

City Council

Regular Meeting Agenda

Monday, April 20, 2015
7:00 p.m., Council Chambers



1. **Call to Order**
2. **Invocation – Father Michael Ryan – Epiphany Episcopal**
3. **Roll Call**
4. **Approval of Agenda**
5. **Consent Agenda: Items A thru H (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 requested to approve the City Council Minutes of April 06, 2015.
 - B. Bills totaling \$1,116,842.70 for the period ending April 19, 2015 be approved and forwarded to the Clerk and Treasurer for payment.
 - C. City Council will be asked to approve changes to the Dyckman Avenue Reconstruction project and resurface Brockway Avenue from North Shore Drive to the cul-de-sac and authorize the City Manager to execute Change Order No. 3 in the estimated amount of \$150,852.97.
 - D. City Council will be asked to approve a proposal from West Michigan Waterproofing LLC for soil stabilization of the seawall at Ellen Avery Park in the amount of \$27,100.00
 - E. City Council will be asked to approve a modification to the Engineering Services Agreement for the Bascule Bridge Rehabilitation Project in the amount of \$50,131.18.
 - F. City Council will be asked to approve a License Agreement for a Projecting Sign for 426 Phoenix Street by Beachwalk Properties.
 - G. City Council will be asked to approve the following sign requests:
 - 1) Council will be asked to approve the following public property sign request for Old Time Baseball at Kid's Corner
 - 2) Council will be asked to approve special event sign request for National Day of Prayer.
 - H. Council will be asked to receive the following administrative reports and approved minutes to be placed on file:
 - 1) 01-12-2015 BRA Minutes
 - 2) 01-12-2015 LFDA Minutes
 - 3) 03-05-2015 Planning Commission Minutes
 - 4) 04-06-2015 Airport Authority Minutes
 - 5) July 2014 Board of Review Minutes
 - 6) March 2015 Board of Review 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.

NEW BUSINESS

6. Council will be asked to consider the application from Stephanie Timmer for appointment to the Local Development Finance Authority and Brownfield Redevelopment Authority.
7. Council will be asked to consider Resolution 2015-18: a resolution addendum to the Utility Policy Adjusting Water & Sewer Availability Fees to cap the availability fee to \$250,000.
8. 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.)
9. City Manager's Comments
10. Mayor and Councilperson's Comments
11. Adjourn

RESPECTFULLY SUBMITTED,



Brian Dissette, City Manager

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.

City Council

Regular Meeting Minutes

Monday, April 6, 2015
7:00 p.m., Council Chambers



1. **Call to Order by Mayor Burr at 7:00 p.m.**
2. **Invocation by Rev. Curry Pikkaart - Hope Reformed**
3. **Roll Call**

Present: Fitzgibbon, Klavins, Kozlik Wall, Patterson, Burr
Absent: Gruber, Arnold

Moved by Fitzgibbon to excuse Gruber for personal reasons. Seconded by Kozlik Wall.
Voted Yes: All. Motion carried.

4. **Approval of Agenda**

Moved by Kozlik Wall to approve the agenda. Seconded by Fitzgibbon.

Voted Yes: All. Motion carried.

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

Moved by Patterson, Seconded by Kozlik Wall to approve the Consent Agenda as follows:

- A. Council will be requested to approve the City Council Minutes of March 16, 2015.
- B. Bills totaling \$1,423,087.01 for the period ending April 5, 2015 be approved and forwarded to the Clerk and Treasurer for payment.
- C. City Council will be asked to Award the following contracts for 2015 Electric Distribution Line Projects:
 - 1) Award the contract for construction services to Kent Power, Inc. of Kent City, Michigan in the amount of \$216,641.13. Labor and materials to be provided are defined in the contract documents prepared by GRP Engineering.
 - 2) Award the contract for professional services for community outreach and communication to Abonmarche in the amount of \$5,500.
- D. City Council will be asked to approve a consulting engineering contract with Hubbell, Roth & Clark, Inc. for the Waste Water Treatment Plant Asset Management Plan in the not-to-exceed amount of \$110,000.
- E. City Council will be asked to approve the SAW Grant Engineering Services Agreement, with Abonmarche, in the amount of \$1,770,004.
- F. City Council will be asked to approve the Center for the Arts Accessibility Improvements Professional Services agreement, with Abonmarche, in the amount of \$12,250.

G. Council will be asked to receive the following administrative reports and approved minutes to be placed on file:

- 1) 02-17-2015 Harbor Commission Minutes
- 2) 02-25-2015 Housing Commission Minutes
- 3) 03-18-2015 Airport Authority Minutes
- 4) 03-17-2015 LHBM Minutes

A Roll Call Vote was taken:

Yeas: Fitzgibbon, Klavins, Kozlik Wall, Patterson, Burr
Nays: None

Motion carried.

NEW BUSINESS

6. Council will be asked to consider the following Special Events:

- A. Council will be asked to consider Special Event 2015-06, South Haven Steelheaders Fishing Tournament (May 16 & May 17).**
- B. Council will be asked to consider Special Event 2015-07, Memorial Day Parade 2015 (May 25, 2015)**
- C. Council will be asked to acknowledge the withdrawal of the Special Event 2015-05, the Casco United Methodist Church Public Fundraising Auction.**

Background Information:

Item A. Council will be asked to consider Special Event 2015-06, South Haven Steelheaders Fishing Tournament (May 16 & May 17).

This is a 2-day fishing tournament with weigh-in and prize ceremony. It is scheduled for May 16 - 17, 2015. Boaters travel from all over to participate in this tournament.

This fishing tournament has a history of being well run with minimal incident. The City facility impacted the most is the Municipal Marina. It will serve as the command post with portable marine radio set-up inside marina building. Scales will be located outside on the North deck.

Moved by Fitzgibbon to approve Special Event 2015-04, South Haven Steelheaders Fishing Tournament, to be held May 16-17th. Seconded by Kozlik Wall.

Voted Yes: All. Motion carried.

Item B: Council will be asked to consider Special Event 2015-07, Memorial Day Parade 2015, to be held on May 25, 2015.

The American Legion Post #49 has put in a Special Event Application for the 2015 Memorial Day Parade to be held on May 25, 2015 from 9:00 am to 10:30 am. The parade will start at Center and Michigan Ave. and head north to Phoenix, then east on Phoenix to Bailey Ave., then north to the cemetery. There will be a memorial program held at the Veteran's section of the cemetery including a rifle squad firing. In case of rain, event will be held at the high school.

Moved by Patterson to approve Special Event 2015-07, Memorial Day Parade 2015, to be held on May 25, 2015. Seconded by Klavins.

Voted Yes: All. Motion carried.

Item C: Council will be asked to acknowledge the withdrawal of the Special Event Application 2015-05, the Casco United Methodist Church Public Fundraising Auction.

The Casco United Methodist Church has been given the opportunity to use privately owned space for their event and wishes to withdraw their application at this time.

7. Council will be asked to consider a commercial tour boat proposal, for the city's South Side Marina.

Background Information:

The City Council will be asked to consider a proposal from IT-IL-DO Charters, LLC, for the placement of a tour boat at the city's South Side Municipal Marina. The proposal is to operate a 49 passenger boat as part of a scenic tour on Lake Michigan.

In the past, the dock area being proposed for the tour boat has not been used. If approved, the dock area will require modification to allow for a boarding ramp, and an electric pedestal will need to be installed. The commercial dockage rate is two times the recreational dockage rate. The total revenue for the commercial dockage, if approved, will be \$7,900 for the season. The city's staff has followed the adopted Commercial Use Policy, when preparing this item for the City Council's consideration.

In addition, staff is requesting to extend the South Side Marina transient dock to the area 80 feet to the west of the existing head dock. This area is currently used as a public deck between the South Side Marina and the Black River. It is open to the public. Staff is proposing to continue this deck use as an area open to the public. In order to use the deck for tour boat and transient rental, electric and water pedestals would be installed, and gates would be installed to allow for boarding areas for transient vessels. There may also be a need for additional cleats and fenders at the dock.

There are a number of approvals which would need to be done to accomplish the proposed tour boat and marina transient dockage extension, as listed below:

- Approve the expansion of the South Side Marina on to the existing deck to the west of the existing marina.
- Approve the license agreement with IT-IL-DO Charters LLC on behalf of the City of South Haven.
- Approve application to the DEQ for dock improvements to make it possible to moor the tour boat and other transient vessels in the expansion area.
- Approve a request to the DNR for a commercial use of a tour boat in the South Side Marina grant-in-aid facility.

- Approve the application for zoning and building permits required to complete the proposed work.

Staff has prepared a resolution combining all of the action items, for the City Council's consideration.

Please note that the commercial tour boat proposal has been reviewed by the city's Harbor Commission. However, no formal recommendation has been offered by the Harbor Commission. The Harbor Commissioners attempted to offer a formal recommendation, related to the proposal, which resulted in one split vote and one motion that did not receive support. The Harbor Commission met on March 17th for the board's regular meeting. Only four members attended the session. After a lengthy discussion, the board was unable to reach a consensus on whether this proposal should be recommended to the City Council. Two separate motions occurred, one motion in favor of the proposal and one motion recommending against the proposal, and neither was approved due to split votes. As a result, the City Council may wish to consider referring the commercial tour boat proposal back to the Harbor Commission, for additional consideration. One of the Harbor Commission members requested that the item be brought back to the board, for further discussion. Further, one of the Harbor Commission members has submitted correspondence to the City Council, which notes his absence from the March 17th meeting and his general support for the concept.

Moved by Fitzgibbon to refer the item back to the Harbor Commission for further review and recommendation. Seconded by Klavins.

Chad Bard, IT-IL-DO Charters – asked City Council to consider approving the request.

Alan Silverman, 144 Dunkley Ave #11 – supported the Council's motion to send the item back to the Harbor Commission for further review.

Mary Stephens, 1070 E Wilson – asked Council to refer the item back to the Harbor Commission for further review.

Voted Yes: Fitzgibbon, Klavins, Kozlik Wall, Burr. Voted No: Patterson. Motion carried.

- 8. Council will be asked to consider Resolution 2015-17: a resolution to spin off and transfer Nationwide 457 plan account balances of current SHAES employees to the SHAES deferred compensation plan.**

Background Information:

SHAES elected to terminate its participation in the City's Nationwide 457 deferred compensation plan when it established its own deferred compensation plan during 2014. The new SHAES deferred compensation plan was established in August 2014 and SHAES members stopped contributing to the Nationwide plan and began contributing to their new plan in December 2014.

Nationwide requested formal notification of the spin-off plan in the form of a council resolution in order to allow SHAES members to transfer their account balances from Nationwide to the new SHAES deferred compensation plan. A resolution to spin off and transfer Nationwide 457 plan account balances for current SHAES employees is attached

for presentation to council. SHAES board took formal action to approve the spin-off plan during its April board meeting.

Moved by Fitzgibbon to approve Resolution 2015-17: a resolution to spin off and transfer Nationwide 457 plan account balances of current SHAES employees to the SHAES deferred compensation plan. Seconded by Patterson.

Voted Yes: All. Motion carried.

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

Aaron Cobbs, 914 Center St – Addressed the City Council regarding the Gus Maker Tournament.

10. City Manager's Comments

11. Mayor and Councilperson's Comments

Klavins: Asked the City Manager for an update on the bridge project.

Patterson: Welcomed the new Deputy Clerk. Thanked Police Department for putting on the Police Academy.

Fitzgibbon: No comments.

Kozlik Wall: Firefighters Academy has been a great experience.

Burr: Had a wonderful vacation.

12. Adjourn

Moved by Kozlik Wall to adjourn. Seconded by Patterson.

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

RESPECTFULLY SUBMITTED,

Kate Hosier, Deputy City Clerk

Approved by City Council: **DRAFT**

CITY OF SOUTH HAVEN
APRIL 21, 2015

	PREPAID	CURRENT	TOTAL
101-GENERAL FUND	\$ 37,468.70	\$ 30,965.01	\$ 68,433.71
202-MAJOR STREET FUND	\$ -	\$ -	\$ -
203-LOCAL STREET FUND	\$ -	\$ -	\$ -
204-STREET FUND	\$ 97.04	\$ -	\$ 97.04
226-GARBAGE/REFUSE FUND	\$ 31,322.74	\$ -	\$ 31,322.74
250-DOWNTOWN DEVELOPMENT	\$ 172.51	\$ 6,422.88	\$ 6,595.39
251-LDFA #1	\$ -	\$ -	\$ -
252- LDFA #2	\$ -	\$ -	\$ -
253-LDFA #3	\$ -	\$ -	\$ -
260-BROWNFIELD AUTHORITY	\$ -	\$ 13,287.50	\$ 13,287.50
265-NARCOTICS UNIT	\$ 4,120.00	\$ -	\$ 4,120.00
266-POLICE TRAINING	\$ -	\$ -	\$ -
296-RIVER MAINTENANCE	\$ -	\$ -	\$ -
363- CAPITAL BOND	\$ -	\$ -	\$ -
370- BUILDING AUTHORITY #2	\$ -	\$ 23,137.50	\$ 23,137.50
371-CAPITAL BOND DEBT SERV	\$ -	\$ 295,443.75	\$ 295,443.75
372-WATER PLANT FUND	\$ -	\$ -	\$ -
395-DDA DEBT SERVICE	\$ -	\$ 368,280.00	\$ 368,280.00
396- DDA DISTRICT #2	\$ -	\$ -	\$ -
401-CAPITAL PROJECTS	\$ -	\$ -	\$ -
402-CAPITAL PROJECTS #2	\$ -	\$ -	\$ -
466- PAVILION AND ICE RINK	\$ 21,396.50	\$ -	\$ 21,396.50
545-BLACK RIVER PARK	\$ 317.47	\$ 4,747.50	\$ 5,064.97
577-BEACH FUND	\$ -	\$ 18,240.00	\$ 18,240.00
582-ELECTRIC FUND	\$ 29,756.73	\$ 58,805.83	\$ 88,562.56
591-WATER FUND	\$ 42,633.95	\$ 5,258.30	\$ 47,892.25
592-SEWER FUND	\$ 51,660.35	\$ 7,903.93	\$ 59,564.28
594-MUNICIPAL MARINA	\$ 5,607.59	\$ 3,498.95	\$ 9,106.54
636-INFORMATION SERVICES	\$ 5,238.66	\$ 3,570.00	\$ 8,808.66
661-MOTOR POOL	\$ 5,525.59	\$ 3,328.85	\$ 8,854.44
677-SELF INSURANCE	\$ 50.00	\$ -	\$ 50.00
703-TAX FUND	\$ 612.40	\$ -	\$ 612.40
718-TRUST & AGENCY	\$ 3,035.00	\$ -	\$ 3,035.00
750-EMPLOYEE WITHHOLDING	\$ 34,937.47	\$ -	\$ 34,937.47
TOTAL	\$ 273,952.70	\$ 842,890.00	\$ 1,116,842.70

User: ksteinma
DB: South Haven

BANK CODE: 1 CHECK DATE: 04/21/2015 INVOICE PAY DATE FROM 04/21/2015 TO 04/21/2015

Check Date	Bank	Check #	Vendor Code	Vendor Name	Amount	# Invoices
04/21/2015	1	50616	000014	ABONMARCHE CONSULTANTS INC	43,556.62	18
04/21/2015	1	50617	000027	ADAMS REMCO, INC.	209.43	1
04/21/2015	1	50618	003184	ALTA EQUIPMENT COMPANY	69.28	1
04/21/2015	1	50619	000074	ALTEC INDUSTRIES INC	379.50	1
04/21/2015	1	50620	000346	BRUSH ENTERPRISES	962.26	1
04/21/2015	1	50621	000372	C.C. JOHNSON & MALHOTRA PC	5,867.09	2
04/21/2015	1	50622	000418	CDW GOVERNMENT INC	665.05	1
04/21/2015	1	50623	000422	CENTER MASS, INC	299.00	1
04/21/2015	1	50624	000471	CITY PLUMBING & HEATING CO	3,012.00	2
04/21/2015	1	50625	MISC	COLE FARMER	59.87	1
04/21/2015	1	50626	000656	JACK DOHENY SUPPLIES INC	58.81	1
04/21/2015	1	50627	MISC	DR LAB SERVICES	740.00	1
04/21/2015	1	50628	000718	ELECSYS INTERNATIONAL CORP	267.00	1
04/21/2015	1	50629	000719	ELECTION SOURCE	63.20	1
04/21/2015	1	50630	000738	ENVIRONMENTAL RESOURCE ASSOCIATES	1,187.98	1
04/21/2015	1	50631	000771	FEDERAL PUBLISHING	298.50	1
04/21/2015	1	50632	003193	FISHBECK, THOMPSON, CARR & HUBER	1,810.50	1
04/21/2015	1	50633	000802	FLAGS USA	173.00	1
04/21/2015	1	50634	003065	FOSTER SWIFT COLLINS & SMITH PC	675.60	2
04/21/2015	1	50635	000974	HACH COMPANY	279.89	1
04/21/2015	1	50636	001107	HULL LIFT TRUCK INC	178.31	1
04/21/2015	1	50637	001108	GORDON HULL	2,122.65	1
04/21/2015	1	50638	001196	JOHN'S STEREO INC	14.99	1
04/21/2015	1	50639	001246	KENDALL ELECTRIC INC	284.57	1
04/21/2015	1	50640	001270	KIWANIS CLUB OF SOUTH HAVEN	129.00	1
04/21/2015	1	50641	001288	KONE INC	276.00	1
04/21/2015	1	50642	001298	KREIS, ENDERLE, HUDGINS & BORSOS PC	1,100.00	1
04/21/2015	1	50643	001400	LIFELOC TECHNOLOGIES INC	100.00	1
04/21/2015	1	50644	003369	M LIVE MEDIA	763.20	1
04/21/2015	1	50645	001582	MICHIGAN ASSOC OF CHIEFS OF POLICE	115.00	1
04/21/2015	1	50646	003167	MICHIGAN DEPT OF ENVIRO QUALITY	2,313.00	1
04/21/2015	1	50647	001657	MICHIGAN TOWNSHIP SERVICES	1,614.75	1
04/21/2015	1	50648	001766	MUZZALL GRAPHICS	252.65	1
04/21/2015	1	50649	001917	OVERISEL LUMBER COMPANY	53.84	1
04/21/2015	1	50650	002020	POWER LINE SUPPLY CO	30,015.42	8
04/21/2015	1	50651	MISC	R.L. REBACH	647.50	1
04/21/2015	1	50652	002267	SECANT TECHNOLOGIES	8,343.00	2
04/21/2015	1	50653	002513	STEEL CENTER SUPPLY CO	251.12	1
04/21/2015	1	50654	002583	TELE-RAD INC	1,695.15	1
04/21/2015	1	50655	002589	TERMINIX PROCESSING CENTER	43.00	1
04/21/2015	1	50656	002637	TOTAL PARKING SOLUTIONS INC	20,520.00	1
04/21/2015	1	50657	002644	TRACE ANALYTICAL LAB INC	570.00	2
04/21/2015	1	50658	002683	TRUCK & TRAILER SPECIALTIES	79.86	1
04/21/2015	1	50659	002701	ULINE	6,858.59	1
04/21/2015	1	50660	002726	US BANK	686,861.25	1
04/21/2015	1	50661	003169	VILLA ENVIRONMENTAL CONSULTANTS	11,975.00	1
04/21/2015	1	50662	002843	RON WASHEGESIC	180.00	1
04/21/2015	1	50663	002879	WEST MICH OFFICE INTERIORS INC	2,693.43	1
04/21/2015	1	50664	002882	WEST MICHIGAN CRIMINAL JUSTICE	100.00	1
04/21/2015	1	50665	002883	WEST MICHIGAN DOCUMENT	65.00	1
04/21/2015	1	50666	002953	WOODHAMS, INC , DON	2,039.14	10

Num Checks: 51

Num Stubs: 0

Num Invoices: 89

Total Amount: 842,890.00

04/15/2015 09:28 AM
 User: ksteinman
 DB: South Haven

INVOICE REGISTER REPORT FOR CITY OF SOUTH HAVEN
 INVOICE DUE DATES 04/21/2015 - 04/21/2015
 JOURNALIZED OPEN AND PAID
 BANK CODE: 1 - CHECK TYPE: PAPER CHECK

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
110639 44677	ABONMARCHE CONSULTANTS INC SOUTH HAVEN AREA RECREATION ASSSES 101-001-076-002	02/19/2015 ksteinman	04/21/2015	1,806.50 1,806.50	0.00	P	Y 04/14/2015
110637 44678	ABONMARCHE CONSULTANTS INC KAL-HAVEN TRAIL- BULLER PARKING OP 101-447-801-000	02/19/2015 ksteinman	04/21/2015	518.00 518.00	0.00	P	Y 04/14/2015
110635 44679	ABONMARCHE CONSULTANTS INC PROFESSIONAL SERVICES- LAKEVIEW CE 101-276-801-000-0171	02/19/2015 ksteinman	04/21/2015	237.95 237.95	0.00	P	Y 04/14/2015
110834 44680	ABONMARCHE CONSULTANTS INC ADA IMPROVEMENTS FOR THE CENTER FO 101-804-802-000-0178	03/26/2015 ksteinman	04/21/2015	3,109.75 3,109.75	0.00	P	Y 04/14/2015
110872 44681	ABONMARCHE CONSULTANTS INC BAARS BLDG DEMOLITION/RE-DEVELOPME 250-729-974-018-0122	03/27/2015 ksteinman	04/21/2015	3,250.00 3,250.00	0.00	P	Y 04/14/2015
110479 44682	ABONMARCHE CONSULTANTS INC PROFESSIONAL SERVICES- LAKEVIEW CE 101-276-801-000-0171	01/22/2015 ksteinman	04/21/2015	1,020.00 1,020.00	0.00	P	Y 04/14/2015
110620 44683	ABONMARCHE CONSULTANTS INC ELECTRIC CORE UPGRADE- PHASE II 582-558-988-000-0175	02/18/2015 ksteinman	04/21/2015	11,214.20 11,214.20	0.00	P	Y 04/14/2015
110871 44684	ABONMARCHE CONSULTANTS INC ELECTRIC CORE UPGRADE- PHASE II 582-558-988-000-0175	03/27/2015 ksteinman	04/21/2015	14,351.47 14,351.47	0.00	P	Y 04/14/2015
110799 44685	ABONMARCHE CONSULTANTS INC BLACK RIVER PARK- DRIVEWAY IMPROVE 545-776-975-000-0188	03/24/2015 ksteinman	04/21/2015	467.50 467.50	0.00	P	Y 04/14/2015

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 User: ksteinman
 DB: South Haven

INVOICE REGISTER REPORT FOR CITY OF SOUTH HAVEN
 INVOICE DUE DATES 04/21/2015 - 04/21/2015
 JOURNALIZED OPEN AND PAID
 BANK CODE: 1 - CHECK TYPE: PAPER CHECK

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
110677 44686	ABONMARCHE CONSULTANTS INC BLACK RIVER PARK- PARKING LOT EXPA 250-729-974-018-0233	02/25/2015 ksteinman	04/21/2015	500.00 500.00	0.00	P	Y 04/14/2015
110560 44687	ABONMARCHE CONSULTANTS INC FACTORY CONDOS 260-622-801-000-0173	01/29/2015 ksteinman	04/21/2015	1,312.50 1,312.50	0.00	P	Y 04/14/2015
110800 44688	ABONMARCHE CONSULTANTS INC SOUTH SIDE MARINA BUILDING RENOVAT 594-776-975-000-0227	03/24/2015 ksteinman	04/21/2015	295.00 295.00	0.00	P	Y 04/14/2015
110653 44689	ABONMARCHE CONSULTANTS INC SOUTH SIDE MARINA BUILDING RENOVAT 594-776-975-000-0227	02/19/2015 ksteinman	04/21/2015	955.00 955.00	0.00	P	Y 04/14/2015
110796 44690	ABONMARCHE CONSULTANTS INC SOUTH SIDE MARINA DOCK EXTENSION E 594-776-975-000-0228	03/24/2015 ksteinman	04/21/2015	100.00 100.00	0.00	P	Y 04/14/2015
110795 44691	ABONMARCHE CONSULTANTS INC BLACK RIVER PARK BOAT LAUNCH RAMP 545-776-975-000-0185	03/24/2015 ksteinman	04/21/2015	437.50 437.50	0.00	P	Y 04/14/2015
110559 44692	ABONMARCHE CONSULTANTS INC BLACK RIVER PARK BOAT LAUNCH RAMP 545-776-975-000-0185	01/29/2015 ksteinman	04/21/2015	1,277.50 1,277.50	0.00	P	Y 04/14/2015
110650 44693	ABONMARCHE CONSULTANTS INC BLACK RIVER PARK BOAT LAUNCH RAMP 545-776-975-000-0185	02/19/2015 ksteinman	04/21/2015	285.00 285.00	0.00	P	Y 04/14/2015
110920 44763	ABONMARCHE CONSULTANTS INC 2ND AVE COMMERCIAL DEVELOPMENT 101-728-801-000	04/07/2015 ksteinman	04/21/2015	2,418.75 2,418.75	0.00	P	Y 04/14/2015

04/15/2015 09:28 AM
 User: ksteinman
 DB: South Haven

INVOICE REGISTER REPORT FOR CITY OF SOUTH HAVEN
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 BANK CODE: 1 - CHECK TYPE: PAPER CHECK

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
096970 44676	ADAMS REMCO, INC. QUARTERLY MAINTENANCE 101-265-802-000	04/08/2015 ksteinman	04/21/2015	209.43	0.00	P	Y 04/14/2015
	OTHER CONTRACTUAL SERVICES			209.43			
I79038 44694	ALTA EQUIPMENT COMPANY SUPPLIES 661-450-741-003	03/26/2015 ksteinman	04/21/2015	69.28	0.00	P	Y 04/14/2015
	REPAIR & MAINT SUPPLIES			69.28			
5186223 44759	ALTEC INDUSTRIES INC REPAIRS 582-558-802-000 582-558-741-000	03/25/2015 ksteinman	04/21/2015	379.50	0.00	P	Y 04/14/2015
	OTHER CONTRACTUAL SERVICES			374.50			
	OPERATING SUPPLIES			5.00			
7439 44695	BRUSH ENTERPRISES REPAIRS 661-450-935-000	03/24/2015 ksteinman	04/21/2015	962.26	0.00	P	Y 04/14/2015
	REPAIRS/MAINTENANCE - VEHICLES			962.26			
3/30/15 44696	C.C. JOHNSON & MALHOTRA PC WWTP IPP PROGRAM 592-560-801-000	03/30/2015 ksteinman	04/21/2015	792.85	0.00	P	Y 04/14/2015
	PROFESSIONAL/CONSULTING FEES			792.85			
3/30/15 44700	C.C. JOHNSON & MALHOTRA PC SOUTH HAVEN MERCURY MINIMIZATION 592-559-801-000 592-566-801-000 592-567-801-000	03/30/2015 ksteinman	04/21/2015	5,074.24	0.00	P	Y 04/14/2015
	PROFESSIONAL/CONSULTING FEES			3,602.71			
	PROFESSIONAL/CONSULTING FEES			1,030.07			
	PROFESSIONAL/CONSULTING FEES			441.46			
TD36385 44701	CDW GOVERNMENT INC SUPPLIES 101-301-727-000	03/31/2015 ksteinman	04/21/2015	665.05	0.00	P	Y 04/14/2015
	OFFICE SUPPLIES			665.05			
30860 44702	CENTER MASS, INC RIFLE COMPETITION & CONFERENCE 101-301-860-000	11/24/2014 ksteinman	04/21/2015	299.00	0.00	P	Y 04/14/2015
	TRAVEL/CONFERENCES/TRAINING			299.00			
031423 44697	CITY PLUMBING & HEATING CO MONTHLY MAINTENANCE	03/19/2015 ksteinman	04/21/2015	1,030.00	0.00	P	Y 04/14/2015

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Inv Num Inv Ref#	Vendor Description	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
	GL Distribution 101-265-802-000	OTHER	CONTRACTUAL SERVICES	1,030.00			
031424 44698	CITY PLUMBING & HEATING CO MAINTENANCE AGREEMENT 101-001-070-000 101-301-802-000	03/19/2015 ksteinman	04/21/2015	1,982.00	0.00	P	Y 04/14/2015
		DUE FROM SHAES		991.00			
		OTHER CONTRACTUAL SERVICES		991.00			
9197401 44699	COLE PARMER ADAPTER 591-559-741-000	03/31/2015 ksteinman	04/21/2015	59.87	0.00	P	Y 04/14/2015
		OPERATING SUPPLIES		59.87			
A81716 44713	JACK DOHENY SUPPLIES INC SUPPLIES 592-558-741-000	03/27/2015 ksteinman	04/21/2015	58.81	0.00	P	Y 04/14/2015
		OPERATING SUPPLIES		58.81			
263 44764	DR LAB SERVICES LAB PREVENTATIVE MAINTENANCE 591-559-802-000	01/28/2015 ksteinman	04/21/2015	740.00	0.00	P	Y 04/14/2015
		OTHER CONTRACTUAL SERVICES		740.00			
134597 44703	ELECSYS INTERNATIONAL CORP MONTHLY MAINTENANCE 582-558-802-000 591-558-802-000 592-558-802-000	03/28/2015 ksteinman	04/21/2015	267.00	0.00	P	Y 04/14/2015
		OTHER CONTRACTUAL SERVICES		186.90			
		OTHER CONTRACTUAL SERVICES		40.05			
		OTHER CONTRACTUAL SERVICES		40.05			
926629 44755	ELECTION SOURCE BREAK FIX 101-191-802-000	04/03/2015 ksteinman	04/21/2015	63.20	0.00	P	Y 04/14/2015
		OTHER CONTRACTUAL SERVICES		63.20			
747680 44704	ENVIRONMENTAL RESOURCE ASSOCIATES LAB SUPPLIES 592-559-741-000 592-566-741-000 592-567-741-000	03/20/2015 ksteinman	04/21/2015	1,187.98	0.00	P	Y 04/14/2015
		OPERATING SUPPLIES		843.47			
		OPERATING SUPPLIES		241.16			
		OPERATING SUPPLIES		103.35			
49584 44705	FEDERAL PUBLISHING COMPLIANCE JOURNAL 101-447-900-000	03/26/2015 ksteinman	04/21/2015	298.50	0.00	P	Y 04/14/2015
		PRINTING/PUBLISHING		298.50			

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
325731 44709	FISHBECK, THOMPSON, CARR & HUBER TECHNICAL MEMO AND DRAWINGS 591-559-801-000	04/08/2015 ksteinman	04/21/2015	1,810.50	0.00	P	Y 04/14/2015
	PROFESSIONAL CONSULTING FEES			1,810.50			
60420 44706	FLAGS USA FLAGS 101-265-741-000	03/31/2015 ksteinman	04/21/2015	173.00	0.00	P	Y 04/14/2015
	OPERATING SUPPLIES			173.00			
668099 44707	FOSTER SWIFT COLLINS & SMITH PC ATTORNEY SERVICES 101-209-801-000	04/02/2015 ksteinman	04/21/2015	525.60	0.00	P	Y 04/14/2015
	PROFESSIONAL/CONSULTING FEES			525.60			
668115 44708	FOSTER SWIFT COLLINS & SMITH PC ATTORNEY SERVICES 101-209-801-000	04/02/2015 ksteinman	04/21/2015	150.00	0.00	P	Y 04/14/2015
	PROFESSIONAL/CONSULTING FEES			150.00			
9294755 44710	HACH COMPANY LAB SUPPLIES 591-559-741-000	03/20/2015 ksteinman	04/21/2015	279.89	0.00	P	Y 04/14/2015
	OPERATING SUPPLIES			279.89			
S-0115803 44712	HULL LIFT TRUCK INC PARTS 661-450-741-003	04/03/2015 ksteinman	04/21/2015	178.31	0.00	P	Y 04/14/2015
	REPAIR & MAINT SUPPLIES			178.31			
100 44711	GORDON HULL CONTRACTUAL SERVICES 582-558-802-000	04/09/2015 ksteinman	04/21/2015	2,122.65	0.00	P	Y 04/14/2015
	OTHER CONTRACTUAL SERVICES			2,122.65			
10045194 44758	JOHN'S STEREO INC CABLE 591-558-741-000	03/30/2015 ksteinman	04/21/2015	14.99	0.00	P	Y 04/14/2015
	OPERATING SUPPLIES			14.99			
S103598138.001 44714	KENDALL ELECTRIC INC REPAIRS/MAINTENANCE 582-558-933-000	04/03/2015 ksteinman	04/21/2015	284.57	0.00	P	Y 04/14/2015
	REPAIRS/MAINTENANCE - EQUIPM			284.57			

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
1353 44716	KIWANIS CLUB OF SOUTH HAVEN 1ST QUARTER DUES 101-301-958-000	12/13/2014 ksteinman	04/21/2015	129.00 129.00	0.00	P	Y 04/14/2015
221732653 44715	KONE INC ELEVATOR MAINTENANCE 101-265-802-000	04/01/2015 ksteinman	04/21/2015	276.00 276.00	0.00	P	Y 04/14/2015
248578 NLM 44717	KREIS, ENDERLE, HUDGINS & BORSOS PC ADA MATTER 101-227-801-000	04/03/2015 ksteinman	04/21/2015	1,100.00 1,100.00	0.00	P	Y 04/14/2015
0195481-IN 44718	LIFELOC TECHNOLOGIES INC OTHER CONTRACTUAL 101-301-802-000	03/31/2015 ksteinman	04/21/2015	100.00 100.00	0.00	P	Y 04/14/2015
P1820530 44721	M LIVE MEDIA POLICE OFFICER- SEASONAL 101-301-900-000	03/31/2015 ksteinman	04/21/2015	763.20 763.20	0.00	P	Y 04/14/2015
5/31/16 44719	MICHIGAN ASSOC OF CHIEFS OF POLICE MEMBERSHIP DUES- THOMAS MARTIN 101-301-958-000	04/01/2015 ksteinman	04/21/2015	115.00 115.00	0.00	P	Y 04/14/2015
915163 44731	MICHIGAN DEPT OF ENVIRO QUALITY WATER TESTING 591-559-802-000	03/20/2015 ksteinman	04/21/2015	2,313.00 2,313.00	0.00	P	Y 04/14/2015
2875 44720	MICHIGAN TOWNSHIP SERVICES ELECTRICAL INSPECTIONS 101-371-802-021	04/02/2015 ksteinman	04/21/2015	1,614.75 1,614.75	0.00	P	Y 04/14/2015
76062 44722	MUZZALL GRAPHICS BUSINESS CARDS 101-172-727-000 101-728-727-000 101-215-727-000	04/08/2015 ksteinman	04/21/2015	252.65 57.33 48.83 48.83	0.00	P	Y 04/14/2015

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Inv Num Inv Ref#	Vendor Description	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
	GL Distribution						
	594-776-727-000	OFFICE SUPPLIES		48.83			
	101-301-727-000	OFFICE SUPPLIES		48.83			
S167132							
44754	OVERISEL LUMBER COMPANY	03/30/2015	04/21/2015	53.84	0.00	P	Y
	MAILBOX POST	ksteinman					04/14/2015
	101-446-741-000	OPERATING SUPPLIES		53.84			
5913002							
44723	POWER LINE SUPPLY CO	03/31/2015	04/21/2015	174.96	0.00	P	Y
	MAINTENANCE SUPPLIES	ksteinman					04/14/2015
	582-558-933-000	REPAIRS/MAINTENANCE - EQUIPM		174.96			
5913004							
44724	POWER LINE SUPPLY CO	03/31/2015	04/21/2015	551.85	0.00	P	Y
	MAINTENANCE SUPPLIES	ksteinman					04/14/2015
	582-558-933-000	REPAIRS/MAINTENANCE - EQUIPM		551.85			
5914499							
44725	POWER LINE SUPPLY CO	04/06/2015	04/21/2015	109.56	0.00	P	Y
	MAINTENANCE SUPPLIES	ksteinman					04/14/2015
	582-558-988-000-0309	ELECTRICAL SYSTEM CONSTR		109.56			
5912814							
44726	POWER LINE SUPPLY CO	03/30/2015	04/21/2015	7,439.83	0.00	P	Y
	MAINTENANCE SUPPLIES	ksteinman					04/14/2015
	582-558-933-000	REPAIRS/MAINTENANCE - EQUIPM		7,439.83			
5913001							
44727	POWER LINE SUPPLY CO	03/31/2015	04/21/2015	12,697.87	0.00	P	Y
	MAINTENANCE SUPPLIES	ksteinman					04/14/2015
	582-558-988-000-0305	ELECTRICAL SYSTEM CONSTR		12,697.87			
5913003							
44760	POWER LINE SUPPLY CO	03/31/2015	04/21/2015	1,463.00	0.00	P	Y
	MAINTENANCE SUPPLIES	ksteinman					04/14/2015
	582-558-933-000	REPAIRS/MAINTENANCE - EQUIPM		1,463.00			
5913999							
44761	POWER LINE SUPPLY CO	04/02/2015	04/21/2015	6,273.86	0.00	P	Y
	MAINTENANCE SUPPLIES	ksteinman					04/14/2015
	582-558-988-000-0175	ELECTRICAL SYSTEM CONSTR		6,273.86			
5913990							
44762	POWER LINE SUPPLY CO	04/02/2015	04/21/2015	1,304.49	0.00	P	Y
	MAINTENANCE SUPPLIES	ksteinman					04/14/2015
	582-558-933-000	REPAIRS/MAINTENANCE - EQUIPM		1,304.49			

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
1501 44728	R.L. REBACH ILLUSTRATED CITY DIRECTORY 101-265-802-000	03/30/2015 ksteinman	04/21/2015	647.50	0.00	P	Y 04/14/2015
	OTHER CONTRACTUAL SERVICES			647.50			
INV059624 44729	SECANT TECHNOLOGIES NET PRO/ MANAGED WIRELESS SUPPORT 636-258-801-000 250-729-850-000 594-776-850-000 636-258-802-000	02/28/2015 ksteinman	04/21/2015	4,171.50	0.00	P	Y 04/14/2015
	PROFESSIONAL/CONSULTING FEES			910.00			
	TELEPHONE			1,336.44			
	TELEPHONE			1,050.06			
	OTHER CONTRACTUAL SERVICES			875.00			
INV059967 44730	SECANT TECHNOLOGIES NET PRO/MANAGED WIRLESS SUPPORT 636-258-801-000 250-729-850-000 594-776-850-000 636-258-802-000	03/31/2015 ksteinman	04/21/2015	4,171.50	0.00	P	Y 04/14/2015
	PROFESSIONAL/CONSULTING FEES			910.00			
	TELEPHONE			1,336.44			
	TELEPHONE			1,050.06			
	OTHER CONTRACTUAL SERVICES			875.00			
016636 44756	STEEL CENTER SUPPLY CO MAINTENANCE SUPPLIES 582-558-741-000	03/09/2015 ksteinman	04/21/2015	251.12	0.00	P	Y 04/14/2015
	OPERATING SUPPLIES			251.12			
863025 44736	TELE-RAD INC MONTHLY MAINTENANCE 101-301-933-001	03/25/2015 ksteinman	04/21/2015	1,695.15	0.00	P	Y 04/14/2015
	REPAIR/MAINTENANCE - RADIOS			1,695.15			
343799710 44732	TERMINIX PROCESSING CENTER EXTERMINATING SERVICE 101-301-802-000	04/15/2015 ksteinman	04/21/2015	43.00	0.00	P	Y 04/14/2015
	OTHER CONTRACTUAL SERVICES			43.00			
102965 44737	TOTAL PARKING SOLUTIONS INC PARTS/LABOR PREVENTATIVE MAINTENAN 545-001-123-000 545-776-802-000 577-001-123-000 577-751-802-000	04/07/2015 ksteinman	04/21/2015	20,520.00	0.00	P	Y 04/14/2015
	PREPAID ITEMS			1,986.41			
	OTHER CONTRACTUAL SERVICES			293.59			
	PREPAID ITEMS			15,891.25			
	OTHER CONTRACTUAL SERVICES			2,348.75			

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
5040104 44734	TRACE ANALYTICAL LAB INC CHEMICAL ANALYSIS	04/08/2015 ksteinman	04/21/2015	365.00	0.00	P	Y 04/14/2015
	592-559-802-000	OTHER CONTRACTUAL SERVICES		259.15			
	592-566-802-000	OTHER CONTRACTUAL SERVICES		74.10			
	592-567-802-000	OTHER CONTRACTUAL SERVICES		31.75			
5040054 44735	TRACE ANALYTICAL LAB INC CHEMICAL ANALYSIS	04/03/2015 ksteinman	04/21/2015	205.00	0.00	P	Y 04/14/2015
	592-559-802-000	OTHER CONTRACTUAL SERVICES		145.55			
	592-566-802-000	OTHER CONTRACTUAL SERVICES		41.72			
	592-567-802-000	OTHER CONTRACTUAL SERVICES		17.73			
C43539 44757	TRUCK & TRAILER SPECIALTIES TOW HOOK	03/16/2015 ksteinman	04/21/2015	79.86	0.00	P	Y 04/14/2015
	661-450-741-003	REPAIR & MAINT SUPPLIES		79.86			
66252763 44738	ULINE TRASH BAGS	03/25/2015 ksteinman	04/21/2015	6,858.59	0.00	P	Y 04/14/2015
	101-751-741-000	OPERATING SUPPLIES		6,858.59			
201007 44739	US BANK BOND PAYMENT	03/19/2015 ksteinman	04/21/2015	686,861.25	0.00	P	Y 04/14/2015
	370-905-995-000	INTEREST DEBT		23,137.50			
	371-905-991-000	PRINCIPAL DEBT		250,000.00			
	371-905-995-000	INTEREST DEBT		45,443.75			
	395-905-991-000	PRINCIPAL DEBT		360,000.00			
	395-905-995-000	INTEREST DEBT		8,280.00			
51163 44740	VILLA ENVIRONMENTAL CONSULTANTS PHASE II- 229 ELKENBURG STREET	03/24/2015 ksteinman	04/21/2015	11,975.00	0.00	P	Y 04/14/2015
	260-622-801-000-0156	PROFESSIONAL/CONSULTING FEES		11,975.00			
537644 44743	RON WASHEGESIC ROD SEWER	03/25/2015 ksteinman	04/21/2015	180.00	0.00	P	Y 04/14/2015
	592-558-802-000	OTHER CONTRACTUAL SERVICES		180.00			

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201059 44778	WEST MICH OFFICE INTERIORS INC CHAIRS 101-265-975-000	04/10/2015 ksteinman	04/21/2015	2,693.43	0.00	P	Y 04/15/2015
	BUILDINGS/ADDITIONS IMPROVE			2,693.43			
3/25/15 44741	WEST MICHIGAN CRIMINAL JUSTICE TASER INSTRUCTOR "NEW" 101-301-860-000	03/25/2015 ksteinman	04/21/2015	100.00	0.00	P	Y 04/14/2015
	TRAVEL/CONFERENCES/TRAINING			100.00			
47524 44742	WEST MICHIGAN DOCUMENT SHREDDING SERVICES 101-301-802-000	03/30/2015 ksteinman	04/21/2015	65.00	0.00	P	Y 04/14/2015
	OTHER CONTRACTUAL SERVICES			65.00			
T67310 44744	WOODHAMS, INC , DON LAMP ASY 661-450-741-003	03/18/2015 ksteinman	04/21/2015	43.04	0.00	P	Y 04/14/2015
	REPAIR & MAINT SUPPLIES			43.04			
C148778 44745	WOODHAMS, INC , DON REPAIRS 661-450-935-000	03/17/2015 ksteinman	04/21/2015	178.38	0.00	P	Y 04/14/2015
	REPAIRS/MAINTENANCE - VEHICLES			178.38			
T67259 44746	WOODHAMS, INC , DON REPAIRS 661-450-741-003	03/11/2015 ksteinman	04/21/2015	5.80	0.00	P	Y 04/14/2015
	REPAIR & MAINT SUPPLIES			5.80			
C148950 44747	WOODHAMS, INC , DON REPAIRS 661-450-935-000	03/25/2015 ksteinman	04/21/2015	350.47	0.00	P	Y 04/14/2015
	REPAIRS/MAINTENANCE - VEHICLES			350.47			
C148347 44748	WOODHAMS, INC , DON REPAIRS 661-450-935-000	02/24/2015 ksteinman	04/21/2015	107.74	0.00	P	Y 04/14/2015
	REPAIRS/MAINTENANCE - VEHICLES			107.74			
C148864 44749	WOODHAMS, INC , DON REPAIRS 661-450-935-000	03/20/2015 ksteinman	04/21/2015	92.25	0.00	P	Y 04/14/2015
	REPAIRS/MAINTENANCE - VEHICLES			92.25			

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C148833 44750	WOODHAMS, INC , DON REPAIRS 661-450-935-000	03/19/2015 ksteinman	04/21/2015	891.06	0.00	P	Y 04/14/2015
		REPAIRS/MAINTENANCE - VEHICLES		891.06			
C148938 44751	WOODHAMS, INC , DON REPAIRS 661-450-935-000	03/24/2015 ksteinman	04/21/2015	35.00	0.00	P	Y 04/14/2015
		REPAIRS/MAINTENANCE - VEHICLES		35.00			
C148863 44752	WOODHAMS, INC , DON REPAIRS 661-450-935-000	03/20/2015 ksteinman	04/21/2015	212.40	0.00	P	Y 04/14/2015
		REPAIRS/MAINTENANCE - VEHICLES		212.40			
C148423 44753	WOODHAMS, INC , DON REPAIRS 661-450-935-000	03/02/2015 ksteinman	04/21/2015	123.00	0.00	P	Y 04/14/2015
		REPAIRS/MAINTENANCE - VEHICLES		123.00			
# of Invoices:	89	# Due:	0	Totals:	842,890.00	0.00	
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00	
Net of Invoices and Credit Memos:					842,890.00	0.00	

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
--- TOTALS BY FUND ---							
	101 - GENERAL FUND			30,965.01	0.00		
	250 - DOWNTOWN DVLP AUTHORITY			6,422.88	0.00		
	260 - BROWNFIELD AUTHORITY			13,287.50	0.00		
	370 - BUILDING AUTHORITY #2			23,137.50	0.00		
	371 - 2012 REF OF 03 CAPITAL BOND			295,443.75	0.00		
	395 - DOWNTOWN DVLP AUTHOR DEBT S			368,280.00	0.00		
	545 - BLACK RIVER PARK FUND			4,747.50	0.00		
	577 - BEACH FUND			18,240.00	0.00		
	582 - ELECTRIC FUND			58,805.83	0.00		
	591 - WATER FUND			5,258.30	0.00		
	592 - SEWER FUND			7,903.93	0.00		
	594 - MARINA FUND			3,498.95	0.00		
	636 - INFORMATION SERVICES FUND			3,570.00	0.00		
	661 - MOTOR POOL FUND			3,328.85	0.00		
--- TOTALS BY DEPT/ACTIVITY ---							
	001 - ASSETS			20,675.16	0.00		
	172 - CITY MANAGER			57.33	0.00		
	191 - ELECTIONS			63.20	0.00		
	209 - ASSESSOR			675.60	0.00		
	215 - CITY CLERK			48.83	0.00		
	227 - PERSONNEL			1,100.00	0.00		
	258 - DATA PROCESSING			3,570.00	0.00		
	265 - BUILDINGS & GROUNDS			5,029.36	0.00		
	276 - CEMETERY DEPARTMENT			1,257.95	0.00		
	301 - POLICE			5,014.23	0.00		
	371 - BUILDING INSPECTIONS			1,614.75	0.00		
	446 - HIGHWAYS & STREETS			53.84	0.00		
	447 - ENGINEERING			816.50	0.00		
	450 - EQUIPMENT MAINTENANCE			3,328.85	0.00		
	558 - OPERATIONS			59,139.73	0.00		
	559 - TREATMENT			10,054.14	0.00		
	560 - IPP PROGRAM			792.85	0.00		
	566 - TREATMENT - CASCO TWP			1,387.05	0.00		
	567 - TREATMENT - SH TWP			594.29	0.00		
	622 - ENVIRONMENTAL CLEANUP			13,287.50	0.00		
	728 - ECONOMIC DEVELOPMENT			2,467.58	0.00		
	729 - DOWNTOWN DEVELOPMENT			6,422.88	0.00		
	751 - PARK DEPARTMENT			9,207.34	0.00		
	776 - OPERATIONS			6,260.04	0.00		
	804 - MUSEUMS			3,109.75	0.00		
	905 - DEBT SERVICE			686,861.25	0.00		

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank 1 FIFTH THIRD BANK					
04/01/2015	1	50524	000059	ALLEGAN COUNTY TREASURER	603.06
04/01/2015	1	50525	000498	COMCAST	59.70
04/01/2015	1	50526	003127	ADAM DE BOER	90.30
04/01/2015	1	50527	000847	FUEL MANAGEMENT SYSTEM	3,843.58
04/01/2015	1	50528	001076	HOLIDAY INN	165.84
04/01/2015	1	50529	UB REFUND	HOWELL, REBECCA S	214.36
04/01/2015	1	50530	001120	HYDRO DESIGNS INC	995.00
04/01/2015	1	50531	UB REFUND	LANGSTON, ASHLEY C	438.02
04/01/2015	1	50532	003056	MICHAEL LEDGER	10.06
04/01/2015	1	50533	MISC	PARKING VIOLATIONS BUREAU	20.00
04/01/2015	1	50534	003292	SHE'S SEW CRAZY	30.00
04/01/2015	1	50535	002537	STURGIS BANK & TRUST CO	3,035.00
04/08/2015	1	50536	UB REFUND	CHEMICAL BANK	63.49 V
04/08/2015	1	50537	UB REFUND	CURRY, JOHN T	162.82 V
04/08/2015	1	50538	UB REFUND	DERBIGNY, PAUL A	217.19 V
04/08/2015	1	50539	UB REFUND	MOLINA, ERNESTO	80.32 V
04/08/2015	1	50540	002407	SOUTH HAVEN ICE RINK	21,396.50 V
04/08/2015	1	50541	002424	SOUTH HAVEN/CASCO	87,269.28 V
04/08/2015	1	50542	002499	STATE OF MICHIGAN - MDEQ	12,927.58 V
04/08/2015	1	50543	UB REFUND	WARREN, NANCY A	15.11 V
04/08/2015	1	50544	UB REFUND	CHEMICAL BANK	63.49
04/08/2015	1	50545	UB REFUND	CURRY, JOHN T	162.82
04/08/2015	1	50546	UB REFUND	DERBIGNY, PAUL A	217.19
04/08/2015	1	50547	UB REFUND	MOLINA, ERNESTO	80.32
04/08/2015	1	50548	002407	SOUTH HAVEN ICE RINK	21,396.50
04/08/2015	1	50549	002424	SOUTH HAVEN/CASCO	87,269.28
04/08/2015	1	50550	002499	STATE OF MICHIGAN - MDEQ	12,927.58
04/08/2015	1	50551	UB REFUND	WARREN, NANCY A	15.11
04/09/2015	1	50552	MISC	AMANDA MORGAN	148.64 V
04/09/2015	1	50553	003304	APPRAISALS PLUS GROUP, INC.	3,500.00 V
04/09/2015	1	50554	003074	APX INC	869.28 V
04/09/2015	1	50555	000346	BRUSH ENTERPRISES	514.32 V
04/09/2015	1	50556	000463	CITY OF SOUTH HAVEN	133.73 V
04/09/2015	1	50557	000776	FIDLAR TECHNOLOGIES INC	30.44 V
04/09/2015	1	50558	MISC	FORREST BOOTHE	150.00 V
04/09/2015	1	50559	000994	HAPA LLC	5,445.74 V
04/09/2015	1	50560	001004	HARBOUR FAMILY COUNSELING	75.00 V
04/09/2015	1	50561	001141	INDIANA MICHIGAN POWER	79.95 V
04/09/2015	1	50562	001141	INDIANA MICHIGAN POWER	28.24 V
04/09/2015	1	50563	MISC	KATE HOSIER	45.53 V
04/09/2015	1	50564	001343	LAKESHORE PAINT & ARTWORKS	31.00 V
04/09/2015	1	50565	MISC	MICHAEL BOWERS	151.73 V
04/09/2015	1	50566	002002	PLUMBER'S PORTABLE TOILETS	140.00 V
04/09/2015	1	50567	002132	RELIABLE DISPOSAL INC #646	109.27 V
04/09/2015	1	50568	002386	SOUTH HAVEN AREA CHAMBER	95.00 V
04/09/2015	1	50569	002386	SOUTH HAVEN AREA CHAMBER	15.17 V
04/09/2015	1	50570	002799	VILLAGE MARKET	12.00 V
04/09/2015	1	50571	MISC	AMANDA MORGAN	148.64
04/09/2015	1	50572	003304	APPRAISALS PLUS GROUP, INC.	3,500.00
04/09/2015	1	50573	003074	APX INC	869.28
04/09/2015	1	50574	000346	BRUSH ENTERPRISES	514.32
04/09/2015	1	50575	000463	CITY OF SOUTH HAVEN	133.73
04/09/2015	1	50576	000776	FIDLAR TECHNOLOGIES INC	30.44
04/09/2015	1	50577	MISC	FORREST BOOTHE	150.00
04/09/2015	1	50578	000994	HAPA LLC	5,445.74
04/09/2015	1	50579	001004	HARBOUR FAMILY COUNSELING	75.00
04/09/2015	1	50580	001141	INDIANA MICHIGAN POWER	79.95
04/09/2015	1	50581	001141	INDIANA MICHIGAN POWER	28.24
04/09/2015	1	50582	MISC	KATE HOSIER	45.53
04/09/2015	1	50583	001343	LAKESHORE PAINT & ARTWORKS	31.00
04/09/2015	1	50584	MISC	MICHAEL BOWERS	151.73
04/09/2015	1	50585	002002	PLUMBER'S PORTABLE TOILETS	140.00
04/09/2015	1	50586	002132	RELIABLE DISPOSAL INC #646	109.27
04/09/2015	1	50587	002386	SOUTH HAVEN AREA CHAMBER	95.00
04/09/2015	1	50588	002386	SOUTH HAVEN AREA CHAMBER	15.17
04/09/2015	1	50589	002799	VILLAGE MARKET	12.00
04/13/2015	1	50590	003334	BASIC CORPORATE	50.00
04/13/2015	1	50591	000430	CENTURY LINK	5.43
04/13/2015	1	50592	000514	CONSTRUCTION ASSOCIATES INC	1,877.42
04/13/2015	1	50593	000597	DEBRA DAVIDSON	82.23
04/13/2015	1	50594	000967	JODY GUILFORD	189.18
04/13/2015	1	50595	MISC	KEPS TECHNOLOGY	1,336.52
04/13/2015	1	50596	003183	KIRSCH, GERALD	205.65
04/13/2015	1	50597	001544	MENARDS	413.21
04/13/2015	1	50598	001619	MICHIGAN MUNICIPAL LEAGUE	90.40
04/13/2015	1	50599	002447	LINDA SPEARS	17.00
04/13/2015	1	50600	002724	UPS STORE #5080	60.79
04/13/2015	1	50601	002949	WOLVERINE HARDWARE	151.99

User: ksteinman

CHECK NUMBERS 50524 - 50615

DB: South Haven

Check Date	Bank	Check	Vendor	Vendor Name	Amount
04/13/2015	1	50602	MISC	G.L.E.U.S	340.00
04/14/2015	1	50603	UB REFUND	ALTISOURCE SINGLE FAMILY INC	54.01
04/14/2015	1	50604	UB REFUND	CARGILL, MATTHEW C	68.53
04/14/2015	1	50605	003213	DALE CLAYTON	69.00
04/14/2015	1	50606	000666	DOUBLE TREE BY HILTON HOTEL	210.24
04/14/2015	1	50607	000847	FUEL MANAGEMENT SYSTEM	4,633.13
04/14/2015	1	50608	MISC	M.L. CHARTIER	500.00
04/14/2015	1	50609	001621	MICHIGAN MUNICIPAL LEAGUE	34,937.47
04/14/2015	1	50610	UB REFUND	MIKE SCHAAP BUILDERS	156.83
04/14/2015	1	50611	UB REFUND	QSP - SH MOBILE HOME PARK	252.21
04/14/2015	1	50612	UB REFUND	QSP - SH MOBILE HOME PARK	604.96
04/14/2015	1	50613	UB REFUND	SANETRA, DONALD R	114.20
04/14/2015	1	50614	MISC	SHORELINE PHARMACY	9.34
04/14/2015	1	50615	UB REFUND	WELLS FARGO BANK	382.14

1 TOTALS:

Total of 92 Checks:

323,731.46

Less 27 Void Checks:

133,707.33

Total of 65 Disbursements:

190,024.13

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank 1 FIFTH THIRD BANK					
03/31/2015	1	80(E)	003227	FIFTH THIRD BANK	56,494.32
04/01/2015	1	81(E)	MISC	POEL DOGS K9	4,120.00
04/02/2015	1	82(E)	003062	MCAAA	23,314.25
1 TOTALS:					
Total of 3 Checks:					83,928.57
Less 0 Void Checks:					0.00
Total of 3 Disbursements:					83,928.57



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
Roger Huff, PE, DPW Director

From: Larry Halberstadt, PE, City Engineer

Date: April 14, 2015

Subject: Dyckman Avenue Reconstruction, Change Order No. 3

Background Information

On October 6, 2014, Council awarded the construction contract for Dyckman Avenue Reconstruction to Kalin Construction in the amount of \$1,036,189.95. The project was bid on August 20, 2014 and the City received 5 bids ranging up to \$1,310,915.35. To date, one contract change order has been approved in the amount of \$255.35 raising the total contract amount to \$1,036,445.30.

During priority setting and budgeting for the current fiscal year, Council approved a variety of street resurfacing projects. Some of the projects were completed early last fall. One of the projects that has not yet been implemented is resurfacing of Brockway Avenue from North Shore Drive to the cul-de-sac. Because Kalin Construction is already working in this area, staff requested that they consider completion of this work as a change order to the Dyckman Avenue Reconstruction project. Kalin has agreed to perform the resurfacing of Brockway Avenue at the same unit prices as the Dyckman Avenue project with the exception of concrete curb and gutter. Kalin's concrete subcontractor is requesting a unit price increase from \$10.50 per foot to \$14.00 per foot.

The work will include cold milling or pulverizing of the existing asphalt surfaces, adjusting drainage structures, new asphalt wearing surface, new traffic signs, and barrier free sidewalk ramps at intersections. In addition, concrete curb and gutter will be installed between North Shore Drive and Park Avenue to improve surface drainage and direct runoff to catch basins at the intersection of Park Avenue. The total amount of change order number 3 is estimated to be \$150,852.97.

If the change order is approved, it is anticipated that Kalin would schedule the paving to be completed concurrent with the spring completion of Dyckman Avenue. Kalin has indicated that they will make every effort to complete the work prior to Memorial Day, 2015; however, they may need to extend some of the restoration work into early June.

Memorandum

April 14, 2015

Dyckman Avenue Reconstruction, Change Order No. 3

Page 2 of 2

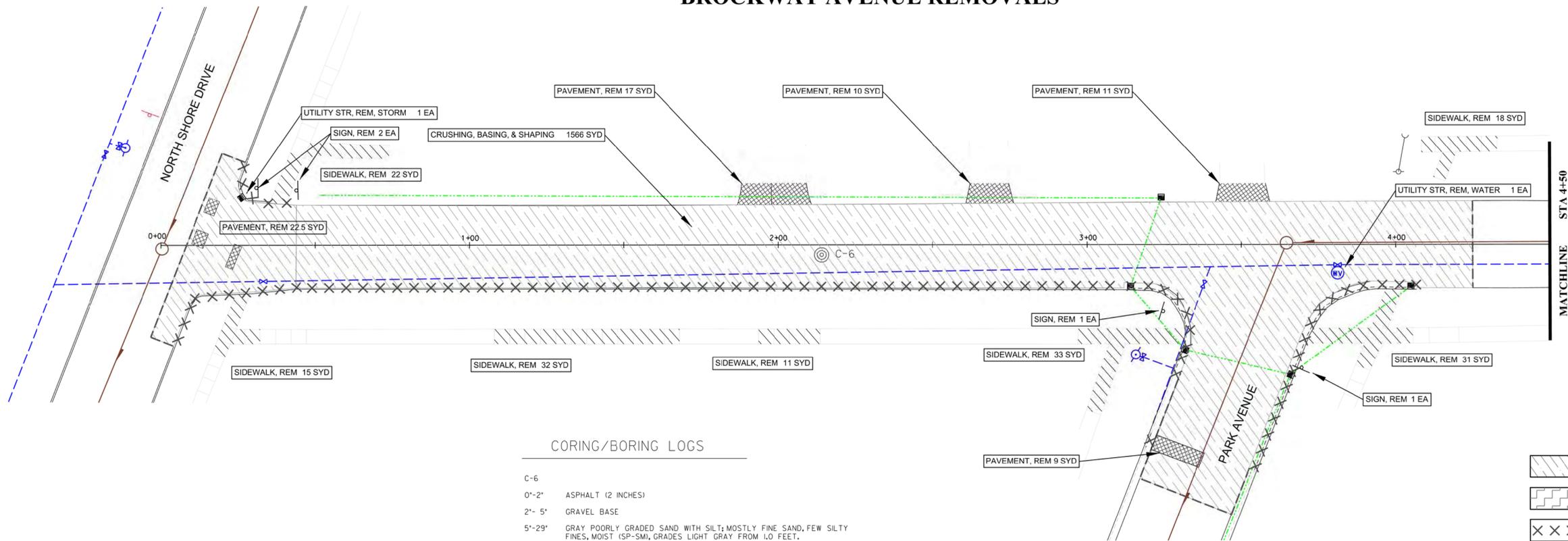
Recommendation

City Council should review and approve changes to the Dyckman Avenue Reconstruction project to permit resurfacing of Brockway Avenue from North Shore Drive to the cul-de-sac and authorize the City Manager to execute Change Order No. 3 in the estimated amount of \$150,852.97, revising the total contract amount for the Dyckman Avenue Reconstruction project to \$1,247,408.07.

Attachments

Brockway Construction Plans

BROCKWAY AVENUE REMOVALS

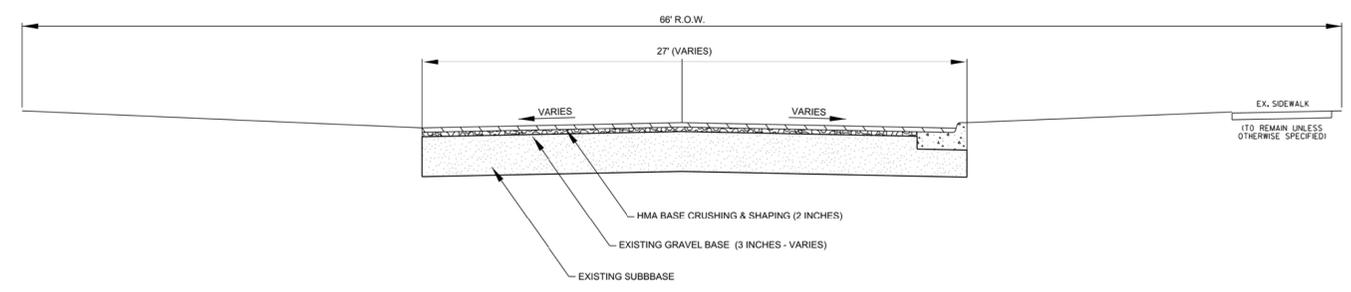


CORING/BORING LOGS

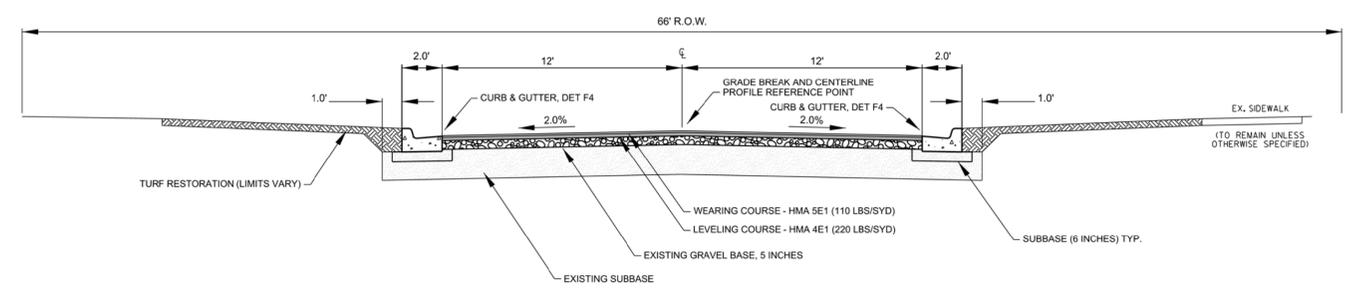
- C-6
- 0'-2" ASPHALT (2 INCHES)
 - 2'- 5" GRAVEL BASE
 - 5'-29" GRAY POORLY GRADED SAND WITH SILT; MOSTLY FINE SAND, FEW SILTY FINES, MOIST (SP-SM), GRADES LIGHT GRAY FROM 1.0 FEET.
 - 29'-48" BROWN SILTY SAND; MOSTLY FINE SAND, LITTLE SILTY FINES, MOIST (SM) WITH OCCASIONAL BLACK SILTY SAND SEAMS.
 - 48'-60" BROWN POORLY GRADED SAND; MOSTLY FINE SAND, TRACE SILTY FINES, MOIST (SP) WITH DARK BROWN CLAYEY SAND SEAMS.

- HMA BASE CRUSHING & SHAPING
- COLD MILLING HMA SURFACE
- CURB REMOVAL
- SIDEWALK REMOVAL

EXISTING CROSS SECTION STA 0+00 TO STA 4+25



PROPOSED CROSS SECTION STA 0+00 TO STA 4+25



Department of Public Works
1199 8th Avenue
South Haven, MI 49090
269-637-0737

REVISIONS:	DATE
ISSUE NO. 1	
DESCRIPTION	

City of South Haven
Van Buren County, Michigan
BROCKWAY AVENUE
STREET RESURFACING

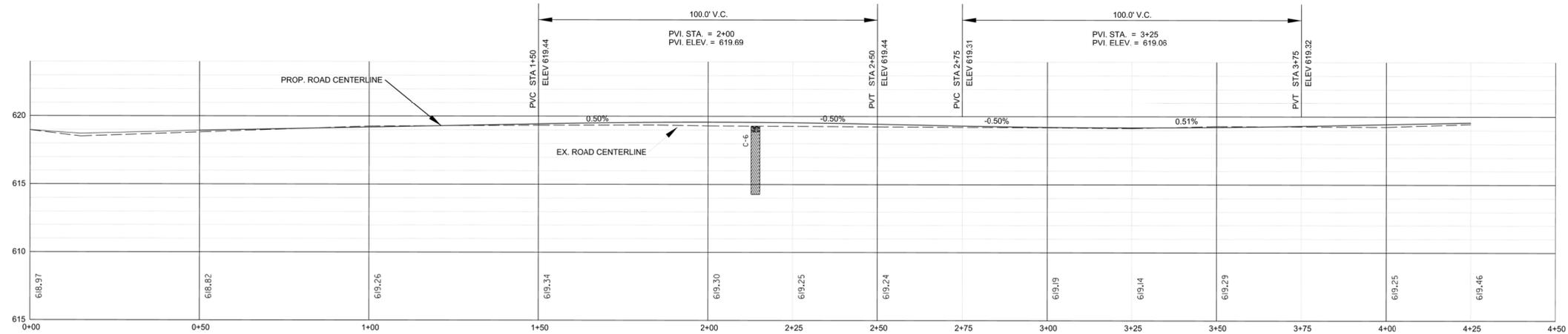
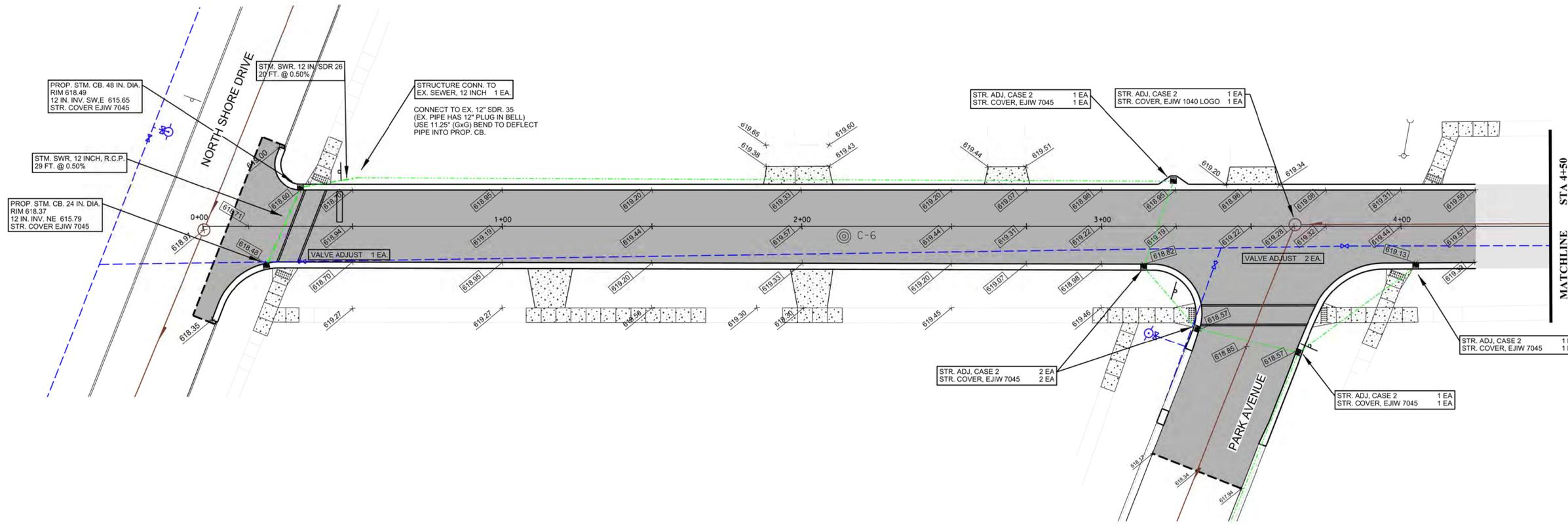
BROCKWAY AVENUE IMPROVEMENTS



Department of Public Works
1199 8th Avenue
South Haven, MI 49090
269-637-0737



SCALE: 1"=20'



CORING/BORING LOGS

- C-6
- 0'-2" ASPHALT (2 INCHES)
- 2'- 5" GRAVEL BASE
- 5'-29" GRAY POORLY GRADED SAND WITH SILT; MOSTLY FINE SAND, FEW SILTY FINES, MOIST (SP-SM), GRADES LIGHT GRAY FROM LO FEET.
- 29'-48" BROWN SILTY SAND; MOSTLY FINE SAND, LITTLE SILTY FINES, MOIST (SM) WITH OCCASIONAL BLACK SILTY SAND SEAMS.
- 48'-60" BROWN POORLY GRADED SAND; MOSTLY FINE SAND, TRACE SILTY FINES, MOIST (SP) WITH DARK BROWN CLAYEY SAND SEAMS.

- PROP. HMA PAVING (5E-1 165 LBS/SYD)
- PROP. HMA PAVING (5E-1 330 LBS/SYD)
- PROP. CONC. SIDEWALK/DRIVEWAY
- PAVEMENT REMOVAL
- COLD MILLING HMA SURFACE
- CURB REMOVAL
- SIDEWALK REMOVAL

REVISIONS:	DATE	DESCRIPTION
ISSUE NO. 1		

City of South Haven
Van Buren County, Michigan
BROCKWAY AVENUE
STREET RESURFACING

SHEET 3 OF 5
BROCKWAY AVE.
STA 0+00 TO 4+50

DATE: 4/1/2015

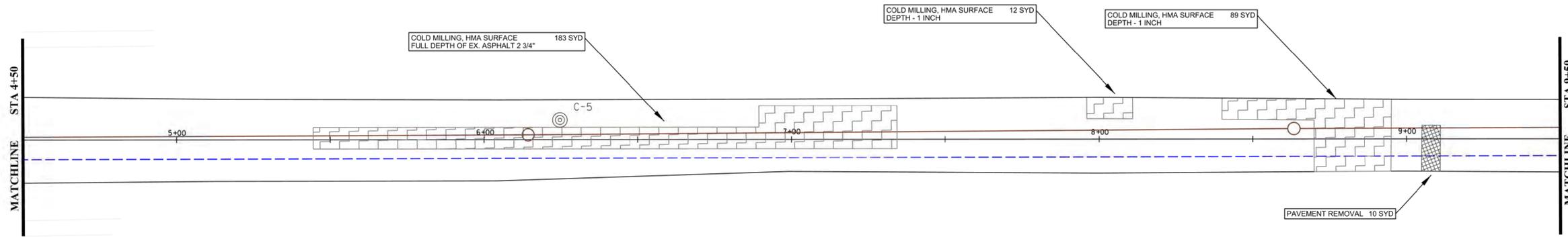
BROCKWAY AVENUE REMOVALS



SCALE: 1"=20'



Department of Public Works
1199 8th Avenue
South Haven, MI 49090
269-637-0737



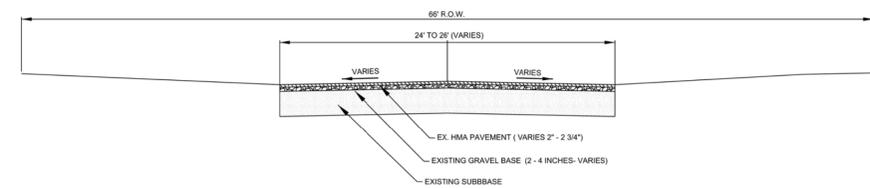
CORING/BORING LOGS

Station	Material
C-5	
0'-2.75'	ASPHALT (2.75 INCHES)
2.75'-6'	GRAVEL BASE
6'-50"	BROWN POORLY GRADED SAND WITH SILT & GRAVEL, MOSTLY FINE SAND, LITTLE FINE GRAVEL, FEW SILTY FINES, MOIST (SP-SM), GRADES WITHOUT GRAVEL AT 1.4'
50'-60"	BROWN POORLY GRADED SAND, MOSTLY FINE SAND, MOIST (SP)



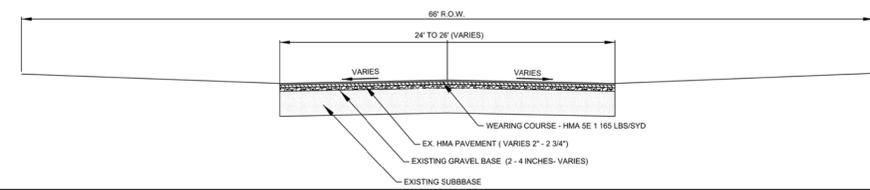
TYP. SECTION - EXISTING BROCKWAY AVE. 4+25 TO 13+06

EXISTING CROSS SECTION
STA 4+25 TO STA 13+06

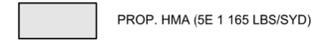
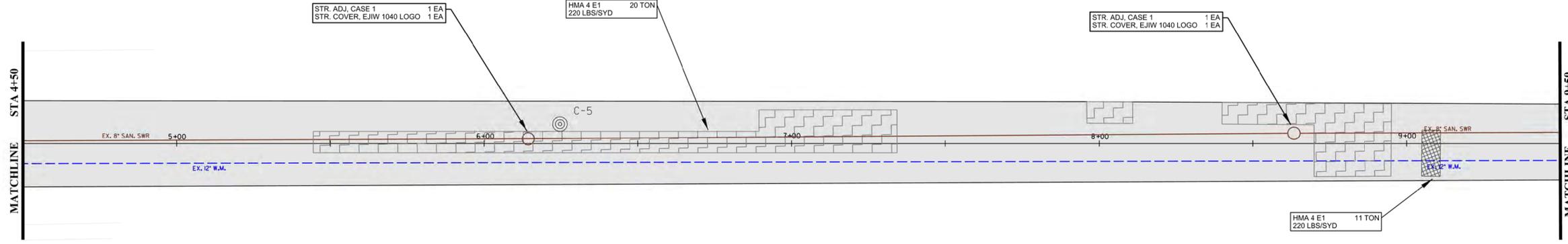


TYP. SECTION - PROPOSED BROCKWAY AVE. 4+25 TO 13+06

PROPOSED CROSS SECTION
STA 4+25 TO STA 13+06



BROCKWAY AVENUE IMPROVEMENTS



City of South Haven
Van Buren County, Michigan
BROCKWAY AVENUE
STREET RESURFACING

REVISIONS:	DATE	DESCRIPTION
ISSUE NO. 1		

SHEET 4 OF 5
BROCKWAY AVE.
STA 4+50 TO STA 9+50

DATE: 4/1/2015

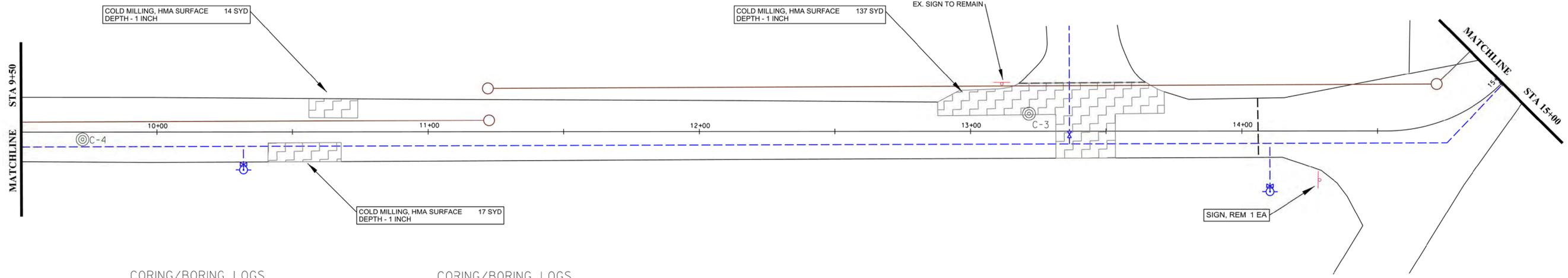
BROCKWAY AVENUE REMOVALS



SCALE: 1"=20'



Department of Public Works
1199 8th Avenue
South Haven, MI 49090
269-637-0737

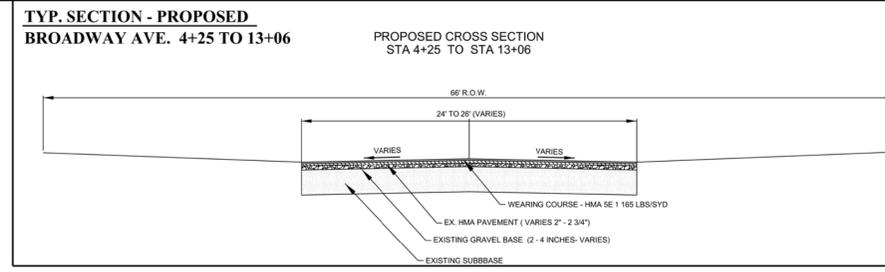
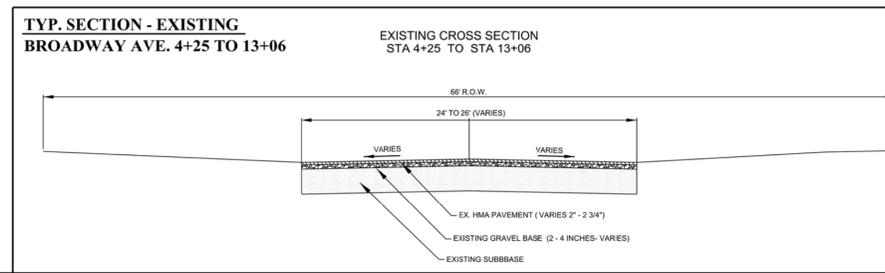


CORING/BORING LOGS

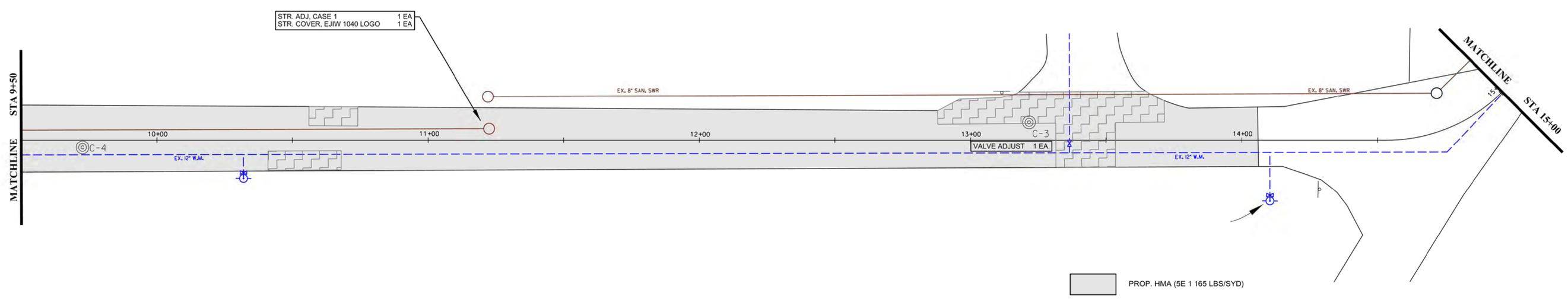
Station	Depth	Soil Description
C-4	0'-2"	ASPHALT (2 INCHES)
	2'-6"	GRAVEL BASE
	6'-48"	BROWN POORLY GRADED SAND WITH SILT MOSTLY FINE SAND, FEW SILTY FINES, MOIST (SP-SM), GRADES WITH OCCASIONAL TOPSOIL SEAMS.
	48'-60"	BROWN POORLY GRADED SAND; MOSTLY FINE SAND, MOIST (SP)

CORING/BORING LOGS

Station	Depth	Soil Description
C-3	0'-2"	ASPHALT (2 INCHES)
	2'-4"	GRAVEL BASE
	4'-9"	BROWN POORLY GRADED SAND WITH SILT & GRAVEL; MOSTLY COARSE TO FINE SAND, LITTLE FINE GRAVEL, FEW SILTY FINES, MOIST (SP-SM)
	9'-24"	BLACK SILTY SAND, MOSTLY FINE SAND, SOME SILTY FINES, FEW FINE TO COARSE GRAVEL, MOIST, POSSIBLE TOPSOIL (SM)
	24'-60"	BROWN POORLY GRADED SAND; MOSTLY FINE SAND, TRACE SILTY FINES, MOIST (SP)



BROCKWAY AVENUE IMPROVEMENTS



PROP. HMA (5E 1 165 LBS/SYD)

REVISIONS:	DATE	DESCRIPTION
ISSUE NO. 1		

City of South Haven
Van Buren County, Michigan
BROCKWAY AVENUE
STREET RESURFACING

SHEET 5 OF 5
BROCKWAY AVE.
STA 9+50 TO 13+06

DATE: 4/1/2015



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
Roger Huff, PE, DPW Director

From: Larry Halberstadt, PE, City Engineer

Date: April 14, 2015

Subject: Repairs to Seawall at Ellen Avery Park

Background Information

Last November, the City received a report of a void beneath the sidewalk in Ellen Avery Park. Because it was already late in the construction season, we were unable to complete repairs. In order to determine the cause of the void, staff worked with Compton, Inc. to remove portions of HarborWalk sidewalk and perform an exploratory excavation at the end of the City's steel sheet pile wall.

Staff has reviewed the construction of the City's steel sheet pile wall and identified two locations where soil is migrating from the back side of the wall into the Black River. This causes the voids to develop under the sidewalk and leads to sinkholes or sidewalk collapses. One location of soil migration is near a penetration in the sheet pile wall for a storm sewer outlet. The other location is at the transition from the City's steel sheet pile wall to the end of the Army Corp of Engineer's north harbor wall. The transition between the two walls consists of steel sheet welded between the two walls to fill the void and retain soil. It appears that the filler sheet was not driven a sufficient distance beneath the channel bottom. This area is subject to significant wave action from Lake Michigan. As a result, the channel bottom is constantly changing. Whenever the channel bottom is eroded beneath the bottom of the filler sheet, a void develops and soil can be washed out from behind the steel sheet pile wall.

Several years ago, similar damage occurred in this vicinity and the void beneath the sidewalks was filled with flowable concrete fill and sand placed on top of a geotextile fabric. This repair proved to be ineffective in stopping the erosion being caused by the wave action. In order to provide a more permanent repair, staff has solicited a quotation from West Michigan Waterproofing LLC to perform soil stabilization along the steel sheet pile wall. The work will include placing flowable concrete and gravel backfill. After the fill is placed, probes will be inserted into the soil along the back side of the wall and urethane grout will be injected. The urethane grout will expand into any voids and bind with the soil forming a cementitious, waterproof material. West Michigan Waterproofing proposes to perform this work for \$27,100.00, plus \$120 per gallon for urethane in excess of 200 gallons.

Memorandum

April 14, 2015

Repairs to Seawall at Ellen Avery Park

Page 2 of 3

Once West Michigan Waterproofing completes the soil stabilization, staff will work with local contractors to repair the sidewalks, donor bricks, landscaping and decorative paving in Ellen Avery Park.

Recommendation

City Council should review and approve the proposal from West Michigan Waterproofing LLC for soil stabilization of the seawall at Ellen Avery Park in the amount of \$27,100.00

Attachments

West Michigan Waterproofing LLC, Estimate

West Michigan Waterproofing LLC, Sketch of Repairs

Photos



Void Beneath Sidewalk

Memorandum

April 14, 2015

Repairs to Seawall at Ellen Avery Park

Page 3 of 3



Back of Steel Sheet Pile Wall Exposed

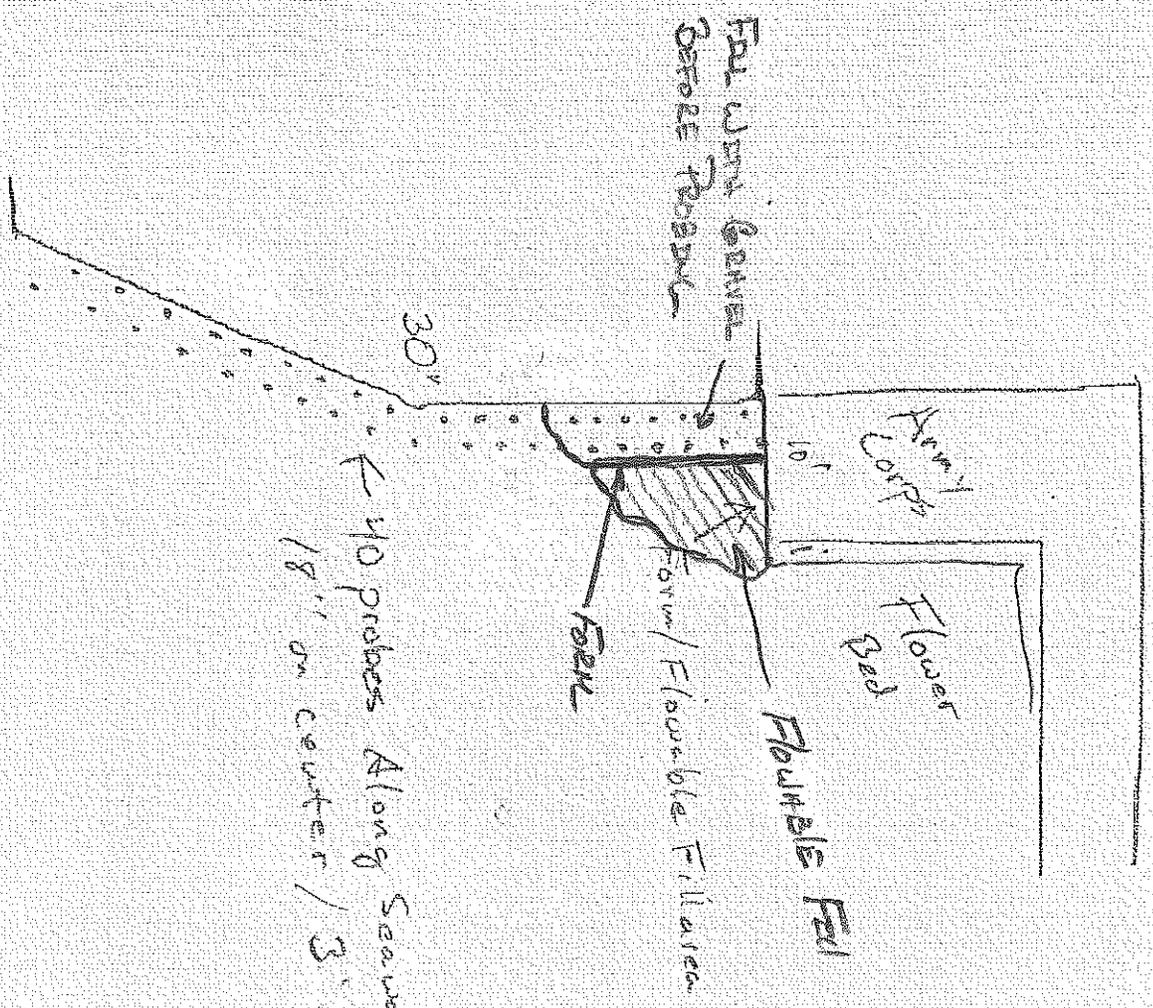
Estimate

West Michigan Waterproofing LLC
 8888 Brower Lake Rd
 Rockford, MI 49341
 616-299-4862 Fax 616-949-1929

Name/Address
City of South Haven 1199 8th Ave South Haven, MI 49090-5319

Date	Estimate No.	Project
03/30/15	182-550	

Item	Description	Quantity	Cost	Total
Soil Stabilization	<p>Soil stabilzation performed on municiple seawall 30 lineal ft north of Army Corps seawall</p> <p>*Tear out and disposal of 3 sections of existing sidewalk</p> <p>*Set up forms in front of Army Corps pier to allow flowable fill to be installed. Approx 4' tall forming along 10 lineal ft (Approx 7-8 yards of lightweight flowable)</p> <p>*Day two- Romove forms Use road gravel to backfill entire excavated area to proper grade. (Packing and vibrating to make suitable for new sidewalk construction to be done by the city of South Haven)</p> <p>*Urethane probe grout along 30 lineal ft of municiple seawall as shown on map (Approx 40 ten foot deep probes. 15 foot deep probing where the two wall come together. Inject around pipe protrusion This process is going to require approx 200 gallons of urethane material which is included in this pricing.</p> <p>*If the process requires more urethane due to unforeseen voids, the cost will be \$120 per gallon installed</p>	1	27,100.00	27,100.00
			Total	\$27,100.00



FIL WITH COVER BEFORE PROBE

10' Air Gap

Fiberglass

Fiberglass Fill

Form / Fiberglass Fill area

Fiberglass

30'

← 40 probes Along Seawall / 18" on center / 3' out into Soil Structure

Parking



City of South Haven

Dept. 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
Roger Huff, PE, DPW Director

From: Larry Halberstadt, PE, City Engineer

RE: Bascule Bridge Rehabilitation, Modification of Proposal for Engineering Services

Date: April 14, 2015

Background Information

The City of South Haven has received two grant awards from the Michigan Department of Transportation for rehabilitation of the Dyckman Avenue Bascule Bridge over the Black River. The grants awarded include \$375,000 from the Small Urban Program and \$1,311,000 from the Local Bridge Program to be used to pay for construction costs associated with rehabilitation activities.

The City is required to provide matching funds for each grant program in accordance with the program requirements. In addition, the City is required to pay 100% of all engineering, legal, and administrative costs necessary to complete the project. These costs include development of all necessary plan and bid documents, plus construction inspection, testing, and administration services.

On August 6, 2012, Council approved a proposal for Design Engineering Services and Construction Support Services from Hardesty & Hanover, LLC in the amount of \$528,800.00. Hardesty & Hanover, LLC has performed the design and provided technical support during the construction of the bridge rehabilitation. In addition, they have partnered with the Spicer Group to provide on-site inspection, testing, and record keeping during the construction phase of the project.

As of January 19, 2015, the City has paid \$447,289.50 (84.6%) of the original proposal amount. As the project has progressed, Hardesty & Hanover, LLC and Spicer Group have provided communication to the Engineering Department regarding their projected billings. To date, the City has modified the scope of services of the Engineering Services Agreement as follows:

Reason for Change	Amount of Change
MDOT Required Rebidding	\$6,100.00
Work Directive Change #1	\$18,997.00
Work Directive Change #2	\$3,451.00

In order to ensure that sufficient funds are available to complete the project, Hardesty & Hanover, LLC is requesting \$10,689.00 in additional fees and Spicer Group is requesting

Memorandum

April 14, 2015

Bascule Bridge Rehabilitation, Modification of Proposal for Engineering Services

Page 2 of 2

\$39,442.18 in additional fees via Work Directive Change #3. The attached documents from Hardesty & Hanover, LLC and Spicer Group explain the need for the additional fees. The primary reasons for the additional costs are as follows:

- The original proposal assumed that the construction timeframe would be 19 weeks. When completed, the project will have taken 28 weeks. This has required additional field time for Spicer personnel.
- The scope of structural steel repairs for the structure has exceeded the original expectations of the consultants. This has required additional shop drawing review and additional quality control testing of various components to meet MDOT requirements.

Recommendation

City Council should review and approve changes to the Engineering Services Agreement in the total amount of \$50,131.18.

Attachments

Hardesty & Hanover Letter, April 9, 2015

Work Directive Change #3

April 9, 2015

Mr. Larry Halberstadt, PE
City of South Haven
Department of Public Works
1199 8th Street
South Haven, Michigan 49090-5319

Ref: Dyckman Avenue Bascule Bridge Rehabilitation
City of South Haven, MI
B01 of 80032C JN 115782

H&H Job 2804.00

Dear Mr. Halberstadt

Enclosed is a request for additional budget and expense H&H will need to complete the Construction Phase work for Dyckmann Ave. Bascule Bridge Rehabilitation Project for the City of South Haven, MI.

Total additional cost for H&H is \$10,689.00

The reason for the increase is that the original hours estimated did not include additional time spent on the following items:

- Grid deck (included tracking steel specifications, reviewing tolerances of steel, reviewing shop reports from TUV Reinlander, conference calls)-
- -Review Hydraulic Cylinders (included several sketches for clearance diagrams, clearance calculations, new clearance sketches showing modifications, field visit 3/13/15)
- -Sidewalk modification (corroborating sketches and information between H&H and Spicer, discussed at field visit 3/13/15)
- -Additional scour found by King Co. during construction (reviewing and creating sketches, checking quantities,
- -Addition of new rear live load bearing assemblies (included creating fabrication drawings, shop review, discussed at field visit 3/13/15)

There are also additional costs associated with the final checkout the direct travel expenses were not included in the original estimate.

Mr. Larry Halberstadt, PE

April 9, 2015

Page 2

Please review and provide me with any comments, questions or require additional information, please do not hesitate to call me.

Very truly yours,



Richard A Wiancki, PE,
Principal Engineer

Enclosures

Cc: Wayne Zolnierek, Spicer Group
Brent Dankert, Spicer Group
file

MAN HOUR / COST ESTIMATE

Submitted By: Hardesty & Hanover, LLC

DATE: 4/10/2015

PROJECT NAME: DYCKMAN AVENUE BRIDGE OVER the BLACK RIVER
 CITY OF SOUTH HAVEN
 | Additional Survices During Construction |

<i>ACTIVITY</i>	<i>PRIN Assoc</i>	<i>EE</i>	<i>ME</i>	<i>SE</i>	<i>TOTAL</i>
DYCKMAN AVENUE BRIDGE					
Additional Survices During Construction					
Final Checkout		20	20	10	50 0 0
MAN HOURS	0	20	20	10	50
MAN HOUR RATE / HOUR		\$67.56	\$48.48	\$42.52	
TOTAL BASE LABOR DOLLARS	\$0.00	\$1,351.20	\$969.60	\$425.20	\$2,746.00
1.74 MULTIPLIER LABOR DOLLARS (OVERHEAD & PROFIT)					\$4,772.00
ADDITIONAL LABOR COSTS					\$7,518.00
EXPENSES		QUAN.	UNIT	UNIT COST	TOTAL COST
Meals		6	Days	\$36.00	\$216.00
Air fare		2	Each	\$1,200.00	\$2,400.00
Car Rental		3	Day	\$85.00	\$255.00
Hotel		4	Day	\$75.00	\$300.00
DIRECT EXPENSES					\$3,171.00
ADDITIONAL LABOR COSTS					\$10,689.00

OWNER'S WORK DIRECTIVE CHANGE

NO. 3 TO PROFESSIONAL SERVICES

OWNER - City of South Haven

PROJECT - Dyckman Avenue Bascule Bridge Rehabilitation

DATE OF ORIGINAL AGREEMENT - July 26, 2012

PROFESSIONAL'S WORK ORDER - 120038SG2012

In order to help permit the PROFESSIONAL to meet the OWNER'S needs for the referenced project, the OWNER hereby directs the PROFESSIONAL to revise the PROFESSIONAL'S contracted responsibilities (scope of work) according to the following items:

- To provide construction administration, inspection and material testing for the Dyckman Avenue Rehabilitation we have exceeded the estimated hours listed in the original letter agreement. To allow the project to be completed we need to extend the contract as noted below.
- The estimated hours have been exceeded in the Office Technician role, the Project Manager role, and the Construction Service Technician role.
- Main reason for the overage in inspection and material testing is due to the extended construction timeframe versus what was originally estimated as 19 weeks back in 2012.
- Main reasons for the overage in construction administration and project management are the extensive deteriorated condition of the moveable span, extensive amount of Requests for Information submitted by the contractor, dealing with Ohio Grating for the manufacture of the deck grating, dealing with King Company and the additional underwater scour repair, etc.

Per our prior meeting on site on February 6, 2015 it was estimated that an additional \$35,125.00 would be necessary to allow Spicer Group to complete the construction administration for this project.

Estimated additional hourly amount necessary to complete the project:

Office Technician

- 150 hrs x \$112/hr \$16,800.00

Construction Service Technician

- 120 hrs x \$86/hr \$10,320.00
- 20 hrs x \$129/hr \$2,580.00

Project Manager

- 35 hrs x \$155/hr \$5,425.00
- \$35,125.00**

Additional time is also necessary for TUV for the shop inspections performed at Cardinal Fabricating. An additional **\$3,708.94** is necessary due to 10 pages of drawings that have been added from 12/12/14 to 3/25/15.

Which includes: 56 support angles, 188 stainless steel shim plates, 34 prime painted filler plates, 10 prime painted support plates, 8 three coat painted (primer, epoxy and polyurethane) cylinder support brackets and several extra bolt samples.

Each additional item has taken extra time to receive material certification testing reports to review for project conformance. Additional bolts samples required the review of material and galvanizing certification, obtaining product samples, and testing the samples and the reviewing of the testing results for conformance.

Additional time was also necessary for TUV for the shop inspections performed at Ohio Grating. An additional **\$608.24** is necessary due to additional time being needed at OGI's facility to verify and approve the product being produced.

Total contract increase is estimated at **\$39,442.18** based on our standard hourly rates.

The PROFESSIONAL'S receipt of the fully signed copy of this work directive change from the OWNER shall be the PROFESSIONAL'S notice to proceed with the changes. This document shall be attached to the Letter Agreement and made part of it.

Approved by Owner:

Prepared by Engineer

CITY OF SOUTH HAVEN

SPICER GROUP, INC.

By: _____
Authorized Signature

By: Wayne A. J. J. J.
Principal In Charge

Date: _____

By: Brent Dambert (was)
Project Manager

Date: 04/08/15

Instructions to Owner: Please have both copies signed and dated by an authorized representative.
Return one completed copy to Spicer Group, Inc.



**License Agreement for a Projecting Sign
Beachwalk Properties
426 Phoenix Street**

City of South Haven

Background Information:

Beachwalk Properties, owned by Gerald Webb of South Haven, is planning to open a real estate office at 426 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 fifty (50) inches from the face of the building. The proposed sign will also be nine (9) 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 426 Phoenix Street.

Support Material:

Draft License Agreement
Proof of insurance
Proposed sign graphic

**LICENSE AGREEMENT
BETWEEN
THE CITY OF SOUTH HAVEN
AND BEACHWALK PROPERTIES
426 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 Beachwalk Properties (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 426 Phoenix Street, South Haven, Michigan ("Leaseholder's Parcel"), in which building Leaseholder conducts a business.

C. Leaseholder desires to make or to continue 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 and described as A4 10-1-17 892-746 901-665 1334-63 * W 1/2 OF LOT 2. BLOCK 1 ORIGINAL PLAT OF SOUTH HAVEN (the "Licensed Premises").

2. Term. The term of this License shall commence on _____, 2015 and will terminate at midnight on _____, 2035 unless earlier terminated or revoked as provided below.

3. 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. 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 (proof of insurance attached). 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.

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 judgment, 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 _____, 2015.

Signed in the Presence of:

CITY OF SOUTH HAVEN
a Michigan home rule city

By: _____

Its: City Manager

Leaseholder, 426 Phoenix Street

By: _____

Its: _____

SCHEDULE A

A219 10-1-17 667-822 1006-306 1057-280 1355-840 1358-494 LOTS 17 & 18.
BLOCK 19 ORIGINAL PLAT OF SOUTH HAVEN

BASE MAP
Showing Parcel Lines and Labels



BS
SHOP



OPEN



Visit Our
Fantastic
Gourmet
Tasting Room



**Public Property Sign Request
Old Time Base Ball at Kids Corner**

City of South Haven

Background Information: The Historical Society of South Haven requests permission to place a temporary sign on the backstop at Kids Corner playground. The sign, which will be a 3' by 5' vinyl banner on wood, will provide the schedule for the Bark Peelers Vintage Base Ball team games. The Society proposes the sign from April through October, 2015.

Support Material:

Application
Sign graphic

Respectfully submitted,
Linda Anderson
Zoning Administrator

City of South Haven

Temporary/Seasonal Sign Application

CONTACT INFORMATION

Event Title: Bark Peelers Vintage Base Ball Games

Sponsoring Organization: Historical Association of South Haven

Contact Name: Richard Olsen

Telephone: 269-639-0143 Cell Phone: 269-208-4433

Email Address: richard.olsen@albemarle.com

SPECIFIC INFORMATION

Nature of Event: Old Time Base Ball Games

Sign Description (picture of sign showing dimensions **must** be included): _____

3 ft x 5 ft vinyl Banner with wooden backing

Location of sign(s) (attach drawing if needed): _____

Sign will be attached to the backstop of baseball field at Kids Corner

Date(s) sign will be displayed: April, 2015 to October 2015

*****Proof of insurance naming the City of South Haven as additional insured may be required if signage will be placed on City property, including the public right-of-way.*

INDEMNIFICATION AGREEMENT

The undersigned agrees and promises, as a condition of approval of this 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 placement of said temporary signage.

Richard Olsen
Applicants Signature

03-27-15
Date

Return Application to: Building Services at City Hall, 539 Phoenix Street, South Haven, MI 49090

Kids Corner Park

HOME OF THE SOUTH HAVEN BARK PEELERS VINTAGE BASE BALL TEAM



South Haven Bark Peelers Vintage Base Ball Schedule

Saturday, May 23rd - 12:00 pm vs Kalamazoo Continentals and Livery Brewers at Kids Corner Field, South Haven

Saturday, June 13th - 12:00 pm vs Paw Paw Corkers and House of David Echoes at Kids Corner Field, South Haven

Saturday, June 20th - 2:00 pm vs Paw Paw Corkers at Paw Paw City Park, Paw Paw

Saturday, July 4th - 12:00 pm vs House of David Echoes, Eastman Field, Benton Harbor

Saturday, July 18th - 2:00 pm vs Douglas Dutchers at Beery Field, Douglas

Saturday, August 1st - 1:00 pm vs Livery Brewers, South Haven Peaches vs. Lil Fillies at South Haven

Saturday, August 8th - 2:00 pm vs Kalamazoo Continentals, Kalamazoo

Saturday, Sept 12th, - 1:30 pm vs Livery Brewers and South Haven Peaches vs. Lil Fillies at Hop Yard, Benton Harbor

Saturday, October 3rd - Hop Yard Classic at Hop Yard, Benton Harbor



Special Event Sign Request National Day of Prayer

City of South Haven

Background Information: The coordinators of the National Day of Prayer Service are asking to place one (1) temporary sign on public property to promote the May 7, 2015 event. The sign is proposed for the west side of the city hall front lawn (Phoenix Street). A graphic of the proposed sign is attached to this report. The sign is proposed to be in place from April 30 to May 7, 2015 and will be removed immediately after the event.

Recommendation:

This sign request is an annual event and staff has no problem with permitting the sign. It should be noted that this sign, if approved, will overlap with the placement of the Domestic Violence sign from April 30 through May 5th.

Support Material:

Completed application

Respectfully submitted,
Linda Anderson
Zoning Administrator

Sign Application for Public Property

CONTACT INFORMATION

Business or Event Title: National Day of Prayer Service

Owner: _____ Co-coordinators: Kathy Sicard, Alice Bell, Dorothy Sherrod, Mary DeRose, Pastor Ken Kruithoff

Contact Name: Kathy Sicard

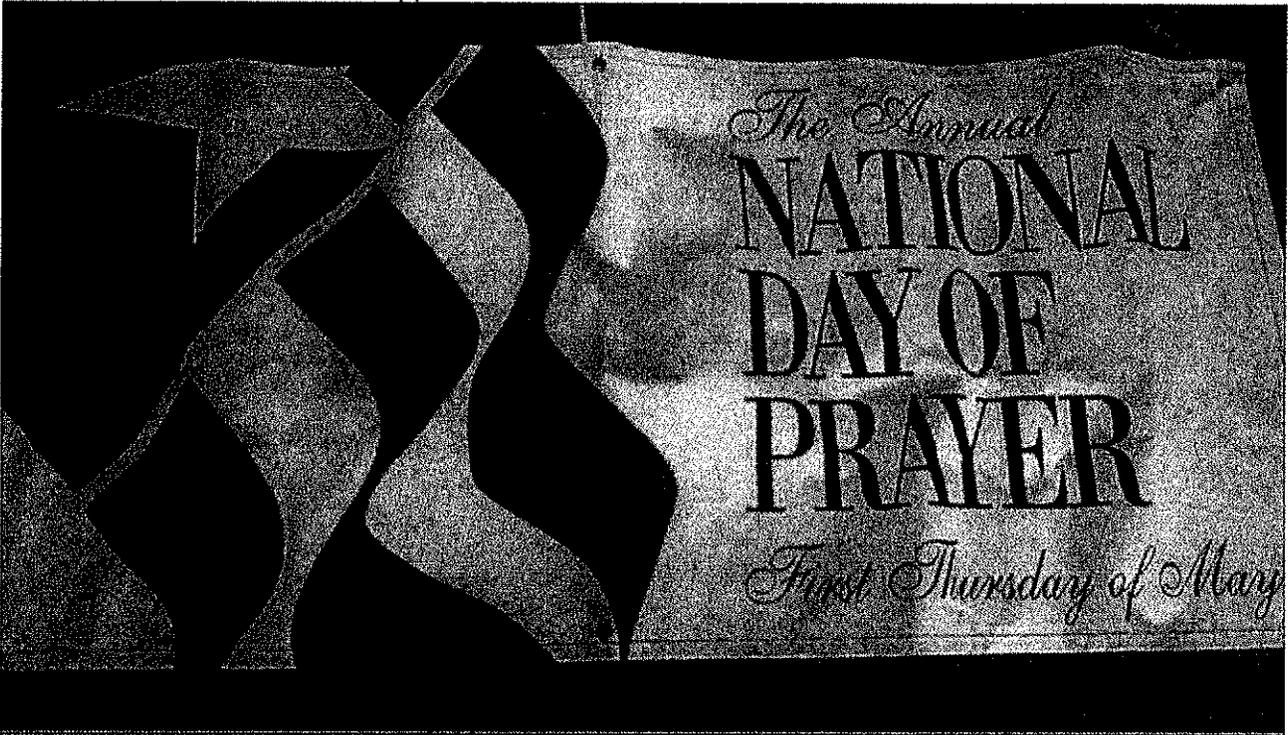
Telephone: 637-7405 Cell Phone: 269-214-2980

Email Address: ksicard@comcast.net

SPECIFIC INFORMATION

Nature of the business: To publish the National Day of Prayer Service held on the lawn of City Hall

Sign Description (picture of sign showing dimensions *must* be included): The sign is a banner tied to metal posts and it is 70 inches by 30 inches. It would hang about a foot off the ground. A picture of the banner is here included in this application.



70"

30"

Location of sign(s) (attach drawing if needed): On the west side of the front lawn of City Hall as it has been positioned in the past several years.

Brownfield Redevelopment Authority

Regular Meeting Minutes

Monday, January 12, 2015
4:00 p.m., Council Chambers



City of South Haven

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

2. Roll Call

Present: Erdmann, Gawreliuk, Henry, Herrera, Kerber, Klavins, Schaffer, Valentine
Absent: Bolt

3. Approval of Agenda

Motion by Henry, second by Schaffer to approve the agenda as presented.

All in favor. Motion carried.

4. Approval of Minutes – November 24, 2014

Motion by Erdmann, second by Henry to approve the November 24, 2014 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

None at this time.

6. Financial Report

VandenBosch presented the Financial Report.

Motion by Erdmann, second by Gawreliuk to accept the Financial Report.

All in favor. Motion carried.

7. Meeting Schedule

Motion by Henry, second by Klavins to approve the meeting schedule as follows:

January 12
February 9
March 9
April 13
May 11
June 8
July 13
August 10
September 14
October 12
November 9
December 14

All in favor. Motion carried.

8. Factory Condo Reimbursement Request

VandenBosch explained this request as being similar to other expenses seen coming from the Factory Condominiums Association; a fairly typical item to be reimbursed through the Brownfield for the Factory Condominiums.

Motion by Henry, second by Gawreliuk to approve the

Valentine abstained.

All in favor. Motion carried.

Work Plan Proposal.

VandenBosch explained using the school tax capture along with the local tax capture. Abonmarche has been asked to write the work plan, which includes environmental work with Department of Environmental Quality (DEQ) remediation. The DEQ will likely approve this Work Plan to assist the remediation so it is considered an environmental expense.

VandenBosch requested the board to authorize the expenditure as noted in the packet. By next month VandenBosch hopes to have a memorandum of approval between the City, Brownfield Authority and Local Development Finance Authority (LDFA) which lays out the process to follow; a Planned Unit Development amendment showing the health club being demolished and this Work Plan Agreement. VandenBosch also noted that if there are any Brownfield Plan amendments needed, the memorandum should address that. Staff believes there is currently enough money in the Brownfield Plan but there may be a need for additional funding for future environmental work. VandenBosch explained that staff does not know if continued monitoring will be required or whether the Factory Condominiums will be able to stop environmental monitoring and environmental expenses.

Erdmann asked for a ball park figure of the cost which VandenBosch said will be roughly \$100,000.

Motion by Henry, second by Klavins to approve the proposal from Abonmarche to write an Act 381 Brownfield Work Plan, authorize submittal to the DEQ and authorize the use of Brownfield Revolving Funds for the work described in the proposal.

Valentine and Schaffer abstained.

All in favor. Motion carried.

VandenBosch reviewed the information contained in the report provided by Abonmarche. Noted where the high level of TCE is located. The proposed remediation is to put heating elements in the ground powered by electricity, heat up the solvent TCE so vapors come out of the ground and are contained under tarps or covers, then are treated and let out into the atmosphere. VandenBosch noted this process will take about a million dollars' worth of electricity, is expected to take a year from start to finish, with continued testing after it is done. The city is preparing for a fairly major project which should eliminate the TCE in the residential neighborhood.

Kerber asked why the demolition is not included in the cost of the remediation to which VandenBosch responded that the DEQ offered that they would do the remediation if we would fund the demolition. Henry said if you can get the DEQ to fund the future remediation, the difference between one million dollars (\$1M) and one hundred thousand dollars (\$100,000) is a lot for the city. VandenBosch said the offer was in an email; staff has been following up on it. The funding is there if we do our work with the bid specs, which staff has been told are ninety percent (90%) ready and work with the DEQ on a few items to hopefully come back with a memo of understanding.

Kerber asked if our Board of Public Utilities will be the beneficiary of the electric costs to which VandenBosch responded, "Our utility policies are somewhat rigid, and have to be, because so many times people ask for discounts, it would be difficult to amend the policy." VandenBosch said our electric utility helps us in many different ways. Discussion ensued about the fact that the utility very rarely grants discounts. Erdmann asked why if the utility is benefitting why the Brownfield is not going to benefit. Henry said we have to look at the overall projects; there are expenses to offset that electric benefit.

9. General Comments

There were none.

11. Adjourn

Motion by Erdmann, second by Henry to adjourn at 4:43 p.m.

All in favor. Motion carried.

RESPECTFULLY SUBMITTED,
Marsha Ransom
Recording Secretary

Local Development Finance Authority

Regular Meeting Minutes

Monday, January 12, 2015
4:00 p.m., Council Chambers
South Haven City Hall



City of South Haven

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

2. Roll Call

Present: Erdmann, Gawreliuk, Henry, Herrera, Kerber, Klavins, Schaffer, Valentine
Absent: Bolt

3. Approval of Agenda

Motion by Henry, second by Schaffer to approve the January 12, 2015 Regular Meeting Agenda as presented.

All in favor. Motion carried.

4. Approval of Minutes – December 8, 2014 Regular Meeting

Motion by Klavins, second by Schaffer to approve the December 8, 2014 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

None at this time.

6. Financial Report

VandenBosch presented the Financial Report.

7. Economic Development Report

Jack McCloughan, Economic Development Director reported on current economic development activities.

8. 2015 Meeting Schedule

VandenBosch noted that setting a meeting schedule is a requirement of the Open Meetings Act for any city body. The dates are in the agenda packet; the boards will meet the second Monday of each month. VandenBosch checked for conflicts with holidays and found none.

Motion by Henry, second by Herrera to approve the meeting dates as presented:

January 12
February 9
March 9
April 13
May 11
June 8
July 13
August 10
September 14
October 12
November 9
December 14

All in favor. Motion carried.

9. 220 Aylworth Purchase Offer

VandenBosch presented the information about the offer for the property from the Fox Group, as discussed by the subcommittee members which is included as a hand out.

Following discussion regarding the rebate for the electric transformer, VandenBosch pointed out that current utility policy is what is noted in the response regarding the rebate for the electric transformer, meter and line extension fees.

Henry asked if the required work was in the \$600,000 range to which VandenBosch responded that yes, and pointed out that two of those estimates were very rough estimates. Valentine said asking price was \$750,000, which VandenBosch confirmed.

Henry commented that based on the work that the potential buyers asked the city to complete, if the city were to sell the property for \$675,000 and do all these upgrades and repairs, the city would not come out with much. VandenBosch said job creation would be around fifty (50) jobs and noted that the Michigan Economic Development Corporation (MEDC) will try to get several thousand in assistance for the jobs creation. The potential buyers have started to work with the MEDC, according to VandenBosch, but have not qualified yet. Klavins asked what the potential buyer could do with money from the MEDC to which VandenBosch responded that the money could be used for infrastructure and equipment; the MEDC would make that determination.

Henry asked if the MEDC tracks jobs promised/job created to which VandenBosch responded yes.

Erdmann asked if asbestos abatement would be something the Brownfield Authority would get involved in. VandenBosch informed that there is a Brownfield Plan which was put in place when the value of the property was pretty high, but the city has never collected very much money. "Potentially, we could close that Brownfield Plan and do a new one," VandenBosch stated.

Herrera asked if the price gets low enough would there not be many people interested. Klavins pointed out that if the city were to actually relist it at a lower price to get the plethora in there, we could receive a full no-contingency cash offer. With this offer, the city is negotiating in good faith and the buyer either takes it or not. Klavins noted that there are a lot of improvements necessary; the buyers are looking for cash and the city is coming off our asking price by ten percent. "That's very standard in the industry," Klavins pointed out.

Kerber agreed that was the sub-committee's thought process. The committee did not want to benchmark the negotiations, but coming back with ten (10) percent of asking is standard for the industry.

Motion by Henry to recommend authorizing Paul VandenBosch to negotiate the sale of this property at the price of \$675,000, as is. Second by Erdmann.

All in favor. Motion carried.

Henry asked if we have learned anything more about the potential purchaser. VandenBosch said he had not yet provided the MEDC what they asked for but that was over the Christmas break. MEDC contacted him again and he said he would get on that. VandenBosch was hoping the MEDC would do the screening, as it were, of the financial capability because they ask the potential buyer questions that are related to the business financing, job creation, etc.

Kerber requested clarification that the prior broker has released us from the agreement. VandenBosch responded that he did get an email; it was an amicable parting and any broker fee goes to Dane Davis.

Kerber said the last valuation we have on this property was pre-recession; we may want to have a current appraisal done. VandenBosch said he would like to use a different appraiser and wondered if anyone has suggestions to which Kerber responded that she will get some names to him.

Henry asked what kind of fee appraisers charge to which Kerber responded around \$2,500.

Klavins said if we get an appraisal now appraisals do not have a very long shelf life. We have a really good price on it; if the appraisal came back at \$900,000 and we have it at \$750,000, is it worth it to have it appraised again? If we get a new offer we would not want to use another appraisal. Klavins pointed out that one appraiser noted that there is not much in South Haven for comparables so an appraiser will have to comp it to Holland and St. Joseph.

Erdmann says if this deal falls through we might want to think about an appraisal.

Henry said, "Let's play this out and see what happens, if it doesn't work out we can go back and take another look at it." Klavins said you might be able to talk to Dane and get a read on the buyer. Henry noted that all have experienced the fundamentals of how important it is to understand the credibility of the potential buyer.

10. General Comments

There were none.

11. Adjourn

Motion by Henry, second by Erdmann to adjourn at 4:26 p.m.

All in favor. Motion carried.

RESPECTFULLY SUBMITTED,

Marsha Ransom
Recording Secretary

Planning Commission

Regular Meeting Minutes Thursday, March 5, 2015 7:00 p.m., Council Chambers



City of South Haven

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

2. Roll Call

Present: Frost, Heinig, Peterson, Smith, Stimson, Webb, Paull
Absent: Miles, Wall

Motion by Heinig, second by Smith to excuse Miles and Wall.

All in favor. Motion carried.

3. Approval of Agenda

Motion by Smith, second by Heinig to approve the March 5, 2015 regular meeting agenda as presented.

All in favor. Motion carried.

4. Approval of Minutes – January 15, 2015

Motion by Heinig, second by Frost to approve the January 15, 2015 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

There were none.

6. New Business – Public Hearing

Joe Wiltgen requests a special use permit to construct a planned shopping center on his property at 330 Blue Star Highway. The special use permit is necessary because the applicant intends to construct a single building with more than two (2) individual commercial units.

Paull explained that this application is incomplete, missing information needed to make a decision and premature in submittal. He stated that there was enough information, according to rules and procedures, to conduct the public hearing.

Motion by Heinig, second by Smith, to open the public hearing.

All in favor. Motion carried.

Linda Anderson, Planning and Zoning Administrator: Did find a number of things missing; the applicant will need variances, one (1) for each side; the city engineer found a number of things which need to be added or changed. The city engineer, the applicant and Anderson will be meeting on Monday to be sure the applicant understands what needs to be done after which the applicant will return to the commission.

Joe Wiltgen, 519 Virginia Avenue, South Haven: Indicated that he wants to construct a strip mall one hundred thirty feet (130') wide and fifty feet (50') deep in the location of the existing car wash.

Paull indicated that the applicant is aware that a building of this size is too big for the site to which Wiltgen responded the site used to be big enough, but not with the overlay zone, that is why he is going for a variance.

Owen Ridley, 309 Jones Ave, South Haven: Lives in the same block as the car wash; has been a resident for nineteen (19) years; looking forward to having that strip mall in the area. Ridley remarked that there have been complaints with loud music, people backing their cars out, vacuums running, etc. with the car wash. Ridley noted that he chose to move there, knowing the car wash is there, but a change of scenery is looked forward to. Spoke with some of the neighbors and his wife; have not spoken to anyone who had negative opinions. Thanked the commission for their consideration.

Discussion between Chairman Paull and Anderson regarding closing or continuing the public hearing. Paull asked the pleasure of the commission.

Motion by Webb, second by Heinig to continue the public hearing.

All in favor. Motion carried.

Heinig likes the concept, thinks it is a great location but there are so many unanswered questions. "Let's get some of the issues settled; having done that we can take a second look at this."

Smith agrees that there are too many unanswered variables; good concept. "Button it up."

7. Site Plan Review

Joe Wiltgen is seeking site plan approval for a new commercial building proposed for 330 Blue Star Highway.

Anderson informed the commission that this is the site plan review for the same project. The issues she and the engineer have are too many to make even a conditional approval. Anderson advised that the commission table this review until the applicant brings things back and they can address both issues at one time.

The item is tabled.

8. Commissioner Comments

Peterson: No comment.

Stimson: Winter could be over.

Frost: Congratulations to the varsity girls' basketball team who won ten (10) games this year.

Smith: As we look at this project, could we take a careful eye with the lighting, because we approved a car lot and I am still upset with the amount of light that project spews into the neighborhood.

Anderson explained that while applicants often provide specifications and other information from the manufacturer, we need to ask for the photometric which shows what the lighting will be; indicates how far the light spread beyond the fixture. According to the ordinance, not only can the light not go up but it also is not to go off the property.

Heinig: Requested an update for the commission on activities of Monroe Park area sub-committee.

Anderson said the subcommittee has been working on the R1-C zoning district which is Monroe Park. The lots are very small; houses are very close together; there are issues with run-off and concerns with the safety of getting emergency vehicles in there. The sub-committee will be looking at the solutions we could consider regarding impervious surfaces and the amount of setback required currently. The sub-committee has met twice and will be meeting soon with Fire Marshall and Building Inspector. "We will also be walking the area and making sure everything we are doing will be helpful to that area." Anderson indicated that recommendations will have to go to Planning Commission; a public hearing will be held in the summer when most people are here, and then to City Council.

Webb: No comment.

9. Adjourn

Motion by Heinig, second by Stimson to adjourn at 7:15 p.m.

All in favor. Motion carried.

RESPECTFULLY SUBMITTED,
Marsha Ransom, Recording Secretary

MEMORANDUM

Apr 6, 2015

ATTENTION: MEMBERS OF THE SOUTH HAVEN AREA REGIONAL AIRPORT
AUTHORITY

REFERENCE: REGULAR MEETING AGENDA: Apr 15, 2015

The regular meeting of the South Haven Area Regional Airport Authority Board will be held on
Apr 15, 2015, 7:30 p.m., at the South Haven Area Regional Airport.

- 1) Call to Order
- 2) Roll Call
- 3) Approval of Agenda
- 4) Public Comments
- 5) Consent Agenda (Roll Call Vote Required)
 - A. Minutes of Mar 18, 2015 meeting.
 - B. Financial Report
 - C. Manager's Report
- 6) Committee Reports
- 7) Old Business
- 8) New Business
- 9) Member Comments
- 10) Adjourn

Public notice of this meeting of the South Haven Area Regional Airport Authority Board was
given pursuant to Act 267, Public Acts of Michigan 1987 as amended.

NOTE: PLEASE POST THIS NOTICE IN YOUR TOWNSHIP OR CITY HALL

Sincerely,

SOUTH HAVEN AREA REGIONAL AIRPORT AUTHORITY

Ren Wright
Chairman
RW/dj

SOUTH HAVEN AREA REGIONAL AIRPORT AUTHORITY MINUTES

Mar 18, 2015

The Chairman, Ren Wright called a regular meeting of the South Haven Area Regional Airport Authority Board to order at 7:30 PM in the terminal building.

Roll Call: Todd Jensen, Barbara Rose, Dave Orr, Jon Wodhams, Dave Johnson, and Ren Wright. Excused: Don Woodhams, Fred Bower, Clark Gruber, Ken Ratzlaff, and Charles E. Smith.

Agenda: Moved by Ren Wright, seconded by David Orr to approve the Agenda, approved.

Public Comments: Mrs. Goldner had some questions about the restoration on her property from the tree trimming/removal. She also provided some pictures and had concerns about her neighbor's property. Manager advised he would have Tom Ward from Mead & Hunt contact her regarding her concerns.

Todd Jensen moved and Ren Wright seconded to approve the Consent Agenda:

- A. Minutes of the Nov 19, 2014 Authority meeting be approved. No Dec, Jan, and Feb, meetings.
 - B. Bills from Nov 20, 2014 through Dec 17, 2014 totaling \$34,225.30 be approved.
Bills from Dec 18, 2014 through Jan 21, 2015 totaling \$17,446.62 be approved.
Bills from Jan 22, 2015 through Feb 18, 2015 totaling \$10,849.10 be approved.
Bills from Feb 19, 2015 through Mar 18, 2015 totaling \$11,367.17 be approved.
 - C. Manager's report dated Mar 18, 2015 be approved.
- A roll call vote was taken; Yeas: Jensen, Rose, Orr, Woodhams, Johnson, and Wright.
Nays: None. Approved.

Committee Reports: The Executive Committee met on Jan 27, 2015 and approved to contract with Mead & Hunt and Integrity Tree Service to mitigate the tree penetrations in the runway 23 approach.

Old Business: None.

New Business: None.

Member Comments: Dave Johnson advised there is a pre-construction meeting for the Taxi Street Rehab project Apr 7, 2015 at 11 am in the terminal building and a Budget meeting Apr 14, 2015 at 1:30 pm in the terminal building.

Jon Woodhams moved to adjourn the meeting at 7:50 pm, seconded by David Orr, adjourned.

City of South Haven 2014 July Board Review

Date: July 22, 2014

Time: 10:00 a.m.

Place: South Haven City Hall, 539 Phoenix Street, South Haven MI 49090

Present	Title	Attendance Time
Connie Phillips	South Haven City Deputy Assessor	10:00 a.m.
Joan Roth	Member – Chairperson	10:00 a.m.
Joan Hoyt	Member - Secretary	10:00 a.m.
Gene Ladewski	Member	10:00 a.m.
William Roberts	Alternate Member	10:00 a.m.

Members Absent – None

Chairman, Joan Roth brought the meeting to order at 10:00 a.m. The list of qualified errors, which may contain mutual mistakes of fact, clerical errors, adjustments to the PRE, and recapping was reviewed with discussion. Gene Ladewski made a motion to accept the correction of the qualified errors. Joan Roth seconded the motion. Meeting was adjourned

See attached 2014 July Board of Review Change Summary

Public Comments Requested: None Answered

Time of Adjournment: 10:30 a.m.



Secretary of the Board

07/22/2014

Date

Year	Parcel Number	Petition /Docket	Class	School	Assessed Value	Taxable Value	PRE/MBT	Transfer	Corrected Assessed Value	Corrected Taxable Value	Corrected PRE/MBT EX	Corrected Transfer
2014	80-53-083-014-00	09-14JBOR	401	80010	99,800	99,800	100.000	0.000	99,800	99,800	0.000	0.000
2014	80-53-130-076-00	08-14JBOR	402	80010	7,100	1,162	100.000	0.000	7,100	1,162	0.000	0.000
2013	80-53-130-076-00	07-14JBOR	402	80010	7,800	1,144	100.000	0.000	7,800	1,144	0.000	0.000
2012	80-53-130-076-00	06-14JBOR	402	80010	7,800	1,118	100.000	0.000	7,800	1,118	0.000	0.000
2011	80-53-130-076-00	05-14JBOR	402	80010	7,800	1,089	100.000	0.000	7,800	1,089	0.000	0.000
2014	80-53-142-006-00	10-14JBOR	401	80010	37,200	16,845	100.000	0.000	37,200	16,845	0.000	0.000
2013	80-53-146-020-00	21-14JBOR	401	80010	53,800	45,478	100.000	0.000	40,600	40,600	100.000	0.000
2014	80-53-200-054-00	11-14JBOR	401	80010	23,200	23,200	0.000	0.000	23,200	23,200	100.000	0.000
2013	80-53-241-008-00	03-14JBOR	401	80010	71,700	71,700	100.000	0.000	0	0	100.000	0.000
2014	80-53-302-022-50	37-14JBOR	401	80010	136,700	83,802	100.000	0.000	136,700	83,802	0.000	0.000
2014	80-53-433-001-00	01-14JBOR	401	80010	55,400	55,400	100.000	0.000	0	0	100.000	0.000
2013	80-53-590-047-10	12-14JBOR	401	80010	44,200	44,200	0.000	0.000	44,200	44,200	100.000	0.000
2014	80-53-607-019-00	02-14JBOR	401	80010	44,400	44,400	100.000	0.000	0	0	100.000	0.000
2014	80-53-608-012-50	16-14JBOR	401	80010	59,000	48,360	100.000	0.000	59,000	48,360	100.000	0.000
2013	80-53-608-012-50	15-14JBOR	401	80010	59,200	47,599	100.000	0.000	59,200	47,599	0.000	0.000
2012	80-53-608-012-50	14-14JBOR	401	80010	60,400	46,484	100.000	0.000	60,400	46,484	0.000	0.000
2011	80-53-608-012-50	13-14JBOR	401	80010	63,800	45,262	100.000	0.000	63,800	45,262	0.000	0.000
2014	80-53-610-015-01	17-14JBOR	401	80010	48,800	48,800	100.000	0.000	48,800	48,800	0.000	0.000
2014	80-53-714-004-40	18-14JBOR	401	80010	61,500	48,304	0.000	0.000	61,500	48,304	100.000	0.000
2013	80-53-761-017-00	19-14JBOR	401	80010	54,700	54,169	0.000	0.000	54,700	54,169	100.000	0.000
2014	80-53-869-001-00	04-14JBOR	402	80010	9,800	2,827	100.000	0.000	0	0	100.000	0.000
2014	80-53-885-011-31	20-14JBOR	401	80010	6,800	6,784	0.000	0.400	6,800	6,789	0.000	33.300
2014	80-53-900-029-00	22-14JBOR	351	80010	549,500	549,500	100.000	0.000	490,700	490,700	100.000	0.000
2014	80-53-900-189-00	23-14JBOR	251	80010	11,200	11,200	100.000	0.000	0	0	100.000	0.000
2014	80-53-900-250-00	24-14JBOR	251	80010	17,700	17,700	100.000	0.000	0	0	100.000	0.000

Year	Parcel Number	Petition /Docket	Class	School	Assessed Value	Taxable Value	PRE/MBT	Transfer	Corrected Assessed Value	Corrected Taxable Value	Corrected PRE/MBT EX	Corrected Transfer
2013	80-53-900-349-00	25-14JBOR	092	80010	500	500	100.000	0.000	0	0	100.000	0.000
2013	80-53-900-611-00	26-14JBOR	092	80010	2,200	2,200	100.000	0.000	0	0	100.000	0.000
2013	80-53-900-616-00	27-14JBOR	092	80010	2,300	2,300	100.000	0.000	0	0	100.000	0.000
2014	80-53-900-679-00	28-14JBOR	251	80010	600	600	100.000	0.000	0	0	100.000	0.000
2014	80-53-900-686-00	29-14JBOR	251	80010	600	600	100.000	0.000	0	0	100.000	0.000
2014	80-53-900-851-00	30-14JBOR	251	80010	4,500	4,500	100.000	0.000	0	0	100.000	0.000
2014	80-53-900-864-00	31-14JBOR	251	80010	400	400	100.000	0.000	0	0	100.000	0.000
2014	80-53-900-957-00	32-14JBOR	251	80010	500	500	100.000	0.000	0	0	100.000	0.000
2014	80-53-910-044-00	33-14JBOR	251	80010	900	900	100.000	0.000	0	0	100.000	0.000
2013	80-53-910-092-00	34-14JBOR	092	80010	6,300	6,300	100.000	0.000	0	0	100.000	0.000
2014	80-53-910-103-00	35-14JBOR	092	80010	0	0	100.000	0.000	8,300	8,300	100.000	0.000
2014	80-53-910-113-00	36-14JBOR	251	80010	200	200	100.000	0.000	0	0	100.000	0.000
									1,325,400	1,157,727		

*Winter PRE Change

THE BOARD OF REVIEW OF CITY OF SOUTH HAVEN - VBC, VAN BUREN COUNTY, MICHIGAN HEREBY AFFIRMS THAT THE ABOVE INFORMATION IS CORRECT TO THE BEST OF OUR KNOWLEDGE

Signatures of Board of Review Members

Member Joan F. Roth Member William Blot Member Joan Corey-Hoyt Member _____

Dated 7/22/14

SOUTH HAVEN CITY AFFIDAVIT FOR 2014 JULY BOARD OF REVIEW CHANGES

2014 Non-File Property Transfer Affidavit List			
Property #	Owner's Name	Penalty Amount Due	Reason
80-53-774-003-00	BS Properties LLC	\$200.00	Failure to File PTA
80-53-778-002-00	BS Properties LLC	\$200.00	Failure to File PTA
80-53-778-003-00	BS Properties LLC	\$200.00	Failure to File PTA
80-53-778-004-00	BS Properties LLC	\$200.00	Failure to File PTA
80-53-778-006-00	BS Properties LLC	\$200.00	Failure to File PTA
80-53-778-007-00	BS Properties LLC	\$200.00	Failure to File PTA
80-53-778-010-00	BS Properties LLC	\$200.00	Failure to File PTA
80-53-778-011-00	BS Properties LLC	\$200.00	Failure to File PTA
80-53-778-017-00	BS Properties LLC	\$200.00	Failure to File PTA
80-53-778-018-00	BS Properties LLC	\$200.00	Failure to File PTA

We the undersigned, members of the City of South Haven Board of Review, hereby swear or affirm the above information to the best of our knowledge is true.

BOARD OF REVIEW MEMBERS OF THE CITY OF SOUTH HAVEN
 COUNTY OF VAN BUREN
 STATE OF MICHIGAN



 Chairman



 Member



 Member

July 22, 2014
 DATE

 Member

cc: County Treasurer, Intermediate School Dist., Local School District, Local Unit Clerk, County Equalization Dept.

City of South Haven
2014 December Board of Review

Date: December 9, 2014

Time of Commencement by Chairperson, Joan Roth: 10:15 a.m.

Place: South Haven City Hall (Council Chambers), 539 Phoenix Street, South Haven MI 49090

Present	Title
Connie Phillips	South Haven City Deputy Assessor
Joan Roth	Member – Chairperson
William Roberts	Member
Joan Hoyt	Member – Secretary
Gene Ladewski	Alternate Member

Members Absent: None

Discussion: See attached list

Time of Adjournment by Chairperson, Joan Roth: 10:50 a.m.



Secretary of the Board



Date

Year	Parcel Number	Petition /Docket	Class	School	Assessed Value	Taxable Value	PRE/MBT	Transfer	Corrected Assessed Value	Corrected Taxable Value	Corrected PRE/MBT EX	Corrected Transfer
2014	80-53-025-006-00	14DBOR-04	401	80010	123,200	115,066	0.000	0.000	123,200	115,066	100.000	0.000
2014	80-53-301-009-00	14DBOR-03	401	80010	92,900	49,503	100.000	0.000	15,000	8,000	100.000	0.000
2014	80-53-615-015-10	14DBOR-02	201	80010	187,500	65,949	0.000	0.000	187,500	33,750	0.000	0.000
2013	80-53-615-015-10	14DBOR-01	201	80010	188,500	64,911	0.000	0.000	188,500	33,930	0.000	0.000
2014	80-53-900-240-00	14DBOR-06	251	80010	400	400	100.000	0.000	0	0	100.000	0.000
2013	80-53-900-240-00	14DBOR-05	251	80010	400	400	100.000	0.000	0	0	100.000	0.000
2014	80-53-900-871-00	14DBOR-07	251	80010	1,100	1,100	100.000	0.000	500	500	100.000	0.000
2013	80-53-910-100-00	14DBOR-08	092	80010	1,500	1,500	100.000	0.000	0	0	100.000	0.000
2014	80-53-910-122-00	14DBOR-10	251	80010	1,300	1,300	100.000	0.000	0	0	100.000	0.000
2013	80-53-910-122-00	14DBOR-09	251	80010	1,500	1,500	100.000	0.000	0	0	100.000	0.000
									514,700	191,246		

*Winter PRE Change

THE BOARD OF REVIEW OF CITY OF SOUTH HAVEN - VBC, VAN BUREN COUNTY, MICHIGAN HEREBY AFFIRMS THAT THE ABOVE INFORMATION IS CORRECT TO THE BEST OF OUR KNOWLEDGE

Signatures of Board of Review Members

Member *Jan Hoyt* Member *Engel Jablonick* Member *Jan Roth* Member _____

Dated 12/10/14

City of South Haven
2015 March Board Organizational Meeting

Date: March 2, 2015

Time: 3:30 p.m.

Place: South Haven City Hall, 539 Phoenix Street, South Haven MI 49090

Names	Title
Nathan D. Brousseau	South Haven City Assessor
Connie Phillips	South Haven City Deputy Assessor
Joan Roth	Member – Chairperson
Joan Hoyt	Member – Secretary
Gene Ladewski	Member
Elaine Shumaker	Alternate Member

Members Absent – None

Discussion: See attached outline

Public Comment Requested – None Answered

Time of Adjournment: 4:45

Actual hours in session: 1 hour and 15 minutes – no hearings


Secretary of the Board

03/02/2015

Date

2015 March Board of Review

INTRODUCTION

Annual Assessment of Property Memo

The General Property Tax Act Act 206 of 1893 Section 211.27

- 1.) **2015 March Board of Review**
 - a.) 2015 Board of Review Bulletin 18 of 2014 (Changes for 2015)
 - b.) 2015 Property Tax Appeal Procedures Grid, Bulletin 19 of 2013
 - c.) Boards of Review Publication Issued December, 2013
 - d.) Effective Presentation to Board of Review

- 2.) **Ratios**
 - a.) 2015 City of South Haven Public Notice
 - b.) Van Buren County Analysis for Equalized Valuation – Real Property
 - 1.) Van Buren County Industrial Ratio _____ 50.13
 - 2.) Van Buren County Commercial Ratio _____ 50.29
 - 3.) Van Buren County Residential Ratio _____ 46.12
 - c.) Allegan County Residential Ratio _____ 46.22

- 3.) **Sale Information: “Following Sales”, Foreclosure, Mortgage Appraisals**
 - a.) State Tax Commission (STC) Bulletin 19 of 1997 dated December 12, 1997 (Illegal Practices of Following Sales & Assessing over 50%)
 - b.) (STC) Notice dated October 25, 2005 (“Following Sales”)
 - c.) STC Bulletin # 6 dated August 15, 2007 (Guidelines for Foreclosure Sales)
 - d.) Use of Mortgage Appraisals Article dated October 12, 2009

- 4.) **Residential Waterfront Vacant/Residual Land Sales**
 - a.) North Lake Michigan
 - 1.) 2014 \$9,500 2015 \$10,400

9.) **Sales Used in 2015 Sale Study**

- a.) Sales List 10/01/2012 – 09/30/2014
- b.) City of South Haven Street Map
- c.) Improved Residential Sales Data from 2007 - 2014

City of South Haven
2015 March Board of Review Appeals

Date: March 10, 2015

Place: South Haven City Hall; 539 Phoenix Street, South Haven MI 49090

Present	Title	Attendance Time
Connie Phillips	South Haven City Deputy Assessor	9:00 a.m.
Gene Ladewski	Temporary Chairman	9:00 a.m.
Joan Hoyt	Secretary	9:00 a.m.
Elaine Shumaker	Alternate Member	9:00 a.m.

Members Absent – Joan Roth - Chairman

Members Present were sworn in by Amanda Morgan, City of South Haven Clerk

Joan Hoyt made a motion to make Gene Ladewski as temporary chairman in Joan Roth's absence on Tuesday, March 10th. Elaine Shumaker seconded that motion.

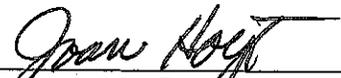
Hearings and Discussion: See attached list

Lunch Break: 12:00 – 1:00

Public Comment Requested: None Answered

Time of Adjournment: 4:30

Actual hearing hours in session: 6.5 hours



Secretary of the Board

03/10/2015
Date

2015 March Board of Review

Petition Number Codes

A15 Appointment Petitions

M15 Mail Petitions

P15 Personal Property Petitions

PE15 Poverty Exemption Petitions

VA15 Veteran Disability Exemption Petitions

2015 MBOR APPOINTMENT LIST

Tuesday, March 10, 2015

Time	A15	Parcel #	Property Address	Name
9:00				
9:15	001	80-53-881-003-00	515 Williams # 203	Keorkunian Sebouh & Deborah
9:30	002	80-53-130-078-00	421 Aylworth Ave	Jones Robert & Toni
9:45	003	80-53-897-017-00	443 Walnut St	Depue Jeff & Mary
10:00	004	80-53-031-015-00	664 Maple St	Gaston Patricia
10:15	005	80-53-726-026-00	223 North Shore Dr # 202	Crissman Brian & Deborah
10:30	006	80-53-015-013-00	315 Van Buren St	Morrison Thomas H
10:45				
11:00	007	80-53-301-022-00	5 Chippewa Ct	Marcoux James T & Paula
11:15	008	80-53-013-010-10	615 Indiana Ave	Lakefront Enterprise LLC
11:30				
11:45				
Lunch				
1:30	009	80-53-081-007-00	732 Maple St	Frost John
1:45	010	80-53-513-002-00	512 La Grange St	Frost John
2:00	No Show	80-53-560-013-00 80-53-560-014-00 80-53-580-044-00	883 La Grange St	Keast Jeffrey & Dona S
2:15	011	80-53-420-040-00	1004 Phoenix St	Boverhof Robert W & Peggy L
2:30	012	80-53-712-013-00	251 Park Ave	Lefevre John R & Jennifer T
2:45	013	80-53-775-008-10	515 Williams St # 3	Schaser Carol A
3:00				
3:15				
3:30				
3:45	014	80-53-019-004-50	316 Eagle St	Jager Thomas & Laura J
4:00	015	80-53-506-006-00	555 Erie St	Timmons Timothy
4:15	016	80-53-022-005-00	214 Huron St	Roth Michael & Julie C

City of South Haven
2015 March Board Review Appeals

Date: March 13, 2015

Time: 3:00 p.m.

Place: South Haven City Hall, 539 Phoenix Street, South Haven MI 49090

Present	Title	Attendance Time
Connie Phillips	South Haven City Deputy Assessor	3:00 p.m.
Joan Roth	Chairperson	3:00 p.m.
Joan Hoyt	Secretary	3:00 p.m.
Gene Ladewski	Member	3:00 p.m.
Elaine Shumaker	Alternate Member	3:00 p.m.

Members Absent – None

Joan Roth was sworn in by Amanda Morgan, City of South Haven Clerk

Hearing and Discussion: See attached list

Public Comments Requested: None Answered

Time of Adjournment: 9:00 p.m.

Actual hours in session: 6 hours



Secretary of the Board

03/13/2015

Date

2015 MBOR FRIDAY APPOINTMENT LIST

Friday, March 13, 2015

Time	A15	Parcel #	Property Address	Name
3:00	017	80-53-807-001-11	82 Esplande	Cagen Karen M
3:15	018	80-53-726-022-00	223 North Shore Dr # 208	Patten Gail
3:30				
3:45	019	80-53-869-031-31	261 73rd St	Granite Development Co (Big Boy)
4:00	020	80-53-890-007-00	324 Oak St	Oestrike Heather A
4:15	021	80-53-615-003-00	903 La Grange St	Whiteford Scott
4:30	022	80-53-102-011-21	70 Elm Ct	Timmer Brian
4:45				
5:00	023	80-53-728-004-00	133 Park Ave # 4	Fleckenstein Margaret
5:15				
5:30				
5:45				
SUPPER				
7:00				
7:15	024	80-53-726-037-00	223 North Shore Dr # 312	MKGS Properties
7:30	025	80-53-818-001-00	35 North Shore Dr	Conway Kevin & Beth
7:45	026	80-53-012-015-00	321 South Haven St	Boynak David & Kelly
8:00	027	80-53-019-007-00	310 Eagle St	Fries Wm
8:15	028	80-53-732-001-01	95 North Shore Dr	Burnett Michael & Julia
8:30				
8:45				

City of South Haven
2015 March Board Review Appeals

Date: March 19, 2015

Time: 9:00 p.m.

Place: South Haven City Hall, 539 Phoenix Street, South Haven MI 49090

Present	Title	Attendance Time
Nathan D. Brousseau	South Haven City Assessor	9:00 a.m.
Connie Phillips-Thompson	South Haven City Deputy Assessor	9:00 a.m.
Joan Roth	Member – Chairperson	9:00 a.m.
Joan Hoyt	Member – Secretary	9:00 a.m.
Gene Ladewski	Member	9:00 a.m.
Elaine Shumaker	Alternate Member	9:00 a.m.

Hearings and Discussion: See attached list.

12:30 – 5:10 Decisions on appeals were discussed.

Public Comment Requested: None Answered

Time of Adjournment: 5:15

Actual hours in session: 7 hours and 40 minutes



Secretary of the Board

03/19/2015
Date

2015 MBOR APPOINTMENT LIST

Thursday, March 19, 2015

Time	A15	Parcel #	Property Address	Unit #	Name
9:00	029	80-53-887-020-00	270 Oak St # 20	20	Spencer Brianna
9:15	030	80-53-887-015-00	270 Oak St # 15	15	Beatty Charles
	031	80-53-887-018-00	270 Oak St # 18	18	
9:30					
9:45	032	80-53-880-003-01	825 Wells St		815 Wells Street LLC Schlack Steve
10:00	033	80-53-184-050-00	552 Monroe Blvd		Plechaty Mark
10:15					
10:30					
10:45				Suite #	
11:00	034	80-53-775-006-60	515 Williams St # 16	35	Chicago Avenue LLC
	035	80-53-775-006-80	515 Williams St # 18	37	Chicago Avenue LLC
	036	80-53-775-007-60	425 Williams St # 26	39	Chicago Avenue LLC
	037	80-53-775-008-30	515 Williams St # 33	5	Chicago Avenue LLC
	038	80-53-775-008-40	515 Williams St # 34	7	Chicago Avenue LLC
	039	80-53-775-008-50	515 Williams St # 35	8	Chicago Avenue LLC
	040	80-53-775-008-70	515 Williams St # 37	11	Chicago Avenue LLC
	041	80-53-775-009-20	425 Williams St # 42	17	Chicago Avenue LLC
	042	80-53-775-009-30	425 Williams St # 30	18	Chicago Avenue LLC
	043	80-53-775-009-40	425 Williams St # 44	19	Chicago Avenue LLC
	044	80-53-775-009-90	425 Williams St # 49	29	Chicago Avenue LLC
	045	80-53-775-010-10	425 Williams St # 51	20	Chicago Avenue LLC
	046	80-53-775-010-20	425 Williams St # 52	22	Chicago Avenue LLC
	047	80-53-775-010-30	425 Williams St # 53	24	Chicago Avenue LLC
	048	80-53-775-010-40	425 Williams St # 54	26	Chicago Avenue LLC
	049	80-53-775-010-50	425 Williams St # 55	28	Chicago Avenue LLC
	050	80-53-775-011-20	515 Williams St # 62	32	Chicago Avenue LLC
	051	80-53-772-003-00	516 Williams St # 3	3	Chicago Avenue LLC

City of South Haven
2015 March Board Review Appeals

Date: March 24, 2015

Time: 9:00 p.m.

Place: South Haven City Hall, 539 Phoenix Street, South Haven MI 49090

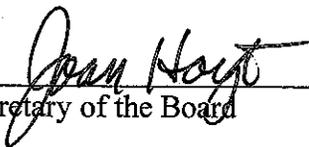
Present	Title	Attendance Time
Connie Phillips-Thompson	South Haven City Deputy Assessor	9:00 a.m.
Joan Roth	Member – Chairperson	9:00 a.m.
Joan Hoyt	Member – Secretary	9:00 a.m.
Gene Ladewski	Member	9:00 a.m.
Elaine Shumaker	Alternate Member	9:00 a.m.

9:00 am – 1:20 pm Decisions on appeals were discussed.

Public Comment Requested: None Answered

Time of Final Adjournment: 1:20 pm

Actual hours in session: 4 hours and 20 minutes



Secretary of the Board

03/24/2015
Date

2015 MBOR MAIL LIST

Petition #	Parcel #	Property Address	Name
M15	xxxxxxxxxxxxxxxxxxxxxxxx	xxxxxxxxxxxxxxxxxxxxxxxx	xxxxxxxxxxxxxxxxxxxxxxxx
001	80-53-034-003-00	510 Maple St	Brennan Jeffrey C & Denise
002	80-53-858-012-00	574 Kentucky Ave	Rajewski Robert E & Linda
003	80-53-999-012-00	555 Dyckman Ave # 12	Halverson Mike
004	80-53-005-004-00	420 Erie St	South Haven Partners
005	80-53-029-001-00	228 South Haven St	Lange Shirley J
006	80-53-712-001-00	282 North Shore Dr	Campagna Ronald G
007	80-53-071-030-00	1063 Monroe Blvd	Tobias Michael & Susan
008	80-53-856-003-01	505 Lena Dr	Dumbliauskas Donatas
009	80-53-038-006-50	83 Michigan Ave	Gossen Brett & Kathleen A
010	80-53-887-016-00	270 Oak St # 16	Fiore James & Linda
011	80-53-875-006-02	270 Baseline Rd	Ashen Joe
012	80-53-885-016-36	290 Oak St # 26	Klooster Steven J
013	80-53-831-027-00	345 North Shore Dr	Scott
014	80-53-877-001-00	306 Baseline Rd	HC Land LLC
015	80-53-877-002-00	308 Baseline Rd	HC Land LLC
016	80-53-877-003-00	312 Baseline Rd	HC Land LLC
017	80-53-877-004-00	314 Baseline Rd	HC Land LLC
018	80-53-877-005-00	735 Preserve Dr	HC Land LLC
019	80-53-877-007-00	731 Preserve Dr	HC Land LLC
020	80-53-877-008-00	729 Preserve Dr	HC Land LLC
021	80-53-877-009-00	309 Spruce St	HC Land LLC
022	80-53-877-010-00	307 Spruce St	HC Land LLC
023	80-53-877-011-00	728 Ravine Ln	HC Land LLC
024	80-53-877-012-00	732 Ravine Ln	HC Land LLC
025	80-53-877-013-00	734 Ravine Ln	HC Land LLC
026	80-53-877-014-00	736 Ravine Ln	HC Land LLC
027	80-53-877-015-00	738 Ravine Ln	HC Land LLC
028	80-53-877-016-00	322 Baseline Rd	HC Land LLC
029	80-53-877-017-00	328 Baseline Rd	HC Land LLC
030	80-53-877-018-00	332 Baseline Rd	HC Land LLC
031	80-53-877-019-00	334 Baseline Rd	HC Land LLC
032	80-53-877-020-00	737 Meadow Dr	HC Land LLC
033	80-53-877-021-00	735 Meadow Dr	HC Land LLC
034	80-53-877-023-00	731 Meadow Dr	HC Land LLC
035	80-53-877-024-00	729 Meadow Dr	HC Land LLC
036	80-53-877-025-00	331 Spruce St	HC Land LLC
037	80-53-877-026-00	327 Spruce St	HC Land LLC
038	80-53-877-027-00	728 Preserve Dr	HC Land LLC
039	80-53-877-028-00	732 Preserve Dr	HC Land LLC
040	80-53-877-029-00	734 Preserve Dr	HC Land LLC
041	80-53-877-030-00	736 Preserve Dr	HC Land LLC
042	80-53-877-031-00	302 Spruce St	HC Land LLC
043	80-53-877-035-00	725 Preserve Dr	HC Land LLC

2015 MBOR MAIL LIST

Petition #	Parcel #	Property Address	Name
M15	xxxxxxxxxxxxxxxxxxxxxxxx	xxxxxxxxxxxxxxxxxxxxxxxx	xxxxxxxxxxxxxxxxxxxxxxxx
044	80-53-877-036-00	723 Preserve Dr	HC Land LLC
045	80-53-877-037-00	721 Preserve Dr	HC Land LLC
046	80-53-877-038-00	305 Ash St	HC Land LLC
047	80-53-877-039-00	303 Ash St	HC Land LLC
048	80-53-877-040-00	720 Ravine Ln	HC Land LLC
049	80-53-877-041-00	722 Ravine Ln	HC Land LLC
050	80-53-877-042-00	724 Ravine Ln	HC Land LLC
051	80-53-877-043-00	322 Spruce St	HC Land LLC
052	80-53-877-044-00	324 Spruce St	HC Land LLC
053	80-53-877-045-00	332 Spruce St	HC Land LLC
054	80-53-877-046-00	336 Spruce St	HC Land LLC
055	80-53-877-047-00	725 Meadow Dr	HC Land LLC
056	80-53-877-048-00	723 Meadow Dr	HC Land LLC
057	80-53-877-049-00	721 Meadow Dr	HC Land LLC
058	80-53-877-050-00	333 Ash St	HC Land LLC
059	80-53-877-051-00	329 Ash St	HC Land LLC
060	80-53-877-052-00	720 Preserve Dr	HC Land LLC
061	80-53-877-053-00	722 Preserve Dr	HC Land LLC
062	80-53-877-054-00	724 Preserve Dr	HC Land LLC
063	80-53-877-055-00	300 Ash St	HC Land LLC
064	80-53-877-056-00	304 Ash St	HC Land LLC
065	80-53-877-057-00	308 Ash St	HC Land LLC
066	80-53-877-058-00	314 Ash St	HC Land LLC
067	80-53-877-059-00	330 Ash St	HC Land LLC
068	80-53-877-060-00	715 Meadow Dr	HC Land LLC
069	80-53-877-067-00	717 Woodland Circle	HC Land LLC
070	80-53-877-069-00	721 Woodland Circle	HC Land LLC
071	80-53-877-070-00	722 Woodland Circle	HC Land LLC
072	80-53-877-074-00	353 Woodland Circle	HC Land LLC
073	80-53-877-075-00	355 Woodland Circle	HC Land LLC
074	80-53-877-076-00	357 Woodland Circle	HC Land LLC
075	80-53-877-077-00	361 Woodland Circle	HC Land LLC
076	80-53-877-078-00	363 Woodland Circle	HC Land LLC
077	80-53-877-079-00	365 Woodland Circle	HC Land LLC
078	80-53-877-122-00	366 Aspen Ln	HC Land LLC
079	80-53-877-123-00	362 Aspen Ln	HC Land LLC
080	80-53-877-124-00	360 Aspen Ln	HC Land LLC
081	80-53-877-125-00	358 Aspen Ln	HC Land LLC
082	80-53-877-126-00	354 Aspen Ln	HC Land LLC
083	80-53-877-127-00	350 Aspen Ln	HC Land LLC
084	80-53-877-128-00	346 Aspen Ln	HC Land LLC
085	80-53-877-129-00	342 Aspen Ln	HC Land LLC
086	80-53-877-130-00	619 Meadow Dr	HC Land LLC

2015 MBOR MAIL LIST

Petition #	Parcel #	Property Address	Name
M15	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX
087	80-53-877-131-00	621 Meadow Dr	HC Land LLC
088	80-53-877-132-00	635 Meadow Dr	HC Land LLC
089	80-53-877-133-00	639 Meadow Dr	HC Land LLC
090	80-53-877-135-00	645 Meadow Dr	HC Land LLC
091	80-53-877-136-00	661 Meadow Dr	HC Land LLC
092	80-53-877-137-00	665 Meadow Dr	HC Land LLC
093	80-53-877-138-00	675 Meadow Dr	HC Land LLC
094	80-53-877-139-00	681 Meadow Dr	HC Land LLC
095	80-53-877-140-00	683 Meadow Dr	HC Land LLC
096	80-53-877-141-00	687 Meadow Dr	HC Land LLC
097	80-53-877-142-00	691 Meadow Dr	HC Land LLC
098	80-53-877-143-00	701 Meadow Dr	HC Land LLC
099	80-53-877-146-00	711 Preserve Dr	HC Land LLC
100	80-53-877-147-00	306 Ash St	HC Land LLC
101	80-53-877-148-00	706 Ravine Ln	HC Land LLC
102	80-53-877-149-00	704 Ravine Ln	HC Land LLC
103	80-53-877-150-00	700 Ravine Ln	HC Land LLC
104	80-53-877-151-00	685 Preserve Dr	HC Land LLC
105	80-53-877-152-00	683 Preserve Dr	HC Land LLC
106	80-53-877-153-00	665 Preserve Dr	HC Land LLC
107	80-53-877-154-00	653 Preserve Dr	HC Land LLC
108	80-53-877-155-00	647 Preserve Dr	HC Land LLC
109	80-53-877-156-00	320 Preserve Dr	HC Land LLC
110	80-53-877-157-00	324 Preserve Dr	HC Land LLC
111	80-53-877-158-00	328 Preserve Dr	HC Land LLC
112	80-53-877-159-00	330 Preserve Dr	HC Land LLC
113	80-53-877-160-00	332 Preserve Dr	HC Land LLC
114	80-53-877-161-00	336 Preserve Dr	HC Land LLC
115	80-53-877-162-00	340 Preserve Dr	HC Land LLC
116	80-53-877-163-00	344 Preserve Dr	HC Land LLC
117	80-53-877-164-00	348 Preserve Dr	HC Land LLC
118	80-53-877-165-00	350 Preserve Dr	HC Land LLC
119	80-53-877-166-00	354 Preserve Dr	HC Land LLC
120	80-53-877-167-00	358 Preserve Dr	HC Land LLC
121	80-53-877-168-00	360 Preserve Dr	HC Land LLC
122	80-53-877-169-00	364 Preserve Dr	HC Land LLC
123	80-53-877-170-00	368 Preserve Dr	HC Land LLC
124	80-53-450-023-00	643 Broadway St	Ethridge Virginia H

2015 PERSONAL PROPERTY LIST

Petition #	Parcel #	Name	Reason for Appeal
P15			
001	80-53-900-113-00	American Twisting Co	Late File PPS
002	80-53-900-436-00	Daisy Thrift Store	Late File PPS

2015 MBOR Exemption List

Petition #	Parcel #	Address	Name
VA15	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXX
001	80-53-241-008-00	126 Cable Ave	Sowers Mark
002	80-53-014-017-50	570 Kalamazoo St	Ferguson Kevin L
003			
PE15	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
001	80-53-433-001-00	601 Francis St	Szczesniak Sharlene
002			

Board of Review Log

(required by State Tax Commission Bulletin 17 of 2007)

State Tax Commission Bulletin 17 of 2007 states that board of review minutes must include a log: "A log should be kept that identifies the hearing date, the petition number, the petitioner's name, the parcel number, the type of appearance, type of appeal and action of the board of review.

Hearing Date	Petition No.	Petitioner	Parcel No.	Appeal (W/P)	Appeal Type	Action Date	BOR Action	Appl. Forms Att.
03/10/2015	A15-001	KEORKUNIAN SEBOUH & DEBORA	80-53-881-003-00	P	Assessed Value	03/10/2015	DENIED	
03/10/2015	A15-002	JONES ROBERT & TONI	80-53-130-078-00	P	Assessed Value	03/10/2015	DENIED	
03/10/2015	A15-003	DEPUE JEFF & MARY B	80-53-897-017-00	P	Assessed Value	03/10/2015	DEPRECIATION	
03/10/2015	A15-004	GASTON PATRICIA D TRUSTEE	80-53-031-015-00	P	Assessed Value	03/10/2015	ADJ LACK SEWER	
03/10/2015	A15-005	CRISSMAN BRIAN & JENNIFER	80-53-726-026-00	P	Assessed Value	03/10/2015	MARKET ADJ	
03/10/2015	A15-006	MORRISON THOMAS H	80-53-015-013-00	P	Assessed Value	03/10/2015	DENIED	
03/10/2015	A15-007	MARCOUX JAMES T & PAULA S	80-53-301-022-00	P	Assessed Value	03/10/2015	LAND MEAS ERROR	
03/10/2015	A15-008	LAKEFRONT ENTERPRISE LLC	80-53-013-010-10	P	Assessed Value	03/10/2015	MARKET VALUE	
03/10/2015	A15-009	FROST JOHN J	80-53-081-007-00	P	Assessed Value	03/10/2015	DEFERRED MAINT	

Local unit retains original. File log and minutes with local unit clerk (MCL 211.33)
Copy sent to County Equalization department by May 1

Board of Review Log

(required by State Tax Commission Bulletin 17 of 2007)

State Tax Commission Bulletin 17 of 2007 states that board of review minutes must include a log: "A log should be kept that identifies the hearing date, the petition number, the petitioner's name, the parcel number, the type of appearance, type of appeal and action of the board of review.

Hearing Date	Petition No.	Petitioner	Parcel No.	Appeal (W/P)	Appeal Type	Action Date	BOR Action	Appl. Forms Att.
03/10/2015	A15-010	FROST JOHN	80-53-513-002-00	P	Assessed Value	03/10/2015	DEFERRED MAINT	
03/10/2015	A15-011	BOVERHOF ROBERT W & PEGGY L	80-53-420-040-00	P	Assessed Value	03/10/2015	MI BSMT & DEPR	
03/10/2015	A15-012	LEFEVRE JOHN R & JENNIFER T	80-53-712-013-00	P	Assessed Value	03/10/2015	DENIED	
03/10/2015	A15-013	SCHASER CAROLA	80-53-775-008-10	P	Assessed Value	03/10/2015	DENIED	
03/10/2015	A15-014	JAGER THOMAS A & LAURA J	80-53-019-004-50	P	Assessed Value	03/10/2015	CORRECT ERRORS	
03/10/2015	A15-015	TIMMONS TIMOTHY A & TAMARA L	80-53-506-006-00	P	Assessed Value	03/10/2015	BLDG DEPRECIATI	
03/10/2015	A15-016	ROTH MICHAEL M & JULIE C	80-53-022-005-00	P	Assessed Value	03/10/2015	DENIED	
03/13/2015	A15-017	CAGEN KAREN M	80-53-807-001-11	P	Assessed Value	03/13/2015	DENIED	
03/13/2015	A15-018	EQUITY TRUST CO CUSTODIAN	80-53-726-022-00	P	Assessed Value	03/13/2015	DENIED	

Local unit retains original. File log and minutes with local unit clerk (MCL 211.33)
Copy sent to County Equalization department by May 1

Board of Review Log
 (required by State Tax Commission Bulletin 17 of 2007)

State Tax Commission Bulletin 17 of 2007 states that board of review minutes must include a log: "A log should be kept that identifies the hearing date, the petition number, the petitioner's name, the parcel number, the type of appearance, type of appeal and action of the board of review.

Hearing Date	Petition No.	Petitioner	Parcel No.	Appeal (W/P)	Appeal Type	Action Date	BOR Action	Appl. Forms Att.
03/13/2015	A15-019	GRANITE DEVELOPMENT CO	80-53-869-031-31	P	Assessed Value	03/13/2015	DENIED	
03/13/2015	A15-020	OESTRIKE HEATHER A	80-53-890-007-00	P	Assessed Value	03/13/2015	BLDG CLASS	
03/13/2015	A15-021	FIRST NATIONAL BANK OF MICHIG	80-53-615-003-00	P	Assessed Value	03/13/2015	DEFERRED MAINT	
03/13/2015	A15-022	TIMMER BRIAN M & CARRIE J	80-53-102-011-21	P	Assessed Value	03/13/2015	DENIED	
03/13/2015	A15-023	FLECKENSTEIN MARGARET M LIVI	80-53-728-004-00	P	Assessed Value	03/13/2015	DENIED	
03/13/2015	A15-024	MKGS PROPERTIES LLC	80-53-726-037-00	P	Assessed Value	03/13/2015	MARKET VALUES	
03/13/2015	A15-025	CONWAY KEVIN P & BETH E	80-53-818-001-00	P	Assessed Value	03/13/2015	DENIED	
03/13/2015	A15-026	BOYNAK DAVID E JR & KELLY M	80-53-012-015-00	P	Assessed Value	03/13/2015	MARKET SALES	
03/13/2015	A15-027	FRIES WILLIAM F JR	80-53-019-007-00	P	Assessed Value	03/13/2015	DENIED	

Local unit retains original. File log and minutes with local unit clerk (MCL 211.33)
 Copy sent to County Equalization department by May 1

Board of Review Log

(required by State Tax Commission Bulletin 17 of 2007)

State Tax Commission Bulletin 17 of 2007 states that board of review minutes must include a log: "A log should be kept that identifies the hearing date, the petition number, the petitioner's name, the parcel number, the type of appearance, type of appeal and action of the board of review.

Hearing Date	Petition No.	Petitioner	Parcel No.	Appeal (W/P)	Appeal Type	Action Date	BOR Action	Appl. Forms Att.
03/13/2015	A15-028	BURNETT MICHAEL & JULIA	80-53-732-001-01	P	Assessed Value	03/13/2015	DENIED	
03/19/2015	A15-029	BEATTY BRIANNA	80-53-887-020-00	P	Assessed Value	03/19/2015	INCOMPLETE BLDG	
03/19/2015	A15-030	BEATTY CHARLES & DEBRA	80-53-887-015-00	P	Assessed Value	03/19/2015	INCOMPLETE CONS	
03/19/2015	A15-031	BEATTY CHARLES & DEBRA A	80-53-887-018-00	P	Assessed Value	03/19/2015	INCOMPLETE CONS	
03/19/2015	A15-032	815 WELLS STREET LLC	80-53-880-003-01	P	Assessed Value	03/19/2015	DENIED	
03/19/2015	A15-033	PLECHATY ROSALIE M & MARK W	80-53-184-050-00	P	Assessed Value	03/19/2015	DENIED	
03/19/2015	A15-034	CHICAGO AVENUE LLC	80-53-775-006-60	P	Assessed Value	03/19/2015	DENIED	
03/19/2015	A15-035	CHICAGO AVENUE LLC	80-53-775-006-80	P	Assessed Value	03/19/2015	DENIED	
03/19/2015	A15-036	CHICAGO AVENUE LLC	80-53-775-007-60	P	Assessed Value	03/19/2015	DENIED	

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Board of Review Log

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Hearing Date	Petition No.	Petitioner	Parcel No.	Appeal (W/P)	Appeal Type	Action Date	BOR Action	Appl. Forms Att.
03/19/2015	A15-037	CHICAGO AVENUE LLC	80-53-775-008-30	P	Assessed Value	03/19/2015	DENIED	
03/19/2015	A15-038	CHICAGO AVENUE LLC	80-53-775-008-40	P	Assessed Value	03/19/2015	DENIED	
03/19/2015	A15-039	CHICAGO AVENUE LLC	80-53-775-008-50	P	Assessed Value	03/19/2015	DENIED	
03/19/2015	A15-040	CHICAGO AVENUE LLC	80-53-775-008-70	P	Assessed Value	03/19/2015	DENIED	
03/19/2015	A15-041	CHICAGO AVENUE LLC	80-53-775-009-20	P	Assessed Value	03/19/2015	DENIED	
03/19/2015	A15-042	CHICAGO AVENUE LLC	80-53-775-009-30	P	Assessed Value	03/19/2015	DENIED	
03/19/2015	A15-043	CHICAGO AVENUE LLC	80-53-775-009-40	P	Assessed Value	03/19/2015	DENIED	
03/19/2015	A15-044	CHICAGO AVENUE LLC	80-53-775-009-90	P	Assessed Value	03/19/2015	DENIED	
03/19/2015	A15-045	CHICAGO AVENUE LLC	80-53-775-010-10	P	Assessed Value	03/19/2015	DENIED	

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Hearing Date	Petition No.	Petitioner	Parcel No.	Appeal (W/P)	Appeal Type	Action Date	BOR Action	Appl. Forms Att.
03/19/2015	A15-046	CHICAGO AVENUE LLC	80-53-775-010-20	P	Assessed Value	03/19/2015	DENIED	
03/19/2015	A15-047	CHICAGO AVENUE LLC	80-53-775-010-30	P	Assessed Value	03/19/2015	DENIED	
03/19/2015	A15-048	CHICAGO AVENUE LLC	80-53-775-010-40	P	Assessed Value	03/19/2015	DENIED	
03/19/2015	A15-049	CHICAGO AVENUE LLC	80-53-775-010-50	P	Assessed Value	03/19/2015	DENIED	
03/19/2015	A15-050	CHICAGO AVENUE LLC	80-53-775-011-20	P	Assessed Value	03/19/2015	DENIED	
03/19/2015	A15-051	CHICAGO AVENUE LLC	80-53-772-003-00	P	Assessed Value	03/19/2015	DENIED	
03/19/2015	M15-001	BRENNAN JEFFREY C & DENISE	80-53-034-003-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-002	RAJEWSKI ROBERT E & LINDA T C	80-53-858-012-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-003	HALVERSON MIKE	80-53-999-012-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	

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Hearing Date	Petition No.	Petitioner	Parcel No.	Appeal (W/P)	Appeal Type	Action Date	BOR Action	Appl. Forms Att.
03/19/2015	M15-004	SOUTH HAVEN PARTNERS LLC	80-53-005-004-00	W	Assessed Value Letter Appeal	03/19/2015	GAR DEMOLISHED	
03/13/2015	M15-005	LANGE SHIRLEY J	80-53-029-001-00	W	Taxable Value Letter Appeal	03/13/2015	PROPERLY UNCAPP	
03/13/2015	M15-006	CAMPAGNA RONALD G	80-53-712-001-00	W	Assessed Value Letter Appeal	03/13/2015	DENIED	
03/19/2015	M15-007	TOBIAS SUSAN D & MICHAEL R	80-53-071-030-00	W	Assessed Value Letter Appeal	03/19/2015	BSMT REC	
03/19/2015	M15-008	DUMBLIAUSKAS DONATAS	80-53-856-003-01	W	Assessed Value Letter Appeal	03/19/2015	SF ERROR	
03/19/2015	M15-009	GOSEN BRETT & KATHLEEN A	80-53-038-006-50	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-010	FIORE JAMES T & LINDA J CO-TRU	80-53-887-016-00	W	Assessed Value Letter Appeal	03/19/2015	INCOMPLETE CONS	
03/19/2015	M15-011	ASHEN JOSEPH	80-53-875-006-02	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-012	KLOOSTER STEVEN J	80-53-885-016-36	W	Assessed Value Letter Appeal	03/19/2015	DENIED	

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Hearing Date	Petition No.	Petitioner	Parcel No.	Appeal (W/P)	Appeal Type	Action Date	BOR Action	Appi. Forms Att.
03/19/2015	M15-013	SCOTT JOHN ET AL	80-53-831-027-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-014	HC LAND LLC	80-53-877-001-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-015	HC LAND LLC	80-53-877-002-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-016	HC LAND LLC	80-53-877-003-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-017	HC LAND LLC	80-53-877-004-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-018	HC LAND LLC	80-53-877-005-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-019	HC LAND LLC	80-53-877-007-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-020	HC LAND LLC	80-53-877-008-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-021	HC LAND LLC	80-53-877-009-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	

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Hearing Date	Petition No.	Petitioner	Parcel No.	Appeal (W/P)	Appeal Type	Action Date	BOR Action	Appl. Forms Att.
03/19/2015	M15-022	HC LAND LLC	80-53-877-010-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-023	HC LAND LLC	80-53-877-011-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-024	HC LAND LLC	80-53-877-012-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-025	HC LAND LLC	80-53-877-013-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-026	HC LAND LLC	80-53-877-014-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-027	HC LAND LLC	80-53-877-015-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-028	HC LAND LLC	80-53-877-016-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-029	HC LAND LLC	80-53-877-017-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-030	HC LAND LLC	80-53-877-018-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	

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Hearing Date	Petition No.	Petitioner	Parcel No.	Appeal (W/P)	Appeal Type	Action Date	BOR Action	Appl. Forms Att.
03/19/2015	M15-031	HC LAND LLC	80-53-877-019-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-032	HC LAND LLC	80-53-877-020-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-033	HC LAND LLC	80-53-877-021-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-034	HC LAND LLC	80-53-877-023-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-035	HC LAND LLC	80-53-877-024-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-036	HC LAND LLC	80-53-877-025-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-037	HC LAND LLC	80-53-877-026-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-038	HC LAND LLC	80-53-877-027-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-039	HC LAND LLC	80-53-877-028-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	

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Hearing Date	Petition No.	Petitioner	Parcel No.	Appeal (W/P)	Appeal Type	Action Date	BOR Action	Appl. Forms Att.
03/19/2015	M15-040	HC LAND LLC	80-53-877-029-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-041	HC LAND LLC	80-53-877-030-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-042	HC LAND LLC	80-53-877-031-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-043	HC LAND LLC	80-53-877-035-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-044	HC LAND LLC	80-53-877-036-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-045	HC LAND LLC	80-53-877-037-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-046	HC LAND LLC	80-53-877-038-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-047	HC LAND LLC	80-53-877-039-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-048	HC LAND LLC	80-53-877-040-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	

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Hearing Date	Petition No.	Petitioner	Parcel No.	Appeal (W/P)	Appeal Type	Action Date	BOR Action	Appl. Forms Att.
03/19/2015	M15-049	HC LAND LLC	80-53-877-041-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-050	HC LAND LLC	80-53-877-042-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-051	HC LAND LLC	80-53-877-043-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-052	HC LAND LLC	80-53-877-044-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-053	HC LAND LLC	80-53-877-045-00	W	Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-054	HC LAND LLC	80-53-877-046-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-055	HC LAND LLC	80-53-877-047-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-056	HC LAND LLC	80-53-877-048-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-057	HC LAND LLC	80-53-877-049-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	

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Hearing Date	Petition No.	Petitioner	Parcel No.	Appeal (W/P)	Appeal Type	Action Date	BOR Action	Appl. Forms Att.
03/19/2015	M15-058	HC LAND LLC	80-53-877-050-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-059	HC LAND LLC	80-53-877-051-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-060	HC LAND LLC	80-53-877-052-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-061	HC LAND LLC	80-53-877-053-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-062	HC LAND LLC	80-53-877-054-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-063	HC LAND LLC	80-53-877-055-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-064	HC LAND LLC	80-53-877-056-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-065	HC LAND LLC	80-53-877-057-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-066	HC LAND LLC	80-53-877-058-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	

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Hearing Date	Petition No.	Petitioner	Parcel No.	Appeal (W/P)	Appeal Type	Action Date	BOR Action	Appl. Forms Att.
03/19/2015	M15-067	HC LAND LLC	80-53-877-059-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-068	HC LAND LLC	80-53-877-060-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-069	HC LAND LLC	80-53-877-067-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-070	HC LAND LLC	80-53-877-069-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-071	HC LAND LLC	80-53-877-070-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-072	HC LAND LLC	80-53-877-074-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-073	HC LAND LLC	80-53-877-075-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-074	HC LAND LLC	80-53-877-076-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-075	HC LAND LLC	80-53-877-077-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	

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Hearing Date	Petition No.	Petitioner	Parcel No.	Appeal (W/P)	Appeal Type	Action Date	BOR Action	Appl. Forms Att.
03/19/2015	M15-076	HC LAND LLC	80-53-877-078-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-077	HC LAND LLC	80-53-877-079-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-078	HC LAND LLC	80-53-877-122-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-079	HC LAND LLC	80-53-877-123-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-080	HC LAND LLC	80-53-877-124-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-081	HC LAND LLC	80-53-877-125-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-082	HC LAND LLC	80-53-877-126-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-083	HC LAND LLC	80-53-877-127-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-084	HC LAND LLC	80-53-877-128-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	

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Hearing Date	Petition No.	Petitioner	Parcel No.	Appeal (W/P)	Appeal Type	Action Date	BOR Action	Appl. Forms Att.
03/19/2015	M15-085	HC LAND LLC	80-53-877-129-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-086	HC LAND LLC	80-53-877-130-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-087	HC LAND LLC	80-53-877-131-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-088	HC LAND LLC	80-53-877-132-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-089	HC LAND LLC	80-53-877-133-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-090	HC LAND LLC	80-53-877-135-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-091	HC LAND LLC	80-53-877-136-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-092	HC LAND LLC	80-53-877-137-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-093	HC LAND LLC	80-53-877-138-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	

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Hearing Date	Petition No.	Petitioner	Parcel No.	Appeal (W/P)	Appeal Type	Action Date	BOR Action	Appl. Forms Att.
03/19/2015	M15-094	HC LAND LLC	80-53-877-139-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-095	HC LAND LLC	80-53-877-140-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-096	HC LAND LLC	80-53-877-141-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-097	HC LAND LLC	80-53-877-142-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-098	HC LAND LLC	80-53-877-143-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-099	HC LAND LLC	80-53-877-146-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-100	HC LAND LLC	80-53-877-147-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-101	HC LAND LLC	80-53-877-148-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-102	HC LAND LLC	80-53-877-149-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	

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03/19/2015	M15-103	HC LAND LLC	80-53-877-150-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-104	HC LAND LLC	80-53-877-151-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-105	HC LAND LLC	80-53-877-152-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-106	HC LAND LLC	80-53-877-153-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-107	HC LAND LLC	80-53-877-154-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-108	HC LAND LLC	80-53-877-155-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-109	HC LAND LLC	80-53-877-156-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-110	HC LAND LLC	80-53-877-157-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-111	HC LAND LLC	80-53-877-158-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	

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State Tax Commission Bulletin 17 of 2007 states that board of review minutes must include a log: "A log should be kept that identifies the hearing date, the petition number, the petitioner's name, the parcel number, the type of appearance, type of appeal and action of the board of review.

Hearing Date	Petition No.	Petitioner	Parcel No.	Appeal (W/P)	Appeal Type	Action Date	BOR Action	Appl. Forms Att.
03/19/2015	M15-112	HC LAND LLC	80-53-877-159-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-113	HC LAND LLC	80-53-877-160-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-114	HC LAND LLC	80-53-877-161-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-115	HC LAND LLC	80-53-877-162-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-116	HC LAND LLC	80-53-877-163-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-117	HC LAND LLC	80-53-877-164-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-118	HC LAND LLC	80-53-877-165-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-119	HC LAND LLC	80-53-877-166-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-120	HC LAND LLC	80-53-877-167-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	

Local unit retains original. File log and minutes with local unit clerk (MCL 211.33)
 Copy sent to County Equalization department by May 1

Board of Review Log

(required by State Tax Commission Bulletin 17 of 2007)

State Tax Commission Bulletin 17 of 2007 states that board of review minutes must include a log: "A log should be kept that identifies the hearing date, the petition number, the petitioner's name, the parcel number, the type of appearance, type of appeal and action of the board of review.

Hearing Date	Petition No.	Petitioner	Parcel No.	Appeal (W/P)	Appeal Type	Action Date	BOR Action	Appl. Forms Att.
03/19/2015	M15-121	HC LAND LLC	80-53-877-168-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-122	HC LAND LLC	80-53-877-169-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/19/2015	M15-123	HC LAND LLC	80-53-877-170-00	W	Assessed Value Letter Appeal	03/19/2015	DENIED	
03/24/2015	M15-124	ETHRIDGE VIRGINIA H	80-53-450-023-00	W	Assessed Value Letter Appeal	03/24/2015	DENIED	
03/10/2015	P15-001	AMERICAN TWISTING CO	80-53-900-113-00	W	Assessed Value Letter Appeal	03/10/2015	LATE FILED PPS	
03/24/2015	P15-002	DAISY THRIFT STORE	80-53-900-436-00	W	Assessed Value Letter Appeal	03/24/2015	LATE FILED PPS	
03/10/2015	PE15-001	SZCZESNIAK SHARLENE	80-53-433-001-00	W	Poverty Exemption Letter Appeal	03/10/2015	POVERTY EXEMPTI	
03/10/2015	VA15-001	SOWERS MARK H & JANICE S	80-53-241-008-00	W	Property Exemption Letter Appeal	03/10/2015	VA DISABILITY	
03/10/2015	VA15-002	FERGUSON KEVEN & CATHY	80-53-014-017-50	W	Property Exemption Letter Appeal	03/10/2015	VA DISABILITY	

Local unit retains original. File log and minutes with local unit clerk (MCL 211.33)
Copy sent to County Equalization department by May 1



City of South Haven

BOARD AND COMMISSION APPLICATION

Name Stephanie Timmer

Phone [Redacted]

Address [Redacted]

Street

City

State

Zip

E-Mail Address [Redacted]

Resident of City? (Circle One) Yes No If Yes, how long: _____

Board or Commission Applying for: Local Development Finance Authority / Brownfield Authority

Qualifications: Local banking/lending experience for 19 years.

I believe I can benefit the City of South Haven by serving on a board and commission because: _____

I am passionate about the state of the City of South Haven and have many years of experience with lending and finance.

Signature Stephanie Timmer

Date 3/9/15

Return Application to:
City of South Haven
Attn: Clerk's Office
539 Phoenix Street
South Haven, MI 49090
Fax: (269) 637-5319
Phone: (269) 637-0750

For Office Use Only:	
Appointed	_____
Term Expires	_____
Letter Mailed	_____

John A. 2017



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
Roger Huff, PE, DPW Director

From: Larry Halberstadt, PE, City Engineer

Date: April 14, 2015

RE: Adjustment of Availability Fees

Background Information

In January of 2007, City Council adopted the Public Utilities Rules, Regulations and Policies as Resolution 2007-04. This resolution permits the assessment of a one-time availability fee for new water and sewer services to be utilized to offset a proportional cost of the existing capital investments for those parts of the water and/or sewer system(s) which provide service jointly to all users of the utilities. The resolution also permits the availability fees to be changed from time to time as recommended by the Board of Public Utilities and approved by City Council.

Since 2007, availability fees for new connections have been assessed on a Residential Equivalent Unit (REU) basis. Council adopted a schedule of Residential Equivalent Units for various land uses. This schedule is based on historic usage data for various land uses. The total availability fee is calculated by selecting the appropriate land use from the schedule to calculate the total Residential Equivalent Units for the new customer. Most new customers are single family residential and are assessed an availability fee based on 1.0 REU. Other land uses are typically assessed more than 1.0 REU.

City Council last reviewed and updated the availability fees on June 15, 2009 with the approval of Resolution 2009-33. Availability fees for new water system connections are \$5,750 per REU and for new sewer system connections are \$3,956 per REU.

On April 13, 2015, the Board of Public Utilities held a special meeting to discuss availability fees. The purpose of the discussion was to review changes to the availability fee structure to place a combined total cap of \$250,000 on water and sewer availability fees. The cap is needed to ensure that the City can be competitive in attracting new businesses to locate in South Haven. Without the cap, various businesses that desire to locate in South Haven could see total availability fees in excess of \$1,000,000. This creates an undue hardship for those businesses that typically results in their desire to locate in an alternate jurisdiction. After discussion, the Board of Public Utilities passed a motion recommending that Council pass a resolution amending the utility policy by capping the total combined availability fees for new water and sewer services at \$250,000.

Memorandum

April 14, 2015

Adjustment of Availability Fees

Page 2 of 2

The attached draft resolution rescinds Resolution 2009-33 and replaces it with a similar resolution containing language related to the availability fee cap. If approved by Council, staff will continue to utilize the REU schedules to calculate availability fees for new connections. However, if the total availability fee exceeds \$250,000, the amount will be fixed at a not to exceed amount of \$250,000. The language also permits an integrated development with a single building to qualify for the rate cap, even if there are multiple customer connections within that building. Multi building developments will still be required to have a separate water and sewer service to each building and will be assessed separate availability fees for each building.

Staff has worked with the City's legal counsel in development of the language contained within the Resolution.

Recommendation

City Council should be requested to Adopt Resolution 2015-18: A Resolution to Include an Addendum to the Utility Policy Adjusting Water & Sewer Availability Fees.

Attachments

Resolution 2007-04

Resolution 2007-20

Resolution 2007-38

Resolution 2009-33

Draft Resolution 2015-18

CITY OF SOUTH HAVEN
VAN BUREN AND ALLEGAN COUNTIES, MICHIGAN

RESOLUTION NO. 2015-18

A RESOLUTION TO INCLUDE AN ADDENDUM TO THE UTILITY
POLICY ADJUSTING WATER & SEWER AVAILABILITY FEES

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 _____, 2015 at 7:00 p.m. local time.

PRESENT: _____

ABSENT: _____

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

WHEREAS, City Council adopted the Public Utilities Rules, Regulations and Policies by Resolution 2007-04 on January 15, 2007; and,

WHEREAS, Resolution 2007-04 permits the assessment of a one-time availability fee for new water and sewer services to be utilized to offset a proportional cost of the existing capital investments for those parts of the water and/or sewer system(s) which provide service jointly to all users of the utilities; and,

WHEREAS, Resolution 2007-04 permits the availability fee to be changed from time to time as recommended by the Board of Public Utilities, and approved by City Council; and,

WHEREAS, the calculation of the availability fee is based on a Residential Equivalent Unit (REU) schedule adopted by Resolution 2007-20 for new water customers and Resolution 2007-38 for new sewer customers with 1.0 Residential Equivalent Unit equal to 250 gallons per day of metered usage; and,

WHEREAS, City Council adopted Resolution 2009-33 on June 15, 2009 amending Resolution 2007-04 the Public Utilities Rules, Regulations and Policies, and adjusting water and sewer availability fees; and,

WHEREAS, the Board of Public Utilities reviewed the availability fee structure at a special meeting held on Monday, April 13, 2015 and has recommended changes to the availability fee schedule.

NOW, THEREFORE BE IT RESOLVED that the water and sewer availability fees shall be based on the attached Exhibit A, divided between plant and system improvements as shown.

BE IT FURTHER RESOLVED that this resolution shall be included as an addendum to the Public Utilities Rules, Regulations and Policies.

BE IT FURTHER RESOLVED that Resolution 2009-33 is hereby rescinded.

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 19th day of January, 2015, at which meeting a quorum was present, and that this resolution was ordered to take immediate effect. Public notice of said meeting was give 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

Exhibit A

AVAILABILITY CHARGE SCHEDULE PER RESIDENTIAL EQUIVALENT UNIT (REU)

<u>Water Availability Improvements</u>	<u>Plant Expansion</u>	<u>System</u>
\$5,750	\$4,000	\$1,750
<u>Sewer Availability Improvements</u>	<u>Plant Expansion</u>	<u>System</u>
\$3,956	\$2,226	\$1,730

The total availability fees for new water connections will be calculated using the schedule in Resolution 2007-20. The total availability fees for new sewer connections will be calculated using the schedule in Resolution 2007-38. Every new connection to the system shall require payment for a minimum of 1.0 Residential Equivalent Unit.

The total availability fees for water and sewer combined will be capped at \$250,000 for new customers. The \$250,000 availability fee payment will be prorated to the water fund and sewer fund as follows: \$103,029.05 for Water Plant; \$45,075.21 for Water System; \$57,335.67 for Sewer Plant; and \$44,560.07 for Sewer System. A single building with multiple customer connections that is part of an integrated development, submitted as a single site plan application, is eligible for the total availability fee cap. Multiple buildings within a development will be required to have a separate water and sewer service to each building and pay separate availability fees for each building.

CITY OF SOUTH HAVEN
VAN BUREN AND ALLEGAN COUNTIES, MICHIGAN

RESOLUTION NO. 07-04

A RESOLUTION ADOPTING RULES, REGULATIONS AND POLICIES FOR THE CITY'S
PUBLIC UTILITY OPERATIONS

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 January 15, 2007 at 7:30 p.m. local time.

PRESENT: Andersen, Bradley, Paull, Smith, Stegeman, Appleyard

ABSENT: Fahs

The following preamble and resolution was offered by Member Paull and supported by Member Smith.

WHEREAS, the City of South Haven's last comprehensive update of regulations and policies for public utilities took place over a decade ago; and

WHEREAS, the City Council desires a clear and current policy manual that communicates utility rules and regulations to the users of the public utilities; and

WHEREAS, City Staff and the Board of Public Utilities have drafted, reviewed and revised this document over the past five months; and

WHEREAS, on December 18, 2006 the Board of Public Utilities recommended that City Council approve the "Rules, Regulations and Policies" (Exhibit A) for the City's public utility operations.

NOW, THEREFORE BE IT RESOLVED, that the City Council of the City of South Haven adopt the "Rules, Regulations and Policies" for the City's public utility operations; and

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

RECORD OF VOTE:

Yeas: Andersen, Bradley, Paull, Smith, Stegeman, Appleyard

Nays: None

RESOLUTION DECLARED ADOPTED.


Dorothy Appleyard, Mayor

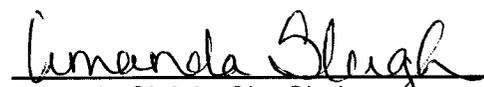

Amanda Sleigh, City Clerk

Exhibit A

CITY OF SOUTH HAVEN

PUBLIC UTILITIES RULES, REGULATIONS AND POLICIES

BPU DATE OF RECOMMENDATION

December 18, 2006

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DEFINITIONS

The following definitions are for words found in the "Rules, Regulations and Rates:"

Agency of jurisdiction: The City, Township or County government which has jurisdiction over the specific action being considered at the location under consideration.

Authorized Contractor: Individual or organization authorized to perform work on the City owned system.

Board of Public Utilities (BPU): An advisory board to the City Council of the City of South Haven.

Building: Any structure, either temporary or permanent, having a roof supported by columns, walls or other supports, and used or intended for the shelter or enclosure of persons, animals, chattels, or property of any kind, or for the conduct of business. The definition includes but is not limited to: mobile homes, tents, inflatable structures, sheds, garages, greenhouses, and other principal and accessory buildings.

Building Inspector: The City of South Haven Building Inspector or the Code Enforcement Officer.

Building, Principal (same as Main Building): A building in which is conducted the main or principal use of the lot upon which it is situated.

Capacity Charge (Availability Charge): A charge which may be levied to new utility users in either the City or Township. The charge is a purchase price for that portion of the existing infrastructure which is required to serve all customers i.e. treatment plants, pumping stations, large capacity trunk lines, etc.

City: The "City of South Haven, Van Buren & Allegan Counties, Michigan."

City Council: The City Council of the City of South Haven.

City Manager: The City Manager of the City of South Haven.

Commercial: Uses permitted in the B zoning district. Generally pertaining to the characteristic of commerce.

Customer: Any person, company or institution which is supplied with a service by a utility.

Department of Public Works (DPW): That department of the City which encompasses the Electric, Water & Sewer operations. Also encompasses the Street Dept. and City Engineering functions

Disconnection: To sever or interrupt a connection to a City utility.

Discontinuance: A breach or interruption of continuity or unity.

Industrial: Uses permitted in the I zoning district. Generally pertaining to the characteristic of industry.

Living unit: Contains sleeping, bath and kitchen facilities.

Main: A principal pipe or duct in a system used to distribute water, sewer, storm water, etc.

Main Extension: The act of extending a main to distribute water, sewer, storm water, etc.

Meter: A device for measuring and registering a quantity over a period of time.

National Electric Safety Code: The appropriate code for electric distribution utilities as published by the Institute of Electrical & Electronic Engineers (IEEE)

On-file: In an escrow or similar account to hold an individual customer's deposits for each utility service that the customer is using.

Property: A parcel of land and the buildings upon it, with its grounds or other appurtenances.

Reconnection: To restore a connection to a City utility.

Reconstruction: The act, or result, of reconstructing.

Relocation: To move to a different location.

Residential: A structure serving as a dwelling or home, used or designed for residence.

Returned Checks: Checks rendered for payment to the City, which have been returned by the appropriate bank, for any reason, as non-collected funds.

Service Lead: A connection between the main and the customer's service.

System Improvement: The act of improving a main, or appurtenance, of the City owned system.

Utility: An organization which furnishes electric, water, wastewater or other public service.

GENERAL

INTERPRETATION AND ENFORCEMENT

The City Manager or a representative shall be responsible for the interpretation and enforcement of these Rules and Regulations.

APPLICATION OF RATES

Copies of these Rules, Regulations and Rates are open to public inspection and are available at the Customer Service office at City Hall, 539 Phoenix Street, South Haven, Michigan, 49090.

In no case may service be shared with another customer or transmitted off the premises to which it is delivered. Service taken at different premises shall be separately measured and billed.

APPLICATION FOR SERVICE

INFORMATION REQUIRED FOR SERVICE: Before any service is connected, a customer must submit the Personal Information Form, which is available at the Customer Service office at City Hall. This information will be placed on file and will remain confidential.

EXISTING SERVICE:

ELECTRIC, WATER & SEWER: A new customer requesting service, at a property previously served, shall apply no less than two (2) days before the service is transferred to their name. This customer may be required to make a service deposit under the guidelines listed below under "Security Deposits." New customers will be billed a "transfer fee" as recommended by the Board of Public Utilities and approved by the City Council, which may be changed from time to time, for each new account.

NEW SERVICE:

RESIDENTIAL ELECTRIC: Customers requesting new electric service shall complete the Personal Information Form, which is available at the Customer Service office at City Hall. The customer will be responsible to insure that an "Electric Permit," is obtained from the City's Building Department, or appropriate authority in the respective agency of jurisdiction. Meter sockets are available at the Department of Public Works and can be obtained by presenting an authorized electrical permit. The service will be scheduled for installation after

receipt of a notice of acceptance, in writing, from the responsible Electrical Inspector for the area of jurisdiction and all required fees are paid. The customer may be required to submit a service deposit, under the guidelines listed under "Security Deposits" before electric will be connected. The customer is responsible for complying with all State and local codes and regulations.

RESIDENTIAL WATER/SEWER: Customers requesting new water and/or sewer service shall complete the Personal Information Form, which is available at the Customer Service office at City Hall. The customer is responsible for selecting the size of service tap that is required. The "tap fee" is dependant upon the size of the service tap requested and may include cost of installing the connection tap, the availability charge and inspection fees. All fees must be paid upon application for service and prior to the service being scheduled for installation. The customer may be required to submit a service deposit under the guidelines listed below in "Security Deposits."

RENTAL PROPERTIES:

Upon request of the property owner, a copy of any shut-off notices will be sent to both the property owner and the tenant.

MULTIPLE RESIDENTIAL, COMMERCIAL & INDUSTRIAL: See section under Extension Policy for each type of service, water, sewer or electric.

SECURITY DEPOSITS

Metered rate services are established upon order of the customer, without prepayment thereof, except that the City may, at its option, require:

1. A service deposit for new residential customers, regardless if the service already exists.
2. A service deposit for any customer that has not had an active account with the City of South Haven utilities for at least two (2) years. (Exception: see item 7 below)
3. A service deposit for current or previous customers that have been disconnected due to late or non-payment within previous 12 months, or if the customer has had two, or more, late penalties in the past year of service.

4. A typical residential deposit will be the greater of: a) the amount equal to twice the amount of the highest bill for any and all services being requested over the last calendar year that the service was provided or b) \$100.00 for electric and \$100.00 for water/sewer.
5. A typical commercial or industrial customer deposit will be the greater of: a) the amount equal to twice the amount of the highest bill for any an all services being requested over the last calendar year that the service was provided or b) \$250.00 for electric and \$100.00 for water/sewer.
6. A customer may have the security deposit waived if they sign up for the automatic payment program. A customer may provide an acceptable credit reference from another utility, provided that the customer presents a utility service history as recent as within the past two (2) years. If the customer is a bona fide business, an acceptable credit reference from another utility must be in the business' name. A cash deposit may be required until receipt of the credit reference. Upon receipt of a satisfactory credit reference, the deposit will be returned in accordance with the City's refund policy.
7. If the service address is relocated, all past due amounts must be paid in full, plus an additional deposit, if required, before a new account at the new location will be placed in the customer's name.
8. For customers that have their second (2nd) returned check for payment, cash payments (cashier's check and/or money order) will be required for the following year.

After twelve (12) consecutive months, if service is not cut-off for the reasons listed below, the customer's deposit will be returned as a credit to the account. Service may be cut-off for the following reasons:

- 1) Non-payment of a delinquent account;
- 2) two (2) or more returned checks were written on the account; or
- 3) two (2) or more penalties within the calendar year were on the account.

Security deposits will be returned as an account credit, unless otherwise requested. When service is terminated, deposits will be credited to the closing bill and any excess will be refunded to the customer.

In case of bankruptcies, deposits will be credited to any outstanding account balances as of the court file date. New deposits will be required for post-petition balances according to the above and in conformance with Bankruptcy laws.

If at any time, the City deems any service deposit to be inadequate, in view of customer's credit history, the customer may be required to make additional deposits. Upon failure to do so, the City shall have the right to terminate service to such customer.

RESALE OF SERVICE

No customer shall resell the service of utilities, provided by the City, to others. Rental properties, with the cost of utility service included in the rental as an incident of tenancy, will not be considered a resale of such services as defined herein. If resale of utilities is occurring, the Public Works Director may design a main extension to the affected services as a special assessment project.

CITY LIABILITY

The City makes not guarantee or promise of uninterrupted service. Electric, Water, and Wastewater services are subject to shutdowns, variations and interruptions necessitated by improvements, repairs and/or operation of the system, either planned or unplanned. Whenever possible, notice of intent to temporarily interrupt service will be given to the customer.

DISCONNECTING SERVICE

Property owners, residents, and authorized parties may request the City to temporarily shut off utility service, for reasons of repair and/or maintenance. Temporary shut off of water service will not terminate the charge for the monthly basic stand-by service fees.

The City is empowered at its option to remove all meters and to shut off all electricity, water and/or wastewater service to any customer at the expiration of its agreement with that customer, whenever any account of that customer is in arrears, or upon violation of these

rules and regulations, or upon violation of building, plumbing, or electrical codes. Disconnections will be made during normal business hours.

The customer is responsible for the payment of all bills rendered for their account until he or she has ordered their service terminated and the City has had a reasonable time to affect such termination.

If a final bill is not paid in full within thirty (30) days, from the date of billing, and a customer has another account in the same name, all payments received will be credited to past due accounts.

Any service account with a delinquent balance equal to or exceeding \$75.00, shall receive a shut off notice. Unless payment in full is issued, or satisfactory arrangements have been reached, the account will be terminated.

RECONNECTING SERVICE

A charge, as recommended by the Board of Public Utilities and approved by the City Council, which may be changed from time to time, will be made for a utility connection when a termination has been made for the following reasons:

1. Non-payment of a delinquent account.
2. Failure to post security deposit when required.
3. Failure to comply with rules and regulations as stated within this policy.
4. Setting a meter and turn-on for existing service for a new customer.
5. Shut off for non-compliance as ordered by the City or State authority.

When restoration of such disconnected service, as outlined above, is requested after normal working hours an additional connection charge, as recommended by the Board of Public Utilities and approved by the City Council, which may be changed from time to time, will be made.

CREDITS TO CUSTOMER ACCOUNTS

Whenever a credit is applied to any account it will be made on the basis of the net billing. No refund will be made to any account after one year following discontinuance of service. No credit or refund will be made in a net amount of less than \$2.00. No credit will be

allowed unless all City requirements have been adhered to and the propriety of such a credit or refund is supported by a clear record.

Any incorrect billing or collection that resulted in an over payment or under payment will be credited or charged for up to a maximum of twelve (12) months from the date of discovery.

EXTRA EXPENSE DUE TO OVERTIME AND ADVERSE CONDITIONS

A charge will be made when extraordinary expense is incurred by the City in performing customer services requiring work to be performed at premium rates outside of regular working hours, or on account of unfavorable weather conditions, snow or ice accumulations, inaccessible equipment, or other extenuating conditions not caused by action of the City.

ACCESS TO PROPERTY

Customer will provide access to the City's authorized agents, and they shall have access to property at reasonable hours to install, read, repair or remove any devices, and other property and/or inspect wiring, piping, fixtures, water shut-off valves or any other devices that are in any way connected with the City's Electric, Water or Wastewater System. In cases of rental properties it shall be the responsibility of the property owner to gain proper entrance for City personnel. Failure to provide access, when needed, is grounds for termination of service.

CITY OWNED FACILITIES LOCATED ON CUSTOMER'S PROPERTY

Where service requirements can best be met by the installation of the City owned equipment on the customer's property, such installations will be made in accordance with the best practice for such work. Equipment required to only serve the needs of the customer's property, will not require an easement. Equipment necessary to serve more than the needs of the property will require an easement authorizing the installation of such equipment and shall define any special conditions for constructing, maintaining and replacing such equipment.

The cost of revisions, removal or replacement of utility facilities, requested by others, including the owner of the property, will be paid by the requesting party unless specifically provided by a separate agreement or the easement contract.

CUSTOMER OWNED EQUIPMENT

The customer shall be responsible to assure that equipment used on any City utility service is compatible with the characteristics of the City electric, water or sewer system. The customer is responsible to secure from the City the characteristics of the service available (i.e. service voltage, pressure, etc.) for such use and should follow the rules, regulations, and codes governing the use and installation of such equipment.

The City reserves the right to approve or disapprove for use in connection with the Electric, Water or Wastewater System, any wiring, plumbing, equipment, appliances, fixtures, motors or any other devices that are presently in use or that are offered for use in connection therewith. Should any of the same be disapproved, their use shall be disconnected at once, either permanently, or until corrective measures have been taken. Failure to comply with orders to discontinue the use of or to apply corrective measures to disapproved equipment shall be deemed just cause for the termination of all service until compliance is completed.

METERS AND METERING

The City will supply its customers with electric and water meters. Each customer will pay a non-refundable meter deposit for their water account, equal to the current cost of the meter.

All meters and metering equipment of all sizes, used in regular service shall be owned and maintained by the City. The customer will be responsible to identify characteristics for each type of service requested. The City will select the proper meter required for the customer load requirements requested. As directed by and at no expense to the City, the customer shall provide a suitable space for the installation of the City's metering equipment close to the point of the service entrance.

This space shall be kept free and clear to provide easy access to the equipment for authorized persons. The customer shall protect the City's metering equipment from damage, and in the case of water meters, from freezing, and shall permit no person, other than an agent of the City or a person authorized by the City, to remove, inspect or tamper with the same. Should the metering equipment become damaged or destroyed through neglect of the customer, all costs of repair or replacement shall be charged to and payable by the customer.

Additional water meters may be installed where water consumption will not result in return to the sewer system i.e. sprinkling system. Such meters must be installed in approved locations, on the supply side of the main water and/or sanitary sewer meter serving such customers. These meters will be furnished by the City upon payment of the "meter deposit" required and provided that the minimum rate for the size meter needed is charged. All piping costs for additional meters will be borne by the customer.

Meters will be read and bills rendered monthly as nearly as possible. For the purpose of computing all bills rendered for utility service, the period between regular meter readings shall be deemed a month. Below is the billing due date listing:

WEEK NUMBER	MAIL DATE	DUE DATE
1	8	29
2	16	7
3	24	16
4	30	21

Whenever a meter reading is unavailable the customer shall pay an estimated amount for service furnished during the billing period. This estimated amount is to be based upon the results of a test, a comparison to use of service during a similar period, upon both these methods, or by other known factors, as determined by the City.

If a meter error is discovered, and the duration of the error is not known, it shall be assumed to have existed for a period of half the time between the discovery of the error and the latest preceding accurate read or meter test but not for a period of more than twelve (12) months. If meter tampering has occurred, the City may assess a fee, as recommended by the Board of Public Utilities and approved by the City Council, which may be changed from time to time, for tampering. Please note; the City Code of Ordinances states that (Sec. 86-97. Protection from damage) no unauthorized person shall maliciously, willfully, or negligently break, damage, destroy, uncover, deface or tamper with any structure, appurtenance, or equipment which is a part of the municipal sewage works. Any person violating this provision shall be subject to immediate arrest under charge of disorderly conduct (Code 1965, Sec. 6.15).

The City tests its meters at random intervals for the mutual protection of the customer and the City. Meter tests will also be made upon request of the customer, a meter service fee, as recommended by the Board of Public Utilities and approved by the City Council, which

may be changed from time to time, may be charged for customer requested meter tests, if the meter error is less than 4%. Said fee will be applied to the customer's bill. If a customer requests a meter change without a meter test, the meter service fee will be added to the customer's bill.

BILLING FOR WASTEWATER SERVICES

Wastewater service will be billed based on the amount of water consumption. Wastewater service, supplied without metering, will be billed at a flat rate as established by the City for like service.

CHARGES FOR NEW BUSINESS EXTENSIONS

There may be a requirement for a financial contribution on the part of the customer or developer for line extensions serving new areas. Water and sewer extensions, within the City, will require the developer(s) to sign a Utility Construction and Development Agreement as required by City Council Resolution 03-21, dated May 5, 2003, prior to the commencement of construction of either of these facilities. Water and sewer extensions outside of the City, must meet the requirements of the appropriate governmental jurisdiction. Electric distribution extensions may require a payment in aid of construction, regardless of the location of the project within the City electric service territory. Details for these charges will be found under the appropriate section for Electric, Water, or Sewer.

CHARGES FOR SYSTEM IMPROVEMENTS OR RELOCATIONS

The maintenance of any of the utility systems, located in street or road rights of way or on accepted easements, is the responsibility of the City of South Haven utility operations. In some cases, utility system line extensions, onto the customer property, may be the responsibility of the City utility operation.

System improvement work, which is performed by the City at its own initiation, will be completed at the expense of the utility operations and paid for by utility funds.

System improvement work, which is performed for the benefit of the customer or other independent agency, will be performed at the expense of the requesting party. If new revenues will result from the improvement, these revenues may be applied for construction cost credits in accordance with the appropriate new business extension policy covered under that section for the appropriate policy.

Relocation of facilities, in public streets and roads, which is required due to conflict with the construction of road improvements, will be performed at the expense of the utility operations. Relocation of utility facilities, either in the street or road right of way, or on private property, which is performed at the request of a party other than the street or road agency, will be performed at the expense of the requesting party.

BILLING OF NEW CUSTOMERS

Electric, Water & Wastewater -All customers will be billed from date of service, monthly fixed fees will be prorated from the date service is established.

CUMULATIVE BILLING

The City will not allow cumulative billing.

DUE DATES FOR PAYMENT

The due date for utilities, to avoid delay payment charges, shall be 14 calendar days from the monthly billing date. Such number of days may vary due to weekends and holidays.

BUDGET PLAN

The South Haven City Council shall make available to the qualified customers a budget program for payment of utilities. The budget program shall be available only when a history of usage and payments, for any service location for a period of not less than six months has been established. The initial request from a service holder will be in the form of a written agreement. All arrears on accounts must be current at the time of the agreement. The budget plan shall be reviewed periodically but at least annually. Adjustments to budget payments may be made as deemed necessary. The City reserves the right to terminate from the plan any and all parties who do not comply with the terms of the written agreement.

ELECTRIC UTILITY

USE OF SERVICE

Service may be taken from the municipal electric utility system only if all applicable regulations of the respective agency of jurisdiction have been met and permitted by the Electrical Inspector of authority. In addition, all Rules and Regulations of the City of South Haven Board of Public Utilities and the National Electric Safety Code must be met.

All appropriate regulations of State and Municipal authority will prevail as they apply to governing metering, meter location, meter protection, access to customer's premises, approval of customer use equipment, rules prohibiting the resale of electric service, rules governing service to mixed loads and service to properties of mixed occupancy.

There will also be rules to cover service connections, service extension policies, prohibition of the use of low power factor devices and equipment which may cause disturbance of service to others, limitations of the use of electric welders and water heaters, and rules governing the size, type, voltage and connection of electric motors.

LIMITATION OF SERVICE

The City reserves the right to determine its ability to serve any loads which may be offered for connection to the system. Each application which may require the installation of additional lines and transformers or the enlargement of existing lines and transformers, or which involves the connection of out-of-the-ordinary use devices, will be a matter for special consideration.

APARTMENT BUILDINGS AND MULTIPLE DWELLINGS

When service is supplied through a single meter to a residential building containing more than one living unit will be billed at the Commercial Service Rate. Only one choice in rate will be permitted, within any 12 month period.

COMBINED RESIDENTIAL AND COMMERCIAL SERVICE

When energy is supplied to a combined residential and non-residential customer, the wiring may be so arranged that the residential usage can be metered separately from the non-residential use.

If the customer can not be metered separately, service supplied through a single meter will be billed at the Commercial Service Rate.

NEW BUSINESS EXTENSION POLICY

General:

When application is made for electric service, which requires the extension of the City's existing distribution lines, the City will make such extensions when the estimated annual revenue, probable stability of the business, prospective load growth and financial contribution in aid of construction will reasonably warrant the capital expenditure required. All new business extensions must meet the policies of the Board of Public Utilities as prescribed in the following policy statements.

OVERHEAD EXTENSIONS

Single Customer

The City will extend secondary voltage lines two spans (one new pole), including the service line to the house, free of charge. Secondary extensions of greater than two spans and primary voltage overhead line extensions to serve a single customer shall require a contribution-in-aid of construction equal to one hundred (100%) of the estimated cost of the line extension excluding the cost of the service connection. The City will rebate an amount equal to fifty percent (50%) of the revenues received, at the end of the first, second and third twelve (12) month periods of service with the total amount of rebate to not exceed an amount equal to two-thirds (2/3) of actual cost of the line extension. The first twelve (12) month period will commence upon establishing of the service to the first permanent account. The contribution-in-aid of construction must be paid in advance of construction.

The total estimated job cost will include labor, equipment, material and overhead's as determined by the City and will include the cost of transformers and tree work, if required.

Multiple Customers

The City will construct an overhead line extension to serve more than one (1) customer providing the applicant shall make a contribution equal to one hundred percent (100 %) of the estimated cost of the line extension excluding the cost of the service connections. The City will rebate an amount equal to fifty percent (50%) of the revenues received, at the end of the first, second and third twelve (12) month period of service with the total amount of

rebate to not exceed an amount equal to two thirds (2/3) of the actual cost of the line extension. The first twelve (12) month period will commence upon the establishing of the service to the first permanent account. The contribution-in-aid of construction must be paid in advance of construction.

The total estimated job cost will include labor, equipment, materials and overhead as determined by the City and will include the cost of transformers and tree trimming, if required.

Farm Service:

Service shall be available to farms for residential use under Residential Service Rate, and in addition service may be used through the same meter for any purpose so long as such use is confined to single phase service for the culture, processing and handling of products grown or used on the customer's farm. Use of service for purposes other than set forth above shall be serviced and billed on the appropriate Commercial Service Rate.

OVERHEAD SERVICE CONNECTIONS

SECONDARY VOLTAGE

Where suitable supply is available the City will install overhead service wires from its distribution lines to a selected point of attachment on the customer's premises in accordance with the existing extension policy. The City shall select the location of this point of attachment. Should it become necessary for any cause beyond the City's control, to change the location of this point of attachment all costs of any changes required in the customer's service entrance wiring made necessary thereby shall be borne by the customer.

The selected point of attachment, for the service wires to the customer's premises, shall be such that adequate ground clearances, suitable to the use and need of the area crossed over, may be maintained to meet all applicable code requirements. Where the height and design of the building or facility to be served is such that the above stated condition cannot be met, or in the event there is no permanent building, the customer shall provide and continuously maintain, at their expense, a suitable attachment structure. If necessary, the City will provide one (1) pole, in accordance with the City extension policy, on the customer's property to reach the point of attachment or to hold the meter socket.

Service runs shall be as short as practicable. The customer will be responsible for providing a connection attachment on the building capable of one span of the applicable service conductor. The customer will provide a minimum of thirty-six (36) inches of service wire extended, beyond the point of entry to the building, for attachment to the service conductor. The point of attachment, on a building, shall be located so as to provide adequate clearance of the service lines and connections from windows, shutters, awnings, eaves troughs, down spouts, vent pipes, radio antenna, lightning rods, chimneys and similar appurtenances of the structure, in accordance with all applicable building and electrical codes.

PRIMARY VOLTAGE

When required the City will provide connections for overhead primary service connections, either to serve customer-owned transformers located on their premises or to serve transformers owned by the City and located on the customers' premises. The City will determine the method for metering primary voltage service customers.

1. **Customer Owned Transformers** - The costs of purchasing, installing and maintaining the transformer is the responsibility of the customer. The customer will pay one hundred percent (100%) of the total estimated cost of installing the overhead primary lines serving the transformer, including the cost of the meter installation. The City will rebate an amount equal to fifty percent (50%) of the revenues received, at the end of the first, second and third twelve (12) month periods of service with the total amount of rebate to not exceed an amount equal to two-thirds (2/3) of actual cost of the line extension. The first twelve (12) month period will commence upon establishing of the service to the first permanent account. The contribution-in-aid of construction must be paid in advance of construction.
2. **Other Primary Customers** - The costs of purchasing and installing the transformer will be included in the cost of providing the overhead extension to serve the customer. The customer will pay one hundred percent (100%) of the total estimated cost of installing the overhead primary lines, including the cost of transformer and the cost of the meter installation. The City will rebate an amount equal to fifty percent (50%) of the revenues received, at the end of the first, second and third twelve (12) month periods of service with the total amount of rebate to not exceed

an amount equal to two-thirds (2/3) of actual cost of the line extension. The first twelve (12) month period will commence upon establishing of the service to the first permanent account. The contribution-in-aid of construction must be paid in advance of construction.

UNDERGROUND EXTENSIONS

SINGLE CUSTOMER

For a single residential customer, the City will install up to three hundred (300) feet of underground single phase, secondary voltage cable at a cost to the customer of the established rate, for single phase, secondary voltage service, as recommended by the Board of Public Utilities and approved by the City Council, which may be changed from time to time. Extenuating circumstances such as road crossings, stream crossings, etc. may be cause for additional charges.

Extensions to single customers, residential, commercial or industrial, which require primary voltage extensions, shall require a contribution-in-aid of construction equal to one hundred percent (100%) of the estimated cost of the line extension excluding the cost of the service connections. The City will rebate an amount equal to fifty percent (50%) of the revenues received, at the end of the first, second and third twelve (12) month period of service with the total amount of rebate to not exceed an amount equal to two thirds (2/3) of the actual cost of the line extension. The first twelve (12) month period will commence upon the establishing of the service to the first permanent account. The contribution-in-aid of construction must be paid in advance of construction.

MULTIPLE CUSTOMERS

The City will construct an underground distribution extension to serve more than one (1) customer providing the applicant shall make a contribution equal to one hundred percent (100%) of the estimated total cost of the line extension, including transformers but excluding the cost of the service connections. The City will rebate an amount equal to fifty percent (50%) of the revenues received, at the end of the first, second and third twelve (12) month period of service with the total amount of rebate to not exceed an amount equal to two thirds (2/3) of the actual cost of the line extension. The first twelve (12) month period will commence upon the establishing of the service to the first permanent account. The contribution-in-aid of construction must be paid in advance of construction.

The total estimated job cost will include labor, equipment, materials and overhead as determined by the City and will include the cost of transformers and tree trimming, if required.

UNDERGROUND FACILITIES ON CUSTOMER'S PROPERTY

The owner, developer or customer requesting underground utility service shall provide adequate sub-grade (within 6" of final grade) prior to the installation of all underground utilities. Permanent survey markers indicating property lines must be installed and maintained by the customer. Any subsequent rebuilding or relocation required due to change in grade or other alterations shall be done at the customer's expense.

UNDERGROUND SERVICE CONNECTIONS

At Secondary Voltages:

The City, at its option, may require the installation of underground service wire from the customers meter connection to the most available point of attachment to the City's secondary voltage system. The customer will be required to pay the difference in cost between the cost of underground construction and the equivalent overhead cost, in accordance to the rate established by the City Council which may be changed from time to time.

Meter locations shall be provided on the customer's premises as required by local codes. Customer's meters are not allowed to be located on City poles unless by special permission of the Department of Public Works.

Customers may elect underground service in overhead service where available. The customer will be responsible for the difference in cost between the underground construction costs and the equivalent overhead costs at the rate recommended by the Board of Public Utilities and approved by the City Council, which may be changed from time to time.

At Primary Voltages:

When required the City will provide connections for underground primary service connections, either to serve customer-owned transformers located on their premises or to serve transformers owned by the City and located on the customers' premises.

1. **Customer Owned Transformers** - The costs of purchasing, installing and maintaining the transformer is the responsibility of the customer. The customer will pay one hundred percent (100%) of the total estimated cost of installing the underground primary lines serving the transformer, including the cost of the meter installation. The City will rebate an amount equal to fifty percent (50%) of the revenues received, at the end of the first, second and third twelve (12) month periods of service with the total amount of rebate to not exceed an amount equal to two-thirds (2/3) of actual cost of the line extension. The first twelve (12) month period will commence upon establishing of the service to the first permanent account. The contribution-in-aid of construction must be paid in advance of construction.

2. **Other Primary Customers** - The costs of purchasing and installing the transformer will be included in the cost of providing the underground extension to serve the customer. The customer will pay one hundred percent (100%) of the total estimated cost of installing the underground primary lines, including the cost of transformer and the cost of the meter installation. The City will rebate an amount equal to fifty percent (50%) of the revenues received, at the end of the first, second and third twelve (12) month periods of service with the total amount of rebate to not exceed an amount equal to two-thirds (2/3) of actual cost of the line extension. The first twelve (12) month period will commence upon establishing of the service to the first permanent account. The contribution-in-aid of construction must be paid in advance of construction.

The first twelve (12) month period will commence upon the establishing of the service to the first permanent account. The contribution-in-aid of construction must be paid in advance of construction.

TEMPORARY SERVICES

Residential

The customer shall pay a fee for temporary service at the rate recommended by the Board of Public Utilities and approved by the City Council, which may be changed from time to time.

If temporary service requires additional poles or transformers, the customer shall pay a fee of one hundred percent (100%) of the cost to install and remove each service. The cost shall include labor, equipment, materials and appropriate overheads, less salvage.

Other

Customers requesting temporary service, less than three (3) years in duration, shall be required to pay a non-refundable deposit equal to one hundred percent (100%) of the cost of installing and removing the line extension. Costs shall include transformers, meters and other equipment plus appropriate overheads, less salvage. The location of the temporary service will be at a location mutually acceptable to the requesting party and the City. The customer will be invoiced for the amount of power used at the appropriated current rate at intervals not to exceed once each month.

METER INSTALLATION - METER WIRING

Meters and associated equipment will be provided, owned and maintained by the City. Wiring and associated equipment, from the meter installation to the customer, is the responsibility of the customer and must meet all applicable electrical codes.

Electric service meter sockets, installed by the customer, shall be so located that their registers will not be less than 4-1/2 feet or more than 6 feet from the floor or grade.

Multiple meter installations, serving more than one premise, shall be clearly marked to show the type of service that it supplies and the apartment or other portion of the customer service that it controls. Electric service entrance wiring shall be installed in accord with the latest revision of the National Electrical Code and the prevailing electrical code for the respective agency of jurisdiction.

Grounding of Services:

All electrical wiring circuits shall be properly grounded. Such connections shall meet all of the requirements of the National Electrical Code and the prevailing code for the agency of jurisdiction. Any person who removes any such ground connection shall do so only after taking proper safety precautions against the hazards involved in so doing and shall, upon completion of his work, re-establish such connection in accordance with the provisions all prevailing codes.

LOAD BALANCE AND USE OF SERVICE

All wiring shall be so installed that adequate balance may be had on all phases of the customer's multi-phase circuits. The customer shall arrange its circuits and operations so as to provide not more than fifteen percent (15%) current variation between the high and low phases on any one circuit.

The customer shall use the service so as not to disturb or to interfere with the City's service to its other customers. Electrically operated devices which could cause objectionable operating conditions on the City's system, as determined by the City, shall not be attached without consent of the City. The cost of adjustments, that may be required to the City electric distribution system to eliminate the affect of customer caused disturbance, may be the responsibility of the customer.

INSPECTION OF ELECTRIC WIRING

Before any electric service entrance is installed or remodeled, a permit must be obtained from the City or appropriate Township Electrical Inspector. Application for such permission shall include full and complete information as required by the City or Township. A copy of the electrical permit shall be presented prior to the City issuing a meter socket.

The customer is responsible for complying with all applicable electrical codes required by the community of jurisdiction (City or Township), and the State of Michigan. The City will not establish service to any prospective customer until the Electrical Inspector, of the community of jurisdiction, has given notice, in writing, of approval of the premise to be served. In addition, the City will not establish service to any facility which does not comply with the conditions of the current edition of the National Electric Safety Code.

Anything contained in these Rules, Regulations and Rates in regard to electric wiring is deemed to be cooperative with and accessory to, any Ordinance or Code affecting that area involved.

STREET LIGHTING

Within the City of South Haven

The City of South Haven, Board of Pubic Utilities, will provide street lighting on all major and local streets within the City of South Haven. The City will review all street light requests.

Street lights will be located in accordance with industry standard specifications as determined by the City.

The City will provide, as a standard, high pressure sodium based street lighting. Ornamental lights, as approved by the City Council, will be provided upon special request. Street light energy use may be metered or may be charged on a flat rate basis based on the kilowatt rating of the light at the standard lighting hours for the southern Michigan area as established by the National Weather Bureau. The energy use for street lights located on city streets shall be a charge to the City General Fund.

STREET LIGHTING

Outside the City of South Haven

The City will install street lights in streets and roads outside the City of South Haven upon request of the agency of jurisdiction. The City will provide the same choice of street light options as are provided within the City of South Haven. Street lights will be installed in accordance with industry standards unless requested, in writing, to be installed to meet special conditions. Street light use, may be metered, or may be charged on a flat rate basis. The cost of installing street lights, outside of the City, is the responsibility of the requesting agency. The cost of installing street lights, including the cost of the light and the energy cost, may be billed in a monthly flat rate charge to the agency of jurisdiction.

Private lights

The City will install street lights for use on private property upon request of the property owner. The City will offer the same selections of lights as are approved for use on City streets. The customer will be responsible for the cost of purchasing, installing and the energy for all lights installed on private property.

The cost of installing lights may be paid prior to the installation the lights. Energy use may be metered or can be billed on a monthly flat rate based on the kilowatt rating of the light at the standard lighting hours for the southern Michigan area as established by the National Weather Bureau.

TREE TRIMMING

The City shall trim any tree that interferes with or is potentially hazardous to the surrounding electric lines, to include primary, secondary and services. The City will

endeavor to trim all trees to maximize the health and appearance of the tree while maintaining maximum reliability to the electric distribution system.

Tree Removal by City

Any tree directly interfering with the electric lines and is located in the right-of-way may be removed by the City. Except in an emergency, trees located on private property, which interfere with the electric lines, will require the permission of the property owner before it is removed. In emergencies, where electric service to an area is interrupted or in eminent danger of being interrupted, the tree may be removed. Only the City or its authorized contractors should remove any tree or tree branches which may interfere with overhead electric lines.

Customer Request

The City will not remove or trim any tree on private property which does not conflict with the City electric distribution lines.

STREET BANNER POLICY

Street banners will be hung between the dates of May 15 to October 15, at locations approved by the City Electric Distribution Department, with overriding authority reserved by the City Council. All banners must be printed on perforated material or on an open mesh fabric as approved by the City. Each banner must not be greater than thirty (30) feet in length and have at least 200 feet of rope on the top and bottom. Banners will be hung two (2) weeks prior to the event and returned within one (1) week after the event. The City of South Haven will not be responsible for any damage that occurs to the banner while it is hung. The City will not store any banners.

APPLICATION OF RATES

RESIDENTIAL SERVICE

Availability:

Open to any customer desiring service for domestic and farm uses, which include only those purposes which are usual in individual private family dwellings, and such appurtenant buildings as garages, barns, chicken houses and similar buildings.

This rate is not available for commercial, institutional or industrial uses. Specifically, it is not applicable to group homes or dormitories for other than private family units, apartment buildings or to other multiple dwellings. It is not open to commercial or industrial enterprises conducted in conjunction with private dwelling, such as beauty shops, filling stations, laundries, retail stores, dairies, hatcheries, greenhouses, welding shops, frozen storage plants, etc. except under the terms and conditions contained in the City's Rules and Regulations and the exception noted herein.

Nature of Service:

Alternating current, 60 hertz, single phase, 120/240 nominal volts.

Rate:

CUSTOMER CHARGE	AS ESTABLISHED BY RESOLUTION
PLUS	
ENERGY CHARGE	AS ESTABLISHED BY RESOLUTION

Minimum Charge:

As established by Resolution

Penalty Charge For Late Payment:

A penalty charge for late payment will be assessed for 10% of the current amount due, less taxes and previous penalties, shall be added to any bill which is not paid on or before the due date shown thereon.

Fuel Cost Adjustment:

Bills will be increase (or decreased) to offset fuel charge adjustments billed to the City by the supplier. Fuel cost adjustments will be made each month based on fuel charges of the previous month.

Special Taxes:

Bills shall be increased to offset any specific tax or excise imposed by any governmental authority upon the City’s generation or sale of electric energy.

Term and Form of Contract:

Signed order required.

Rules and Regulations:

Service governed by the City’s Standard Rules and Regulations. Service shall be limited to single phase, 400 amp, 120/240 volts only.

COMMERCIAL/INDUSTRIAL SERVICE

Availability:

Open to any customer desiring lighting and/or secondary power service for any usual commercial, institutional or industrial use. It is also available for temporary use and for seasonal use in resort areas under the special terms and conditions contained elsewhere in these Rules and Regulations.

Nature of Service:

Alternating current, 60 hertz, single phase or three phase. The particular nature of the voltage in each case to be determined by the City.

Rate:

CUSTOMER CHARGE	AS ESTABLISHED BY RESOLUTION
PLUS	
ENERGY CHARGE	AS ESTABLISHED BY RESOLUTION

Minimum Charge: As established by Resolution

Penalty Charge For Late Payment:

A penalty charge for late payment will be assessed for 10% of the current amount due, less taxes and previous penalties, shall be added to any bill which is not paid on or before the due date shown thereon.

Fuel Cost Adjustment:

Bills will be increase (or decreased) to offset fuel charge adjustments billed to the City by the supplier. Fuel cost adjustments will be made each month based on fuel charges of the previous month.

Special Taxes:

Bills shall be increased to offset any specific tax or excise imposed by any governmental authority upon the City's generation or sale of electrical energy.

Term and Form of Contract:

Signed order required.

Rules and Regulations:

Service by the City's Rules and Regulations.

The customer will be responsible for providing voltage transformation for uses at voltages less that the service delivery voltage. On three phase service, current balance between phases shall be limited to plus (+) or minus (-) fifteen percent (15%).

The City may elect to measure the energy supplied on the primary side of the transformers, in which case 2% shall be deducted from the energy measurements for the purpose of billing.

The City may at its option, require the customer to provide space, suitable to the City, for the installation and operation of transformers.

COMMERCIAL/INDUSTRIAL POWER SERVICE

Availability:

Open to any customer desiring secondary voltage service where the billing demand is in excess of 15 KW.

Nature of Service:

Alternating current, 60 hertz, single phase or three phase, the particular nature of the voltage in each case to be determined by the City.

Rate:

CUSTOMER CHARGE	AS ESTABLISHED BY RESOLUTION
DEMAND CHARGE (PER KW OF BILLING DEMAND)	AS ESTABLISHED BY RESOLUTION
ENERGY CHARGE	AS ESTABLISHED BY RESOLUTION

Minimum Charge:

Minimum demand 15 KW at the prevailing rate as established by resolution

Penalty Charge For Late Payment:

A penalty charge for late payment will be assessed for 10% of the current amount due, less taxes and previous penalties, shall be added to any bill which is not paid on or before the due date shown thereon.

Fuel Cost Adjustment:

Bills will be increase (or decreased) to offset fuel charge adjustments billed to the City by the supplier. Fuel cost adjustments will be made each month based on fuel charges of the previous month.

Special Taxes:

Bills shall be increased to offset any specific tax or excise imposed by any governmental authority upon the City's generation or sale of electrical energy.

Determination of Maximum Demand:

The maximum demand or rate of use of electrical energy, for each month shall be the greatest average load in kilowatts during any 15 minute period of such month, as registered on suitable instruments installed by the City to make such determination.

The City reserves the right to make special determination of the billing demand and/or minimum charge should equipment which creates high demands of momentary duration be included in the customer's installation.

Billing Demand:

The billing demand shall be kilowatts (KW) supplied during the 15 minute period of maximum use in the billing month, but not less than 60% of the highest billing demand of the preceding 12 months or 15 KW, whichever is greater.

Term and Form of Contract:

Signed order required. Customers electing this option rate shall, in the absence of bona fide discontinuance of service, remain thereon for at least twelve (12) months.

Rules and Regulations:

Service governed by the City's Rules and Regulations. The customer will be responsible for providing voltage transformation for use at voltages less than the service delivery voltage. On three phase service, current balance between phases shall be limited to plus (+) or minus (-) fifteen percent (15%).

The City may elect to measure the energy supplied on the primary side of the transformers, in which case 2% shall be deducted from the demand and energy measurements for the purpose of billing.

The City may, at its option, require the customer to provide space, suitable to the City for the installation and operation of transformers.

Final billing on this rate: When a final reading runs over into the next month with a separate demand charge, the final demand charge shall be waived when less than 10 days have elapsed since the last regular reading date and the final billing shall be figured as if the final reading was in the same month as the last regular reading. If more than 10 days have elapsed since the last regular reading date, then the final bill shall be figured on a regular one month basis using the final demand charge.

MUNICIPAL AND INDUSTRIAL PRIMARY SERVICE

Availability:

Open to any customer desiring primary voltage service for municipal or industrial use where the billing demand is 15 KW or more.

Nature of Service:

Alternating current, 60 hertz, single phase or three phase, the particular nature of the voltage in each case to be determined by the City.

Rate:

CUSTOMER CHARGE	AS ESTABLISHED BY RESOLUTION
PLUS	
DEMAND CHARGE	AS ESTABLISHED BY RESOLUTION
PLUS	
ENERGY CHARGE	AS ESTABLISHED BY RESOLUTION

Tax Adjustment:

Bills shall be increased to offset any new or increased specific tax or excise imposed by any governmental authority upon the City's generation or sale of electrical energy.

Minimum Charge:

The capacity charge included in the rate, plus the customer charge.

Penalty Charge For Late Payment:

A penalty charge for late payment will be assessed for 10% of the current amount due, less taxes and previous penalties, shall be added to any bill which is not paid on or before the due date shown thereon.

Fuel Cost Adjustment:

Bills will be increase (or decreased) to offset fuel charge adjustments billed to the City by the supplier. Fuel cost adjustments will be made each month based on fuel charges of the previous month.

Billing Demand:

The billing demand shall be kilowatts (KW) supplied during the 15 minute period of maximum use in the billing month, but not less than 60% of the highest billing demand of the preceding 12 months or 15 KW, whichever is greater.

Term and Form of Contract:

Signed order required. Customers electing this option rate shall, in the absence of bona fide discontinuance of service, remain thereon for at least twelve (12) months.

WATER and/or SANITARY SEWER
(Common to both)

USE OF SERVICE

Water and/or Sewer Service may be taken from the municipal water and or sewer system by consumers within the City as long as all applicable Ordinances of the City of South Haven have been met.

Properties located in South Haven Township and Casco Township, must meet the requirements of the appropriate authority serving that service territory prior to connecting to the water and/or sewer system under the jurisdiction of the City of South Haven. South Haven Township and Casco Township residents must comply with all of the provisions of the City of South Haven specifications and procedures as provided by the agreement between the City and the Authority at the time of service.

Covert Township properties which connect to the water distribution system within the township and are connected to the City of South Haven water distribution system will be customers of Covert Township and must meet the rules and regulations of Covert Township.

The City of South Haven will maintain the right to inspect all water service connections and will maintain the right to inspect, for potential sources of contamination or cross connections, on any premises served by all water connections, on any property, regardless of location, for any premise served by the City of South Haven water distribution system.

All appropriate regulations of State and Municipal authority, including policy, will prevail as they apply to installing, replacing, connecting, extending, or altering any piping, fixtures, or other appurtenances that are in any way connected with or served by the water or sanitary sewer systems of the City of South Haven. The owner, or his or her properly Licensed Master Plumber, is responsible for the taking out of all permits, rendering of all reports and the payment of all fees in conjunction with the property prior to connection to the water or sewer system. All such work is subject to inspection by the City Building Inspector and/or the State Plumbing

Inspector or Inspector of the local agency of jurisdiction that is responsible for the integrity of the work within their limits. It shall be the responsibility of the property owner to ensure that all applicable codes are met.

It is the intent of the City that water sold to all users be metered and billed at the rates as recommended by the Board of Public Utilities and approved by the City Council which may be changed from time to time. (see Appendix).

WATER AND SEWER TAPS

Permits for connecting to water mains and sanitary sewer main lines shall be obtained, for City properties, from the City of South Haven, and for connections outside of the City, from the township hall in the applicable township of jurisdiction. Any connection to the public water or sewer mains, without the possession of a valid permit, will place the offender in violation of City Ordinance and may be subject to fines and/or imprisonment as provided. Please note; the City Code of Ordinances states that (Sec. 86-97. Protection from damage) no unauthorized person shall maliciously, willfully, or negligently break, damage, destroy, uncover, deface or tamper with any structure, appurtenance, or equipment which is a part of the municipal sewage works. Any person violating this provision shall be subject to immediate arrest under charge of disorderly conduct (Code 1965, Sec. 6.15).

All connections to water mains or sanitary sewer lines shall be performed by the City of South Haven or an authorized contractor of the City to perform this type of work. The Public Works Director shall maintain a list of contractors authorized to work on City mains. The Public Works Director shall be authorized to remove a contractor from the list if the contractor fails to perform work that meets City specifications.

The size of the water and/or sewer tap and the size of the water meter will be determined by the requesting party and will be the sole responsibility of the user. The type of meter and the specifications for providing the service connections to the mains will be the responsibility of the City.

The location of the service to the water main or sanitary sewer will be selected to minimize the cost of installing the connections and the service line costs. Final selection of the location for all connections will be at the discretion of the City.

Charges for service connections will be made in conformance to other sections of this policy and as recommended by the Board of Public Utilities and approved by the City Council which may be changed from time to time. All fees for the installation of new water and sewer connections will be paid in advance. The City reserves the right to return any fee so paid and refuse to install the connection and service requested for just cause.

Water and sewer service connections, which require pavement cuts in public streets or roads, will not be performed during the months of December, January or February, without the written permission of the road agency of jurisdiction.

CONNECTION FEES

AVAILABILITY FEE

A one-time Availability Fee may be levied for a new customer's water or sewer service. The Availability Fee shall be used to reimburse the appropriate agency for a proportional cost of the existing capital investments for those parts of the water and/or sewer system which provide service jointly to all users of the utilities. This fee shall be recommended by the Board of Public Utilities and approved by the City Council which may be changed from time to time. The recovery of these costs, by those agencies providing connections for properties outside of the City of South Haven, may be set by the appropriate agency of jurisdiction.

CONNECTION FEES

The cost of connecting the service line to the water or sewer main line in the street or applicable easement, will be paid by the requesting party prior to the connection of the service line to the main line. These costs may be set by the City Council and may be changed from time to time. Charges for connections, which are not established by a published fee schedule, will be charged on a time and material basis and will include the cost of material, labor, equipment and appropriate overheads as may be determined by the City Council. These costs will cover the installation of the connection to the main line for water or sewer and will include the extension of a service line lead to the street or road right of way limits or, in the case of water

and/or sewer line on dedicated easements, to the limit of the dedicated easement, but not to exceed thirty three (33) feet.

At the discretion of the City, the requesting party may use their own contractor to install the connection to the main line. If the contractor is known to the City and has been approved, by the City, to install service connections, the requesting party may arrange to have the connection installed by an authorized contractor, at the customer's expense and avoid paying the connection fee to the City.

INSPECTION FEES

Each service connection request shall require payment of a flat rate fee, as recommended by the Board of Public Utilities and approved by the City Council which may be changed from time to time. This fee shall provide for the inspection of the connection to the customer's service line. If more than one inspection trip is required, the City may collect multiple inspection fees to cover the additional expense.

NUMBER OF SERVICES TO ONE PROPERTY

No more than one water or sewer service connection may be extended to serve a single premise. Properties which have one water or sewer line serving more than one building is acceptable so long as the buildings are on a single parcel of property. Should such a parcel split to provide separate parcels for each building, water and/or sewer service lines must be run to each property or building independently from its own shut-off at the street.

CONSTRUCTION OF MAINS AND SERVICES

SERVICE LINES

Water and sewer service leads, from the main line to the point of customer connection, shall be constructed in compliance with the current City of South Haven Standard Specifications for Water Mains, Sanitary Sewers and Force Mains as published and revised by the City of South Haven Department of Public Works. Water and sewer service lines, beyond the point of customer connections, must be constructed to meet the provisions of the local agency of jurisdiction and the State of Michigan.

Water service leads, installed by or under the specifications of the City of South Haven, shall terminate with a shut off valve either in a meter pit or adapted with a valve box in conformance to the City of South Haven Standard Specifications for Water Mains, Sanitary Sewers and Force Mains. The City will be responsible for the maintenance of the water service lead from the main to the water shut off valve located at the property line at the limits of the street right of way or easement, easements must be approved by the Public Works Director prior to connection to the system.

Sewer leads, installed by or under the specifications of the City of South Haven shall meet the requirements of the City of South Haven Standard Specifications for Water Mains, Sanitary Sewers and Force Mains. Sewer service lines, beyond the jurisdiction of the City, shall comply with the provisions of the local agency of jurisdiction or the State of Michigan. The City is responsible for the sewer main in the street and service laterals to the generally accepted right-of-way. In the event of a stoppage, all sewer lines and drains on the property are the homeowner's responsibility and a plumber should be contacted. Should the stoppage be located on City property, or within the generally accepted right-of-way, the plumber must notify the City while the rods are still in the sewer line for verification of stoppage location, so the City can make permanent repairs. If a customer is forced to incur costs related to inspecting the sanitary sewer main, and the sanitary sewer main is found to be blocked, not flowing, and/or possessing inadequate capacity, the City may accept the financial obligation incurred by the affected customer, not to exceed \$300.00.

Water and sewer connections, which have been previously disconnected, for any reason, may be reinstated if they meet the current standards for service as determined by the City. The charge for reinstating any water or sewer service, which has been previously disconnected, will be the lesser of the back stand-by charge plus the costs for reinstating the service or the cost of a new service tap.

ENLARGING OR RELOCATING WATER AND SEWER CONNECTIONS

The fee for replacing a smaller water or sewer connection and service pipe with a larger one, or for the purpose of relocating the service, shall be the same as the fee for a new tap and service, plus the cost of retiring the connection and service being

replaced. No credit will be allowed for any materials which may be recovered from the replaced service. This fee shall be borne by the customer.

Prior to a street reconstruction or paving replacement, the City may, at its option, extend a suitable water or sewer service pipe to the limits of the street right of way in front of each abutting property which does not currently have service lines. The owner of the property may be charged with the appropriate fees that are applicable for such installation. If the fees are not paid upon installation, they must be paid in full before service may be taken from the connections so provided.

The City shall in no way be held liable for failure to extend any water supply service in this manner preceding paving or repaving.

WATER MAINS AND SANITARY SEWER LINES

All water mains and sanitary sewer mains, constructed to serve more than one building, shall be constructed in conformance to the City of South Haven Standard Specifications for Water Mains, Sanitary Sewers and Force Mains and shall be permitted by the State of Michigan Department of Environmental Quality. Water mains and sanitary sewer systems, not constructed by the City of South Haven, will be constructed under the Utility Construction and Development Agreement, within the City and in accordance to the provisions of the agency of jurisdiction, outside of the City of South Haven.

Subject to the conditions above, water and/or sewer mains may be extended into areas then not provided with water and/or sewer mains for the purpose of supplying fire protection and normal water and/or sewer service to the residents and property owners of such areas, provided:

1. That the water and/or sewer treatment and/or pumping facilities are ample and adequate to supply the additional quantities and quality of service at pressures and rates of flow, that are anticipated as being required to properly supply the new area.
2. That the transmission, feeder and distribution mains, which will be called upon to carry water and/or sewer flows to serve the new area, are sufficient

in size and capacity to do so without in any way deteriorating the service to those presently connected and served by such mains.

3. That such water and/or sewer main extensions will be made only in publicly controlled right of ways and/or approved easements provided for public utilities.

4. The City will allow sub-dividers to extend water mains in privately owned streets in accordance with City Council Resolution 03-21, dated May 5, 2003 requiring for a Utility Construction and Development Agreement.

It is the purpose of this section to prohibit the installation of water mains on privately owned properties with any part of the cost of such water mains being paid for by the City of South Haven. Extensions to supply fire protection service in factory yards and to supply water or sewer service to properties built in off-street areas with private or semi-private entrance drives are also prohibited.

This policy does not apply to water main extensions to be made outside of the corporate limits of the City of South Haven. Developments outside of the City of South Haven must meet the requirements of the area of jurisdiction at that location.

WATER

WATER SUPPLY SERVICES

All use of the City of South Haven water distribution system will be in conformance with Article III of the Code of Ordinances of the City. Nothing in this document is intended to supersede the provisions of the City ordinance. In case of discrepancy, the Code of Ordinances of the City shall prevail.

METERING

Water meters shall be installed on the customer's property in a location acceptable to the City. Inside meter locations shall have remote reading devices attached. Remote indexes must have a location on the outside of the building with acceptable access for reading. No water meters shall be installed in basements, cellars, or pits that are not equipped with approved access ladders or stairs or which may be

classified as a confined space as defined by the Michigan Occupational Safety Act. Water meters shall be accessible to City representative at all times.

Where applicable, the meter will be installed in a meter pit provided by the City. The customer will be responsible for installing the meter pit and meter housings, in accordance with the City's specifications. Large size meters may require custom meter pits which shall be provided by the customer. Such meter housings must be approved by the Department of Public Works.

Minimum clearances must be maintained between the back wall and wall side edge of meters being installed. There must also be a minimum clearance of 6" from the bottom of each meter to the floor and a maximum height of 48" from the floor.

The following clearances must be maintained for proper installation of water meters.

	Wall Clearance	Floor Clearance	
Meter Size	Minimum	Minimum	Max
5/8 x 3/4"	4"	6"	48"
3/4"	5"	6"	48"
1"	6"	6"	48"
1-1/2"	7"	6"	48"
2"	8"	6"	48"
4"	10"	6"	24"
6"	12"	6"	24"
8"	14"	6"	24"

When a meter by-pass is installed, there must be a 16" clearance maintained between the meter and the bypass. No by-pass can be installed on the front side of meter. The area below or behind the meter is the preferred location for a by-pass.

The customer will be responsible for damage to water meters caused by improper meter protection.

SERVICE LINES

The customer is responsible for selecting the size of water service to meet their requirements. The customer's service pipe size shall not exceed the pipe size of the

water main to which it is connected. The minimum size of water main connection installed by the city is one inch (1") diameter. If warranted, the customer's service pipe can be smaller than the service from the main, upon the approval of the Department of Public Works.

Where a water service pipe passes through a basement, cellar, pit or manhole wall, or through a masonry floor, it shall be provided with an approved sleeve, properly joined and pointed with the masonry and thoroughly caulked with a suitable caulking mixture to form a good workmanlike protection for the pipe.

Where the pipe enters through the floor the sleeve shall extend above the finished surface of the floor for a distance of not less than 4 inches.

All water systems and services are required to be electrically continuous, as per 3.01, J, of the City of South Haven standards and specifications. Each pipe or fitting shall be electrically bonded to the adjacent pipe or fitting. The use of the water service lines for grounding of building electrical circuits shall be done only in conformance to all local, State and Federal regulations including the National Electric Safety Code. Any person who removes such ground connection for work in or about the plumbing or electrical system of the building shall be responsible for taking proper safeguards against the hazards involved and shall, upon completion of his or her work, be responsible for reestablishing such connections in accordance with all regulations.

Water service pipes shall be terminated with an approved valve in an approved frost proof basements, cellars, pits or manholes.

UNAUTHORIZED USE

Under the conditions stated here-in, the City will provide a water connection and a service line with an accessible shut off valve at the point of connection between the service lead and the customer's service line. Water connections, for customer use ahead of the water meter, are prohibited. Water connections for domestic use are prohibited from private fire protection systems.

All connections for water supply to fountains, irrigation systems, and area sprinkling systems, or to any type of continuous flowing, or automatically controlled device, shall be made only on premises where the entire supply of water is furnished through water meters, exceptions must be specifically authorized by the recommendation of the Board of Public Utilities and final approval from the City Council.

Municipally supplied water may not be used to supply the thermal requirements of heat pumps used for space heating. Untreated water from heat pumps shall not be discharged to the sanitary sewer.

FIRE PROTECTION SYSTEMS

Commercial and Industrial water users which require fire prevention systems may size their service tap to handle both the fire requirements and the consumption requirements. The water meter will be installed on a separate line, tapped off the water service inside the customer's premises. Water lines, dedicated to fire protections systems only, will not be metered.

Buildings, currently served, which add a service for fire protection, will pay the cost of the connection and the inspection fees. Dedicated fire service lines will not pay a stand-by charge and will not be metered.

WATER LEAKAGE

No water customer shall permit their water supply pipes, connections or fixtures to be out of repair so that water leakage can occur. Water leaks which occur on the customer's property ahead of the meter must be repaired as soon as practicable upon discovery. Failure to do so may result in termination of service. The City may charge a customer an estimated amount for water wasted, because of the leak, if not repaired in a reasonable time.

CROSS CONNECTIONS

The City is required, by State law, to maintain a control program for the elimination and prevention of all cross connections. A cross connection is described as a connection or arrangement of piping or appurtenances through which a backflow, or water of questionable quality, may be entering the public water system. This

program requires a regular inspection, of all water utility customers' premises, for possible cross connections.

All lawn irrigation systems, regardless of location, shall be protected against backflow by equipment which meets the requirement of state and local plumbing codes.

Commercial and industrial water customers shall be inspected and re-inspected for the proper use of safe air gaps or required protective devices. The City may require certified documentation of testing and maintenance of back flow and cross connection protection equipment, as provided by the City control program, for elimination and prevention of all cross-connections. The application and installation of all cross-connection measures, in all commercial and industrial customers, shall meet the requirements of the authorized City representative.

CURB BOXES

No unauthorized person shall open or attempt to open any curb or gate box. No unauthorized person shall cover or conceal any curb or gate box. At any time it is desired to change the surface grade near any curb or gate box the City shall be given proper notice so that the box grade may be changed to correspond.

OPERATION OF FIRE HYDRANTS

1. Private Hydrants

The operation by the owner of privately owned fire hydrants for other than fire fighting purposes is prohibited except when any one of the following requirements is met:

- a. Written permission is obtained from the Department of Public Works.
- b. Verbal permission is obtained by the Office of the Water Superintendent not less than 12 hours prior to actual hydrant operation.
- c. Arrangements are made to have a City representative present during operation.

In all cases a properly sized hydrant wrench must be used.

2. City Hydrants

City fire hydrants shall be operated only by authorized personnel of the Fire Department, Department of Public Works or such others as may be authorized by the Director of Public Works.

When hydrant water is requested, on a temporary basis, for construction purposes, special events, etc. and other means of obtaining water is not readily available, application may be made to the City for use of water from an existing fire hydrant. Water use will be authorized after City DPW has installed a meter, proper backflow prevention and sill cock attachments. Only City employees shall turn the hydrant on. Upon completion of the temporary need for water use, City personnel will close the hydrant, check for proper "drain back" and remove the meter.

Charges for temporary use of hydrant will be collected as prescribed by the rates recommended by the Board of Public Utilities and approved by the City Council and which may be changed from time to time.

If more than one location is required, the same meter will be relocated and the above rate will apply to such location and installation.

USE OF SHUT OFF KEYS

No unauthorized persons are permitted to use operating wrenches, curb stop keys, or gate keys on any curb stop, gate valve or fire hydrant.

CLEANING OF SERVICE PIPES

When water customers experience low pressure or stoppage of flow the City shall take steps to restore proper service. When advised by the City, the customer must take the necessary precautions to prevent drainage to the customer's property. The City shall not be liable for any damage resulting from such cleaning of the water service.

EXCESS PRESSURE

No person shall use any pump, ram or other device or any piping system connected with the water piping system, which is capable of producing a pressure in excess of the normal water pressure unless a representative of the City is present and is in direct charge of the work.

EMERGENCY WATER USE RESTRICTIONS

During periods when the use of public water approaches the capacity of the public water system or the supply of public water is threatened due to a failure of any part of the water supply system, the City Manager or the Director of Public Works may declare a water use restriction. Any such action will be done in compliance with Section 86-58 of City Ordinance No. 940.

PAYMENT AND USE OF WATER

Water sales, to the customer, shall be used for only the purposes permitted at the time of sale.

MULTI UNIT RESIDENTIAL METERED SERVICES

Multi-family residences and/or apartments will have an option of individually metering each residential unit. Plumbing for meters, supplied by the City, will be the responsibility and paid for by the owner.

Sub-metering, for the purpose of resale of water, is prohibited. Sub-metering installed for the benefit of the customer is optional. Plumbing for meters, other than those owned by the City for billing purposes, will be the responsibility of and paid for by the owner. The City cannot sell water meters for private use.

SEWER

SEWER SUPPLY SERVICES

All use of the City of South Haven sanitary sewer system will be in conformance with Article IV and V of the Code of Ordinances of the City. Nothing in this document is intended to supersede the provisions of the City ordinance. In case of discrepancy, the City ordinance will prevail.

METERING

Sewer service will be measured by the volume of water metered through the water meter as provided by the current rate schedule as recommended by the Board of Public Utilities and approved by the City Council. These rates may be changed from time to time. Sewer use, for those accounts which do not have water service, will be

measured on a flat rate basis. Flat rate customers will be billed according to the number of Residential Equivalent Units as defined by the schedule attached to the rate schedule as established by the recommendation of the Board of Public Utilities and final approval from the City Council, which may change from time to time.

SERVICE LINES

The customer is responsible for selecting the size of the sewer service line and the connection to the sanitary sewer main in the street. The customer's service line shall not exceed the size of the sewer line in the street. The minimum size of sewer connection provided by the City will be four inches (4") diameter. If warranted, the customer's service line may be smaller, but not larger, than the service connection from the street.

Sanitary sewer services shall be constructed to match the sanitary sewer connection provided by the City. Sewer services shall be constructed to prevent infiltration of ground water. Service clean-out provisions should be provided at each point of change of direction and at intervals of not to exceed one hundred (100) feet.

City sanitary sewer mains are at various depths through out the City. It is the customer's responsibility to determine the depth of the sanitary sewer line in the street prior to establishing the grade for the sewer service line. The City cannot be responsible for sanitary sewer lines in the street to be at a depth to provide service below all basement levels.

It will be the responsibility of the customer to maintain the sewer service line from the building to the sanitary sewer main in the street.

The City shall not be responsible for any expenses incurred by the property owner in removing stoppages in residential sewers or for any expense incurred by the customer in satisfying the City that such damage or stoppage lies within that portion of the sewer system maintained by the City.

Damage to the connection of the sewer service line to the sanitary sewer main line shall be reported to the City. Only authorized representatives of the City shall make repairs to the service connection or the main sewer line.

UNAUTHORIZED USE

In no case shall sanitary waste water be discharged to a storm water sewer system. All waste water from any building, excepting footing drains, must be discharged to the sanitary sewer system. Footing drains must be separated from floor drain or any other building water discharge.

Connections made to the sanitary sewer lines in the street, without permitted authorization of the City of South Haven, are prohibited. Discharge of items not in conformance to City Ordinance, Article IV, and all subsequent revisions to this section of the ordinance, are prohibited.

Sewer connections to septic tanks, privy vaults, outhouses, cesspools or to any source of prohibited waste to the City sanitary sewer system are prohibited.

Non-domestic water, such as surface water, down spouts or footing drains, shall not be discharged into the sanitary sewer system.

Discharge of any pollutant or wastewater in violation of the City Code of Ordinances, Article V, and all subsequent revisions to this section of the ordinance, are prohibited.

PERMITS

All commercial or industrial applicants will be required to submit a non-domestic use questionnaire. The City may require from any non-domestic wastewater discharge customer, the issuance of a Discharge Permit, where in the discretion of the WWTP administration; there is the need to monitor the wastewater discharge for the presence of pollutants which may threaten the quality of the WWTP receiving waters.

Appendix #1

UTILTIY RATES

July, 2006

RATES

(Copy of Resolution 944)

DELAYED PAYMENT CHARGE

The above rates are NET if paid on or before the date appearing on the customer's bill.

The GROSS rate is obtained by adding 10% to the NET rate. This amount applies to all payments made after the date appearing on the customer's bill

HYDRANT WATER SALES

The sale of water from fire hydrants will only be available with the expressed permission of the City Water Department. It will be the responsibility of the person requesting the use of temporary water to pay for the installing, removing, and the turning on and off of the hydrant and the water used and any damage which may result from such use.

Charges for use shall include:

- Installation, removal, operation of fire hydrant - \$50.00 labor (includes up to 4,000 cubic feet). The installation fee shall be paid in advance.
- Water in excess of 4,000 cubic feet will be charged at the standard rates as published.

Tanker truck sales will only be available from the specified hydrant located at the Department of Public Works building, located at 1199 8th Avenue. Fees assessed will be the same as required for all hydrant sales.

Appendix 2

CONTRIBUTIONS IN AID OF CONSTRUCTION

Underground Electric

a. Residential Service:	\$5.25/ trench foot
b. Commercial - Single Phase:	\$6.50/ trench foot
c. Commercial - Three Phase:	Time, material plus overheads @ 20%
d. Underground winter charge:	\$3.00 / trench foot

(added to the regular rates during the months of January, February and March.)

Temporary Electric

Residential

1) Overhead:	\$150.00
2) Underground	\$200.00

Commercial & Industrial

Overhead & underground	Time, material plus overheads @ 20% less salvage
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Water connection fees

1"	\$1100
1 ½" tap size or larger:	Time, material plus overheads @20%
Winter charge:	\$200

(added to the above costs between the dates of December 15 and March 15)

Inspection Fees

In addition to all regular and special assessments levied for water and sewer connections to the City system, an inspection fee of \$15.00 will be assessed and paid

in advance. The City may assess an additional \$15.00 for each inspection required due to need for repeat trips caused by the customer.

A similar fee shall be paid for similar inspections of sewers being rebuilt or re-laid, involving reconnection to the City water or sewer system.

AVAILABILITY CHARGE

For City residents, the cost for service connections will be based \$20.90 per frontage foot for water and \$23.50 per frontage foot for sanitary sewer of property being served. Township charges for connection to existing mains will be determined by the Township and/or Authority approval.

The fee, in the City, is calculated from the width of the property to be served, herein referred to as frontage. The minimum frontage that will apply is 50 feet. For a property on a corner lot the frontage will be for the shorter side. The cost per foot is multiplied by the frontage to determine the applicable charge for that property. This charge is in addition to the tapping fee, if applicable.

Appendix #3

SERVICE FEES

Turn on fee:

Normal working hours:	\$15.00
Overtime hours:	\$75.00

CITY OF SOUTH HAVEN
VAN BUREN AND ALLEGAN COUNTIES, MICHIGAN

RESOLUTION NO. 07-20

A RESOLUTION TO INCLUDE AN ADDENDUM TO THE
UTILITY POLICY SETTING WATER AVAILABILITY FEES

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 April 2, 2007 at 7:30 p.m. local time.

PRESENT: Andersen, Bradley, Fahs, Paull, Stegeman, Appleyard

ABSENT: Smith

The following preamble and resolution was offered by Member Fahs and supported by Member Bradley.

WHEREAS, City Council adopted the Public Utilities Rules, Regulations and Policies by Resolution 07-04 on January 15, 2007; and

WHEREAS, during their meeting on March 26, 2007, the Board of Public Utilities further reviewed new water customer availability fee pricing and has recommended a pricing increase for new water customer availability fees be based on residential equivalency units (REU's) for new connections.

NOW, THEREFORE BE IT RESOLVED, that the new water customer availability fees are to be based on the attached REU factors to be set as described in Exhibit A.

BE IT FURTHER RESOLVED, that this resolution shall be included as an addendum to the Public Utilities Rules, Regulations and Policies.

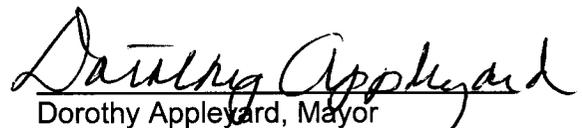
BE IT FURTHER RESOLVED, that this resolution shall take effect upon passage by the City Council.

RECORD OF VOTE:

Yeas: Andersen, Bradley, Fahs, Paull, Stegeman, Appleyard

Nays: None

RESOLUTION DECLARED ADOPTED.


Dorothy Appleyard, Mayor

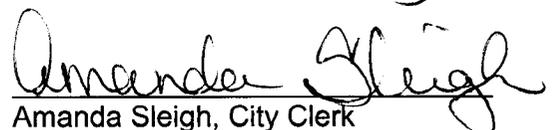

Amanda Sleigh, City Clerk

EXHIBIT A

RESIDENTIAL EQUIVALENT UNIT (REU) FACTORS

<u>Occupation Use</u>	<u>Units</u>	<u>Unit Factor</u>
1. Single Family Residence	1.0	per residence
2. Auto Dealers—New and/or Used	1.0	per premise plus 0.25 per 1,000 sq. ft. of building inc. service area.
3. Auto Repair/Collision	1.0	same as above
4. Auto Wash (Coin-Operated Do-it-yourself 10 gallons or less per car)	1.0	per stall
5. Auto Wash (Mechanical—over 10 Gallons per car—Not Recycled)	10.0	per stall or production line including approach and drying area
6. Auto Wash (Mechanical—over 10 Gallons per car-- Recycled)	5.0	per stall or production line including approach and drying area
7. Barber Shop	1.0	per shop plus 0.1 Per chair after 2
8. Bar	4.0	per 1,000 sq. ft.
9. Beauty Shops	1.0	per shop plus .01 per booth
10. Bowling Alleys (no bar)	1.0	per premise plus .02 per alley
11. Churches	.025	per 1,000 sq. ft.— Minimum 1 unit
12. Cleaners (pick-up)	1.0	per shop
13. Cleaners (cleaning & Pressing facilities)	1.0	per premise plus 0.5 per 500 sq. ft.
14. Clinics (medical or Dental)	1.0	per premise plus 0.5 per exam room
15. Convalescent or Boarding homes	1.0	per premise plus 0.25 per bedroom
16. Convents	1.0	per premise plus 0.25 per bedroom

17. Country Clubs and Athletic Clubs	1.5	per 1,000 sq. ft. of clubhouse plus Restaurant, bar and Pro shop as retail Store
18. Drug Store	1.0	per premise plus snack bar
19. Factories (office and Production) PLUS: Wet Process Wastewater	.75	per 1,000 sq. ft. based on metered Sewage flow
20. Funeral Home	1.5	per 1,000 sq. ft. Plus residence to be Computed separately
21. Grocery Stores and Super Market	1.0	per premise plus 0.8 per 1,000 sq. ft.
22. Hospitals	1.1	per bed
23. Hotels and Motels	0.40	per bedroom plus restaurant and bar
24. Laundry (self-serve)	1.0	per premise plus 0.5 Per washer
25. Two Family Residential	1.0	per unit
26. Mobile Homes (free Standing)	1.0	per unit
27. Mobile Homes (park or Subdivision)	.75	per pad or site at indirect connection rates plus laundry, community bldgs. and office to be computed separately per schedule.
28. Marina—per boat Docking space	.06 .1	per space under 25 ft. in length per space over 25 ft. in length
29. Multiple Family Residence Duplex, Row Houses or Townhouses	1.0 .8	plus for each dwelling unit in excess of 1
30. Apartment Residence-Self contained unit Including laundry facilities in apartment	1.0 .8	plus for each dwelling unit in excess of 1

31. Apartment Residence- Other than self-contained Unit not having laundry Facilities in apartment	1.0 .6	plus for each dwelling unit in excess of 1
32. Fraternity, Sorority Houses; Dormitories	1.0 .6	plus for each 2 residents In excess of 4
33. Parks, Recreation Facilities, campgrounds, Picnic Facilities—no Bathing or overnight Accommodations	.2	per parking space
34. Picnic Facilities With bathing Privileges or Swimming pool	0.35	per parking space
35. Campground Facilities-- Recreational vehicles, Tents, trailers under 12 feet	0.35	per pad or site plus picnic facilities
36. Campground Facilities—Trailer Parks or trailers in Excess of 12 feet	0.50	per pad or site plus picnic facilities
37. Post Office	1.0	per 1,000 sq. ft.
38. Professional Office	0.25	per 500 sq. ft. --minimum 1
39. Public Institutions	0.75	per 1,000 sq. ft.
40. Restaurants (meals Only)	2.5	per 1,000 sq. ft. excluding restrooms, public areas not in regular use and unfinished areas
41. Restaurants (meals And drinks)	3.5	per 1,000 sq. ft. excluding restrooms, public areas not in regular use and unfinished areas
42. Restaurants (public areas, auxiliary dining rooms, dance floors or ballrooms Which are not in regular use)	0.5	per 1,000 sq. ft.

43. Retail Store (other than listed)	1.0	per premise plus 0.1 per 1,000 sq. ft.
44. Schools	1.0	per classroom
45. Service Stations	1.5	per 1,000 sq. ft. of building area
46. Snack bars, Drive-Ins, etc.	2.5	per 1,000 sq. ft.
47. Theaters (drive-in)	0.04	per car space
48. Theaters	0.04	per seat
49. Warehouse and Storage	0.2	per 1,000 sq. ft.
50. Veterinary Facility	1.0	per facility
51. Veterinary Facility With Kennel	1.0 0.5	per facility plus per 5 kennels

Every connection to the System shall require payment of a minimum of 1.0 REU connection charge, even if the Occupation Use Units times Unit Factor is less than 1.0

Metering of any commercial or industrial use may be required by the City, in their discretion, for a period of at least three months, to determine the average daily flow, with the total, metered flow to be divided by the number of days of metering, and the result divided by 250 to determine total REU's. Such metering shall be accomplished using an approved meter, with all expenses the responsibility of the owner.

CITY OF SOUTH HAVEN
VAN BUREN AND ALLEGAN COUNTIES, MICHIGAN

RESOLUTION NO. 07-38

A RESOLUTION TO INCLUDE AN ADDENDUM TO THE
UTILITY POLICY SETTING SEWER AVAILABILITY FEES

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 June 4, 2007 at 7:30 p.m. local time.

PRESENT: Andersen, Bradley, Fahs, Paull, Smith, Stegeman, Appleyard

ABSENT: None

The following preamble and resolution was offered by Member Fahs and supported by Member Andersen.

WHEREAS, City Council adopted the Public Utilities Rules, Regulations and Policies by Resolution 07-04 on January 15, 2007; and

WHEREAS, during their meeting on May 29, 2007, the Board of Public Utilities further reviewed new sewer customer availability fee pricing and has recommended a pricing increase for new sewer customer availability fees be based on residential equivalency units (REU's) for new connections.

NOW, THEREFORE BE IT RESOLVED, that the new sewer customer availability fees are to be based on the attached REU factors to be set as follows:

(see attached REU factors)

BE IT FURTHER RESOLVED, that this resolution shall be included as an addendum to the Public Utilities Rules, Regulations and Policies.

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

RECORD OF VOTE:

Yeas: Andersen, Bradley, Fahs, Paull, Smith, Stegeman, Appleyard

Nays: None

RESOLUTION DECLARED ADOPTED.

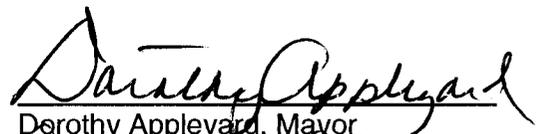
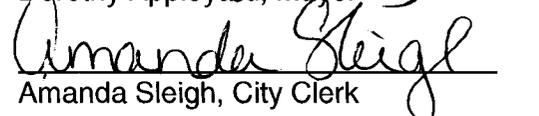

Dorothy Appleyard, Mayor

Amanda Sleigh, City Clerk

EXHIBIT A

RESIDENTIAL EQUIVALENT UNIT (REU) FACTORS

<u>Occupation Use</u>	<u>Units</u>	<u>Unit Factor</u>
1. Single Family Residence	1.0	per residence
2. Auto Dealers—New and/or Used	1.0	per premise plus 0.25 per 1,000 sq. ft. of building inc. service area.
3. Auto Repair/Collision	1.0	same as above
4. Auto Wash (Coin-Operated Do-it-yourself 10 gallons or less per car)	1.0	per stall
5. Auto Wash (Mechanical—over 10 Gallons per car—Not Recycled)	10.00	per stall or production line including approach and drying area
6. Auto Wash (Mechanical—over 10 Gallons per car-- Recycled)	5.0	per stall or production line including approach and drying area
7. Barber Shop	1.0	per shop plus 0.1 Per chair after 2
8. Bar	4.0	per 1,000 sq. ft.
9. Beauty Shops	1.0	per shop plus .01 per booth
10. Bowling Alleys (no bar)	1.0	per premise plus .02 per alley
11. Churches	.025	per 1,000 sq. ft.— Minimum 1 unit
12. Cleaners (pick-up)	1.0	per shop
13. Cleaners (cleaning & Pressing facilities)	1.0	per premise plus 0.5 per 500 sq. ft.
14. Clinics (medical or Dental)	1.0	per premise plus 0.5 per exam room
15. Convalescent or Boarding homes	1.0	per premise plus 0.25 per bedroom
16. Convents	1.0	per premise plus 0.25 per bedroom

17. Country Clubs and Athletic Clubs	1.5	per 1,000 sq. ft. of clubhouse plus Restaurant, bar and Pro shop as retail Store
18. Drug Store	1.0	per premise plus snack bar
19. Factories (office and Production) PLUS: Wet Process Wastewater	.75	per 1,000 sq. ft. based on metered Sewage flow
20. Funeral Home	1.5	per 1,000 sq. ft. Plus residence to be Computed separately
21. Grocery Stores and Super Market	1.0	per premise plus 0.8 per 1,000 sq. ft.
22. Hospitals	1.1	per bed
23. Hotels and Motels	0.40	per bedroom plus restaurant and bar
24. Laundry (self-serve)	1.0	per premise plus 0.5 Per washer
25. Two Family Residential	1.0	per unit
26. Mobile Homes (free Standing)	1.0	per unit
27. Mobile Homes (park or Subdivision)	.75	per pad or site at indirect connection rates plus laundry, community bldgs. and office to be computed separately per schedule.
28. Marina—per boat Docking space	.06 .1	per space under 25 ft. in length per space over 25 ft. in length
29. Multiple Family Residence Duplex, Row Houses or Townhouses	1.0 .8	plus for each dwelling unit in excess of 1
30. Apartment Residence-Self contained unit Including laundry facilities in apartment	1.0 .8	plus for each swelling unit in excess of 1
31. Apartment Residence-	1.0	plus

Other than self-contained Unit not having laundry Facilities in apartment	.6	for each dwelling unit in excess of 1
32. Fraternity, Sorority Houses; Dormitories	1.0 .6	plus for each 2 residents In excess of 4
33. Parks, Recreation Facilities, campgrounds, Picnic Facilities—no Bathing or overnight Accommodations	.2	per parking space
34. Picnic Facilities With bathing Privileges or Swimming pool	0.35	per parking space
35. Campground Facilities-- Recreational vehicles, Tents, trailers under 12 feet	0.35	per pad or site plus picnic facilities
36. Campground Facilities—Trailer Parks or trailers in Excess of 12 feet	0.50	per pad or site plus picnic facilities
37. Post Office	1.0	per 1,000 sq. ft.
38. Professional Office	0.25	per 500 sq. ft. --minimum 1
39. Public Institutions	0.75	per 1,000 sq. ft.
40. Restaurants (meals Only)	2.5	per 1,000 sq. ft. excluding restrooms, public areas not in regular use and unfinished areas
41. Restaurants (meals And drinks)	3.5	per 1,000 sq. ft. excluding restrooms, public areas not in regular use and unfinished areas
42. Restaurants (public areas, auxiliary dining rooms, dance floors or ballrooms Which are not in regular use)	0.5	per 1,000 sq. ft.
43. Retail Store (other	1.0	per premise plus 0.1

than listed)		per 1,000 sq. ft.
44. Schools	1.0	per classroom
45. Service Stations	1.5	per 1,000 sq. ft. of building area
46. Snack bars, Drive-Ins, etc.	2.5	per 1,000 sq. ft.
47. Theaters (drive-in)	0.04	per car space
48. Theaters	0.04	per seat
49. Warehouse and Storage	0.2	per 1,000 sq. ft.
50. Veterinary Facility	1.0	per facility
51. Veterinary Facility With Kennel	1.0 0.5	per facility plus per 5 kennels

Every connection to the System shall require payment of a minimum of 1.0 REU connection charge, even if the Occupation Use Units times Unit Factor is less than 1.0

Metering of any commercial or industrial use may be required by the City, in their discretion, for a period of at least three months, to determine the average daily flow, with the total, metered flow to be divided by the number of days of metering, and the result divided by 250 to determine total REU's. Such metering shall be accomplished using an approved meter, with all expenses the responsibility of the owner.

CITY OF SOUTH HAVEN
VAN BUREN AND ALLEGAN COUNTIES, MICHIGAN

RESOLUTION NO. 2009-33

A RESOLUTION TO INCLUDE AN ADDENDUM TO THE
UTILITY POLICY ADJUSTING WATER & SEWER AVAILABILITY FEES

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 June 15, 2009 at 7:30 p.m. local time.

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

ABSENT: None

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

WHEREAS, City Council adopted the Public Utilities Rules, Regulations and Policies by Resolution 07-04 on January 15, 2007; and

WHEREAS, City Council adopted Resolution 08-11 on March 3, 2008 as an addendum to the Utility Policy adjusting water and sewer availability fees; and

WHEREAS, the Board of Public Utilities further reviewed funding mechanisms for water and sewer system improvements and has recommended a plant availability charge increase for new water connections.

NOW, THEREFORE BE IT RESOLVED, that the water and sewer connection availability fees are to be based on the attached schedule divided between plant and system improvements to be set as shown in Exhibit A.

BE IT FURTHER RESOLVED, that this resolution shall be included as an addendum to the Public Utilities Rules, Regulations and Policies.

BE IT FURTHER RESOLVED, that Resolution 08-11 is hereby rescinded.

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

RECORD OF VOTE:

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

Nays: None

RESOLUTION DECLARED ADOPTED.


Dorothy Appleyard, Mayor

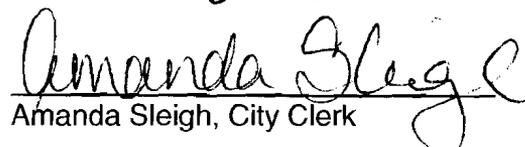

Amanda Sleight, City Clerk

Exhibit A

AVAILABILITY CHARGE SCHEDULE PER RESIDENTIAL EQUIVALENT UNIT (REU)

**Water Availability
Improvements**

\$5,750

Plant Expansion

\$4,000

System

\$1,750

**Sewer Availability
Improvements**

\$3,956

Plant Expansion

\$2,226

System

\$1,730