1-B and R1-C) zones, it was proposed that occupancy be limited to two (2) people per bedroom plus two (2) additional people per occupied floor with a cap of 16. Children six (6) and under would be exempt from counting toward the occupancy cap. In the other areas, (RM1, R2 and B3), the same requirements would apply, but Planning Commission could grant a cap of 24 if all the current and proposed standards were met. Proposed new standards include the following:

Except as otherwise provided in this section, the maximum occupancy load shall be 2 persons per bedroom, plus two additional persons per finished level with means of emergency egress (e.g. a functional window), up to a total of 16 persons. Applicants who wish to request a maximum occupancy load of more than 16 persons, or more than 2 persons per bedroom, must do so on the application form. The Zoning Administrator and Fire Code Official may approve such requests upon determining that the proper safety features are met, may require some of all of the following:

- Has a parking site plan allowing sufficient access for emergency vehicles
- Automatic sprinkler systems
- Fire alarm systems
- Interconnected smoke alarm systems
- Fire rated corridors
- Fire rated stairwell enclosures
- Sleeping rooms with automatic door closers
- A sufficient number of emergency exits, suitably placed in relation to the designated bedrooms.

These standards would provide more of a commercial review/construction than a typical house would have, even in the areas where larger houses may be permitted.

A brief discussion ensued regarding the Primary Residence Exemption (PRE) issue. Some members believe rentals qualifying for PRE but renting for less than 15 days per

year should still be included in the registration. The city attorney feels strongly that PRES should be exempt.

The next sub-committee workshop meeting is to be held Wednesday, February 10 at 10:00 a.m. and will focus on Sec. 10-244: Violation and revocation of the registration.

Gruber commented that he thought the Planning Commission was going to review with South Haven Area Emergency Services (SHAES) their requirement for driveway access. Anderson agreed that is covered in the parking site plan and will be included in the site plan review process that will go to SHAES and noted that the city engineer will also have to review the plans submitted.

Peterson noted that he is not entirely sold on the child exemption, noting, "We are essentially saying unlimited kids are allowed," but stated he does not know how it could be worded better. Paull agreed that this is a dilemma we need to resolve. Gruber said he has been told before that he could not rent to that number. Webb stated that some of the homes they manage could have the occupancy bumped, but we are not going to and agreed, "You don't want sixteen toddlers running around a house". Frost said we talked about this a couple weeks ago and asked, "Would you rather have a group of twelve twenty-five year old men on a golf outing or grandma and grandpa, their three (3) children and spouses and nine (9) grandchildren?" Frost stated that the latter are not the groups that cause the problems. "These people are celebrating their 50th wedding anniversary and going to bed at 9:00 p.m. We need to take a good hard look at any sort of a hard cap. I recently told a group of 12 people 'no' because I know I can fill that week with a family. Twelve thirty- year-old guys? No, sorry." Frost continued, "But if we have a hard cap, I'm not going to be able to do that anymore; I have to fill it or I will lose it. I'm willing to talk about this." Paull agreed that is what needs to be done, noting "This is not as easy an issue as one would like to simply put down on a piece of paper and pen. That is why the discussion will continue and hopefully be as open as it has been, because it needs to be."

b) Annual Report to Council 2015

Anderson noted this is an annual report required by the Michigan Planning Enabling Act of 2008, as amended, detailing the activities of the Planning Commission. This is a month-by-month report and last year was pretty typical with no large numbers.

While not required, Anderson also prepared a report on the Zoning Board of Appeals (ZBA) and noted that the ZBA was busier last year than the past two (2) years, meeting 12 times compared to six (6) times in the previous year.

8. Commissioner Comments

Gruber: While he hasn't been on the Planning Commission for very long, expressed appreciation for emails the last couple of days. He also noted the report shows some diverse applications: a retail establishment; an impound lot; an auto expansion; a restaurant brew pub; condos and a repair shop. "There is a lot that goes on outside of just rental ordinances."

Anderson: There were 19 work sessions in addition to the regular meetings.

Paul: “Stop publishing lies. This burns badly. Just stop doing it. If you are not at a meeting, I don’t know how you can attest to anything that is occurring here. Stop publishing lies. It’s slander and with that I’ll ask for a final motion.”

9. Adjourn

Motion by Gruber, second by Heinig to adjourn at 7:23 p.m.

All in favor. Motion carried.

RESPECTFULLY SUBMITTED,

Marsha Ransom
Recording Secretary

Parks Commission

Regular Meeting Minutes

Tuesday, February 9, 2016
6:00 p.m., Council Chambers



City of South Haven

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

2. Roll Call

Present: Jeff Arnold, Dorothy Cobbs, Marilyn White, Warren Toneman
Absent: Bob McAlear, Chuck Moore, Patti Reinert

Also present: Kathy Burczak, LLA, ASLA, Senior Landscape Architect, Abonmarche
Tony McGee, Director of Development Services, Abonmarche

3. Introduction of new Council Representative, Jeff Arnold

4. Approval of Agenda

Motion by Arnold, second by White to approve the February 9, 2016 Regular Meeting Agenda as presented.

All in favor. Motion carried.

5. Approval of Minutes for the Record – December 8, 2015

Motion by Arnold, second by Cobbs to approve the December 8, 2015 Regular Meeting Minutes as written.

All in favor. Motion carried.

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

None at this time.

REPORTS

7. Project Updates.

Halberstadt commented that the city has received a notice of pending funding award for the Bicycle Pump Track from the Michigan DNR Recreation Passport Program.

The Monroe Boulevard property acquisition is complete and those four (4) parcels have been placed in the Parks system.

Halberstadt noted that work on the grant funded projects typically must wait until the state issues a formal notice of award.

The Water Street streetscape was included and Halberstadt noted that this is being moved through various boards and commissions; the design will then be tweaked based on comments received.

NEW BUSINESS

8. Commission will be requested to review an updated drawing of the proposed Splash Pad.

Halberstadt reminded that the Parks Commission was first shown this concept in 2013 and at the time commissioners expressed universal desire to see it located at the west end of Riverfront Park. Halberstadt pointed out the various amenities in the existing park and restrooms, noting we are trying to locate funding to do some work updating the restrooms, also eliminate the parking lot, allowing the splash pad being closer to the restrooms and eliminate the pedestrian hazard (walking thru the center of the parking lot).

Discussion ensued regarding enlargement of the restroom building. Halberstadt then pointed out the extension in relation to the splash pad.

Halberstadt introduced Kathy Burczak who explained the overall plan explaining how the gradient is planned and the sitting area in conjunction with the restrooms and concession and the splash pad. Burczak noted that the splash pad is operated by activators rather than running 24/7, which conserves water usage, and pointed out the seat walls around the perimeter.

Burczak noted that several plans were designed and the theme which came to the forefront was based on the city's tall ship, the Friends Goodwill and the War of 1812, including barrels; treasure chests; different types of splash activities that will accommodate different kids' desires; the stern and bow replications of the Friends Good Will; a nautical theme; and the flag of 1812 on the mast. In response to a question about materials, Burczak noted that a combination of colored and natural concrete will be used for the basis of the structure. Seat walls are being used to take care of the gradient differential. The seat walls will be about 15 to 18 inches high; with landscaping around the exterior and a spot that houses the system for the mechanism for the splash pad operation. Burczak noted that the splash pad will also be fenced in so it will contain the kids in that area, explaining that controlled access is designed into this plan as well as ADA accessibility.

Arnold asked what the net loss of parking will be after removing the parking lot to which Halberstadt responded that there is no loss of parking.

Burczak pointed out the ADA parking spots adjacent to a sloped ramp that takes people into the restroom, concession and splash pad seating area.

White asked whether there will be water coming out of the stern feature, Burczak said the designers are working with the water company which will custom design it to make it look as close as possible to the actual Friends Good Will, with water features, within the budget.

Halberstadt asked what the stern and bow will be made out of; which Kathy noted is being designed and Abonmarche will be working closely with a group who makes play structures and have recently purchased a water arcing company, which performs as a subsidiary to the play structure business.

Toneman noted it seems like two small projects (restroom renovation/expansion and splash pad) have been brought together into one congruent project.

Burczak noted that the splash pad is planned to have capacity for around 100 children.

Discussion was noted about the seating area not having a canopy for shade which Burczak noted can be added later, explaining they are pretty pricey. Discussion ensued about shade trees, metal umbrellas for over tables and any other options to provide shade.

Toneman stated he is glad to see the splash pad project moving forward and asked about when it can be started. McGee explained that the City will be applying for the grant on April 1, 2016 and it would be fall 2017 before construction could be started. Halberstadt explained that the Parks Commission will be asked to recommend a resolution to City Council for approval.

Toneman suggested coming up with something for shade options, because he thinks trees are messy, while steel umbrellas or canopies would be preferable. Burczak said she would show something with a sail look, similar to what she had originally designed, mirroring the nautical design. Burczak will look for funding and noted that some dermatology groups were offering grants a few years back.

Arnold noted that before planning for trees you will want to ask the people who plan the water works; they may not want tree debris in the system. Burczak said she will add in the canopy or other shade mechanism and send to Halberstadt, who can forward it to the commissioners.

9. City Engineer Comments

Due to the introduction of a new Commission member and the small quorum anticipated at the February meeting, further review and adoption of the revised City Gift Policy will be scheduled for the March meeting.

10. Commissioner Comments

There were no comments.

11. Adjourn

Motion by Arnold, second by White to adjourn at 6:30 p.m.

All in favor. Motion carried.

February 9, 2016
Parks Commission
Regular Meeting Minutes

RESPECTFULLY SUBMITTED,

Marsha Ransom
Recording Secretary

THE BAILEY MUSEUM

February 17th 2016 Board of Trustees Meeting Minutes 6:15 P.M. McNeil Event Room

Board Members Present: Anne Long, Joan Hiddema, Cindy McAlear, Bill Lundy, Melanie Gleiss, Todd Robbins

Board Members Absent: Robin Reva (Excused), & John Stempien (Excused)

City Council Representative Present: Vickiy Kozlik Wall

Director Present: Michael Fiedorowicz

CALL TO ORDER

Anne Long called the meeting to order at 6:22pm.

BAILEY MOMENT OF INSPIRATION: excerpt from Liberty Hyde Bailey by Zachary Michael Zack, "The Apple Tree" (Anne)

Next Meeting Volunteer: Joan Hiddema

APPROVAL OF THE MINUTES (January Meeting)

Anne asked if there was any discussion concerning the minutes of the last Board meeting.

It was moved by Anne Long to accept the LHBM Board minutes from the January 20th meeting after correcting the date.

Motion seconded by Joan Hiddema.

Motion Carried.

TREASURER'S REPORT – JOAN HIDDEMA

Checking Account Balance: \$25,650.95

McNeill Endowment Account: \$13,117.35

South Haven Community Foundations Investment: \$5,000 –

Some discussion led by Hiddema to consider investing this money. Joan will research some options and involved costs to share with the board at a later date.

Museum Dinners:

Thirsty Perch \$0

Phoenix St \$300

Clementine's \$535

Vineyard \$0

Garden Club donation \$1750 For Bailey's Budding Naturalists (will be recognized as sponsors in publication materials)

State of Michigan Cultural Grant installment \$4,300

DIRECTOR'S REPORT – MICHAEL FIEDOROWICZ

MANAGEMENT:

Joan Hiddema discovered a couple payments via PayPal that had not arrived to my email, like usual. Payments from our website (using Pay Pal) generate an email to info@lib. I then register the information (book sale, membership, etc.) and share the email with Joan to enter as a financial transaction.

Two donations did not show-up in the email, though they appeared on a report Joan produced. In investigating it I discovered the old lhbm@south-haven.com email was still in the system. I believe I've corrected it. As a result of the discovery, we can report two more donations for our Annual Drive, \$120 from two donors!

Our furnace has been repaired, it took a whole week to review the problem and purchase a new fan motor. The servicer also replaced the water pump (for water from the condenser on the air conditioning coils) because it had a defective switch.

Lotte Resek of Foundry Hall, and I have been discussing her idea she is calling, Spring Fest. She is talking to people about a family gathering at Epiphany Church with an afternoon of music and crafts and maybe a 'food thing' and a gardener demonstration, etc. It would be Saturday March 19th. She has musician interested in "community, slow food, and organic experiences". She would like us to participate by offering a gardening demonstration or something.

Foundry Hall and we are planning a concert at the museum on May 10 with the Corn Potato String Band. They play a bluegrass/ folk style music. It will be like the last concert, in the evening, small admission.

Grants & Development

I met with Mark Harvey of the Michigan Archives, the organization which awarded us the Save Michigan History Grant, and discussed our project and work plan. He is a big fan of Bailey! He was eager to come and visit the site because of that. I am looking for grants for gardens and the upcoming exhibition.

Collections and Exhibitions

I am working on the Digital Access Project, finally. It has two parts, the on-line collection module and the exhibition expansion with the tablet computer.

I purchased the Collections On-line module from Past Perfect (PP). PP will create a website that will be linked to our existing site so that it will create a seamless experience. It will look in color and style like our current site. It will allow users to search and view documents, photos and (eventually) objects in our collection. The grant is for making archives (documents, letters, photos and records) available, not artifacts or objects. Once the site is launched it will link to our PP records. Eventually everything in the collection will be accessible, adding items is easy.

Our visit with our MAP reviewer, Jennifer White, is Monday, March 14 and Tuesday the 15th. Once the agenda is set I will share it with everyone. To set the agenda I may call some committees to meet on those days. Our board meeting will be Monday, March 14 so that the board can meet with Ms. White as part of the program. She will be departing Tuesday afternoon. I hope everyone can attend.

Dr. Fenske and I are discussing garden markers and ways to educate visitors on plants. He visited a garden and they shared a booklet with visitors explaining the living collections. We discussed having some vegetables marked with placards (like the ones in current use) that show the plant and the history or story of it.

Education and Lectures programs

Public Relations and Advocacy

The next Bailey Bulletin will be published in May. I am focusing on promoting the Nights for the Museums, updating the website, and ads for travel magazines. The committee is working on our brand and positioning issues.

Comments:

Michael has received 1 application for a summer intern from Central

COMMITTEE REPORTS

A. Development- Anne

Not met recently, works in progress.

B. Curatorial- Anne and John

Meeting tomorrow February 18th to work on exhibits. Anne very excited about the exhibit and the importance of the fruit industry in this area. Working with the Heritage Center has been very productive and interesting.

C. Marketing- Todd

Didn't meet this month, next meeting scheduled for Thursday March 10th at 3:00

D. Annual Appeal- Mike

Two more donations were discovered by Hiddema via PayPal. Sparked more points for Mike to work out with tech support.

CONTINUING BUISNESS

- A. Aaron Priebe, stage one of dead ash removal finished. 30 trees were taken down and the stacked for people to be able to take to burn for firewood. The brush will be disposed of later by the city.
Discussed the idea of sponsoring a Garlic Mustard pull to get rid of this invasive species in our woods. Look into involving the local Boy Scouts in the project as a fun competitive event.
- B. Mission and vision statements
Needs to get worked on. Not an easy project so Anne will get the ball rolling by sharing what she has come up with via email and others can offer suggestions and thoughts.
- C. Committee Organizational Flow Chart
Passed out handout that was result of committee that met. Is to be reviewed and then introduced & entertain to the board to be approved.

NEW BUISNESS

A. Farm Market Schedule

New Market Master in charge: Christy Riggozzi Solano, Community Farm Market Liaison. We will need helpers and volunteers to staff the booth thru the summer, especially June 18th, 20th July 9th & 23rd. The museum will have a presence at the market Saturdays only, 8 am – 2pm, June 11th thru August 6th and again on August 20th with the exception of June 4th and August 13th when the market is unable to accommodate the non-profit “vendors”.

FLOOR

Anne Long- Has had approval from the city to have Bill Lundy to start work on the upstairs.

Bill Lundy- Wants to walk upstairs after the meeting to look around and start making a plan for what will need to be done.

Todd Robbins-will try to establish a connection again with the Kalamazoo Farmers Market and may try via the Winter Market that meets once a month.

Joan Hiddema-Working with contact to see about DBA and getting the Foundation name removed. Is also working on more Farm tour events for the summer and has spoken to Laurie Aboreal of Birdsong Farm for May 26th event , also interested in Fenn Valley event again in August. Would like to try to do a movie showing of The Wild Ones movie, Symphony of the Soil, for Earth Day and have a speaker (Jim Visser organic farmer in Bangor) involved.

Cindy McAlear- reminder that we should be getting rolling with the membership letter- it's getting to be time for that project to be worked on.

ADJOURNMENT

It was moved by Joan Hiddema to adjourn. Seconded by Todd Robbins at 7:45

Respectfully submitted
Melanie Gleiss LHBM Secretary



Agenda Item #6

East Jordan Plastic IFT Public Hearing

Background Information:

The City Council will be asked to host a public hearing and then consider approval of Resolution 2016-19, a resolution approving an Industrial Facilities Tax Exemption Certificate for East Jordan Plastics, Inc., located at 1600 Stieve Drive.

The company has filed an application for an Industrial Facilities Tax Exemption Certificate for personal property additions at their 1600 Stieve Drive location. The tax exemption requests total \$1,100,000, which relates to the construction of an addition to their Stieve Drive facility. The addition is intended to provide space needed to segregate the recycling operation for the injection molding operation. The company plans to create three new jobs, and retain eight existing jobs, at their facility at 1600 Stieve Drive.

East Jordan Plastics, Inc. purchased the former Noble International building on Stieve Drive on December 30, 2008. More recently, the company purchased the second former Noble International building on Veterans Blvd. The company performs plastic recycling operations, along with shipping/receiving, at their South Haven locations. In addition to recycling, the company performs onsite manufacturing of horticultural containers and other products into new plastic containers.

East Jordan Plastics, Inc. owns several facilities, all of which are located in the State of Michigan, and employs approximately 250 salaried and hourly employees, with up to 38 employees working in the South Haven community. The business focuses on the manufacturing of various plastic products for the horticulture industry.

The estimated total value of the Industrial Facilities Tax Exemption Certificate for East Jordan Plastics, Inc., is \$150,400 over the 12 year life of agreement. The tax exemption does include a "claw-back" provision, which allows the City of South Haven to seek the abated tax amount if the terms of the abatement are not met by the business.

Recommendation:

The City Council should take the following actions:

- 1) The City Council should host a public hearing on the proposed Industrial Facilities Tax Exemption Certificate for East Jordan Plastics.
- 2) The City Council should consider approval of Resolution 2016-19 a resolution granting approval of an Industrial Facilities Tax Exemption Certificate for East Jordan Plastics, Inc., located at 1600 Stieve Drive.

Support Material:

Resolution 2016-19

Staff report: East Jordan Plastics IFT

[East Jordan Plastics, Inc. Product Guide](#)

(hyperlink: <http://www.eastjordanplastics.com/EJP%20Catalog.pdf>)



City of South Haven

City Hall • 539 Phoenix Street • South Haven, Michigan 49090-1499
Telephone (269) 637-0700 • Fax (269) 637-5319

MEMORANDUM

DATE: March 8, 2016

TO: Brian Dissette, City Manager

FROM: Connie Phillips-Thompson, Deputy Assessor

SUBJECT: Resolution to Approve an Industrial Facilities Tax Exemption Application for East Jordan Plastics, Inc. located at 1600 Stieve Drive

East Jordan Plastics, Inc located at 1600 Stieve Drive has filed an application for an Industrial Facilities Tax Exemption Certificate on February 3, 2016 with a location of 1600 Stieve Drive. The application listed the estimated cost of new construction of real property at \$1,100,000.

East Jordan Plastics, Inc. expects to retain 8 jobs and create 3 new jobs at this facility as a result of this project.

The estimated 12 year tax savings is \$150,400.

CITY OF SOUTH HAVEN
VAN BUREN AND ALLEGAN COUNTIES, MICHIGAN

RESOLUTION NO. 2016-19

A RESOLUTION APPROVING AN APPLICATION FOR
ISSUANCE OF INDUSTRIAL FACILITIES EXEMPTION CERTIFICATE
AS REQUESTED BY EAST JORDAN PLASTICS, INC.

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 March 21, 2016 at 7:00 p.m. local time.

PRESENT: _____

ABSENT: _____

The following preamble and resolution was offered by Member _____ and supported by Member _____.

WHEREAS, the City of South Haven has, on February 3, 2016 received an application from East Jordan Plastics, Inc., for issuance of an Industrial Facilities Exemption Certificate pursuant to Act 198, Public Acts of 1974, as amended; and

WHEREAS, the application is for new construction of real property at an estimated cost of \$1,100,000 with a project location of 1600 Stieve Drive in the City of South Haven; and

WHEREAS, pursuant to Act 198, P.A. 1974, M.C.L. 207.551 et seq., after a duly- noticed public hearing held on September 19, 1994 the City of South Haven by resolution established Industrial Development District No. 94-01 within which the applicant's project is located; and

WHEREAS, East Jordan Plastics, Inc., has filed an application for an Industrial Facilities Exemption Certificate with respect to new facility project for personal property within Industrial Development District No. 94-01; and

WHEREAS, before acting on said application, the City of South Haven conducted a public hearing on this date, March 21, 2016 in the City Council Chambers at 539 Phoenix Street during the Council meeting which commenced at 7:00 p.m. local time, and the assessor and affected taxing units were given written notice and were afforded an opportunity to be heard; and

WHEREAS, the Applicant has reported to the City that the project for the new construction of real property had not begun earlier than six (6) months before February 3, 2016, the date of receipt by the City of the application for the Industrial Facilities Exemption Certificate; and

WHEREAS, completion of the project is calculated to and will at the time of issuance of the certificate have the reasonable likelihood to retain, create, or prevent the loss of employment in the City of South Haven; and

WHEREAS, the aggregate SEV of real and personal property exempt from ad valorem taxes within the City of South Haven is estimated to be less than five (5) percent of an amount equal to the sum of the SEV of the City of South Haven plus the SEV of real and personal property thus exempted.

BE IT THEREFORE RESOLVED, that:

1. The City Council of the City of South Haven finds and determines that the granting of the requested Industrial Facilities Exemption Certificate considered together with the aggregate amount of certificates previously granted and currently in force under Act 198, Public Acts of 1974 and Act 255, Public Acts of 1978, will not have the effect of substantially impeding the operation of the City of South Haven or impairing the soundness of a taxing unit which levies taxes in the City of South Haven.

2. The application and Agreement as to terms and conditions, of East Jordan Plastics, Inc., for the Industrial Facilities Exemption Certificate with respect to the project which the certificate is applied for on the following described parcel of real property situated within Industrial Development District No. 94-01, to wit:

Real property as described in Attachment A hereto, an integral part hereof (Tax Parcel Number 80-53-220-102-60) be and the same is hereby approved.

3. The Industrial Facilities Exemption Certificate when issued shall be and remain in force and effect for a period of twelve (12) years; and

BE IT FURTHER RESOLVED, that the application shall be forwarded to the Michigan Department of Treasury, State Tax Commission, for review and approval; and

BE IT FURTHER RESOLVED, that all resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution are hereby rescinded; and

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

RECORD OF VOTE:

Yeas: _____

Nays: _____

RESOLUTION DECLARED ADOPTED.

Robert G. Burr, Mayor

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council at a meeting held on the 21st day of March, 2016, at which meeting a quorum was present, and that this resolution was ordered to take immediate effect. Public notice of said meeting was given pursuant to and in compliance with the Open Meetings Act, Act No. 167 of the Public Acts of Michigan 1976 (MCL 15.261 *et seq.*).

Amanda Morgan, City Clerk



**License Agreement for a Projecting Sign
Glik's Retail Store
420 Phoenix Street**

City of South Haven

Background Information:

The Glik's Company of Illinois is planning to open a clothing retail store at 420 Phoenix Street. They have requested a license agreement with the city to install a projecting sign in the front of the business. The sign will be six (6) square feet in size and extend 36 inches from the face of the building. The proposed sign will also be eight (8) feet from the sidewalk at the lowest point. All these dimensions are in compliance with the zoning requirements for projecting signs in the downtown area.

A graphic of the proposed sign is attached to this report.

Recommendation:

Staff recommends that City Council approve the license agreement for 420 Phoenix Street.

Support Material:

Draft License Agreement
Proof of insurance
Proposed sign graphic

**LICENSE AGREEMENT
BETWEEN
THE CITY OF SOUTH HAVEN
AND
GLIK'S RETAIL STORE
420 PHOENIX STREET**

This Agreement is made between the City of South Haven, a Michigan home rule city, of 539 Phoenix Street, South Haven, Michigan 49090-1499 (the "City"), and Glik's Retail Store, 420 Phoenix Street, (the "Leaseholder") with respect to the following facts and circumstances.

RECITALS

- A. Phoenix Street is a public street within the corporate limits of the City.
- B. Leaseholder has a leasehold interest in a building and land commonly known as 420 Phoenix Street, South Haven, Michigan ("Leaseholder's Parcel"), in which building Leaseholder conducts a business.
- C. Leaseholder desires to make the use of certain additions and improvements to the building on the Leaseholder's Parcel which additions and improvements would encroach upon the right-of-way of Phoenix Street.
- D. The City is willing to permit such improvements and additions subject to the terms and conditions of this Agreement.

NOW, IN CONSIDERATION of the covenants contained in this Agreement, the City grants to Leaseholder a License as provided below:

- 1. License. The City licenses the use to the Leaseholder and the Leaseholder accepts the License from the City of the use of the premises located in the City of South Haven, Van Buren County, Michigan described as:

A7 1-17 793-229 584-404 917-852 1526-583 1535-231 1575-53/7 1625-433/4/5 *** E 1/2 OF LOT 4. BLOCK 1 ORIGINAL PLAT OF SOUTH HAVEN (the "Licensed Premises").
- 2. Term. The term of this License shall commence on _____, 2016 and will terminate at midnight on _____, 2026 unless earlier terminated or revoked as provided below.
- 4. Use. The Licensed Premises shall be used by the Leaseholder to erect and/or to continue the location of the additions and improvements to the building on the Leaseholder's Parcel as described and depicted on attached Schedule A. The Leaseholder will use the Licensed Premises in a clean, wholesome and lawful manner.

4. Fee. The Leaseholder shall pay the City, its successors and assigns a License Fee of One and no/100 Dollar (\$1.00).

5. No Assignment/Sublicensing. This License is personal with the Leaseholder and does not run with the land. This License shall not be assigned or transferred in any manner by the Leaseholder to any other person or business entity. The City, in its sole discretion, may authorize the assignment or transfer of this License to a third party by amendment to this Agreement or by a separate License Agreement.

6. Acceptance of the Premises. The Leaseholder acknowledges and agrees that Leaseholder has inspected the Licensed Premises and has determined such premises to be in a satisfactory condition and that the Leaseholder's entry upon and use of the Licensed Premises constitutes acceptance of the Licensed Premises on an "as is" basis.

7. Compliance with Law. The Leaseholder shall comply with and observe all laws, ordinances, rules, regulations and orders of all public authorities in connection with any improvement, construction, landscaping, maintenance or repairs that he undertakes on the Licensed Premises.

8. Repairs and Maintenance. Leaseholder shall, during the term of this License, and at his sole expense, do and perform all repairs and maintenance necessary to keep the Licensed Premises in a good and safe condition.

9. Improvements, Restoration, Construction Liens. The Leaseholder agrees to continue to occupy the Licensed Premises with the present building situated thereon, and that such building shall be maintained in habitable condition at all times. No improvements shall be made to the Licensed Premises unless the City shall have approved such improvements prior to the performance of work by the Leaseholder or by a contractor approved in writing by the City.

The Leaseholder shall not permit any construction lien to be filed against the fee of the Licensed Premises or against the Leaseholder's interest in the Licensed Premises by reason of work, labor, services, or materials supplied, or claimed to have been supplied, whether prior or subsequent to the commencement of the term hereof, to the Leaseholder. The Leaseholder shall indemnify the City against such liens or other liens arising out of the making of any alteration, repair or additional improvement by the Leaseholder. This Paragraph is not construed as an admission by the City that a construction lien can properly be filed against the Licensed Premises. It is intended solely as additional protection to that afforded by law that no such lien will be enforced against the Licensed Premises. The City will have the right to post the Licensed Premises from any such liens.

10. Public Liability and Indemnity. The Applicant shall carry fire and casualty insurance with an extended coverage endorsement on any improvements placed on or

constructed by Applicant on the Licensed Premises equal in amount to the full insurable value of the improvements required to be insured under this Agreement. The Applicant shall indemnify and hold harmless the City and its elected and appointed officials, employees and agents from any liability for loss, damage, injury or other casualty to persons or property caused or occasioned by or arising from any act, use, omission, occupancy or negligence by or of the Applicant and any of his agents, servants, visitors, licenses or employees, occurring during the License Term or any extended term; and in case any action or proceeding is brought against the City or any of its elected or appointed officials, employees or agents by reason of any such claim, the Applicant, on a timely notice from the City shall resist or defend such action or proceeding by counsel employed by the Applicant which shall include the taking of all permissible appeals, unless full release of the City and its elected or appointed officials, employees or agents as aforesaid is obtained by way of settlement or compromise at the expense of the Applicant or Applicant's insurance carrier.

The Applicant shall furnish to the City certificates of insurance or other evidence acceptable to the City indicating that the Applicant maintains a policy or policies of insurance against damage to property in the minimum amount of Fifty Thousand and no/100 Dollars (\$50,000.00) and for bodily injury (including death), in the minimum amount of Three Hundred Thousand and no/100 Dollars (\$300,000.00) for injury to one (1) person, and Five Hundred Thousand and no/100 Dollars (\$500,000) for injury to more than one person, in one (1) accident or occurrence, naming the City as an additional insured. The Applicant shall pay all premiums there on and furnish evidence of payment to the City upon request. (Attached Schedule B.)

11. Casualty. In the event of damage to or destruction of the Licensed Premises by fire, storm or any other casualty or accident, this License shall not terminate if the Leaseholder gives written notice to the City that the Leaseholder desires the License to continue unless the Licensed Premises are so destroyed that it will require material reconstruction. The Leaseholder shall have the right to repair any such damage to a condition proper to the damage; however such repair must be completed within sixty (60) days of the loss. If written notice is not given, or if repairs are not timely completed, the License shall terminate sixty (60) days after the loss. If the damages destroy the building on the Leaseholder's Parcel in whole or in substantial part, then this License shall terminate immediately.

In no event shall the City be responsible for loss or damage to improvements or personal property owned by the Leaseholder or placed on the Licensed Premises by the Leaseholder, which are caused by fire, theft, loss, vandalism or other casualty.

12. Default. The Leaseholder shall be in default of this License Agreement upon the occurrence of the following events: If at any time any fee, insurance premium or other charge or payment payable by the Leaseholder pursuant to the terms of this Agreement shall become in arrears and unpaid for a period of thirty (30) days after notice of default in performance; or if default in Leaseholder's obligations and duties hereunder is not cured within thirty (30) days from written notice of such default, then at

the option of the City it may terminate this License Agreement and all rights of the Leaseholder as to the Licensed Premises shall terminate. The City shall also have such other lawful remedies as are required to enforce the terms of this Agreement.

13. Termination. This Agreement and the License granted under it shall terminate upon any of the following events:

A. The expiration of the Term of this Agreement without a written amendment by the parties, renewing or extending this Agreement.

B. At any time by the Leaseholder, upon giving the City fourteen (14) days prior written notice.

C. Immediately upon any default of the Leaseholder without timely cure as provided in Section 12.

D. At the option of the City upon sixty (60) days prior written notice given by the City to the Leaseholder. Further, the City may terminate this License immediately upon verbal or written notice to Leaseholder, where the City determines that the use of the Licensed Premises has become a hazard or presents an imminent risk or danger to the public health, safety and welfare.

E. In accordance with Section 11, upon the destruction in whole or substantial part of the building on Leaseholder's Parcel or upon the damage to or destruction of the Licensed Premises if the Leaseholder does not make timely repairs.

F. Immediately upon the issuance of a judgement, order, rule or regulation of a governmental unit or agency having jurisdiction, other than the City, requiring that the improvements and encroachments be removed from the Licensed Premises.

14. Effect of Termination. Upon termination of this Agreement, the Leaseholder, at Leaseholder's sole expense, shall promptly remove all improvements, additions and materials from the Licensed Premises and restore the Licensed Premises to the condition as existed prior to making use of the Licensed Premises. If the Leaseholder fails to take such action promptly, the City shall be entitled, after giving the Leaseholder seven (7) days prior written notice, to remove all such improvements, additions and materials from the Licensed Premises. Provided that, the City shall not be required to give such notice in the event of an emergency or imminent risk or danger to the health, safety and welfare of the public. Any costs and expenses, including without limitation legal expenses and attorney's fees, incurred by the City in enforcing this Section shall be the responsibility of and paid by the Leaseholder.

15. Leaseholder's Acknowledgements. Leaseholder acknowledges and agrees that the City is the Leaseholder of the Licensed Premises, that the License granted under this Agreement involves the permission to enter and use property which is a public right of way, that the public's rights are paramount, and that the

Leaseholder's use under this License may not interfere with the public's rights to the reasonable use of the Licensed Premises. Leaseholder further acknowledges that its use of the Licensed Premises does not constitute any title, claim of right, or other interest in the Licensed Premises.

16. Notices. Any notices, reports or statements required to be served hereunder shall be sufficiently given if mailed by first class mail addressed to the City and the Leaseholder at their respective addresses stated above. Notice shall be deemed to have been given upon the date of mailing.

17. No Waiver. The failure of either party to enforce any covenant or condition of this License shall not be deemed a waiver thereof or of the right of either party to enforce each and every covenant and condition of this License. No provision of this License shall be deemed to have been waived unless such waiver shall be in writing.

18. Payment. In the event that Leaseholder shall default in his obligations hereunder or become delinquent in the payment of any taxes, insurance or other charges to be paid by Leaseholder under the terms of this Agreement, then City shall have the right at its option, to perform such obligation or pay any such item. Upon such payment or performance by the City, said item shall be deemed an additional License Fee due hereunder and shall be immediately due and payable to the City. This provision shall not relieve Leaseholder of any default.

19. Captions. The captions of this License Agreement are for convenience only and shall not considered as part of this License or in any way limiting or amplifying its terms and provisions.

20. Copies. The License may be executed in two (2) or more counter-parts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

21. Laws. This License shall be interpreted and enforced by the Laws of the State of Michigan.

IN WITNESS WHEREOF, the parties hereto have caused this License Agreement to be executed this _____ day of _____, 2016.

Signed in the Presence of:

CITY OF SOUTH HAVEN
a Michigan home rule city

By: _____

Its: City Manager

LEASEHOLDER,
420 Phoenix Street

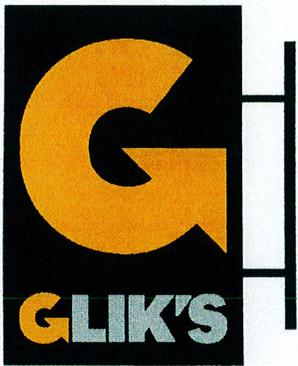
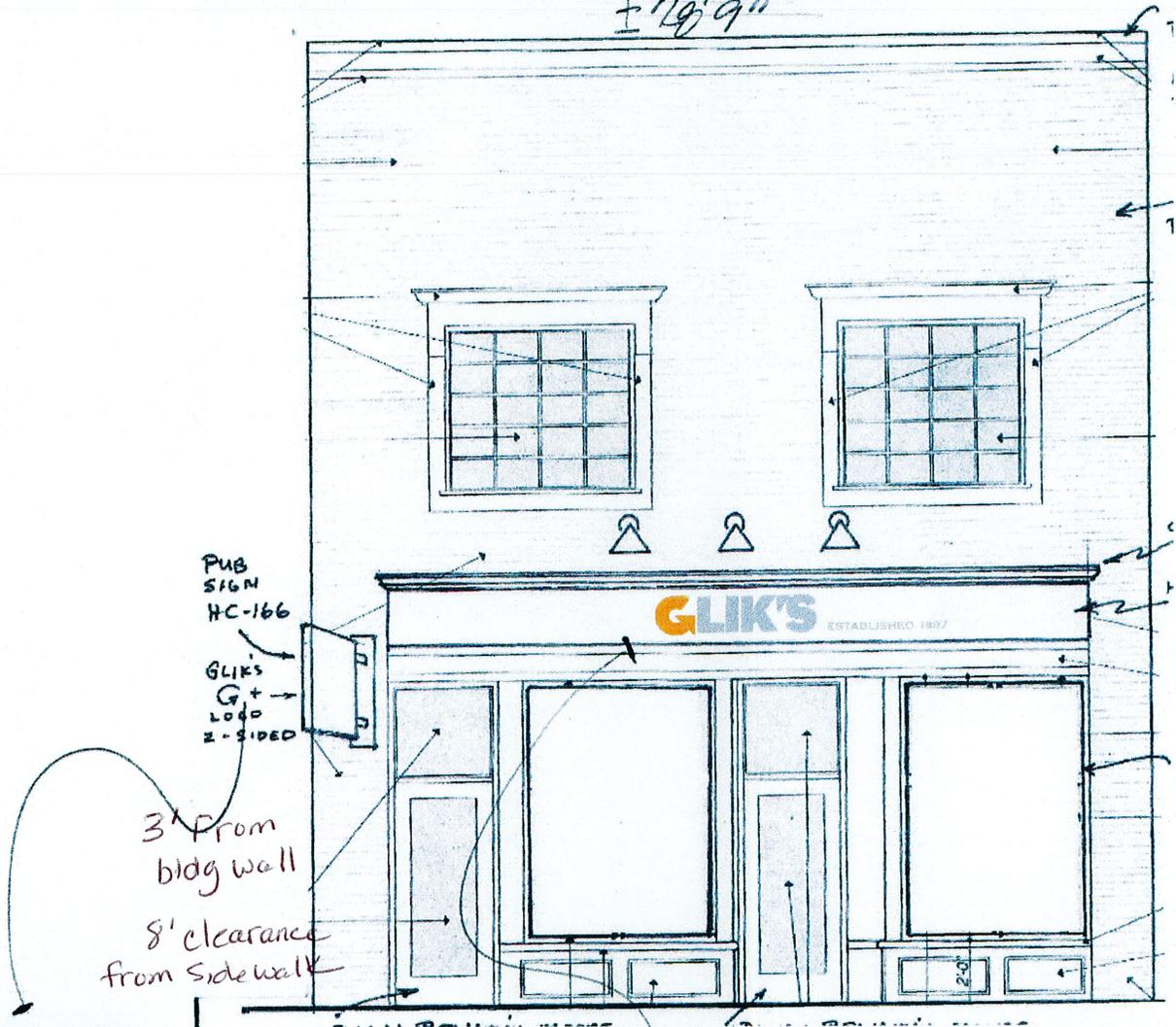
By: _____

SCHEDULE A

Detail of Proposed Improvement

GLIK'S - 420 PHOENIX ST
FRONT ELEVATION - NORTH

± 29'9"



WALL SIGN

ALUMINUM CUTOUT LETTERS

GLIK'S - 14"

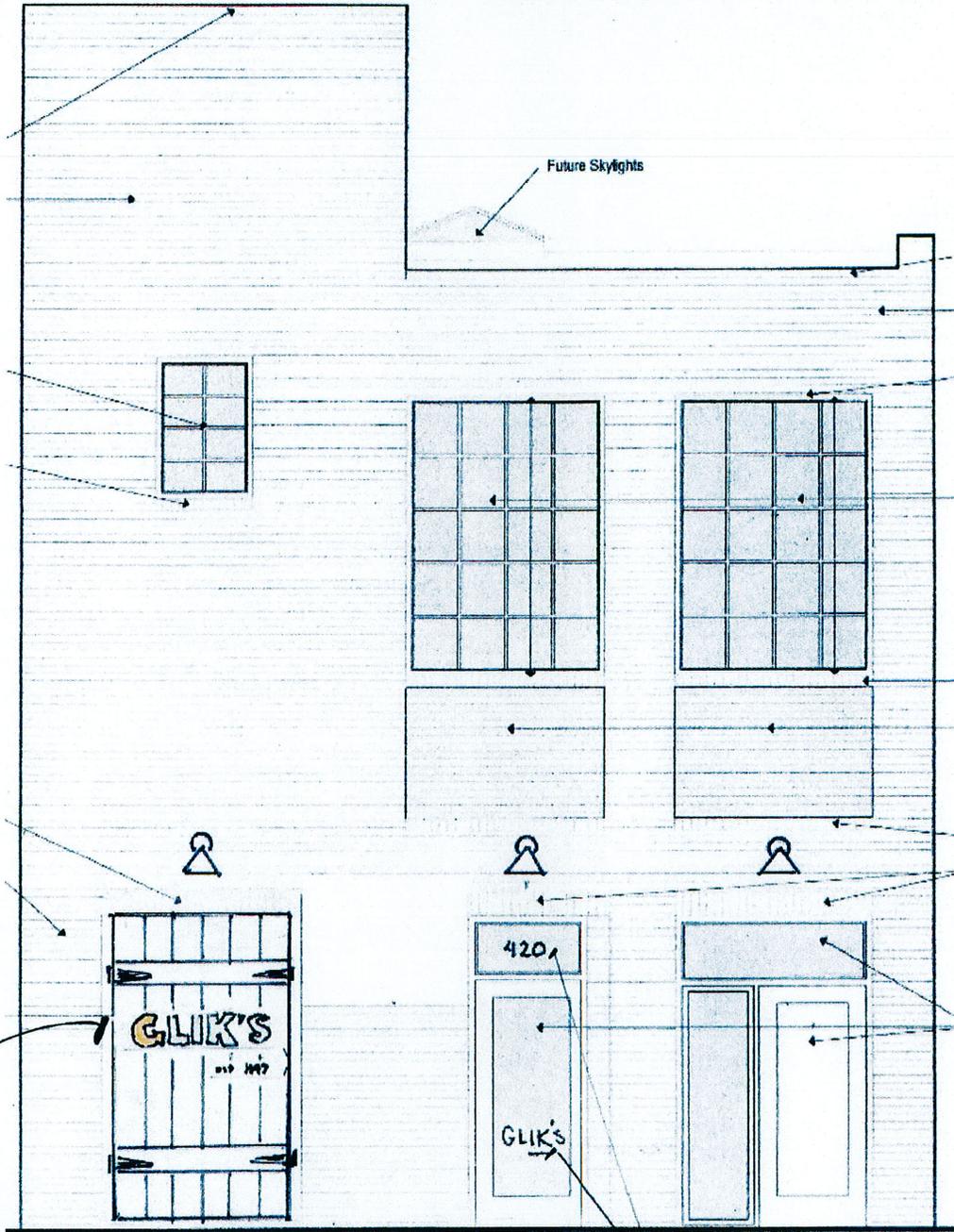
EST. 1897 - 2 1/2"

(14" x 103" = 10 1/4 SQ FT)

PROJECTING SIGN, OF
ALUMINUM CONST.
CUTOUT LETTERS
 (2' x 3 1/4') 6 SQ FT

SUN RAY SIGN
 HOLLAND
 (616) 392 2824
 3/04/2016

GLIK'S - 420 PHOENIX ST, SOUTH HAVEN
REAR ELEVATION - SOUTH



WALL SIGN

HAND LETTERING (PAINT)
ON DISTRESSED WOOD POOR
(12" x 36")
3 1/2 GR FT

WINDOW
LETTERING
(VINYL)

SUN RAY / *[Signature]*
HOLLAND / (616) 392 2824
3/04/2016

SCHEDULE B

Proof of Liability Insurance



CERTIFICATE OF LIABILITY INSURANCE

12/1/2016

DATE (MM/DD/YYYY)

3/9/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Lockton Companies Three City Place Drive, Suite 900 St. Louis MO 63141-7081 (314) 432-0500	CONTACT NAME: _____ PHONE (A/C, No, Ext): _____ FAX (A/C, No): _____ E-MAIL ADDRESS: _____													
	<table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A : Travelers Property Casualty Co of America (9)</td> <td>25674</td> </tr> <tr> <td>INSURER B : The Travelers Indemnity Company</td> <td>25658</td> </tr> <tr> <td>INSURER C : The Travelers Indemnity Co of America</td> <td>25666</td> </tr> <tr> <td>INSURER D :</td> <td></td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </tbody> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : Travelers Property Casualty Co of America (9)	25674	INSURER B : The Travelers Indemnity Company	25658	INSURER C : The Travelers Indemnity Co of America	25666	INSURER D :		INSURER E :		INSURER F :
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INSURER D :														
INSURER E :														
INSURER F :														
INSURED 1057931 The Glik Company 3248 Nameoki Road Granite City IL 62040														

COVERAGES GLIC001 **CERTIFICATE NUMBER:** 13949256 **REVISION NUMBER:** XXXXXXXX

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
C	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER: _____	Y	N	Y-660221K3495-TIA-15	12/1/2015	12/1/2016	EACH OCCURRENCE	\$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 300,000
							MED EXP (Any one person)	\$ 5,000
							PERSONAL & ADV INJURY	\$ 1,000,000
							GENERAL AGGREGATE	\$ 4,000,000
							PRODUCTS - COMP/OP AGG	\$ 2,000,000
								\$
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS	N	N	BA-221K3502-15-CAG	12/1/2015	12/1/2016	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
							BODILY INJURY (Per person)	\$ XXXXXXXX
							BODILY INJURY (Per accident)	\$ XXXXXXXX
							PROPERTY DAMAGE (Per accident)	\$ XXXXXXXX
								\$ XXXXXXXX
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ \$0	N	N	YSMCUP221K3514-TIL-15	12/1/2015	12/1/2016	EACH OCCURRENCE	\$ 1,000,000
							AGGREGATE	\$ 1,000,000
								\$ XXXXXXXX
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in Nh) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	YKUB221K3483-15	12/1/2015	12/1/2016	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT	\$ 1,000,000
							E.L. DISEASE - EA EMPLOYEE	\$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	\$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 THE CITY OF SOUTH HAVEN IS INCLUDED AS AN ADDITIONAL INSURED UNDER GENERAL LIABILITY AS REQUIRED BY WRITTEN CONTRACT.

CERTIFICATE HOLDER

13949256
 CITY OF SOUTH HAVEN
 SOUTH HAVEN, MI 49090

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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City of South Haven

Department of Public Works

DPW Building • 1199 8th Ave. • South Haven, Michigan 49090
Telephone (269) 637-0737 • Fax (269) 637-4778

MEMORANDUM

To: Brian Dissette, City Manager
Linda Anderson, Zoning Administrator

From: Larry Halberstadt, PE, City Engineer

Date: March 16, 2016

RE: 801 Green Street, House Relocation Agreement

Background Information

On October 14, 2014, City Council approved the purchase of a single family residence located at 801 Green Street. The purchase was completed because of repeated flooding of the lower level of home. The cost of acquisition and removal of the home was determined to be less expensive than constructing downstream improvements to reduce the flooding risk.

Since acquisition was completed, the City has been working with Fishbeck, Thompson, Carr & Huber (FTC&H) to design improvements on the property that will provide additional flood protection to 757 Green Street and 557 Prospect Street. In addition, the improvements will include reconstruction of the storm sewer outlet from Green Street to a branch of the Phoenix County Drain.

The former owners of 801 Green Street vacated the premises in spring of 2015. At that time, they were permitted to sell any fixtures and furnishings within the home. Mr. Richard Braunz of 820 Green Street purchased a variety of the fixtures and furnishings including kitchen cabinets and the hot water heating system. Several months ago, Mr. Braunz approached the City to inquire about purchasing the home for relocation. He indicated his desire to split his lot at 820 Green Street and move the home onto a new foundation on the vacant lot.

Recently, Mr. Braunz has completed the site plan review process and obtained a dimensional variance to the side yard setback to permit the house to be placed on the vacant lot. He has also completed the lot split process.

City staff has worked with our attorney to draft the attached House Purchase and Relocation Contract. The primary purpose of the contract is to protect the City in the event that problems occur during the relocation process or during construction on the new site to make the home habitable. The contract protects the City by requiring commercial general liability insurance and a performance bond in the amount of \$50,000. The agreement also provides a deadline for completion of the work to ensure that the relocated structure does not become an eyesore for the neighborhood.

Memorandum

March 16, 2016

801 Green Street, House Relocation Agreement

Page 2 of 2

Relocation of the house will provide benefit to the City as a new home will be added to the tax rolls and the City will gain a new utility customer.

The agreement requires that Mr. Braunz pay a variety of costs when relocating the structure. These include relocation of utility lines, street lights, traffic signs or other objects requiring temporary relocation; tree trimming, removal and replacement; permit fees; and cost of utility connections at the new location. The cost of water and sewer connections for this parcel is anticipated to be approximately \$17,400, based on rates currently in effect.

Once the house has been moved off the existing foundation, the City will proceed with demolition of the foundation and filling the excavated area.

Recommendation

City Council should be requested to review and approve the House Purchase and Relocation Agreement at their March 21, 2016 regular meeting.

Attachments

Map of 801 Green Street and 818 Green Street

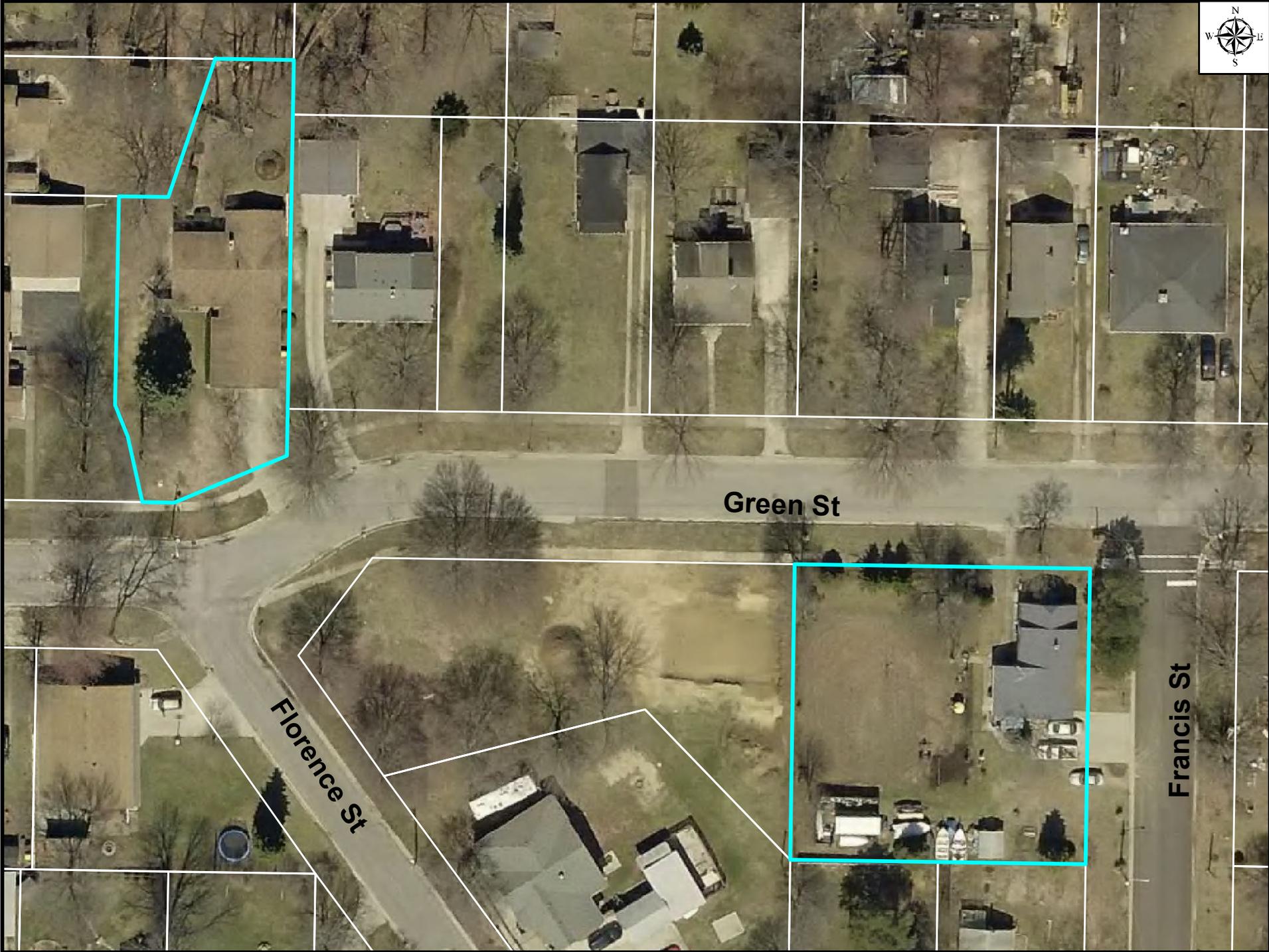
House Purchase and Relocation Contract

Zoning Administrator Staff Report

Survey

Laraway Moving Contract

Insurance



Green St

Florence St

Francis St

HOUSE PURCHASE AND RELOCATION CONTRACT

This House Purchase and Relocation Agreement is made as of _____, 2015, between the City of South Haven, a Michigan municipal corporation, of 539 Phoenix Street, South Haven, MI 49090 (the "City"), and Richard A. Braunz, an individual, of 820 Green Street, South Haven, MI 49090 (the "Purchaser").

RECITALS

- A. The City owns the house currently located at 801 Green Street (the "Current Site") in the City (the "House") that the City acquired due to its repeated flooding due to heavy rains.
- B. The Purchaser wishes to buy the House from the City and relocate it to a lot the Purchaser owns at 818 Green Street in the City (the "New Site").
- C. The City is amenable to selling the House to the Purchaser under the terms and conditions of this Contract.

TERMS AND CONDITIONS

In exchange for the consideration in and referred to by this Contract, the parties agree as follows:

1. Sale. The City agrees to sell the House to the Purchaser and the Purchaser to buy the House from the City for \$1.00, plus the payment of other costs as provided in this Contract, according to the terms and conditions of this Contract.
2. NO REPRESENTATIONS OR WARRANTIES.
 - A. Prior to entering into this Contract, the City acquired the House from its then owners because of repeated flooding of the House during rain events and claims by the previous owners due to that flooding. The City intended to demolish the House until the Purchaser first approached the City seeking to acquire and relocate it. Accordingly, the City allowed the previous owners and others to remove items from the House.
 - B. THE HOUSE IS SOLD ON AN "AS IS" AND "WHERE IS" BASIS WITH ALL FAULTS AND DEFECTS OF ANY KIND. THE PURCHASER ASSUMES ALL RISKS, RESPONSIBILITY AND LIABILITY ARISING FROM THE CONDITION OF THE HOUSE.
 - C. THE CITY EXPRESSLY DISCLAIMS ALL WARRANTIES, WHETHER EXPRESS OR IMPLIED, AND DISCLAIMS ANY AND ALL WARRANTIES, INCLUDING WITHOUT LIMITATION, ANY WARRANTY OF MERCHANTABILITY, HABITABILITY, OR FITNESS FOR A PARTICULAR PURPOSE. THE PURCHASER WAIVES ALL CLAIMS AND DEFENSES BASED ON THE QUALITY OR CONDITION OF THE HOUSE.
 - D. THE CITY SHALL NOT BE LIABLE FOR ANY CONSEQUENTIAL, INDIRECT, INCIDENTAL, SPECIAL, EXEMPLARY, OR PUNITIVE DAMAGES, LOST PROFITS OR REVENUES OR DIMINUTION IN VALUE, ARISING OUT OF OR RELATING TO THE CONDITION OF THE HOUSE, WHETHER OR NOT THE POSSIBILITY OF SUCH DAMAGES HAS BEEN DISCLOSED IN ADVANCE BY THE PURCHASER OR COULD HAVE BEEN REASONABLY FORESEEN BY THE PURCHASER OR THE CITY, AND REGARDLESS OF THE LEGAL OR EQUITABLE THEORY (CONTRACT, TORT OR OTHERWISE) UPON WHICH THE CLAIM IS BASED.
3. Relocation. The Purchaser shall relocate the House from the Current Site to the New Site, at no cost to the City, prior to April 30, 2016. That relocation shall occur in compliance with the following terms:
 - A. The Purchaser shall first submit plans for the proposed location and layout of the House, its foundation and any other structures, driveways and walkways on the New Site to the City's Planning Director to determine that the proposed layout complies with requirements of the City's zoning ordinance.
 - B. The Purchaser shall also submit to the City plans for the relocation of the House that include details such as, but not necessarily limited to the following:

1. The name, address, telephone number and other information regarding the entity to be engaged by the Purchaser to relocate the House so as to demonstrate that entity has the experience and equipment needed to relocate it.
2. The planned route for the relocation.
3. Information showing the route has sufficient height and width, including needed turning radii, to accommodate the house during its relocation. If power or other utility lines, street lights, traffic signs or signals or other objects need to be temporarily or permanently relocated to accommodate the house during its relocation, information shall be submitted to show arrangements have been made to do so. If parkway trees need to be trimmed or removed to accommodate the relocation of the house, the Purchaser or his contractor shall contact the City to identify each tree, who will trim it and how it will be trimmed or removed.
4. Information demonstrating arrangements have been made to excavate and lay the foundation for the House at the New Site and to secure the House to that foundation.
5. Information demonstrating arrangements have been made to perform needed mechanical, electrical, plumbing, structural, and exterior and interior finishing work on the House at the new location, including an explanation of what work will be needed to ensure the House complies with all applicable codes.
6. A proposed schedule for the House relocation and needed work on the House following its relocation.
7. Bonds and evidence of the insurance required by this Contract.

C. The Purchaser shall be solely responsible for obtaining all necessary permits and licenses required under all applicable laws, rules, codes, and regulations to undertake and complete the relocation of the House and to complete the work on the House after its relocation.

D. Before beginning the relocation of the House, either the Purchaser or the Purchaser's contractor shall file with the City proof of commercial general liability insurance coverage in amounts of not less than \$3,000,000, and a performance bond on which the City is an obligee covering the relocation of the House in the minimum amount of \$50,000 to ensure the relocation occurs within the time agreed upon by the City.

E. When the requirements of this paragraph 3 are met, the City will convey title to the House to the Purchaser by a bill of sale.

4. Destruction, Damage, Blockage or Impairment.

A. The Purchaser shall be solely responsible for the relocation of the House. If, during or as a result of the relocation of the House, any damage occurs to the House or to any other property, or anyone is injured or dies, the City may and shall hold the Purchaser responsible and liable. The Purchaser may have causes of action against his contractor or others, but the City may, if it chooses, hold only the Purchaser responsible and liable.

B. If the House falls off the trailer or other vehicle used in the relocation, if that vehicle becomes disabled, or if something else occurs where any City right-of-way or other City property is partially or entirely blocked longer than agreed upon by the City or is impaired, the City may, without any notice to the Purchaser or his contractor, take immediate steps to remedy the situation. Those steps may include demolition and removal of the house, removal of the trailer or other vehicle, restoration of any damage to City property or the property of others, and other measures the City deems it should undertake. All costs incurred by the City in doing so shall be paid by the Purchaser. The City is not required to give the Purchaser any opportunity or time to address any such situation. The City, in its sole discretion, may or may not choose to avail itself of any remedy under the performance bond or liability insurance. In its sole discretion, the City may or may not choose to coordinate its actions with the Purchaser, the Purchaser's contractor, an insurance carrier or bond surety.

5. Other Costs.

A. The Purchaser shall be solely responsible for any incidental costs incurred during relocation of the House. These costs may include, but are not necessarily limited to: relocation of power or other utility lines, street lights, traffic signs or signals, other objects that need to be temporarily or permanently relocated, trimming of trees, and replacement of City owned trees that need to be removed to permit the relocation of the House.

B. The Purchaser shall be solely responsible for any permit fees needed to obtain any permits needed for the relocation of the House or construction that occurs on the New Site to make the House habitable. This includes right-of-way permit fees.

C. The Purchaser shall be responsible for all costs required to connect the House at the New Site to City utilities including electric, water, and sewer. The Purchaser shall pay availability fees for water and sewer connections in accordance with the schedule in effect at the time of application for service.

5. Special Assessment Lien. Any costs the City incurs under paragraphs 4, 5 and 6 shall be a special assessment against the New Site. If unpaid 30 days after the City issues an invoice, the unpaid amount may be collected in the same manner as a delinquent special assessment. The Purchaser consents to that special assessment and waives any notices of, hearings regarding, and any other process related to that special assessment to which it may be entitled under applicable constitutions, laws, charter provisions, ordinance, rules, regulations or policies.

6. Time Is of the Essence.

A. Unless the City Manager allows an extension of time, the House shall be removed from the Current Site and relocated to the New Site no later than April 30, 2016. If that has not occurred, this Contract shall terminate and the Purchaser shall have no rights under it.

B. The House shall be completed, restored, repaired and otherwise fully prepared for occupancy on the New Site and a certificate of occupancy for the House shall have been issued not later than June 30, 2016. If this does not occur, the House will be an unsafe structure and, upon written notice to the Purchaser at the address first provided above, the City may demolish it as an unsafe structure.

7. No Waiver. No waiver of any of the provisions of this Contract shall be deemed or shall constitute a waiver of any other provisions. No waiver shall be binding unless executed in writing by the party granting the waiver.

8. No Assignment. Neither this Contract, nor any rights, duties or obligations under it, may be assigned by a party without the prior written consent of the other party.

9. No Third-Party Beneficiaries. This Contract benefits the parties. Nothing in this Contract, express or implied, confers on any other person or entity any legal or equitable rights, benefits, or remedies.

10. Miscellaneous.

A. This is the entire agreement between the parties concerning its subject matter. All prior communications concerning the subject matter are merged in or replaced by this Contract. The captions of this Contract are for convenience only and shall not be considered as part of this Contract or in any way limiting or amplifying its terms and provisions. The recitals, however, are an integral part of this Contract. The interpretation of this Contract shall not be affected by any course of dealing.

B. This Contract may not be amended except in writing by the person against whom enforcement of any waiver, change, or discharge is sought.

C. This Contract was made in Van Buren County, Michigan and is to be interpreted and enforced in accordance with the laws of Michigan.

The parties have signed this Contract as of the date first written above.

CITY OF SOUTH HAVEN

PURCHASER

By: _____
Robert Burr, Mayor

By: _____
Richard A. Braunz

By: _____
Amanda Morgan, City Clerk

By: _____

Date signed: _____, 2015

Date signed: _____, 2015

GRAPIDS 57671-1 367535v2

DRAFT



City of South Haven

License Agreement 820 Green Street

Background Information: Richard Braunz is proposing to move an existing house across Green Street for placement on his property at 820 Green Street. The house proposed for moving is owned by the city and was planned for demolition, not due to building condition but because of drainage issues on the property. The applicant owned a double lot which has been split for this relocation. A side variance was obtained from the zoning board of appeals.

Recommendation: Staff recommends approval of the license agreement for 820 Green Street.

Support Material:

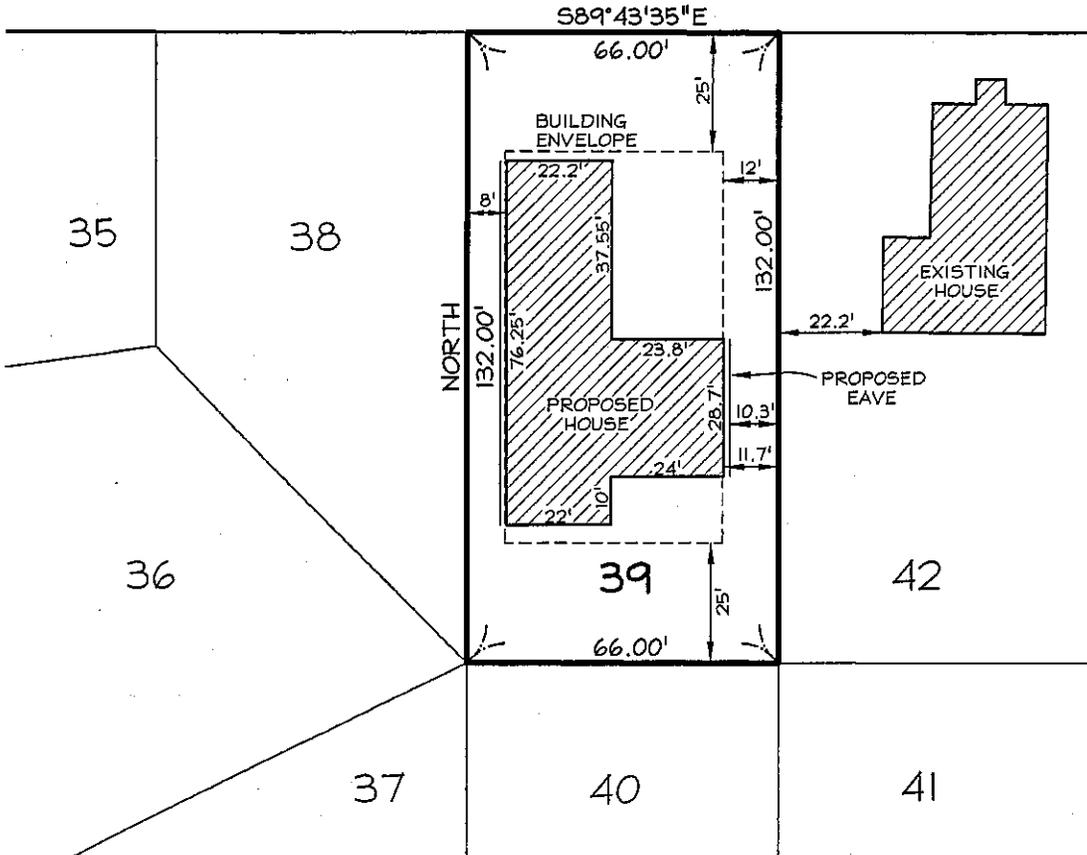
Application

PROPOSED HOUSE LOCATION

Furnished Description: Situated in the City of South Haven, Van Buren County, Michigan.

Lots 39 and 42 in Crystal Springs Addition to the City of South Haven, Van Buren County, Michigan according to the plat thereof, as recorded in Van Buren County Records.

GREEN (66' R.O.W.) **STREET**



FRANCIS (66' R.O.W.) **STREET**

HOUSE - 2,374 Sq. Ft.
 LOT TOTAL - 8,712 Sq. Ft.
 PERCENTAGE OF COVERAGE - 27%

MITCHELL & MORSE LAND SURVEYING

A DIVISION OF MITCHELL SURVEYS, INC.

234 VETERANS BLVD.
 SOUTH HAVEN, MICHIGAN 49090
 OFFICE: (269) 637-1107
 FAX: (269) 637-1907

CLIENT **RICHARD BRAUNZ**

DATE 9-24-15 JOB No. 15-926 SHEET 1 OF 1

DWG. BY J. MITCHELL DWG. CK _____ DESC. BY _____ DESC. CK _____

BEING IN THE NE 1/4 SECTION 10, T 1 S., R 17 W.

SOUTH HAVEN (CITY) TWP. **VAN BUREN** Co., MICHIGAN

SCALE 1"=40' BOOK 416 PAGE 68 REVISION _____

EDWARD C. MORSE
 PROFESSIONAL
 SURVEYOR

GEORGE J. MITCHELL
 PROFESSIONAL
 SURVEYOR

LARAWAY & SONS
BUILDING & OVERSIZE TRANSPORT MOVERS

5620 109th Avenue P.O. Box 3
Pullman, MI 49450
269-236-5820 phone
269-236-6448 fax
larawayhousemovers@gmail.com

CONTRACTUAL AGREEMENT

This Contractual Agreement made this 23rd of February, 2016 by and between LARAWAY & SONS of Pullman, Michigan 49450, hereinafter referred to as the "MOVER", and Rich Braunz, hereinafter referred to as the "CUSTOMER".

WITNESSETH

The MOVER hereby agrees to furnish the necessary labor, equipment and engineering to load, raise, move and support the CUSTOMER'S 1-story, ranch-style brick home located at 801 Green St., South Haven, MI 49090 to a new location at 818 Green St., South Haven, MI 49090.

The CUSTOMER shall assume all responsibility of meeting and building codes and/or zoning requirements that may apply.

The CUSTOMER shall furnish the MOVER a clear right of way through trees, fences, overhead wires, cables, traffic lights and all other obstructions including any Police Escorts that may be necessary for the performance of this project at NO COST to the MOVER.

The CUSTOMER shall provide the MOVER with a written list of all utility companies along with their contact personnel, i.e. electric, phone and cable that may have lines in the area of the house move, present location, as well as, new location for the home.

The CUSTOMER is aware that the moving of this home may result in charges by third parties, such as utilities (electric, phone, cable, railroad, etc.) police departments, permits, wire handling and traffic lights. The CUSTOMER authorizes the MOVER to contract with such third parties as the CUSTOMER'S agent and agrees to pay ALL CHARGES within a thirty (30) day period of billing and not to exclude any deposits that said third parties may require before day

of move. The CUSTOMER recognizes that the MOVER may be required to contract with the third parties in the MOVER'S own name.

The CUSTOMER shall be responsible for any expense necessary for the rental, delivery and removal of dumpster.

The CUSTOMER is to indemnify MOVER, and save MOVER harmless, from any and all claims, demands, actions or causes of action, which may be made against the MOVER by third parties. This provision is intended to include MOVER'S cost and reasonable attorney fees.

The CUSTOMER shall be responsible for the disconnection of ALL utilities, i.e. electric, phone, plumbing, sewer, cable etc. and the CUSTOMER will contact said utility companies if necessary for any disconnects required for the performance of this project.

The CUSTOMER shall also be responsible for the disconnection of the plumbing, sewer, gas and other pipes below the sill line and remove any fixtures i.e. furnace, doors, shelves, stairs and other carpentry from the home before the MOVER commences the project.

The MOVER shall provide General Liability Insurance, the required Insurance Bonds and Moving Permits for transporting the said house to its new location. Our inland marine/cargo policy covering the CUSTOMER'S house while in the MOVER'S care and custody and control shall be limited to the provable amount of Five Thousand Dollars (\$5,000.00) thereof, but not more than One Hundred Twenty Five Thousand Dollars (\$125,000.00).

The coverage commences when the project begins and continues until the project is completed by the MOVER, but not for more than thirty (30) days. The MOVER can obtain additional insurance coverage over and above the aforementioned amount, but shall be at the CUSTOMER'S expense.

The MOVER shall be liable for damage caused to the CUSTOMER'S property due to the MOVER'S negligence in an amount not to exceed \$55,000.00 the agreed upon value of the CUSTOMER'S property.

Notwithstanding anything contained herein, the MOVER will not be responsible for the following damages:

1. Wear and tear, and quality in the property that causes it to damage or destroy itself, hidden or latent defect, gradual deterioration, depreciation; mechanical breakdown; insects, vermin, rodents; corrosion, rust, dampness, cold or heat. But if, "loss" by a covered cause of loss results, MOVER will pay the resulting "loss".
2. Dishonest acts by CUSTOMER, anyone else with an interest in the property, CUSTOMER'S employees or authorized representatives or anyone entrusted with the property, whether or not acting alone or in collusion with other persons.
3. Cracking to exterior or interior surfaces such as but not limited to: plaster, brickwork, paneling, tile, wallboard, marble, concrete, cement, cement blocks, stucco, glass, glass blocks, wood or tile shingles or siding of any type.
4. Damage caused to the building by falling plaster, brickwork, paneling, tile, wallboard, marble, concrete, cement, cement blocks, stucco, glass, glass blocks, wood or tile shingles or siding of any type.
5. Loss or damage to electrical appliances or devices of any kind, including, wiring, arising from electrical injury or disturbances, from artificial causes, unless fire ensues and then only for direct loss or damage caused by such ensuing fire.
6. Any loss occasioned by act of other not in control of the MOVER caused by misinformation provided by the CUSTOMER.

The CUSTOMER will provide the new foundations and supports under said home within a three (3) week time period from the date the house is moved and set by the MOVER. An additional charge of **One Hundred Dollar (\$100.00)** per day will be added thereafter if the MOVER'S blocking and equipment are not able to be removed from under the CUSTOMER'S house as a result of the CUSTOMER'S failure to have the new foundation constructed and ready for the house to be back on by the MOVER'S within the time period heretofore set forth in this paragraph. It will be the responsibility of the CUSTOMER to contact the MOVER when foundation is complete and project is to be completed by the MOVER.

The MOVER shall then after the completion of new foundation and supports provided for by the CUSTOMER, lower the building onto the new foundations and supports.

The CUSTOMER shall pay the MOVER the total sum of TWENTY THOUSAND DOLLARS (\$20,000.00)

Payments to be made by the CUSTOMER to the MOVER as follows:

- TEN THOUSAND DOLLARS (\$10,000.00) before the project begins.
- The remaining TEN THOUSAND DOLLARS (\$10,000.00) on the same day the structure is moved.

Any additions under the terms of this contractual agreement are to be done under written orders and /or an addendum made to the original contractual agreement and any additional amounts of compensation for any additional work performed by the MOVER shall be payable by the CUSTOMER when work is completed.

By signing of the CONTRACTUAL AGREEMENT, the CUSTOMER hereby understands and has read all of its terms and conditions and hereby authorizes the performance of the work by the MOVER as set forth in the contents of the Contractual Agreement,

DATED: 2-23-16

Laraway & Sons Movers

BY: Royal T. Laraway III
Royal T. Laraway III
"MOVER"

DATED: _____

BY: _____

Rich Braunz
"CUSTOMER"

Tom:
Cell: (616) 291-3531



Tim:
Cell: (616) 291-3532

Laraway and Sons House Moving

5620 109th Ave. Pullman, Michigan 49450

Phone: (269) 236-5820 Fax: (269) 236-6448

E-mail: larawayhousemovers@gmail.com



CERTIFICATE OF LIABILITY INSURANCE

LARAW-1

OP ID: MP

DATE (MM/DD/YYYY)

03/14/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Maguire Agency 1970 Oakcrest Avenue,#300 Roseville, MN 55113 Housemovers		CONTACT NAME: PHONE (A/C, No, Ext): _____ FAX (A/C, No): _____ E-MAIL ADDRESS: _____	
		INSURER(S) AFFORDING COVERAGE	
		INSURER A : Travelers Insurance Companies	
		NAIC #	
		28188	
INSURED DBA:Laraway & Sons Royal T. Jr, Royal T. III, & Richard T Laraway dba P.O.Box 3 Pullman, MI 49450		INSURER B : INSURER C : INSURER D : INSURER E : INSURER F :	

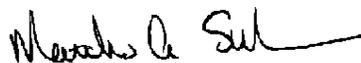
COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> GENERAL LIABILITY	X		6602102P697	03/12/2016	03/12/2017	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person) \$ 5,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						PERSONAL & ADV INJURY \$ 1,000,000
	<input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC						GENERAL AGGREGATE \$ 2,000,000
							PRODUCTS - COMP/OP AGG \$ 2,000,000
							\$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY			BA7994P696	03/12/2016	03/12/2017	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input checked="" type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS	<input type="checkbox"/> SCHEDULED AUTOS					BODILY INJURY (Per accident) \$
	<input checked="" type="checkbox"/> HIRED AUTOS	<input checked="" type="checkbox"/> NON-OWNED AUTOS					PROPERTY DAMAGE (PER ACCIDENT) \$
							\$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB			CUP4353T473	03/12/2016	03/12/2017	EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> EXCESS LIAB						AGGREGATE \$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE						\$
	DED <input checked="" type="checkbox"/> RETENTION \$ 10,000						\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						WC STATUTORY LIMITS OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N	N/A				E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$
A	Cargo Coverage			6602102P697	03/12/2016	03/12/2017	ACV Up To 125,000 Ded 5,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

CERTIFICATE HOLDER**CANCELLATION**

XSOUTH9 City of South Haven 539 Phoenix Street South Haven, MI 49090	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

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CG D2 69 11 03

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED - STATE OR POLITICAL SUBDIVISIONS - PERMITS

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

State Or Political Subdivision:

(If no entry appears above, information required to complete this endorsement will be shown in the Declarations as applicable to this endorsement.)

Section II – Who Is An Insured is amended to include as an insured any state or political subdivision shown in the Schedule, subject to the following provisions:

1. This insurance applies only with respect to operations performed by you or on your behalf for which the state or political subdivision has issued a permit.
2. This insurance does not apply to:
 - a. "Bodily injury," "property damage", "personal injury" or "advertising injury" arising out of operations performed for the state or municipality; or
 - b. "Bodily injury" or "property damage" included within the "products-completed operations hazard".

CG D2 69 11 03

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City of South Haven

Department of Public Works

DPW Building • 1199 8th Ave. • South Haven, Michigan 49090
Telephone (269) 637-0737 • Fax (269) 637-4778

MEMORANDUM

To: Brian Dissette, City Manager

From: Michelle Coffey, Special Events Coordinator

Date: February 8, 2016

RE: Special Event 2016-04 – Rehearsal on the Riverfront

Background Information

Dolly Harris from The US Band would like to provide free entertainment at Riverfront Park on Saturday, May 28, 2016 from 1:00 pm to 5:00 pm. This special event is a free musical event by local entertainers for the people visiting for the holiday weekend.

Attachments

Special Event 2016-04 Special Event Application and Map

CITY OF SOUTH HAVEN

Special Events & Festivals Application

FOR OFFICE USE ONLY

Special Event # 2016-04

Date Received 2/8/16

The Special Events & Festivals Information Pamphlet must be read before filling out this application.

Complete and return this application to the Parks and Recreation Office at least 21 business days prior to the start of the event.

A new application must be submitted each year.

I have read the Special Events & Festivals Information Pamphlet and will fill out this application completely; agreeing to follow all policies and regulations set by the City of South Haven.

D.H.
Initial

2-28-16
Date

CONTACT INFORMATION

Event Title: Rehearsal on the Riverfront

Sponsoring Organization: _____

Applicants Name: Dolly J. Harris - The US Band

Telephone #: 269-639-8051 Phone # During Event: 616-834-8387

E-mail Address: dollyharris345@ComCast.NET

Other contacts for/during event

Name: Connie or Dave DeHaan Telephone: _____

Name: _____ Telephone: _____

EVENT SPECIFIC INFORMATION

Event Location: Riverfront

Date(s) Requested: 5-28-16 Alternative Date(s): _____

Start Time: 1:00 pm End Time: Between 4:00 + 5:00 pm

Any event that exceeds 10:00 P.M. has to be approved by City Council

Number of people expected to attend: 100

EVENT DESCRIPTION

Please give a description of the event (Please attach a separate sheet with details if there is not enough space below).

We just want to entertain people while they are here for the holiday
Welcome in Summer South Haven Style!

Riverfront park East

MAPS/LOCATION – mark event items on map(s)

Check items below that apply to your event. **All items checked below must be indicated on the MAP(S).** Maps can be found on the city's website. Please note, **map(s) must be submitted with the Special Events & Festivals Application.**

City property or city park use. **Show locations of fencing, barriers, or barricades. Include streets and/or sidewalks to be closed or barricaded on map(s).** To ensure requested items, such as cones or barricades, are reserved and available for the day of the event, please complete the **CONES AND BARRICADE REQUEST FORM** and submit it with the Special Events & Festival Application. Requested items are available Monday through Friday during office hours between 7:00am and 3:30pm; the office is closed during lunch from 12:00pm to 1:00pm. Should you require an alternate time a **\$50 After Hour Charge** will be assessed. Please note, if the Cones and Barricade Request Form is not submitted, the City of South Haven can not guarantee the requested items will be available for the event, **first come - first served, limited quantity available.**

Barricade Request: Mark locations on maps. Barricades that are damaged or not returned to the Public Works Department will be charged \$25.00 per barricade.

Cone Request: Mark locations on maps. Cones that are damaged or not returned to the Public Works Department will be charged \$10.00 per cone.

Explain closure _____

Entertainment, dance, tent or stage. Mark locations on maps.

Event Command Post. Mark location on maps.

Dumpsters and/or trash containers. Mark location on maps.

Portable toilet facilities. Mark locations on maps. How many? _____

The City requires the use of portable facilities for events expecting over 500 attendants.

****Huron Street Pavilion requires portable toilet facilities for events expecting over 150 attendants. ****

Under part 117 of Act, 1994 PA 451, Waste servicers must dispose of their waste at a wastewater treatment plant with an approved receiving facility. The South Haven Wastewater Treatment Plant is NOT an approved facility.

Approved facility being used _____.

Parade. Mark beginning area, the route* (with arrows) and finish area on maps

*If Business Route I-196 needs to be closed for the Parade you will need to contact Department of Public Works at 269-637-0737 to obtain a MDOT permit for road closure.

Participants. Mark parking areas, bus locations, and special passengers on maps.

Relay event. Indicate "hand-off" points and areas of participant equipment impact.

Aircraft landing / hot air balloons. Mark location on maps.

Fireworks/pyrotechnics site. Mark location on maps.

Vendors/General Merchandise concession areas. Mark areas on maps. Name of contact person for vendor(s)

Vendors and General Merchandise Concessions will not be allowed in the Central Business District (CBD). Please refer to the Special Events & Festivals Information Pamphlet for a detailed map of this area.

Name: _____ Telephone: _____

Note: Number will be given for all vendor inquiries. It is suggested that the Sponsoring Organization issue a paper permit to be displayed by vendor to let city and event staff now they are an approved vendor.

- First Aid facilities. Mark location on maps. List agency providing staff and equipment
Name: _____ Telephone: _____
- Live animal sites. Mark location on maps and describe: _____

- Any other item(s) that should be included on maps. Explain: _____

ADDITIONAL EVENT INFORMATION

- Liquor License
The sale and consumption of alcoholic beverages may occur on publicly-owned property located with the approved Downtown South Haven Special Event Area. Guidelines for such special event liquor licensing are available in the Special Event & Festivals Alcohol Policy. These policies require that an application be filed with the City of South Haven and the Michigan Liquor Control Commission.
City of South Haven Liquor License Application
Michigan Liquor Control Commission Website

Liquor license application must be submitted before the city will process this special event application.

- Noise: Please describe i.e. music, sound, amplification and any other noise that impacts surrounding area. Provide dates and times noise will occur. **All noise must stay with in the city's noise ordinance. Noise Ordinance Sec. 30-28. City Noise Ordinance will be enforced.** If you have any questions about the noise ordinance please contact the local police department 269-637-5151.

(LIVE MUSIC)

 Date: 5-28-16 Time: 1:00pm ~~NA~~ - 5p
 Date: _____ Time: _____
 Date: _____ Time: _____

- Signage: Prior to the event a list of all signage (example: sandwich boards, banners, etc.) and placement of the signage needs to be turned in to the city's Parks and Recreation Supervisor. Upon submission the signage requests will be reviewed by the Parks and Recreation Supervisor; additional approval may be required. ***Due to limited space for banners, they will be placed on a first come first served basis***
- Street Marking: Painting and marking on roads and sidewalks should be held to a minimum, and paint specifically designed to wear away in a short period of time and approved by the city shall be used. Please contact the Parks and Recreation Supervisor for approved list.

CITY SERVICES

Are you requesting any utility services to be provided: Yes No
 If yes, explain: _____

If electric utilities requested, name of festival person or electrician who will be responsible:
 Name: _____ Telephone: _____

Will vendors be using electric utilities: Yes No
 If yes, the city's Electrical Inspector will be making inspections of all vendors using electric during events. A charge of \$10.00 per vendor will be billed to the Sponsoring Organization (NOT the vendor) following the event.

Will you require additional police services: Yes No
 If yes, explain: _____

Will you require additional fire/ambulance services: Yes No
If yes, explain: _____

Additional fire information: Mark all that apply

- Tents
- Concessions
- Exits
- Compressed Gases
- Extinguishers
- Electrical
- Exposed Flames
- Other: _____

If you checked any box in the "Additional fire information" section, you **MUST** obtain a "**FIRE & LIFE SAFETY (Form A3) REQUIREMENT FOR VENDORS, PARTICIPATING IN FESTIVALS, FAIRS AND ALL OTHER OUTSIDE EVENTS/ACTIVITIES**" information form from the Deputy Fire Chief. Please contact the South Haven Area Emergency Services at 269-637-5151 located at 90 Blue Star Hwy.

The primary concern during an event is Public Safety. In the event of inclement weather the City of South Haven has the right to cancel or postpone any special event; this includes the City Manager, Police Chief or his designee and Fire Chief or his designee.

INSURANCE

The city requires proof of insurance (\$1,000,000) naming the City of South Haven as "additionally insured". The Proof of Insurance Certification needs to be turned in with the Special Event application.

Is the Proof of Insurance Certification Provided with Special Event Application? Yes No

REMINDERS

Please make sure the following items are turned in with the Special Events & Festivals Application

- Map(s)
- Proof of Insurance Certification
- Cones and Barricade Request Form (if applicable)
- Submitted liquor license application (if applicable)

INDEMNIFICATION AGREEMENT

The undersigned agrees and promises, as a condition of approval of this Special Events & Festivals Application to defend, indemnify, and save harmless the City of South Haven, its agents, officials and employees from all suits, claims, damages, causes of action or demands of any kind and character arising out of resulting from or in connection with the use of said Public Property

Applicants Signature 2-8-16
Date

Please return to:
Parks and Recreation Supervisor
Department of Public Works
City of South Haven
1199 8th Ave
South Haven, MI 49010
Phone: 269-637-0772 / Fax: 269-637-4778
Hours: Monday-Friday 7:00a.m. – 3:30p.m.

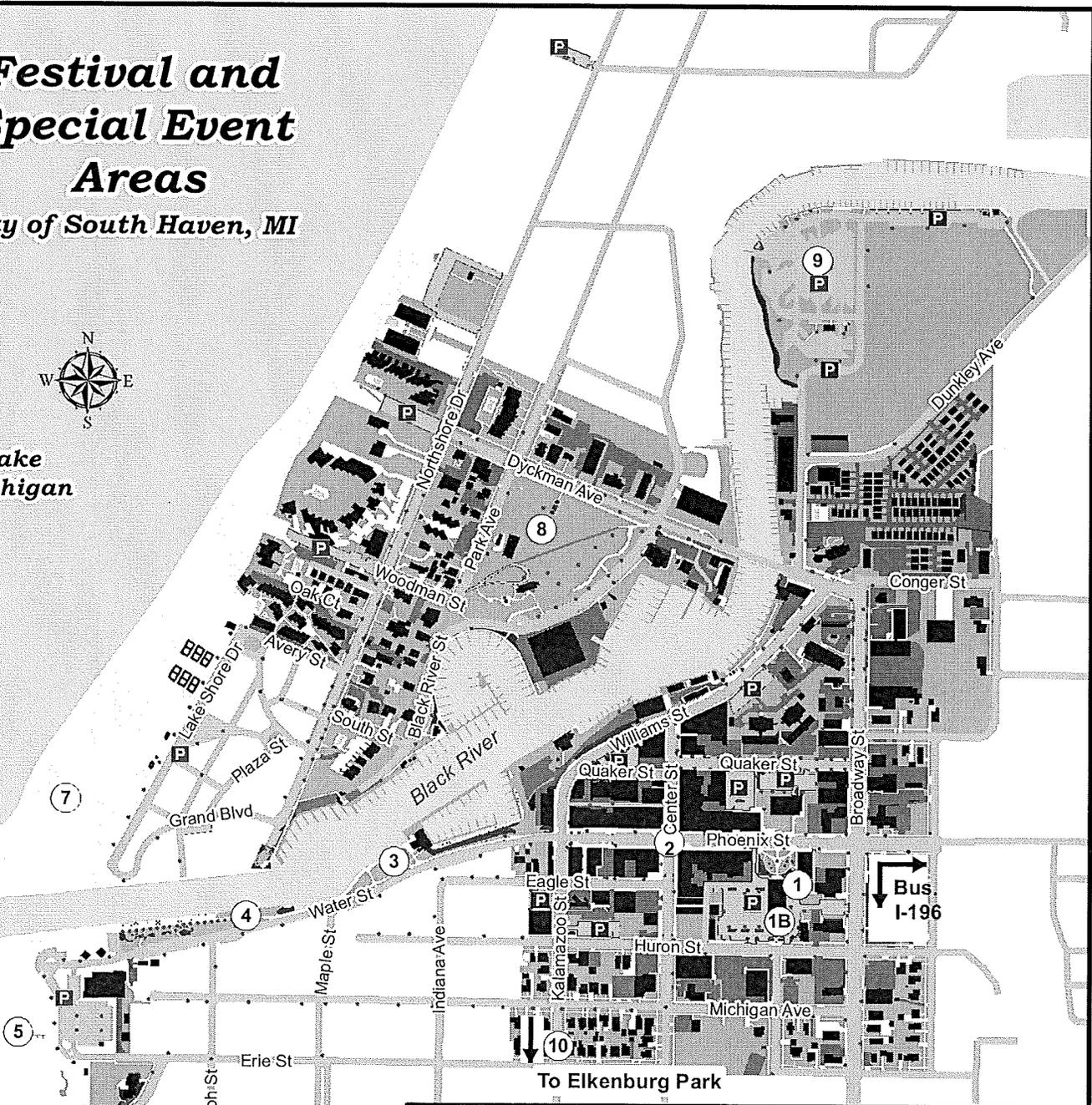
Please remember this application must be submitted to the Parks and Recreation Office at least 21 business days prior to the start of the event.

Festival and Special Event Areas

City of South Haven, MI



Lake Michigan



Festival and Special Event Areas

1. Dyckman Park / Huron St Parking Lot & Pavilion
- 1B. Huron St Pavilion
2. Downtown
3. Riverfront Park East
4. Riverfront Park West
5. South Beach
6. Kids Corner
7. North Beach
8. Stanley Johnston Mem. Park
9. Black River Park
10. Elkenburg Park

Legend

- Free All Day Public Parking
- Paid Public Parking
- Page Number
- Street Lights

Place symbols on map where needed and write quantity needed on lines.

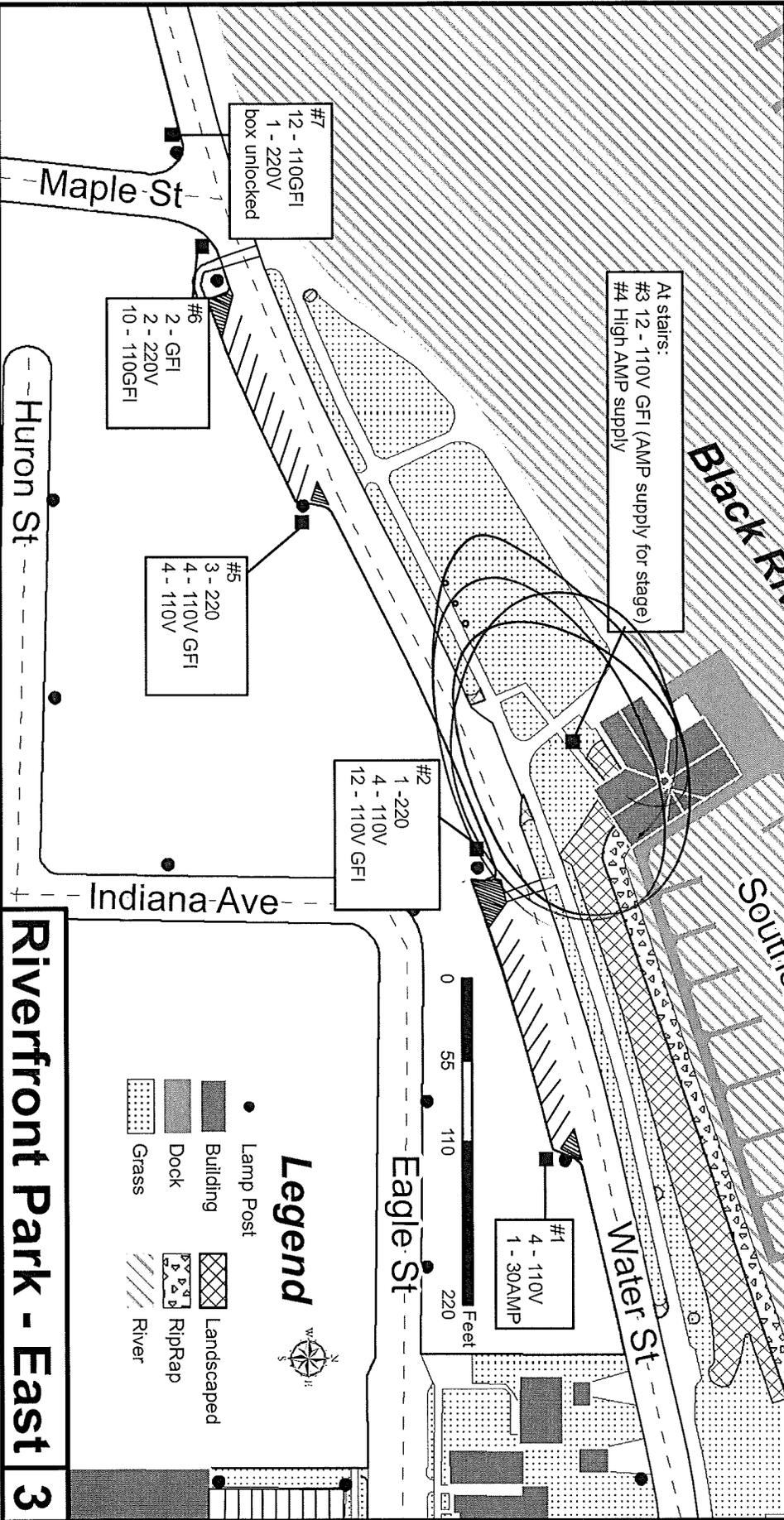
△ Cones*: _____

◇ Barricades: _____

□ Dumpsters: _____

○ Porta-Potties: _____

*If making requests for barricades and cones be sure to also fill out: Cones and Barricade Request Form.



Riverfront Park - East 3



City of South Haven

Department of Public Works

DPW Building • 1199 8th Ave. • South Haven, Michigan 49090
Telephone (269) 637-0737 • Fax (269) 637-4778

MEMORANDUM

To: Brian Dissette, City Manager

From: Michelle Coffey, Special Events Coordinator

Date: February 23, 2016

RE: Special Event 2016-06 – Summer Kickoff

Background Information

Solomon's Temple Ministries would like to host their Summer Kickoff again this year. This event is scheduled for Saturday, June 4, 2016 from 12:00 pm to 4:00 pm at Elkenburg Park. This special event is designed for the youth in the community. This event will have music, free food, games, raffle prizes, and a bike giveaway.

Attachments

Special Event 2016-06 Special Event Application and Maps

CITY OF SOUTH HAVEN

Special Events & Festivals Application

FOR OFFICE USE ONLY
Special Event # 2016-06
Date Received 2/22/16

The Special Events & Festivals Information Pamphlet must be read before filling out this application.

Complete and return this application to the Parks and Recreation Office at least 21 business days prior to the start of the event.

A new application must be submitted each year.

I have read the Special Events & Festivals Information Pamphlet and will fill out this application completely; agreeing to follow all policies and regulations set by the City of South Haven.

A.G. 2-22-2016
Initial Date

CONTACT INFORMATION

Event Title: Summer Kickoff
Sponsoring Organization: Solomon's Temple Ministries
Applicants Name: Ahmmad Goodwin
Telephone #: 616-405-3165 Phone # During Event: 616-405-3165
E-mail Address: goodwin_aj@hotmail.com

Other contacts for/during event

Name: Alfred Goodwin Telephone: 616-405-8420
Name: _____ Telephone: _____

EVENT SPECIFIC INFORMATION

Event Location: Elkburg Park
Date(s) Requested: 6-4-2016 Alternative Date(s): _____
Start Time: 12:00 End Time: 4:00pm

Any event that exceeds 10:00 P.M. has to be approved by City Council

Number of people expected to attend: 100-125

EVENT DESCRIPTION

Please give a description of the event (Please attach a separate sheet with details if there is not enough space below).

This would be our 3rd annual free event for the community and mainly for the youth. Music, free food, games, raffle prizes, and bike giveaway.

MAPS/LOCATION – mark event items on map(s)

Check items below that apply to your event. **All items checked below must be indicated on the MAP(S).** Maps can be found on the city's website. Please note, **map(s) must be submitted with the Special Events & Festivals Application.**

City property or city park use. **Show locations of fencing, barriers, or barricades. Include streets and/or sidewalks to be closed or barricaded on map(s).** To ensure requested items, such as cones or barricades, are reserved and available for the day of the event, please complete the **CONES AND BARRICADE REQUEST FORM** and submit it with the Special Events & Festival Application. Requested items are available Monday through Friday during office hours between 7:00am and 3:30pm; the office is closed during lunch from 12:00pm to 1:00pm. Should you require an alternate time a **\$50 After Hour Charge** will be assessed. Please note, if the Cones and Barricade Request Form is not submitted, the City of South Haven can not guarantee the requested items will be available for the event, **first come - first served, limited quantity available.**

Barricade Request: Mark locations on maps. Barricades that are damaged or not returned to the Public Works Department will be charged \$25.00 per barricade.

Cone Request: Mark locations on maps. Cones that are damaged or not returned to the Public Works Department will be charged \$10.00 per cone.

Explain closure 6 Barricades to block streets to ensure kids safety.

Entertainment, dance, tent or stage. Mark locations on maps.

Event Command Post. Mark location on maps.

Dumpsters and/or trash containers. Mark location on maps.

Portable toilet facilities. Mark locations on maps. How many? _____

The City requires the use of portable facilities for events expecting over 500 attendants.

****Huron Street Pavilion requires portable toilet facilities for events expecting over 150 attendants.****

Under part 117 of Act, 1994 PA 451, Waste servicers must dispose of their waste at a wastewater treatment plant with an approved receiving facility. The South Haven Wastewater Treatment Plant is **NOT** an approved facility.

Approved facility being used _____.

Parade. Mark beginning area, the route* (with arrows) and finish area on maps

*If Business Route I-196 needs to be closed for the Parade you will need to contact Department of Public Works at 269-637-0737 to obtain a MDOT permit for road closure.

Participants. Mark parking areas, bus locations, and special passengers on maps.

Relay event. Indicate "hand-off" points and areas of participant equipment impact.

Aircraft landing / hot air balloons. Mark location on maps.

Fireworks/pyrotechnics site. Mark location on maps.

Vendors/General Merchandise concession areas. Mark areas on maps. Name of contact person for vendor(s)

Vendors and General Merchandise Concessions will not be allowed in the Central Business District (CBD). Please refer to the Special Events & Festivals Information Pamphlet for a detailed map of this area.

Name: _____ Telephone: _____

Note: Number will be given for all vendor inquiries. It is suggested that the Sponsoring Organization issue a paper permit to be displayed by vendor to let city and event staff now they are an approved vendor.

- First Aid facilities. Mark location on maps. List agency providing staff and equipment
Name: _____ Telephone: _____
- Live animal sites. Mark location on maps and describe: _____

- Any other item(s) that should be included on maps. Explain: _____

ADDITIONAL EVENT INFORMATION

- Liquor License
The sale and consumption of alcoholic beverages may occur on publicly-owned property located with the approved Downtown South Haven Special Event Area. Guidelines for such special event liquor licensing are available in the Special Event & Festivals Alcohol Policy. These policies require that an application be filed with the City of South Haven and the Michigan Liquor Control Commission.
City of South Haven Liquor License Application
Michigan Liquor Control Commission Website

Liquor license application must be submitted before the city will process this special event application.

- Noise: Please describe i.e. music, sound, amplification and any other noise that impacts surrounding area. Provide dates and times noise will occur. **All noise must stay within the city's noise ordinance. Noise Ordinance Sec. 30-28. City Noise Ordinance will be enforced.** If you have any questions about the noise ordinance please contact the local police department 269-637-5151.

Date: _____ Time: _____

Date: _____ Time: _____

Date: _____ Time: _____

- Signage: Prior to the event a list of all signage (example: sandwich boards, banners, etc.) and placement of the signage needs to be turned in to the city's Parks and Recreation Supervisor. Upon submission the signage requests will be reviewed by the Parks and Recreation Supervisor; additional approval may be required. ***Due to limited space for banners, they will be placed on a first come first served basis***
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CITY SERVICES

Are you requesting any utility services to be provided: Yes No
If yes, explain: _____

If electric utilities requested, name of festival person or electrician who will be responsible:
Name: _____ Telephone: _____

Will vendors be using electric utilities: Yes No
If yes, the city's Electrical Inspector will be making inspections of all vendors using electric during events. A charge of \$10.00 per vendor will be billed to the Sponsoring Organization (NOT the vendor) following the event.

Will you require additional police services: Yes No
If yes, explain: _____

Will you require additional fire/ambulance services: Yes No
If yes, explain: _____

Additional fire information: Mark all that apply

- Tents
- Concessions
- Exits
- Compressed Gases
- Extinguishers
- Electrical
- Exposed Flames
- Other: _____

If you checked any box in the "Additional fire information" section, you **MUST** obtain a **"FIRE & LIFE SAFETY (Form A3) REQUIREMENT FOR VENDORS, PARTICIPATING IN FESTIVALS, FAIRS AND ALL OTHER OUTSIDE EVENTS/ACTIVITIES"** information form from the Deputy Fire Chief. Please contact the South Haven Area Emergency Services at 269-637-5151 located at 90 Blue Star Hwy.

The primary concern during an event is Public Safety. In the event of inclement weather the City of South Haven has the right to cancel or postpone any special event; this includes the City Manager, Police Chief or his designee and Fire Chief or his designee.

INSURANCE

The city requires proof of insurance (\$1,000,000) naming the City of South Haven as "additionally insured". The Proof of Insurance Certification needs to be turned in with the Special Event application.

Is the Proof of Insurance Certification Provided with Special Event Application? Yes No

REMINDERS

Please make sure the following items are turned in with the Special Events & Festivals Application

- Map(s)
- Proof of Insurance Certification
- Cones and Barricade Request Form (if applicable)
- Submitted liquor license application (if applicable)

INDEMNIFICATION AGREEMENT

The undersigned agrees and promises, as a condition of approval of this Special Events & Festivals Application to defend, indemnify, and save harmless the City of South Haven, its agents, officials and employees from all suits, claims, damages, causes of action or demands of any kind and character arising out of resulting from or in connection with the use of said Public Property



Applicants Signature

2-22-16
Date

Please return to:
Parks and Recreation Supervisor
Department of Public Works
City of South Haven
1199 8th Ave
South Haven, MI 49010
Phone: 269-637-0772 / Fax: 269-637-4778
Hours: Monday-Friday 7:00a.m. – 3:30p.m.

Please remember this application must be submitted to the Parks and Recreation Office at least 21 business days prior to the start of the event.

Humphrey St

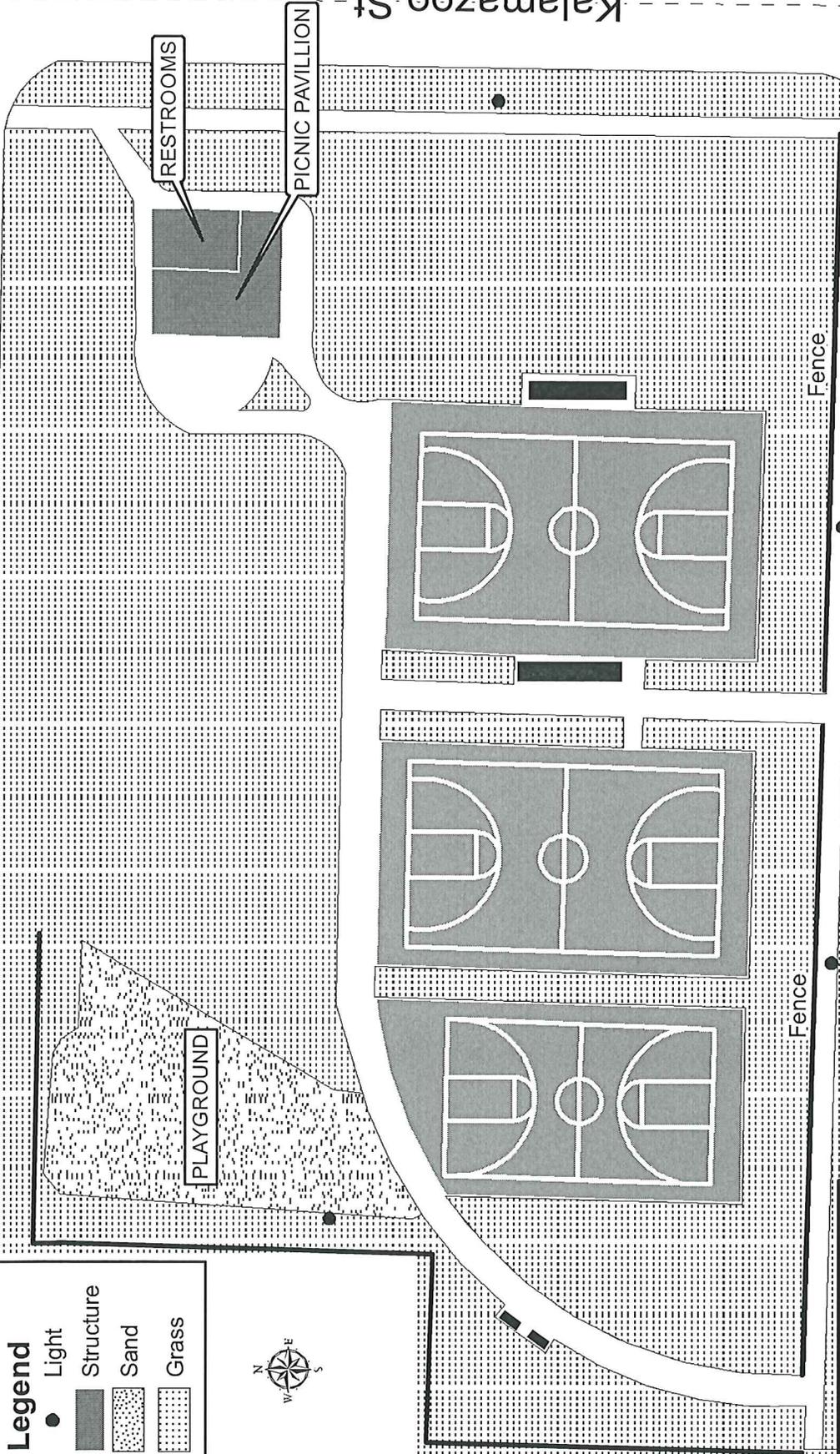
Kalamazoo St

Elkenburg St

Elkenburg Park 10

Legend

- Light
- Structure
- ▨ Sand
- ▤ Grass



Place symbols on map where needed and write quantity needed on lines.

Cones*: _____

Barricades: _____

Dumpsters: _____

Porta-Potties: _____

*If making requests for barricades and cones be sure to also fill out: Cones and Barricade Request Form.

Handwritten yellow markings: a triangle and a diamond symbol.

Handwritten yellow markings: a triangle and a diamond symbol.

Handwritten blue text: (6 Barricades)



City of South Haven

Department of Public Works

DPW Building • 1199 8th Ave. • South Haven, Michigan 49090
Telephone (269) 637-0737 • Fax (269) 637-4778

MEMORANDUM

To: Brian Dissette, City Manager

From: Michelle Coffey, Special Events Coordinator

Date: March 1, 2016

RE: Special Event 2016-07 – National Blueberry Festival Annual 5K Run & Walk and 10K Run

Background Information

The National Blueberry Festival 2016 special event has already been approved by City Council. This special event application is specifically for the annual 5K walk/run and 10K run. Proceeds from this event are split between the South Haven Health System Foundation and the National Blueberry Festival. Registration will be held at Riverfront Park. The race will start on Kalamazoo Street between Huron and Michigan and ends near the Marina. They plan to use the same course as previous years. South Haven Health System will supply volunteers. They are requesting support from the Police Department, SHAES, and cones from Public Works.

This event will take place August 13, 2016 from 6:00 am to 11:00 am.

Proof of insurance provided by the National Blueberry Festival includes this event.

Attachments

Special Event 2016-07 - Special Event Application and Maps

CITY OF SOUTH HAVEN

Special Events & Festivals Application

FOR OFFICE USE ONLY

Special Event # 2016-07

Date Received _____

The Special Events & Festivals Information Pamphlet must be read before filling out this application.

Complete and return this application to the Parks and Recreation Office at least 21 business days prior to the start of the event.

A new application must be submitted each year.

I have read the Special Events & Festivals Information Pamphlet and will fill out this application completely; agreeing to follow all policies and regulations set by the City of South Haven.

kw

2/22/2016

Initial

Date

CONTACT INFORMATION

Event Title: National Blueberry Festival 5K Run & Walk and 10K Run

Sponsoring Organization: South Haven Health System Foundation

Applicants Name: Kimberly Wise

Telephone #: 269-639-2801 Phone # During Event: 269-214-8692

E-mail Address: kwise@sh-hs.org

Other contacts for/during event

Name: Lynn Kelley Telephone: 269-277-9645

Name: Sara Monacelli Telephone: 586-713-5637

EVENT SPECIFIC INFORMATION

Event Location: Riverfront Marina; Downtown South Haven

Date(s) Requested: 08/13/2016 Alternative Date(s): _____

Start Time: 6:00am (set-up) End Time: 11:00am (clean-up completed)

Any event that exceeds 10:00 P.M. has to be approved by City Council

Number of people expected to attend: 1,200-1,300

EVENT DESCRIPTION

Please give a description of the event (Please attach a separate sheet with details if there is not enough space below).

Annual 5K/10K race. Proceeds from the event are split between the SHHS Foundation and the National Blueberry Festival. Registration is held at the Waterfront Marina. Race starts on Kalamazoo Street in between Huron & Michigan, and ends near the Marina. Proposing using the same course as previous years. SHHS Foundation will supply volunteers. Requesting support from Police, SHAES, and cones from Public Works.

MAPS/LOCATION – mark event items on map(s)

Check items below that apply to your event. **All items checked below must be indicated on the MAP(S).** Maps can be found on the city's website. Please note, **map(s) must be submitted with the Special Events & Festivals Application.**

City property or city park use. **Show locations of fencing, barriers, or barricades. Include streets and/or sidewalks to be closed or barricaded on map(s).** To ensure requested items, such as cones or barricades, are reserved and available for the day of the event, please complete the **CONES AND BARRICADE REQUEST FORM** and submit it with the Special Events & Festival Application. Requested items are available Monday through Friday during office hours between 7:00am and 3:30pm; the office is closed during lunch from 12:00pm to 1:00pm. Should you require an alternate time a **\$50 After Hour Charge** will be assessed. Please note, if the Cones and Barricade Request Form is not submitted, the City of South Haven can not guarantee the requested items will be available for the event, **first come - first served, limited quantity available.**

Barricade Request: Mark locations on maps. Barricades that are damaged or not returned to the Public Works Department will be charged \$25.00 per barricade.

Cone Request: Mark locations on maps. Cones that are damaged or not returned to the Public Works Department will be charged \$10.00 per cone.

Explain closure Water Street will already be closed due to festival. Requesting Police escort for race for remaining streets.

Entertainment, dance, tent or stage. Mark locations on maps.

Event Command Post. Mark location on maps.

Dumpsters and/or trash containers. Mark location on maps.

Portable toilet facilities. Mark locations on maps. How many? Provided by Festival
The City requires the use of portable facilities for events expecting over 500 attendants.
****Huron Street Pavilion requires portable toilet facilities for events expecting over 150 attendants.****

Under part 117 of Act, 1994 PA 451, Waste servicers must dispose of their waste at a wastewater treatment plant with an approved receiving facility. The South Haven Wastewater Treatment Plant is **NOT** an approved facility.

Approved facility being used _____.

Parade. Mark beginning area, the route* (with arrows) and finish area on maps

*If Business Route I-196 needs to be closed for the Parade you will need to contact Department of Public Works at 269-637-0737 to obtain a MDOT permit for road closure.

Participants. Mark parking areas, bus locations, and special passengers on maps.

Relay event. Indicate "hand-off" points and areas of participant equipment impact.

Aircraft landing / hot air balloons. Mark location on maps.

Fireworks/pyrotechnics site. Mark location on maps.

Vendors/General Merchandise concession areas. Mark areas on maps. Name of contact person for vendor(s)

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Name: _____ Telephone: _____

Note: Number will be given for all vendor inquiries. It is suggested that the Sponsoring Organization issue a paper permit to be displayed by vendor to let city and event staff now they are an approved vendor.

- First Aid facilities. Mark location on maps. List agency providing staff and equipment

Name: South Haven Health System & SHAES Telephone: 269-639-2801

- Live animal sites. Mark location on maps and describe: _____

- Any other item(s) that should be included on maps. Explain: _____

ADDITIONAL EVENT INFORMATION

- Liquor License

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Michigan Liquor Control Commission Website

Liquor license application must be submitted before the city will process this special event application.

- Noise: Please describe i.e. music, sound, amplification and any other noise that impacts surrounding area. Provide dates and times noise will occur. **All noise must stay with in the city's noise ordinance. Noise Ordinance Sec. 30-28. City Noise Ordinance will be enforced.** If you have any questions about the noise ordinance please contact the local police department 269-637-5151.

Date: _____ Time: _____

Date: _____ Time: _____

Date: _____ Time: _____

- Signage: Prior to the event a list of all signage (example: sandwich boards, banners, etc.) and placement of the signage needs to be turned in to the city's Parks and Recreation Supervisor. Upon submission the signage requests will be reviewed by the Parks and Recreation Supervisor; additional approval may be required. ***Due to limited space for banners, they will be placed on a first come first served basis***
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CITY SERVICES

Are you requesting any utility services to be provided: Yes No

If yes, explain: _____

If electric utilities requested, name of festival person or electrician who will be responsible:

Name: _____ Telephone: _____

Will vendors be using electric utilities: Yes No

If yes, the city's Electrical Inspector will be making inspections of all vendors using electric during events. A charge of \$10.00 per vendor will be billed to the **Sponsoring Organization** (NOT the vendor) following the event.

Will you require additional police services: Yes No

If yes, explain: _____

Requesting that SHPD lead and follow the racers.

Will you require additional fire/ambulance services: Yes No
If yes, explain: _____

Requesting that SHAES personnel follow racers on the quad/mule in case of an injury. _____

Additional fire information: Mark all that apply

- Tents Concessions Exits Compressed Gases
 Extinguishers Electrical Exposed Flames
 Other: _____

If you checked any box in the "Additional fire information" section, you **MUST** obtain a **"FIRE & LIFE SAFETY (Form A3) REQUIREMENT FOR VENDORS, PARTICIPATING IN FESTIVALS, FAIRS AND ALL OTHER OUTSIDE EVENTS/ACTIVITIES"** information form from the Deputy Fire Chief. Please contact the South Haven Area Emergency Services at 269-637-5151 located at 90 Blue Star Hwy.

The primary concern during an event is Public Safety. In the event of inclement weather the City of South Haven has the right to cancel or postpone any special event; this includes the City Manager, Police Chief or his designee and Fire Chief or his designee.

INSURANCE

The city requires proof of insurance (\$1,000,000) naming the City of South Haven as "additionally insured". The Proof of Insurance Certification needs to be turned in with the Special Event application.

Is the Proof of Insurance Certification Provided with Special Event Application? Yes No

Covered by Blueberry Festival. Previously submitted.

REMINDERS

Please make sure the following items are turned in with the Special Events & Festivals Application

- Map(s)
- Proof of Insurance Certification *(Submitted w/ Blueberry Festival application)*
- Cones and Barricade Request Form (if applicable)
- Submitted liquor license application (if applicable)

INDEMNIFICATION AGREEMENT

The undersigned agrees and promises, as a condition of approval of this Special Events & Festivals Application to defend, indemnify, and save harmless the City of South Haven, its agents, officials and employees from all suits, claims, damages, causes of action or demands of any kind and character arising out of resulting from or in connection with the use of said Public Property

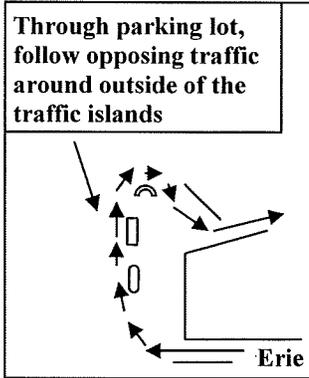
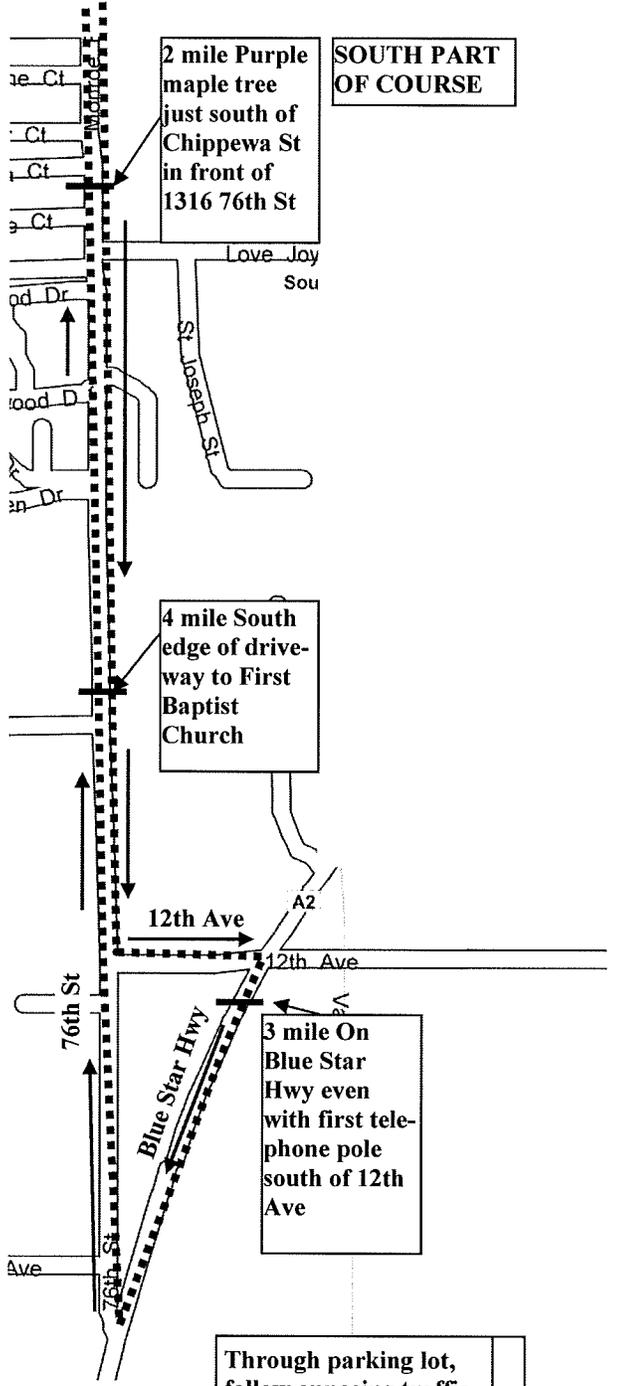
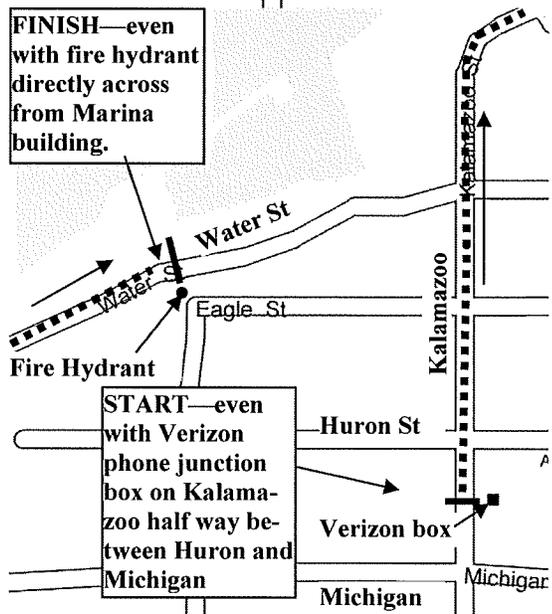
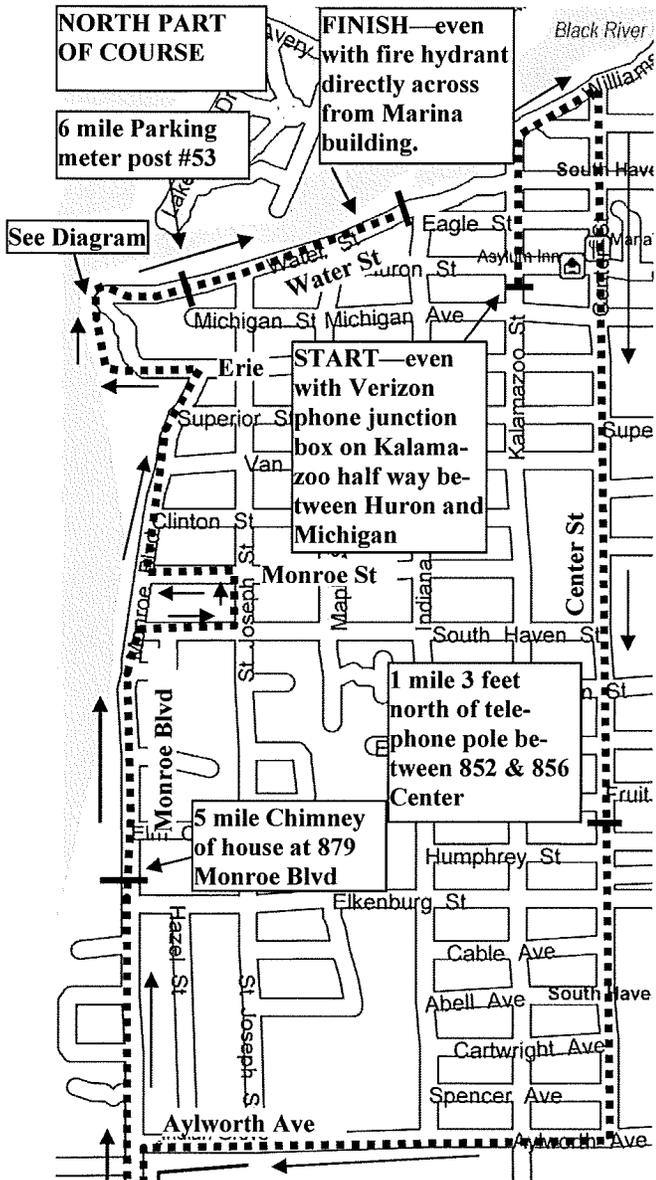
Kimberly Wise
Applicants Signature

2-22-16
Date

Please return to:
Parks and Recreation Supervisor
Department of Public Works
City of South Haven
1199 8th Ave
South Haven, MI 49010
Phone: 269-637-0772 / Fax: 269-637-4778
Hours: Monday-Friday 7:00a.m. – 3:30p.m.

Please remember this application must be submitted to the Parks and Recreation Office at least 21 business days prior to the start of the event.

Blueberry Festival 10K





(0)

SEARCH ()

WHERE TO BUY (/LOCATOR/)



Menu ()

[Back to Products \(/products/\)](#)



We would like to purchase this type of spray chalk instead of the previously used spray paint.

The chalk should come off the roads within 2-4 weeks.

Please let me know if you approve this product.

Kim Wise

214-8692

kwise@sh-hs.org

Professional Marking Chalk

★★★★★

Write the first review

1 question | 1 answer

Read all Q&A

Marking Chalk adds temporary chalk lines in high visibility color.

- Ideal for grass, pavement and soil
- Easily removed from hard surfaces
- Fast drying

DRY TO TOUCH:

- 20 minutes

DRY TO HANDLE:

- N/A

FOR USE ON

- Concrete, Pavement, Gravel, Soil, Grass

3120 13 15 1

WHERE TO BUY (/LOCATOR/)

PRODUCT INFORMATION

Colors & Finishes ▼

Specifications ▼

SDS (Safety Data Sheet) - PDS (Product Data Sheet) ▼

Reviews ▼

Q&A ▼

Product Q&A

(1 question : 1 answer)

Search all questions and answers for this product

WILL THIS RUN OFF IN THE RAIN? HOW LONG WILL IT LAST WITHOUT RAIN?

1
answer

Gender: Male

Age: 35-44

1 month, 4 weeks ago

by Ricky (http://ugc.krylon.com/profiles/0108-en_us/f4epbudsjh2g1lgcplbd5u3oy/profile.htm) Green Cove Springs, FL 32043, USA

ANSWER THIS QUESTION

Answers

Number one contributor

Hello Ricky,

Chalk will weather off over time. Normally a week or two if applied according to instruction. If the surface is in poor condition and pitted it might take longer for weathering to occur as deeper surfaces are less exposed to abrasion. Marking chalks do not leave the surface on command and are intended to be sturdy enough to hold for days or weeks depending on customers/landscapers or contractor needs. Many users apply heavily to be sure the material will last. This will have to be tested.

I hope this helps.

Best Regards,
Krylon CS

1 month, 3 weeks ago

by KrylonCS (http://ugc.krylon.com/profiles/0108-en_us/licwssmgbuaxzjh7u739561hr/profile.htm) Cleveland, OH, USA
Was this helpful? Yes No Report Inappropriate Review

ASK A NEW QUESTION



City of South Haven

Department of Public Works

DPW Building • 1199 8th Ave. • South Haven, Michigan 49090
Telephone (269) 637-0737 • Fax (269) 637-4778

MEMORANDUM

To: Brian Dissette, City Manager

From: Michelle Coffey, Special Events Coordinator

Date: March 1, 2016

RE: Special Event 2016-08 – 5th Annual Salute to Veterans

Background Information

Operation Injured Soldiers and the South Haven Steelheaders are sponsoring the 5th Annual Salute to Veterans. On August 20, 2016, about 25 boats will take approximately 40 veterans out on Lake Michigan at 6:00 am and fish until 11:30 am. At 12:00 pm the boats will start the boat parade back to port. Two T-34 airplanes will make a fly over to start. Around 1,500 bystanders will observe and cheer on the veterans as they return down the channel. The fire department will have the flag hanging over the channel from their boom truck. The U.S. Coast Guard and Sheriff Patrol boats will lead the way.

Attachments

Special Event 2016-08 Special Event Application
Map
Flyer

CITY OF SOUTH HAVEN

Special Events & Festivals Application

FOR OFFICE USE ONLY

Special Event # 2016-08
Date Received 2/29/16

The Special Events & Festivals Information Pamphlet must be read before filling out this application.

Complete and return this application to the Parks and Recreation Office at least 21 business days prior to the start of the event.

A new application must be submitted each year.

I have read the Special Events & Festivals Information Pamphlet and will fill out this application completely; agreeing to follow all policies and regulations set by the City of South Haven.

BKT
Initial

2/29/2016
Date

CONTACT INFORMATION

Event Title: South Haven's 5th Annual Salute to Veterans

Sponsoring Organization: Operation Injured Soldiers & South Haven Steelheaders

Applicants Name: Bruce K. Thatcher

Telephone #: 269-427-9069 Phone # During Event: 269-768-5669

E-mail Address: thatcher@frontier.com

Other contacts for/during event

Name: Jeff Dehn Telephone: (269) 377-5554

Name: Shirley Thatcher Telephone: (269) 767-0471

EVENT SPECIFIC INFORMATION

Event Location: From the lighthouse on both piers to the South Marina

Date(s) Requested: Aug 20, 2016 Alternative Date(s): None

Start Time: Fishing 05130 End Time: Parade 1:00 PM
Parade 12:00 noon Lunchon: 3:00 PM

Any event that exceeds 10:00 P.M. has to be approved by City Council

Number of people expected to attend: 120 participants and 1500 bystanders

EVENT DESCRIPTION

Please give a description of the event (Please attach a separate sheet with details if there is not enough space below).

25 boats from South Haven Steelheader will take out 40 veterans from Operation Injured, Soldier, and 10 veterans from VA facility in Battle Creek out on Lake Michigan for a day of fishing, until 11:30 am.

At noon we start the boat parade back into port. 2 T-34 airplanes will make a fly over to start. We hope to have 1500 people on both piers cheering on the Veterans as they return down the channel.

Fire Dept will have the flag hanging over the channel from their Boomtruck US Coast Guard and Sheriff's patrol boats will lead the way.

MAPS/LOCATION – mark event items on map(s)

Check items below that apply to your event. **All items checked below must be indicated on the MAP(S).** Maps can be found on the city's website. Please note, **map(s) must be submitted with the Special Events & Festivals Application.**

- City property or city park use. **Show locations of fencing, barriers, or barricades. Include streets and/or sidewalks to be closed or barricaded on map(s).** To ensure requested items, such as cones or barricades, are reserved and available for the day of the event, please complete the **CONES AND BARRICADE REQUEST FORM** and submit it with the Special Events & Festival Application. Requested items are available Monday through Friday during office hours between 7:00am and 3:30pm; the office is closed during lunch from 12:00pm to 1:00pm. Should you require an alternate time a **\$50 After Hour Charge** will be assessed. Please note, if the Cones and Barricade Request Form is not submitted, the City of South Haven can not guarantee the requested items will be available for the event, **first come - first served, limited quantity available.**

Barricade Request: Mark locations on maps. Barricades that are damaged or not returned to the Public Works Department will be charged \$25.00 per barricade.

Cone Request: Mark locations on maps. Cones that are damaged or not returned to the Public Works Department will be charged \$10.00 per cone.

Explain closure _____

Entertainment, dance, tent or stage. Mark locations on maps.

Event Command Post. Mark location on maps.

Dumpsters and/or trash containers. Mark location on maps.

Portable toilet facilities. Mark locations on maps. How many? _____

The City requires the use of portable facilities for events expecting over 500 attendants.

****Huron Street Pavilion requires portable toilet facilities for events expecting over 150 attendants. ****

Under part 117 of Act, 1994 PA 451, Waste servicers must dispose of their waste at a wastewater treatment plant with an approved receiving facility. The South Haven Wastewater Treatment Plant is **NOT** an approved facility.

Approved facility being used _____.

Parade. Mark beginning area, the route* (with arrows) and finish area on maps

*If Business Route I-196 needs to be closed for the Parade you will need to contact Department of Public Works at 269-637-0737 to obtain a MDOT permit for road closure.

Participants. Mark parking areas, bus locations, and special passengers on maps.

Relay event. Indicate "hand-off" points and areas of participant equipment impact.

Aircraft landing / hot air balloons. Mark location on maps.

Fireworks/pyrotechnics site. Mark location on maps.

Vendors/General Merchandise concession areas. Mark areas on maps. Name of contact person for vendor(s)

Vendors and General Merchandise Concessions will not be allowed in the Central

Business District (CBD). Please refer to the Special Events & Festivals

Information Pamphlet for a detailed map of this area.

Name: _____ Telephone: _____

Note: Number will be given for all vendor inquiries. It is suggested that the Sponsoring Organization issue a paper permit to be displayed by vendor to let city and event staff now they are an approved vendor.

First Aid facilities. Mark location on maps. List agency providing staff and equipment
Name: _____ Telephone: _____

Live animal sites. Mark location on maps and describe: _____

Any other item(s) that should be included on maps. Explain: _____

ADDITIONAL EVENT INFORMATION

Liquor License
The sale and consumption of alcoholic beverages may occur on publicly-owned property located with the approved Downtown South Haven Special Event Area. Guidelines for such special event liquor licensing are available in the Special Event & Festivals Alcohol Policy. These policies require that an application be filed with the City of South Haven and the Michigan Liquor Control Commission.
City of South Haven Liquor License Application
Michigan Liquor Control Commission Website

Liquor license application must be submitted before the city will process this special event application.

Noise: Please describe i.e. music, sound, amplification and any other noise that impacts surrounding area. Provide dates and times noise will occur. **All noise must stay within the city's noise ordinance. Noise Ordinance Sec. 30-28. City Noise Ordinance will be enforced.** If you have any questions about the noise ordinance please contact the local police department 269-637-5151.

Date: _____ Time: _____

Date: _____ Time: _____

Date: _____ Time: _____

Signage: Prior to the event a list of all signage (example: sandwich boards, banners, etc.) and placement of the signage needs to be turned in to the city's Parks and Recreation Supervisor. Upon submission the signage requests will be reviewed by the Parks and Recreation Supervisor; additional approval may be required. ***Due to limited space for banners, they will be placed on a first come first served basis***

Street Marking: Painting and marking on roads and sidewalks should be held to a minimum, and paint specifically designed to wear away in a short period of time and approved by the city shall be used. Please contact the Parks and Recreation Supervisor for approved list.

CITY SERVICES

Are you requesting any utility services to be provided: Yes No
If yes, explain: _____

If electric utilities requested, name of festival person or electrician who will be responsible:
Name: _____ Telephone: _____

Will vendors be using electric utilities: Yes No
If yes, the city's Electrical Inspector will be making inspections of all vendors using electric during events. A charge of \$10.00 per vendor will be billed to the **Sponsoring Organization** (NOT the vendor) following the event.

Will you require additional police services: Yes No
If yes, explain: _____

Will you require additional fire/ambulance services: Yes No
If yes, explain: _____

Additional fire information: Mark all that apply

- Tents Concessions Exits Compressed Gases
 Extinguishers Electrical Exposed Flames
 Other: _____

If you checked any box in the "Additional fire information" section, you **MUST** obtain a **"FIRE & LIFE SAFETY (Form A3) REQUIREMENT FOR VENDORS, PARTICIPATING IN FESTIVALS, FAIRS AND ALL OTHER OUTSIDE EVENTS/ACTIVITIES"** information form from the Deputy Fire Chief. Please contact the South Haven Area Emergency Services at 269-637-5151 located at 90 Blue Star Hwy.

The primary concern during an event is Public Safety. In the event of inclement weather the City of South Haven has the right to cancel or postpone any special event; this includes the City Manager, Police Chief or his designee and Fire Chief or his designee.

INSURANCE

The city requires proof of insurance (\$1,000,000) naming the City of South Haven as "additionally insured". The Proof of Insurance Certification needs to be turned in with the Special Event application.

Is the Proof of Insurance Certification Provided with Special Event Application? Yes No

REMINDERS

Please make sure the following items are turned in with the Special Events & Festivals Application

- Map(s)
- Proof of Insurance Certification
- Cones and Barricade Request Form (if applicable)
- Submitted liquor license application (if applicable)

INDEMNIFICATION AGREEMENT

The undersigned agrees and promises, as a condition of approval of this Special Events & Festivals Application to defend, indemnify, and save harmless the City of South Haven, its agents, officials and employees from all suits, claims, damages, causes of action or demands of any kind and character arising out of resulting from or in connection with the use of said Public Property

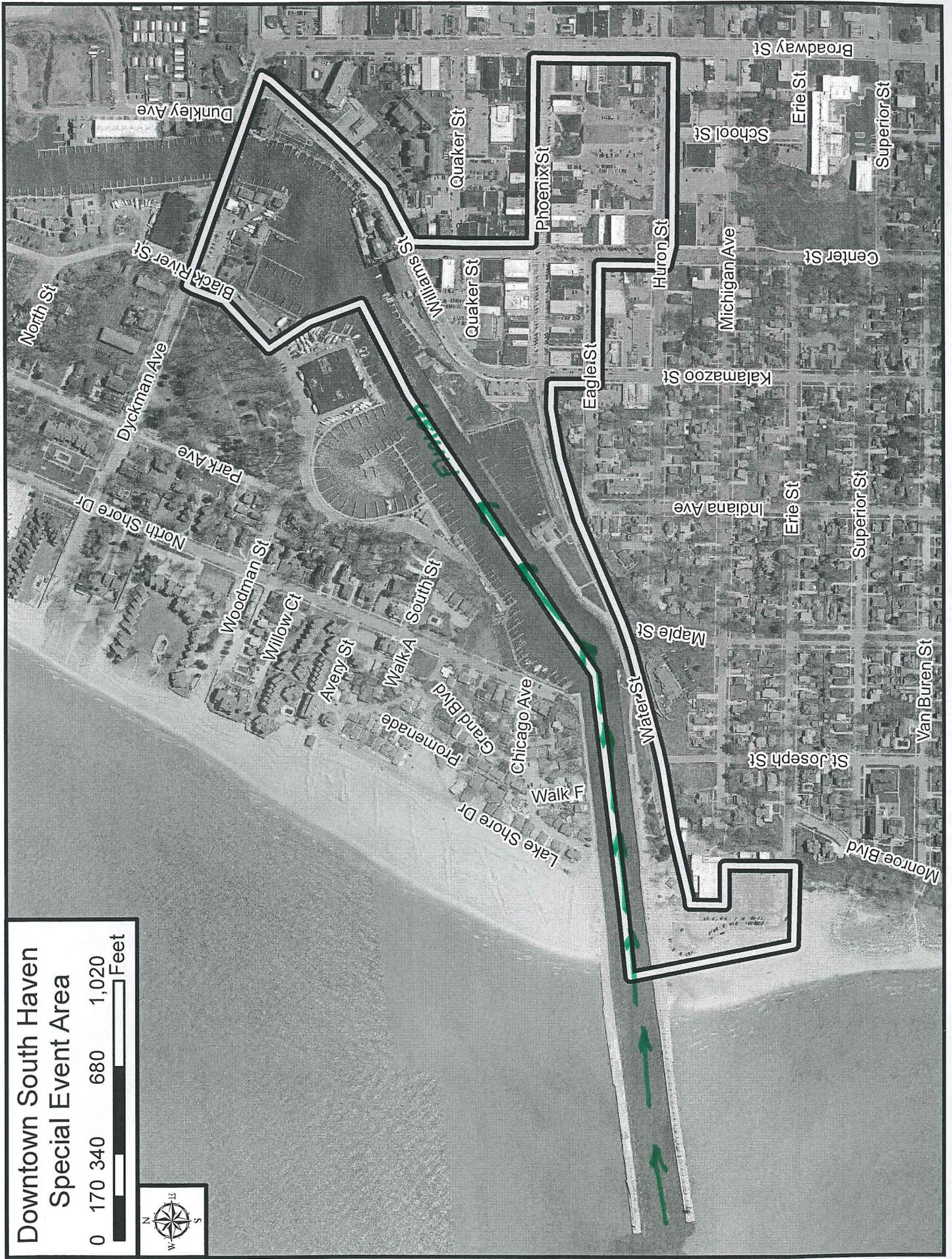
Bruce K. Thatcher
Applicants Signature

Feb 29, 2016
Date

Please return to:
Parks and Recreation Supervisor
Department of Public Works
City of South Haven
1199 8th Ave
South Haven, MI 49010
Phone: 269-637-0772 / Fax: 269-637-4778
Hours: Monday-Friday 7:00a.m. – 3:30p.m.

Please remember this application must be submitted to the Parks and Recreation Office at least 21 business days prior to the start of the event.

Downtown South Haven Special Event Area





“TAKING CARE OF OUR OWN”

In September of 2007, OIS received our 501(c) 3 status. Our organization has continued to grow and meet the goals of providing these opportunities to our disabled veterans.



If you would like to help our soldiers by making a tax deductible donation please mail this form to:

Operation Injured Soldiers
10079 Colonial Ind. Dr.
South Lyon, MI 48178

or by credit card online at our website www.injuredsoldiers.org

Operation Injured Soldiers



Say Thanks to a Veteran

Name: _____

Address: _____

City: _____

State, Zip: _____

Amount: _____

Operation Injured Soldiers
10079 Colonial Ind. Dr.
South Lyon, MI 48178

Office: (248-437-1144)

E-mail: info@injuredsoldiers.org

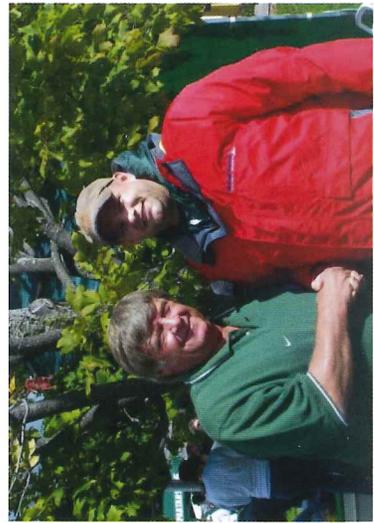


MISSION

Operation Injured Soldiers is a tax exempt, Nonprofit organization founded in 2005. We Provide recreation opportunities, free of Charge, to wounded military veterans of all Eras as a thank-you for their service, and to aid in the recovery from physical and emotional injuries sustained during conflict deployments.

In order to be eligible for participation in Our events a veteran must have a disability Rating of 30% or more or have experienced Combat.

We know that it is important to help our Disabled heroes get back to doing the Sports and hobbies they enjoyed before being deployed. Our role is to provide Events and places where disabled veterans From all wars can enjoy the camaraderie of others.



New Beginnings

Our goal is to thank these heroes for Their sacrifices with a well-deserved break, but we know that such "recreational therapy" produces significant health improvements including:

- Improved cardio-vascular functioning
- Reductions in pain
- Greater control over stress
- Reductions in depression and anger
- Improved attitude toward one's disability
- Increased immune system activity

All of this is possible due to the generosity of individual donors, corporate sponsors, and a dedicated team of volunteers. With over 3.5 million surviving veterans in the U.S., and more coming home every day, **we sincerely need your help!**

In 2014 we hosted 58 individual Adaptive events with over 800 Participants including:

- Hunting
- Fishing
- Scuba Diving
- Skydiving
- Skiing
- Spectator sports from MSU Football games to NASCR races

We run a tight ship: fully 92% of our Revenue goes directly to our programs.





Agenda Item #10

Splash Pad Grant Submission

Background Information:

City Council will be asked to host a public hearing and then consider approval of Resolution 2016-20, a resolution authorizing the city's submission of a grant application to the Michigan Natural Resources Trust Fund (MNRTF) application, for the city's proposed Riverfront Park splash pad.

For the past several years, the city's elected and appointed officials have been interested in developing a splash pad to be built at Riverfront Park. The proposed development is part of the community's adopted recreation plan. In 2013, a study was done to evaluate potential locations for the splash pad. That study determined that the riverfront area would best serve the public, due to its proximity to the beach, available parking, restrooms, a picnic shelter and concessions. This project would also help renovate the 26-year-old park by removing a parking area which is located very close to pedestrian traffic, and replacing it with a non-vehicular section of park. The project has been designed to dovetail into other future improvements planned for the park, around the restroom and concession area.

In December 2014, initial design concepts were done and presented to the public. In late December 2015, revised designs were presented to the Parks Commission to solicit input. A final preliminary design was presented to the Parks Commission at its February 9, 2016 meeting which was well received. One comment made by the Parks Commission was a request to add a shade structure over the seating area. The design has been adapted to allow for a shade structure to be added either now or on the future.

The overall design was inspired by the *Friends Good Will* historical sailing vessel. The design also uses blue colored concrete to mimic the water theme and other colors to reflect the steering wheel of a ship. The design of the splash pad will include several water features that offer participants various levels of wetness. The features will be grouped in three different zones on the pad, to provide some separation between various age groups. Each of the zones is controlled by activators in each of the zones to enable the equipment, which conserves water usage. Retaining/seat walls will be used to address differences in slope at the site and provide seating. Six total picnic tables, two being ADA, will be placed on the western portion of the pad. A sloped, accessible concrete walkway will connect the pad to the adjacent street parking and sidewalk.

The splash pad is planned to have capacity for around 100 children, which creates a suitably-sized project for the community and recreation budget. Placing the pad at this location also removes vehicles from the existing pedestrian pathway and creates a safer recreation spot for young children and families. Finally, trash and recycling containers will

be present near the picnic tables. Native plantings will add stabilization and act as a buffer to street parking.

The project is being designed to fit within a \$568,506 local budget with \$300,000 coming from the MNRTF and the balance from local sources.

Recommendation:

The City Council should consider the following actions:

- 1) City Council should host a public hearing on the proposed grant application to the Michigan Natural Resources Trust Fund.
- 2) City Council should consider approval of Resolution 2016-20, a resolution authorizing the city's submission of a grant application to the Michigan Natural Resources Trust Fund (MNRTF) application, for the city's proposed Riverfront Park splash pad.

Support Material:

Resolution 2016-20

Attachment A: Preliminary Site Plan

Attachment B: South Beach/Riverfront Park Conceptual Plan

Attachment C: Preliminary Budget

CITY OF SOUTH HAVEN
VAN BUREN AND ALLEGAN COUNTIES, MICHIGAN

RESOLUTION NO. 2016-20

A RESOLUTION AUTHORIZING THE CITY MANAGER TO APPLY FOR A
MICHIGAN DEPARTMENT OF NATURAL RESOURCES GRANT FOR
THE CONSTRUCTION OF A SPLASH PAD

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 March 21, 2016 at 7:00 p.m. local time.

PRESENT: _____

ABSENT: _____

The following preamble and resolution was offered by Member _____ and supported by Member _____.

WHEREAS, funds have become available to the Michigan Department of Natural Resources through the Michigan Natural Resources Trust Fund to provide grants to local units of government for recreational improvements; and,

WHEREAS, the City continues to seek additional recreational opportunities to residents and visitors; and

WHEREAS, the City of South Haven desires to construct a splash pad in Riverfront Park near South Beach; and

WHEREAS, as a result of the improvements, the City of South Haven anticipates a splash pad will offer a safe, fun activity on the occasion that Lake Michigan is dangerous for water activities due to rip tide conditions; and

WHEREAS, the City of South Haven anticipates a splash pad will become a destination, drawing people from the region which may visit local businesses, and in turn spur the local economy; and

WHEREAS, the splash pad will operate as a free activity to users and will be designed to follow ADA/universal design guidelines to accommodate all mobility levels of users.

WHEREAS, the City of South Haven wishes to apply for a Michigan Department of Natural Resources grant in the amount of \$300,000; and provide matching funds in the amount of \$268,506 of the total project cost of \$568,506.

NOW THEREFORE BE IT RESOLVED, that the City of South Haven does hereby authorize the City Manager to make application to the Michigan Department of Natural Resources for the construction of a splash pad; and,

BE IT FURTHER RESOLVED, that the project is being designed to fit within a \$568,506 local budget with \$300,000 coming from the MNRTF and the balance from the following funds: Downtown Development Authority, Beach Parking, and Municipal Marinas.

RECORD OF VOTE:

Yeas: _____

Nays: _____

RESOLUTION DECLARED ADOPTED.

Robert G. Burr, Mayor

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council at a meeting held on the 21st day of March, 2016, at which meeting a quorum was present, and that this resolution was ordered to take immediate effect. Public notice of said meeting was given pursuant to and in compliance with the Open Meetings Act, Act No. 167 of the Public Acts of Michigan 1976 (MCL 15.261 *et seq.*).

Amanda Morgan, City Clerk

EXAMPLES OF NOZZLES AND THEMED PLAY



CRACKLE CORN



BUBBLER



ARC JET



BARREL WHOOSH



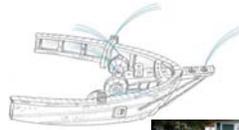
MINI MAST WITH 1812 FLAG



WATER CANON



STREAM JET TRIANGLE



EXAMPLE OF CUSTOM BOW TO REPLICATE EXISTING



EXAMPLE OF CUSTOM STERN TO REPLICATE EXISTING



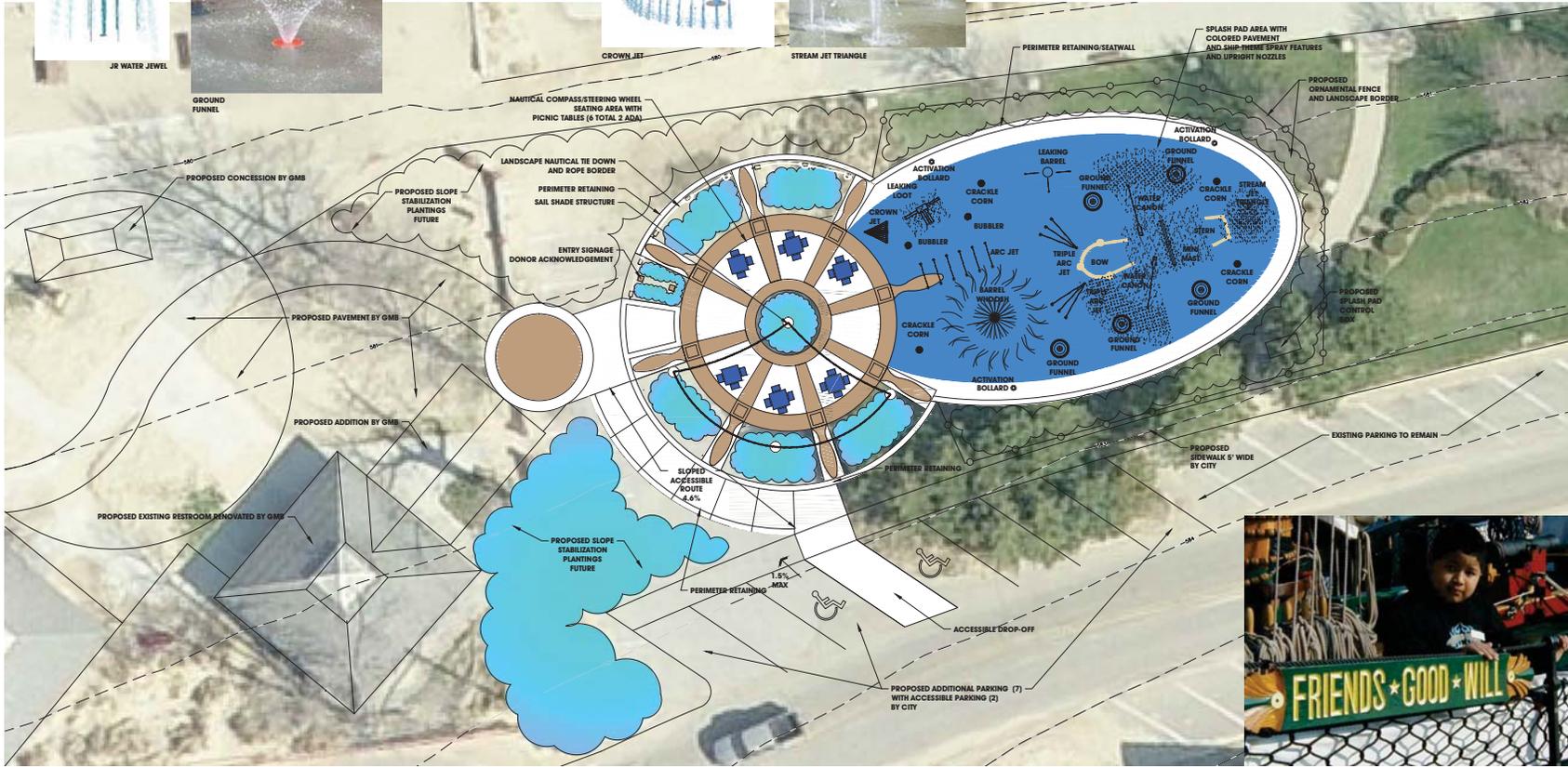
EXAMPLE OF RETAINING/ SEATWALL



EXAMPLE OF NAUTICAL TIE DOWN AND ROPE BORDER



1812 FLAG



STUDY - CONCEPT DESIGN OVERVIEW
THIS DESIGN WOULD REPLICATE THE WAR OF 1812 INCLUDING A STEERING WHEEL SEATING AREA WITH A THEME RELATED SPLASH AREA.

1" = 10'-0"

CITY OF SOUTH HAVEN
 SPLASH PAD STUDY



DATE: FEB. 2016, ACU JOB # P15-1000 SHEET: 1 OF 1

South Haven Splash Pad



Conceptual design only and is subject to possible changes

South Haven Splash Pad

Superior Play

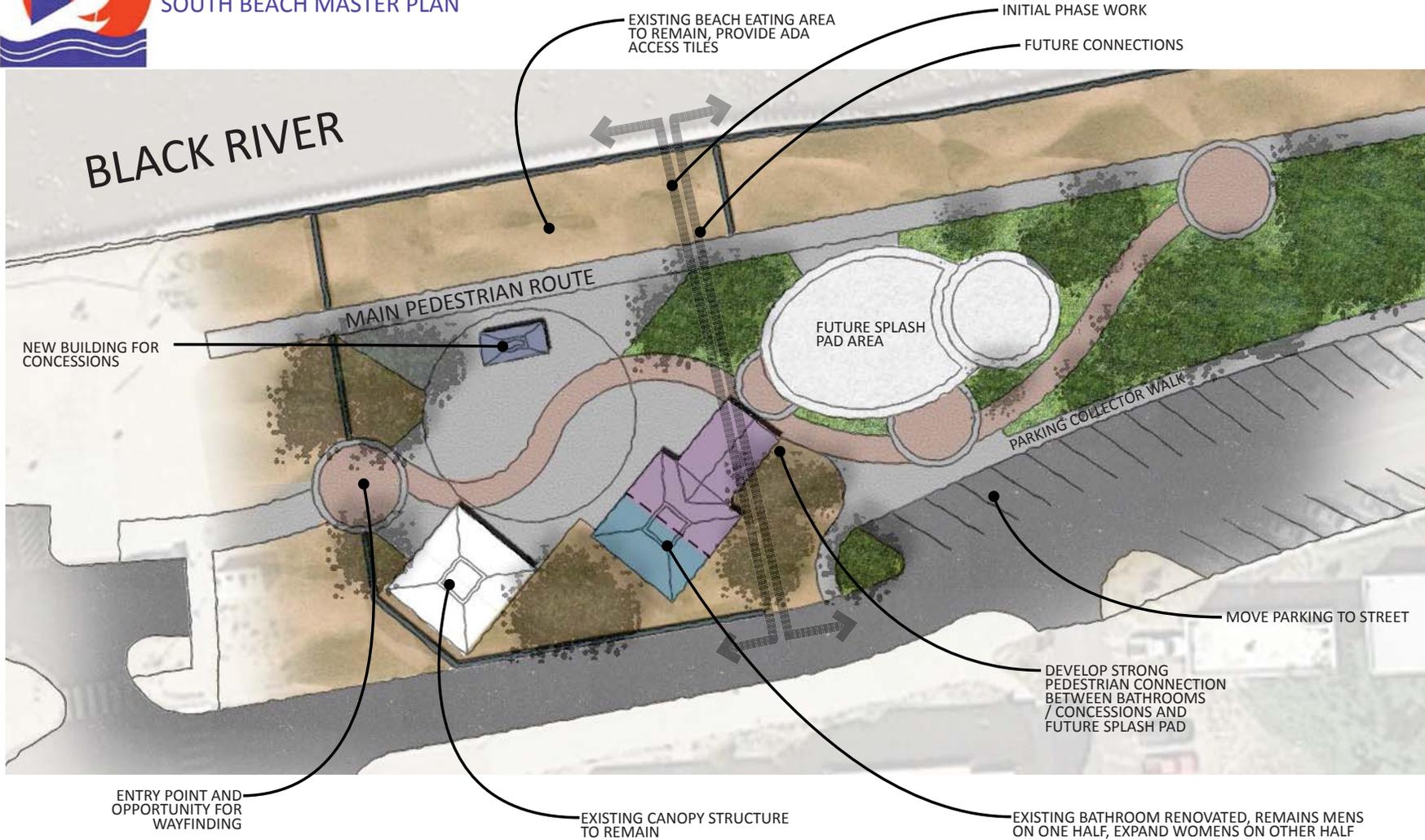
12-3-2013





CITY OF SOUTH HAVEN

SOUTH BEACH MASTER PLAN



CONCEPTUAL PLAN SKETCH - OPTION 3





**City of South Haven
2016 Michigan Natural Resources Trust Fund Project
Splash Pad Budget**

Line Item	Estimated Cost
Standard Splash Pad Components	\$ 86,255.00
Custom Splash Pad Components	\$ 40,000.00
Mechanical Equipment	\$ 34,810.00
Freight	\$ 7,385.00
Standard Concrete	\$ 21,802.00
Blue Splash Pad Concrete	\$ 45,258.00
Ships Wheel Concrete	\$ 20,009.00
Concrete Seating/Retaining Wall	\$ 19,495.00
Rain Water Diverter System	\$ 10,000.00
Splash Pad Installation	\$ 134,061.00
Ornamental Perimeter Fence	\$ 17,280.00
Picnic Tables (6)	\$ 17,600.00
Trash Receptacles (2)	\$ 2,800.00
Site Preparation and Landscaping	\$ 17,000.00
Subtotal:	\$ 473,755.00
Contingency (5%)	\$ 23,688.00
Professional and Permitting Fees:	\$ 71,063.00
Total:	\$ 568,506.00



Agenda Item #11

Kid's Corner Playground Upgrades

Background Information:

In 1988, the City constructed a large timber play structure in Monroe Park known as Kid's Corner. The play structure was constructed as a community build and utilizing community donations. The play structure was designed and the community build was supervised by Leathers & Associates of Ithaca, New York.

Late 2014, City staff contracted with Leathers & Associates to perform a Playground Assessment Report. The purpose of conducting the assessment was to identify any safety issues related to the existing structure and to evaluate the condition of the structure in order to begin the planning process for rehabilitation or replacement.

The report was completed by Leathers & Associates in December and is attached for your review. The report did identify various playground elements that are not in compliance with current safety standards. In addition, the report notes that the structure has exceeded its useful lifespan by approximately 6 years. Due to the issues noted, Leathers & Associates recommends that the playground receive either a major renovation or complete replacement.

The renovation would be designed in accordance with the current playground safety standards outlined in ASTM F1487 and CPSC Pub. 325. In addition, every effort would be made to bring the design into compliance with the Americans with Disabilities Act (ADA). However, full ADA compliance may not be technically feasible without full reconstruction. A major renovation is anticipated to cost approximately \$160,000 if it were constructed utilizing a community build. Using a contractor to complete the work would add to the cost. It is anticipated that the major renovation would result in a play structure with a useful lifespan of 10-15 years. The lifespan of the renovated structure would be limited because the structure would still contain a variety of wood posts and structural framing elements that were installed in 1988. Once the remaining wood elements deteriorate to an unserviceable condition, the play structure would need to be completely removed and replaced.

The second alternative discussed by Leathers & Associates is complete replacement. The complete replacement would be constructed completely of recycled plastic lumber. Utilizing a community build process, a replacement structure could be built for approximately \$200,000 to \$250,000. The finished structure would have an estimated lifespan of 30 years. Leathers & Associates recommends full replacement due to the overall decreased life cycle cost and the ability to create a new play structure that would meet all necessary safety and ADA requirements.

Moving forward, a decision needs to be made between the two alternatives of major renovation or complete replacement. In addition, it is anticipated that the City will not have sufficient funds to complete all of the work in a single fiscal year. Thus, the work will need to be spread across 2-4 fiscal years in order to complete all of the work. Phasing of the work due to fiscal constraints

may have an effect on the selected alternative. If complete replacement is the selected option, the new play structure could be constructed adjacent to the current play structure while the current structure remains in place. Once the new structure is completed fully, the old structure would be removed. Phasing of the improvements may make it difficult to complete the work utilizing the community build process. As a result, it may be easier to hire a contractor to construct the improvements with each phase being bid individually.

City funding of a replacement structure is not feasible at this time. However, renovations could be made by applying for an MDNR Recreation Passport Program grant. The program is focused on renovating and improving existing parks. The 2016 program maximum grant request is \$45,000.

City Council is being asked to approve submission of an application to the MDNR Recreation Passport Program requesting \$45,000, with the City matching 52% in the amount of \$48,000, for renovations to Kid's Corner play structure in Monroe Park.

Renovations include: fix areas for increased use zones; replace pea gravel with engineered wood fiber; replace all slides with manufactured plastic versions; replace all swing frames and swings with manufactured ones; and replace chain and hose equipment with cable versions.

Recommendation:

Council should consider approval of Resolution 2016-21, a resolution to submit grant application to MDNR for Kids' Corner Park upgrades.

Attachments:

Leathers & Associates – Kid's Corner Assessment Report
Resolution 2016-21
Monroe Park Aerial Map

CITY OF SOUTH HAVEN
VAN BUREN AND ALLEGAN COUNTIES, MICHIGAN

RESOLUTION NO. 2016-21

A RESOLUTION AUTHORIZING THE CITY MANAGER TO APPLY FOR A
MICHIGAN DEPARTMENT OF NATURAL RESOURCES
RECREATION PASSPORT GRANT FOR
UPGRADES AT KID'S CORNER PARK

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 March 21, 2016 at 7:00 p.m. local time.

PRESENT: _____

ABSENT: _____

The following preamble and resolution was offered by Member _____ and supported by Member _____.

WHEREAS, funds have become available to the Michigan Department of Natural Resources through the Michigan Natural Resources Trust Fund to provide grants to local units of government for recreational improvements; and,

WHEREAS, the City continues to seek additional recreational opportunities to residents and visitors; and

WHEREAS, an inspection was conducted by Leathers & Associates in December 2014 to study the condition of the play elements of Kid's Corner play structure and further submitting a Playground Assessment Report determining the need for upgrades to the existing structure; and

WHEREAS, the City of South Haven desires to replace and/or repair play elements based on the Leathers & Associates Report at Kid's Corner Park resulting in a safer play environment for children; and

WHEREAS, the proposed application is supported by the City of South Haven 5-Year Approved Parks and Recreation Plan.

NOW THEREFORE BE IT RESOLVED, that the City of South Haven City Council does hereby authorize the City Manager to make application to the Michigan Department of Natural Resources for replacement/repair of play elements at Kid's Corner Park in the amount of \$45,000 and further resolves to make available its financial obligation amount of \$48,000 (52%) of a total of \$93,000 project cost.

RECORD OF VOTE:

Yeas: _____

Nays: _____

RESOLUTION DECLARED ADOPTED.

Robert G. Burr, Mayor

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council at a meeting held on the 21st day of March, 2016, at which meeting a quorum was present, and that this resolution was ordered to take immediate effect. Public notice of said meeting was given pursuant to and in compliance with the Open Meetings Act, Act No. 167 of the Public Acts of Michigan 1976 (MCL 15.261 *et seq.*).

Amanda Morgan, City Clerk



Agenda Item 7

Kid's Corner Play Structure

Background Information:

In 1988, the City constructed a large timber play structure in Monroe Park known as Kid's Corner. The play structure was constructed as a community build and utilizing community donations. The play structure was designed and the community build was supervised by Leathers & Associates of Ithaca, New York.

Late last year, City staff contracted with Leathers & Associates to perform a Playground Assessment Report. The purpose of conducting the assessment was to identify any safety issues related to the existing structure and to evaluate the condition of the structure in order to begin the planning process for rehabilitation or replacement.

The report was completed by Leathers & Associates in December and is attached for your review. The report did identify various playground elements that are not in compliance with current safety standards. In addition, the report notes that the structure has exceeded its useful lifespan by approximately 6 years. Due to the issues noted, Leathers & Associates recommends that the playground receive either a major renovation or complete replacement.

Major renovation would include the following work:

- Stain poles and framing with a pigmented stain for protection and increased visual appeal
- Replace decking and handrails with recycled plastic lumber
- Replace handrail posts with recycled structural plastic
- Replace balusters with recycled plastic pipe balusters for increased visibility
- Repair the perimeter boards to adjust use zones to meet safety standards. Replace with plastic if budget permits.
- Replace pea gravel with engineered wood fiber
- Replace slides with manufactured plastic versions
- Replace all swing frames with new manufactured frames
- Paint or stand tower cones
- Replace chain and hoses equipment with cable versions

The renovation would be designed in accordance with the current playground safety standards outlined in ASTM F1487 and CPSC Pub. 325. In addition, every effort would be made to bring the design into compliance with the Americans with Disabilities Act (ADA). However, full ADA compliance may not be technically feasible without full reconstruction. A major renovation is anticipated to cost approximately \$160,000 if it were constructed utilizing a community build. Using a contractor to complete the work would add to the cost. It is anticipated that the major renovation would result in a play structure with a useful lifespan of 10-15 years. The lifespan of

the renovated structure would be limited because the structure would still contain a variety of wood posts and structural framing elements that were installed in 1988. Once the remaining wood elements deteriorate to an unserviceable condition, the play structure would need to be completely removed and replaced.

The second alternative discussed by Leathers & Associates is complete replacement. The complete replacement would be constructed completely of recycled plastic lumber. Utilizing a community build process, a replacement structure could be built for approximately \$200,000 to \$250,000. The finished structure would have an estimated lifespan of 30 years. Leathers & Associates recommends full replacement due to the overall decreased life cycle cost and the ability to create a new play structure that would meet all necessary safety and ADA requirements.

Moving forward, a decision needs to be made between the two alternatives of major renovation or complete replacement. In addition, it is anticipated that the City will not have sufficient funds to complete all of the work in a single fiscal year. Thus, the work will need to be spread across 2-4 fiscal years in order to complete all of the work. Phasing of the work due to fiscal constraints may have an effect on the selected alternative. If complete replacement is the selected option, the new play structure could be constructed adjacent to the current play structure while the current structure remains in place. Once the new structure is completed fully, the old structure would be removed. Phasing of the improvements may make it difficult to complete the work utilizing the community build process. As a result, it may be easier to hire a contractor to construct the improvements with each phase being bid individually.

Recommendation:

Select a proposed alternative: major renovation or complete replacement. Once an alternative is selected, it is recommended that Leathers & Associates be contracted to perform design services and solicit community input. Leathers & Associates will be requested to design phased improvements that meet the City's budget and develop an implementation plan.

Attachments:

Leathers & Associates – Kid's Corner Assessment Report
MMRMA – Playground Safety Guidelines



Playground Assessment Report

Inspection Date: 11/4/2014

Report Date: 12/17/2014

Location: South Haven, MI

Playground Name: Kid's Corner

Report Submitted by: Marc Leathers

OVERVIEW:

The playground was built in 1988 and is in poor condition. In general the equipment has been well maintained especially considering its age and location. Adjacent to Lake Michigan, the playground is subjected to severe weatherization.

GENERAL OBSERVATIONS:

This assessment is based on a site visit and meeting with the client. The playground is **26** years old. The playground should have been expected to last around 20 years with proper maintenance.

It's apparent from its condition that this playground is a well-used attraction in the area. There is a strong connection with the community and the playground.



SPECIFIC ITEMS:

Main support posts

Materials: Wood poles

Size: Varies

Treatment: CCA

Comments:

The poles are in good shape.

Recommendations:

Stain/seal with solid body stain.

Pictures:



SPECIFIC ITEMS:

Framing

Materials: Wood

Size: 2x6

Treatment: CCA

Comments:

Framing is in medium condition. Has a little splintering but not structural.

Recommendations:

Stain/seal exposed surfaces with solid body stain.

Pictures:



SPECIFIC ITEMS:

Decking

Materials: Wood

Size: 2x6

Treatment: CCA

Comments:

Decking is in poor condition and has severe splintering

Recommendation:

Replace with recycled plastic

Pictures:



SPECIFIC ITEMS:

Handrail

Materials: Wood

Size: 2x6

Treatment: CCA

Comments:

Handrails are in poor condition and have severe splintering

Recommendation:

Replace with recycled plastic

Pictures:



SPECIFIC ITEMS:

Handrail Posts

Materials: Wood

Size: 2x4

Treatment: CCA

Comments:

Handrail posts are in poor condition. They have major splintering and some structural issues.

Recommendation:

Replace with recycled structural plastic.

Pictures:



SPECIFIC ITEMS:

Balusters

Materials & Size: Pressure treated wood 2x4's.

Comments:

Medium condition (minor splintering & wear)

Recommendation:

Replace with composite balusters.

Pictures:



SPECIFIC ITEMS:

Mazes

Materials: Wood framing and decking.

Size: 25-1/2"

Comments:

Bad condition (severe splintering & wear)

Recommendation:

Repalce decking with composite.

Pictures:



SPECIFIC ITEMS:

Safety Surfacing

Type of surfacing: Pea gravel

Comments:

Safety surfacing is in poor condition. Lots of areas not at sufficient depth.

Recommendations:

Add additional Pea gravel to a total depth of 10" throughout.

Make sure the finished safety surfacing meets all safety requirements. Recommend that you replace with engineered wood fiber.

Pictures:



Specific Equipment:

Equipment type/name: **Low perimeter**

Comments:

The low perimeter is in medium shape. Some loose and splintered pieces. Some adjustments need to be made for changes in the use zones to meet current safety standards.

Recommendations:

Make sure all pieces are secure and even with each other. Long term replace with a new plastic version

Pictures:



Specific Equipment:

Equipment type/name: Slides

Comments:

The slides are metal and have several safety compliance and maintenance issues.

Recommendations:

Replace all slides with manufactured plastic version.

Pictures:



Specific Equipment:

Equipment type/name: Swings

Comments:

There are several safety compliance and maintenance issues. The use zones need to be increased on ends.

Recommendations:

Replace all hardware, with only 2 swings per bay. Expand the perimeter around the ends of the swings to meet today's safety standards

Pictures:



Specific Equipment:

Equipment type/name: Hose and chain climbing equipment

Comments:

The chain bridge is missing.

Recommendations:

Replace with cable versions and new equipment

Pictures:



Specific Equipment:

Equipment type/name: Tire bridges.

Comments:

There are several safety compliance and maintenance issues.

Recommendations:

Replace with new equipment.

Pictures:



Specific Equipment:

Equipment type/name: Bouncer

Comments:

There are several safety compliance and maintenance issues.

Recommendations:

Replace with new equipment

Pictures:





SUMMARY RECOMMENDATIONS:

The playground has been well cared for over the years and has lasted longer than originally estimated. The poles and framing are still in good structural condition. This allows for the possibility of the playground to be renovated. Due to its age and current condition this would be a major renovation. It would cover all maintenance issues and safety non-compliances. It would also entail replacing some portions to allow for newer equipment and safety standards.

The proposed scope of work outlined below will help reduce overall maintenance needs, bring the playground back into safety compliance and ensure the structure lasts an additional 10-15 years. The finished work will comply with the current version of ASTM F1487 and CPSC Pub.325.

ADA would also be addressed as part of the scope of work for a renovation. Due to the current design full compliance may not be achievable without major renovation work.

When re-building or replacing, recycled plastic and low maintenance materials will be utilized as much as possible.

PROPOSED SCOPE OF WORK:

- Stain poles with a pigmented stain for protection and increased visual appearance
- Stain framing with a pigmented stain for protection and increased visual appearance
- Replace decking with recycled plastic lumber
- Replace handrail with recycled plastic lumber
- Replace handrails 2x posts with recycled structural plastic
- Replace balusters with recycled plastic and pipe balusters
 - Increase visibility
- Re-deck maze platforms with recycled plastic lumber
- Low perimeter replace: Fix the areas that need to be adjusted for increased use zones. Leave the rest for now. If budget allows replace with new plastic version
- Replace pea gravel with engineered wood fiber
- Slides: Replace all slides with manufactured plastic versions
- Replace all of the swing frames and swings with manufactured ones
- Cones - leave as is stain or paint
- Chain and hose equipment: Replace with cable versions

CONSTRUCTION OPTIONS:

The majority of our projects are constructed through community volunteers. This process is L&A's heart and soul. The community built method not only saves money but empowers communities with limitless potential and benefits. At the same time we understand that the community built model is not always an option or the best choice. In those situations we also can work with contractors, city workers, volunteers and a variety of combinations. In many cases L&A can also be the contractor for the project. Our goal is to find the right solution for your community and situations.



ASSOCIATED COST:

An estimate for the proposed scope of work above including L&A (design, project management and construction consultation) and all materials is estimated at around \$160,000. This cost estimate is based on utilizing our community built model. It's anticipated that the work can be completed in five days. For comparative purposes a new custom designed playground built from today's material (no wood all recycled plastic lumber) would cost around \$200,000 to \$250,000. These playgrounds are expected to last a minimum of 30 years. As a reminder these are just an estimates until we define the final scope of work and get actual quotes for the materials.

CONCLUSION:

The playground has been well cared for over the years, but it is time to rebuild or replace. Replacement would address accessibility concerns that rebuilding could not, as well as further reduce maintenance.

The playground has been well cared for over the years and while it could be renovated it's probably the right economic choice. Spending \$160,000 might gain you 10-15 years. This equals \$10,666 - \$16,000 cost per year. A new playground would be around \$6,600 to \$8,333 per year with much lower maintenance cost. A new playground also would meet all Safety and ADA requirement. There are things that can be addressed in a new design that would be hard in the renovation. Some of these things are ages separated areas and more age appropriate play events. Our professional recommendation would be to replace the existing playground with a new custom designed modern version still keeping the uniqueness that made the existing playground so popular.

NEXT STEPS:

- Work with L&A to develop a final scope of work based on your budget and our recommendations.
 - Determine if a renovation or replacement best suites your current and future needs
- Review when you would want the work completed by and develop a timeline from there

Please contact us if you have any questions. We truly appreciate the opportunity to work with your community again.

Sincerely,

Marc Leathers

Marc Leathers
President

Monroe Park / Kid's Corner



Kid's Corner Playground

Restrooms & Picnic Shelter





Agenda Item #12

Annual Priority Setting Approval

Background Information:

The City Council will be asked to adopt the annual priorities for the upcoming fiscal year 2016-17.

Attached is a listing of the priorities discussed at the City Council's priority setting workshop session, which was held on March 7, 2016. As part of the workshop session, Council members were asked to provide guidance to staff on their priorities for the City of South Haven. Those goals/priorities were described by the attendees in broad terms and then focused towards the upcoming fiscal year. The list indicates a strong commitment to addressing both the long-term and short-term needs of the community. Some of the highlights of the proposed priorities includes: improved roads and infrastructure, development of additional housing units, review and updates to the city's master plan, and economic development.

Council has received a listing of the proposed annual priorities that intends to focus time and resources on for the fiscal year 2016-17.

Recommendation:

City Council is encouraged to adopt the set of City Council Priorities for the upcoming fiscal year 2016-17.

Support Material:

FY 2016/2017 DRAFT City Council Priorities

**City Council Priorities
Fiscal Year 2016-17**

Priority #1; Street Repairs

- City Council will focus on the planning and execution of as many paving projects as possible, throughout the city. The following tasks will be completed:
 - During the 2016-17 fiscal year Council will work with staff and consulting engineers on the construction planning, financial planning, and the implementation of the SAW/SRF infrastructure improvement project (e.g. Monroe, North Shore Drive, Black River, Lovejoy, and Kalamazoo streets.)
 - Utilizing the SAW grant/loan funding provided by the State of Michigan, through the SRF program, the city will seek to implement improvement plans for the Waste Water Treatment Plant, main lift station, and Indian Grove lift station. These projects will seek to ensure the sanitary sewer system will maximize benefit to the public sewer system and the health of the community.
 - During the 2016-17 fiscal year Council will work with staff and consulting engineers on the construction planning, financial planning, and the implementation of the MNRTF grant funded improvement of Lakeshore Drive and the city's North Beach Park.
 - During the 2016-17 fiscal year Council will work with staff to execute paving projects in the 2016 paving season and begin planning for 2016-17 projects.
 - The City will identify a "mix of fixes" and invest in both the resurfacing and the reconstruction of streets. The city will identify the publicly controlled alleys, and will plan and implement necessary maintenance and improvements to those alleyways. Further, the city will seek to partner with the Michigan Department of Transportation and Van Buren County Road Commission to seek improvements to the intersection of Phoenix Street and Blue Star Highway, along with the I-196 Business Loop (e.g., Phoenix Street, Phillips Street, and Broadway Street.)
 - During the 2016-17 fiscal year Council will work with staff and the Downtown Development Authority to plan the reconstruction of the Center Street, between Michigan Avenue and Williams Street.

Priority #2; Economic Development

- City Council will seek to participate in Economic Development efforts for the City of South Haven. The following tasks will be completed:
 - During the 2016-17 fiscal year Council will work with staff and the Local Development Finance Authority (LDFA) to market and sell the industrial site at 220 Aylworth.
 - During the 2016-17 fiscal year Council will work with staff to implement the Corridor Improvement Authority, which seeks to redevelop the public infrastructure along Business Loop I-196 (e.g., Phoenix Street, Broadway Street, and Phillips Street.) Further, the authority should seek to encourage private investment in the areas adjacent to Business Loop I-196.
 - Begin working to plan and implement improvements to the Business Loop hardscape, to improve pedestrian access and to improve aesthetics.
 - The Council will seek to partner with the Michigan Maritime Museum to develop a capital improvement plan for the museum facility. As part of the planning process, an analysis will be performed to determine if the site can house a shared space conference center. The city will actively work to develop a financial plan for the proposed capital improvement project and determine the feasibility of the plan.
 - During the 2016-17 fiscal year Council will work with the South Haven Convention and Visitors Bureau, staff, and local businesses to review the possible development of a Principal Shopping District (PSD) to determine if there is support for the district. The district should be reviewed and planned to determine if there is support, from the impacted local businesses, for implementation.
 - During the 2016-17 fiscal year Council will work with staff, private developers, and public agencies to encourage, attract, and develop additional market rate housing options for year round residents. The housing development efforts will focus on vacant land with appropriate zoning, along with undeveloped spaces within the Central Business District.
 - As part of the effort to create housing options within the Central Business District, Council will work with staff and the Planning Commission to actively review parking requirements for residential developments within the Central Business District.

- Council will also work with the Housing Commission to determine if there is a need for additional senior housing options within the community, and to plan for those needs.
 - During the 2016-17 fiscal year Council will work with staff, local businesses and stakeholders to encourage, attract, and maintain local businesses and opportunities.
 - The city will attempt to attract and develop agriculture based businesses and industry within the South Haven community.
 - The city will review the current special events and consider new special events, in an attempt to ensure that the special events generate a positive economic impact for local businesses, and seek to improve the quality of life of community residents and visitors. The city will review the use of the South Beach for future special events, and determine whether to limit the number of events and/or modify the fees for the beach usage.
 - During the 2016-17 fiscal year Council will focus on continuing to explore and enact partnership opportunities with the local units of government which surround the City of South Haven.
 - The city will continue to actively work with the leaders of Casco Township and South Haven Charter Township to explore updates to the Water/Sewer Authority structure and determine if a regional authority is in the best interest of the South Haven community.
 - During the 2016-17 fiscal year Council will focus on supporting training initiatives/internships for existing and potential citizens and businesses in the City of South Haven, and will attempt to finalize a partnership with Kinexus/MiWorks, in an attempt to provide local job placement services. Further, the City will continue its partnership with Southwest Michigan First for economic development services.

Priority #3; Infrastructure Maintenance & Improvements

- City Council will seek to maintain the highest quality public infrastructure. The following tasks will be completed:
 - During the 2016-17 fiscal year Council will work with staff and the Board of Public Utilities to explore the city's sanitary sewer system and eliminate inflow and infiltration of storm water connections from flowing to the Waste Water Treatment Plant.

Priority #4; Parks & Public Spaces

- City Council will seek to improve, maintain, and seek funding opportunities for the city's parks and public facilities. The City Council will seek to develop new recreation opportunities within the city. The following tasks will be completed:
 - During the 2016-17 fiscal year Council will work with staff to implement the plans for the MNRTF grant funded improvements at the city's North Beach Park.
 - Maintenance of the city's various beach access points will be a priority. Staff will work with the city's Parks Commission to plan and landscape and signage standards for the various public bathing beach access areas.
 - Complete the planning, and submit a grant application, for the proposed "splash pad" water park.
 - During the 2016-17 fiscal year Council will work with staff to finalize and implement the landscape plans for the Water Street hillside (the public property on the south side of Water Street, between Kalamazoo Street & South Beach.) That plan will seek to improve public space, improve accessibility to Water Street, from the adjacent streets, and create a unified landscape design.
 - During the 2016-17 fiscal year Council will work with staff and the Parks Commission to develop and implement repair and replacement plans for the city's Kids' Corner playground at Monroe Park.
 - During the 2016-17 fiscal year Council will work with staff and the Harbor Commission to plan and implement repair and replacement plans, dredging plans, and harbor improvement plans, for the city's public marina facilities. As part of this process, the city will continue actively seeking funding from the State of Michigan, to assist with the project planning and implementation.
 - During the 2016-17 fiscal year Council will work with staff to implement grant funds to assist with the redevelopment at Black River Park. Those improvements should allow greater access to the Black River and attempt to improve water quality.
 - The Council will seek to fund improvements to the riverfront at Black River Park. The Council will implement the partially grant funded projects at Black River Park, using the LWCF grant from the State of Michigan. Those improvements will include parking, stone based seawall, and landscape upgrades.

- The Council will seek grant funding for the proposed fish cleaning station at Black River Park. Further, the Council will seek grant funding and local financing for paving the Black River Park overflow parking area access road, which is currently gravel based.
 - The Council will seek grant funding to expand the planned parking lot, which is included in the Black River Park plan, and provides additional parking to the park and the Central Business District.
- During the 2016-17 fiscal year Council will work with staff and the regional community stakeholders to assist with planning and development of the additional recreation areas.
 - Staff will continue to assist with the development of the South Haven Area Recreation Authority (SHARA.) Staff will assist with the restoration of the farm lease agreement for the SHARP property, in Casco Township, in an attempt to develop additional project revenue.
 - Staff will actively work with SHARA to implement the planned improvements to the soccer fields owned by South Haven Public Schools.
 - Staff will actively work with SHARA to implement the planned improvements at the Pilgrim Haven natural area.
 - Staff will actively work with SHARA to implement the planned acquisition of the 14th Avenue property, located in South Haven Charter Township, for the development of the SHARP athletic field concept.
- During the 2016-17 fiscal year Council will work with staff to complete the planning and construction of the MNRTF grant funded BMX/Pump Track park facility.
- During the 2016-17 fiscal year Council will work with staff, along with the impacted organizational stakeholders, to begin the implementation of the completed capital improvement plans for the buildings and grounds at the South Haven Center for the Arts, Liberty Hyde Bailey Museum, and the South Haven Memorial Library.
- During the 2016-17 fiscal year Council will explore new park and public space programs which enhance City revenue and provide greater management oversight.
 - The Council will review and consider a short term parks and recreation millage, intended to provide funds for park maintenance and capital

improvements, funding scenario and determine whether the request should be placed on a future election ballot.

- The Council will explore park rental programs, and continued updates to the beach parking program, and other revenue enhancements which could be used to benefit the City's parks and public spaces.
- The Council will work with staff and appointed officials to review and update the local recreation plan.

Priority #5; Land Acquisition & Redevelopment

- City Council will explore the possible acquisition of property which present specific value (e.g., recreational and/or environmental) to the citizens and guests of the City of South Haven. The following tasks will be completed:
 - During the 2016-17 fiscal year Council will work with staff to seek grant funds to assist with the potential acquisition of the privately owned, undeveloped parcels adjacent to Lake Michigan and/or the Black River.
 - During the 2016-17 fiscal year Council will work with staff to develop a plan for the future of the city's dump site, located at Blue Star Hwy and 2nd Avenue. The city will seek to partner with the local LDFA/BRA board to determine if redevelopment of the site is a benefit to the community.
 - During the 2016-17 fiscal year Council will work with staff and the South Haven Public School system to seek grant funding for the purchase of the Packard Park property.
 - During the 2016-17 fiscal year Council will work with staff and the Harbor Commission to explore space needs for future Black River dredging project spoils, and will research privately owned and/or undeveloped parcels which could house dredge spoils.

Priority #6; Central Business District Maintenance & Improvements

- City Council will seek to improve the city's downtown central business district. The following tasks will be completed:
 - During the 2016-17 fiscal year Council will work with staff and the Downtown Development Authority (DDA) to plan and implement additional parking for the Huron Street parking lot.
 - During the 2016-17 fiscal year Council will work with staff to plan and implement repairs and maintenance of the downtown public infrastructure.

- During the 2016-17 fiscal year Council will work with staff and the DDA to plan and implement the expansion of the public WIFI system, throughout the Central Business District. The proposed WIFI system should be reviewed for the possible creation of a new enterprise fund.
- During the 2016-17 fiscal year Council will work with staff to plan additions to the decorative lighting systems in the Central Business District, specifically along Broadway Avenue, between Phoenix Street and Williams Street.

Priority #7; City Code, Charter, and Zoning Review

- City Council will seek to review and consider possible alterations to the city's Code of Ordinances. The following tasks will be completed:
 - During the 2016-17 fiscal year Council will work with staff to review and consider alterations to the City's Code of Ordinances to ensure best practices. Staff will be expected to prepare a variety of code review reports, with possible alterations, for the City Council's consideration.
 - Included in the review process, the Council will work with staff to review the effect of term limits for local elected officials, and consider whether term limits are beneficial to the City of South Haven.
 - Also included in the review process, the Council will work with the Board of Public Utilities and staff to review the adopted Utility Policy and determine possible updates and improvements to the document. An active review of the adopted utility deposit policy and shut-off policy will occur.
 - Also included in the review process, the Council will work with staff and the Planning Commission to review the Code of Ordinances and Zoning Ordinance to determine whether updates are needed to address concerns related to short-term rentals.
 - The Council will work with staff and the Planning Commission to begin the mandated review of the adopted Master Plan.

Priority #8; Budget Controls

- City Council will seek to develop policies and procedures which assure budget controls and cost containment are a priority.

- During the 2016-17 fiscal year Council will work with staff to plan and develop an operating budget which aligns with the decreasing State and local anticipated revenues.
 - During the 2016-17 fiscal year Council will seek to update the City's capital improvement plan. That plan will seek to incorporate and update the adopted Infrastructure Improvement Plan, WWTP Capital Plan, Indian Grove Infrastructure Plan, and Electric System Capital, and seek to guide spending decisions and budget planning for the next ten (10) years.
- During the 2016-17 fiscal year Council will refine policies and programs which encourage, whenever fiscally prudent, the purchase of local goods and services.
- During the 2016-17 fiscal year Council will review the current fee structure for the city's various parking enforcement program and determine if an adjustment is appropriate

Priority #9; Building Improvements & Construction

- City Council will seek to construct and/or improve a portion of the city's public buildings and grounds. The following tasks will be completed:
 - During the 2016-17 fiscal year Council will actively explore concession stand proposals for the South Beach. These proposals may include potential partner agencies to assist with the capital cost for the proposed project.
 - As part of the concession stand planning, City Council will explore improvements which provide greater access to restrooms, family restrooms, changing rooms, and accessibility improvements.
 - During the 2016-17 fiscal year Council will work with staff to plan and implement upgrades to the Department of Public Works facility, which may include the development of a cold storage area for electric transformers and the possible expansion of the facility's grounds.
 - During the 2016-17 fiscal year Council will work with staff and the City's Housing Commission to plan and implement housing improvement grants for traditional neighborhoods in the City.

Priority #10; Bicycle, Pedestrian Pathways, and Water Trails

- City Council will seek to plan and construct bicycle and pedestrians paths throughout the city. The following tasks will be completed:

- During the 2016-17 fiscal year Council will work with staff on the planning and development of the Blue Star Highway multi-use trail project.
- During the 2016-17 fiscal year Council will work with staff on the planning and development of water trails on the Black River and Lake Michigan. The focus of the water trail planning is to focus on maintaining and creating access to public waterways for non-motorized water craft.

Priority #11; Customer Service

- City Council will seek to improve customer service and support from the city's various departments. The following tasks will be completed:
 - During the 2016-17 fiscal year Council will work with staff to plan and implement customer service and job training to city staff, focusing on improving the public's impression of and interaction with the city's staff.
 - During the 2016-17 fiscal year Council will work with staff to plan and implement improvements to the City's website. The improvements will be designed to improve the public's access to information and services.
 - During the 2016-17 fiscal year Council will work with staff to plan and implement the addition of electronic forms to the city's website. In an effort to improve customer service and expedite requests for city services.
 - During the 2016-17 fiscal year Council will work with staff to research the implementation of a one-time parking ticket forgiveness plan, for the City's beach parking lots. The plan is intended to allow beach visitors a one-time parking ticket waiver, in an effort to improve relations with beach goers and encourage greater compliance for returning guests.
 - During the 2016-17 fiscal year Council will work with staff at the South Haven Police Department (SHPD) to continue and expand citizen engagement programs. The SHPD will be asked to continue its Citizen Police Academy for local residents. Further, the SHPD will be asked to plan and implement additional citizen engagement programs.

Priority #12; Explore Youth Services Programs

- City Council will explore the possible expansion of services tailored to address the needs of local youth. The following tasks will be completed:
 - During the 2016-17 fiscal year Council will work with staff to explore the possible development of youth services. Staff will seek to develop possible partnerships

with South Haven Public Schools and Lake Michigan College to develop youth services programs. Staff will seek possible funding sources to offset the service costs.

- o During the 2016-17 fiscal year Council will work with staff to explore potential partnerships with MiWorks, and other agencies, to improve employment opportunities for local youth.

DRAFT



Agenda Item #13

Reschedule April Regular Meeting

Background Information:

The City Council will be asked to reschedule the first meeting in April, due to spring break.

The City Council is scheduled to meet on Monday, April 4, 2016 for the first regular meeting of the month. Due to this year's spring break schedule, several City Council members are unlikely to be able to attend. As a result, staff recommends that the regular meeting be rescheduled to occur on Monday, April 11th at 7:00 p.m.

For clarification, should this schedule be approved, the City Council's April meetings will occur on Monday, April 11th and Monday, April 18th.

Recommendation:

The City Council should consider a motion to reschedule the first meeting in April, to occur on Monday, April 11th at 7:00 p.m.

Support Material: