

City Council

Regular Meeting Agenda

Monday, November 16, 2015
7:00 p.m., Council Chambers



1. Call to Order
2. Invocation – Moment of Silence
3. Proclamation for National Hospice Month
4. Roll Call
5. Approval of Agenda
6. **Consent Agenda: Items A thru F (Roll Call Vote Required)**
(All matters listed under the Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. Unless requested by a Council Member or a citizen, there will be no separate discussion on these items. If discussion is required regarding an item, that item will be removed from the Consent Agenda and considered separately.)
 - A. Council will be requested to approve the City Council Minutes for November 2, 2015.
 - B. Council will be asked to approve invoices totaling \$966,620.50 for the period ending November 15, 2015 to be approved and forwarded to the Clerk and Treasurer for payment.
 - C. Council will be asked to approve the purchase of a Kubota B2650 tractor and accessories from Bronsink & Bos Equipment of Mattawan, Michigan in the amount of \$33,095.00.
 - D. Council will be asked to approve the purchase of a Toro TRX-26 trencher and accessories from Weingartz of Cedar Springs, Michigan in the amount of \$15,761.60.
 - E. Council will be asked to review Contract Modifications #1 and #2 and authorize the City Manager to execute the contract modifications.
 - F. Council will be asked to approve the following minutes:
 - 1) August 26, 2015 South Haven Housing Commission (SHHC) minutes;
 - 2) September 23, 2015 South Haven Housing Commission (SHHC) minutes;
 - 3) October 1, 2015 Planning Commission minutes;
 - 4) October 12, 2015 Brownfield Redevelopment Authority (BRA) minutes; and
 - 5) October 12, 2015 Local Development Finance Authority (LFDA) 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 addressed by Van Buren County Prosecutor Michael J. Bedford to give an update and introduce the K-9 Victim Advocate dog, Tehya.

7. Council will be asked to approve the following Special Events:

- a. **Special Event Application 2015-33, National Blueberry Festival 2016, to be held on August 11, 2016 through August 14, 2016 at Riverfront Park with other events held in various areas of the city.**
 - b. **Special Event 2015-34, Paws on Parade Furry 5k, to be held Sunday, June 26, 2015 from 6 a.m. to 2 p.m. at Riverfront Park.**
- 8. Council will be asked consider setting a public hearing for consideration of a 425 agreement with South Haven Charter Township, impacting property located at 09220 S. 76th Street, South Haven, Michigan.**
- 9. 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.)

10. City Manager's Comments

11. Mayor and Councilperson's Comments

12. Adjourn

RESPECTFULLY SUBMITTED,



Brian Dissette, City Manager

PROCLAMATION

WHEREAS, hospice and palliative care offer the highest quality services and support to patients and family caregivers facing serious and life-limiting illness;

WHEREAS, skilled and compassionate hospice and palliative care professionals—including physicians, nurses, social workers, therapists, counselors, health aides, and clergy—provide comprehensive care focused on the wishes of each individual patient;

WHEREAS, through pain management and symptom control, caregiver training and assistance, and emotional and spiritual support, allowing patients to live fully up until the final moments, surrounded and supported by the faces of loved ones, friends, and committed caregivers;

WHEREAS, the provision of quality hospice and palliative care reaffirms our belief in the essential dignity of every person, regardless of age, health, or social status, and that every stage of human life deserves to be treated with the utmost respect and care;

WHEREAS, every year more than 1.5 million Americans living with life-limiting illness, and their families, received care from the nation's hospice programs in communities throughout the United States;

WHEREAS, more than 468,000 trained volunteers contribute 22 million hours of service to hospice program annually;

WHEREAS, hospice and palliative care providers encourage all people to learn more about options of care and to share their wishes with family, loved ones, and their healthcare professionals;

WHEREAS, our local non-profit hospice and palliative care provider, Hospice at Home, has served the community for over 30 years;

NOW, THEREFORE, be it resolved that November 2015 be proclaimed as National Hospice Palliative Care Month and encourage citizens to increase their understanding and awareness of care at the end of life and to observe this month with appropriate activities and programs.

Robert G. Burr, Mayor
City of South Haven, Michigan

Presented the 16th of November, 2015

City Council

Regular Meeting Minutes

Monday, November 2, 2015
7:00 p.m., Council Chambers



1. Call to Order by Mayor Burr at 7:02 p.m.

2. Invocation – Moment of Silence

3. Proclamation for Paul VandenBosch

4. Roll Call

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

Absent: Klavins

Moved by Arnold, seconded by Patterson, to excuse Councilmember Klavins for personal reasons.

Voted Yes: All. Motion carried.

5. Approval of Agenda

Moved by Fitzgibbon, seconded by Kozlik Wall, to approve the agenda.

Voted Yes: All. Motion carried.

6. Consent Agenda: Items A thru H (Roll Call Vote Required)

Moved by Patterson, seconded by Fitzgibbon, to approve the consent agenda.

- A. Council will be requested to approve the Regular City Council Minutes for October 19, 2015.
- B. Council will be requested to approve the Special Workshop City Council Minutes for October 19, 2015.
- C. Council will be requested to approve the Special Meeting City Council Minutes for October 26, 2015.
- D. Council will be asked to approve invoices totaling \$1,098,691.33 for the period ending November 1, 2015 to be approved and forwarded to the Clerk and Treasurer for payment.
- E. Council will be asked to approve the amended License Agreement for SoHa Surf Shop.
- F. Council will be asked to approve the proposal with Abonmarche for Southside Marina Improvements in the amount of \$8,000.00
- G. Council will be asked to approve the proposal with Abonmarche for Northside Marina Erosion Control on the east end of the Northside Marina in the amount of \$8,500.00.

H. Council will be asked to approve the following minutes:

- 1) May 20, 2015 Downtown Development Authority (DDA) Workshop minutes;
- 2) July 15, 2015 Downtown Development Authority (DDA) Minutes;
- 3) August 12, 2015 Downtown Development Authority (DDA) Workshop minutes;
- 4) August 18, 2015 Harbor Commission minutes;
- 5) August 31, 2015 Board of Public Utilities (BPU) minutes;
- 6) September 15, 2015 Liberty Hyde Bailey Museum minutes; and
- 7) September 28, 2015 Zoning Board of Appeals (ZBA) minutes.

A Roll Call Vote was taken:

Yeas: Arnold, Gruber, Klavins, Kozlik Wall, Patterson, and Burr
Nays: None.

Motion Carried

OLD BUSINESS

7. Council will be asked to approve an ordinance amendment regulating the seasonal use of off road vehicles (ORVs) on city streets.

Moved by Patterson, seconded by Arnold, to approve an ordinance amendment regulating the seasonal use of off road vehicles (ORVs) on city streets.

Voted Yes: Arnold, Patterson, Gruber, Kozlik Wall, and Burr.
Voted No: Fitzgibbon.
Motion carried.

NEW BUSINESS

8. Council will be asked to appoint Robert McAlear to an alternate seat on the Zoning Board of Appeals for a three-year term.

Moved by Gruber, seconded by Patterson, to appoint Robert McAlear to an alternate seat on the Zoning Board of Appeals for a three-year term.

Voted Yes: All. Motion carried.

9. Council will be asked to approve the Easement for Access to Property at 229 Elkenburg (Overton demo site) for DEQ Remediation on the Belgravia – Factory Condominiums site.

Paul VandenBosch, Assistant City Manager, spoke to City Council on this matter.

Moved by Gruber, seconded by Kozlik Wall, to approve the Easement for Access to Property at 229 Elkenburg (Overton demo site) for DEQ Remediation on the Belgravia – Factory Condominiums site contingent upon the contractor constructing the temporary trail route with asphalt.

Voted Yes: All. Motion carried.

10. Council will be asked to approve the Harbor Capital Improvement Plan which has been reviewed by the Harbor Commission and recommended to City Council for approval.

Paul VandenBosch, Harbormaster, spoke to the City Council on this matter.

Moved by Fitzgibbon, seconded by Patterson, to approve the Harbor Capital Improvement Plan which has been reviewed by the Harbor Commission and recommended to City Council for approval.

Voted Yes: All. Motion carried.

11. Council will be asked to approve Resolution 2015-45, a resolution approving the marina slip agreements, including a version which would allow for the placement and use of hydraulic boat lift(s).

Paul VandenBosch, Harbormaster, spoke to the City Council on this matter.

Moved by Patterson, seconded by Arnold, to approve Resolution 2015-45, a resolution approving the marina slip agreements, including a version which would allow for the placement and use of hydraulic boat lift(s).

Voted Yes: All. Motion carried.

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

Steve Sweet, of 507 Lagrange, spoke to the Council regarding zoning concerns.

Todd Heinrich, South Haven Township resident and business owner at 930 Blue Star Highway, spoke to the Council regarding a building development on Cass Street.

Robert Kripaitis, 140 North Shore Drive, spoke to the Council regarding zoning concerns and vacation rentals.

Barb Calhoun, 862 Monroe, questioned the Council on zoning issues.

Jim Schepers, 52 Lake Court, addressed the Council regarding zoning standards.

Joann Nordin, 1073 Monroe Boulevard, addressed the Council regarding the number of rentals in the city.

Elaine Herbert, 140 North Shore Drive, addressed the Council regarding zoning concerns and rentals in the city.

Susan Ryan, 37 Cass Street, addressed the Council regarding zoning concerns and rentals in the city.

Dorothy Appleyard, of 806 Wilson, addressed the Council regarding zoning concerns.

Pat Gaston, 97 Superior Street, addressed the Council regarding zoning concerns.

Connie Schaffer, 735 North Shore Drive, addressed the Council regarding zoning concerns.

Steve Runkle, of 16 Pine Street, addressed the City Council regarding zoning concerns.

Bill Wood, at 740 Kentucky, spoke to Council regarding zoning concerns.

Benita Davido, 1053 Monroe Boulevard, spoke to the Council regarding the state of the city's economy.

13. City Manager's Comments

The city's planning commission has been working with staff, city's attorney and is working with residents on the issues that have been brought up.

Expresses sympathy to the Smiley family on their terrible loss over the weekend.

Congratulations to the Police Department for great work on catching the Little Caesar's robbers over the weekend.

14. Mayor and Councilperson's Comments

Arnold: Thanks attendees for their comments. Thanks Paul VandenBosch for his years of service to the city. Wishes fellow Councilmember Andy Klavins good thoughts and to get well. His thoughts go out to Devo's family.

Patterson: Thanks people for coming out. She respects neighborhoods and wants to hear what people have to say. Her thoughts are with the Smiley family. Thanks Paul for his service to the city.

Fitzgibbon: For thirty years she's lived here and many in the audience are her friends. She feels that the rentals are getting out of hand. She thanks the audience for coming out on this issue.

Gruber: Thanks Paul VandenBosch for his service with the city. Thanks commenters for giving their opinions. Thinks that rentals are at a tipping point. Says everyone is the City not just the people sitting on the Council. Change is a positive thing.

Kozlik Wall: She was born and raised here and seen a lot of changes. As an elected official, this is what we (the Council) need to hear. She appreciates it when constituents speak to the Council. She thanks Paul VandenBosch for his dedication to the city and he will be missed. To the Smiley family, her heart goes out to them. The outpouring of love for Devo at school and the community shows how much he will be missed.

Burr: Congratulations to Paul VandenBosch for a successful tenure with the city. Thanks the audience for attending and airing their concerns. He thanks MDOT of Kalamazoo for the getting the Van Buren Trail paved. Please try it out - it is a great trail.

City of South Haven
Regular Meeting Council Minutes
City Hall, Council Chambers
7:00 p.m., Monday, November 2, 2015

15. Adjourn

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

Voted Yes: All. Motion carried. Meeting adjourned at 8:25.

RESPECTFULLY SUBMITTED,

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

Kate Hosier
Deputy City Clerk
Approved by City Council: **DRAFT**

CITY OF SOUTH HAVEN**November 16, 2015**

	PREPAID	CURRENT	TOTAL
101-GENERAL FUND	\$ 42,552.89	\$ 66,453.54	\$ 109,006.43
202-MAJOR STREET FUND	\$ -	\$ -	\$ -
203-LOCAL STREET FUND	\$ -	\$ -	\$ -
204-STREET FUND	\$ 278,363.53	\$ 1,949.38	\$ 280,312.91
226-GARBAGE/REFUSE FUND	\$ 109.27	\$ 30,742.09	\$ 30,851.36
250-DOWNTOWN DEVELOPMENT	\$ 1,336.44	\$ 3,999.40	\$ 5,335.84
251-LDFA #1	\$ -	\$ -	\$ -
252- LDFA #2	\$ -	\$ -	\$ -
253-LDFA #3	\$ -	\$ -	\$ -
260-BROWNFIELD AUTHORITY	\$ -	\$ 10,760.01	\$ 10,760.01
265-NARCOTICS UNIT	\$ 171.00	\$ -	\$ 171.00
266-POLICE TRAINING	\$ -	\$ -	\$ -
296-RIVER MAINTENANCE	\$ -	\$ -	\$ -
363- CAPITAL BOND	\$ -	\$ -	\$ -
370- BUILDING AUTHORITY #2	\$ -	\$ -	\$ -
371-CAPITAL BOND DEBT SERV	\$ -	\$ -	\$ -
372-WATER PLANT FUND	\$ -	\$ -	\$ -
395-DDA DEBT SERVICE	\$ -	\$ -	\$ -
396- DDA DISTRICT #2	\$ -	\$ -	\$ -
401-CAPITAL PROJECTS	\$ -	\$ -	\$ -
402-CAPITAL PROJECTS #2	\$ 14,090.00	\$ -	\$ 14,090.00
466- PAVILION AND ICE RINK	\$ -	\$ 5,000.00	\$ 5,000.00
545-BLACK RIVER PARK	\$ 1,226.02	\$ 178.89	\$ 1,404.91
577-BEACH FUND	\$ 235.30	\$ -	\$ 235.30
582-ELECTRIC FUND	\$ 3,033.51	\$ 23,713.80	\$ 26,747.31
591-WATER FUND	\$ 44,554.40	\$ 232,267.70	\$ 276,822.10
592-SEWER FUND	\$ 58,860.05	\$ 12,429.13	\$ 71,289.18
594-MUNICIPAL MARINA	\$ 7,972.34	\$ 162.68	\$ 8,135.02
636-INFORMATION SERVICES	\$ 35,333.42	\$ 3,197.44	\$ 38,530.86
661-MOTOR POOL	\$ 401.67	\$ 2,911.26	\$ 3,312.93
677-SELF INSURANCE	\$ -	\$ -	\$ -
703-TAX FUND	\$ 80,891.34	\$ -	\$ 80,891.34
718-TRUST & AGENCY	\$ -	\$ 3,724.00	\$ 3,724.00
750-EMPLOYEE WITHHOLDING	\$ -	\$ -	\$ -
TOTAL	\$ 569,131.18	\$ 397,489.32	\$ 966,620.50

11/11/2015 11:19 AM
User: MARGUE
DB: South Haven

CHECK REGISTER FOR CITY OF SOUTH HAVEN
CHECK DATE FROM 10/29/2015 - 10/29/2015

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 1 FIFTH THIRD BANK						
10/29/2015	1	52609	003074	APX INC	ENERGY OPTIMIZATION SERVICES	119.28
10/29/2015	1	52610	001586	MICHIGAN ASSOC OF PLANNING	REGISTRATION-PLANNING FOR RESILENT WATER	75.00

1 TOTALS:

Total of 2 Disbursements:

194.28

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 1 FIFTH THIRD BANK						
11/06/2015	1	52611	003304	APPRAISALS PLUS GROUP, INC.	ASSESSING SERVICES	3,605.00
11/06/2015	1	52612	MISC	BABEL CINDEE N	Sum Tax Refund 80-53-797-023-00	120.00
11/06/2015	1	52613	000309	A.D. BOS OFFICE COFFEE SERVICE	COFFEE & SUPPLIES	38.59
11/06/2015	1	52614	UB REFUND	BRENNAN, RICHARD W	UB refund for account: 30389000	96.02
11/06/2015	1	52615	000418	CDW GOVERNMENT INC	HARD DRIVE	161.98
11/06/2015	1	52616	000430	CENTURY LINK	LONG DISTANCE	5.41
11/06/2015	1	52617	000471	CITY PLUMBING & HEATING CO	PREVENTIVE MAINTENANCE	327.00
11/06/2015	1	52618	000505	COMPTON INC	STREET RESURFACING PROJECT	278,328.31
11/06/2015	1	52619	003416	RICK COPELAND	CDL RENEWAL REIMBURSEMENT	43.00
11/06/2015	1	52620	000604	DE BEST INC	YARD REPAIRS AT 72354 M-43	849.10
11/06/2015	1	52621	000622	DELL MARKETING L P	KEYBOARD & MOUSE	10,267.69
11/06/2015	1	52622	000637	DICKINSON WRIGHT	LEGAL SERVICES	703.00
11/06/2015	1	52623	000660	DOMESTIC LINEN-KALAMAZOO	CITY HALL RENTALS	1,890.70
11/06/2015	1	52624	000715	SHAUN EISNER	CDL RENEWAL REIMBURSEMENT	43.00
11/06/2015	1	52625	000843	FRONTIER	TELEPHONE 269-637-1402-071613-5	376.42
11/06/2015	1	52626	000847	FUEL MANAGEMENT SYSTEM	FUEL	4,173.11
11/06/2015	1	52627	UB REFUND	GREGORY, AMY L	UB refund for account: 20045002	193.78
11/06/2015	1	52628	000974	HACH COMPANY	LAB SUPPLIES	74.18
11/06/2015	1	52629	003415	LAURENCE HALBERSTADT	PARKING REIMBURSEMENT	10.00
11/06/2015	1	52630	000994	HAPA LLC	MARINA MANAGER	8,148.30
11/06/2015	1	52631	UB REFUND	HERBERT, ELIZABETH E	UB refund for account: 10139003	98.63
11/06/2015	1	52632	UB REFUND	HODGE, MICHAEL P	UB refund for account: 30503003	7.18
11/06/2015	1	52633	001102	HUBBELL, ROTH & CLARK INC	SOUTH HAVEN WWTP O&M MANUAL & AMP WWTP &	7,083.65
11/06/2015	1	52634	UB REFUND	IRELAN, ZACHARY, T	UB refund for account: 13647010	75.90
11/06/2015	1	52635	MISC	KARL ANDREWS	REPLACEMENT TREES ALONG PRIMARY ELECTRIC	450.00
11/06/2015	1	52636	003183	KIRSCH, GERALD	CLOTHING REIMBURSEMENT	171.00
11/06/2015	1	52637	001288	KONE INC	ELEVATOR MAINTENANCE	276.00
11/06/2015	1	52638	001329	LAKE MICHIGAN COLLEGE	PROPERTY TAX COLLECTIONS	4,944.39
11/06/2015	1	52639	UB REFUND	MORENO, JIMMY A	UB refund for account: 10859003	8.07
11/06/2015	1	52640	003046	AMANDA MORGAN	MILEAGE REIMBURSEMENT	47.15
11/06/2015	1	52641	UB REFUND	PICKELL, BONNIE D	UB refund for account: 20675004	150.94
11/06/2015	1	52642	UB REFUND	PLEASANT VIEW MHP-SOUTH HAVEN	UB refund for account: 20564003	78.20
11/06/2015	1	52643	UB REFUND	REDIESS, JOHN E	UB refund for account: 10654012	155.82
11/06/2015	1	52644	002132	REPUBLIC SERVICES #646	DISPOSAL SERVICES 3-0646-1033150	109.27
11/06/2015	1	52645	UB REFUND	REYNOLDS, KATHY A DULIK	UB refund for account: 10031022	70.26
11/06/2015	1	52646	003093	RIDGE AUTO PARTS	MAINTENANCE SUPPLIES	13.28
11/06/2015	1	52647	002158	RIETH-RILEY CONST CO, INC	HYDRANT DEPOSIT REFUND	500.00
11/06/2015	1	52648	UB REFUND	ROSE, LINDSAY M	UB refund for account: 11411027	51.57
11/06/2015	1	52649	002267	SECANT TECHNOLOGIES	GOVT OLP EXCHG STD CAL 2013	26,128.25
11/06/2015	1	52650	002268	SECURALARM SYSTEMS INC	LENEL LICENSE UPGRADE TO ADV - CITY HALL	7,976.00
11/06/2015	1	52651	002410	SOUTH HAVEN MEMORIAL LIBRARY	PROPERTY TAX COLLECTION	1,602.46
11/06/2015	1	52652	002415	SOUTH HAVEN PUBLIC SCHOOLS	PROPERTY TAX COLLECTION	45,225.33
11/06/2015	1	52653	002424	SOUTH HAVEN/CASCO	MONTHLY REU DEBT CHARGES	87,842.79
11/06/2015	1	52654	002507	STATE OF MICHIGAN-MDOT	LOCAL PROGRESS BILLINGS	12,267.00
11/06/2015	1	52655	UB REFUND	SWAGERTY, ASHLEY L	UB refund for account: 10432015	87.16
11/06/2015	1	52656	002583	TELE-RAD INC	LED LIGHTS	1,131.40
11/06/2015	1	52657	002634	TOTAL ENERGY SYSTEMS LLC	GENERATOR MAINTENANCE INSPECTION & TESTI	1,285.00
11/06/2015	1	52658	002645	TRACTOR SUPPLY CREDIT PLAN	SUPPLIES ACCT#6035 3012 0016 6427	752.00
11/06/2015	1	52659	002757	VAN BUREN COUNTY TREASURER	PROPERTY TAX COLLECTION	28,999.16
11/06/2015	1	52660	UB REFUND	WASHINGTON, BENNY J III	UB refund for account: 10542020	63.35
11/06/2015	1	52661	MISC	WESTON GRIEVES	TREE REMOVAL NEAR ELECTRIC LINES	600.00
11/06/2015	1	52662	002949	WOLVERINE HARDWARE	MAINTENANCE SUPPLIES	27.43
11/06/2015	1	52663	002755	VAN BUREN COUNTY ROAD COMM	WATER RIGHT-OF-WAY PERMIT	50.00
11/06/2015	1	52664	MISC	HLV, LLC	VAN BUREN TRAIL PROPERTY	31,153.67

1 TOTALS:

11/11/2015 11:20 AM

User: MARGUE

DB: South Haven

CHECK REGISTER FOR CITY OF SOUTH HAVEN

CHECK DATE FROM 11/03/2015 - 11/11/2015

Page: 2/2

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
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Total of 54 Disbursements:

568,936.90

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 1 FIFTH THIRD BANK						
11/16/2015	1	52665	000014	ABONMARCHE CONSULTANTS INC	BAARS BLDG DEMOLITION/RE-DEVELOPMENT ENGINEERING ASSISTANCE BAARS PROJECT ENGINEERING ASSISTANCE LIBERTY HYDE BAILEY MUSEUM SURVEY DEMOLITION FOR OVERTON FACTORY PROJECT 1	1,441.25 4,448.96 2,504.45 1,300.00 390.00 <u>10,084.66</u>
11/16/2015	1	52666	000065	ALLIED MECHANICAL SERVICES INC	ANNUAL HVAC MAINTENANCE CONTRACT	1,140.00
11/16/2015	1	52667	000071	ALPHA-TRAN ENGINEERING CO	REPAIRS	550.44
11/16/2015	1	52668	000109	ANCHOR SIGNS	DECALS	450.00
11/16/2015	1	52669	003383	APPLIED IMAGING	MONTHLY CONTRACT 11/08 - 12/07/15	30.90
11/16/2015	1	52670	000136	APPROVED PROTECTION SYSTEMS	FIRE EXTINGUISHER RUBBER STRAP BRACKET	120.00 98.84 <u>218.84</u>
11/16/2015	1	52671	000161	ASPLUNDH TREE EXPERT CO	SPRAYING SPRAYING	4,932.80 4,316.20 <u>9,249.00</u>
11/16/2015	1	52672	000177	AUTO-WARES GROUP	REPAIR/MAINT SUPPLIES- ACCT #23300720 REPAIR/MAINT SUPPLIES- ACCT #23300720 REPAIR/MAINT SUPPLIES- ACCT #23300720	21.97 84.00 29.32 <u>135.29</u>
11/16/2015	1	52673	000229	BEAVER RESEARCH COMPANY	SUPPLIES	328.16
11/16/2015	1	52674	000285	BLOOMINGDALE COMMUNICATIONS	BCI BUSINESS INTERNET	3,102.95
11/16/2015	1	52675	000351	BS&A SOFTWARE INC	INTERNET SERVICES - ANNUAL SERVICE/SUPPO	2,514.00
11/16/2015	1	52676	000372	C.C. JOHNSON & MALHOTRA PC	WWTP IPP PROGRAM	1,585.70
11/16/2015	1	52677	000418	CDW GOVERNMENT INC	TONER	517.44
11/16/2015	1	52678	000430	CENTURY LINK	LONG DISTANCE	74.86
11/16/2015	1	52679	000453	CHIEF SUPPLY CORP	UNIFORM UNIFORMS	207.78 210.99 <u>418.77</u>
11/16/2015	1	52680	000471	CITY PLUMBING & HEATING CO	CARRIER HEATING & AIR ROOF TOP UNIT	11,565.00
11/16/2015	1	52681	003213	DALE CLAYTON	MILEAGE REIMBURSEMENT	69.00
11/16/2015	1	52682	000505	COMPTON INC	INSTALL WATER TAP 79 PERSHING ST MOVE TRAILERS	1,315.00 200.00 <u>1,515.00</u>
11/16/2015	1	52683	000517	CONSUMERS CONCRETE CORP	SPEEDCRETE	52.00
11/16/2015	1	52684	000637	DICKINSON WRIGHT	LEGAL SERVICES LEGAL SERVICES LEGAL SERVICES LEGAL SERVICES - SHARA	525.00 162.10 38.00 3,724.00 <u>4,449.10</u>
11/16/2015	1	52685	000718	ELECSYS INTERNATIONAL CORP	MONTHLY MAINTENANCE	267.00
11/16/2015	1	52686	000754	FACTORY CONDOMINIUM ASSOC	BROWNFIELD REIMBURSEMENT	10,760.01

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
11/16/2015	1	52687	000764	FASTENAL COMPANY	SUPPLIES	1,072.34
11/16/2015	1	52688	003066	GLOBAL ENVIRONMENTAL CONSULTING	CHRONIC TOXICITY TESTS	1,150.00
11/16/2015	1	52689	000913	GRAINGER	MAINTENANCE SUPPLIES	460.50
					MAINTENANCE SUPPLIES	104.00
					MAINTENANCE SUPPLIES	583.75
						<u>1,148.25</u>
11/16/2015	1	52690	000974	HACH COMPANY	LAB SUPPLIES	56.39
11/16/2015	1	52691	000980	HALL'S SAFETY EQUIPMENT CORP	BOOTS	376.35
11/16/2015	1	52692	001120	HYDRO DESIGNS INC	CROSS CONNECTION CONTROL PROGRAM	995.00
11/16/2015	1	52693	001141	INDIANA MICHIGAN POWER	COVERT ELECTRIC 040-008-013-1-8	26.90
					COVERT ELECTRIC 044-832-292-1-9	35.80
						<u>62.70</u>
11/16/2015	1	52694	001171	J & L ORCHARD SUPPLY LLC	SUPPLIES	811.20
					SUPPLIES	44.50
					SUPPLIES	956.32
					SUPPLIES	325.60
					FABRIC	1,000.00
					FABRIC	500.00
						<u>3,637.62</u>
11/16/2015	1	52695	001271	K-JAM SUPPLY INC	SUPPLIES	1,323.03
11/16/2015	1	52696	UB REFUND	KASISHKE, JAMES D	UB refund for account: 20331001	120.00
11/16/2015	1	52697	001331	LAKE MICHIGAN MAILERS	MAILING FEES C-378	10,000.00
11/16/2015	1	52698	001343	LAKESHORE PAINT & ARTWORKS	CITY HALL ELEVATOR SUPPLIES	97.36
					CITY HALL EVEVATOR SUPPLIES	35.75
					CITY HALL EVEVATOR SUPPLIES	50.59
					PARKS SUPPLIES	178.10
					PARKS SUPPLIES	155.90
					PARKS SUPPLIES	155.90
						<u>673.60</u>
11/16/2015	1	52699	001373	LAWN BOYS INC	CHRISTMAS LIGHTS FOR ICE RINK	5,000.00
11/16/2015	1	52700	001467	MARK A MANNING	ATTORNEY SERVICES	4,560.00
11/16/2015	1	52701	001544	MENARDS	MAINTENANCE SUPPLIES	44.07
					MAINTENANCE SUPPLIES	13.61
					MAINTENANCE SUPPLIES	29.95
					MAINTENANCE SUPPLIES	18.23
					MAINTENANCE SUPPLIES	65.83
					MAINTENANCE SUPPLIES	44.45
					MAINTENANCE SUPPLIES	22.97
					MAINTENANCE SUPPLIES	78.91
					MAINTENANCE SUPPLIES	134.55
					MAINTENANCE SUPPLIES	2.49
					MAINTENANCE SUPPLIES	24.38
					MAINTENANCE SUPPLIES	34.99
					MAINTENANCE SUPPLIES	85.51
					MAINTENANCE SUPPLIES	27.89
					MAINTENANCE SUPPLIES	42.64
					MAINTENANCE SUPPLIES	68.68
					MAINTENANCE SUPPLIES	447.91
					MAINTENANCE SUPPLIES	39.99
					MAINTENANCE SUPPLIES	31.99

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
					CREDIT MEMO	(9.98)
						<u>1,249.06</u>
11/16/2015	1	52702	001582	MICHIGAN ASSOC OF CHIEFS OF POLICE	JOB POSTING	50.00
11/16/2015	1	52703	003353	MLIVE MEDIA GROUP	EMPLOYMENT ADVERTISING	495.00
11/16/2015	1	52704	001853	NORTHERN FIRST AID	FIRST AID SUPPLIES - DFW	152.01
11/16/2015	1	52705	002020	POWER LINE SUPPLY CO	MAINTENANCE SUPPLIES	216.00
					MAINTENANCE SUPPLIES	64.56
					MAINTENANCE SUPPLIES	220.00
					MAINTENANCE SUPPLIES	227.36
					MAINTENANCE SUPPLIES	160.82
					MAINTENANCE SUPPLIES	175.31
					MAINTENANCE SUPPLIES	242.95
					MAINTENANCE SUPPLIES	63.27
						<u>1,370.27</u>
11/16/2015	1	52706	002132	REPUBLIC SERVICES #646	DISPOSAL SERVICES 3-0646-1079814	115.66
					DISPOSAL SERVICES 3-0646-1079813	3,000.44
					DISPOSAL SERVICES 3-0646-9646005	28,768.07
						<u>31,884.17</u>
11/16/2015	1	52707	002155	RIDGE AND KRAMER AUTO PARTS	MAINTENANCE SUPPLIES	89.36
					MAINTENANCE SUPPLIES	173.76
						<u>263.12</u>
11/16/2015	1	52708	002267	SECANT TECHNOLOGIES	EXACQ SERVER UPGRADE	23,961.00
11/16/2015	1	52709	002268	SECURALARM SYSTEMS INC	SERVICE CALL	712.00
11/16/2015	1	52710	003098	SHAWN SMITH	CPR & AED TRAINING	2,000.00
11/16/2015	1	52711	002453	SPENCER MANUFACTURING, INC	REPAIR VACUUM TRUCK	95.00
					MAINTENANCE	63.46
						<u>158.46</u>
11/16/2015	1	52712	002461	SPRING BROOK SUPPLY	SUPPLIES	20.30
11/16/2015	1	52713	002478	STAPLES ADVANTAGE	SUPPLIES	468.25
11/16/2015	1	52714	003388	STATE OF MICHIGAN	MAR 2015 SALES TA DUE 38-6004594	1.52
					APR 2015 SALES TAX DUE 38-6004594	1.31
						<u>2.83</u>
11/16/2015	1	52715	003390	TASER INTERNATIONAL	SUPPLIES	2,621.29
11/16/2015	1	52716	002599	THAYER INC	PARKS SUPPLIES	93.60
					PARKS SUPPLIES	203.85
						<u>297.45</u>
11/16/2015	1	52717	002644	TRACE ANALYTICAL LAB INC	CHEMICAL ANALYSIS	635.00
11/16/2015	1	52718	002724	UPS STORE #5080	SHIPPING FEE	130.64
					SHIPPING FEE	107.11
					SHIPPING FEE	13.85
					SHIPPING FEE	26.70
					SHIPPING FEE	8.59
					SHIPPING FEE	9.47
					SHIPPING FEE	(13.85)

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
						282.51
11/16/2015	1	52719	002726	US BANK	PAYING AGENT FEE	175.00
11/16/2015	1	52720	002726	US BANK	INTEREST PAYMENT	221,715.00
11/16/2015	1	52721	002728	USA BLUE BOOK	LAB SUPPLIES	142.03
11/16/2015	1	52722	002815	VREDEVELD HAEFNER LLC	PROGRESS ON AUDIT	19,000.00
11/16/2015	1	52723	002949	WOLVERINE HARDWARE	MAINTENANCE SUPPLIES	16.01
					TRENCHER RENTAL	90.00
					MAINTENANCE SUPPLIES	12.12
					MAINTENANCE SUPPLIES	16.99
					MAINTENANCE SUPPLIES	2.68
					MAINTENANCE SUPPLIES	84.65
					MAINTENANCE SUPPLIES	10.51
					MAINTENANCE SUPPLIES	8.98
					MAINTENANCE SUPPLIES	26.95
					MAINTENANCE SUPPLIES	11.65
						<u>280.54</u>
11/16/2015	1	52724	003024	X-CEL CHEMICAL SPECIALITIES CO	AUTO SCRUBBER VACUUM MOTOR	<u>300.63</u>

1 TOTALS:

Total of 60 Disbursements:

397,489.32



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, Roger Huff, Ron Dotson

From: Larry Halberstadt, PE, City Engineer

Date: November 10, 2015

RE: Motor Pool Purchase, Compact Tractor

General Information, Motor Pool Fund

Vehicle purchases are scheduled on a revolving basis. Each department that requires vehicles is required to pay fees from their operating budget into the Motor Pool fund. The annual fees that are paid into the fund cover maintenance and repairs that are required over the service life of the vehicle. In addition, fees are collected to cover the purchase price of a new vehicle at the end of the vehicle's service life. Once beyond this point, vehicles can become unreliable or need excessive maintenance which exceeds the amount budgeted. Police patrol vehicles receive the most use and are scheduled for replacement every three years. As a result, higher fees are contributed into the Motor Pool fund from the police department to cover these expenses. Once a replacement vehicle is purchased, the old vehicle is retired and sold via a public bidding process. Staff will look up the "blue book" value of the vehicle and ensure that a minimum bid level is set. Money obtained from the sale of the old vehicles is returned to the motor pool fund as revenue.

The City has one staff member who spends approximately 95% of his work hours in the Motor Pool. This staff member is responsible for all general maintenance activities on vehicles. The activities typically performed included oil and filter changes, tire rotations and changes, and other manufacturer recommended maintenance. Staff typically does not repair body damage or perform alignments. On occasion, if there is a problem that staff cannot diagnose, the vehicles must be returned to the dealership. In addition, vehicles under manufacturer's warranty would be returned to the dealership for warranty repairs.

Background Information:

Over the past 5 years, the Department of Public Works has been requested by Council to take a more active role in keeping sidewalks clear of snow during the winter months. The process started by defining critical walking routes used by school children and has expanded each year. Sidewalk snow removal has been performed using a variety of equipment including hand operated snow blowers, a Toolcat 5600 with a v-blade and a Bobcat T-190 compact track loader with a snow blower attachment. Various types of equipment are necessary due to the variety of terrain and sidewalk construction throughout the City.

In order to continue to provide the expected level of service, the Department of Public Works has evaluated a small cab tractor from Kubota, the B2650. This tractor would be equipped with a front mounted snow blower for clearing of sidewalks. Due to the narrow tread width (54"), this

Memorandum

November 10, 2015

Motor Pool Purchase, Compact Tractor

Page 2 of 2

vehicle will fit down a typical 5 foot (60") wide sidewalk. A loader bucket and sweeper broom will also be purchased to provide multifunctional versatility to the tractor. This will permit use of the tractor for beach cleanup or other street and parks department maintenance activities.

The City has obtained pricing for the Kubota B2650 tractor and accessories from Bronsink & Bos Equipment of Mattawan, Michigan. The City is a member of the National Joint Powers Alliance (NJPA). NJPA is a cooperative agency that provides competitively solicited purchasing contracts for schools, local governments, and state governments. The quotation from Bronsink & Bos includes the discounts available from Kubota through their NJPA contract.

Recommendation:

Council should be requested to approve the purchase of a Kubota B2650 tractor and accessories from Bronsink & Bos Equipment of Mattawan, Michigan in the amount of \$33,095.00.

Support Material:

Quotation from Bronsink & Bos Equipment
B2650/3350 Cab Tractor Brochure

Q U O T A T I O N

BRONSINK & BOS EQUIPMENT
 24561 Red Arrow Highway
 Mattawan, MI 49071
 Phone #: (269)668-7800
 Fax #: (269)668-7806

PHONE #: (269)637-0726
 CELL #:
 ALT. #: 637-0772
 P.O.#:
 TERMS: **Net 20 EOM**
 SALES TYPE: **Quote**

DATE: **2/19/2015**
 ORDER #: **1028384**
 CUSTOMER #: **2352**
 CP: **LB**
 LOCATION: **1**
 STATUS: **Active**

BILL TO 2352

CITY OF SOUTH HAVEN
 1199 8TH AVE
 SOUTH HAVEN, MI 49090

SHIP TO

CITY OF SOUTH HAVEN
 1199 8TH AVE
 SOUTH HAVEN, MI 49090

MFR	PRODUCT NUMBER	DESCRIPTION	QTY	PRICE	NET	TOTAL
KUBE	B2650HSDC	TRACTOR W/ CAB W/AC AND HEAT	1	\$22,200.00	\$21,500.00	\$21,500.00
KUBE	LA534A	LOADER	1	\$4,100.00	\$3,600.00	\$3,600.00
KUBE	B2781B	SNOW BLOWER FRONT MOUNT	1	\$4,338.00	\$4,100.00	\$4,100.00
		POSSIBLE TRADE 4630 NEW HOLLAND-----		\$ 6000.00		
KUBE	B2779	SWEEPER BROOM	1	\$3,895.00	\$3,895.00	\$3,895.00
KUBE	BL2178	GUAGE WHEEL KIT	1	\$440.00	\$0.00	\$0.00

Thank you for the opportunity to quote.

SUBTOTAL: \$33,095.00
TAX: \$0.00

ORDER TOTAL: \$33,095.00

Authorized By: _____

Kubota®



KUBOTA DIESEL TRACTOR

B

B2650/B3350 New Factory Cab Tractors

With the first integrated cab in its class, the new B50 series tractors bring more comfort and luxury to tough jobs.



Get class-leading luxury a
with the new Kubota B50

KUBOTA DIESEL TRACTOR

B2650

B3350



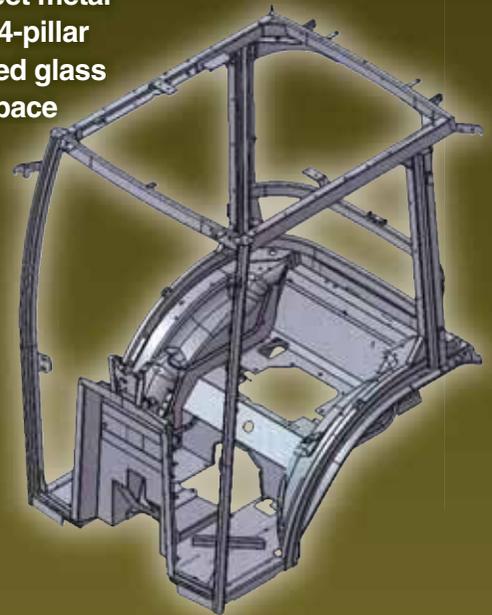
and comfort series.



NEW INTEGRATED CAB DESIGN

The B50 series is the first tractor in its class to employ an integrated cab. The cab and overfenders are integrally welded to the body's sheet metal parts which allows for a 4-pillar construction with rounded glass that delivers more cab space and a wider field of view.

The integrated design also eliminates holes in the floor for the pedals for an almost airtight environment that minimizes noise and unwanted dust from entering the cab for greater comfort.



REAR HATCH HALF-LOCK

The cleverly devised rear hatch half-lock opens just enough for fresh air ventilation while keeping grass, hay and dust out. It's also useful when talking to people on the outside from the cab even with the doors closed.



PREMIUM COMFORT

SPACIOUS & QUIET CAB

The B50 series brings maximum comfort to just about any job thanks to the new integrated cab. The 4-pillar design with rounded glass offers more space and panoramic views of your surroundings. Doors open wide for easier entry to and exit from the cab. Comfort is also enhanced through better noise insulation for a quieter interior, and the inclusion of a glove box, cup holder, a pocket for an operator's manual and tool box, all within arm's reach provide added convenience.



DUST-TIGHT CAB

Keep your cab clean and almost dust-free even after long hours of work. The new integrated cab moves the pedal connections from the floor to the steering column to eliminate any holes in floor. The cab is close to airtight to minimize unwanted dust from entering inside.





DELUXE SUSPENSION SEAT

The new suspension seat is specially designed to absorb shock reducing operator fatigue to keep you stay comfortable even under extremely harsh conditions. Arm rests also come equipped for added comfort.



12V SOCKET & GLOVE BOX

Charge your smart phone or cell phone with the 12-volt socket next to the steering wheel. And make it readily accessible by placing it in the handy glove box above the steering wheel while charging.



AIR CONDITIONER

With the rounded cab and strategically placed air outlets that optimize air circulation, the air conditioner keeps you cooler on hot days and warmer on cold days.

- A. FRONT GLOVE BOX
- B. FRONT WIPER
- C. HANGER
- D. ARM RESTS
- E. CUP HOLDER
- F. GLOVE BOX



Other Standard Equipment for Cab:

- Speakers
- Interior light

Cab Options:

- Halogen rear work lights
- Radio/CD or radio



LOADER LEVER

The loader lever is integrated with the lever console and standard equipped on the B50 series so it does not have to be retrofitted when mounting the loader. In addition, it provides a cleaner look.

USER-FRIENDLY CONTROL LAYOUT

For easier access and smoother operation, the levers are logically arranged on the left and right consoles and switches are concentrated around the meter panel.

ERGONOMOMIC DE

1. GLOVE BOX
2. DIGITAL PANEL
3. 12V SOCKET
4. SWITCHES



A



CRUISE CONTROL

Kubota's new multi-stage notch-type cruise control offers lighter lever operations to keep your working speed constant.

HST PEDAL

For easier operation of the HST pedal and more right-side foot space, the brake pedal has been moved to the left side of the steering column.

- A. LOADER LEVER**
- B. CRUISE CONTROL LEVER**
- C. 3-P CONTROL LEVER**
- D. OPTIONAL REMOTE VALVE LEVER**
- E. PTO SELECT LEVER**
- F. PTO ON/OFF LEVER**
- G. RANGE GEAR SHIFT LEVER**
- H. 4WD ON/OFF LEVER**

SIGN



WORKABILITY

TRAVELING SPEED

Move from location to location quicker. The B3350's engine gross horsepower has been increased to 33HP for a higher forward traveling speed of 14.3mph*, while providing lower emissions at the same time. * When equipped with turf tires.

HYDRAULIC CONTROL SYSTEMS

The position control valve provides easier 3-point hitch control with adjustments in smaller increments which are often required when attaching/detaching implements or when performing sensitive jobs.

INCREASED PTO HP

The PTO horsepower for the B3350 has been increased to 27.0HP.
(* B2650: 19.5HP)

3-POINT HITCH

With the capable PTO horsepower, the Powerful Category I 3-point hitch makes hooking up and working with large implements, such as a rotary cutter, box blade and finishing mower, easier.

FUEL TANK FILLER

The fuel tank filler has been shifted from the center to the right side of the hood to make filling easier.



ONE-PIECE HOOD

The front grille and newly designed headlamps are now integrated with the hood for easier opening and closing and more convenient engine



WASHER FLUID TANK

The washer fluid tank has been moved to the outside of the cab to make checking of the fluid levels and refilling much easier.



REAR WIPER & DEFOGGER

Standard equipped rear wiper and defogger enhance rearward visibility when needed.



CLEAN



CLEAN EMISSION DIESEL ENGINES

The B50 series diesel engines are built for greater power with cleaner emissions. The B3350's liquid-cooled E-TVCS (vortex combustion system) engine delivers increased power and high torque for all the tractor strength you need while lowering emissions. Its combination with the Diesel Particulate Filter (DPF) Muffler further reduces emissions to make it compliant with the Tier IV emission regulation.



B2650*: 26.0HP
B3350: 33.0HP

** Not equipped with DPF*

IMPLEMENTS

BH77 BACKHOE

The BH77 Backhoe is performance-matched with the B50 cab tractors to deliver more power and greater digging capacity. Additionally, the BH77 backhoe features a curved boom, protected hoses, quick attach/detach mounting system, and optional 6-position mechanical thumb.

** Shown with optional mechanical thumb.*



Backhoe Specifications

Model		BH77
Transport height	in. (mm)	80.7 (2051)
Stabilizer spread - transport	in. (mm)	51.8 (1315)
Ground clearance	in. (mm)	12.6 (319)
Digging Depth 2ft flat bottom	in. (mm)	92.5 (2349)
Operating height fully raised	in. (mm)	119.2 (3029)

Loading height (Length of dipper cyl. = 715mm)	in. (mm)	66.7 (1693)
Loading reach (Length of dipper cyl. = 715mm)	in. (mm)	50.8 (1290)
Reach from swing pivot	in. (mm)	124.6 (3165)
Swing pivot to rear axle center line	in. (mm)	47.7 (1211)
Angle of departure per SAE J1234	deg.	13.8
swing arc	deg.	180

LA534 NEW FRONT LOADER

The LA534 new front loader offers increased lifting capacity, perfect for farm use. Its curved boom matches the new hood design for a sleek and modern appearance and offers a better field of vision during front loader operations.

Front Loader Specifications

Model		LA534
Maximum Lift Height (to bucket Pivot Pin)	in.(mm)	84.6 (2150)
Clearance with attachment dump	in.(mm)	67.4 (1712)
Maximum Dump Angle	deg.	38.1
Max. Rollback Angle	deg.	28.6
Lift Capacity (pivot pin)	lbs. (kg)	1146 (520)
Lift Capacity (19.7in. forward)	lbs. (kg)	827 (375)
Breakout Force (pivot pin)	lbs. (kg)	2321 (1053)
Breakout Force (19.7in. forward)	lbs. (kg)	1691 (767)

NEW ROD INDICATOR

The new standard-equipped rod indicator easily keeps the loader bucket at a level position regardless of the boom height to keep sand, dirt and gravel from spilling when transporting from one location to the next.



3RD FUNCTION VALVE (Optional)

The optional 3rd function valve broadens the scope of the front loader operation by enabling the use of a grapple bucket and various other hydraulically controlled attachments. The 3rd function valve can be activated with buttons located on the grip of the joystick.



2-LEVER QUICK COUPLER (Optional)

Kubota's quick coupler now features two levers to make attaching/detaching front attachments quicker and easier.



ATTACHMENTS



• Standard Bucket 54"



• Light Material Bucket 60"



• Mechanical Snow Blade 60" & 72"



• Hydraulic Snow Blade 60" & 72"

• Pallet Fork

LOADER VALVE

The standard-equipped loader valve makes attaching and detaching of the front loader and other implements easier.

A. Quick Attaching/Detaching
B. Thick Steel Frames
C. Curved Boom Design

D. Protected Hydraulics
E. Braceless Frame
F. Front Grill Guard



Specifications

Model	B2650HSDC		B3350HSDC	
Engine	E-TVCS, liquid cooled, 4-cylinder diesel			
Type				
Make, Model	V1305-E4-D26-Q		V1505-T-E4-D26-Q	
PTO horsepower	HP (kW)	19.5 (14.5)	27.0 (20.1)	
Engine gross horsepower*	HP (kW)	26.0 (19.4)	33.0 (24.6)	
Rated RPM	rpm	2500		
Bore and stroke	in. (mm)	3.1 × 3.5 (78 × 88)	3.1 × 3.1 (78 × 78.4)	
Displacement	cu. in. (cc)	77.0 (1261)	91.5 (1498)	
Air cleaner	4.0 inch Dual paper element		4.5 inch Dual paper element	
Lubrication	Forced lubrication			
Cooling system	Pressurized radiator			
Radiator fan	Radial air flow			
Capacities				
Fuel tank	gal (ℓ)	7.1 (27)		
Cooling system	qts. (ℓ)	4.5 (4.3)		
Engine oil	qts. (ℓ)	3.7 (3.5)	4.3 (4.1)	
Transmission case	gal (ℓ)	4.0 (15)		
Drive train				
Clutch	N / A			
Transmission	HST (3 ranges)			
Differential lock	Standard			
Final drive	Spur gear			
Brake	Multi-plate wet disc			
PTO				
Type	Independent			
Rear	rpm	563		
Mid	rpm	2500		
Hydraulics				
Type	Open center			
Pump	Dual pump			
Total pump output	gpm (ℓ/min.)	8.7 (33.1)		
Hydraulic outlet	Rear outlet			
3-point hitch	Category I			
Hydraulic control system	Position control valve			
Lift capacity	at lift point	lbs. (kg)	2139 (970)	
	24" behind LP	lbs. (kg)	1676 (760)	
Steering	Hydraulic power steering			
Standard tire size				
Front (Farm)	7-12			
Rear (Farm)	12.4-16			
Traveling speeds (at rated engine rpm)				
Forward	mph (km/h)	0-11.8 (0-19.1)	0-13.6 (0-21.9)	
Reverse	mph (km/h)	0-8.9 (0-14.4)	0-10.3 (0-16.5)	
Dimensions				
Overall length (w/o 3P)	in. (mm)	103.9 (2640)		
Overall width (min. tread)	in. (mm)	53.7 (1365)		
Overall height	in. (mm)	84.6 (2150)		
Wheelbase	in. (mm)	65.6 (1666)		
Ground clearance	in. (mm)	14.6 (370)		
Turning radius with brake	feet (m)	6.9 (2.1)		
Weight	lbs. (kg)	2293 (1040)	2447 (1110)	
Other Features	4-poster integrated cabin, Cruise control (Multi-stage notch), Tilt-steering, Deluxe seat, Parallel link with damper seat suspension, Telescopic lower link, Lower link stabilizer, Ratchet type lift-rod, Drawbar, Front work light, Tool box, Cabin Interior Light, Speaker, 12V power socket, Rear wiper, Rear defogger			

*SAE J1995

The company reserves the right to change the above specifications without notice. This brochure is for descriptive purposes only. Please contact your local Kubota dealer for warranty information. For your safety, Kubota strongly recommends the use of a Rollover Protective Structure (ROPS) and seat belt in almost all applications. For complete operational information, the operator's manual should be consulted.

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KUBOTA TRACTOR CORPORATION

Kubota Tractor Corporation, 3401 Del Amo Boulevard, Torrance CA 90503
 Western Division: 1175 S. Guild Ave., Lodi, CA 95240 Tel (209) 334-9910
 Central Division: 14855 FAA Boulevard, Fort Worth, TX 76155 Tel (817) 571-0900
 Northern Division: 6300 at One Kubota Way, Groveport, OH 43125 Tel (614) 835-1100
 Southeast Division: 1025 Northbrook Parkway, Suwanee, GA 30024 Tel (770) 995-8855

Visit our web site at: www.kubota.com





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, Roger Huff, Jim Pezzuto
From: Larry Halberstadt, PE, City Engineer
Date: November 10, 2015
RE: Motor Pool Purchase, Walk Behind Trencher

General Information, Motor Pool Fund

Vehicle purchases are scheduled on a revolving basis. Each department that requires vehicles is required to pay fees from their operating budget into the Motor Pool fund. The annual fees that are paid into the fund cover maintenance and repairs that are required over the service life of the vehicle. In addition, fees are collected to cover the purchase price of a new vehicle at the end of the vehicle's service life. Once beyond this point, vehicles can become unreliable or need excessive maintenance which exceeds the amount budgeted. Police patrol vehicles receive the most use and are scheduled for replacement every three years. As a result, higher fees are contributed into the Motor Pool fund from the police department to cover these expenses. Once a replacement vehicle is purchased, the old vehicle is retired and sold via a public bidding process. Staff will look up the "blue book" value of the vehicle and ensure that a minimum bid level is set. Money obtained from the sale of the old vehicles is returned to the motor pool fund as revenue.

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Background Information:

The electric department is frequently requested to install underground electric services for new or existing customers. Quite often these services must be installed in narrow areas, such as between houses with narrow side yard setbacks. Customers are charged a per foot amount for installation of new electric services. In order to keep this cost competitive, staff must be provided with the appropriate equipment for installation of underground services. Requiring hand digging of service installations is not cost competitive. As part of the annual budget process, the electric department requested the purchase of a walk behind trencher to assist with the construction of underground electric services.

Quotations and demonstrations have been solicited from three separate vendors. The quotations are summarized as follows:

Memorandum

November 10, 2015

Motor Pool Purchase, Walk Behind Trencher

Page 2 of 2

Vendor	Trencher Model	Price
Weingartz	Toro TRX-26	\$15,761.60
Ditch Witch Sales of Michigan	Ditch Witch RT12	\$15,683.14
Vermeer of Michigan, Inc.	Vermeer RTX150	\$15,087.00

Demonstrations of the three models indicate that the Toro is the most maneuverable unit and is the easiest to operate. The Toro has a 26 hp engine, the Ditch Witch has an 11.7 hp engine, and the Vermeer has a 20.5 hp engine. As a result, staff recommends purchase of the Toro TRX-26 despite the slightly higher price.

Recommendation:

Council should be requested to approve the purchase of a Toro TRX-26 trencher and accessories from Weingartz or Cedar Springs, Michigan in the amount of \$15,761.60.

Support Material:

Quotation from Weingartz

Quotation from Ditch Witch Sales of Michigan

Quotation from Vermeer of Michigan, Inc.

WEINGARTZ EVERYTHING FROM LAWN TO SNOW

QUOTATION

To: **City of South Haven D.P.W**
 1199 8th. Avenue
 South Haven, mi 49090

Quote #: **80000808-00**
 Date: 02/02/15
 Exp Date:

Attn:
 Phone: (269) 637-0737
 Email:

Prepared By: **Mike Belliel - CS Sales**
 Phone: (616) 696-2913
 Email: mbelliel@weingartz.com

Product number	Product and Description	Qty	Sale Price	Total
TO22477	Toro Trencher Crumber List Price: \$542.00	1	\$542.00	\$542.00
TO22974	Toro TRX-26 Traction Uni 26Hp Kawasaki W/ Elec. S Interchange Prod: 22974 List Price: \$16,981.00	1	\$16,981.00	\$16,981.00
TO22980	Toro TRX Backfill Blade Fits On All TRX Models Interchange Prod: 22980 List Price: \$433.00	1	\$433.00	\$433.00
to22976	Toro 36" Boom Capable of Digging 3-Foo List Price: \$727.00	1	\$727.00	\$727.00
to22487	Toro 36"x 4" Combo Chain List Price: \$1,019.00	1	\$1,019.00	\$1,019.00

Total \$19,702.00
 Order Discount \$3,940.40
 Invoice Total \$15,761.60

This Quote is Good Through All 2016

Approved By

Customer

Date


 Weingartz Representative

11-11-15
 Date



The Charles Machine Works, Inc.
 1959 W.Fir Avenue
 P.O.Box 66,
 Perry, Oklahoma 73077-0066 USA
 Phone No : 580 336 4402
 Fax No : 580 336 0617
 Email : global@ditchwitch.com

Quotation

Information

Quotation No. 20090948
 Document Date 01/21/2015
 Customer No. 508163
 Dealership DITCH WITCH SALES OF MICHIGAN
 HOWELL
 PO _____
 Created by Todd Miller

Sold-to Party Address

CITY OF SOUTH HAVEN
 NJPA # 25008
 539 PHOENIX STREET
 SOUTH HAVEN MI 49090

Global Account Price Quote Quote Valid until : 03/20/2015

TAXES ARE AN ESTIMATE AT TIME OF QUOTATION-ACTUAL TAX WILL BE CALCULATED AT TIME OF INVOICING. IF TAXES ARE QUOTED AND THIS IS A TAX EXEMPT TRANSACTION, PLEASE PROVIDE TAX EXEMPT CERTIFICATE OR LEASING DETAILS WITH YOUR PURCHASE ORDER.

FOR MODEL SPECIFICATIONS OR OTHER INFORMATION, VISIT OUR WEBSITE AT WWW.DITCHWITCH.COM

Quotation Details

Qty	Part Number	Description
1	RT12-10	RT12-10 Honda Rigid Tracks 2 Counter Wts
1	300-0081	12T SPROCKET MACHINED
1	190-1432	ROTOWITCH KIT
1	300-8764	WEIGHT
1	351-236	CONNECTOR SHAFT
4	351-256	STEM SECTION (10')
1	351-140	2.00" SLIPLATCH COMPACTION BIT
1	190-1787	BACKFILL BLADE KIT
1	141-792	ROLLER BOOM ASS'Y (24")
1	141-290	CLEANER SHOE (4")
1	131-146	35K 2P SHK II W-O 52P 4.3
1	131-164	35K SHARK II REPAIR STATION
1	351-246	SWIVEL
1	100-180	MECHANICAL CLEANER CONVER KIT
1	300-4647	CLEANER BAR

Confidentiality Notice:

This quote may contain confidential information. The information is intended only for the individual or entity named. If you are not the intended recipient, please immediately notify us at (800)654-6481 to arrange for return of the document.



Quotation

The Charles Machine Works, Inc.
1959 W.Fir Avenue
P.O.Box 66,
Perry, Oklahoma 73077-0066 USA
Phone No : 580 336 4402
Fax No : 580 336 0617
Email : global@ditchwitch.com

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FOR MODEL SPECIFICATIONS OR OTHER INFORMATION, VISIT OUR WEBSITE AT WWW.DITCHWITCH.COM

Quotation Details

Qty	Part Number	Description	
		Global Account Pricing	15,006.46
		Total Freight	436.68
		Installation Charge	240.00
		Total Amount	\$ 15,683.14

Confidentiality Notice:

This quote may contain confidential information. The information is intended only for the individual or entity named. If you are not the intended recipient, please immediately notify us at (800)654-6481 to arrange for return of the document.



Vermeer of Michigan, Inc.
 1098 Franklin Street
 Marne, MI 49435
 616-677-5900

2/16/2015

Quote #: 00316MASD

PO #:

Bill To:
City of South Haven
Jim Pezzuto
539 Phoenix Street
South Haven, MI 49090

Ship To:
City of South Haven
Jim Pezzuto
539 Phoenix Street
South Haven, MI 49090

Jim:

Here is the price on the RTX150 Track Trencher which we demoed. I priced it with the backfill blade and the 3 year warranty. These are things you can deduct if you choose not to purchase these options. I also applied the municipal discount as well.

1 - Vermeer RTX150, New 2015 with: RTX150 Track Trencher - 20HP Kohler CH20 Gas Engine - 7" Track Assembly - VZ Steering w Zero Turn - 36" Trencher Boom with crumber to clean the trench - 5" wide Cup cutter Shark Combo chain - 7" Greaseable End Idler - Hydrostatic Ground Drive - 3.1 MPH Ground Drive - Fuel Tank: 2.8 Gallons - Hydraulic Tank: 12 gallons - 2 Year Standard Kohler Manufacturers Limited Warranty - 1 Year/1000 Hour Parts and Labor Standard Vermeer Limited Warranty	\$15,148.00										
Municipal Price Discount	(\$1,510.00)										
1 - Vermeer RTX250 Backfill Blade, New 2015 with: Backfill Blade	\$617.00										
Extended Warranty for total 3 Year Parts and Labor Warranty	\$832.00										
	<table border="0"> <tr> <td>Machine</td> <td style="text-align: right;">\$15,765.00</td> </tr> <tr> <td>Discount</td> <td style="text-align: right;">(\$1,510.00)</td> </tr> <tr> <td>Warranty</td> <td style="text-align: right;">\$832.00</td> </tr> <tr> <td>Taxable Sub</td> <td style="text-align: right;">\$15,087.00</td> </tr> <tr> <td>Total Due</td> <td style="text-align: right;"><u>\$15,087.00</u></td> </tr> </table>	Machine	\$15,765.00	Discount	(\$1,510.00)	Warranty	\$832.00	Taxable Sub	\$15,087.00	Total Due	<u>\$15,087.00</u>
Machine	\$15,765.00										
Discount	(\$1,510.00)										
Warranty	\$832.00										
Taxable Sub	\$15,087.00										
Total Due	<u>\$15,087.00</u>										

Finance Options with Approved Credit

Monthly Payment

Approximate Payment on 60 months based on \$0.00 down - **\$289.17**

Initials: _____

Proposal good for 30 days; we reserve the right at any time prior to acceptance to revoke this quotation.

Accepted by _____ Date _____

We greatly appreciate your business.

Sincerely,

Steve De Bruin

Sales

616-723-3455



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

Cc: Roger Huff, PE, DPW Director
Wendy Hochstedler, Finance Director
Deb Davidson, DDA Director

From: Larry Halberstadt, PE, City Engineer

Date: November 11, 2015

RE: FY 2015-16 Street Resurfacing Projects

Background Information

On August 3, 2015, Council awarded the FY 2015-16 Street Resurfacing Projects to Compton, Inc. of South Haven, MI in the amount of \$432,890.95. This project included street resurfacing on Michigan Avenue from Center Street to Broadway Street and Center Street from Elkenburg Street to Superior Street. The project also included installation of barrier free ramps for compliance with the Americans with Disabilities Act, sidewalk repairs, installation of new sidewalks, repair of storm sewers, and other minor improvements.

As of the end of October, construction is complete. As construction of the project progressed, a number of work items were identified that were not within the original project scope as bid by Compton, Inc. These items include, but are not limited to:

- Replacement of all storm sewer and catch basins at the intersection of Center and Humphrey
- Replacement of a fire hydrant near Center and Chambers
- Additional resurfacing of School Street, south of Michigan Avenue
- Reconstruction of numerous manholes with covers that were constructed out of recycled grader blades

As a result of the changes, Abonmarche has generated two contract modifications to adjust the amount of the contract. The total amount of both contract modifications is \$131,590.44.

Sections 2-61 through 2-82 of the Code of Ordinances define the Purchasing rules and policies of the City of South Haven. Section 2-82(b) required Council approval of change orders (contract modifications) if the amount exceeds a ten percent (10%) increase of the original contract amount. This amount is \$43,289.09 for the Compton Contract.

Memorandum

November 11, 2015

FY 2015-16 Street Resurfacing Projects

Page 2 of 2

Recommendation

Council should review Contract Modifications #1 and #2 at their November 16, 2015 regular meeting and authorize the City Manager to execute the Contract Modifications.

Attachments

Contract Modification #1

Contract Modification #2

SEPTEMBER 10, 2015

**CONTRACT MODIFICATION NO. 1
2015 STREET RESURFACING PROJECT
ACI JOB#: 14-0416**

OWNER

CITY OF SOUTH HAVEN
539 PHOENIX STREET
SOUTH HAVEN, MI 49090

CONTRACTOR

COMPTON, INC.
PO BOX 1299
NILES, MI 49120

RE: Center Street Extra Items

Original Contract Amount	\$ 432,890.95
Contract Modification # 1	\$ +49,217.50
New Contract Amount	\$ 482,108.45

RECOMMENDED BY: COMPTON, INC.



Stan Compton



Date

RECOMMENDED BY: ABONMARCHE



Jason W. Marquardt, P.E.



Date

APPROVED BY: CITY OF SOUTH HAVEN

Brian Dissette

Date

P:_Projects\2015 PROJECTS\15-0416 2015 Street Resurfacing - Center and Michigan\Construction Admin\105 Contract Modifications\1\2015-09-10 Contract Modification # 1.docx



Abonmarche

Contract Modification

9/11/2015 11:45 AM

FieldManager 5.1a

Contract: _15-0416, Michigan and Center Resurfacing

Cont. Mod. Number 1	Revision Number	Cont. Mod. Date 9/11/2015	Electronic File Created No	Net Change \$49,217.50	Awarded Contract Amount \$432,890.95
Route		Managing Office Abonmarche		District 0	Entered By Lucas Grosse
Contract Location South Haven					

Short Description

Center Street Additional Items

Description of Changes

This contract modification is a result of the additional new items for Center. Balancing original items will be completed with the final balancing modification. After construction began, many items were found and added by department of public works. Items included improving storm sewer at Humphrey Street, replacing fire hydrant at Chambers Street, abandoning existing valve vaults and installing city supplied boxes, repairing storm sewer at Van Buren, and providing water and sewer taps for new lot construction.

New Items

Item Description	Item Code	Prop. Line	Proj. Line	Project	Catg.	ItemType	Proposed Quantity	Unit	Unit Price	Dollar Value
_ 10" Storm sewer	6027001	0375	0375	15-0416	001	Extra	167.000	Ft	62.50000	\$10,437.50
Reason: Extra work on Center St.										
_ 6" x 6" Hot tap & Fire hydrant extension	1027051	0345	0345	15-0416	001	Extra	1.000	LS	4,950.00000	\$4,950.00
Reason: Extra work on Center St.										
_ 814 Center driveway prep	1027051	0370	0370	15-0416	001	Extra	1.000	LS	250.00000	\$250.00
Reason: Extra work on Center St.										
_ Abandon valve & install city supp. box	8077050	0355	0355	15-0416	001	Extra	8.000	Ea	690.00000	\$5,520.00
Reason: Extra work on Center St.										
_ Phone vault, Adjust	8077050	0365	0365	15-0416	001	Extra	1.000	Ea	560.00000	\$560.00
Reason: Extra work on Center St.										



Abonmarche

Contract Modification

9/11/2015 11:45 AM

FieldManager 5.1a

New Items

Item Description	Item Code	Prop. Line	Proj. Line	Project	Catg.	ItemType	Proposed Quantity	Unit	Unit Price	Dollar Value
_ Removal of existing hydrant & Line stop	1027051	0350	0350	15-0416	001	Extra	1.000	LS	3,450.00000	\$3,450.00
Reason: Extra work on Center St.										
_ Storm sewer repair at Van Buren, East	1027051	0340	0340	15-0416	001	Extra	1.000	LS	1,200.00000	\$1,200.00
Reason: Extra work on Center St.										
_ Structure Rebuild	8077050	0360	0360	15-0416	001	Extra	6.000	Ea	1,200.00000	\$7,200.00
Reason: Extra work on Center St.										
_ Structure, Storm MH, 48" Dia	2057050	0330	0330	15-0416	001	Extra	5.000	Ea	2,000.00000	\$10,000.00
Reason: Extra work on Center St.										
_ Utility Str. Rem Storm	8077050	0380	0380	15-0416	001	Modified	5.000	Ea	500.00000	\$2,500.00
Reason: Extra work on Center St.										
_ Water & Sewer tap at Van Buren	4057051	0335	0335	15-0416	001	Extra	1.000	LS	3,150.00000	\$3,150.00
Reason: Extra work on Center St.										

Total Dollar Value: \$49,217.50

Project / Category Summary

Project/Catg	Project/Category Description	Federal Number	Project Status	Finance System	Control Section	Dollar Value
15-0416	Michigan and Center Resurfacing	0	CNST			
001	Center Street					\$49,217.50
Total:						\$49,217.50

Total Net Change Amount: \$49,217.50

NOVEMBER 9, 2015

**CONTRACT MODIFICATION NO.2
2015 STREET RESURFACING PROJECT
ACI JOB#: 14-0416**

OWNER

CITY OF SOUTH HAVEN
539 PHOENIX STREET
SOUTH HAVEN, MI 49090

CONTRACTOR

COMPTON, INC.
PO BOX 1299
NILES, MI 49120

RE: Balancing of contract items. Additional work on Center Street included concrete pavement replacements, additional storm work, utility services, driveway work, manhole adjustments, and concrete curb removal and replacement.

Additional work on Michigan Avenue included concrete pavement replacement, additional resurfacing limits, utility work, and removal and replacement of additional concrete curb and gutter.

Original Contract Amount	\$ 432,890.95
Contract Modification # 1	\$ +49,217.50
Contract Modification # 2	\$ +82,372.94
New Contract Amount	\$ 564,481.39

RECOMMENDED BY: COMPTON, INC.

Stan Compton

Date

RECOMMENDED BY: ABONMARCHE



Jason W. Marquardt, P.E.

11/9/15

Date

APPROVED BY: CITY OF SOUTH HAVEN

Brian Dissette

Date

P:_Projects\2015 PROJECTS\15-0416 2015 Street Resurfacing - Center and Michigan\Construction Admin\105 Contract Modifications\1\2015-09-10 Contract Modification #1.docx



Contract Modification

11/9/2015 12:48 PM
FieldManager 5.1a

Contract: _15-0416, Michigan and Center Resurfacing

Cont. Mod. Number 2	Revision Number	Cont. Mod. Date 11/9/2015	Electronic File Created No	Net Change \$82,372.94	Awarded Contract Amount \$432,890.95
Route		Managing Office Abonmarche		District 0	Entered By Lucas Grosse
Contract Location South Haven					

Short Description

Extra work on Michigan and Balancing Mod.

Description of Changes

- A. Original Awarded Contract Amount = \$432,890.95
- B. Current Net Total (includes this revision) = \$564,481.39
- C. Net Total Change (B-A) = \$131,590.44
- D. Current % of Award Amt (C/A*100) = 30.40 %

Increases / Decreases

Item Description	Item Code	Prop. Line	Proj. Line	Project	Catg.	Item Type	Quantity Change	Unit	Unit Price	Dollar Value
_ 10" Storm sewer	6027001	0375	0375	15-0416	001	Extra	14.000	Ft	62.50000	\$875.00
_ Aggregate Base, 22A, 8 inch	3027011	0105	0105	15-0416	002	Original	244.000	Syd	15.00000	\$3,660.00
_ Curb & Gutter, Det F4	8027001	0155	0155	15-0416	001	Original	273.500	Ft	19.00000	\$5,196.50
_ Curb & Gutter, Det F4	8027001	0160	0160	15-0416	002	Original	181.500	Ft	19.00000	\$3,448.50
_ Detectable Warning Surface, C.I.	8037001	0145	0145	15-0416	001	Original	-15.000	Ft	81.00000	\$-1,215.00
_ Detectable Warning Surface, C.I.	8037001	0150	0150	15-0416	002	Original	-40.000	Ft	81.00000	\$-3,240.00



Abonmarche

Contract Modification

11/9/2015 12:48 PM

FieldManager 5.1a

Increases / Decreases

Item Description	Item Code	Prop. Line	Proj. Line	Project	Catg.	Item Type	Quantity Change	Unit	Unit Price	Dollar Value
_ Erosion Fabric	2087011	0225	0225	15-0416	001	Original	55.000	Syd	1.20000	\$66.00
_ Erosion Fabric	2087011	0230	0230	15-0416	002	Original	-80.000	Syd	1.20000	\$-96.00
_ Fertilizer	8167030	0245	0245	15-0416	001	Original	15.000	Lb	10.00000	\$150.00
_ Fertilizer	8167030	0250	0250	15-0416	002	Original	-15.000	Lb	10.00000	\$-150.00
_ Line Mrkg, Ovly Cold Plastic, 6 inch, Crosswalk	8117001	0195	0195	15-0416	001	Original	56.000	Ft	2.10000	\$117.60
_ Line Mrkg, Ovly Cold Plastic, 6 inch, Crosswalk	8117001	0200	0200	15-0416	002	Original	100.000	Ft	2.10000	\$210.00
_ Line Mrkg, Ovly Cold Plastic, 12 inch, Stop Bar	8117001	0205	0205	15-0416	001	Original	2.000	Ft	4.20000	\$8.40
_ Line Mrkg, Ovly Cold Plastic, 12 inch, Stop Bar	8117001	0210	0210	15-0416	002	Original	17.000	Ft	4.20000	\$71.40
_ Line Mrkg, Water Borne, Yellow, 4 inch	8117001	0185	0185	15-0416	001	Original	-50.000	Ft	0.40000	\$-20.00
_ Line Mrkg, Water Borne, Yellow, 4 inch	8117001	0190	0190	15-0416	002	Original	-40.000	Ft	0.40000	\$-16.00



Abonmarche

Contract Modification

11/9/2015 12:48 PM

FieldManager 5.1a

Increases / Decreases

Item Description	Item Code	Prop. Line	Proj. Line	Project	Catg.	Item Type	Quantity Change	Unit	Unit Price	Dollar Value
_ Seed	8167030	0235	0235	15-0416	001	Original	15.000	Lb	30.00000	\$450.00
_ Seed	8167030	0240	0240	15-0416	002	Original	-15.000	Lb	30.00000	\$-450.00
_ Sidewalk Ramp, 6 inch	8037010	0135	0135	15-0416	001	Original	1,584.500	Sft	7.00000	\$11,091.50
_ Sidewalk Ramp, 6 inch	8037010	0140	0140	15-0416	002	Original	4.000	Sft	7.00000	\$28.00
_ Sidewalk, 4 inch	8037010	0125	0125	15-0416	001	Original	-300.000	Sft	4.25000	\$-1,275.00
_ Sign, Rem	8107050	0080	0080	15-0416	001	Original	2.000	Ea	25.00000	\$50.00
_ Sign, Rem	8107050	0085	0085	15-0416	002	Original	-1.000	Ea	25.00000	\$-25.00
_ Structure Adjust, Case 1	4037050	0310	0310	15-0416	001	Original	-2.000	Ea	460.00000	\$-920.00
_ Structure Cover, EJ 1040, Sanitary w/ City Logo	4037050	0275	0275	15-0416	001	Original	-2.000	Ea	950.00000	\$-1,900.00
_ Structure Cover, EJ 1040, Water w/ City Logo	4037050	0290	0290	15-0416	001	Original	-8.000	Ea	950.00000	\$-7,600.00



Abonmarche

Contract Modification

11/9/2015 12:48 PM

FieldManager 5.1a

Increases / Decreases

Item Description	Item Code	Prop. Line	Proj. Line	Project	Catg.	Item Type	Quantity Change	Unit	Unit Price	Dollar Value
_ Structure Cover, EJ 7045	4037050	0300	0300	15-0416	001	Original	6.000	Ea	1,150.00000	\$6,900.00
_ Structure Cover, EJ 7045	4037050	0305	0305	15-0416	002	Original	3.000	Ea	1,150.00000	\$3,450.00
_ Structure, Storm MH, 2057050 48" Dia	2057050	0330	0330	15-0416	001	Extra	1.000	Ea	2,000.00000	\$2,000.00
_ Subbase	3017021	0090	0090	15-0416	002	Original	305.000	Cyd	20.00000	\$6,100.00
_ Utility Str. Rem Storm	8077050	0380	0380	15-0416	001	Modified	1.000	Ea	500.00000	\$500.00
_ Valve Box Adjust	8237050	0320	0320	15-0416	001	Original	3.000	Ea	300.00000	\$900.00
Conc Base Cse, Nonreinf, 7 inch	6020017	0095	0095	15-0416	001	Original	389.250	Syd	55.00000	\$21,408.75
Conc Base Cse, Nonreinf, 7 inch	6020017	0100	0100	15-0416	002	Original	23.290	Syd	55.00000	\$1,280.95
Curb, Rem	2040021	0065	0065	15-0416	001	Original	213.000	Ft	5.00000	\$1,065.00
Curb, Rem	2040021	0070	0070	15-0416	002	Original	82.500	Ft	5.00000	\$412.50



Contract Modification

Increases / Decreases

Item Description	Item Code	Prop. Line	Proj. Line	Project	Catg.	Item Type	Quantity Change	Unit	Unit Price	Dollar Value
Driveway, Nonreinf Conc, 6 inch	8010005	0170	0170	15-0416	001	Original	22.900	Syd	48.00000	\$1,099.20
Driveway, Nonreinf Conc, 6 inch	8010005	0175	0175	15-0416	002	Original	14.200	Syd	48.00000	\$681.60
HMA Surface, Rem	5010005	0035	0035	15-0416	001	Original	-403.000	Syd	2.00000	\$-806.00
HMA Surface, Rem	5010005	0040	0040	15-0416	002	Original	676.670	Syd	2.00000	\$1,353.34
HMA, 3E1	5010044	0110	0110	15-0416	002	Original	35.380	Ton	137.00000	\$4,847.06
HMA, 5E1	5010056	0115	0115	15-0416	001	Original	-41.460	Ton	83.00000	\$-3,441.18
HMA, 5E1	5010056	0120	0120	15-0416	002	Original	41.040	Ton	83.00000	\$3,406.32
Pavt, Rem	2040050	0045	0045	15-0416	001	Original	419.250	Syd	14.00000	\$5,869.50
Pavt, Rem	2040050	0050	0050	15-0416	002	Original	268.500	Syd	14.00000	\$3,759.00
Sidewalk, Rem	2040055	0055	0055	15-0416	001	Original	-31.000	Syd	5.00000	\$-155.00



Contract Modification

11/9/2015 12:48 PM
FieldManager 5.1a

Increases / Decreases

Item Description	Item Code	Prop. Line	Proj. Line	Project	Catg.	Item Type	Quantity Change	Unit	Unit Price	Dollar Value
Sidewalk, Rem	2040055	0060	0060	15-0416	002	Original	47.000	Syd	5.00000	\$235.00
Topsoil Surface, Furn, 4 inch	8160062	0215	0215	15-0416	001	Original	390.000	Syd	10.00000	\$3,900.00

Total Dollar Value: \$73,281.94

New Items

Item Description	Item Code	Prop. Line	Proj. Line	Project	Catg.	ItemType	Proposed Quantity	Unit	Unit Price	Dollar Value
_ Line Mrkg, Water Borne, Yellow, 4 inch	8027001	0385	0385	15-0416	002	Adjustment	80.000	Ft	2.45000	\$196.00
Reason: Extra line markings for parking lot.										
_ Michigan & School - Stm MH Adj	8507050	0415	0415	15-0416	002	Extra	1.000	Ea	400.00000	\$400.00
Reason: Storm manhole at Michigan & School in middle of intersection was lowered 2.5' and adjusted with additional depth.										
_ Michigan Avenue SMH Rebuild	8507050	0405	0405	15-0416	002	Extra	1.000	Ea	2,000.00000	\$2,000.00
Reason: The existing SMH in Michigan Avenue was rebuilt due to the existing manhole caving in and falling apart during construction.										
_ Michigan Structure Re-adjustments	8267050	0410	0410	15-0416	002	Extra	3.000	Ea	460.00000	\$1,380.00
Reason: Due to the existing pavement elevation and connections for the new parking areas, (2) 7030 and (1) 7045 were readjusted due to the new elevations of the roadway on Michigan Avenue										
_ Pavement prep for grade change	8357051	0430	0430	15-0416	002	Extra	1.000	LS	600.00000	\$600.00
Reason: Remove and prep for grade change on Michigan Avenue.										



Contract Modification

New Items

Item Description	Item Code	Prop. Line	Proj. Line	Project	Catg.	ItemType	Proposed Quantity	Unit	Unit Price	Dollar Value
_ School St Asphalt Patching	8257051	0420	0420	15-0416	002	Extra	1.000	LS	385.00000	\$385.00
Reason: Extra asphalt patching on School St. per Larry Halberstadt.										
_ Strip, saw cut asphalt on School St.	8357051	0425	0425	15-0416	002	Extra	1.000	LS	400.00000	\$400.00
Reason: Strip, saw cut edge & remove asphalt on School St. 276 syds.										
_ Structure, Storm MH, 24" Dia	4037050	0395	0395	15-0416	001	Modified	2.000	Ea	1,300.00000	\$2,600.00
Reason: Extra structures on Center.										
_ Valve Box Adjust	8237050	0400	0400	15-0416	002	Modified	1.000	Ea	300.00000	\$300.00
Reason: Extra work on Michigan										
Hand Patching	5010025	0390	0390	15-0416	002	Extra	10.000	Ton	83.00000	\$830.00
Reason: Extra hand patching.										

Total Dollar Value: \$9,091.00

Project / Category Summary

Project/Catg	Project/Category Description	Federal Number	Project Status	Finance System	Control Section	Dollar Value
15-0416	Michigan and Center Resurfacing	0	CNST			
001	Center Street					\$46,915.27
002	Michigan Avenue					\$35,457.67
Total:						<u>\$82,372.94</u>
Total Net Change Amount:						<u>\$82,372.94</u>



Contract Modification

11/9/2015 12:48 PM

FieldManager 5.1a

If authorized, the contractor agrees to do the work outlined above under the direction of the Engineer, and to accept as payment in full the basis of payment as indicated. Prime Contractor, you are authorized and instructed as the contractor to do the work described herein in accordance with the terms of your contract.

Prime Contractor: Compton, Inc.		Project Engineer: Jason W. Marquardt	
_____	_____		11/9/15
Signature	Date	Signature	Date

SOUTH HAVEN HOUSING COMMISSION
Regular Meeting
Warren Senior Community Center
540 Williams Street, South Haven, Michigan 49090
August 26, 2015

CALL TO ORDER: The Regular Meeting of the South Haven Housing Commission was called to order at 5:35 p.m. by Chairperson Eugene Ladewski at the South Haven Housing Commission Warren Senior Community Center, 540 Williams Street, South Haven, Michigan.

ROLL CALL: Present: Chairperson Eugene Ladewski, Vice-Chairperson Sandra Seroke, Commissioner Teresa Mahone-Jordan and City Council Representative Gail Patterson. Absent: Resident Commissioner Tom Thomson and Commissioner Letitia Wilkins. Also present: Executive Director and Secretary Charles Fullar.

INVOCATION: City Council Representative Gail Patterson delivered the invocation.

PUBLIC COMMENTS: Tony Clark introduced himself as representing D.L. Gallivan who provided a proposal to the Housing Commission for a new copy machine. His company provides copy machines to many local organizations. His company has provided services to South Haven Packing and The Getman Group for over ten years.

CONSENT AGENDA: 1) Minutes of the Regular Meeting July 22, 2015. 2) Current Operating Expenses - \$48,835.67. 3) Homeownership Expenses - \$0.00; 2013 Capital Fund - \$1,168.80; 2014 Capital Fund - \$0.00; and 2015 Capital Fund - \$0.00. 4) Administrative Reports for Approval: Occupancy and Waiting List Reports; Monthly Investment Report; Delinquent Accounts Report; Accounts Receivable Balance Due Report; and Income and Expenditures Report for July 2015, was not provided due to the 2015 FYE closeout. 5) Correspondence: The Washington Post article dated August 18, 2015; and HP Article August 23, 2015. 6) Other Reports: None.

It was moved by Vice-Chairperson Seroke to approve the Consent Agenda; the motion was seconded by Commissioner Mahone-Jordan. All votes in favor. Motion carried.

UNFINISHED BUSINESS: 1) Status Report Updating and Adapting the HDC: Executive Director Fullar reported that the HDC met on Wednesday, July 29th. The new Articles of Incorporation were adopted and the new board members were appointed. The new Articles of Incorporation have been sent to the attorney and new signatories have been assigned for the HDC checking account.

2) Par Plan Grant Application Status: Executive Director Fullar reported that the application notification has been received and a grant was not awarded to the Housing Commission.

NEW BUSINESS: 1) Ceiling Fan, Thermostat and Improved Lighting Installation: Project 2013 CF-MI 82-2 & 82-3: Executive Director Fullar provided copies of the August 14, 2015, Bid Tabulation for the Ceiling Fan, Thermostat and Improved Lighting Installation: Project 2013 CF-MI 82-2 & 82-3. The bidding process was reviewed and three proposals were received. It was moved by Commissioner Mahone-Jordan to affirm the bid process, bid award and contract dated August 19, 2015, to the responsive and lowest bidder, M-n-R enterprises, for the Ceiling Fan, Thermostat and Improved Lighting Installation: Project 2013 CF-MI 82-2 & 82-3, in the amount of \$10,680.00; Seconded by Vice-Chairperson Seroke. All votes in favor. Motion carried.

2) Harbor View Retaining Wall Replacement: Project 2013 CF-MI 82-2: Executive Director Fullar provided copies of the August 14, 2015, Bid Tabulation for the Harbor View Retaining Wall Replacement: Project 2013 CF-MI 82-2. The bidding process was reviewed and four proposals were received. The contractor providing the lowest bid and proposal has expressed to Executive Director Fullar that the bid amount was provided in error and cannot perform for the supplied bid amount. The second lowest bid provider agreed to perform the project for the bid amount submitted. It was moved by Vice-Chairperson Seroke to affirm the bid process, bid award and contract dated August 20, 2015, to the responsive and second lowest bidder, Olson Brothers Company Contractors, for the Harbor View Retaining Wall Replacement: Project 2013 CF-MI 82-2, in the amount of \$34,000.00; Seconded by Commissioner Mahone-Jordan. All votes in favor. Motion carried.

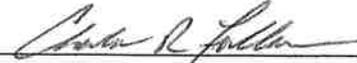
3) HA Copy, Fax, Scanner Replacement: Executive Director Fullar provided copies of the Proposal Details for Color Copy Machines. Executive Director Fullar contacted three copy machine vendors and requested proposals for equal product proposals. All vendors would supply a quality product to include color printing, copying, faxing, scanning and saddle stitch finish stapling. Canon Solution America Inc., who purchased the Housing Commission's current copier company, Oce, provided an Oce Replace Program Discount. This discount was significant, allowing Canon Solution America Inc. to provide the lowest proposal for a new color copy machine. It was moved by Commissioner Mahone-Jordan to award the Color Copy Machine proposal to Canon Solutions America Inc. in the amount of \$7,895.00; Seconded by Vice-Chairperson Seroke. All votes in favor. Motion carried.

EXECUTIVE DIRECTOR'S REPORT: None.

COMMISSIONER'S COMMENTS: Commissioner Mahone-Jordan discussed a recent event at one of the Housing Commission's scattered site locations. Chairperson Eugene Ladewski reported that Commissioner Tom Thomson is in a local nursing rehabilitation center.

ADJOURNMENT: It was moved by Vice-Chairperson Seroke to adjourn; the motion was seconded by Commissioner Mahone-Jordan. All votes in favor. Motion carried. Meeting adjourned at 6:31 p.m.

Respectfully submitted:



 Charles R. Fullar, Secretary

Approved September 23, 2015



 Eugene Ladewski, Chairperson

SOUTH HAVEN HOUSING COMMISSION
Regular Meeting
Warren Senior Community Center
540 Williams Street, South Haven, Michigan 49090
September 23, 2015

CALL TO ORDER: The Regular Meeting of the South Haven Housing Commission was called to order at 5:25 p.m. by Chairperson Eugene Ladewski at the South Haven Housing Commission Warren Senior Community Center, 540 Williams Street, South Haven, Michigan.

ROLL CALL: Present: Chairperson Eugene Ladewski, Resident Commissioner Tom Thomson, Commissioner Letitia Wilkins and City Council Representative Gail Patterson. Absent: Vice-Chairperson Sandra Seroke and Commissioner Teresa Mahone-Jordan. Also present: Executive Director and Secretary Charles Fullar.

INVOCATION: City Council Representative Gail Patterson delivered the invocation.

PUBLIC COMMENTS: None.

CONSENT AGENDA: 1) Minutes of the Regular Meeting August 26, 2015. 2) Current Operating Expenses - \$55,639.22. 3) Homeownership Expenses - \$0.00; 2013 Capital Fund - \$0.00; 2014 Capital Fund - \$0.00; and 2015 Capital Fund - \$0.00. 4) Administrative Reports for Approval: Occupancy and Waiting List Reports; Monthly Investment Report; Delinquent Accounts Report; Accounts Receivable Balance Due Report; and Income and Expenditures Report for July and August 2015; and Petty Cash Report. 5) Correspondence: September 22, 2015, NAHRO email for Commissioner Fundamentals and Ethics Seminar at Battle Creek Housing Commission beginning November 4th; and September 22, 2015, email from the Public Housing Assessment System (PHAS) with Small PHA Deregulation and SHHC as a High Performer. 6) Other Reports: None. It was moved by Commissioner Wilkins to approve the Consent Agenda; the motion was seconded by Resident Commissioner Thomson. All votes in favor. Motion carried.

UNFINISHED BUSINESS: None.

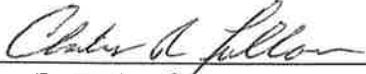
NEW BUSINESS: 1) 2015 FYE Audit: Executive Director Fullar reported that the 2015 FYE Audit is scheduled for September 28th, 29th, and 30th. 2) 2016 PHA Planning and Capital Fund Program Schedule: Executive Director Fullar supplied the schedule to include both the 2016 Annual PHA Plan and 2016 Capital Fund Program.

EXECUTIVE DIRECTOR'S REPORT: None.

COMMISSIONER'S COMMENTS: Chairperson Eugene Ladewski requested information on the attendance policy governing Housing Commission meetings.

ADJOURNMENT: It was moved by Chairperson Ladewski to adjourn; the motion was seconded by Resident Commissioner Thomson. All votes in favor. Motion carried. Meeting adjourned at 6:20 p.m.

Respectfully submitted:



 Charles R. Fullar, Secretary

Approved October 28, 2015



 Eugene Ladewski, Chairperson

Parks Commission

Special Meeting Minutes

Tuesday, September 15, 2015
6:00 p.m., DPW, 1199 8th Avenue



City of South Haven

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

2. Roll Call

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

3. Approval of Agenda

Motion by Moore, second by McAlear to approve the September 15, 2015 Special Meeting Agenda as presented.

All in favor. Motion carried.

4. Approval of Minutes for the Record – August 11, 2015

Motion by, Moore second by White to approve the August 11, 2015 Regular Meeting Minutes as written.

All in favor. Motion carried.

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

None at this time.

REPORTS

6. Beach Flag Numbering

Larry Halberstadt spoke to the Commission about this matter and answered questions posed by the members. The official beach season runs from May 15 – September 15. Safety flags are only operated during that time period. Updated flags and flag pole numbers will be in place for the next beach season.

NEW BUSINESS

7. Commission will be requested to review the proposed Water Street Streetscape Improvements Plan and Hillside Maintenance Plan.

Pat Cornelisse addressed to the Commission regarding this plan and answered questions posed to her by the members. The purpose of the project is to provide aesthetic improvements and pedestrian improvements along the south side of Water Street from South Beach to Kalamazoo Street.

Cornelisse noted that some parts are well maintained and other parts need work. She also stated that landscaping needs to be maintained. Thus, the plan is to limit the formal landscaped areas and improve the remainder of the hillside with plantings that require less formal maintenance.

Cornelisse proceeded to describe the improvements on a block by block basis.

Between South Beach and St. Joseph Street, improvements will include a 7 foot wide sidewalk adjacent to the parking spaces on the south side. A low retaining wall will be required at the back of sidewalk for a portion of the block. Existing dune grass should be left in place and supplemented with new dune grass. Selective tree trimming and removal will occur to eliminate unwanted species and dead wood. Stumps will be left in place, ground down and covered. Leaving the root system in place will assist with stabilization of the hillside.

Between St. Joseph Street and Maple Street, the existing WPA wall will remain. The new sidewalk will extend to the end of the parking spaces. New lighting will be added along the WPA wall.

The block from Maple Street to Kalamazoo Street needs the most work. A split rail fence along the existing retaining wall needs replacement. Closer to the South Marina there is a steep slope that is showing signs of erosion and bank failure. This is exacerbated by pedestrians traversing the hillside from Eagle and Indiana Streets. The plan is to construct a new concrete stairway from the intersection of Eagle and Indiana down to Water Street. The stairway will be built into the hillside to serve as a retaining wall for the slope. The dumpster enclosure at the base of the hill will be reworked. In addition, several additional parking spaces for the South Marina will be created along Maple Street. Other improvements in this block include short retaining walls near the base of the slope and selective tree trimming and removal as described previously.

Public Comments were received as follows:

Jodi Carlson, 314 Indiana Av, addressed the Commission and the speaker about the streetscape. She is concerned about smokers and restaurant workers who congregate at the corner of Eagle and Indiana.

Roger Ward, 314 Eagle Street, addressed the Commission and said that the City needs to address the visibility of that corner. It is an eyesore and blocks his view. He says that there are restaurant workers who come down there to hang out. He is concerned that if you make it (the stair structure) too much of a nice place it will draw too many people there. He wants

the harbor to be visible from his front porch. He'd like to know where this project fits in the establish priorities because this is a major concern to him.

Commissioner Comments:

McAlear – The homeowners concerns should be addressed but the whole project is a good idea.

White – When we have tourists in that area all summer long, we need to have that area fixed.

Although a formal motion was not considered, the Commissioners in attendance agreed unanimously that the Water Street Improvement plan should be implemented.

8. Commission will be requested to begin review of the City Gift Policy.

Commissioners agreed that the City of Grand Haven Donation Policy was the type of comprehensive document that they desire to see adopted in South Haven. Halberstadt was directed to develop a new South Haven policy modelled on the Grand Haven policy.

McAlear indicated that a master plan of park improvements should be developed and that staff could deal with smaller donation requests without the need for Commission approval of every donation.

Halberstadt noted that a list of common site furniture could be developed and approved by the Parks Commission. Staff could establish pricing for the installation and maintenance of the improvements. This would hopefully encourage donations in addition to benches.

9. Commissioner Comments

White: No comment

Cobbs: No comment

McAlear: No comment

Moore: Any structure built by the city should be inclusive for all citizens.

Toneman: Liked the stair structure and that the proposed retaining walls were very good ideas.

10. Adjourn

Motion by Moore, second by White to adjourn at 7:00 p.m.

All in favor. Motion carried.

RESPECTFULLY SUBMITTED,



Kate Hosier
Deputy City Clerk

Planning Commission

Regular Meeting Minutes

Thursday, October 1, 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, Miles, Peterson, Smith, Stimson, Paull

Absent: Wall, Webb

Motion by Heinig, second by Frost to excuse absent members Wall and Webb.

All in favor. Motion carried.

3. Approval of Agenda

Motion by Smith, second by Heinig to approve the October 1, 2015 regular meeting agenda as presented.

All in favor. Motion carried.

4. Approval of Minutes – September 3, 2015

Motion by Heinig, second by Stimson to approve the September 3, 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

None at this time.

6. New Business – Public Hearing

Reender's, Inc. requests a public hearing for a Planned Unit Development for the property located at 706 Kentucky Avenue, South Haven. Plans call for construction of a 20-unit supportive care building as Phase II of the previously approved River Ridge Retirement Community. The proposed building was included in the original

Planned Unit Development approval as future development for the property located at 706 Kentucky Avenue, South Haven.

Motion by Miles, second by Stimson to open the public hearing.

All in favor. Motion carried.

Alex Adler, Progressive Associates on behalf of River Ridge Retirement Center. Introduced Miss Lindsay Haley; Leisure Living Management for River Ridge and Miss Billie Pitcher, also with River Ridge Retirement Community.

Adler described the project as an addition for an existing supportive care facility. The addition is approximately twenty thousand (20,000) square feet and consists of twenty (20) units. Adler noted that the existing supportive care facility is twenty (20) units and the independent living facility is twenty-four (24) units. The existing parking for the existing units includes spaces for twenty (20) cars with two (2) accessible spaces. This proposal is adding twenty-two (22) total parking spaces. Adler noted that the total required parking for this facility is about ten (10) spaces. Adler believes this proposal came before the Planning Commission twice before where the addition was approved but the developer never put a shovel in the ground and added, "This time we are determined to have this happen."

Peterson asked if anything has changed since the previous proposal to which Adler responded that the layout of the plan has changed a little and this plan encroached a little more on the wetlands. Peterson asked if that is legal to which Adler responded that it is.

Smith asked Adler to describe the functionality of the space. Per Adler, the proposed building addition can be entered through an exterior door or through a corridor from the existing space. Referring to an exhibit, Adler noted that the green spaces represent adult foster/memory care locations and pointed out the dining area and shared living space. Adler commented that each area has their own shared spaces. Adler noted that there are also separate foster/assisted living spaces with their own shared areas in the proposed addition.

Paull asked for clarification of the term "memory care" which Adler noted is for those patients with difficulties remembering and gave the example of Alzheimer's disease.

Motion by Peterson, second by Miles to close the public hearing.

All in favor. Motion carried.

Paull observed that this is the time for the board to discuss the proposal among themselves, noting that this or similar plans have been proposed for years and hopefully will now come to fruition. Paull also noted that if the Planning Commission approves the proposal, a motion would be in the form of a recommendation to City Council to approve the proposed site plan.

Motion by Smith, second by Heinig to recommend that City Council approve the attached resolution allowing construction of Phase 2 development for River Ridge Retirement

Village at 706 Kentucky Avenue with the stipulation that all engineering and safety concerns be resolved prior to submission to the city council and final approval.

All in favor. Motion carried.

7. Other Business – Updated Rules of Procedure

Anderson stated that this item follows discussion by the Planning Commission to add to their by-laws that unless the meeting is attended by the applicant or their representative such request will not be discussed or acted upon and will be tabled until the next meeting. Anderson noted that this action does not require a public hearing or City Council action; the Planning Commission may amend their by-laws or rules of procedure at any time.

Frost asked whether “representative” is a defined term. After discussion, it was decided to add the word “authorized” before the word representative.

Motion by Heinig, second by Frost to approve the adoption of the amended Rules of Procedure as presented with the addition of the word “authorized” before the word “representative.”

All in favor. Motion carried.

8. Commissioner Comments

Smith: Happy fall.

Paul: Noted that the Planning Commission passed an amendment to the Zoning Ordinance in the form of an overlay zone and the Zoning Board of Appeals has been receiving significant numbers of requests from people who are starting new businesses or doing new things which trigger the ordinance. The Zoning Board is doing a very nice job of enforcing that particular addition to the ordinance and making sure the property owners are doing something, even if not entirely all that you passed. This is probably going to be a process and the Zoning Board of Appeals is doing a good job. Your work is appreciated and upheld.

There were no other comments.

9. Adjourn

Motion by Smith, second by Stimson to adjourn at 7:14 p.m.

All in favor. Motion carried.

RESPECTFULLY SUBMITTED,

Marsha Ransom
Recording Secretary

Brownfield Redevelopment Authority

Regular Meeting Minutes

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



City of South Haven

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

2. Roll Call

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

3. Approval of Agenda

Motion by Valentine, second by Klavins to approve the October 12, 2015 regular meeting agenda as presented.

All in favor. Motion carried.

4. Approval of Minutes – July 13, 2015

Motion by Klavins, second by Timmer to approve the July 13, 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

None at this time.

6. Financial Report

VandenBosch gave an overview of the financial reports.

Motion by Dotson, second by Erdmann to accept the financial reports.

All in favor. Motion carried.

7. Brownfield Report

VandenBosch explained this as an annual report where capture is reported and payments/reimbursements are made.

To Roland J. Peterson, LLC \$5,141.11 and to Lago Blue, LLC (Central Lofts; Larry Hollenbeck) \$24,878.20.

Discussion ensued regarding The Preserve, which is currently at the tax tribunal.

Motion by Valentine to approve Resolution #2015-03. Second by Erdmann.

All in favor. Motion carried.

Discussion ensued regarding the taxes being delinquent and at tax tribunal. Bolt noted the calendar is running on that and we are well into the 12-year calendar. VandenBosch noted that if they had paid those taxes the city would have to reimburse the reimbursement amount.

Dotson asked if there is a time table on the tribunal, generally, to which VandenBosch stated that he did not research that and does not know.

8. Central Lofts Eligible Expenses

VandenBosch noted that Larry Hollenbeck has been working on adding units and has put the parking lot in that was part of the Brownfield plan with the former developer, capping the area where the coal and ash were formerly stored. The Central Lofts have submitted for reimbursement \$129,079.38 along with certification from the environmental consultant and with copies of invoices.

Discussion ensued about the delinquent taxes and VandenBosch explained, "We take delinquent taxes off of the amount we reimburse." VandenBosch stated that the developer will only recover what he gets from the tax capture.

In response to a question by Valentine regarding the different LLC name VandenBosch noted that we are going to be reimbursing Lago Blue because we have a chain of assignments for reimbursement and agreed it is important to determine who gets reimbursed.

Motion by Valentine to accept the expenses as eligible. Second by Henry.

Abstention by Klavins.

All others in favor. Motion carried.

9. General Comments

None at this time.

10. Adjourn

Motion by Klavins, second by Erdmann to adjourn at 4:28 p.m.

All in favor. Motion carried.

October 12, 2015
Brownfield Authority
Regular Meeting Minutes

RESPECTFULLY SUBMITTED,

Marsha Ransom
Recording Secretary

Local Development Finance Authority

Regular Meeting Minutes

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



City of South Haven

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

2. Roll Call

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

3. Approval of Agenda

Motion by Valentine, second by Timmer to approve the October 12, 2015 regular meeting agenda as presented.

All in favor. Motion carried.

4. Approval of Minutes – August 10, 2015 Regular Meeting

Motion by Henry, second Klavins to approve the August 10, 2015 regular meeting minutes.

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 noted the financial report does not show any revenue from tax capture for this year yet, and reviewed the remainder of the financial report.

Motion by Dotson, second by Klavins, to accept the financial report as presented.

All in favor. Motion carried.

7. Economic Development Report

Jack McCloughan reviewed Economic Development activities since the last meeting.

8. MBG Land Division Transfer

VandenBosch reviewed the sale of the property by the LDFA to Michigan Blueberry Growers (MBG) which included no land divisions. "Now that Hanson's property sale is underway, to complete the closing, Hanson's wants the ability to divide the land, with MBG and Hanson's each taking a portion of the rights to split the property. A document has been drawn up by the City Attorney to transfer those land division rights to MBG."

Erdmann asked why the previous deed transferred zero land divisions to which VandenBosch responded that he is not sure why that is in there and noted that MBG's attorney prepared the deed. Klavins explained this is a common thing encountered in real estate transactions. Bolt pointed out that divisions stay with the property and asked if that is a concern: "If Hanson's decides to build a cold storage and MBG decides not to do anything, will that stop the whole deal again? We have sat on that for a long time." Discussion ensued regarding the rules for lots splits in the Zoning Ordinance and whether someone could sell off a portion of the property. There was discussion regarding whether Hanson's would be going forward if they feel they do not have control of what is going to happen to the property. VandenBosch noted that while he does not know that, including the ability to split the lots is a condition of closing.

Erdmann asked if the document can be changed to allow just one (1) split. Dotson asked whether there has been any indication of why land divisions are being pursued. VandenBosch explained that it is usually sought for future investment or sale of property.

In regards to questions about the construction deadline for the utility payment, VandenBosch explained the time line was for the first construction project, no matter who it was.

Motion by Henry to execute this land transfer as requested. Second by Klavins.

All in favor. Motion carried.

9. Overton Change Orders

VandenBosch noted that the asbestos environmental group did not identify two areas of asbestos contamination so that was not included in our bid documents. "This is additional work the contractor did not know about when he bid the project. The discovery of the asbestos created an extra expense that the contractor has asked for and the architect has reviewed and recommended the change orders." VandenBosch also noted that there were also windows that workers could not get to because the floor was rotted or the roof was caved in.

Change Order #1 covers proper disposal of windows and chimneys as well as removal and proper disposal of existing kiln flues.

Change Order #2 is for removal, separation and disposal of material from the kiln room area.

The total of the two Change Orders is \$48,180 in additional work which would be an additional payment to the contractor on top of his contract.

Erdmann asked if there were other bidders on that contract. VandenBosch said there were several bidders and noted that the city's environmental consultant should have noticed the items in the Change Orders but they did not.

Motion by Valentine, second by Gawreliuk, to approve Change Orders #1 and #2 for a total cost of \$48,180.

All in favor. Motion carried.

10. General Comments

Henry noted there are some very large timbers on the site and asked whether the large timbers can be resold. VandenBosch explained that the contract was written so the contractor has the rights to salvage and can recycle anything in the structure. By doing this, the salvage value is reflected in the bid and reduces the overall cost of the project.

11. Adjourn

Motion by Klavins, second by Dotson to adjourn at 4:16 p.m.

RESPECTFULLY SUBMITTED,

Marsha Ransom
Recording Secretary



City of South Haven

Department of Public Works

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

MEMORANDUM

To: Brian Dissette, City Manager

From: Michelle Coffey, Special Events Coordinator

Date: October 26, 2015

RE: Special Event 2015-33 – National Blueberry Festival 2016

Background Information

The National Blueberry Festival 2016 special event application is ready for Council approval. This event is a family friendly festival celebrating our local agriculture. Much like previous years, this event will have something for everyone and take place throughout South Haven. Some events include a craft show at Stanley Johnston Park, a parade, entertainment at Riverfront Park, rides, a tractor pull, pancake breakfast, beach activities, and much more. New to this year's festival will be offsite parking, a beer tent, and an educational kiosk.

This event will take place August 11, 2016 through August 14, 2016.

Proof of insurance will be provided prior to event.
Liquor license application will be submitted prior to event.

Attachments

Special Event 2015-33 - Special Event Application and Maps

Special Event # _____

Date Received _____

CITY OF SOUTH HAVEN

Special Events & Festivals Application

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

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

A new application must be submitted each year.

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

RP
Initial

10/22/15
Date

CONTACT INFORMATION

Event Title: National Blueberry Festival "NBF"

Sponsoring Organization: NBF

Applicants Name: Rosalie Plechaty

Telephone #: 269-271-6307 Phone # During Event: 269-271-6307

E-mail Address: rplechaty@blueberryfestival.org

Other contacts for/during event

Name: Brenda Daggett Telephone: 269-470-1572

Name: Tom McCreery Telephone: 269-214-4169

EVENT SPECIFIC INFORMATION

Event Location: Multiple - see Maps

Date(s) Requested: Aug 11th - 14th 2016 Alternative Date(s): Ø

Start Time: Aug. 11, 2016 5pm End Time: Aug. 14, 2016 7pm

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

Number of people expected to attend: 50,000 over 4 days

EVENT DESCRIPTION

Please give a description of the event (Please attach a separate sheet with details if there is not enough space below). Family friendly festival celebrating our local agricultural community. We focus on several areas of downtown: Avon St. Pavilion, Stanley Johnston Park (craft fair), Riverfront Park, South Beach. The Festival includes: Blueberry Social, Pancake Breakfasts, Blueberry Central offering blueberry related items, other nonprofit fundraising dinners, Parade, Kids Events, Rides, Craft Show, tractor pull, Riverfront Entertainment, Beach Activities @ South & North Beach. New this year: offsite parking, beer tent, educational kiosk.

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

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

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

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

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

Explain closure Water street, various streets for Parade on Aug. 13, 2016

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

Event Command Post. Mark location on maps.

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

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

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

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

Approved facility being used _____.

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

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

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

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

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

Fireworks/pyrotechnics site. Mark location on maps.

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

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

Name: Tom McCreery Telephone: N+R 269-637-2003 c) 269-214-4169

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

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

Name: Brenda Daggett Telephone: c) 269-470-1572

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

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

ADDITIONAL EVENT INFORMATION

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

City of South Haven Liquor License Application
Michigan Liquor Control Commission Website

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

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

Mainstage @ Riverfront Park - Entertainment
Water Street - Lawn Tractor Pull

Date: <u>Thurs. Aug. 11, 2016</u>	Time: <u>4 pm - 10 pm</u>
Date: <u>Fri., Aug. 12, 2016</u>	Time: <u>9 am - 11 pm</u>
Date: <u>Sat., Aug. 13, 2016</u>	Time: <u>9 am - 11 pm</u>
Date: <u>Sun., Aug. 14, 2016</u>	Time: <u>9 am - 7 pm</u>

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

CITY SERVICES

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

If electric utilities requested, name of festival person or electrician who will be responsible:
Name: Shane Draper Telephone: 386-237-1799

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

Will you require additional police services: Yes No
If yes, explain: Parade, throughout festival

Will you require additional fire/ambulance services: Yes No

If yes, explain: _____

Additional fire information: Mark all that apply

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

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

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

INSURANCE

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

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

REMINDERS

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

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

INDEMNIFICATION AGREEMENT

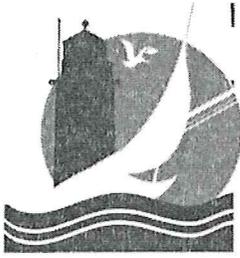
The undersigned agrees and promises, as a condition of approval of this Special Events & Festivals Application to defend, indemnify, and save harmless the City of South Haven, its agents, officials and employees from all suits, claims, damages, causes of action or demands of any kind and character arising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

Rosalie Plechaty
Applicants Signature

10/22/15
Date

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

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



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

Cones and Barricades Request Form

Requester's Name Rosalie Plechaty
 Date Requested Aug. 11-14, 2016
 Organization/Committee N.B.F.
 Mailing Address P.O. Box 482 South Haven, MI 49090
 Office/Main Phone Rosalie Plechaty 269-271-6307
 SH chamber of Commerce 637-5171
 Cell Phone Brenda Daggett 269-470-1572
 Tom McCreery 269-214-4169

EVENT: N.B.F. DATE of EVENT: Aug. 11-14, 2016

CONES	Quantity	Who will pick up cones <i>(Please Print Legibly)</i>	Cell Phone	Pick Up Date/Time	Return Date/Time
	See Attachment	Tom McCreery	269-271-6307	Wed. Aug. 10 th	Mon. Aug. 15 th
			7 AM PM	AM 12 PM	

Please note: Street cones that are damaged or not returned to the Public Works Department will be charged \$10.00 per cone.

BARRICADES	Quantity	Drop Off Location <i>(Please Print Legibly)</i>	Contact Person Cell Phone	Drop Off Date/Time	Pick Up Date/Time
	See Attachment	varied	Rosalie Plechaty	Wed. Aug 10 th	7 AM PM
			269-271-6307		

Please note: Barricades that are damaged or not returned to the Public Works Department will be charged \$25.00 per barricade.

Borrower's Signature: Rosalie Plechaty

Authorized by: _____

2016 Blueberry Festival Barricade/Cone Request

Total Barricades: 50*
Total Cones: 115**

Blueberry Festival – Water Street/Riverfront Park

2 Barricades at the top of Hill (Water St. and Kalamazoo St.)
2 Barricades at Maple St. and Michigan
2 Barricades at St. Joseph and Michigan
2 Barricades at South Beach Entrance

Contact Person:

Rosalie Plechaty @ 269-271-6307
Brenda Daggett @ 269-470-1572

Blueberry Festival – Huron Street Parking Lot “Blueberry Pavilion”

10 Barricades
40 Cones

Contact Person:

Tom McCreery @ 269-214-4169

Blueberry Festival 5k/10k Walk/Run

(75 Cones for Health System 5k/10k Event – they do their own permit)

Contact Person:

Kim Wise at 269-214-8642

Blueberry Festival Parade – SH High School

2 Barricades at Elkenberg St. Entrance
1 Barricade at LaGrange St. Entrance

Contact Person:

John Deschaine at 269-547-0809

*A new schedule of barricades needed and drops was developed in 2015 – Ron Dotson will provide – this number will be adjusted.

**Tom McCreery picks up the cones needed for “Blueberry Pavilion”. He only needs 40; the balance is the 5k/10k Walk/Run.



Phoenix St.

Elec. Poles

Elec. Pole

8 - 110V
1 - 30A
1 - 50A

0 15 30 60 Feet

16 - 110V
2 - 30A
2 - 50A



000

Farmers Market

NBF Activities
"Blueberry Pavilion"

Thursday - Sunday
Aug 11th -
Aug 14th
2016

Huron St Pavilion

Aug. 11th -
Blueberry
Social
Aug. 12th
Al-Van Dinner
Aug. 13th/14th
Kiwanis
Breakfast
Aug. 13th
Steel headers
Dinner

Refer. Truck



Legend

- Lamp Post
- ▭ Structure
- ▨ Grass
- ▩ Landscaped
- ▧ Pvt Parking

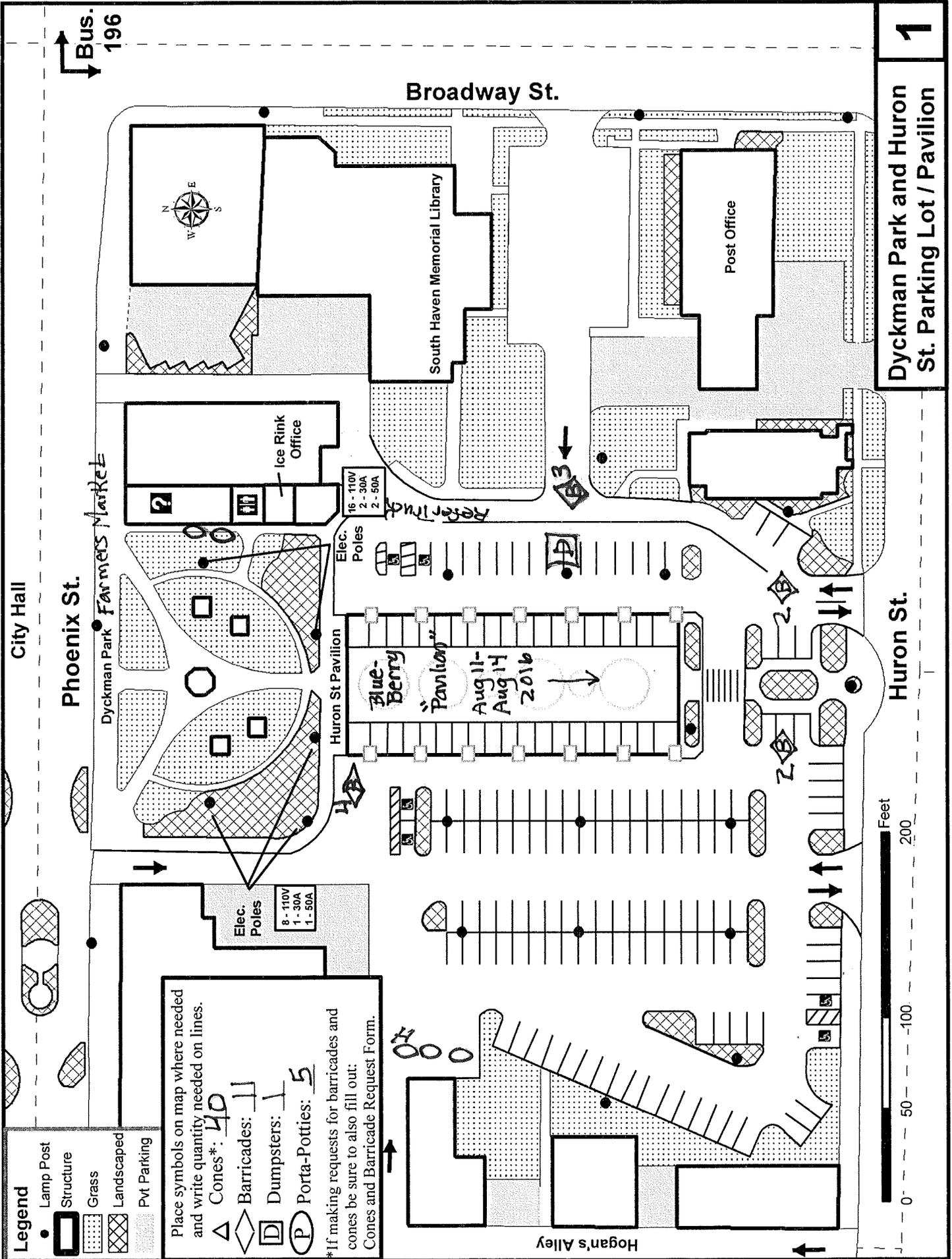
Place symbols on map where needed and write quantity needed on lines.

- △ Cones*: 40
- ◇ Barricades: 11
- ⓓ Dumpsters: 1
- Ⓟ Porta-Potties: 5

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

See Form 4

Huron St. Pavilion 1B



City Hall

Phoenix St.

Dyckman Park Farmers Market

Ice Rink Office



South Haven Memorial Library

Post Office

Huron St Pavilion

Blue-Berry Pavilion

Aug 11- Aug 14 2016

Hogan's Alley

Huron St.

Dyckman Park and Huron St. Parking Lot / Pavilion

Bus. 196

Legend

- Lamp Post
- ▭ Structure
- ▨ Grass
- ▩ Landscaped
- ▧ PVT Parking

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

- △ Cones*: 40
- ▭ Barricades: 11
- ▭ Dumpsters: 1
- ⊕ Porta-Potties: 5

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



1

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

Cones*: 0

Barricades: 4

Dumpsters: 2

Porta-Potties: 14
(2 are handicapped)

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

At stairs:

#3 12 - 110V GFI (AMP supply for stage)
 #4 High AMP supply

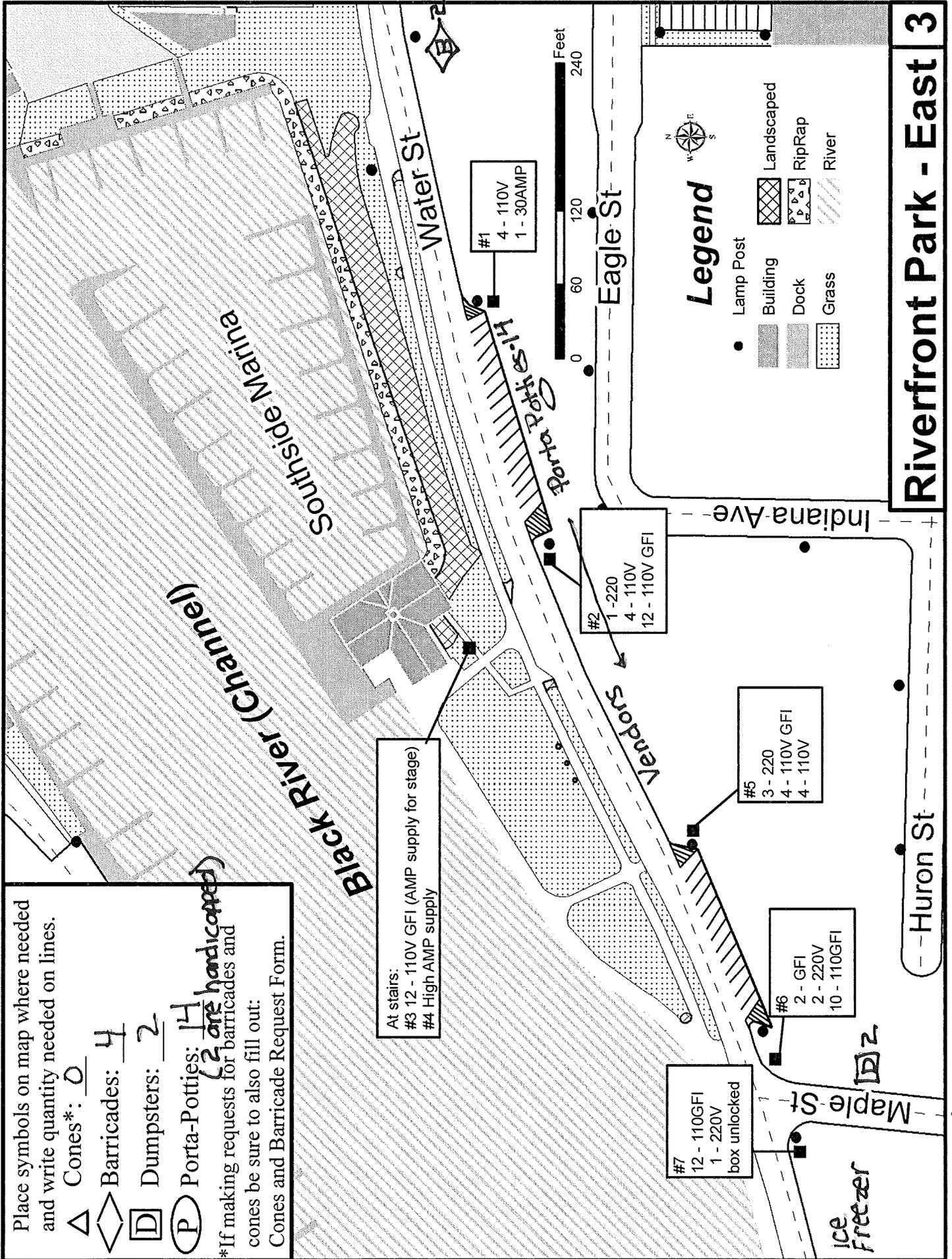
#7
 12 - 110GFI
 1 - 220V
 box unlocked

#6
 2 - GFI
 2 - 220V
 10 - 110GFI

#5
 3 - 220
 4 - 110V GFI
 4 - 110V

#2
 1 - 220
 4 - 110V
 12 - 110V GFI

#1
 4 - 110V
 1 - 30AMP

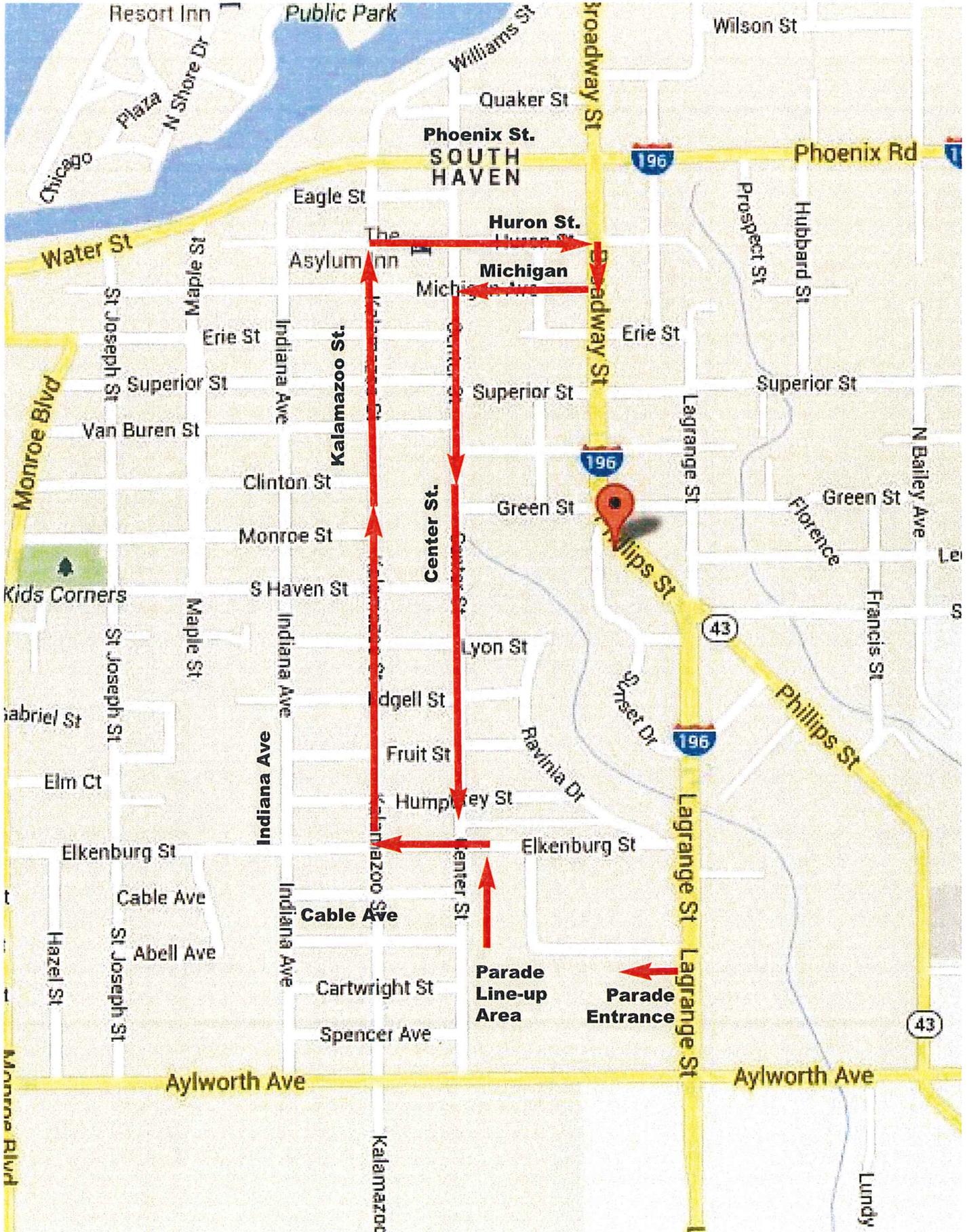


Riverfront Park - East 3



2016 Blueberry Festival Parade Route

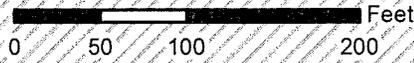
Saturday, Aug 13, 2016 11 a.m.



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

- △ Cones*: 0
- ◇ Barricades: 2
- Dumpsters: 0
- Ⓟ Porta-Potties: 0

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



Black River (Channel)

← South Pier to Lighthouse

Restrooms
Picnic Shelter
Watered Parking

Water St

Water Filtration Plant

Pay to Park

Playground Equipment

Erie St



Lake Michigan

Legend

- Lamp Post
- ▨ Beach
- ▨ Grass
- ▨ Landscaped
- ▨ RipRap
- ▨ Building
- ▨ Pvt Parking
- ▨ River

South Beach 5

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

- △ Cones*: 0
- ◇ Barricades: 0
- D Dumpsters: 0
- P Porta-Potties: 0

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

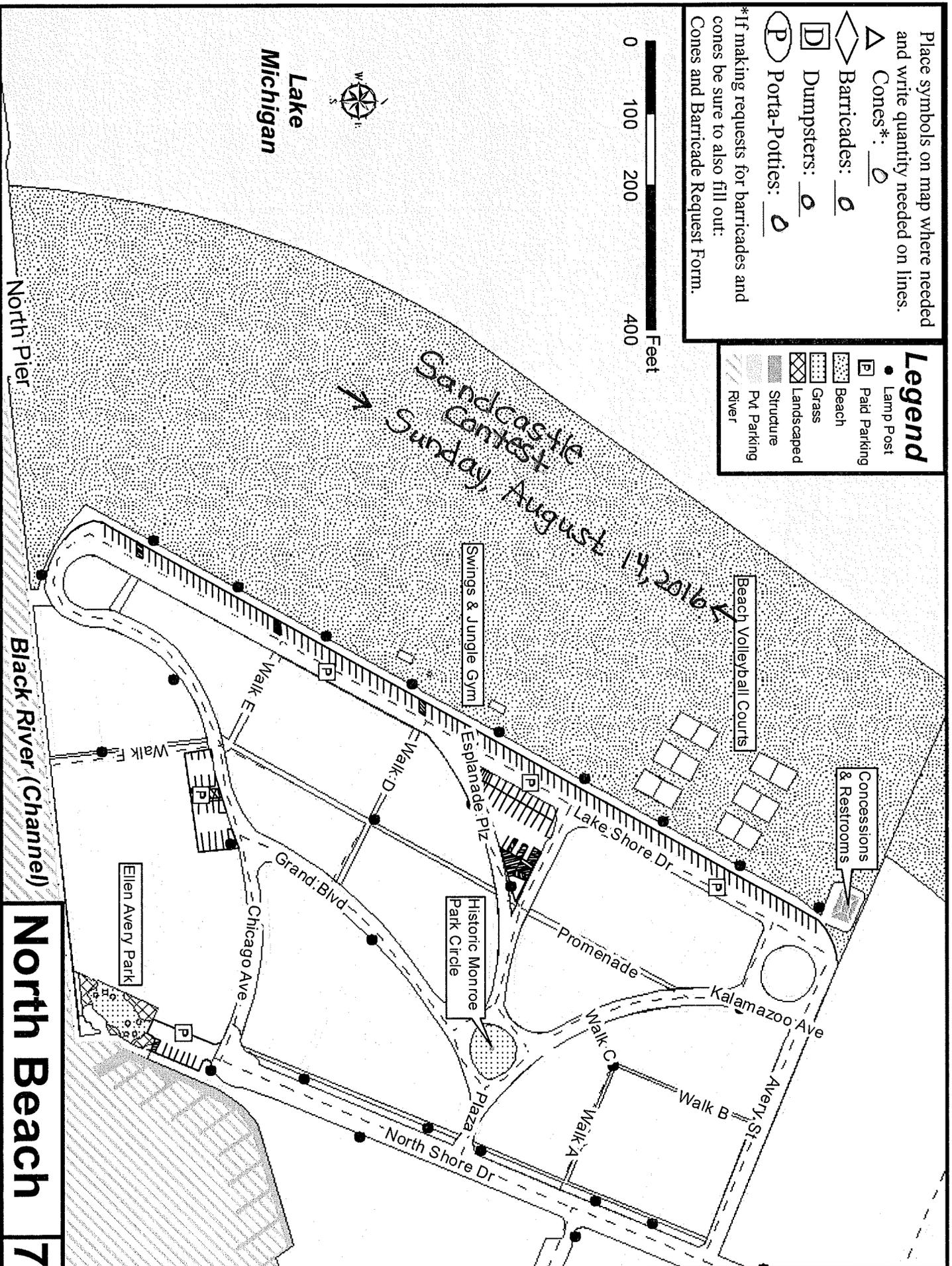
Legend

- Lamp Post
- ⊞ Paid Parking
- ▨ Beach
- ▨ Grass
- ▨ Landscaped
- ▨ Structure
- ▨ Pvt. Parking
- ▨ River



Lake Michigan

Sandcastle Contest
Sunday, August 14, 2016



North Pier

Black River (Channel)

North Beach



City of South Haven

Department of Public Works

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

MEMORANDUM

To: Brian Dissette, City Manager

From: Michelle Coffey, Special Events Coordinator

Date: November 4, 2015

RE: Special Event 2015-34 – Paws on Parade Furry 5K

Background Information

Paws on Parade is a special event with Al-Van Humane Society as the sponsoring organization. This event is an adoption fair that has informational booths, demonstrations, and a pet parade. They will also be having a 5K walk/run again this year. They will be using the same route as the Blueberry Festival with the start/finish line at the South Pier pavilion instead. This event will be held at Riverfront Park east and west. The date of this event will be Sunday June 26, 2016 from 6 am (set-up) to 2 pm.

Attachments

Special Event 2015-34 Special Event Application and Maps

CITY OF SOUTH HAVEN

Special Events & Festivals Application

FOR OFFICE USE ONLY

Special Event # 2015-34
Date Received 11/4/2015

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

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

A new application must be submitted each year.

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

LMG _____ 11/2/15
Initial _____ Date _____

CONTACT INFORMATION

Event Title: Paws on Parade Furry 5 K
Sponsoring Organization: Al-Van Humane Society
Applicants Name: Lisa Galdikas
Telephone #: 630-632-3596 Phone # During Event: 630-632-3596
E-mail Address: lisagaldikas@gmail.com

Other contacts for/during event

Name: Grace Gilmore Telephone: 269-214-4888
Name: Cathy Novak Telephone: 269-214-6485

EVENT SPECIFIC INFORMATION

Event Location: Riverfront Park East and West
Date(s) Requested: Sunday June 26, 2016 Alternative Date(s): _____
Start Time: 6:00am (set up) End Time: 2:00pm

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

Number of people expected to attend: 200

EVENT DESCRIPTION

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

Pet freindly community event with information booths and activities for families.
Includes a 5k walk/run, using same course as Blueberry Festival route
with the start/finish line at the South Pier pavilion instead.
Partial road closure at start/finish from 8-9:30am.

*Banner for booking 2 weeks before 6/12-6/26/16 *
save a lot location

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

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

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

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

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

Explain closure One side of Water St closed at Start/Finish line from 8am-9:30am

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

Event Command Post. Mark location on maps.

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

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

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

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

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

Approved facility being used _____.

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

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

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

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

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

Fireworks/pyrotechnics site. Mark location on maps.

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

Vendors and General Merchandise Concessions will not be allowed in the Central Business District (CBD). Please refer to the Special Events & Festivals

Information Pamphlet for a detailed map of this area.

Name: Cathy Novak Telephone: 269-214-6485

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

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

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

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

ADDITIONAL EVENT INFORMATION

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

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

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

Date: _____ Time: _____
Date: _____ Time: _____
Date: _____ Time: _____

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

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

CITY SERVICES

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

If electric utilities requested, name of festival person or electrician who will be responsible:
Name: Tim Kotas Telephone: 630-842-0933

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

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

Will you require additional fire/ambulance services: Yes No
If yes, explain: Assistance with following runners on course/vehicle for any emergency (i.e., mule)

Additional fire information: Mark all that apply

- Tents Concessions Exits Compressed Gases
 Extinguishers Electrical Exposed Flames
 Other: canopies for shade

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

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

INSURANCE

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

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

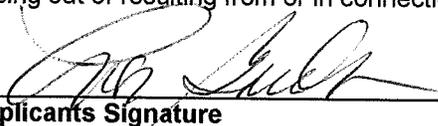
REMINDERS

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

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

INDEMNIFICATION AGREEMENT

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



Applicants Signature

11/2/15

Date

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

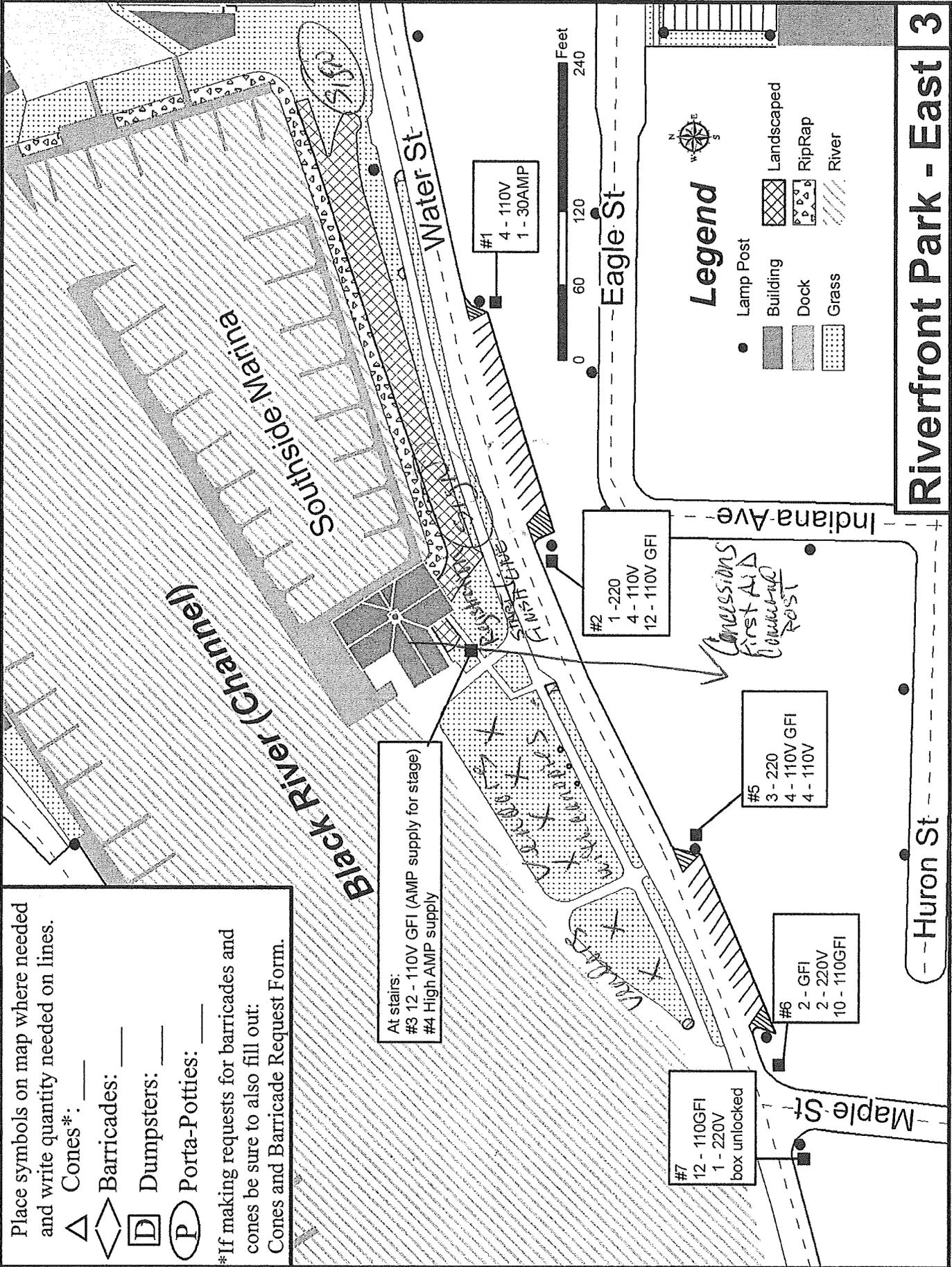
**Please remember this application must be submitted to the Parks and Recreation Office
at least 21 business days prior to the start of the event.**

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

- △ Cones*: _____
- ◇ Barricades: _____
- ⓓ Dumpsters: _____
- Ⓟ Porta-Potties: _____

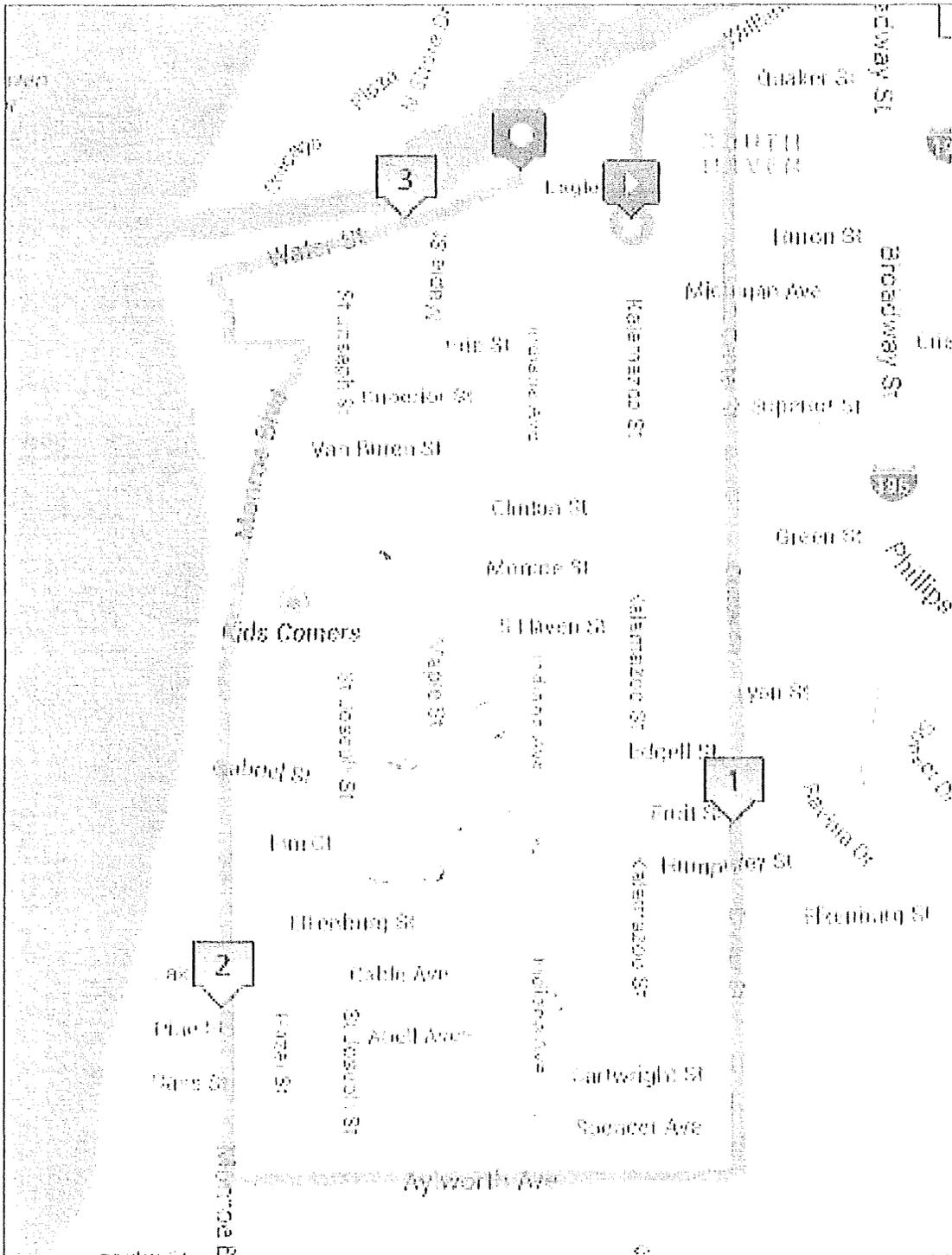
*If making requests for barricades and cones be sure to also fill out:

Cones and Barricade Request Form.



Riverfront Park - East 3

official 5K Route.





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

Cones and Barricades Request Form

Requester's Name Lisa Galdikas

Date Requested Sunday June 26, 2016

Organization/Committee Al-Van Humane Society

Mailing Address P O Box 421
South Haven, MI 49090

Office/Main Phone 269-637-5062

Cell Phone 630-632-3596

EVENT: Paws on Parade Furry 5 K **DATE of**
EVENT: 6/26/15

CONES	Quantity	Who will pick up cones (Please Print Legibly)	Cell Phone	Pick Up Date/Time	Return Date/Time
	25	Lisa Galdikas	630-632-3596	6/24 /15	6/27/15
				AM PM	AM PM

Please note: Street cones that are damaged or not returned to the Public Works Department will be charged \$10.00 per cone.

BARRICADES	Quantity	Drop Off Location (Please Print Legibly)	Contact Person Cell Phone	Drop Off Date/Time	Pick Up Date/Time
	4	Riverfront Park East Pavilion (or we can pick up with cones)	630-632-3596		AM PM

Please note: Barricades that are damaged or not returned to the Public Works Department will be charged \$25.00 per barricade.

Borrower's Signature: 

Authorized by: _____



Agenda Item 8

425 Agreement Consideration

Background Information:

The City Council will be asked to consider setting a public hearing for consideration of a 425 agreement with South Haven Charter Township. The public hearing and agreement consideration would occur on Monday, December 7, 2015.

Under Act 425 of the Public Acts of Michigan of 1984, as amended, MCL 124.21 et seq., local units of government may conditionally transfer property for the purpose of planned improvements such as housing developments or protection of the environment. The draft economic development project agreement is the contract which would control the property transfer under Act 425.

The property to be transferred from South Haven Charter Township to the City of South Haven is located at 9220 76th Street (located along Monroe Blvd.) The property is largely surrounded by the city limits. The property was recently purchased by Scott Smith, with the intent of constructing his new home at the site. The city will need to acquire an easement and grading permit from Mr. Smith, for work related to improvements to the sanitary sewer force main connected to the city's Indian Grove lift station. As part of those conversations, Mr. Smith expressed an interest in having the land located within the city limits. Staff worked with officials from South Haven Charter Township to negotiate an agreement, which allows the property to transfer into the city. Further, the proposed agreement allows the city acquire the needed utility easement from Mr. Smith.

When formulating the agreement, the city and township considered the following factors:

Composition of the population; population density; land area and land uses; assessed valuation; topography, natural boundaries and drainage basins; past and probable future growth, including population increase and business, commercial, and industrial development on the property; and the comparative data for the township and the portion of the township remaining after the transfer of the property.

Need for organized community services; the present costs and adequacy of governmental services on the property; the probable future need for services to the property; the practicability of supplying such services to the property; the probable effect of the transfer and of alternative courses of action on the cost and adequacy of services on the property and on the remaining portion of the township; the probable change in taxes and tax rates on the property in relation to the benefits expected to accrue from the transfer; and the financial ability of the city to provide and maintain services to the property.

The general effect of the conditional transfer upon the city and the township and the relationship of the conditional transfer to any established land use plans.

Additionally, Act 425 requires a public hearing to be held by each of the local units involved in the conditional transfer of property. Notice of the hearing must comply with the Open Meetings Act and any decision must be made by a majority vote of the elected members serving on the legislative body of each party to the contract.

This agreement effectively transfers land from South Haven Charter Township to the City of South Haven. In exchange, the city will pay to the township a fee equivalent to what the township would have received from connection fees for water and sanitary sewer services from the two residential parcels on the lot.

For tonight's meeting, the City Council should consider setting a public hearing for consideration of the proposed 425 agreement with South Haven Charter Township.

Recommendation:

The City Council should consider setting a public hearing for consideration of a 425 agreement with South Haven Charter Township. The public hearing and agreement consideration would occur on Monday, December 7, 2015.

Support Material:

DRAFT 425 Agreement
Property Location Map

CITY OF SOUTH HAVEN / SOUTH HAVEN TOWNSHIP
ECONOMIC DEVELOPMENT PROJECT AGREEMENT

This Economic Development Project Agreement is made as of _____, 2015, among the City of South Haven, a Michigan home rule city, the principal business address of which is 539 Phoenix Street, South Haven, MI 49090 (the "City"), South Haven Charter Township, a Michigan charter township, the principal business address of which is 9761 Blue Star Memorial Hwy South Haven, MI 49090 (the "Township"), and Scott Smith, a married man owning and seeking to develop real property currently located in the Township (the "Developer").

RECITALS

- A. The City, the Township, and the Developer desire, through cooperation, to foster economic development to benefit both communities.
- B. The cooperation between the parties is designed to facilitate a housing development to consist of not more than 2 single family residential units, located on property owned by the Developer and legally described in the attached **Exhibit A** (the "Property").
- C. By cooperating the parties can prevent future disputes, better accommodate development, assure that development occurs in a mutually beneficial manner, better assure the quality of development, and better utilize their respective resources.

TERMS AND CONDITIONS

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

ARTICLE I

Purpose, Authority, Representations and Findings

1.1 **Purpose**. This Agreement is intended to fully address the conditional transfer of the property depicted in Exhibit A and described in Exhibit B of this Agreement (the "Property") from the jurisdiction of the Township to the jurisdiction of the City.

1.2 **Authority**. This Agreement is made pursuant to Act 425 of the Public Acts of Michigan of 1984, as amended, MCL 124.21 *et seq.* ("Act 425"), as well as the general authority of the City and the Township under the statutes authorizing their organization and existence, as well as the City Charter of the City.

1.3 **Findings and Representations**. The City, by action of its City Council in approving this Agreement, and the Township, by action of its Township Board in approving this Agreement, have made the following findings and representations.

(a) **Local Units**. The City, organized and existing as a home rule city under the Home Rule Cities Act, Act 279 of the Public Acts of Michigan of 1909, as amended, MCL 117.1 *et seq.*, and the Township, organized and existing pursuant to Article VII, Section 17 of the 1963 Michigan Constitution and the Charter Township Act, 1946 PA 359, as amended, MCL 42.1 *et seq.*, are both "local units" as defined by Act 425.

(b) **Projects**. As is indicated in the recitals above, this Agreement is for the purpose of an economic development project permissible under Act 425.

(c) **Proposed Transfer**. The City and the Township proposed that the Property be conditionally transferred from the Township to the City pursuant to Act 425.

(d) **Considered Factors**. Both the City and the Township have, as required by Act 425, considered certain factors prior to entering into this written contract Property, including the following.

- (1) Composition of the population; population density; land area and land uses; assessed valuation; topography, natural boundaries and drainage basins; past and probable future growth, including population increase and business, commercial, and industrial development on the Property; and the comparative data for the Township and the portion of the Township remaining after the transfer of the Property.

(2) Need for organized community services; the present costs and adequacy of governmental services on the Property; the probable future need for services to the Property; the practicability of supplying such services to the Property; the probable effect of the transfer and of alternative courses of action on the cost and adequacy of services on the Property and on the remaining portion of the Township; the probable change in taxes and tax rates on the Property in relation to the benefits expected to accrue from the transfer; and the financial ability of the City to provide and maintain services to the Property.

(3) The general effect of the conditional transfer upon the City and the Township and the relationship of the conditional transfer to any established land use plans.

(e) Public Hearing. Pursuant to Act 425, the City Council held a public hearing on [REDACTED], 2015, at 7:00 p.m., and the Township Board held a public hearing on [REDACTED], 2015, at 7:30 p.m., regarding the conditional transfer of the Property, notice of which public hearing was given in the manner provided by the Open Meetings Act, Act 267 of the Public Acts of Michigan of 1976.

(f) Majority Vote. The City Council and the Township Board have each decided, by majority vote of the members elected and serving on each body, to enter into this Agreement.

(g) Hearings, Notice and No Referendum. Neither the City Council nor the Township Board adopted a resolution calling for a referendum on the conditional transfer to be made pursuant to this Agreement, and more than 30 days have elapsed since the public hearings of the City Council and the Township Board have been held regarding this Agreement and since the City Council and the Township Board have adopted resolutions indicating their intention to enter into this Agreement and neither the City Clerk nor the Township Clerk has received a petition calling for a referendum on this Agreement or the conditional transfer of the Property to occur pursuant to this Agreement.

1.4 Township Representation Concerning Property for Transfer. The Township represents and covenants that it has not pledged any revenue from and has not represented to any obligees, lenders, bond holders or creditors that it is dependent upon or anticipating any revenue from the Property to meet any obligations of the Township or any entity created or controlled by the Township. The Township further represents and covenants that it knows of no special assessments which have been levied against the Property.

ARTICLE II Transfer and Effects

2.1 Transfer of Property. The Property shall be conditionally transferred from the jurisdiction of the Township to the jurisdiction of the City, effective January 2, 2016, but only if the applicable conditions in Article III are satisfied. If the conditions in Article III are not satisfied, then this Agreement shall be void and of no effect and the Property shall not be transferred to the City.

2.2 Effect of Transfer. The Property shall, for all purposes, be within the jurisdiction of the City. The Township shall have no further jurisdiction over that property. Without limiting the generality of the City's jurisdiction and the effect of that jurisdiction, the parties wish to emphasize the following:

(a) Zoning of Transferred Area. The City shall have jurisdiction over zoning, and may rezone the Property into a zoning classification provided in the City's zoning ordinance.

(b) Governmental Services. The City shall be obligated to provide all governmental services to the Property, including, without limitation, water distribution services; sanitary sewer collection and disposal services; police and fire protection; economic development services; real and personal property assessment and collection services; street and road maintenance and repair; real and personal property tax abatement; and other municipal facilities and services on the same basis and to the same extent as the City provides such governmental services within the legal limits of the City. The Township shall have no obligation to provide any services to the Property or its occupants, except to the extent otherwise provided in this Agreement.

(c) Applicability and Enforcement of Ordinances. The Property will be treated as being within the legal limits of the City for the purpose of applying and enforcing all ordinances, rules, and regulations. The City shall be responsible for enforcing all such ordinances, rules and regulations.

(d) Taxes. For the purposes of all taxation, including, without limitation, *ad valorem* real and personal property taxes, income taxes, hotel/motel tax, etc., the Property shall be considered as being within the legal limits and jurisdiction of the City, except that any property taxes against the Property arising out of the Township's tax roll for 2015 and prior years shall remain a lien on the affected parcel(s) in the Property and payable to the Township. Beginning with the 2016 tax roll, the City shall levy and collect any and all applicable taxes from the Property.

(e) Special Assessments. The Property shall be within the legal limits and jurisdiction of the City for purposes of special assessments.

(f) Rates, Charges and Fees. All rates, charges, fees and other costs for governmental services provided to the Property shall be calculated, levied, charged, billed and collected on the same basis all other property within the legal limits and jurisdiction of the City.

(g) Voting. Any persons residing on the Property shall be entitled to vote on the same basis as all other persons residing within the legal limits of the City.

2.3 Sharing of Revenues. During the term of this Agreement, the City shall pay to the Township an amount calculated in accordance with the subsections below. The amount due to the Township shall be paid immediately prior to connecting any residential dwellings to the City's water or sewer system.

(a) If no residential dwellings on the Property, including any divisions or subdivisions thereof, are connected to the City's water or sewer system during the term of this Agreement, the City shall not owe the Township any payment under this Section.

(b) For each residential dwelling on the Property, including any divisions or subdivisions thereof, that connects to the City's water or sewer system during the term of this Agreement, the City shall pay to the Township an amount equal to the fees that the Township would have charged for connecting each dwelling to the Township's water or sewer system, pursuant to applicable ordinances and resolutions in effect at the time each dwelling connects to the City's water or sewer system.

ARTICLE III

Land Swap – Condition Precedent

3.1 Land Swap. The jurisdictional transfer provided in this Agreement shall not take effect unless and until the following property transfers are made and properly recorded in the Van Buren County Register of Deeds not later than December 15, 2015:

(a) The Developer conveys to the City a utility easement on the Property in reasonably the same form as is attached as **Exhibit B**.

(b) The City conveys to the Developer fee title to a parcel adjoining the Property in the form attached as **Exhibit C**.

ARTICLE IV

Term and Termination

4.1 Term. This Agreement shall terminate 10 years from the effective date of this Agreement, unless the conditions in Article III are not satisfied in which case this Agreement shall be void and of no effect and the Property shall not be transferred to the City.

4.2 .

4.3 Jurisdiction of Property at Termination. Upon the termination of this Agreement, the Property shall for all purposes be within the legal limits and jurisdiction of the City, unless the conditions in Article III are not satisfied, in which case this Agreement shall be void and of no effect and the Property shall not be transferred to the City.

ARTICLE V

Miscellaneous

5.1 Notices. Any notice, demand, or communication required, permitted, or desired to be given under this Agreement shall be deemed effectively given when personally delivered or mailed by first-class mail addressed to those addresses first provided above. The parties may, by written notice, designate any further or different address to which subsequent notices, demands, or communications may be given.

5.2 Interpretation.

(a) Article and Other Headings. The article and other headings in this Agreement are for reference purposes only and shall not in any way affect the meaning or interpretation of this Agreement.

(b) Entire Agreement. This Agreement is the entire agreement among the parties with respect to its subject matter. It supersedes and replaces all previous or contemporaneous, express or implied, written or oral statements, covenants, representations or agreements. So, no oral statements or prior or contemporaneous written material not specifically incorporated in this Agreement shall be of any force and effect, and both parties specifically acknowledge, in entering into and executing this Agreement, they are relying solely upon the representations and agreements in this Agreement and no others.

(c) Amendment. This Agreement may not be amended except in writing signed by the parties following public hearings before and resolutions adopted by the Township Board and the City Council.

(d) Benefits. Neither party shall be entitled to benefits other than those specified herein. No other party is intended to be a beneficiary of this Agreement.

(e) Counterparts. This Agreement may be executed in any number of counterparts and each such counterpart shall be considered a valid original.

(f) Counsel. Both parties had the opportunity to consult legal counsel and have input into the drafting of this Agreement. It is therefore to be construed as mutually drafted.

5.3 Remedies. The parties agree that remedies at law are inadequate and both parties have the right to all equitable remedies including, without limitation, mandamus, specific performance, and injunctive relief. The parties further agree that no remedies shall be available with respect to the conditions precedent provided in Article III; neither the City nor the Developer have any legal obligation to satisfy those conditions. Before a party may undertake any legal or equitable action pursuant to or to enforce any provision of this Agreement, that party shall first notify the other party of the basis for the claim, including detailed recitations of the facts and the law upon which the claiming party is relying. The party receiving such claim letter shall, within 21 days of receiving the claim, respond in writing identifying those issues on which there is agreement and stating in detail the facts and law upon which the responding party is relying. The parties shall schedule a meeting to occur within 14 days after the date the response is due to discuss and seek to resolve the dispute. These time frames may be adjusted by the written consent of the parties.

5.4 Filing and Effective Date.

(a) Initial Filing and Effective Date. In accordance with Act 425, following the execution of this Agreement by the City and the Township and the fulfillment of the conditions provided in Article III of this Agreement, a duplicate original of the Agreement shall be filed with the Clerk of Van Buren County and with the Michigan Secretary of State. This Agreement, certified by such County Clerk or the Secretary of State, shall be *prima facie* evidence of the conditional transfer of the areas pursuant to this Agreement. This Agreement shall be effective at 12:01 a.m. on January 2, 2016, provided it has been filed with the County Clerk and the Secretary of State and the conditions of Article III have been satisfied.

(b) Additional Filing. The parties agree to sign and file any additional documents, such as notices, forms and reports that may be required or requested by county, state or other agencies, that may be needed to give full effect to and to fully implement this Agreement.

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

CITY OF SOUTH HAVEN

CHARTER TOWNSHIP OF SOUTH HAVEN

By: _____
Robert Burr, Mayor

By: _____
Ross Stein, Supervisor

By: _____
Amanda Morgan, Clerk

By: _____
Brenda Bertorelli, Clerk

SCOTT SMITH

By: _____
Scott Smith

By: _____
_____ Smith, Spouse

DRAFT

EXHIBIT A
LEGAL DESCRIPTION OF CONDITIONALLY TRANSFERRED PROPERTY

DRAFT

I certify that, as to the lands herein described neither the state nor any person holds a tax title or lien, and that all taxes levied for the five calendar years preceding the date of this instrument have been paid, except that if checked here this certificate does not cover taxes for the most recent year because the delinquent tax roll for the same is not available.

Karen M. Kelly
VAN BUREN COUNTY TREASURER
RD

Stollis
DATED

MICHIGAN REAL ESTATE TRANSFER TAX
Van Buren County Tax Stamp #55495
05/06/2015 02:36:25 PM



Receipt# 15-3406 L: 1618 P: 983
State Tax: \$2137.50 County Tax: \$313.50

L: 1618 P: 983 DWD

05/06/2015 02:36:25 PM Page: 1 of 2 Fee: \$ 18.00
LR-3300325 Register of Deeds - Van Buren County, MI



WARRANTY DEED

STATUTORY FORM FOR INDIVIDUALS

This Indenture,

Dated this day of:

KNOW ALL MEN BY THESE PRESENTS THAT:

April 17, 2015

Charles Krouse and Sandra Krouse, husband and wife

90 Lost Tree Rd

Pinehurst, NC 28374

Convey(s) and Warrant(s) To:

Scott Smith and Liston Smith, husband and wife

45 Bluffwood Drive

South Haven, MI 49090

for the sum of

TWO HUNDRED EIGHTY FIVE THOUSAND AND 00/100 DOLLARS --- (\$285,000.00)

the following described premises situated in

The Township of South Haven, County of Van Buren and State of Michigan to wit:

Beginning 826.3 feet North of the East quarter post of Section 16, Town 1 South, Range 17 West, thence West 210 feet; thence North 211.2 feet; thence East 210 feet; thence South 211.2 feet to place of beginning.

ALSO, a parcel described as: Beginning at the Southwest corner of said above described parcel, thence West 210 feet; thence North 211.2, thence East 210 feet, thence South 211.2 feet to the place of beginning.

Subject to easements, reservations, restrictions and limitations of record, if any. And further subject to: None

This premises may be located within the vicinity of farmland or a farm operation. Generally accepted agriculture and management practices which may generate noise, dust, odors, and other associated conditions may be used and are protected by the Michigan right to farm act.

The grantor grants to the grantee the right to make all division(s) under section 108 of the division act, Act No. 288 of the Public Acts of 1967.

\$0-17. 016. 013-00 for

05-06-15P12:12 RCVD

ct-sh

Signed by

Charles Krouse
Charles Krouse

Sandra Krouse
Sandra Krouse

STATE OF North Carolina
COUNTY OF Moore

I, Frank Carpenter, a Notary Public of the County and the State first written above, do hereby

EXHIBIT B
EASEMENT TO BE CONVEYED BY DEVELOPER

UTILITY EASEMENT LEGAL DESCRIPTION:

THAT PART OF THE NORTHEAST QUARTER OF SECTION 16, TOWN 1 SOUTH, RANGE 17 WEST, SOUTH HAVEN TOWNSHIP, VAN BUREN COUNTY, MICHIGAN, DESCRIBED AS COMMENCING AT THE EAST QUARTER CORNER OF SAID SECTION; THENCE NORTH 00° 00' 00" EAST, ALONG THE EAST LINE OF SAID SECTION, 826.30 FEET; THENCE NORTH 89° 48' 25" WEST, 33.00 FEET TO THE WESTERLY RIGHT OF WAY LINE OF MONROE BOULEVARD AND THE POINT OF BEGINNING OF THE EASEMENT HEREIN DESCRIBED; THENCE CONTINUING NORTH 89° 48' 25" WEST, 228.21 FEET TO A POINT OF INTERSECTION WITH A NON-TANGENT CURVE, SAID CURVE HAVING A RADIUS OF 515.00 FEET AND A CENTRAL ANGLE OF 25° 31' 27"; THENCE EASTERLY, ALONG THE ARC OF SAID CURVE TO THE RIGHT, A DISTANCE OF 229.42 FEET, SAID ARC SUBTENDED BY A CHORD WHICH BEARS NORTH 77° 14' 17" EAST, A DISTANCE OF 227.53 FEET; THENCE NORTH 90° 00' 00" EAST, 6.30 FEET TO THE WESTERLY RIGHT OF WAY LINE OF MONROE BOULEVARD; THENCE SOUTH 00° 00' 00" EAST, ALONG SAID RIGHT OF WAY LINE, 51.03 FEET TO THE POINT OF BEGINNING.

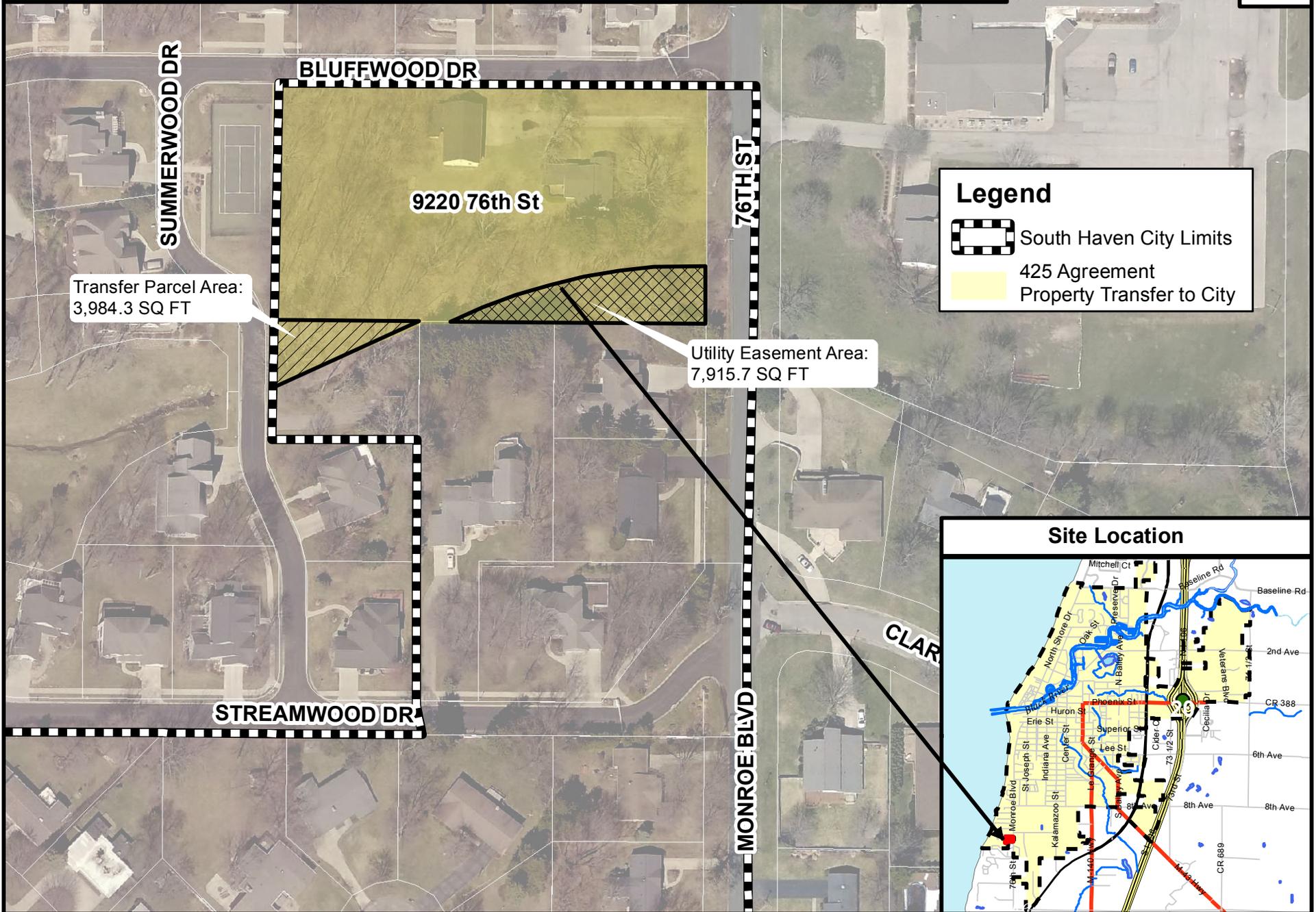
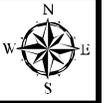
EXHIBIT C
DEED FOR CONVEYANCE BY THE CITY

TRANSFER PARCEL LEGAL DESCRIPTION:

THAT PART OF THE NORTHEAST QUARTER OF SECTION 16, TOWN 1 SOUTH, RANGE 17 WEST, SOUTH HAVEN TOWNSHIP, VAN BUREN COUNTY, MICHIGAN, DESCRIBED AS COMMENCING AT THE EAST QUARTER CORNER OF SAID SECTION; THENCE NORTH 00° 00' 00" EAST, ALONG THE EAST LINE OF SAID SECTION, 826.30 FEET; THENCE NORTH 89° 48' 25" WEST, 288.00 FEET TO THE POINT OF BEGINNING OF THE PARCEL OF LAND HEREIN DESCRIBED; THENCE SOUTH 65° 35' 00" WEST, 144.96 FEET; THENCE NORTH 00° 00' 00" EAST, 60.37 FEET; THENCE SOUTH 89° 48' 25" EAST, 132.00 FEET TO THE POINT OF BEGINNING.

DRAFT

City of South Haven / South Haven Twp - 425 Agreement



BLUFFWOOD DR

SUMMERWOOD DR

9220 76th St

76TH ST

Transfer Parcel Area:
3,984.3 SQ FT

Utility Easement Area:
7,915.7 SQ FT

STREAMWOOD DR

CLAR

MONROE BLVD

Legend

- South Haven City Limits
- 425 Agreement
- Property Transfer to City

