

City Council

Regular Meeting Agenda

Monday, February 23, 2015
7:00 p.m., Council Chambers



1. Call to Order
2. Invocation – Moment of Silence
3. Roll Call
4. Proclamation – Albemarle Corporation
5. Approval of Agenda
6. **Consent Agenda: Items A thru D (Roll Call Vote Required)**
(All matters listed under the Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. Unless requested by a Council Member or a citizen, there will be no separate discussion on these items. If discussion is required regarding an item, that item will be removed from the Consent Agenda and considered separately.)
 - A. Council will be requested to approve the City Council Minutes of February 2, 2015.
 - B. Bills totaling \$ 1,316,589.19 for the period ending February 24, 2015 be approved and forwarded to the Clerk and Treasurer for payment.
 - C. Council will be asked to approve a proposal by Abonmarche to perform dredging permit application services for a dredging permit in the Turning Basin.
 - D. Council will be asked to receive the following administrative reports and approved minutes to be placed on file:
 - 1) 05-05-2014 CBA Minutes
 - 2) 11-19-2014 Airport Authority Minutes
 - 3) 11-19-2014 Housing Commission Minutes
 - 4) 12-16-2014 Harbor Commission Minutes
 - 5) 12-17-2014 Housing Commission Minutes
 - 6) 12-18-2014 BPU Special Minutes
 - 7) 01-13-2015 Parks 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.

UNFINISHED BUSINESS

7. Council will be asked to consider a motion to prohibit animals from entering the Huron Street Pavilion during the hours of operation for the city's Farmers' Market, with the exception of guide and service animals.

NEW BUSINESS

8. Council will be asked to consider approval of a Declaration and Notice to close out the Van Buren Trail grant.
9. Council will be asked to consider Special Event 2015-02, Festival of Cars/Kruisin for Kylie to be held June 6, 2015.
10. Council will be asked to consider the following regarding the South Haven Recreation Plan:
 - A. Hold a public hearing regarding the proposed amendment.
 - B. Approve Resolution 2015-06, a resolution amending the South Haven Recreation Plan.
11. Council will be asked to consider a motion to schedule a workshop session to begin the annual priority setting process.
12. Council will be asked to consider Resolution 2015-07, a resolution authorizing the City Manager to apply for a Michigan Natural Resources Trust Fund Grant for North Beach Improvements.
13. 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.)
14. City Manager's Comments
15. Mayor and Councilperson's Comments
16. Adjourn

RESPECTFULLY SUBMITTED,



Brian Dissette, City Manager

PROCLAMATION

WHEREAS, Albemarle Corporation, a leading global developer and manufacturer of highly-engineered specialty chemicals, employs 128 employees and 24 contractors at its South Haven facility; and

WHEREAS, The Michigan Voluntary Protection Programs (MVPP) Star program, established in 1996, is designed to recognize workplaces that have an outstanding safety and health management system with injury and illness incident rates below the industry average for the last three years; and

WHEREAS, the Rising Star program provides a "stepping stone" for those establishments that have the desire and potential to achieve Star Status within one to three; and

WHEREAS, Albemarle's South Haven facility was recognized in 2012 as a Rising Star, meeting the requirements of a good safety and health management system and incidence rates at or below the industry average for two out of the last three years; and

WHEREAS, Albemarle Corporation's South Haven facility, on January 27, 2015, was awarded the Michigan Voluntary Protection Program (MVPP) Star Award, the state's highest workplace safety and health award, from the Michigan Occupational Safety and Health Administration (MIOSHA); and

WHEREAS, in presenting this award, MIOSHA director Martha Yoder said, "MIOSHA is thrilled to recognize Albemarle Corporation for its certification as an MVPP Star site. Albemarle's management commitment, employee involvement, and excellent safety measures demonstrate that employee safety and health is its top priority."

NOW, THEREFORE, BE IT RESOLVED, that the City of South Haven does hereby recognize and honor Albemarle for their continued commitment to improving their workplace safety and their effort toward achieving excellence in workplace safety and health.

**Suzie Fitzgibbon, Mayor Pro Tem
City of South Haven, Michigan**

City Council

Regular Meeting Minutes

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



1. **Call to Order by Mayor 7:00 p.m.**
2. **Invocation by Pastor Milan Bittenbender – Life Bridge**
3. **Roll Call**

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

Moved by Gruber to excuse Councilmember Kozlik Wall for personal reasons. Seconded by Fitzgibbon.

Voted Yes: All. Motion carried.

4. **Approval of Agenda**

Moved by Fitzgibbon to approve the agenda. Seconded by Patterson.

Voted Yes: All. Motion carried.

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

Moved by Patterson seconded by Fitzgibbon to approve the Consent Agenda as follows:

- A. Council will be requested to approve the City Council Minutes of January 19, 2015.
- B. Bills totaling \$ 1,552,530.49 for the period ending February 3, 2015 be approved and forwarded to the Clerk and Treasurer for payment.
- C. Council will be asked to receive the following administrative reports and approved minutes to be placed on file:
 - 1) 11-13-2014 Planning Commission Minutes
 - 2) 11-18-2014 LHBM Minutes
 - 3) 11-24-2014 Brownfield Minutes
 - 4) 12-08-2014 LDFA Minutes
 - 5) 12-09-2014 Parks Minutes
 - 6) 12-16-2014 LHBM Minutes
 - 7) 01-20-2015 LHBM Minutes

A Roll Call Vote was taken:

Yeas: Arnold, Fitzgibbon, Gruber, Klavins, Patterson, Burr

Nays: None

Motion carried.

UNFINISHED BUSINESS

6. Council will be asked to consider approval of two ordinance amendments related to animal control and ownership. Council will be asked to consider approval of amendments to the following sections of the city's Code of Ordinances:

A. Chapter 1 of the Code of Ordinances, Sections 1-16

B. Chapter 6 of the Code of Ordinances, Sections 6-2 and 6-3

Background Information: The City Council will be asked to consider two ordinance amendments related to animal ownership and animal control. The ordinances reflect recommendations made by the city's Planning Commission.

Over the past year, the city's Planning Commission has reviewed the city's adopted animal control ordinances, with focus on the sections related to dogs. A subcommittee of the Planning Commission was formed to review the ordinance language, and sought to determine if the language was clear and enforceable. The committee sought input for the South Haven Police Department. After review, the Planning Commission made a series of recommended changes to the ordinances. Attached is a summary of the Planning Commission's findings. The first proposed change to an ordinance would seek to amend Chapter 6 of the Code of Ordinances to more clearly define the public areas where animals are allowed while under reasonable control. As currently written, Section 6-2 prohibits allowing animals to be "in any public park or recreation area, public building, or *any building or area which is open to the general public.*" Literally construed, the italicized language makes it unlawful to walk a dog on a City street or sidewalk, or even to take a dog to a designated dog park. The proposed ordinance would narrow the list of places where animals are generally prohibited to include only public parks, public beaches, and public buildings. The ordinance also authorizes the City or private property owners to prohibit animals in other areas by posting signs to that effect. The signage may specify particular animals that are prohibited, or particular times of day when the prohibition applies. The ordinance also repeals unnecessary and redundant provisions in Section 6-3, which pertains to animals at large and dogs in heat. The second ordinance amends Section 1-16 to increase the fines for first and second violations of Chapter 6 that are designated as municipal civil infractions. The fine for first offenses would be raised from \$50 to \$100, and the fine for second offenses would be raised from \$100 to \$150. The City Charter requires that when a code section is amended, the entire section must be restated in full in the amending ordinance. To eliminate the need for readopting all of Section 1-16 whenever a change is made to the fee schedule, the proposed ordinance moves the fee schedule to a newly created Section 1-16a.

Item A: Council will be asked to consider an amendment to Chapter 1 of the Code of Ordinances, Sections 1-16.

Moved by Patterson to approve an amendment to Chapter 1 of the Code of Ordinances, Sections 1-16. Seconded by Arnold.

Voted Yes: All. Motion carried.

Item B: Council will be asked to consider an introduction to amend Chapter 6 of the Code of Ordinances, Sections 6-2 and 6-3.

Moved by Fitzgibbon to approve an amendment to Chapter 6 of the Code of Ordinances, Sections 6-2 and 6-3. Seconded by Arnold.

Voted Yes: All. Motion carried.

NEW BUSINESS

7. Council will be asked to consider a motion to prohibit animals from entering the Huron Street Pavilion, during the hours of operation for the city's Farmers' Market, with the exception of guide and service animals.

Background Information: The City Council will be asked to consider a prohibition on animals from entering the Huron Street Pavilion, during the hours of operation for the city's Farmers' Market, with the exception of guide and service animals.

The city's Farmers' Market operates under and around the Huron Street Pavilion, on Wednesday and Saturday, from June until August. During the event, pedestrian traffic is quite high in the area under the pavilion. As a result, bringing animals into the crowded area potentially places pedestrians at risk.

Staff has reviewed rules issued for farm markets in nearby communities. The City of Holland has restricted animals from entering their market. The City of Grand Rapids has restricted animals from entering their market. Further, the city has received guidance from the Michigan Department of Agriculture, which notes that state's 2009 Food Code recommends a prohibition on animals from the premises of a food establishment.

Will Anzenberger from Al-Van spoke about the prohibition of animals from the Farmers' Market.

Lisa Galdikas from Al-Van spoke about the prohibition of animals from the Farmers' Market.

Moved by Fitzgibbon to table this item until a future meeting. Seconded by Patterson.

Voted Yes: All. Motion carried.

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

- A. Special Event 2014-54, South Beach Triathlon to be held on August 29, 2015.**
- B. Special Event 2014-53, Paws on Parade REVISED to be held on June 28, 2015**
- C. Special Event 2015-03, Summer Kickoff to be held on May 30, 2015.**

Item A: Special Event 2014-54, South Beach Triathlon to be held on August 29, 2015.

Background Information: 3 Disciplines Racing would like to hold a triathlon event on the city's South Beach, on August 29, 2015. They are also requesting August 27-28, 2015 as set-up days, to prepare the site for the event. They have agreed to pay parking fees of \$3,444 for the three days. The special event will include a variety of racing disciplines, including: Sprint Triathlon, Olympic Triathlon, Kayak Triathlon, and Aquathon.

Moved by Patterson to approve Special Event 2014-54, South Beach Triathlon to be held on August 29, 2015. Seconded by Klavins.

Voted Yes: All. Motion carried.

Item B: Special Event 2014-53, Paws on Parade REVISED to be held on June 28, 2015.

Background Information: Paws on Parade is a special event with the local Al-Van Humane Society acting as the event sponsoring organization. This special event is an adoption fair, which features informational booths, demonstrations, and a pet parade. The event is typically held at Stanley Johnston Park, but this time they would like to have it at the city's Riverfront Park. The special event is planned to occur on Sunday June 28, 2015, from 8 am to 3 pm.

REVISED – Al-Van Humane Society would like to add a 5K walk to their approved event. They would like to use the same 5K route as the Blueberry Festival uses.

Lisa Galdikas from Al-Van spoke about the revisions to her event.

Moved by Fitzgibbon to approve Special Event 2014-53, Paws on Parade REVISED to be held on June 28, 2015. Seconded by Gruber.

Voted Yes: All. Motion carried.

Item C: Special Event 2015-03, Summer Kickoff to be held on May 30, 2015.

Background Information: The Summer Kickoff is requesting be held in Elkenburg Park on May 30, 2015 from 12:00-5:00 pm. This is a church organized event and free for the community. There will be free food, games, music, dunk tank, and relay/sack races. Last year they raffled off 6 bicycles for the youth and a TV. They would like to do something similar this year.

Ahmmad Goodwin spoke about the Summer Kickoff event.

Moved by Patterson to approve Special Event 2015-03, Summer Kickoff to be held on May 30, 2015. Seconded by Fitzgibbon.

Voted Yes: All. Motion carried.

9. Council will be asked to consider Resolution 2015-05, a resolution appointing a Board of Review, rate of compensation, and a meeting schedule for 2015.

Moved by Fitzgibbon to approve Resolution 2015-05, a resolution appointing a Board of Review, rate of compensation, and a meeting schedule for 2015. Seconded by Klavins.

Voted Yes: All. Motion carried.

10. Council will be asked to consider Resolution 2015-06, a resolution appointing board members and establishing term limits for the Liberty Hyde Bailey Museum Memorial Fund foundation board.

Background Information: During the City Council meeting on January 5th City Council approved an operating agreement with the Liberty Hyde Bailey Museum Memorial Fund for the operation of the museum. As part of the agreement, the board as it had existed was abolished. Further, the agreement called for the City Council to appoint three trustees to the board and set the length of their terms.

Members of the City Staff met with members of the board to determine the appropriate people to appoint and the length of their terms. City Council is being asked to approve a resolution confirming those appointments and term lengths.

It is important to note that the City Council had 6 members on the former Liberty Hyde Bailey Board. As we move forward with the new agreement, all 6 members will still remain on the board, however, only 3 of those are City appointed. The other 3 have been appointed by different means.

Moved by Patterson to approve Resolution 2015-06, a resolution appointing board members and establishing term limits for the Liberty Hyde Bailey Museum Memorial Fund foundation board. Seconded by Gruber.

Voted Yes: All. Motion carried.

11. Council will be asked to consider an amendment to the marina manager agreement with HAPA, LLC to add Black River Park Boat Launch to the agreement.

Background Information: The City Council will be asked to consider an amendment to the marina manager agreement with HAPA, LLC (John Marple.) The amendment would add Black River Park Board Launch management to the HAPA, LLC marina management agreement.

The current contract with HAPA covers management of municipal marinas (South Side, North Side, Maritime and Black River Park Marina) with a compensation of \$62,200 (plus inflationary increases). The contract continues through November, 2017.

The amendment to marina manager agreement would add management oversight responsibilities for maintaining the boat launch gates, maintaining the fish cleaning station, cleaning of Black River Park rest rooms and brushing of docks.

The compensation for management of these items is \$6,000 per year to HAPA. Please note that the city also pays HAPA an amount based on cost of labor and materials to perform these services.

Currently the Black River Park rest rooms are cleaned by the city's Parks personnel. The restrooms are being cleaned once a day, however we have found that it is important to clean early in the morning and again after the boaters have used the facilities in mid-morning. We would like to move cleaning of the Black River Park restroom to marina staff.

One of the items identified as shortcomings in the audit was that marina payments made at Black River Park were not entered into the marina computer system, instead a paper receipt system was used. This contract would allow for a computerized marina payment system at Black River Park.

We currently have two staff working at Black River Park. Mr. Marple has indicated that he will consider hiring staff for the marina operation.

Over the past three seasons, Mr. Marple has provided a high quality level of customer service at the municipal marinas, and has increased revenues as a result of his management.

The city's Harbor Commission has reviewed the proposal and recommended in favor of the proposed amendment, with the addition of language which would allow either party to terminate the amendment without affecting the marina contract. This language has been

added to the amendment.

Moved by Fitzgibbon to approve an amendment to the marina manager agreement with HAPA, LLC to add Black River Park Boat Launch to the agreement. Seconded by Arnold.

Voted Yes: All. Motion carried.

12. Council will be asked to consider rescheduling the February 16, 2015 regular City Council meeting, to occur on Monday, February 23, 2015 at 7:00 p.m.

Moved by Fitzgibbon to reschedule the February 16, 2015 regular City Council meeting to occur on Monday, February 23, 2015 at 7:00 p.m. Seconded by Gruber.

Voted Yes: All. Motion carried.

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

14. City Manager's Comments

15. Mayor and Councilperson's Comments

Klavins – No comment.

Arnold – Remember to shovel sidewalks for children going to school and postal workers. Happy Groundhog's Day.

Patterson – Spoke about snow removal. Thanked Al-Van.

Fitzgibbon – Spoke about appreciation for the Planning Commission and all they do and a successful Ice Breaker.

Gruber – Good job Deb taking over for Joe. Spoke about South Haven enforcement team.

Burr – Thanked Kathy and the Chamber for a successful Ice Breaker.

16. Adjourn

Moved by Patterson to adjourn. Seconded by Fitzgibbon.

Voted Yes: All. Motion carried. Meeting adjourned at 7:57 p.m.

RESPECTFULLY SUBMITTED,



Michelle Coffey
Deputy City Clerk

Approved by City Council: **DRAFT**

**CITY OF SOUTH HAVEN
FEBRUARY 24, 2015**

	PREPAID	CURRENT	TOTAL
101-GENERAL FUND	\$ 101,646.56	\$ 44,794.89	\$ 146,441.45
202-MAJOR STREET FUND	\$ 1,600.00	\$ 44,966.21	\$ 46,566.21
203-LOCAL STREET FUND	\$ 2,783.33	\$ -	\$ 2,783.33
204-STREET FUND	\$ 79.26	\$ -	\$ 79.26
226-GARBAGE/REFUSE FUND	\$ 30,829.58	\$ -	\$ 30,829.58
250-DOWNTOWN DEVELOPMENT	\$ 22.36	\$ 4,233.00	\$ 4,255.36
251-LDFA #1	\$ -	\$ -	\$ -
252- LDFA #2	\$ -	\$ -	\$ -
253-LDFA #3	\$ -	\$ -	\$ -
260-BROWNFIELD AUTHORITY	\$ -	\$ -	\$ -
265-NARCOTICS UNIT	\$ 224.32	\$ -	\$ 224.32
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	\$ 107,168.16	\$ 27,440.81	\$ 134,608.97
466- PAVILION AND ICE RINK	\$ -	\$ -	\$ -
545-BLACK RIVER PARK	\$ 234.57	\$ -	\$ 234.57
577-BEACH FUND	\$ 304.71	\$ 1,668.34	\$ 1,973.05
582-ELECTRIC FUND	\$ 104,831.04	\$ 135,617.09	\$ 240,448.13
591-WATER FUND	\$ 50,869.41	\$ 36,738.13	\$ 87,607.54
592-SEWER FUND	\$ 58,578.92	\$ 31,571.19	\$ 90,150.11
594-MUNICIPAL MARINA	\$ 8,922.75	\$ 25,293.12	\$ 34,215.87
636-INFORMATION SERVICES	\$ 3,125.31	\$ -	\$ 3,125.31
661-MOTOR POOL	\$ 5,893.75	\$ 8,431.81	\$ 14,325.56
677-SELF INSURANCE	\$ -	\$ -	\$ -
703-TAX FUND	\$ 478,720.57	\$ -	\$ 478,720.57
718-TRUST & AGENCY	\$ -	\$ -	\$ -
750-EMPLOYEE WITHHOLDING	\$ -	\$ -	\$ -
TOTAL	\$ 955,834.60	\$ 360,754.59	\$ 1,316,589.19

User: ksteinman

BANK CODE: 1

CHECK DATE: 02/24/2015 INVOICE PAY DATE FROM 02/24/2015 TO 02/24/2015

DB: South Haven

Check Date	Bank	Check #	Vendor Code	Vendor Name	Invoice Total	Credit Total	Total Amount	# Invoices
02/24/2015	1	50136	000027	ADAMS REMCO, INC.	241.57	0.00	241.57	1
02/24/2015	1	50137	003232	ADVANCED ANALYTICAL SOLUTIONS	414.70	0.00	414.70	2
02/24/2015	1	50138	000043	AIRGAS USA, LLC	49.76	0.00	49.76	1
02/24/2015	1	50139	003073	ALS GROUP USA, CORP	740.00	0.00	740.00	1
02/24/2015	1	50140	003184	ALTA EQUIPMENT COMPANY	36.48	0.00	36.48	1
02/24/2015	1	50141	000074	ALTEC INDUSTRIES INC	272.42	0.00	272.42	1
02/24/2015	1	50142	003313	BC HUNTER ENGINEERING INC	185.00	0.00	185.00	1
02/24/2015	1	50143	000229	BEAVER RESEARCH COMPANY	688.75	0.00	688.75	1
02/24/2015	1	50144	000247	BENTLEY SYSTEMS INC	6,057.00	0.00	6,057.00	2
02/24/2015	1	50145	000346	BRUSH ENTERPRISES	2,980.41	0.00	2,980.41	3
02/24/2015	1	50146	000351	BS&A SOFTWARE INC	14,514.00	0.00	14,514.00	3
02/24/2015	1	50147	000371	C E & A PROFESSIONAL SERVICES	683.47	0.00	683.47	1
02/24/2015	1	50148	000372	C.C. JOHNSON & MALHOTRA PC	1,744.27	0.00	1,744.27	2
02/24/2015	1	50149	000375	C.T. ELECTRICAL SERVICES INC	1,472.38	0.00	1,472.38	1
02/24/2015	1	50150	003145	CANNEY'S WATER TREATMENT	38.99	0.00	38.99	1
02/24/2015	1	50151	000418	CDW GOVERNMENT INC	252.30	0.00	252.30	1
02/24/2015	1	50152	003030	CELLEBRITE USA INC	3,098.99	0.00	3,098.99	1
02/24/2015	1	50153	000505	COMPTON INC	29,322.60	0.00	29,322.60	3
02/24/2015	1	50154	000622	DELL MARKETING L P	2,511.14	0.00	2,511.14	1
02/24/2015	1	50155	000625	DELUXE BUSINESS CHECKS	298.50	0.00	298.50	1
02/24/2015	1	50156	000637	DICKINSON WRIGHT	14,971.58	0.00	14,971.58	1
02/24/2015	1	50157	000658	DO-IT CORPORATION	1,668.34	0.00	1,668.34	1
02/24/2015	1	50158	000716	EJ USA INC	2,092.04	0.00	2,092.04	1
02/24/2015	1	50159	000747	EVIDENT	1,011.00	0.00	1,011.00	1
02/24/2015	1	50160	003065	FOSTER SWIFT COLLINS & SMITH PC	1,300.40	0.00	1,300.40	6
02/24/2015	1	50161	000837	FREIGHTLINER OF KALAMAZOO	2,348.33	0.00	2,348.33	3
02/24/2015	1	50162	000913	GRAINGER	579.58	0.00	579.58	1
02/24/2015	1	50163	003149	GRO AMERICA	11,892.00	0.00	11,892.00	1
02/24/2015	1	50164	000963	GRP ENGINEERING INC	20,548.88	0.00	20,548.88	8
02/24/2015	1	50165	000988	HAMMERSMITH EQUIPMENT CO	1,388.50	0.00	1,388.50	2
02/24/2015	1	50166	001007	HARDESTY & HANOVER, LLP	27,440.81	0.00	27,440.81	1
02/24/2015	1	50167	001065	HISTORICAL ASSOCIATION OF	5,000.00	0.00	5,000.00	1
02/24/2015	1	50168	001107	HULL LIFT TRUCK INC	2,452.85	0.00	2,452.85	8
02/24/2015	1	50169	001186	JENSEN'S EXCAVATING INC	1,440.00	0.00	1,440.00	1
02/24/2015	1	50170	001196	JOHN'S STEREO INC	59.99	0.00	59.99	1
02/24/2015	1	50171	003345	K & S PLUMBING, INC	162.50	0.00	162.50	1
02/24/2015	1	50172	001225	KALIN CONSTRUCTION CO, INC	47,970.21	0.00	47,970.21	2
02/24/2015	1	50173	001246	KENDALL ELECTRIC INC	219.85	0.00	219.85	3
02/24/2015	1	50174	001248	KENNEDY INDUSTRIES INC	2,387.00	0.00	2,387.00	1
02/24/2015	1	50175	001353	LANDFILL MANAGEMENT CO	4,888.90	0.00	4,888.90	1
02/24/2015	1	50176	001467	MARK A MANNING	2,040.00	0.00	2,040.00	1
02/24/2015	1	50177	001893	OLSON BROTHERS CONTRACTORS	6,814.00	0.00	6,814.00	1

02/18/2015 11:19 AM
User: ksteinman
DB: South Haven

CHECK PROOF FOR CITY OF SOUTH HAVEN

BANK CODE: 1 CHECK DATE: 02/24/2015 INVOICE PAY DATE FROM 02/24/2015 TO 02/24/2015

Check Date	Bank	Check #	Vendor Code	Vendor Name	Invoice Total	Credit Total	Total Amount	# Invoices
02/24/2015	1	50178	002020	POWER LINE SUPPLY CO	69,284.61	50.65	69,233.96	35##
02/24/2015	1	50179	002033	PRI MAR PETROLEUM INC	32.50	0.00	32.50	1
02/24/2015	1	50180	002080	QUALITY DOOR OF SO HAVEN INC	85.00	0.00	85.00	1
02/24/2015	1	50181	002088	QUINN ELECTRICAL CONTRACTORS	1,176.60	0.00	1,176.60	1
02/24/2015	1	50182	003328	RAMSEY ELECTRONICS	1,545.45	0.00	1,545.45	1
02/24/2015	1	50183	002114	RATHCO SAFETY SUPPLY INC	328.75	0.00	328.75	1
02/24/2015	1	50184	003124	REM MACHINERY	248.38	0.00	248.38	1
02/24/2015	1	50185	002254	SCHWEITZER ENGINEERING LAB INC	1,784.00	0.00	1,784.00	1
02/24/2015	1	50186	002267	SECANT TECHNOLOGIES	9,627.00	0.00	9,627.00	2
02/24/2015	1	50187	002361	SMITH'S CONCRETE CUTTING	2,133.60	0.00	2,133.60	2
02/24/2015	1	50188	002441	SOUTHWESTERN MICHIGAN DUST	217.50	0.00	217.50	1
02/24/2015	1	50189	002453	SPENCER MANUFACTURING, INC	211.00	0.00	211.00	1
02/24/2015	1	50190	002478	STAPLES ADVANTAGE	2,758.41	36.99	2,721.42	16##
02/24/2015	1	50191	002486	STATE OF MICHIGAN	195.00	0.00	195.00	1
02/24/2015	1	50192	003318	STRUCTURES, INC.	9,461.50	0.00	9,461.50	1
02/24/2015	1	50193	002642	TPC TECHNOLOGIES INC	1,244.97	0.00	1,244.97	1
02/24/2015	1	50194	002665	TREECORE	29,593.20	0.00	29,593.20	2
02/24/2015	1	50195	002698	U S BUSINESS SYSTEMS INC	226.58	0.00	226.58	2
02/24/2015	1	50196	002728	USA BLUE BOOK	1,412.40	0.00	1,412.40	8
02/24/2015	1	50197	002833	WALLY'S GARAGE	344.00	0.00	344.00	1
02/24/2015	1	50198	002860	WEBB CHEMICAL SERVICE CORP	4,749.79	0.00	4,749.79	1
02/24/2015	1	50199	002883	WEST MICHIGAN DOCUMENT	65.00	0.00	65.00	1

Num Checks: 64 Num Stubs: 0 Num Invoices: 158 Total Amount: 360,917.09

Denotes that check has vendor credit applied.

INVOICE REGISTER REPORT FOR CITY OF SOUTH HAVEN

INVOICE DUE DATES 02/24/2015 - 02/24/2015

JOURNALIZED OPEN AND PAID

BANK CODE: 1 - CHECK TYPE: PAPER CHECK

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
085939 43701	ADAMS REMCO, INC. QUARTERLY MAINTENANCE 101-265-802-000	01/08/2015 ksteinman	02/24/2015	241.57	0.00	P	Y 02/09/2015
	OTHER CONTRACTUAL SERVICES			241.57			
15132 43702	ADVANCED ANALYTICAL SOLUTIONS SUPPLIES 591-559-802-000	01/23/2015 ksteinman	02/24/2015	294.40	0.00	P	Y 02/09/2015
	OTHER CONTRACTUAL SERVICES			294.40			
15148 43703	ADVANCED ANALYTICAL SOLUTIONS SUPPLIES 591-559-802-000	01/23/2015 ksteinman	02/24/2015	120.30	0.00	P	Y 02/09/2015
	OTHER CONTRACTUAL SERVICES			120.30			
9924919777 43878	AIRGAS USA, LLC CYLINDER RENTAL 661-450-741-003	01/31/2015 ksteinman	02/24/2015	49.76	0.00	P	Y 02/16/2015
	REPAIR & MAINT SUPPLIES			49.76			
20-1502053-0 43884	ALS GROUP USA, CORP CHEMICAL ANALYSIS 592-560-802-000	02/12/2015 ksteinman	02/24/2015	740.00	0.00	P	Y 02/16/2015
	OTHER CONTRACTUAL SERVICES			740.00			
I76636 43704	ALTA EQUIPMENT COMPANY SUPPLIES 661-450-741-003	01/13/2015 ksteinman	02/24/2015	36.48	0.00	P	Y 02/09/2015
	REPAIR & MAINT SUPPLIES			36.48			
10339818 43705	ALTEC INDUSTRIES INC EQUIPMENT 582-558-933-000	01/20/2015 ksteinman	02/24/2015	272.42	0.00	P	Y 02/09/2015
	REPAIRS/MAINTENANCE - EQUIPM			272.42			
HNT1503001 43728	BC HUNTER ENGINEERING INC AIR LEAK REPAIR 661-450-933-000	01/30/2015 ksteinman	02/24/2015	185.00	0.00	P	Y 02/09/2015
	REPAIRS/MAINTENANCE - EQUIP			185.00			
0223953-IN 43732	BEAVER RESEARCH COMPANY ICE BUSTER 101-446-741-000	01/29/2015 ksteinman	02/24/2015	688.75	0.00	P	Y 02/09/2015
	OPERATING SUPPLIES			688.75			

INVOICE REGISTER REPORT FOR CITY OF SOUTH HAVEN

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
47656331							
43892	BENTLEY SYSTEMS INC	01/24/2015	02/24/2015	1,475.00	0.00	P	Y
	SUBSCRIPTION	ksteinman					02/17/2015
	204-447-741-000	OPERATING SUPPLIES		885.00			
	591-558-958-000	SUBSCRIPTIONS/MEMBERSHIPS		295.00			
	592-558-958-000	SUBSCRIPTIONS/MEMBERSHIPS		295.00			
47656332							
43893	BENTLEY SYSTEMS INC	01/24/2015	02/24/2015	4,582.00	0.00	P	Y
	SUBSCRIPTION	ksteinman					02/17/2015
	582-558-958-000	SUBSCRIPTIONS/MEMBERSHIPS		854.00			
	591-558-958-000	SUBSCRIPTIONS/MEMBERSHIPS		3,728.00			
7230							
43706	BRUSH ENTERPRISES	01/19/2015	02/24/2015	87.42	0.00	P	Y
	REPAIRS	ksteinman					02/09/2015
	661-450-935-000	REPAIRS/MAINTENANCE - VEHICLES		87.42			
7287							
43851	BRUSH ENTERPRISES	02/03/2015	02/24/2015	2,207.57	0.00	P	Y
	REPAIRS	ksteinman					02/12/2015
	661-450-741-003	REPAIR & MAINT SUPPLIES		2,207.57			
7310							
43908	BRUSH ENTERPRISES	02/10/2015	02/24/2015	685.42	0.00	P	Y
	REPAIRS	ksteinman					02/18/2015
	661-450-935-000	REPAIRS/MAINTENANCE - VEHICLES		685.42			
099388							
43906	BS&A SOFTWARE INC	02/06/2015	02/24/2015	935.00	0.00	P	Y
	UTILITY BILLING & MISC.NET TRAININ	ksteinman					02/17/2015
	101-202-801-000	PROFESSIONAL/CONSULTING FEES		233.75			
	582-561-801-000	PROFESSIONAL/CONSULTING FEES		233.75			
	591-561-801-000	PROFESSIONAL/CONSULTING FEES		233.75			
	592-561-801-000	PROFESSIONAL/CONSULTING FEES		233.75			
100105							
43907	BS&A SOFTWARE INC	02/06/2015	02/24/2015	935.00	0.00	P	Y
	BUILDING DEPT TRAINING	ksteinman					02/17/2015
	101-371-801-000	PROFESSIONAL/CONSULTING FEES		935.00			
099931							
43911	BS&A SOFTWARE INC	02/01/2015	02/24/2015	12,644.00	0.00	P	Y
	ANNUAL SUPPORT	ksteinman					02/18/2015
	636-258-802-000	OTHER CONTRACTUAL SERVICES		5,268.00			

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
	636-001-123-000	PREPAID ITEMS		7,376.00			
31411							
43883	C E & A PROFESSIONAL SERVICES	02/12/2015	02/24/2015	683.47	0.00	P	Y
	RANDOM DRUG AND ALCOHOL TESTING	ksteinman					02/16/2015
	582-558-801-000	PROFESSIONAL/CONSULTING FEES		196.20			
	101-276-801-000	PROFESSIONAL/CONSULTING FEES		98.10			
	661-450-801-000	PROFESSIONAL/CONSULTING FEES		98.10			
	101-446-801-000	PROFESSIONAL/CONSULTING FEES		98.10			
	591-558-801-000	PROFESSIONAL/CONSULTING FEES		69.47			
	592-558-801-000	PROFESSIONAL/CONSULTING FEES		123.50			
2/5/15							
43779	C.C. JOHNSON & MALHOTRA PC	02/05/2015	02/24/2015	1,268.56	0.00	P	Y
	ENGINEERING SERVICES	ksteinman					02/10/2015
	592-567-801-000	PROFESSIONAL/CONSULTING FEES		110.36			
	592-566-801-000	PROFESSIONAL/CONSULTING FEES		257.52			
	592-559-801-000	PROFESSIONAL/CONSULTING FEES		900.68			
2/5/15							
43780	C.C. JOHNSON & MALHOTRA PC	02/05/2015	02/24/2015	475.71	0.00	P	Y
	IPP PROGRAM	ksteinman					02/10/2015
	592-560-801-000	PROFESSIONAL/CONSULTING FEES		475.71			
59300							
43783	C.T. ELECTRICAL SERVICES INC	01/30/2015	02/24/2015	1,472.38	0.00	P	Y
	BALLAST REPLACEMENT	ksteinman					02/10/2015
	591-559-933-000	REPAIRS/MAINTENANCE - EQUIPM		1,472.38			
95980TE							
43708	CANNEY'S WATER TREATMENT	01/20/2015	02/24/2015	38.99	0.00	P	Y
	BOTTLE WATER	ksteinman					02/09/2015
	101-301-802-001	SERVICE CONTRACTS		38.99			
RT09209							
43709	CDW GOVERNMENT INC	01/09/2015	02/24/2015	252.30	0.00	P	Y
	TONER	ksteinman					02/09/2015
	101-301-741-000	OPERATING SUPPLIES		252.30			
Q-44450-C							
43707	CELLEBRITE USA INC	01/30/2015	02/24/2015	3,098.99	0.00	P	Y
	SOTWARE RENEWAL	ksteinman					02/09/2015
	101-301-802-001	SERVICE CONTRACTS		3,098.99			

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
011517							
43710	COMPTON INC	01/15/2015	02/24/2015	3,450.00	0.00	P	Y
	2ND AVE CONDUIT	ksteinman					02/09/2015
	582-558-988-000-0304	ELECTRICAL SYSTEM CONSTR		3,450.00			
021501							
43711	COMPTON INC	02/03/2015	02/24/2015	24,642.60	0.00	P	Y
	WATERMAIN REPAIRS	ksteinman					02/09/2015
	591-558-802-000	OTHER CONTRACTUAL SERVICES		24,642.60			
011520							
43712	COMPTON INC	01/21/2015	02/24/2015	1,230.00	0.00	P	Y
	REPLACE PIPE & FITTINGS	ksteinman					02/09/2015
	592-559-933-000	REPAIRS/MAINTENANCE - EQUIP		1,230.00			
XJMK98396							
43785	DELL MARKETING L P	01/22/2015	02/24/2015	2,511.14	0.00	P	Y
	COMPUTER HARDWARE	ksteinman					02/10/2015
	636-258-980-001	COMPUTER HARDWARE		2,511.14			
2033208981							
43729	DELUXE BUSINESS CHECKS	02/06/2015	02/24/2015	298.50	0.00	P	Y
	RECEIPT SETS	ksteinman					02/09/2015
	101-301-727-000	OFFICE SUPPLIES		298.50			
976319							
43807	DICKINSON WRIGHT	01/26/2015	02/24/2015	14,971.58	0.00	P	Y
	ATTORNEY FEES	ksteinman					02/11/2015
	101-210-801-000	PROFESSIONAL/CONSULTING FEES		14,971.58			
75095							
43899	DO-IT CORPORATION	02/10/2015	02/24/2015	1,668.34	0.00	P	Y
	BEACH PARKING STICKERS	ksteinman					02/17/2015
	577-751-900-000	PRINTING/PUBLISHING		1,668.34			
3803724							
43713	EJ USA INC	01/28/2015	02/24/2015	2,092.04	0.00	P	Y
	SUPPLIES	ksteinman					02/09/2015
	591-558-741-000	OPERATING SUPPLIES		2,092.04			
91698A							
43714	EVIDENT	01/16/2015	02/24/2015	1,011.00	0.00	P	Y
	SUPPLIES	ksteinman					02/09/2015
	101-301-741-000	OPERATING SUPPLIES		1,011.00			

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
665473 43901	FOSTER SWIFT COLLINS & SMITH PC ATTORNEY SERVICES 101-209-801-000	02/12/2015 ksteinman	02/24/2015	223.60 223.60	0.00	P	Y 02/12/2015
665472 43902	FOSTER SWIFT COLLINS & SMITH PC ATTORNEY SERVICES 101-209-801-000	02/12/2015 ksteinman	02/24/2015	150.00 150.00	0.00	P	Y 02/17/2015
665470 43903	FOSTER SWIFT COLLINS & SMITH PC ATTORNEY SERVICES 101-209-801-000	02/12/2015 ksteinman	02/24/2015	114.00 114.00	0.00	P	Y 02/17/2015
665465 43904	FOSTER SWIFT COLLINS & SMITH PC ATTORNEY SERVICES 101-209-801-000	02/12/2015 ksteinman	02/24/2015	129.40 129.40	0.00	P	Y 02/17/2015
665459 43905	FOSTER SWIFT COLLINS & SMITH PC ATTORNEY SERVICES 101-209-801-000	02/12/2015 ksteinman	02/24/2015	125.20 125.20	0.00	P	Y 02/17/2015
X002194244:01 43715	FREIGHTLINER OF KALAMAZOO SUPPLIES 661-450-741-003	01/28/2015 ksteinman	02/24/2015	3.66 3.66	0.00	P	Y 02/09/2015
R002045065:01 43716	FREIGHTLINER OF KALAMAZOO EQUIPMENT 661-450-935-000	01/22/2015 ksteinman	02/24/2015	849.71 849.71	0.00	P	Y 02/09/2015
R002045219:01 43910	FREIGHTLINER OF KALAMAZOO EQUIPMENT 661-450-935-000	02/11/2015 ksteinman	02/24/2015	1,494.96 1,494.96	0.00	P	Y 02/18/2015
9651758667 43717	GRAINGER EQUIPMENT 592-559-933-000	01/28/2015 ksteinman	02/24/2015	579.58 579.58	0.00	P	Y 02/09/2015

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
GA-072492 43791	GRO AMERICA SLUDGE REMOVAL 592-559-802-000 592-566-802-000 592-567-802-000	01/29/2015 ksteinman	02/24/2015	11,892.00	0.00	P	Y 02/10/2015
		OTHER CONTRACTUAL SERVICES		8,443.32			
		OTHER CONTRACTUAL SERVICES		2,414.08			
		OTHER CONTRACTUAL SERVICES		1,034.60			
20150011 43718	GRP ENGINEERING INC ENGINEER SERVICES 582-558-802-000	01/05/2015 ksteinman	02/24/2015	1,241.79	0.00	P	Y 02/09/2015
		OTHER CONTRACTUAL SERVICES		1,241.79			
20150009 43719	GRP ENGINEERING INC ENGINEERING SERVICES 582-558-801-000	01/05/2015 ksteinman	02/24/2015	596.76	0.00	P	Y 02/09/2015
		PROFESSIONAL/CONSULTING FEES		596.76			
20150010 43720	GRP ENGINEERING INC ENGINEERING SERVICES 582-558-988-001-0301	01/05/2015 ksteinman	02/24/2015	1,822.87	0.00	P	Y 02/09/2015
		ELECTRICAL SYSTEM EQUIPMENT		1,822.87			
20150014 43721	GRP ENGINEERING INC ENGINEERING SERVICES- LOVEJOY 582-558-988-000-0305	01/05/2015 ksteinman	02/24/2015	1,000.00	0.00	P	Y 02/09/2015
		ELECTRICAL SYSTEM CONSTR		1,000.00			
20150015 43722	GRP ENGINEERING INC ENGINEERING SERVICES 582-558-988-000-0309	01/05/2015 ksteinman	02/24/2015	3,000.00	0.00	P	Y 02/09/2015
		ELECTRICAL SYSTEM CONSTR		3,000.00			
20150013 43723	GRP ENGINEERING INC ENGINEERING SERVICES- BLUE STAR HI 582-558-988-000-0304	01/05/2015 ksteinman	02/24/2015	2,000.00	0.00	P	Y 02/09/2015
		ENGINEERING SERVICES- BLUE STAR HIGHWAY		2,000.00			
20150064 43724	GRP ENGINEERING INC ENGINEERING SERVICES 582-558-988-000-0175	01/01/2015 ksteinman	02/24/2015	8,347.10	0.00	P	Y 02/09/2015
		ELECTRICAL SYSTEM CONSTR		8,347.10			
20150012 43725	GRP ENGINEERING INC ENGINEERING SERVICES 582-558-988-000-0175	01/05/2015 ksteinman	02/24/2015	2,540.36	0.00	P	Y 02/09/2015
		ELECTRICAL SYSTEM CONSTR		2,540.36			

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
319723 43726	HAMMERSMITH EQUIPMENT CO REPAIRS 582-558-933-000	01/23/2015 ksteinman	02/24/2015	363.50	0.00	P	Y 02/09/2015
	REPAIRS/MAINTENANCE - EQUIPM			363.50			
319721 43727	HAMMERSMITH EQUIPMENT CO SAW 582-558-933-000	01/23/2015 ksteinman	02/24/2015	1,025.00	0.00	P	Y 02/09/2015
	REPAIRS/MAINTENANCE - EQUIPM			1,025.00			
2804.00 X 18 43730	HARDESTY & HANOVER, LLP ENGINEERING SERVICES 402-202-988-010	01/19/2015 ksteinman	02/24/2015	27,440.81	0.00	P	Y 02/09/2015
	MAJOR STREET UPGRADES			27,440.81			
FY 2015 43898	HISTORICAL ASSOCIATION OF SOUTH PIERHEAD LIGHT MAINTENANCE 101-895-959-007	02/15/2015 ksteinman	02/24/2015	5,000.00	0.00	P	Y 02/17/2015
	SOUTH PIERHEAD LIGHTHOUSE			5,000.00			
S-0112694 43731	HULL LIFT TRUCK INC PARTS 661-450-741-003	02/03/2015 ksteinman	02/24/2015	302.89	0.00	P	Y 02/09/2015
	REPAIR & MAINT SUPPLIES			302.89			
S-0113144 43733	HULL LIFT TRUCK INC PARTS 661-450-741-003	02/03/2015 ksteinman	02/24/2015	102.66	0.00	P	Y 02/09/2015
	REPAIR & MAINT SUPPLIES			102.66			
WO-341320 43799	HULL LIFT TRUCK INC PARTS 661-450-933-000	01/21/2015 ksteinman	02/24/2015	148.05	0.00	P	Y 02/11/2015
	REPAIRS/MAINTENANCE - EQUIP			148.05			
S-0113439 43800	HULL LIFT TRUCK INC PARTS 661-450-741-003	02/10/2015 ksteinman	02/24/2015	149.15	0.00	P	Y 02/11/2015
	REPAIR & MAINT SUPPLIES			149.15			
S-0113251 43801	HULL LIFT TRUCK INC PARTS 661-450-741-003	02/10/2015 ksteinman	02/24/2015	12.40	0.00	P	Y 02/11/2015
	REPAIR & MAINT SUPPLIES			12.40			

02/18/2015 11:56 AM
 User: ksteinman
 DB: South Haven

INVOICE REGISTER REPORT FOR CITY OF SOUTH HAVEN
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S-0113144-1 43802	HULL LIFT TRUCK INC PARTS 661-450-741-003	02/05/2015 ksteinman	02/24/2015	62.28	0.00	P	Y 02/11/2015
	REPAIR & MAINT SUPPLIES			62.28			
S-0113246 43850	HULL LIFT TRUCK INC PARTS 661-450-741-003	02/05/2015 ksteinman	02/24/2015	1,550.00	0.00	P	Y 02/12/2015
	REPAIR & MAINT SUPPLIES			1,550.00			
S-0113608 43877	HULL LIFT TRUCK INC PARTS 661-450-741-003	02/11/2015 ksteinman	02/24/2015	125.42	0.00	P	Y 02/16/2015
	REPAIR & MAINT SUPPLIES			125.42			
30860 43784	JENSEN'S EXCAVATING INC SAND FILL 582-558-741-000 101-446-741-000 591-558-741-000 592-558-741-000	01/28/2015 ksteinman	02/24/2015	1,440.00	0.00	P	Y 02/10/2015
	OPERATING SUPPLIES			360.00			
	OPERATING SUPPLIES			360.00			
	OPERATING SUPPLIES			360.00			
	OPERATING SUPPLIES			360.00			
10044471 43876	JOHN'S STEREO INC CAR KIT 591-558-741-000 592-558-741-000	02/03/2015 ksteinman	02/24/2015	59.99	0.00	P	Y 02/16/2015
	OPERATING SUPPLIES			30.00			
	OPERATING SUPPLIES			29.99			
258418 43736	K & S PLUMBING, INC REPAIRED LAV FAUCET 101-301-930-000	01/06/2015 ksteinman	02/24/2015	0.00	0.00	V	Y 02/09/2015
	REPAIRS/MAINT - POLICE COMPLEX			162.50			
PAY REQ #4 43782	KALIN CONSTRUCTION CO, INC DYCKMAN AVENUE RECONSTRUCTION 204-446-801-000-0158	02/07/2015 ksteinman	02/24/2015	44,081.21	0.00	P	Y 02/10/2015
	PROFESSIONAL/CONSULTING FEES			44,081.21			
PAY REQ #3 43914	KALIN CONSTRUCTION CO, INC KENTUCKY AVENUE RECONSTRUCTION 250-729-974-018-0157	02/16/2015 ksteinman	02/24/2015	3,889.00	0.00	P	Y 02/18/2015
	CAPITAL PROJECTS			3,889.00			

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
S103274021.001							
43734	KENDALL ELECTRIC INC	12/10/2014	02/24/2015	30.41	0.00	P	Y
	NYLON LEVER	ksteinman					02/09/2015
	592-559-933-000	REPAIRS/MAINTENANCE - EQUIP		30.41			
S103277708-001							
43735	KENDALL ELECTRIC INC	12/11/2014	02/24/2015	11.21	0.00	P	Y
	EQUIPMENT	ksteinman					02/09/2015
	592-559-933-000	REPAIRS/MAINTENANCE - EQUIP		11.21			
S103417319.001							
43793	KENDALL ELECTRIC INC	02/02/2015	02/24/2015	178.23	0.00	P	Y
	TWIRL NUT SEE	ksteinman					02/11/2015
	582-558-933-000	REPAIRS/MAINTENANCE - EQUIPM		178.23			
559705							
43896	KENNEDY INDUSTRIES INC	02/10/2015	02/24/2015	2,387.00	0.00	P	Y
	PUMP	ksteinman					02/17/2015
	592-569-933-000-0082	REPAIRS/MAINTENANCE - EQUIP		2,387.00			
LM012857							
43790	LANDFILL MANAGEMENT CO	01/31/2015	02/24/2015	4,888.90	0.00	P	Y
	WASTE HAUL	ksteinman					02/10/2015
	592-559-802-000	OTHER CONTRACTUAL SERVICES		3,471.12			
	592-566-802-000	OTHER CONTRACTUAL SERVICES		992.45			
	592-567-802-000	OTHER CONTRACTUAL SERVICES		425.33			
493							
43737	MARK A MANNING	02/01/2015	02/24/2015	2,040.00	0.00	P	Y
	ATTORNEY SERVICES	ksteinman					02/09/2015
	101-210-801-000	PROFESSIONAL/CONSULTING FEES		2,040.00			
11365							
43788	OLSON BROTHERS CONTRACTORS	02/03/2015	02/24/2015	6,814.00	0.00	P	Y
	TOT LOT RESTROOM IMPROVEMENTS	ksteinman					02/10/2015
	101-751-975-000-0182	BUILDINGS/ADDITIONS IMPROVE		6,814.00			
5898812							
43738	POWER LINE SUPPLY CO	02/03/2015	02/24/2015	37.00	0.00	P	Y
	MAINTENANCE SUPPLIES	ksteinman					02/09/2015
	582-558-933-000	REPAIRS/MAINTENANCE - EQUIPM		37.00			
5898813							
43739	POWER LINE SUPPLY CO	02/03/2015	02/24/2015	738.30	0.00	P	Y
	MAINTENANCE SUPPLIES	ksteinman					02/09/2015
	582-558-988-000-0175	ELECTRICAL SYSTEM CONSTR		738.30			

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
5896876							
43740	POWER LINE SUPPLY CO	01/27/2015	02/24/2015	2,979.57	0.00	P	Y
	MAINTENANCE SUPPLIES	ksteinman					02/09/2015
	582-558-988-000-0175	ELECTRICAL SYSTEM CONSTR		2,979.57			
5897217							
43741	POWER LINE SUPPLY CO	01/27/2015	02/24/2015	8,528.00	0.00	P	Y
	MAINTENANCE SUPPLIES	ksteinman					02/09/2015
	582-558-988-000-0175	ELECTRICAL SYSTEM CONSTR		8,528.00			
5897146							
43742	POWER LINE SUPPLY CO	01/27/2015	02/24/2015	10,106.00	0.00	P	Y
	MAINTENANCE SUPPLIES	ksteinman					02/09/2015
	582-558-988-000-0175	ELECTRICAL SYSTEM CONSTR		10,106.00			
5897148							
43743	POWER LINE SUPPLY CO	01/27/2015	02/24/2015	8,528.00	0.00	P	Y
	MAINTENANCE SUPPLIES	ksteinman					02/09/2015
	582-558-933-000	REPAIRS/MAINTENANCE - EQUIPM		8,528.00			
5897147							
43744	POWER LINE SUPPLY CO	01/27/2015	02/24/2015	8,528.00	0.00	P	Y
	MAINTENANCE SUPPLIES	ksteinman					02/09/2015
	582-558-988-000-0175	ELECTRICAL SYSTEM CONSTR		8,528.00			
5898705							
43745	POWER LINE SUPPLY CO	02/02/2015	02/24/2015	1,022.34	0.00	P	Y
	MAINTENANCE SUPPLIES	ksteinman					02/09/2015
	582-558-933-000	REPAIRS/MAINTENANCE - EQUIPM		1,022.34			
5898365							
43746	POWER LINE SUPPLY CO	01/30/2015	02/24/2015	238.03	0.00	P	Y
	MAINTENANCE SUPPLIES	ksteinman					02/09/2015
	582-558-933-000	REPAIRS/MAINTENANCE - EQUIPM		238.03			
5898364							
43747	POWER LINE SUPPLY CO	01/30/2015	02/24/2015	37.91	0.00	P	Y
	MAINTENANCE SUPPLIES	ksteinman					02/09/2015
	582-558-933-000	REPAIRS/MAINTENANCE - EQUIPM		37.91			
5897815							
43748	POWER LINE SUPPLY CO	01/29/2015	02/24/2015	156.00	0.00	P	Y
	MAINTENANCE SUPPLIES	ksteinman					02/09/2015
	582-558-933-000	REPAIRS/MAINTENANCE - EQUIPM		156.00			

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
5896879							
43749	POWER LINE SUPPLY CO	01/27/2015	02/24/2015	309.98	0.00	P	Y
	MAINTENANCE SUPPLIES	ksteinman					02/09/2015
	582-558-933-000	REPAIRS/MAINTENANCE - EQUIPM		309.98			
5896929							
43750	POWER LINE SUPPLY CO	01/27/2015	02/24/2015	50.65	0.00	P	Y
	MAINTENANCE SUPPLIES	ksteinman					02/09/2015
	582-558-933-000	REPAIRS/MAINTENANCE - EQUIPM		50.65			
5896894							
43751	POWER LINE SUPPLY CO	01/27/2015	02/24/2015	223.25	0.00	P	Y
	MAINTENANCE SUPPLIES	ksteinman					02/10/2015
	582-558-933-000	REPAIRS/MAINTENANCE - EQUIPM		223.25			
5896881							
43752	POWER LINE SUPPLY CO	01/27/2015	02/24/2015	170.00	0.00	P	Y
	MAINTENANCE SUPPLIES	ksteinman					02/10/2015
	582-558-933-000	REPAIRS/MAINTENANCE - EQUIPM		170.00			
5895926							
43753	POWER LINE SUPPLY CO	01/22/2015	02/24/2015	309.60	0.00	P	Y
	MAINTENANCE SUPPLIES	ksteinman					02/10/2015
	582-558-933-000	REPAIRS/MAINTENANCE - EQUIPM		309.60			
5898809							
43754	POWER LINE SUPPLY CO	02/03/2015	02/24/2015	457.40	0.00	P	Y
	MAINTENANCE SUPPLIES	ksteinman					02/10/2015
	582-558-933-000	REPAIRS/MAINTENANCE - EQUIPM		457.40			
5896882							
43781	POWER LINE SUPPLY CO	01/27/2015	02/24/2015	1,739.13	0.00	P	Y
	MAINTENANCE SUPPLIES	ksteinman					02/10/2015
	582-558-933-000	REPAIRS/MAINTENANCE - EQUIPM		1,739.13			
5898810							
43786	POWER LINE SUPPLY CO	02/03/2015	02/24/2015	1,488.36	0.00	P	Y
	MAINTENANCE SUPPLIES	ksteinman					02/10/2015
	582-558-933-000	REPAIRS/MAINTENANCE - EQUIPM		1,488.36			
5898808							
43787	POWER LINE SUPPLY CO	02/03/2015	02/24/2015	2,307.67	0.00	P	Y
	MAINTENANCE SUPPLIES	ksteinman					02/10/2015
	582-558-933-000	REPAIRS/MAINTENANCE - EQUIPM		2,307.67			

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INVOICE REGISTER REPORT FOR CITY OF SOUTH HAVEN
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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
5899759							
43792	POWER LINE SUPPLY CO	02/05/2015	02/24/2015	(50.65)	0.00	P	Y
	MAINTENANCE SUPPLIES	ksteinman					02/11/2015
	582-558-933-000	REPAIRS/MAINTENANCE - EQUIPM		(50.65)			
5900611							
43863	POWER LINE SUPPLY CO	02/10/2015	02/24/2015	198.39	0.00	P	Y
	MAINTENANCE SUPPLIES	ksteinman					02/16/2015
	582-558-933-000	REPAIRS/MAINTENANCE - EQUIPM		198.39			
5900729							
43864	POWER LINE SUPPLY CO	02/10/2015	02/24/2015	222.00	0.00	P	Y
	MAINTENANCE SUPPLIES	ksteinman					02/16/2015
	582-558-933-000	REPAIRS/MAINTENANCE - EQUIPM		222.00			
5900613							
43865	POWER LINE SUPPLY CO	02/10/2015	02/24/2015	199.02	0.00	P	Y
	MAINTENANCE SUPPLIES	ksteinman					02/16/2015
	582-558-933-000	REPAIRS/MAINTENANCE - EQUIPM		199.02			
5900615							
43866	POWER LINE SUPPLY CO	02/10/2015	02/24/2015	68.46	0.00	P	Y
	MAINTENANCE SUPPLIES	ksteinman					02/16/2015
	582-558-933-000	REPAIRS/MAINTENANCE - EQUIPM		68.46			
5900616							
43867	POWER LINE SUPPLY CO	02/10/2015	02/24/2015	274.68	0.00	P	Y
	MAINTENANCE SUPPLIES	ksteinman					02/16/2015
	582-558-933-000	REPAIRS/MAINTENANCE - EQUIPM		274.68			
5900574							
43868	POWER LINE SUPPLY CO	02/10/2015	02/24/2015	457.08	0.00	P	Y
	MAINTENANCE SUPPLIES	ksteinman					02/16/2015
	582-558-933-000	REPAIRS/MAINTENANCE - EQUIPM		457.08			
5900730							
43869	POWER LINE SUPPLY CO	02/10/2015	02/24/2015	260.12	0.00	P	Y
	MAINTENANCE SUPPLIES	ksteinman					02/16/2015
	582-558-933-000	REPAIRS/MAINTENANCE - EQUIPM		260.12			
5900756							
43870	POWER LINE SUPPLY CO	02/10/2015	02/24/2015	78.00	0.00	P	Y
	MAINTENANCE SUPPLIES	ksteinman					02/16/2015
	582-558-741-000	OPERATING SUPPLIES		78.00			

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
5900757 43871	POWER LINE SUPPLY CO MAINTENANCE SUPPLIES 582-558-741-000	02/10/2015 ksteinman OPERATING SUPPLIES	02/24/2015	78.00 78.00	0.00	P	Y 02/16/2015
5901066 43872	POWER LINE SUPPLY CO MAINTENANCE SUPPLIES 582-558-933-000	02/11/2015 ksteinman REPAIRS/MAINTENANCE - EQUIPM	02/24/2015	774.60 774.60	0.00	P	Y 02/16/2015
5900606 43873	POWER LINE SUPPLY CO MAINTENANCE SUPPLIES 582-558-933-000	02/10/2015 ksteinman REPAIRS/MAINTENANCE - EQUIPM	02/24/2015	109.00 109.00	0.00	P	Y 02/16/2015
5900565 43874	POWER LINE SUPPLY CO MAINTENANCE SUPPLIES 582-558-933-000	02/10/2015 ksteinman REPAIRS/MAINTENANCE - EQUIPM	02/24/2015	613.15 613.15	0.00	P	Y 02/16/2015
5900758 43879	POWER LINE SUPPLY CO MAINTENANCE SUPPLIES 591-558-729-001 592-558-729-001 101-446-729-001 582-558-729-001	02/10/2015 ksteinman OTHER CLOTHING & SUPPLIES OTHER CLOTHING & SUPPLIES OTHER CLOTHING & SUPPLIES OTHER CLOTHING & SUPPLIES	02/24/2015	432.00 108.00 108.00 108.00 108.00	0.00	P	Y 02/16/2015
5900605 43891	POWER LINE SUPPLY CO MAINTENANCE SUPPLIES 582-558-988-000-0175	02/10/2015 ksteinman ELECTRICAL SYSTEM CONSTR	02/24/2015	17,564.92 17,564.92	0.00	P	Y 02/17/2015
44137 43755	PRI MAR PETROLEUM INC CARS WASHED 661-450-935-000	01/31/2015 ksteinman REPAIRS/MAINTENANCE - VEHICLES	02/24/2015	32.50 32.50	0.00	P	Y 02/10/2015
SH150090 43798	QUALITY DOOR OF SO HAVEN INC LABOR TO ADJUST DOORS 101-265-802-000	02/28/2015 ksteinman OTHER CONTRACTUAL SERVICES	02/24/2015	85.00 85.00	0.00	P	Y 02/11/2015
2090 43897	QUINN ELECTRICAL CONTRACTORS THERMOSTAT REPLACEMENT	02/09/2015 ksteinman	02/24/2015	1,176.60	0.00	P	Y 02/17/2015

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
	592-559-933-000	REPAIRS/MAINTENANCE - EQUIP		1,176.60			
1432107100							
43913	RAMSEY ELECTRONICS	12/05/2014	02/24/2015	1,545.45	0.00	P	Y
	STE 3000F2 RF SHIELDED TEST ENCLOS	ksteinman					02/18/2015
	101-301-977-000	EQUIPMENT - SHOP		1,545.45			
148873							
43756	RATHCO SAFETY SUPPLY INC	01/26/2015	02/24/2015	328.75	0.00	P	Y
	CONES	ksteinman					02/10/2015
	101-446-741-000	OPERATING SUPPLIES		328.75			
P09012							
43757	RPM MACHINERY	02/02/2015	02/24/2015	248.38	0.00	P	Y
	SUPPLIES	ksteinman					02/10/2015
	661-450-741-003	REPAIR & MAINT SUPPLIES		248.38			
27078-626158							
43778	SCHWEITZER ENGINEERING LAB INC	02/03/2015	02/24/2015	1,784.00	0.00	P	Y
	SUPPLIES	ksteinman					02/10/2015
	582-558-988-001-0301	915900067000000		104.00			
	582-558-988-001-0301	2810MR		840.00			
	582-558-988-001-0301	2810MT		840.00			
INVO59317							
43758	SECANT TECHNOLOGIES	01/27/2015	02/24/2015	81.00	0.00	P	Y
	REACTIVE SUPPORT	ksteinman					02/10/2015
	636-258-801-000	PROFESSIONAL/CONSULTING FEES		81.00			
INV059409							
43909	SECANT TECHNOLOGIES	02/13/2015	02/24/2015	9,546.00	0.00	P	Y
	REACTIVE SUPPORT	ksteinman					02/18/2015
	636-258-801-000	PROFESSIONAL/CONSULTING FEES		9,546.00			
8413							
43759	SMITH'S CONCRETE CUTTING	01/31/2015	02/24/2015	1,084.00	0.00	P	Y
	SAW CUT	ksteinman					02/10/2015
	591-558-802-000	OTHER CONTRACTUAL SERVICES		1,084.00			
8412							
43760	SMITH'S CONCRETE CUTTING	01/31/2015	02/24/2015	1,049.60	0.00	P	Y
	SAW CUT	ksteinman					02/10/2015
	591-558-802-000	OTHER CONTRACTUAL SERVICES		1,049.60			
02/04/15							
43761	SOUTHWESTERN MICHIGAN DUST	02/04/2015	02/24/2015	217.50	0.00	P	Y
	BRINE	ksteinman					02/10/2015

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
	101-446-741-000	OPERATING SUPPLIES		217.50			
10230							
43762	SPENCER MANUFACTURING, INC	02/04/2015	02/24/2015	211.00	0.00	P	Y
	ALUMINUM TRIM PIECES	ksteinman					02/10/2015
	101-301-931-000	REPAIRS/MAINT-BUILDS & STRUCTR		211.00			
7131083342-000001							
43763	STAPLES ADVANTAGE	01/30/2015	02/24/2015	213.45	0.00	P	Y
	SUPPLIES	ksteinman					02/10/2015
	591-558-727-000	OFFICE SUPPLIES		41.54			
	592-558-727-000	OFFICE SUPPLIES		41.53			
	101-446-727-000	OFFICE SUPPLIES		41.53			
	582-558-727-000	OFFICE SUPPLIES		41.53			
	101-447-727-000	OFFICE SUPPLIES		41.53			
	101-447-741-000	OPERATING SUPPLIES		5.79			
7130258051-000002							
43764	STAPLES ADVANTAGE	01/17/2015	02/24/2015	61.01	0.00	P	Y
	SUPPLIES	ksteinman					02/10/2015
	101-301-727-000	OFFICE SUPPLIES		61.01			
7131284154-000001							
43765	STAPLES ADVANTAGE	02/04/2015	02/24/2015	36.90	0.00	P	Y
	SUPPLIES	ksteinman					02/10/2015
	101-227-727-000	OFFICE SUPPLIES		29.91			
	101-265-727-000	OFFICE SUPPLIES		6.99			
7131132663-000001							
43766	STAPLES ADVANTAGE	01/30/2015	02/24/2015	912.35	0.00	P	Y
	SUPPLIES	ksteinman					02/10/2015
	636-258-727-000	OFFICE SUPPLIES		510.98			
	101-265-727-000	OFFICE SUPPLIES		394.88			
	101-371-727-000	OFFICE SUPPLIES		6.49			
7130869693-000001							
43767	STAPLES ADVANTAGE	01/27/2015	02/24/2015	115.61	0.00	P	Y
	SUPPLIES	ksteinman					02/10/2015
	591-558-727-000	OFFICE SUPPLIES		6.47			
	592-558-727-000	OFFICE SUPPLIES		6.47			
	101-446-727-000	OFFICE SUPPLIES		6.48			
	101-446-727-000	OFFICE SUPPLIES		6.48			
	582-558-727-000	OFFICE SUPPLIES		6.48			
	591-558-741-000	OPERATING SUPPLIES		16.65			
	592-558-741-000	OPERATING SUPPLIES		16.65			

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Inv Ref#	Description	Entered By					Post Date
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	101-446-741-000	OPERATING SUPPLIES		16.65			
	101-447-741-000	OPERATING SUPPLIES		16.64			
	582-558-741-000	OPERATING SUPPLIES		16.64			
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7129492770-000003							
43768	STAPLES ADVANTAGE SUPPLIES	01/10/2015 ksteinman	02/24/2015	4.99	0.00	P	Y 02/10/2015
	101-447-727-000	OFFICE SUPPLIES		4.99			
<hr/>							
7129492770-000002							
43769	STAPLES ADVANTAGE SUPPLIES	01/17/2015 ksteinman	02/24/2015	47.29	0.00	P	Y 02/10/2015
	591-558-727-000	OFFICE SUPPLIES		9.46			
	592-558-727-000	OFFICE SUPPLIES		9.46			
	101-446-727-000	OFFICE SUPPLIES		9.46			
	101-447-727-000	OFFICE SUPPLIES		9.46			
	582-558-727-000	OFFICE SUPPLIES		9.45			
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7129647684-000001							
43770	STAPLES ADVANTAGE SUPPLIES	01/06/2015 ksteinman	02/24/2015	124.29	0.00	P	Y 02/10/2015
	101-301-727-000	OFFICE SUPPLIES		124.29			
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7130705568-000003							
43771	STAPLES ADVANTAGE SUPPLIES	01/23/2015 ksteinman	02/24/2015	290.83	0.00	P	Y 02/10/2015
	591-558-727-000	OFFICE SUPPLIES		24.38			
	592-558-727-000	OFFICE SUPPLIES		24.38			
	101-446-727-000	OFFICE SUPPLIES		24.38			
	101-447-727-000	OFFICE SUPPLIES		24.38			
	582-558-727-000	OFFICE SUPPLIES		24.39			
	591-558-741-000	OPERATING SUPPLIES		9.74			
	592-558-741-000	OPERATING SUPPLIES		9.74			
	582-558-741-000	OPERATING SUPPLIES		9.74			
	101-446-741-000	OPERATING SUPPLIES		9.75			
	101-447-727-000	OFFICE SUPPLIES		129.95			
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7131497980-000001							
43794	STAPLES ADVANTAGE SUPPLIES	02/06/2015 ksteinman	02/24/2015	157.89	0.00	P	Y 02/11/2015
	591-558-727-000	OFFICE SUPPLIES		18.23			
	592-558-727-000	OFFICE SUPPLIES		18.23			
	101-446-727-000	OFFICE SUPPLIES		18.23			
	101-447-727-000	OFFICE SUPPLIES		18.24			
	582-558-727-000	OFFICE SUPPLIES		18.24			

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
	591-558-741-000	OPERATING SUPPLIES		13.35			
	592-558-741-000	OPERATING SUPPLIES		13.35			
	101-446-741-000	OPERATING SUPPLIES		13.34			
	101-447-741-000	OPERATING SUPPLIES		13.34			
	582-558-741-000	OPERATING SUPPLIES		13.34			
7130246424-00004							
43795	STAPLES ADVANTAGE SUPPLIES	01/24/2015 ksteinman	02/24/2015	126.99	0.00	P	Y 02/11/2015
	591-559-727-000	OFFICE SUPPLIES		126.99			
7130173766-000001							
43796	STAPLES ADVANTAGE SUPPLIES	01/24/2015 ksteinman	02/24/2015	95.39	0.00	P	Y 02/11/2015
	591-559-727-000	OFFICE SUPPLIES		95.39			
7129492770-001001							
43797	STAPLES ADVANTAGE SUPPLIES	01/24/2015 ksteinman	02/24/2015	(36.99)	0.00	P	Y 02/11/2015
	591-558-727-000	OFFICE SUPPLIES		(36.99)			
7131780568-000001							
43849	STAPLES ADVANTAGE SUPPLIES	02/11/2015 ksteinman	02/24/2015	187.98	0.00	P	Y 02/12/2015
	101-202-727-000	OFFICE SUPPLIES		187.98			
7130705568-000004							
43875	STAPLES ADVANTAGE SUPPLIES	01/23/2015 ksteinman	02/24/2015	183.98	0.00	P	Y 02/16/2015
	582-558-727-000	OFFICE SUPPLIES		183.98			
7131800921-000002							
43880	STAPLES ADVANTAGE SUPPLIES	02/12/2015 ksteinman	02/24/2015	199.46	0.00	P	Y 02/16/2015
	101-447-727-000	OFFICE SUPPLIES		6.09			
	591-558-727-000	OFFICE SUPPLIES		17.69			
	592-558-727-000	OFFICE SUPPLIES		17.69			
	101-446-727-000	OFFICE SUPPLIES		17.69			
	101-447-727-000	OFFICE SUPPLIES		17.69			
	582-558-727-000	OFFICE SUPPLIES		17.68			
	591-558-741-000	OPERATING SUPPLIES		20.99			
	592-558-741-000	OPERATING SUPPLIES		20.99			
	101-446-741-000	OPERATING SUPPLIES		20.99			
	101-447-741-000	OPERATING SUPPLIES		20.98			
	582-558-741-000	OPERATING SUPPLIES		20.98			

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
1219355							
43882	STATE OF MICHIGAN	01/30/2015	02/24/2015	195.00	0.00	P	Y
	ANNUAL CERTIFICATE	ksteinman					02/16/2015
	591-559-803-000	LICENSE & FEES		195.00			
0616							
43789	STRUCTURES, INC.	02/02/2015	02/24/2015	9,461.50	0.00	P	Y
	VIDEO TAPING SERVICES	ksteinman					02/10/2015
	582-558-988-000-0175	ELECTRICAL SYSTEM CONSTR		9,461.50			
12600							
43772	TPC TECHNOLOGIES INC	01/28/2015	02/24/2015	1,244.97	0.00	P	Y
	MISC SUPPLIES	ksteinman					02/10/2015
	101-265-741-000	OPERATING SUPPLIES		1,244.97			
0529							
43894	TREECORE	02/11/2015	02/24/2015	24,460.20	0.00	P	Y
	TREE WORK	ksteinman					02/17/2015
	582-558-802-000	OTHER CONTRACTUAL SERVICES		22,484.20			
	101-446-802-000	OTHER CONTRACTUAL SERVICES		1,976.00			
0530							
43895	TREECORE	02/11/2015	02/24/2015	5,133.00	0.00	P	Y
	TREE WORK	ksteinman					02/17/2015
	582-558-988-000-0175	ELECTRICAL SYSTEM CONSTR		5,133.00			
IN46642							
43773	U S BUSINESS SYSTEMS INC	01/27/2015	02/24/2015	104.29	0.00	P	Y
	CONTRACT COVERAGE 10/01/14- 12/31/	ksteinman					02/10/2015
	101-301-802-001	SERVICE CONTRACTS		104.29			
IN47421							
43881	U S BUSINESS SYSTEMS INC	02/16/2015	02/24/2015	122.29	0.00	P	Y
	CONTRACT BASE 2/28/15- 5/29/15	ksteinman					02/16/2015
	101-265-802-000	OTHER CONTRACTUAL SERVICES		122.29			
543434							
43774	USA BLUE BOOK	01/15/2015	02/24/2015	71.82	0.00	P	Y
	LAB SUPPLIES	ksteinman					02/10/2015
	592-559-741-000	OPERATING SUPPLIES		71.82			
540711							
43775	USA BLUE BOOK	01/13/2015	02/24/2015	274.83	0.00	P	Y
	LAB SUPPLIES	ksteinman					02/10/2015
	592-559-741-000	OPERATING SUPPLIES		274.83			

INVOICE DUE DATES 02/24/2015 - 02/24/2015

JOURNALIZED OPEN AND PAID

BANK CODE: 1 - CHECK TYPE: PAPER CHECK

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
562840							
43885	USA BLUE BOOK	02/09/2015	02/24/2015	299.71	0.00	P	Y
	LAB SUPPLIES	ksteinman					02/16/2015
	591-559-741-000	OPERATING SUPPLIES		299.71			
548606							
43886	USA BLUE BOOK	01/22/2015	02/24/2015	23.95	0.00	P	Y
	LAB SUPPLIES	ksteinman					02/16/2015
	591-559-741-000	OPERATING SUPPLIES		23.95			
547403							
43887	USA BLUE BOOK	01/21/2015	02/24/2015	224.41	0.00	P	Y
	LAB SUPPLIES	ksteinman					02/16/2015
	591-559-741-000	OPERATING SUPPLIES		224.41			
547333							
43888	USA BLUE BOOK	01/21/2015	02/24/2015	19.00	0.00	P	Y
	LAB SUPPLIES	ksteinman					02/16/2015
	591-559-741-000	OPERATING SUPPLIES		19.00			
542874							
43889	USA BLUE BOOK	01/15/2015	02/24/2015	32.63	0.00	P	Y
	LAB SUPPLIES	ksteinman					02/16/2015
	591-559-741-000	OPERATING SUPPLIES		32.63			
552949							
43890	USA BLUE BOOK	01/27/2015	02/24/2015	466.05	0.00	P	Y
	LAB SUPPLIES	ksteinman					02/16/2015
	592-559-973-001	SEWER SYSTEM EQUIPMENT		323.51			
	592-566-973-001	SEWER SYSTEM EQUIPMENT		97.17			
	592-567-973-001	SEWER SYSTEM EQUIPMENT		45.37			
0009059							
43862	WALLY'S GARAGE	12/17/2014	02/24/2015	344.00	0.00	P	Y
	SUPPLIES	ksteinman					02/16/2015
	250-751-741-000	ICE RINK SUPPLIES		344.00			
421651							
43776	WEBB CHEMICAL SERVICE CORP	01/22/2015	02/24/2015	4,749.79	0.00	P	Y
	FERRIC CHLORIDE	ksteinman					02/10/2015
	592-559-741-000	OPERATING SUPPLIES		4,749.79			
46508							
43777	WEST MICHIGAN DOCUMENT	01/30/2015	02/24/2015	65.00	0.00	P	Y
	SHREDDING SERVICE	ksteinman					02/10/2015
	101-301-802-001	SERVICE CONTRACTS		65.00			

02/18/2015 11:56 AM
 User: ksteinman
 DB: South Haven

INVOICE REGISTER REPORT FOR CITY OF SOUTH HAVEN
 INVOICE DUE DATES 02/24/2015 - 02/24/2015
 JOURNALIZED OPEN AND PAID
 BANK CODE: 1 - CHECK TYPE: PAPER CHECK

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
GL Distribution							
# of Invoices:	155	# Due:	0	Totals:	360,284.03	0.00	
# of Credit Memos:	2	# Due:	0	Totals:	(87.64)	0.00	
Net of Invoices and Credit Memos:					<u>360,196.39</u>	<u>0.00</u>	

--- TOTALS BY FUND ---

101 - GENERAL FUND	44,236.69	0.00
204 - STREET FUND	44,966.21	0.00
250 - DOWNTOWN DVLP AUTHORITY	4,233.00	0.00
402 - CAPITAL PROJECTS FUND 2	27,440.81	0.00
577 - BEACH FUND	1,668.34	0.00
582 - ELECTRIC FUND	135,617.09	0.00
591 - WATER FUND	36,738.13	0.00
592 - SEWER FUND	31,571.19	0.00
636 - INFORMATION SERVICES FUND	25,293.12	0.00
661 - MOTOR POOL FUND	8,431.81	0.00

--- TOTALS BY DEPT/ACTIVITY ---

001 - ASSETS	7,376.00	0.00
202 - CITY TREASURER	27,862.54	0.00
209 - ASSESSOR	742.20	0.00
210 - LEGAL & PROFESSIONAL	17,011.58	0.00
227 - PERSONNEL	29.91	0.00
258 - DATA PROCESSING	17,917.12	0.00
265 - BUILDINGS & GROUNDS	2,095.70	0.00
276 - CEMETERY DEPARTMENT	98.10	0.00
301 - POLICE	6,810.82	0.00
371 - BUILDING INSPECTIONS	941.49	0.00
446 - HIGHWAYS & STREETS	48,043.29	0.00
447 - ENGINEERING	1,194.08	0.00
450 - EQUIPMENT MAINTENANCE	8,431.81	0.00
558 - OPERATIONS	170,078.54	0.00
559 - TREATMENT	24,167.03	0.00
560 - IPP PROGRAM	1,215.71	0.00
561 - ADMINISTRATION	701.25	0.00
566 - TREATMENT - CASCO TWP	3,761.22	0.00
567 - TREATMENT - SH TWP	1,615.66	0.00
569 - LIFSTATIONS - SOUTH HAVEN T	2,387.00	0.00
729 - DOWNTOWN DEVELOPMENT	3,889.00	0.00
751 - PARK DEPARTMENT	8,826.34	0.00
895 - OTHER FUNCTIONS	5,000.00	0.00

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank 1 FIFTH THIRD BANK					
01/29/2015	1	50040	UB REFUND	ALCAREZ, MARGARITO	109.19
01/29/2015	1	50041	002002	PLUMBER'S PORTABLE TOILETS	275.00
01/29/2015	1	50042	UB REFUND	SONNENBERG, DAVID C	183.54
01/29/2015	1	50043	UB REFUND	WAKILD, TERRI L	101.08
01/30/2015	1	50044	000177	AUTOWARES INC	804.18
01/30/2015	1	50045	000519	CONSUMERS ENERGY	151.39
01/30/2015	1	50046	000843	FRONTIER	4,214.10
01/30/2015	1	50047	MISC	GAREY ROOFING SERVICES	473.07
01/30/2015	1	50048	000994	HAPA LLC	744.36
01/30/2015	1	50049	001067	HI TEC BUILDING SERVICES	4,141.07
01/30/2015	1	50050	001544	MENARDS	1,615.02
01/30/2015	1	50051	001610	MICHIGAN GAS UTILITIES	15,017.37
01/30/2015	1	50052	001616	MICHIGAN MARITIME MUSEUM	31,958.33
01/30/2015	1	50053	002155	RIDGE AND KRAMER AUTO PARTS	82.58
01/30/2015	1	50054	002620	TIM ERLANDSON CONSTRUCTION LLC	300.00
01/30/2015	1	50055	002645	TRACTOR SUPPLY CREDIT PLAN	265.79
01/30/2015	1	50056	002724	UPS STORE #5080	51.87
01/30/2015	1	50057	002792	VERIZON WIRELESS	434.18
01/30/2015	1	50058	002949	WOLVERINE HARDWARE	52.22
01/30/2015	1	50059	003183	KIRSCH, GERALD	127.19
01/30/2015	1	50060	001752	MULAC, DAVID	753.58
01/30/2015	1	50061	003076	KEVIN WILDEY	97.13
01/30/2015	1	50062	000059	ALLEGAN COUNTY TREASURER	336.31
01/30/2015	1	50063	001329	LAKE MICHIGAN COLLEGE	1,144.83
01/30/2015	1	50064	002395	SOUTH HAVEN COMMUNITY HOSPITAL	5,627.24
01/30/2015	1	50065	002410	SOUTH HAVEN MEMORIAL LIBRARY	378.28
01/30/2015	1	50066	002415	SOUTH HAVEN PUBLIC SCHOOLS	12,926.71
01/30/2015	1	50067	002417	SOUTH HAVEN SENIOR SERVICES	4,256.55
01/30/2015	1	50068	002757	VAN BUREN COUNTY TREASURER	51,938.45
01/30/2015	1	50069	002758	VAN BUREN INTERMEDIATE	101,713.33
02/03/2015	1	50070	003124	RPM MACHINERY	99.00
02/04/2015	1	50071	000498	COMCAST	69.20
02/04/2015	1	50072	000660	DOMESTIC LINEN-KALAMAZOO	1,761.16
02/04/2015	1	50073	000718	ELECSYS INTERNATIONAL CORP	267.00
02/04/2015	1	50074	001120	HYDRO DESIGNS INC	995.00
02/04/2015	1	50075	001153	INTERNATIONAL ASSOC OF CHIEFS	150.00
02/04/2015	1	50076	003314	MICHIGAN STATE POLICE	30.00
02/04/2015	1	50077	002132	RELIABLE DISPOSAL INC #646	65.00
02/04/2015	1	50078	002424	SOUTH HAVEN/CASCO	87,196.42
02/04/2015	1	50079	003331	STATE OF MICHIGAN- MDOT	383.33
02/05/2015	1	50080	MISC	A JODY ROWLAND	600.00
02/05/2015	1	50081	003213	DALE CLAYTON	69.00
02/05/2015	1	50082	UB REFUND	FILBRANDT, KRISTA M	67.04
02/05/2015	1	50083	MISC	SEY WILLIAM B	328.94
02/05/2015	1	50084	UB REFUND	SHERMAN, BURTON	153.79
02/05/2015	1	50085	002495	STATE OF MICHIGAN	180.00
02/05/2015	1	50086	UB REFUND	THORNTON, CAROLYN	210.00
02/06/2015	1	50087	000177	AUTOWARES INC	946.50
02/06/2015	1	50088	000843	FRONTIER	374.99
02/06/2015	1	50089	000847	FUEL MANAGEMENT SYSTEM	3,861.73
02/06/2015	1	50090	001047	HERALD PALLADIUM	432.00
02/06/2015	1	50091	001141	INDIANA MICHIGAN POWER	123.18
02/06/2015	1	50092	001159	INTERNATIONAL INSTITUTE OF	155.00
02/06/2015	1	50093	001162	INTERSTATE BATTERY SYSTEMS	469.11
02/06/2015	1	50094	001544	MENARDS	895.30
02/06/2015	1	50095	002002	PLUMBER'S PORTABLE TOILETS	140.00
02/06/2015	1	50096	002155	RIDGE AND KRAMER AUTO PARTS	876.26
02/06/2015	1	50097	002418	SOUTH HAVEN SMALL ENGINES	1,987.16
02/06/2015	1	50098	003331	STATE OF MICHIGAN- MDOT	39,094.49
02/06/2015	1	50099	002507	STATE OF MICHIGAN-MDOT	68,073.67
02/06/2015	1	50100	002724	UPS STORE #5080	66.85
02/06/2015	1	50101	002800	VILLAGE MARKET #869	900.99
02/06/2015	1	50102	003344	WESTERN MICHIGAN UNIVERSITY	6,635.50
02/06/2015	1	50103	002949	WOLVERINE HARDWARE	349.84
02/11/2015	1	50104	UB REFUND	DEVINE, DORENE	45.31
02/11/2015	1	50105	UB REFUND	RIDLON, MICHELLE A	30.69
02/11/2015	1	50106	UB REFUND	TANNER, TIFFANY I	5.16
02/11/2015	1	50107	UB REFUND	WILKINS, DARLENE	59.98
02/12/2015	1	50108	003343	A 1 ASPHALT, INC.	8,500.00
02/12/2015	1	50109	003342	ABB INC	75,060.00
02/12/2015	1	50110	003304	APPRAISALS PLUS GROUP, INC.	3,500.00
02/12/2015	1	50111	000177	AUTOWARES INC	624.28
02/12/2015	1	50112	MISC	BOWEN ENGINEERING CORP	500.00
02/12/2015	1	50113	000505	COMPTON INC	2,475.00
02/12/2015	1	50114	000514	CONSTRUCTION ASSOCIATES INC	1,521.45
02/12/2015	1	50115	000764	FASTENAL COMPANY	12.32
02/12/2015	1	50116	000843	FRONTIER	333.94
02/12/2015	1	50117	000994	HAPA LLC	7,281.86

Check Date	Bank	Check	Vendor	Vendor Name	Amount
02/12/2015	1	50118	001153	INTERNATIONAL ASSOC OF CHIEFS	150.00
02/12/2015	1	50119	001544	MENARDS	281.71
02/12/2015	1	50120	001553	MERSMAN, CHRIS	218.32
02/12/2015	1	50121	001657	MICHIGAN TOWNSHIP SERVICES	1,026.75
02/12/2015	1	50122	MISC	MID-MICHIGAN ASSOC OF ASSESSING OFF	35.00
02/12/2015	1	50123	001888	OKUN BROTHERS SHOES	69.71
02/12/2015	1	50124	003346	PAUL PEREZ	9,200.00
02/12/2015	1	50125	002155	RIDGE AND KRAMER AUTO PARTS	129.21
02/12/2015	1	50126	002513	STEEL CENTER SUPPLY CO	490.89
02/12/2015	1	50127	002645	TRACTOR SUPPLY CREDIT PLAN	148.43
02/13/2015	1	50128	000059	ALLEGAN COUNTY TREASURER	361.15
02/13/2015	1	50129	001329	LAKE MICHIGAN COLLEGE	500.84
02/13/2015	1	50130	002395	SOUTH HAVEN COMMUNITY HOSPITAL	10,521.43
02/13/2015	1	50131	002410	SOUTH HAVEN MEMORIAL LIBRARY	165.40
02/13/2015	1	50132	002415	SOUTH HAVEN PUBLIC SCHOOLS	3,025.03
02/13/2015	1	50133	002417	SOUTH HAVEN SENIOR SERVICES	7,958.84
02/13/2015	1	50134	002757	VAN BUREN COUNTY TREASURER	86,770.41
02/13/2015	1	50135	002758	VAN BUREN INTERMEDIATE	190,166.83

1 TOTALS:

Total of 96 Checks:	869,451.33
Less 0 Void Checks:	0.00
Total of 96 Disbursements:	869,451.33

User: ksteinman

CHECK DATE FROM 02/02/2015 - 02/05/2015

DB: South Haven

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank 1 FIFTH THIRD BANK					
02/02/2015	1	74(E)	003227	FIFTH THIRD BANK	63,069.02
02/05/2015	1	75(E)	003062	MCAAA	23,314.25
1 TOTALS:					
Total of 2 Checks:					86,383.27
Less 0 Void Checks:					0.00
Total of 2 Disbursements:					86,383.27

February 18, 2015

TO: Brian Dissette

FR: Paul VandenBosch

RE: Turning Basin Dredging Permit Services

Harbor Commission recommended approval of a proposal by Abonmarche to perform dredging permit application services.

The proposal would allow us to apply for a dredging permit in the Turning Basin. The current dredging permit expires in June, 2015.

The proposal includes the following services:

Sediment Sampling	\$2,750
Laboratory Analysis	\$4,400
Site Selection	\$4,800
Permit Application	<u>\$4,500</u>
Total Proposal	\$16,450

February 2, 2015

Paul VandenBosch
City of South Haven
539 Phoenix Street
South Haven, MI 49090

RE: Proposal for Maintenance Dredging Permit Services
Maritime Marina, Turning Basin, and Friends Goodwill Channel
South Haven, MI

Dear Mr. VandenBosch:

At the request of the City of South Haven, Abonmarche is pleased to present the following proposal for maintenance dredging permit services within the Maritime Marina, Turning Basin, and Friends Goodwill Channel in South Haven, MI. We understand that maintenance dredging may be required at these locations over the next 5 years to provide safe navigational depths for the users of these facilities. The City's current Michigan Department of Environmental Quality (MDEQ) permit #10-80-0020-P expires on June 6th, 2015. The current United States Army Corp of Engineers (USACE) permit #LRE-1992-530040-L10 is set to expire on December 31st, 2015. The following outlines the scope of work and associated costs to perform testing, assist the City with the determination of a dredge spoils disposal site(s), and prepare and file a permit application with the MDEQ and the USACE.

Sediment Testing:

In order to determine where the proposed dredge material can be placed, sediment testing will need to be performed. A total of six sediment samples are expected within the proposed dredging area. Sediment samples will be taken to a maximum depth of two feet into the bottom sediments at each dredge location. Given the relatively shallow nature of the proposed sediment samples, it is anticipated that samples will be collected by personnel from a small vessel.

Laboratory analysis of sediment samples will then be performed in accordance with MDEQ-LWMD requirements for dredging projects. Initially, all sediment samples will be subjected to sieve grain size analysis using U.S. Standard sieve numbers 10, 40, 100, and 200 to determine the percentage of both sandy and fine material in order to determine whether additional laboratory analysis for other parameters will be necessary. Should sieve analysis indicate that less than 90% of the materials are retained on the Number 200 sieve (less than 90% sand), additional laboratory analysis will be conducted in accordance with Rule 118 of Part 115, Solid Waste Management, of the Natural

Resources and Environmental Protection Act (NREPA), P.A. 451 of 1994 as amended. Based upon our experience we expect that the additional laboratory analysis will be necessary. For permit application purposes, the additional sample parameters will consist of metals analysis for arsenic, cadmium, copper, lead, mercury, selenium, and zinc. Laboratory analysis will also be required for polynuclear aromatic compounds (PNAs) for permitting purposes. For potential landfill disposal approval purposes, laboratory analyses will also include barium, chromium, silver, and polychlorinated biphenyls (PCBs).

Typically, Rule 118 requires that sediment samples be subjected to both total concentrations and leachable concentrations utilizing either the Toxicity Characteristic Leachate Procedure (TCLP) or the Synthetic Precipitation Leaching Procedure (SPLP). Due to its less aggressive pH in the procedure, it is recommended that any samples requiring leachate testing be subjected to the SPLP rather than the TCLP. For budgeting purposes, the expense for analyzing all six samples for both total metal concentrations and SPLP's has been included in this cost. TCLP test costs have not been included in the price below, and will be considered an additional cost if required for potential landfill acceptance.

Upon receipt of final laboratory results, a brief letter report will include a discussion of sediment sampling methodology and laboratory analytical results, a physical description of sediments collected, a sample location map, tabulation of all laboratory data with a comparison to established MDEQ cleanup criteria, and finally laboratory results.

Cost:

Project Planning/Coordination, Equipment and Supplies, Sediment Sampling, Data
Tabulation, and Report Preparation:
\$2,750

Laboratory Analysis of Six Sediment Samples:
\$4,400

Please note that the laboratory cost stated above assumes having to run a full leachate analysis on ALL samples for ALL parameters. We expect this to be a conservative approach and will invoice the city as per actual costs from the environmental subconsultant.

Dredge Spoils Site Selection Assistance:

We will work directly with City staff to help identify a disposal site for the proposed dredge material. An accurate estimate of effort associated with task is dependent upon many factors, therefore, we propose a time & materials format for this portion of the project. An initial budgetary estimate of 40 hours has been allocated. Should this task involve additional time above and beyond the initial 40 hours, we will proceed only upon approval from the City.

Cost: \$4,800 (Estimated Time & Materials)



MDEQ/USACE Permit Application:

We will prepare the necessary detail drawings for the MDEQ/USACE Joint Permit Application (JPA), including project location, existing conditions, sediment testing locations, proposed plan with cross sections, and estimated dredge material volume. In addition, we will prepare and submit the JPA to the regulatory agencies.

Cost: \$4,500

These costs do not include permit application filing fees, bathymetric survey, any supplemental permit attachments (adjacent property owner approval, additional sediment testing (if required), etc.), or addressing concerns and/or requests for additional information from the MDEQ/USACE. These additional services will be performed on a time and material basis at our standard billing rates and will only be undertaken with prior approval. We also understand that the City will assist in the selection of a final disposal site(s) for the dredge spoils, and provide us with the adjacent property owner information around the areas where work is to be performed.

Your signature in the space provided will authorize us to commence with work on the project. Should you have any questions or comments regarding this proposal, please feel free to contact me at our office.

Sincerely,

ABONMARCHE

Christopher J. Cook, P.E.
President/CEO

CAK

cc: Corey A. Kadow, P.E., Abonmarche
Timothy R. Drews, P.E., Abonmarche

SEDIMENT SAMPLING	2,750	
LABORATORY ANALYSIS	4,400	
SITE SELECTION	4,800	Time and Materials
PERMIT APPLICATION	4,500	
	<hr/>	
	16,450	

Accepted By: _____ (Signature)
(Printed Name)

(Date)



City of South Haven, Dredging Permit Inventory

02/06/15

577.5 ft (ILGD85)

Approval Date	Name	Permit Number	Area	Cubic Yards	Expiration Date	Depth Below Low Water Datum	Dredging Type	Spoil Area	
DEQ	04/05/13	Black River Channel	13-80-0007-P	Lake MI to City Limits	20,000	04/05/18	14 and 5.85	Hydraulic or Mechanical	Dunkley, Blue Star locations
ACE	04/12/13	Black River	LRE-1999-530040-S13	Lake MI to Dyckman	17,650	04/12/18	14	Hydraulic Dredging	
ACE	04/16/13	Black River	LRE-1999-530040-S13	Dyckman to City Limits	2,350	04/16/18	5.85	Mechanical	
ACE	04/16/13	Black River	LRE-1999-530040-S13	Dyckman to City Limits	2,350		5.85 ft BLWD to 577.5 (IGLD)	Mechanical	Dunkley, Blue Star locations
ACE	04/22/13	Black River (Correction)	LRE-1999-530040-S13	Dyckman to City Limits	2,350		5.85 ft BLWD	Mechanical	Three upland locations
ACE	04/30/13	Black River Channel	LRE-1999-530040-S13	Lake MI to City Limits	17,650	04/12/18	14 ft BLWD	Hydraulic	Lake Michigan Beach Replenishment
DEQ	03/25/13	Northside/Southside	12-80-0059-P	Northside/Southside	9,950	03/25/18	8 ft BLWD (To 569.5)	Hydraulic or Mechanical	Black River Park-Dunkley
ACE	04/04/13	Northside/Southside	LRE-1988-530112-L12	Northside/Southside	9,950		8 ft BLWD (To 569.5)	Hydraulic or Mechanical	Black River Park-Dunkley
ACE	06/30/10	Turning Basin	LRE-1992-530040-L10	Turning Basin, Dyckman Bridge	4,885	12/31/15	10.5 ft, to 567 BLWD To 571 under Dyckman Bridge	Mechanical	Black River Park-Dunkley
DNRE	06/29/10	Turning Basin	10-80-0020-P		8,906	06/29/15	To 568.5		Black River Park-Dunkley
ACE	04/05/13	Turning Basin	LRE-1992-530040-L10				Permit Modification	Hydraulic	LRE-1992-530040-L10

Construction Board of Appeals

Regular Meeting Minutes

Monday, May 5, 2014
4:00 PM, Council Chambers
City Hall, 539 Phoenix Street



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

2. Roll Call

Present: DeVinney, Dibble, Niephaus, Morse
Absent: None

Also present: Doug Gritter, Pine Creek Construction; Ron Brouwer, Pine Creek Construction

3. Approval of Agenda

Motion by DeVinney, second by Dibble to approve the agenda as presented.

All in favor. Motion carried.

4. Approval of Minutes – November 6, 2013

Due to omission of November 6, 2013 minutes, the above-referenced minutes will be presented for approval at the next meeting of the CBA.

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

None at this time.

6. NEW BUSINESS

a) Sherman Hills

Anderson introduced the item, including the history of action taken:

Background Information: On October 28, 2013, the city building official sent a notice to the owners of Sherman Hills notifying them that the building permit on the duplex structure had expired and the building needed to either be demolished or completed. On November 11, 2013, the city hearing officer reviewed the actions of the building official

and determined that the owner needed to secure the building and replace/repair the weather barrier wrap within ten (10) days (November 22, 2013). That work was completed. The hearing officer also stated that the owner needed to present a plan for completion of the project on or before December 16, 2013 or the matter would be revisited in spring of 2014. No formal plans have been received as of this date so the matter has been forwarded to the Construction Board of Appeals (CBA).

In accordance with the City Code of Ordinances, Article IX, Dangerous Buildings and Structures, Sec. 10-226, the Construction Board of Appeals (CBA) has been convened to hear the final local appeal to the building completion/demolition order. Attached to the agenda, you will find the cost comparison for repair and for demolition as prepared by John Brush as well as the city assessor's determination of value.

Staff recommends that the CBA uphold the hearing officer and John Brush report to order completion or demolition of the building at Sherman Hills' development.

Butch Kelly, Hearing Officer noted that making the repairs was discussed but he has not heard anything regarding completion taking place.

Doug Gritter, Pine Creek Construction, 3392 Maplegreens Drive, Saugatuck introduced himself and his partner, Ron Brower, 11559 North Lake Drive, Holland MI.

Gritter stated that this meeting caught him by surprise. Talked about taking his parents to Florida and then he was in Florida preparing to bring them back when he was emailed by Brower regarding the meeting. As he recalls, he was asked to go out to the structure, repair vandalism and take care of loose Tyvek. He said he takes issue that there have been no contacts since with the building department. Talked with Rogien who said Gritter was good for now; "at least that was my understanding." Stated that he spoke with Anderson and sent an email from Florida. He felt he complied with what he was asked to do.

Gritter also noted that Cindy Compton is working with an engineer to develop a plan concept. Repeated that the house wrap has been secured; he assumed that everything was taken care of; in his defense, he felt he did comply with what the building department required. Noted he has been in a six year litigation, since June 2008. Explained that Pine Creek entered into a consent judgment with Judge Buehl to satisfy the other lienholders. Pine Creek bought out several of the lienholders so ended up with a majority interest. Lienholders, LLC has owned the majority of the property since.

After Judge Buehl ruled in our favor on the liens and allowed the sale to Lienholders, LLC, the original owner, Augie Zolezzi, appealed to the Court of Appeals. Gritter ended up with three (3) lawsuits; the one with Mr. Zolezzi, which was a four (4) year process, and then the Department of Environmental Quality (DEQ), said Mr. Zolezzi owed them \$200,000 which they stated was now Gritter's debt. Gritter stated, "We just didn't get paid; we didn't do any of this (environmental damage). We ended up with an extended trial against the DEQ." Judge Buehl threw off the DEQ's consent judgment but left on the environmental provisions, according to Gritter, they have had no complaints. The two other partners/shareholders, Infrastructure LLC and Milbocker have not given any funds toward the litigation, according to Gritter. After four (4) years, Gritter stated, "we told them they needed to come up with their pro rata share or no longer be a partner."

Infrastructure LLC and Milbocker went to Augie Zolezzi who forwarded funds to enable them to sue their partner, Pine Creek Construction. Gritter stated that now Pine Creek Construction is in an extended lawsuit for \$21M from their own partners. Gritter noted this has been a long tough journey. "After two years, the judge in Ottawa County ruled in our favor, dismissed Infrastructure's claim and we settled out of court. Eight or nine months later they wanted to "un-sign" so appealed the judge's decision." Gritter noted that the judge refused the appeal; so now Infrastructure LLC has appealed to the State Court of Appeals. Gritter explained that he and Brouwer are not trying to protract anything, but hesitate to invest more money without the assurance that the property is theirs.

Anderson appreciates the problems but stated that the city is also concerned, beyond this body, for the building that is there. "What we wanted then, and want now, is some sort of plan for how the property is going to be developed; building finished or building demolished. The city needs some assurance that something is going to be done."

Gritter said they have looked at the building and it does not deserve to be demolished. Stated that the structure is solid and usable. Reiterated, "We don't want to invest more money when we don't know whether we will be the sole owners. Need to know that it is ours."

Gritter asked if it is the appearance or the structure. Rogien said structurally it is fine; but it is the aesthetics. The city wants to know when the structure will be sided and windows and doors installed. Dibble pointed out that the Tyvek only has a 6 month life. Gritter said the Tyvek has been replaced several times.

Dibble asked what Infrastructure LLC's and Milbocker's interest is in the property. Gritter said Augie Zolezzi entered into an agreement with Milbocker but never paid. What was signed gave thirteen per cent (13%) to Milbocker, another percentage to Infrastructure LLC and the balance to Gritter dba Pine Creek Construction. The judge required that everybody including the bank be satisfied so Pine Creek bought out the bank, per Gritter.

In response to a question by Dibble as to what Gritter's total investment is Gritter stated he is not sure but his legal bill is huge. Dibble commented that he would have cut his losses long ago.

Gritter said he is hearing that the city is not talking about safety but aesthetics. Anderson responded, "That is basically true; the building has been abandoned for a long period of time, which is against city code.

Gritter questioned what the city wants Pine Creek Construction to do. Anderson said it is her understanding that the city wants to see the exterior completed or the building demolished. Dibble agreed, stating, "Even if it were finished with cheap single hung vinyl windows and vinyl siding, something should be done with the exterior." Gritter responded that it is difficult, in terms of funds being contributed to a project that is not settled yet. Gritter noted that the subject structure is just one structure in an incomplete project. Dibble and Morse noted that many complaints are received by the city.

Gritter said the second issue is we have a project Mr. Zolezzi never finished; Zolezzi gave us his word that the rest of the infrastructure and roads would be in. "We started that home as a Parade of Homes in 2006. Now we have water there; the water is usable as a complete line cycle, but there is no sewer, no roads etc." Gritter explained that the lift station and forced main were designed to carry that subdivision and another project Zolezzi had across the street. According to Gritter, the investment to complete the sewer alone is a sizable investment.

Neiphaus commented, "You have already invested in the home; all we are asking you to do is put some siding and windows on it. That's what they are asking you to do. The idea that you have money invested in lawyers etc. has nothing to do with the building. The building is an inanimate object, it's ugly, and people are complaining about it. If you put the siding and windows on, I believe the city would work with you on the rest of the things you are talking about. The city has an investment in that project also."

Gritter responded, "Part of the dilemma is we honestly don't know what the property is going to be used for. That is why Cindi Compton, most of you know who she is, she's a straight shooter, is working with a multi-use engineer to determine what will go on there. We understand it could be all multi-family; that would dramatically change the original plan. The multi-use is something we are in favor of. We don't think the property will be sold in one chunk, but may be separate sales for separate uses."

Gritter stated that the city is asking them to invest in something that he does not know will even fit into the final plan.

Morse pointed out that there is not direction at this point. Consider the options and all your options are on the table.

Gritter responded, "We do not know who will purchase the property; we need to have clear title on the property. You can't sell anything without clear title."

Dibble asked if the clear title is on the house only; Gritter responded negatively, stating that the property is all in one piece including two pieces that are located in the township. Gritter wants to get the legal process out of the way; noted they are trying to sell it and Cindi Compton is working on it.

DeVinney asked Gritter for a time frame to which Gritter responded there is a time frame in which the appeals court can accept or deny the appeal and added, "We hope they will deny it."

Morse asked whether once the court of appeals gets this request they have a time frame to respond to you to which Gritter responded that he does not know.

Neiphaus asked what Gritter thought it would cost to put the siding and windows in the structure. Gritter said twenty to thirty thousand dollars (\$20,000 to \$30,000) easily. Dibble said the person who did the costing said (\$50,000 to \$60,000). Gritter noted that Dibble seemed to have experience in construction and asked what Dibble thinks is a fair figure. Dibble responded that, inexpensively, maybe forty grand (\$40,000). Gritter asked if it could satisfy for a period of time to replace the Tyvek again.

After discussion by the board members regarding a time frame, Anderson asked whether the six (6) months the board is considering extending would culminate in the board meeting again, or if at six (6) months the city would receive a plan. Dibble responded that the board would want to have a plan and a time frame for the plan. Anderson pointed out that there should not be extensions.

DeVinney, Dibble and Morse commented on the difficulties Gritter has been through, indicating some understanding but being conflicted by the need to bring closure to this issue.

Gritter stated he wants from the city what the requirements are for the building permits, noting that he took out permits for many lots. "Are any of those funds recoupable?" Anderson said "No, the building permits have all expired. To do the additional work, siding and windows, would require taking out new permits."

Dibble asked Rogien about Gritter putting blueskin, a self-adhering membrane, on it instead of Tyvek. Rogien noted that is up to the board.

Dibble addressed Gritter, noting that he needs to understand the city's position; it has been ten (10) years. "Somewhere, somebody, has to draw a line." Morse noted his concern is that it was started in 2006 and been through this protracted legal problem; they are almost at the conclusion and want to keep the building but do not know what they are going to do. Morse said maybe they should wrap the house in Tyvek again and in six (6) months come before the board again with a plan.

Gritter asked the process for demolition.

Anderson said if the Construction Board of Appeals (CBA) rules demolition, the file will be turned over to our attorney who in turn gets an order from the court permitting the city to demolish the structure. The cost of demolition is added to the property as a lien or special assessment.

Gritter said, "I'm not saying this to carry this long term, but if we agree that we need to Tyvek it again then at the end of six (6) months we have to come up with a game plan as to what we plan to do."

Rogien cautioned the board to be very clear in their motion so Gritter and Brouwer know exactly what is meant and the building department knows exactly what is meant.

Kelly asked if the outside was finished, siding and windows, how long the city would allow the structure to stay in that condition. Anderson said finishing the exterior would buy them time; if the windows and siding looks completed on the exterior, the city would accept that in the short term as long as it was maintained.

Kelly asked whether, if the structure is sided and Gritter comes in with a plan, and the inside hasn't been finished, the city would still pursue demolition to which Anderson responded, "Not without an order from the Construction Board of Appeals (CBA)."

Gritter said in six months, even if the litigation is passed, and we own the property, he is still a little nervous. Stated that Compton has something moving forward, whatever multi-

use they come up with; he does not want to put fifty thousand dollars (\$50,000) into that project and then still have the threat of demolition. Anderson said if he sides the house and installs windows it would buy him time.

Gritter said having something defined is better for him and for the committee. He does not want to put forty thousand dollars (\$40,000) into the house and still have the threat of demolition hanging over his head. "We are hopeful things will all work out."

DeVinney asked if there is any length of time that the house can sit there empty and unfinished. Anderson said that is the board's determination. DeVinney reiterated that if they side the structure and add windows at the end of six months; then it will be the commission's call what time frame things are done in.

DeVinney asked if the site itself will be an issue for people. Anderson said it needs to be maintained, if the yard is not maintained, the code enforcement officer will notify and then send someone in to mow it. Then the cost will be tacked onto the property's taxes as a lien. After discussion, Anderson clarified that the property around the house does not have to be seeded or landscaped, just maintained; just keep the weeds mowed down.

Kelly pointed out that to save the structure, the siding and windows need to be put in. Dibble said put soffit and fascia and vinyl siding over the window openings; even that would improve the aesthetics. DeVinney asked if a sided building and windows, weeds kept mowed down, will satisfy the neighbors who have been complaining. Kelly asked what about windows on the road side only. Dibble said no one is living in it so does not need egress windows; noted that road side windows would be helpful but it's a hard call, because the house can be seen from three (3) sides.

DeVinney suggested that the board discuss the steps; he is hearing six (6) months for a plan; a total of nine (9) months for siding and windows to be installed; if not done then demolition. The board entered into discussion of Blueskin vs. Tyvek; aesthetics of the wrap versus actual siding. Blueskin was dismissed as being unattractive and obtrusive.

The board began to toss out some parameters:

1. New Tyvek in thirty (30) days
2. Written plan for completing the exterior including a building permit in six (6) months
3. Exterior to be completed, including siding, soffit and fascia and windows in nine (9) months

The board made it very clear that the nine (9) months they are referring to is a total of nine (9) months, or three (3) months after the written plan and building permit application are submitted.

Neiphaus asked, "Then what?" Dibble responded, "Then we (the board) will see where they are." Neiphaus commented that he does not think the board went far from Plan A to Plan B.

Neiphaus reiterated, "All we are asking is Tyvek in thirty (30) days and then at the end of six (6) months, what is the plan?"

Gritter asked the board to define “the plan.” Neiphaus said the board is concerned at this point with the house only. Gritter expressed that he understood

Gritter said he understands the eyesore thing. This house is part of the development; Gritter wants to know whether the plan the board is referring to incorporates Phase I of the overall plan. Dibble responded, “No, we are asking the exterior (of the house) to be finished with siding and windows.”

Gritter expressed his agreement to taking the eyesore away by finishing the shell but does not want the plan to go beyond that.

DeVinney said we need to clarify in our motion that the plan is for the exterior work on that house which Gritter agreed with. DeVinney reiterated that at the end of six months the city wants a plan for that structure. And at the end of nine months we want completion.

Rogien pointed out that it would be difficult to get a judge to order demolition of a house that is roofed, sided and has windows. Rogien said it is mainly about aesthetics and cautioned the board to be clear with their motion.

Morse called for a motion.

Motion by Dibble, second by DeVinney to require that Pine Creek Construction complete the following steps in regard to the unfinished structure located at the defunct Sherman Hills development:

1. New Tyvek in thirty (30) days;
2. Written plan for completing the exterior of the existing structure, including acquiring a building permit in six (6) months, and
3. Exterior to be completed, including siding, soffit and fascia and windows in nine (9) months.

The board clarified that the nine (9) months they are referring to is a total of nine months or three (3) months after the written plan is submitted and the building permit is acquired.

All in favor. Motion carried.

Anderson expressed hope that as Pine Creek Construction’s lawsuit progresses Gritter and Brouwer will keep the city informed. They agreed to do that.

b) 229 Elkenburg

The owner of record, Jimmy Karrip, was not in attendance.

Anderson explained that the city needs a new order to demolish. “You (the board) have done this before and then it was discovered that the code of ordinances had a sunset clause and it had expired before the board made that order. The city started over again; the city is going to take it down, and is investigating possible state funding to assist with

expenses.”

DeVinney questioned some of the dates on notices and letters included in the packet. After discussion, Anderson said, “This is a do-over.”

DeVinney assumes there is a legal time span that the city has to follow. Anderson said a minimum of twenty-one (21) days is required in a demolition order according to the code but you can give it as much time as you want. Anderson explained that, if the board gives the owner ninety (90) days that puts a stop to everything for ninety (90) days, during which the city cannot move forward in any way.

Motion by Dibble, second by Neiphaus for the owner, Jimmy Karris, to demolish 229 Elkenburg in twenty-one (21) days, or by May 27, 2014.

All in favor. Motion carried.

The board discussed how the demolition will be funded. Anderson said the city is looking at a variety of funding options at this time, including possible funds through the agency that is funding the church demolition.

Dibble asked who paid for the asbestos removal at the church to which Anderson responded that the state paid for the asbestos abatement. DeVinney asked whether the city has to wait then for their money. Anderson said if we do put a lien on the property and it could be a long time before we see that money returned. DeVinney asked about a revolving fund from the state; explained that when the project is completed, the revolving fund is replenished and the city would have funds again. Rogien said Brian probably is familiar with revolving fund accounts.

7. Adjourn

Motion by Neiphaus, second by Dibble to adjourn at 5:15 p.m.

All in favor. Motion carried.

RESPECTFULLY SUBMITTED,

Marsha Ransom
Recording Secretary

SOUTH HAVEN AREA REGIONAL AIRPORT AUTHORITY MINUTES

Nov 19, 2014

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

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

Agenda: Moved by Dave Orr, seconded by Ken Ratzlaff to approve the Agenda, approved.

Public Comments: None.

Fred Bower moved and Jon Woodhams seconded to approve the Consent Agenda:

A. Minutes of the Oct 15, 2014 Authority meeting be approved.

B. Bills from Oct 16, 2014 through Nov 19, 2014 totaling \$22,794.80 be approved.

C. Manager's report dated Nov 19, 2014 be approved.

A roll call vote was taken; Yeas: Ratzlaff, Bower, Orr, Woodhams, Gruber, and Johnson.

Nays: None. Approved.

Committee Reports: None.

Old Business: None.

New Business: None.

Member Comments: Clark Gruber moved to cancel the Dec 2014 board meeting, seconded by Dave Orr, Approved.

Clark Gruber moved to adjourn the meeting at 7:40 pm, seconded by Ken Ratzlaff, adjourned.

SOUTH HAVEN HOUSING COMMISSION
Regular Meeting
Warren Senior Community Center
540 Williams Street, South Haven, Michigan 49090
November 19, 2014

CALL TO ORDER: The Regular Meeting of the South Haven Housing Commission was called to order at 5:01 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 Rev. Aaron Cobbs, Commissioner Teresa Mahone-Jordan, Resident Commissioner Tom Thomson and City Council Representative Gail Patterson. Absent: Also present: Executive Director and Secretary Charles Fullar.

INVOCATION: Commissioner Rev. Aaron Cobbs delivered the invocation.

PUBLIC COMMENTS: None.

CONSENT AGENDA: 1) Minutes of the Regular Meeting October 22, 2014. 2) Current Operating Expenses - \$75,977.05; 3) Homeownership Expenses - \$0.00; 2011 Capital Fund - \$0.00; 2012 Capital Fund - \$0.00; 2013 Capital Fund - \$48,905.00; and 2014 Capital Fund - \$0.00. 4) Administrative Reports for Approval: Occupancy and Waiting List Reports; Monthly Investment Report; Delinquent Accounts Report; Petty Cash Report; Accounts Receivable Balance Due Report; and Income and Expenditures Report for October. 5) Correspondence: November 11, 2014, ZBA Public Hearing Notification; HDU/PHAS Score Email Dated October 24, 2014; and Tenant Notices. 6) Other Reports: None.

It was moved by Commissioner Thomson to approve the Consent Agenda; the motion was seconded by Commissioner Rev. Cobbs. All votes in favor. Motion carried.

UNFINISHED BUSINESS: 1) Status Report Updating and Adapting the HDC, Next Meeting November 12, 2014: No report.

2) Process to Update the Personnel Policy Hand book: No report.

3) 2014 FYE Audit Process: Executive Director Fullar reported that the draft audit has been reviewed. The Fee Account has completed the MD&A and it will be sent to the auditor for incorporation in to the audit report. The Housing Commission should have the completed audit for approval in December.

NEW BUSINESS: 1) Proposed Utility Allowances: The November 7, 2014, Notice to all Housing Commission residents was supplied in the agenda packet and reviewed. The resident comment period runs from November 10, 2014, to January 9, 2015. The Housing Commission will address the Utility Allowance update at the January 2015 meeting.

2) Report on New Flat Rent Implementation: The October 31, 2014, Notice to all Resident of the Family Housing Program was supplied in the agenda packet and reviewed. The resident comment period runs from October 31, 2014, to December 2, 2014. The Housing Commission will address the New Flat Rent implementation at the December meeting.

3) Public Housing Assessment System (PHAS) Score Report: The South Haven Housing Commission received a score of 96% and maintains its status as a High Performing Public Housing Agency. The PHAS indicators for scoring include: Physical Property Conditions, Financial Condition, Management and Capital Funding.

4) Review and Approve FYE 6/30/15 Board Meeting Schedule: Executive Director Fullar supplied copies of the FYE 2015, Housing Commission meeting dates. It was moved by Vice-Chairperson Seroke to approve the South Haven Housing Commission Board Meeting Schedule for FYE 6/30/15; Seconded by Commissioner Mahone-Jordan. All votes in favor. Motion carried.

5) Employee Health Insurance Renewal for Calendar Year 2015: Executive Director reported that SHHC employees will be contributing 20% toward their health total care costs in 2015, to be in compliance with the current law requirements. Executive Director Fullar reviewed the 2015 Priority Health Insurance options and emphasized that there is no change in cost for 2015, with the current 2014 policy provisions. Policy renewal begins January 1, 2015. Executive Director reviewed the past years Health Savings Account funding for the employees' health insurance deductibles.

It was moved by Vice Chairperson Seroke to approve the January 1, 2015 Priority Health Insurance renewal; in addition to fund the 2015 employee Health Savings Accounts in the amount of \$2,000 per employee; with employee contribution of 20% of total health insurance costs that includes plan deductibles and the 2015 employee Health Savings Account contributions are to be dispersed on a quarterly bases throughout the 2015 calendar year; Seconded by Commissioner Rev. Cobbs. All votes in favor. Motion carried.

6) Employee Dental and Vision Insurance Renewal for Calendar Year 2015: Executive Director Fullar reviewed the Security Life dental, vision and life insurance cost and the rates effective January 1, 2015. There are no cost changes from the 2014 rates to the 2015 rates. Employees contribute 20% of the total dental, vision and life insurance cost for 2015.

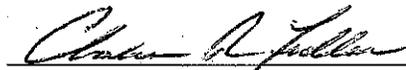
It was moved by Vice Chairperson Seroke to approve the 2015 Security Life dental, vision and life insurance premium rates effective January 1, 2015 with employee contribution of 20% of the Security Life premium costs; Seconded by Commissioner Mahone Jordan. All votes in favor. Motion carried.

EXECUTIVE DIRECTOR'S REPORT: Executive Director Fullar reported that discussions with Foundry Hall resulted in their interest to rent the Warren Center Office Annex. Any actual use of the Warren Senior Community Center would be by separate rental use agreement. The Lease Agreement will be drafted and supplied to Housing Commissioners upon its completion prior to the December meeting..

COMMISSIONER'S COMMENTS: None.

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 6:59 p.m.

Respectfully submitted:



Charles R. Fullar, Secretary

Approved December 17, 2014

Eugene Ladewski, Chairperson

Harbor Commission

Regular Meeting Minutes

Tuesday, December 16, 2014, 5:30 p.m.
Council Chambers, South Haven City Hall



City of South Haven

1. Call to Order by Jeff Arnold at 5:30 p. m.

Present: Sullivan, Pyle, Reineck (arrived 5:34 p.m.), Stegeman, Stephens, Arnold
Absent: Silverman

Also present: John Marple, Marina Manager

2. Approval of Agenda

Motion by Stegeman, second by Stephens to approve the December 16, 2014 Harbor Commission Agenda as written.

All in favor. Motion carried.

3. Approval of Minutes: **September 16, 2014 Regular Meeting** **September 30, 2014 Workshop Meeting**

Motion by Stephens, second by Pyle to approve the minutes of the September 16, 2014 regular meeting and the September 30, 2014 workshop meeting as written.

All in favor. Motion carried.

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

None at this time.

5. Marina Reports

VandenBosch reviewed the Marina Reports, noting record revenue for seasonal revenue since 2007.

Stephens questioned what VandenBosch attributed the record revenue to, the new marina building or having the billing done by the finance department. VandenBosch conceded the record revenue could be attributed to both, as well as increased marketing.

Stephens asked when the gate was removed from Black River Park this year to which VandenBosch responded it was in early November. VandenBosch noted that leaving the gate up longer the previous season did not seem to contribute much to revenue.

VandenBosch noted Lake Michigan levels are currently above average.

6. Strategic Plan

VandenBosch noted that the board made it almost all the way through the Strategic Plan in previous meetings and he hopes to get through this tonight so it can be rewritten and brought back to the board for review.

Beginning on page 32 with the Capital Improvement Plan, VandenBosch noted that three percent (3%) of revenues get transferred to the River Maintenance budget. VandenBosch would like to come back with a Capital Improvement Plan for dredging, noting that we estimated that dredging upstream from the bridge could be done for about \$50,000 per year. VandenBosch then pointed out that the last quote from the Army Corps (to dredge the approach to the harbor in Lake Michigan and the former federal channel) was \$360,000. While this was a rough estimate, according to VandenBosch, if the Harbor Commission were to add that responsibility (which we really don't want) if the Army Corps has given it up, that would change our Capital Improvement Plan quite a bit. VandenBosch stated that he does not think our municipal marinas can afford to give that much to River Maintenance. We have to maintain our structures, our docks and at the same time make them attractive to boaters, so there is a limit. So we need to come back and discuss a Capital Improvement Plan for Dredging. We can leave it at (three) 3 to six percent (6 %) for now but will need to discuss this again.

VandenBosch explained the Downtown Development Authority (DDA) capture along the river shoreline and the DDAs contribution to river maintenance.

In response to a question regarding special assessments and equity, VandenBosch stated that such assessments have been done in the past and before you can decide if it is equitable you need to look at what you are dredging and who benefits.

VandenBosch requested comments and concerns regarding dredging. Stegeman asked for clarification that VandenBosch is referring to dredging in the channel, not the slips themselves, to which VandenBosch responded that Stegeman is correct. Stegeman said, "Assuming dredging needs to be done in the channel, the slip owner has to dredge their slip, so it would be double the cost." VandenBosch stated that he had a slip dredging fee of four hundred dollars (\$400) for one dock, just as an example, and stated that it had to be dredged every two (2) to three (3) years. Stegeman asked whether the city facilitates individual slip owners to get their slips done at the same time. VandenBosch said the city did try to advertise the ability to do that, and some did, but not many, noting that the dredger this year was slow, so it was probably a good thing he did not do that many slips. The City was willing to take the spoil from private dredging; "We tried, but it was not very successful."

Stegeman asked about the spoils recently being placed the park which will eventually be a parking lot, and whether the city has identified a place to put spoils in the future. VandenBosch responded that the Army Corps can do beach replenishment or pump it out into Lake Michigan but the city cannot. So we do not have a dredge spoil site except for the hill on Blue Star Highway, which is starting to become a valuable piece of property, except it has been a landfill and a dredge spoil site. VandenBosch said he has been looking for a potential site but the city does not have the money and questioned whether the River Maintenance Fund could be used, since we are currently building up that fund.

Stephens asked, "At what point do we decide to do a special assessment? We aren't being crunched with the high water but we do need to build up the dredging fund." VandenBosch commented that talking about a capital improvement plan is one step toward building up the dredging fund. VandenBosch does not want to say we need a special assessment, but we do need money to do the dredging.

In response to a question by Stephens regarding what has prompted special assessments in the past, VandenBosch said we usually seem to be in an emergency situation and then we have to do a rapid response. "First you need a permit, which takes three (3) to six (6) months; then the dredging has to be bid out; and you need to have the money. In the past, according to VandenBosch, there have been problems with special assessments because the dredging projects were focused upriver so the boaters downriver were not particularly happy with being assessed.

Reinick asked if there is a point in time to expand the responsibility of assessments to other than boat and boat slip owners, to which VandenBosch responded that there is that fairness issue. VandenBosch explained that the DDA money does come from all properties along the river in the Downtown, which is not a lot, about \$10,000 per year. Reinick said, "\$10,000 doesn't seem that much compared to slip owners doing four (4) to five (5) hundred dollars each." Discussion ensued regarding the overall depth expected after a dredging with VandenBosch explaining that upriver of the bridge depth is limited by water and sewer mains. "After we dredge we should see seven (7) feet with the height of the water right now. When sediment starts coming back in, then we will see five (5) or even four (4) feet.

Stegeman asked about silt traps to which VandenBosch responded that there is one at the end of Kentucky Avenue and one just upstream of the boat launch. "We have not maintained those recently; we put our money toward major dredge projects. Commissioner Sullivan has reminded us about dredging the silt traps frequently, but the question is whether they are effective, and how effective, and we don't really know; we spent all our money on dredging."

Stegeman noted that at the special assessment hearings you get competition between sailboat and power boat owners regarding how deep to dredge.

Sullivan questioned the relevance of highlighted items in the strategic plan and VandenBosch noted that he highlighted ongoing items.

After a question from Stephens, VandenBosch noted that he will bring review of the Capital Improvement Plan on the next Harbor agenda.

Reviewing Harbor Budget Policies, which needs to be done annually, VandenBosch noted that all assessment categories should identify a budget and funding mechanism, then informed that it is not legal in Michigan to assess new development for their potential impact on the harbor, prompting him to amend the statement regarding future water developments, replacing the word assessed with the word reviewed.

Regarding Marketing and Communication, VandenBosch noted we have tried to contact marina owners, managers and users, but still attempting to develop ways to communicate safety information to boaters. VandenBosch thinks establishing an email list is almost impossible, but perhaps something where people can ask to be included on an email broadcast would work.

After a brief discussion of whether there is an app that could be used to encourage subscription to updates by boaters, VandenBosch noted that while bulletin boards have been installed at the North and South Marinas, he is not sure there is one at the Black River Park boat launch. Stephens commented that there is a bulletin board near the kayak launch. VandenBosch noted that there is also a public safety sign near the boat launch. Pyle believes it would be good to have upcoming events posted near the fish cleaning station so word of mouth can spread. VandenBosch will try to include a bulletin board in one of the grants coming up for Black River Park.

Discussing Marina Management, VandenBosch said a survey was done and he will have to bring the results to the board. Stegeman asked how communication was divided between transient and seasonal boaters. John Marple, Marina Manager, informed that transient boaters may fill out a comment card and when notices for seasonal boaters are sent out a customer satisfaction questionnaire is included.

Stegeman asked if ideas were identified from the input on the cards and questionnaires to which VandenBosch responded that we have in the past. "We've had a lot of changes at the Northside Marina, much of it based on those surveys," VandenBosch informed. Pyle asked if something could be included in the mailings to seasonal boaters about leaving the trailers in Black River Park, to which VandenBosch agreed.

Following a question about whether welcome packages are being distributed, VandenBosch said this has been done this very well; maps are provided with all the restaurants and gifts have been given to the boaters. VandenBosch noted that John Marple, Marina Manager, is going to talk about marketing ideas later in this meeting.

Stephens asked whether transient boaters are also getting such information to which Marple responded that the South Haven/Van Buren County Convention and Visitors Guide is made available which has the restaurants listed and the menus are also available on site. "One thing we want to do this year is to create an interactive map of our downtown shopping. The city has created a very good downtown map that we can use as the base for the interactive map. It's pretty, it's colorful! It's very easy to negotiate and view. This will be at all our marinas."

Stephens, thinking of customer service and repeat business, wondered if it would be reasonable to give the transient boaters a welcome packet, asking, "Is that something other marinas do?" Marple feels that the welcome packages in the past may not provide the value boaters want to see. "In the area of customer service, we can do a lot of stuff that boaters recognize as value, as opposed to a koozie and pencil." Marple's ideas are a little different than traditional views; in his business across the street certain techniques are used to show value, which cannot be done at the marinas, because of city rules.

Marple said he is planning, in branding the Maritime District, to create a Maritime Brew coffee package; a couple of coffee cups with a package of coffee would be a nice gift for the transient boater. We are finding that seasonal boaters, more than anything else, want the bathrooms to be absolutely spotless. Marple also noted that the Southside Marina needs a gas grill like is available at the Northside Marina, which Marple noted seems like it means more than the pencil or ball cap.

VandenBosch noted that staff training is an ongoing item, as is encouraging development of a marina and harbor marketing plan.

Annual meetings at the marinas to hear concerns and comments regarding improvement of services; currently plans are to have a party-like event with refreshments.

Concerning river stakeholders, VandenBosch noted that the Capital Improvement Plan calls for communication with the City and its boards and commissions, DEQ, DNR, the Drain Commission, farmers, and boaters to ensure we maintain a high quality harbor, including sedimentation, e-coli and other water quality issues.

VandenBosch also pointed out that the Capital Improvement plan indicates that the Clean Marina program should be promoted to harbor marinas and as a marketing approach. VandenBosch will find out exactly what that entails such as whether there is something that needs to be renewed.

VandenBosch does not believe that agendas have been posted at the marinas but that is something we can do that at least during the summer.

Stephens requested that boater survey results be brought to the Harbor Commission for their review.

VandenBosch will take these comments, rewrite a draft Strategic Plan and bring back to the Harbor Commission for review.

7. Black River Park Canoe/Kayak Launch Grant

VandenBosch said this item should have come to Harbor Commission first but staff only found out about it two (2) weeks before it was due and had to get City Council approval before it could be applied for. "This is a handicap accessible launch ramp with rollers," per VandenBosch, which allows anyone, not just a person with handicaps, an easier way to launch their watercraft and get it back out of the water without getting their feet wet." The

cost is \$113,000, which VandenBosch is hoping to convince the City Manager is a General Fund item as opposed to funds coming from the Black River Park fund. VandenBosch noted that there is a big push from the governor to create a water trail up and down the coast and in the rivers, such as the Black River, with high quality take-out and launch areas for paddle craft. "The city applied and we will see; maybe we will be able to do this in the fall." Reineck asked if this is totally state funded, to which VandenBosch responded that it is half state funded and we hope to get the match from the General Fund. Reineck thinks it should have an attendant, to which VandenBosch noted that it presumes the person using it knows their capabilities. VandenBosch said award of this grant would include some of the sidewalk that is included in the Black River Park Master Plan, so little by little the master plan is being pieced together.

8. Marketing Plan

VandenBosch said the main thing we are going to do instead of going to Strictly Sail and Grand Rapids boat shows is to brand the marina facilities and build the website, to use the money for that instead as soon as possible. VandenBosch credited Marple with putting together a marketing plan which he will be happy to present and take comments.

John Marple, Marina Manager: It is time to pause and look at the resource we have and brand it for a variety of reasons, noting that he is doing this for his motel as well. Currently going out for support for new interpretive signs; hopes Steelheaders will join us since one of the signs is theirs.

Various components necessary to take the next step forward: brand the marina facilities in South Haven; create a logo; come up with little funny terms to create a certain image that people will begin to understand is the South Haven Municipal Marina, in conjunction with funding which is where the Strategic Plan comes in.

Marple's concern is where the boating industry is going; it is changing dramatically and will change dramatically as time goes on. Marple feels the boating public is aging and the city needs to be ready and prepared to confront the future, which may be connected to kayaking and other non-motorized activities. "There is a need to improve our facilities and our value to the public. We've done some rebounding on our revenues in three years; we're in a really good spot to do the proper marketing for the marinas." Marple wants to have a fairly nice website in place for our boating public with reservation systems, interactive mapping, really great pictures.

Pyle asked if that map will include the Kal-Haven Trail and right through town to which Marple responded that we need to get the public out to the trail head. Pyle said her observation is that the public cannot get to the trailhead; they cannot find it from in front of their store. Pyle stressed, "Make sure that you include that information." Marple indicated that the city is going to have to increase the mapping and signage. Marple mentioned the asset the city has for mapping in the city's GIS Tech.

Reineck noted that this port has always been a very active fishery but this is changing. We may be facing a very serious decline. Marple asked if what we are facing is like what

happened twenty (20) years ago when the perch disappeared. Reineck shared that there is a big issue that is already starting in Lake Huron. There was a brief discussion regarding the alewives. Tim Stegeman sees it a little differently than Reineck does and it was noted that the next three (3) to four (4) years will be very telling.

Stegeman said you are talking about a focus on off-shore boaters. While Stegeman thinks our marina facilities are pretty good he noted that the Heritage Water Trail and the Two Rivers Coalition are entities that the city should make an effort to join as a community. "On a side note they have some really nice signs that are metal and they keep the river clean." The signs are about eighty dollars (\$80) apiece and Stegeman thinks the city should get some of those for down at the harbors.

Marple noted that a mile and a half down the river there is a transformation that occurs. While Marple's motel and the marinas are in a very vibrant part of the area, up to the city limits the vibe drastically changes. "It is beautiful up there; that is where these millennials want to be; the non-motorized water and bike trails is part of, a very vital part, of our future in this town. We do have to incorporate that in our whole plan."

VandenBosch encouraged commissioners, as they are out and about, to take notice of the Harbor Walk signage being redone by the Maritime Museum and others. They are working on replacing the signs which cost \$1,000 each and they are looking for sponsors. Marple noted there is a sign up by Old Harbor Inn that you can see. Marple is hoping to have twenty (20) total frames built this winter so we can have twelve (12) to fifteen (15) up in the spring. Pyle asked if sponsoring a sign is a one-time commitment or an ongoing one. Marple said based on his experience they maybe have to be replaced every twenty-five (25) years or so. Stephens asked what materials they are using. Marple said we have used the modern technology for the covering on the description so the signage will not fade. Marple said the photos, the new signs look very similar to the old ones – but the materials used to make them are supposed to be bullet-proof. Stephens asked what the brand is on the material. Marple suggested Stephens contact Deb Davison with the city and Patti Reinert at the Museum for that information.

9. Marina Audit

VandenBosch stated that this year the items identified during the audit are much smaller in magnitude and in some cases the problems have already been corrected. The DNR state system is kind of a moving target, according to VandenBosch, who noted that the state has made some changes again, which are probably going to work, but while we refer to a certain column in their table of slip prices, their reservation system is more complex than that so "I have to add some wording to explain that the city follows their system." Work needs to be done on the marina's refund-processing method. "Having people go to City Hall is probably the cleanest but not the most customer friendly way to do it. We need to give staff the ability to make some type of refund. We may have to talk about that one."

VandenBosch noted that auditors need more documentation included. "No transient discounts were provided so the auditors couldn't do the report they wanted to do." After

calling for any concerns or comments, VandenBosch stated he is pretty happy compared to last year and thinks this is a big improvement.

Stephens asked what reservation system is used at Black River Marina to which VandenBosch said it is a paper system, noting that the boat launch has staff at the gate that focus mostly on the gate but they use a paper system and we want to upgrade that. Stephens asked if staff is looking at an online system to which VandenBosch responded that he will be bringing something to the commission next month.

Member and Staff Comments

Pyle requested an update on the bridge project. VandenBosch noted there are detailed updates on the website. Pyle commented work is progressing almost around the clock. Arnold said the mayor said last night (at City Council) they are on schedule. VandenBosch informed that scouring was found in one of the bridge piers had sediment taken away fifteen (15) to seventeen (17) feet deep. A change order was made to fill it with debris/concrete due to the erosion issues.

Sullivan asked whether Kal-Haven Bikes has or is pursuing a (Department of Environmental Quality (DEQ) or Army Corps permit for a marina. VandenBosch said we have not gotten anything for a Zoning Permit. A drawing we have seen shows roughly thirty (30) slips across from Oak Harbor, right along the Kal-Haven Trail next to the Moose Lodge is Dave Nixon's campground. That may be coming before us.

Sullivan asked if it goes to Zoning first to which VandenBosch responded that when application is made for Zoning, the application comes to Harbor Commission first. VandenBosch commented that the access drive does not appear to be satisfactory for commercial business and there may be wetland/floodplain issues. The applicant had resolved most of the list VandenBosch had. Discussion ensued regarding obtaining the DEQ permit before the granting of a Zoning permit.

Stegeman thanked the Harbor Commission for supporting the project he spearheaded a year and one-half (1 ½) ago for the offshore buoy.

Stephens thanked Stegeman for spearheading that.

Sullivan echoed Stephens comment.

Adjourn

Motion by Stephens, second by Reineck to adjourn at 6:48 p.m.

All in favor. Motion carried.

RESPECTFULLY SUBMITTED,

December 12, 2014
Harbor Commission
Regular Meeting Minutes

Marsha Ransom
Recording Secretary

SOUTH HAVEN HOUSING COMMISSION
Regular Meeting
Warren Senior Community Center
540 Williams Street, South Haven, Michigan 49090
December 17, 2014

CALL TO ORDER: The Regular Meeting of the South Haven Housing Commission was called to order at 5:31 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, Resident Commissioner Tom Thomson and City Council Representative Gail Patterson. Absent: Commissioner Rev. Aaron Cobbs 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 October 22, 2014. 2) Current Operating Expenses - \$43,619.72; 3) Homeownership Expenses - \$0.00; 2011 Capital Fund - \$0.00; 2012 Capital Fund - \$0.00; 2013 Capital Fund - \$0.00; and 2014 Capital Fund - \$0.00. 4) Administrative Reports for Approval: Occupancy and Waiting List Reports; Monthly Investment Report; Delinquent Accounts Report; Petty Cash Report; Accounts Receivable Balance Due Report; and Income and Expenditures Report for November 2014. 5) Correspondence: None. 6) Other Reports: None.

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

UNFINISHED BUSINESS: 1) Status Report Updating and Adapting the HDC: Executive Director Fullar supplied copies of the correspondence with Attorney Bowman and the proposed restated Articles of Incorporation for the Housing Development Corporation (HDC). It will be the responsibility of the HDC to restate their Articles of Incorporation in order to give the South Haven Housing Commission control of the HDC. It was moved by Vice-Chairperson Seroke to affirm the Housing Commission's intent to bring back the HDC; a 501 (c)(3) Non-Profit Corporation, as was originally created by the Housing Commission, and affirm the HDC's action to restate their Articles of Incorporation to give the South Haven Housing Commission control of the HDC; and for Executive Director Fullar to verify with the City Manager that the City Ordinance will allow the South Haven Housing Commission to be the sole member of the Non-Profit; Seconded by Commissioner Thomson. All votes in favor. Motion carried.

2) Process to Update the Personnel Policy Hand book: Executive Director requested the Housing Commissioners continue reviewing the updated draft of the Personnel Policy Handbook as previously supplied.

NEW BUSINESS: 1) Resolution No. 14-06, Implementation New Flat Rent Requirements:

Resolution No. 14-06

Implementation of New Flat Rent Requirements

WHEREAS, the South Haven Housing Commission administers HUD subsidized low-income senior and family housing programs, and

WHEREAS, the Housing Commission's unit rental charges are reviewed and updated in accordance with HUD regulations, and

WHEREAS, the Department of Housing and Urban Development (HUD) has regulated new rules affecting the amount Public Housing Authorities must charge for rent and must have a monthly rent no lower than 80% annual Fair Market Rent for Van Buren County and will affect only the three bedroom units in the Family Housing Program, and

WHEREAS, all residents of the Family Housing Program being affected were notified October 31, 2014, of the thirty (30) day review and comment period in which to submit written comments to the Housing Commission for both 2014 and 2015 Fair Market Rents for Van Buren County, and no comments were received,

WHEREAS, the 2014 rental rates for the three bedroom units in the Family Housing Program are to be adjusted to \$756.00 per month as per HUD regulations and that the 2015 rental rates for the three bedroom units in the Family Housing Program are adjusted to \$766.00 per month as per HUD regulations; and the rent amount will be adjusted for current Utility Allowances.

NOW THEREFORE BE IT RESOLVED, by the South Haven Housing Commission of the City of South Haven, Michigan that the 2014 HUD required rental amount no lower than 80% Fair Market Rent for Van Buren County for the three bedroom units in the Family Housing Program in the amount of \$756.00 is affirmed, updated and adopted effective as of October 1, 2014.

NOW THEREFORE BE IT FURTHER RESOLVED, by the South Haven Housing Commission of the City of South Haven, Michigan that the 2015 HUD required rental amount no lower than 80% Fair Market Rent for Van Buren County for the three bedroom units in the Family Housing Program in the amount of \$766.00 becomes effective on January 1, 2015.

It was moved by Vice-Chairperson Seroke to approve the foregoing Resolution No. 14-06 as introduced and read; Seconded by Commissioner Thomson. All votes in favor. Thereupon Chairperson Ladewski declared said motion carried.

2) FYE 6/30/14 Financial Audit Approval and Submission to HUD: Executive Director Fullar supplied copies of the FYE 6/30/14 Audit Report in the agenda package. The Audit process produced a clean audit with no findings.

It was moved by Vice-Chairperson Seroke to approve the Financial Audit for FYE 6/30/14, and forward copies of the audit to HUD; Seconded by Commissioner Thomson. All votes in favor. Motion carried.

3) Foundry Hall Office Annex Lease Agreement: Copies of the Warren Center Office Annex Lease Agreement were supplied in the agenda packet. It was moved by Vice-Chairperson Seroke to approve the Robert N. Warren Senior/Community Center Office Annex Lease Agreement with Foundry Hall; Seconded by Commissioner Thomson. All votes in favor. Motion carried.

4) Trespass and Baring Policy: It was moved by Commissioner Thomson to extend the review of the Barring Policy and to notify all residents of the opportunity to respond in writing during a 30 day comment period; Seconded by Vice-Chairperson Seroke. All votes in favor. Motion carried.

5) Warren Center Rental/Use Agreement: Executive Director Fullar supplied copies of the newly developed Warren Senior Community Center After Hours and Weekend Rental/Use Application and the Warren Senior Community Center Rental/Use Agreement Contract.

It was moved by Vice-Chairperson Seroke to approve the use of the Warren Senior Community Center After Hours and Weekend Rental/Use Application and the Warren Senior Community Center Rental/Use Agreement Contract for the upcoming month of January and to further review both documents during the January 2015 regular meeting; Seconded by Commissioner Thomson. All votes in favor. Motion carried.

EXECUTIVE DIRECTOR'S REPORT: Executive Director Fullar reported that discussions are in process with the Farmers Market for use of the Warren Center on Saturdays during the Winter/early Spring season. The use of the Warren Center would begin with an hour set-up beginning at 9 a.m. with an open time between 10 a.m. to 1 p.m. and a one hour cleanup time with the Warren Center use concluding at 2 p.m.

COMMISSIONER'S COMMENTS: None.

ADJOURNMENT: It was moved by Commissioner Thomson to adjourn; the motion was seconded by Chairperson Ladewski. All votes in favor. Motion carried. Meeting adjourned at 6:10 p.m.

Respectfully submitted:

Approved January 28, 2015



Charles R. Fullar, Secretary

Eugene Ladewski, Chairperson

Board of Public Utilities

Special Meeting Agenda

Thursday, December 18, 2014
9:00 a.m., DPW Conference Room, 1199 8th Avenue



City of South Haven

1. Call to Order by Stickland at 9:00 a. m.

2. Roll Call

Present: Burr, Henry, Roberts, Stein, Winkel, Stickland
Absent: Overhiser, Rose

Also present: Larry Halberstadt, City Engineer; Wendy Hochstedler, Finance Director

In response to a question by Stickland regarding this being a special meeting, Huff stated that the required notice was given.

3. Approval of Agenda

Motion by Henry, second by Burr to approve the December 18, 2014 Special Meeting Agenda as written.

All in favor. Motion carried.

4. Acceptance of Minutes for the Record – November 24, 2014

Motion by Burr, second by Roberts to accept the November 24, 2014 Regular Meeting Minutes for the record.

All in favor. Motion carried.

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

NEW BUSINESS

6. Board will be requested to approve a recommendation to City Council to approve the Amended and Restated Cost-Based Formula Rate Agreement for Full Requirements Electric Service with Indiana Michigan Power Company.

Huff noted this item is the reason for calling this meeting.

After questions, Halberstadt said we had hoped to just renew this. However, we were informed that we had to use an electronic system. Burr stated that the amount of notification time required to break the contract was decreased from seven (7) years to four (4) years and that is the only change.

Discussion ensued regarding I&M having to purchase power ahead of time and what liabilities there are because we canceled the contract. Stickland asked if the new contract is filed with the Federal Energy Regulatory Commission (FERC).

Stickland said we could protest, in the old contract, we could object to certain things. Halberstadt said Lisa Gast assured him that we would still be able to file appropriate action with FERC. They still included that in the new contract.

Halberstadt noted quarterly reports (EQRs) will be filed with FERC.

Stickland asked if we are closing all doors we have to protect us? Halberstadt said he can share an email with Stickland which he received from Lisa Gast of Duncan, Weinberg, Genzer & Pembroke, P.C.

Burr asked where the change from seven (7) to four (4) years came from. Halberstadt said it was our counsel's idea. Indiana Michigan Power Company (I&M) was dissolving the power pool and replacing it with a power coordination agreement. The concern, according to Halberstadt, was off-system sales we shared could be reduced having a negative impact on our rates. It was a negotiation that occurred in an attempt to protect us.

Halberstadt and Stickland pointed out the letter from our attorneys in the packet.

Henry recommended that the board go with the recommendation of our attorney and counsel.

Halberstadt was concerned that we were giving up a right to protest with FERC, but Lisa Gast assured him that was not the case, to which Stickland added that we want to be able to still go in there and protest their numbers, which are still being reviewed.

Roberts asked about the agreement, noting that at the end of this letter there is a reassurance that if any problem occurs they can fall back on the previous contract. Noted that the rules changed in 2010 and wondered what the drive is to have this done this year?

Halberstadt noted that the first opportunity to provide the four year notice is May 21, 2015. "The city wants that opportunity; that's why we want to get this agreement in place. Are we going to do this? Probably not. But we want that ability to be in there. It would be a complex process due to there being ten (10) or more boards that would have to decide the same thing."

~~Roberts asked if there is going to be back-and-forth with e-tariff. Stickland noted that there is indication that this is not a simple process, remarking, "If we were to have a reason to protest numbers it would cost us a lot of money and take a while because it's FERC, it's Washington, but it's our own protection."~~

Winkel pointed out that Dowagiac agreed to this and they are being used as the model. I & M is going to get away without using e-tariff. Stickland said they are changing us to a different model. Halberstadt said a Supreme Court judgment makes this allowable.

Motion by Roberts, second by Burr to recommend a motion recommending that Council approve the Amended and Restated Cost-Based Formula Rate Agreement for Full Requirements Electric Service with Indiana Michigan Power Company. Council's approval will take the form of a resolution authorizing the Mayor to execute the Amended Agreement on behalf of the City.

All in favor. Motion carried.

7. Board will be requested to approve a recommendation to City Council to award the following contracts for Core City Secondary Upgrade – Phase II:

A. Extend the contract with Kent Power, Inc. of Kent City, Michigan for Core City Secondary Upgrades – Phase II. Labor and materials to be provided are defined in the contract documents prepared by GRP Engineering.

B. Award the contract for professional services for community outreach and communication to Abonmarche in the amount of \$33,500.

C. Award the contract for preconstruction videotaping services for the Core City Secondary Project to Structures, Inc. in the not-to-exceed amount of \$18,923.

Huff introduced Item 7 as something that just came up so we added it to this agenda, explaining that when Phase 1 was approved we intended to look at the possibility of extending Kent's contract for Phase 2. GRP put together plans for Phase 2, provided them to Kent Power, and Kent Power has agreed to maintain their unit prices that they bid for Phase 1 with one exception. GRP discussed with Kent Power about their unit price for setting the secondary poles. Phase 1 charged \$3,000 per pole, which is their crew cost per day, while in actuality, Kent crews were resetting three (3) poles per day. Kent agreed to do pole setting under time and material.

Huff noted the reasons we recommend going with extending contract. Phase 1 has gone well; their crews have worked professionally and we have gotten many compliments from residents and staff; they know our system; they know the work and no time will be needed to "get up to speed". Huff noted that the same bidding environment exists now as at the time of bidding Phase 1: there is a lot of work; contractors are busy and a lot of work is being bid. Contractors are not bidding on everything and bidding is high so the feeling is that bidding would not get us a better price.

This item also includes a proposal for entering into another contract with Abonmarche for community outreach and coordination for the amount of \$33,500.

Discussion ensued regarding the Phase 2 area including both sides of Center to Lake Michigan and South Haven Street to Aylworth. Stickland pointed out that Phase 2 encompasses an area south of Phase 1 beginning at South Haven Street. Burr said the same crews would move from Phase 1 to Phase 2 once materials are purchased and City Council approves Phase 2 the first Monday in January.

Huff noted that a public meeting will be held on Jan 17, 2015, and then Abonmarche would do the same things they did in Phase 1 including using door hangers. Notification letters would be sent out today if the proposal is approved.

Regarding questions on the cost of the total project, Hochstedler distributed a handout with the updated figures. Total project cost will be \$861,000 with \$4,745,527 in capital outlay. Burr noted that included in the capital outlay figure is \$1.1M for a building that will not be happening this fiscal year. Halberstadt noted staff is working with architects and Huff said staff will get the project bid, but the money will not be spent by July 2015.

Henry believes Kent Power knows their trade and craft; they look like they did a great job. Burr stated the condition of the wire was really bad, worse than originally thought; may have been installed around 1948; there was some line loss involved. Burr noted that because of that it is critical to continue and complete Phase 2. Burr explained that maybe Phase 3 & 4 wires are not that same age so Huff noted that we probably want to do some primary work before we tackle those phases.

After questions from Roberts, Burr noted our engineers identified the poles to be replaced.

Roberts asked if there were any surprises during the Phase 1 work to which Burr responded the condition of the wires and Stickland noted the condition of the poles, with both agreeing that the wires and poles were likely over sixty (60) years old.

Stickland thinks extending the contract to do the Phase 2 work is a good deal; and the city needs to do it. Henry said his question would be whether we are satisfied with Kent Power's quality and level of work and he thinks the answer is yes.

Discussion ensued regarding disposal of poles and transformers. It was determined that the city is paying Kent Power to take care of the disposal of those items.

Motion by Henry, second by Burr to approve a recommendation to City Council to award the following contracts for Core City Secondary Upgrade – Phase 2:

- A. Extend the contract with Kent Power, Inc. of Kent City, Michigan for Core City Secondary Upgrades – Phase II. Labor and materials to be provided are defined in the contract documents prepared by GRP Engineering.
- B. Award the contract for professional services for community outreach and communication to Abonmarche in the amount of \$33,500.
- C. Award the contract for preconstruction videotaping services for the Core City Secondary Project to Structures, Inc. in the not-to-exceed amount of \$18,923.

All in favor. Motion carried.

- 8. Next meeting is scheduled for Monday, January 26, 2015 at 4:00 pm in the DPW Conference Room, 1199 8th Avenue, South Haven, Michigan.**

Huff noted that there will be no regularly scheduled meeting in February due to board absences, unless there is a need to call one on a different date.

9. Director's Comments

Huff appreciates everyone showing up with short notice. Have a great, happy holiday!

10. Board Member Comments

Roberts said someone is surveying storm sewer in front of his house. Huff explained that work is part of the SAW grant, the first step of the Asset Management Plan. They are picking up every structure on GPS and that gets tied in to our GIS system; the contractor will do a condition assessment which will be a tool for us to see where the bad sections of pipe are.

Stickland asked if he wanted to see the location of the sewer on his street where would he go. Huff said we would send you to Ryan Bosscher, GIS Tech, and if needed, he could print the as-built drawings. Huff also commented favorably on the quality of the work the GIS Tech has produced during his years with the city.

Roberts asked if the SAW grant project results in any core change. Huff responded, "Not right now, this grant includes storm and sanitary, but they are also picking up any water and electric they find."

Stickland wished all a Merry Christmas.

11. Adjourn

Motion by Henry, second by Winkel to adjourn at 9:54 a. m.

All in favor. Motion carried.

RESPECTFULLY SUBMITTED,
Marsha Ransom
Recording Secretary

Parks Commission

Regular Meeting Minutes

Tuesday, January 13, 2015
6:00 p.m., Council Chambers



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

2. Roll Call

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

Also present: Brian Dissette, City Manager; Roger Huff, DPW Director

3. Approval of Agenda

Motion by Fitzgibbon, second by Cobbs to approve the January 13, 2015 regular meeting agenda as presented.

All in favor. Motion carried.

4. Approval of Minutes for the Record – December 9, 2014

Motion by Toneman, second by Moore to approve the December 9, 2014 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.

NEW BUSINESS

6. Commission will be requested to provide comments related to improvements of the South Beach restroom and concession area.

Halberstadt noted that staff from GMB Architects are here tonight to take the board through a presentation for redevelopment of the South Beach restroom and concession area. Objectives of their presentation are based on the city's need for a new enclosed building space for the South Beach concessionaire. At the same time the city would like to improve the restroom facilities by adding extra toilet space for busy times of the year and have a

discussion with the Historical Association of South Haven (HASH) about doing some kind of interpretative plaza area for south pier lighthouse fundraising.

Jeff Hoag, Architect, GMB Architects, introduced Tim Garretson and Nate Bosch who are landscape architects with GMB. Hoag noted that he wants to outline some preliminary concepts for discussion to get ideas and dialogue from the group. Hopes they can isolate one or more concepts for a little further development and come back to the board with a follow-up presentation.

Hoag described the pros and cons of development at the current site:

Pros:

- Temporary concession has positive revenues at current location
- Temporary concession has utilities in place. This will keep the cost of redevelopment reasonable.
- The site is ideally suited to provide a connection between and services to both South Beach and the Harborwalk.

Cons:

- Insufficient number of fixtures in bathrooms for peak season needs.
- Facilities are difficult to maintain due to style of construction and materials utilized.
- Harsh environment due to location on beach.

The proposal includes upgrade of exterior finishes; improved pedestrian circulation; improved underground utilities; and provides an element of lighthouse improvement revenue awareness.

Using a slide presentation with photos, it was pointed out that the roofs of the existing restroom and pavilion are beyond their life cycle. Halberstadt noted that the site is surrounded by a concrete wall originally constructed to surround the Coast Guard station. Vandalism of the wall in the form of graffiti is a recurring issue. Hoag noted the sand encroaching toward the covered pavilion.

Discussion ensued regarding the temporary concession facility which Halberstadt noted is simply a shed with a wooden floor that the concessionaire leaves onsite year round. In response to questions, Halberstadt confirmed that the shed is owned by the concessionaire who brings in a couple of additional trailers during the season.

There is another existing wall on the other side of the walkway which, when removed, will help develop that area for circulation through the site.

Interior existing conditions of the pavilion observed; it was noted that painting and other maintenance is necessary due to wood structure. Noted that the interior roof structure of the restroom building allows an open pathway for sound and light between men's and women's restrooms. GMB feels it is important to make a permanent barrier between men's and women's areas. The upgrades will also meet all ADA (American Disabilities Act) guidelines and accessibility requirements for the structures in this area.

In response to a question by Moore about how many existing fixtures are in current restrooms, it was determined to be four (4) each.

Hoag: Due to changing needs with young families the incorporation of family restrooms/changing rooms is being considered.

Nate Bosch: Noted that pieces of the various concepts can be picked from the three (3) available options.

Option 1: Turn existing restroom building into all-women's facility and turn existing pavilion into combination men's/family facility. Add eating plaza between restrooms and concession area. Pick up pedestrian connection points. Pointed out that future splash pad area has been blocked in on the drawing. Make way finding easier.

Option 2: Move concession a little closer to the restroom facilities than in Option 1. Build out underneath existing pavilion for new women's restroom facility and turn existing restrooms into a combination men's and family restroom. Provide a larger open eating space covered with a temporary/seasonal shade structure.

Option 3: Develop men's and women's restrooms within the existing structures. Build out the pavilion with concessions in one half and men's restroom in the other. The existing restroom facility to become a women's restroom with removal of dividing wall. This option is the most cost effective but does not include a family restroom.

In response to questions Hoag noted that all restrooms in all three concepts will be ADA compliant.

Reinert asked whether any of this could become year round. "As we develop as a year round destination it would be nice to have a restroom that could be used year round in the pier area. Could the concession building have multiple functions for fall events or other events?"

Hoag said the simple answer is it can be done; adding heat to the buildings and maintenance would likely increase the project cost.

Moore noted that there is no provision on any of these site plans for a pavilion. Bosch said we could talk about a shade structure. Hoag noted there could be permanent columns or posts and an added shade structure that could be taken down after the main season is over. Hoag stated they do want to maintain seating and shade but maybe in a less permanent way.

Toneman asked about shade close to the splash pad even if it is just for the summer. Halberstadt pulled up a picture of a shade structure with temporary panels from the internet to demonstrate the concept.

Fitzgibbon asked about the number of units that are being considered for toilets. Hoag said we talked about doubling fixture counts but could maybe do some studies by looking at parking space counts and determine how many people might be in the area. Noted that this area is different than an indoor space regarding an occupant load count.

Fitzgibbon asked whether it is known how many toilets the existing sewer will support. Hoag responded that the engineering has not been done yet.

Fitzgibbon asked whether the parking would stay the same. Jeff stated that the city has indicated that the plan is to keep the parking there. Concerns were expressed regarding splash pad users having to cross the parking lot to reach the restrooms and changing areas as well as the distance between the splash pad and other facilities.

Fitzgibbon noted that the pavilion does provide shelter when there have been storms; she hates to lose that. When the splash pad is added there will be a need for a changing area. Still hates to lose that permanent roof structure; regarding the temporary canvas shade element, Fitzgibbons pointed out the condition of flags in that area.

Dissette, City Manager: Noted that GMB is very aware of success as it relates to the splash pad. The St. Joseph splash pad is a wonderful facility but there are no on-site restrooms. We are seeing more and more people going to the South Beach. The project is a success but we are getting lines for the restrooms. One of the biggest issues is that the restroom doors are incredibly heavy; there are no automatic door openers and they are not accessible. As a parent, Dissette affirmed that these are less than ideal facilities to try to manage your kids while trying to change diapers and swimsuits using the restrooms. As we develop the splash pad it will only grow the need. Dissette also remarked on the need for outdoor showers.

Moore noted that the footprints on the old structures are being used; "can you not move anything?" Hoag responded that it would be a savings to reuse as much as we possibly can, especially plumbing and access to sanitary sewer.

Moore asked what the ideal picture would be. Fitzgibbons does not want to get rid of the pavilion; it is a safe place in a storm. Fitzgibbons suggested a roof between the two existing structures to provide shade and shelter. Hoag said a more permanent structure for shade and shelter could be provided.

Toneman observed that when we do the splash pad we will really need to have the restrooms and changing areas.

Moore asked how this is being funded. Dissette explained that when the city initially applied for the grant for the South Beach we included upgrades to concession and restrooms. The State made it clear that they were not going to add money for those facilities, the concession being more of a business endeavor. Dissette said we hope to set aside a quarter of a million in our capital projects fund; it would be a general fund contribution. It was noted that people are using the pavilion to change diapers and change clothes. An onsite outdoor shower which backs up to Water Street is being utilized extensively. Dissette noted, "For two decades we've had these facilities that are not ADA facilities. We need to look to the future, but looking back, the setup of restrooms at Packard Park is the best we have with multiple stalls and small changing rooms inside the building. That was a restroom set up with a lot of forward thought; they're Spartan but very usable."

Dissette noted that the concession stand is driving this project but the restrooms, outside shower and changing rooms are also needed. Hoag said, "We have studied this from a planning perspective. The existing buildings are not a detriment due to location; we have pedestrian connectivity; Water Street is raised so the structures being tucked in there is not a bad thing. If you open them, make them larger, they will block views. We want to reinforce the idea of the plaza and circulation through there. Nice to start from scratch but there is a lot of possibility with what is there."

Moore asked about pavilion cost. Reinert interjected that we will just give it back to these folks and let them determine how to add covered space and still provide open space. Reinert noted that everybody sees the need and supports that; we have been asked to give input.

Fitzgibbon asked about concession stand size. Bosch asked for input based on “your experiences down there; what do you like or not like?”

Fitzgibbon is concerned with pedestrian connection going through the parking. Halberstadt handed the GMB representatives a sketch illustrating removal of that parking area to be used for public connectivity; slide the splash pad closer; add more angle parking where the entrance to that parking area is. Hoag agreed that would be a significant improvement to the area. Discussion ensued about adding some handicap spaces near the restrooms.

Fitzgibbon noted that it sounds like we all agree that we need a permanent space for shelter. Dissette wondered about a structure that would combine pavilion and concession. Fitzgibbon reiterated that the space between the existing buildings could be covered to provide shelter.

Hoag noted that one of the next steps is to do some high-level budget evaluation, conceptual budgeting, for example, “What is the cost of a covered pavilion?” We will start identifying place-holder budget figures. The concepts tonight were presented to bring ideas and start dialogue.”

Dissette: “I had asked GMB to plan for space that the Historic Association can use; a patio space where they could sell bricks.” Bosch noted that in Option 1.) The main water front area includes a donor plaza with a view of the lighthouse; these pavers are surrounding you as you walk through. Option 2.) Put the pavers on the actual path so you are walking over them. Option 3.) Utilizes that existing wall; you could have names on the wall as you look beyond it to the lighthouse. Dissette explained he is advocating for this space because the Historical Association has agreed to and does own the South Pier light; HASH worked with the city and federal government to prevent the removal of the lighthouse.

Dissette noted that Ed Appleyard and Jim Ollgaard from the Historical Association have spent an unbelievable amount of time acquiring the light; when you see fresh red paint, that’s them. Now they are trying to raise money to bring the lighthouse back to its original condition; trying to raise approximately one million (\$1) dollars to maintain and restore that light.

Discussion ensued regarding why fundraising cannot occur on the pier. Dissette noted, “The city does not own the pier, so we cannot do anything on the pier to raise money for the light. The city wants to help them because having an excellent light in excellent condition helps everybody.”

As an example, Dissette explained how Ellen Avery Park was developed with donations. A group sold pavers with people’s names engraved and the city got great landscaping and a decorative clock was installed. “That went well. Now I hope the Parks Commission will get on board with what Ed and Jim have been doing.”

Fitzgibbon asked whether the Historical Association sells all the bricks first or if the city is

going to add on as they are sold.

Jim Ollgaard; HASH: "We are obligated to the federal government and the Parks Service to bring the lighthouse back to the condition it was in 1950 and provide interactive education to the public at some point in time. The State wanted us to start the fundraising within a couple of years so we really need to get going. When you ask people to donate money they would like to receive some recognition. I had a fantasy of putting pavers on that little kidney shaped space (near the handicapped parking area on South Beach) and Brian suggested the areas you see on the drawings. 2015 is the capital campaign. We want to put the pavers all in at once so we need to be able to tell the prospective donors there will be a place for them and when."

Discussion ensued regarding the logistics of installing the engraved pavers. Reinert said the passage of the number of people along that walkway will really help get you a lot more people interested in donating. Ollgaard said, regarding Dissette's suggestion, "We were thrilled; we never knew we could do this." Reinert stated that the board wants them to continue working forward.

Dissette said he would like to see a non-binding statement of support from the Commission. "This is a perfect window to incorporate our local citizens; the primary focus is concessions, the second is restrooms and third, helping our local volunteers and making it all look nice."

Fitzgibbons suggested even if the city cannot move forward, due to financial constraints, that the pathway for the Historic Society still be allowed. Hoag said the paver concept allows the most flexibility versus a plaque that is a one-time deal. How we do it is not as much of a concern as including the concept during planning.

Toneman suggested a lighthouse patio on the pier. Dissette reminded that it is not our property; it is federal property.

Halberstadt noted as they work on that there will need to be educational displays, perhaps closed circuit television so people can see inside the lighthouse.

Consensus: Have city staff continue with planning.

7. Commission will be requested to review a request for addition of a non-motorized watercraft lane at North Beach.

Dissette explained the State's methodology in awarding points to determine grant awards and that while the city has had a long run, there is less money available and the at some point the awards may stop. However, staff has learned that the governor has an initiative to provide locations in lakefront communities where people can put in and launch their non-motorized watercraft. Dissette noted that in the last grant application for North Beach improvements the city fell short of receiving funding by forty (40) points and that fifty (50) points could be gained by providing a non-motorized watercraft lane at North Beach. Dissette made it clear that he does not want the grant to be a reason to approve the idea of such a lane, but rather to have open discussion of the pros and cons regarding the impact of the lane itself and input from the Parks Commission.

While kite boarders will still use the area closer to the pier, Dissette does not advise

placing the watercraft lane there, due to the danger from wave action, but instead would like to place it near the north end of the North Beach, down from the concession stand. It was noted that buoys and signage would be components of adding such a lane. Discussion took place regarding the possibility of a space or two near the concession stand being for drop off for those using the lane. However, Dissette also pointed out that the parking is an Enterprise Fund and that there are no parking requirements for the non-motorized watercraft lane initiative.

While the South Beach lane has been well accepted the North Beach is a residential area, which is one of the points Dissette wants discussion to address.

During discussion regarding the fifty (50) foot width, Dissette noted that the lane near the blue stairs, which is used for both non-motorized and small motorized watercraft, is that size but there is nothing in the governor's specs requiring a specific size. Toneman stated his discomfort with allowing motorized watercraft to be on the North Beach and Dissette clarified that is not his intent. After discussion, Moore would like to see some sort of visual, and that the width could be less than fifty (50) feet. It was noted that while the city can provide this lane, that does not prohibit anyone from using Dyckman Beach access, the blue stairs area on the South Beach or anywhere else to launch or put in non-motorized watercraft.

Commissioners expressed their general support of the idea but requested additional details be provided. Dissette indicated that staff will work on developing the concept and continue the discussion at a future meeting.

8. Commissioner Comments

Moore: Asked for an update on the review of Kids' Corner. Halberstadt reported that he received a draft report and after he reviewed it, he sent it back for corrections. Once Halberstadt gets that information he will bring it back to you.

Moore: Asked for an update on Black River Park. Halberstadt reported that a \$150,000 grant award was received, which means the city has to provide a \$75,000 match. The project will renovate the parking lot and upgrade the riprap, among other things.

Toneman: Asked that the board members get the info on Kids Corner in a timely manner so it can be reviewed ahead of time. Halberstadt agreed to send it to the board as soon as he gets it back.

9. Adjourn

Motion by Fitzgibbon, second by Moore to adjourn at 7:12 p.m.

All in favor. Motion carried.

RESPECTFULLY SUBMITTED,

Marsha Ransom
Recording Secretary



Agenda Item 7

Farmers' Market Animal Prohibition

Background Information:

The City Council will be asked to reconsider a prohibition on animals from entering the Huron Street Pavilion, during the hours of operation for the city's Farmers' Market, with the exception of guide and service animals.

The city's Farmers' Market operates under and around the Huron Street Pavilion, on Wednesday and Saturday, from June until August. During the event, pedestrian traffic is quite high in the area under the pavilion. As a result, bringing animals into the crowded area potentially places pedestrians at risk.

Staff has reviewed rules issued for farm markets in nearby communities. The City of Holland has restricted animals from entering their market. The City of Grand Rapids has restricted animals from entering their market. Further, the city has received guidance from the Michigan Department of Agriculture, which notes that state's 2009 Food Code recommends a prohibition on animals from the premises of a food establishment.

At the February 2nd regular meeting of the City Council, staff requested the City Council to consider the adoption of a prohibition on animals at the city's Farmers' Market, during the hours of market operation. During discussion of the issue, representatives from the Al-Van Humane Society requested the City Council allow the organization to continue displaying animals for adoption, as part of the market. City Council tabled the issue, and instructed staff to communicate with the market manager and representatives from the Al-Van Humane Society, to work towards a compromise. Staff has met with those parties and has reached an agreement which allows the prohibition to proceed. The Al-Van Humane Society will be allowed space in Dyckman Park, adjacent to the city's pavilion. The city will help provide a temporary shade structure to Al-Van Humane Society, to allow the animals to avoid the direct sunlight. As a result of the compromise, staff recommends that the City Council proceed with the adoption of the animal prohibition.

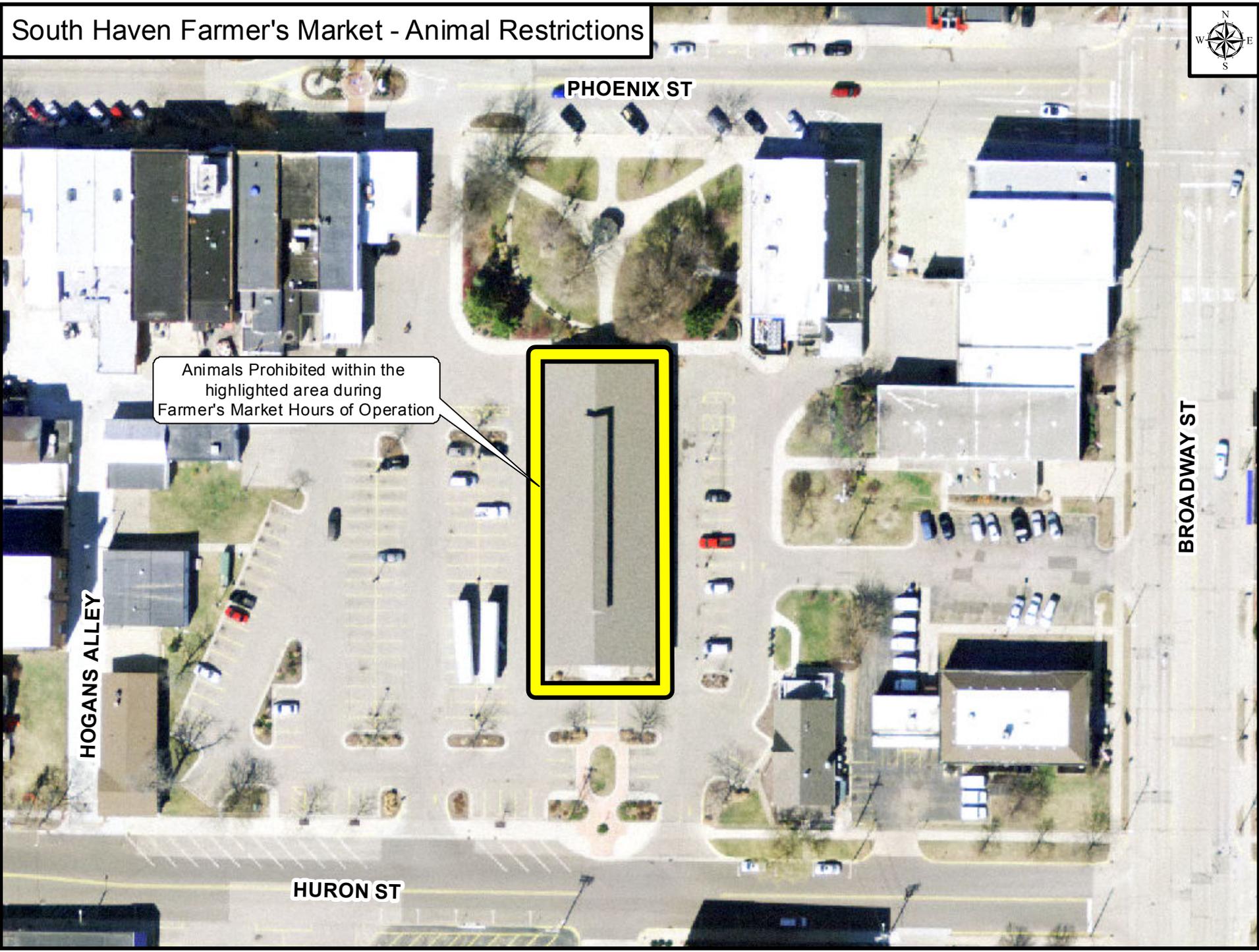
Recommendation:

The City Council should consider a motion to prohibit animals from entering the Huron Street Pavilion, during the hours of operation for the city's Farmers' Market, with the exception of guide and service animals.

Support Material:

Farm Market Map

South Haven Farmer's Market - Animal Restrictions



PHOENIX ST

BROADWAY ST

Animals Prohibited within the highlighted area during Farmer's Market Hours of Operation

HOGANS ALLEY

HURON ST

February 2, 2015

TO: Brian Dissette

FR: Paul VandenBosch

RE: Declaration and Notice, Van Buren Trail

The attached Declaration and Notice document is a requirement of the Van Buren Trail grant agreement. This is the final item in closing out the Van Buren Trail grant.

The total project cost for the Van Buren Trail was \$488,040. Total eligible expenses for the grant project were \$389,198. The grant amount was \$217,400, of which we have been paid 90%. The remaining 10% amount of \$21,740 will be paid upon submittal of the Declaration and Notice document to the DNR.

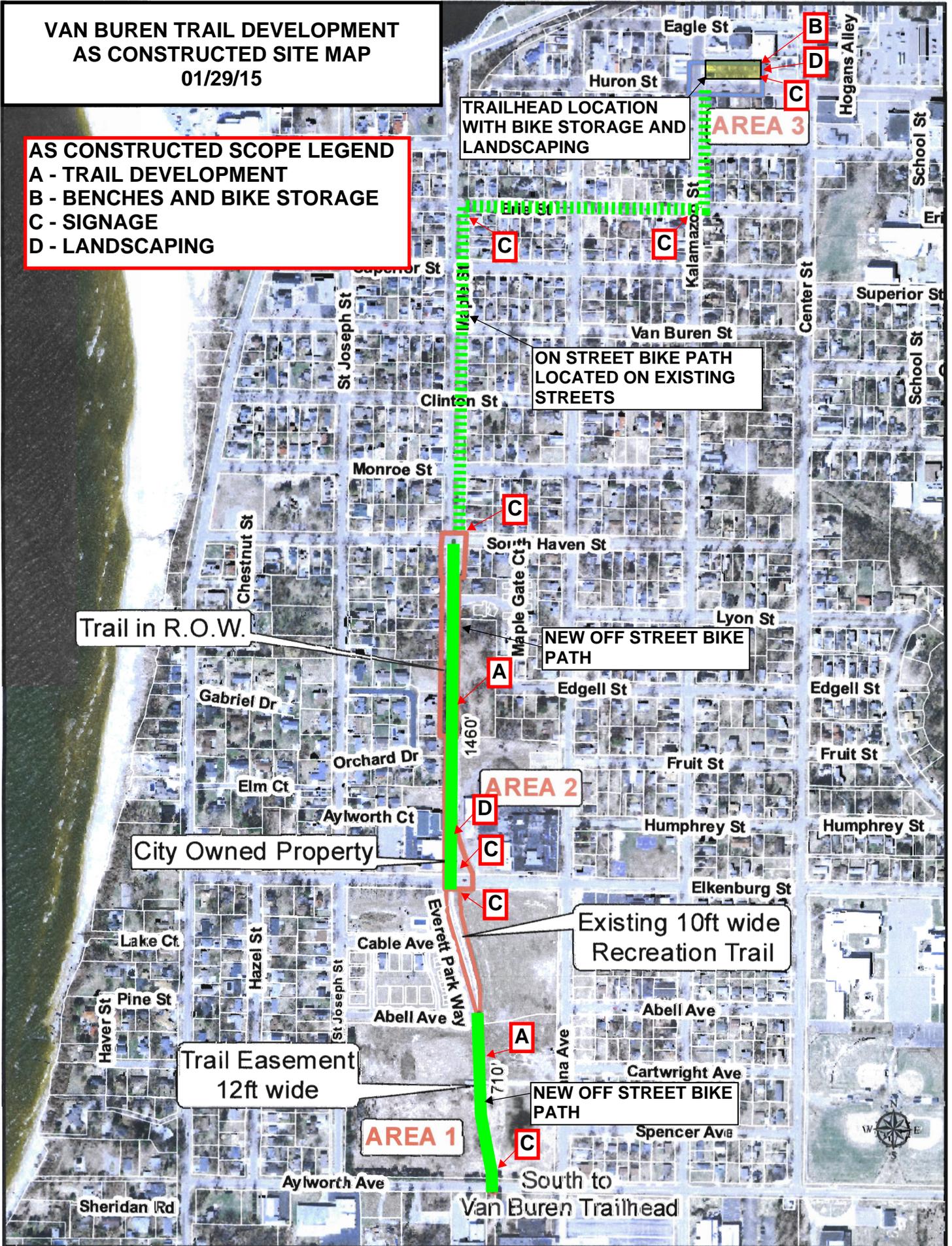
Upon approval, it must be signed, notarized and recorded.

Recommendation:

Approve the signature and recording of the Declaration and Notice.

**VAN BUREN TRAIL DEVELOPMENT
AS CONSTRUCTED SITE MAP
01/29/15**

- AS CONSTRUCTED SCOPE LEGEND**
- A - TRAIL DEVELOPMENT
 - B - BENCHES AND BIKE STORAGE
 - C - SIGNAGE
 - D - LANDSCAPING



Paul Vanden Bosch

7/29/30

DECLARATION and NOTICE

This Declaration made this 2nd day of February, 2015, by the City of South Haven, a Michigan municipal corporation, 539 Phoenix Street, South Haven, Michigan, 49090, (hereafter called "City"), being the owner of all the property described in Exhibit A, hereinafter referred to as the Property, attached hereto, located in the City of South Haven, Van Buren County, Michigan, hereby makes the following declaration to which the Property may be put.

WITNESSETH:

The declaration contained herein is based on the following factual recitals:

A. City developed the Property, in part, through the grant of money from the Michigan Natural Resources Trust Fund.

B. As a condition of the grant by the DNR, City has agreed to impose certain restrictions on the developed portion of the Property.

NOW, THEREFORE, the City hereby declares that the portion of the property identified as the project area is and shall be held, transferred, sold, conveyed, leased, occupied and used subject to the obligation hereinafter set forth, all of which shall run with the land.

The lands included in this deed were developed by City with funding assistance from the Michigan Natural Resources Trust Fund pursuant to project agreement TF12-114 between the Michigan Department of Natural Resources and City, executed on August 1, 2013. The project agreement describes certain requirements to ensure the long-term conservation of the property and its use for public outdoor recreation. City is placing this notice on record as confirmation of its obligations as set forth in the project agreement, including the requirement that the consent of the Michigan Department of Natural Resources and the Michigan Natural Resources Trust Fund Board of Trustees is required prior to the conveyance of any rights or interest in the property to another entity, or for the use of the property for purposes other than conservation or public outdoor recreation.

City of South Haven

By: _____.

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

The foregoing instrument was acknowledged before me this ____ day of _____, 20____,
by _____.

*Notary Public
_____ County, Michigan
My Commission Expires _____

Prepared by:

Paul VandenBosch
City of South Haven
539 Phoenix Street
South Haven, MI 49090

EXHIBIT A
LEGAL DESCRIPTION

The following Legal Descriptions Encompass the project area.

Easement from Aylworth Ave to Everett Park Condominium

An easement over part of Block 4 of Elkenburg Addition to the Village (now City) of South Haven, being part of the Southwest ¼ of Section 10, Town 1 South, Range 17 West, City of South Haven, Van Buren County, Michigan described as: Commencing at the Southwest corner of said Section; thence N90°00'00"E 1318.97 feet along the South line of said Southwest ¼; thence N10°03'23"W 33.51 feet to the North line of Aylworth Avenue and the Point of Beginning; thence N10°03'23"W 209.17 feet; thence Northerly 164.96 feet along a 967.00 foot radius curve to the right, the chord of which bears N05°10'10"W 164.76 feet; thence N00°16'57"W 276.56 feet; thence Northerly 28.99 feet along a 1033.00 foot radius curve to the left, the chord of which bears N01°05'11"W 28.99 feet; thence S85°38'05"W 12.01 feet along the South line of Everett Park Condominium; thence Southerly 28.14 feet along a 1021.00 foot radius curve to the right, the chord of which bears S01°04'19"E 28.14 feet; thence S00°16'57"E 276.56 feet; then Southerly 167.00 feet along a 979.00 foot radius curve to the left, the chord of which bears S05°10'10"E 166.80 feet; thence S10°03'23"E 207.04 feet; thence N90°00'00"E 12.19 feet along said North line to point of beginning.

Everett Park Condominium and Aylworht Ave Right-of-Way

The East 10' of the Everett Parkway Right-of-Way this also extends North across the Elkenburg St Right-of-Way.

201 Elkenburg St

All that certain land situated in the Northwest quarter of the Southwest quarter of Section 10, Town 1 South, Range 17 West, City of South Haven, Van Buren County Michigan, more fully described as follows:

Beginning 90 feet West and 35.64 feet North of the Southeast corner of the Northwest quarter of the Southwest quarter of Section 10, Town 1 South, Range 17 West; thence North 24°40'00" West 48.67 feet; thence on a curve to the right with a radius of 861.41 feet to the far end of a chord bearing North 20°40'30" West, 119.30 feet; thence on a curve to the right with a radius of 708.17 feet to the far end of a chord bearing North 13°30'00" West 79.26 feet; thence on a curve to the right with a radius of 822.55 feet to the far end of a chord bearing North 07°00'00" West 80.87 feet; thence North 230.20 feet; thence North 05°50'00" East 10.00 feet; thence North 09°21'00" East 37.90 feet to a point 627 feet North of the South line of the Northwest quarter of the Southwest quarter of said section; thence West 36 feet; thence South 591 feet to the North line of Elkenburg Street; thence East along said North line 120 feet to the place of beginning.

Maple Street Right-of-Way

All that certain land situated in the West quarter of Section 10, Town 1 South, Range 17 West, City of South Haven, Van Buren County Michigan, more fully described as follows:

The Maple Street Right-of-Way beginning at the North line of Michigan Ave thence south 2600.96' to end of Maple St Right-of-Way. With the North 1908' being 100' wide and the South 692.96' being 66' wide.

Michigan Avenue Right-of-Way

All that certain land situated in the North half of the Northwest quarter of Section 10, Town 1 South, Range 17 West, City of South Haven, Van Buren County Michigan, more fully described as follows:

The Michigan Ave Right-of Way from the East line of the Maple St Right-of-Way to the West line of the Kalamazoo St Right-of-Way. The Right-of-Way width being 66'.

Kalamazoo St Right-of-Way

All that certain land situated in the Northeast quarter of the Northwest quarter of Section 10, Town 1 South, Range 17 West, City of South Haven, Van Buren County Michigan, more fully described as follows:

The Kalamazoo St Right-of-Way from beginning at a point 69' North of the North line of Huron St, thence South to the North Line of Michigan Ave. The Right-of-Way width being 66'.

401 Huron St – South Haven Downtown Trailhead

Beginning at the Southwest corner of Lot 9 Block 2, Thence North $0^{\circ}01'04''$ W on W Line of said Block 69', Thence N $89^{\circ}58'35''$ E parallel with South Line of said Block 2, 250.07' to East Line of Lot 13, Thence South $0^{\circ}02'44''$ W on said East Line 69' to Southeast Corner of Lot 13, Thence South $89^{\circ}58'35''$ W on South Line of said Block 2 to point of beginning. Original Plat of South Haven.



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: City Council

From: Michelle Coffey, Special Events Coordinator, Brian Dissette, City Manager

Date: January 7, 2015

RE: Special Event 2015-02 – Festival of Cars/Kruisin' For Kylie

Background Information

The South Haven Festival of Cars/Kruisin' For Kylie (FOC) event is scheduled for June 6, 2015 from 5:30 am to 4:00 pm. Similar to the most recent events, the event organizers are requesting the use of the city's Huron Street parking lot, pavilion, and Huron Street from Hogan's Alley to Café Julia. The event is expected to bring 600-1000 people and will include the car show and music.

The FOC is desirous of returning to the city's downtown Huron Street parking lot. In late 2014, the FOC circulated a survey to the downtown business owners, asking whether there was support for the event using Phoenix Street. The survey found very little support for the use of Phoenix Street. As a result, the special event organizers opted to return to their original location, in the Huron Street parking lot. Also attached to this report is a petition from the downtown merchants, which notes the merchants' lack of support for having the event on Phoenix Street. The petition further notes that the merchants prefer to not have the event in the Huron Street parking lot (the petition additionally notes that the "Gus Macker" event is not planning to return to the downtown for a 2015 special event. Those details are still pending, but it does appear that the "Gus Macker" event won't return to the downtown this summer.)

Please note that the city's staff has hosted a review session between the event organizer and the city's farm market manager, in an effort to ensure the events are coordinated in advance.

Proof of insurance has been included with application.

Attachments

Special Event 2015-02 Application/Map/Proof of Insurance

CITY OF SOUTH HAVEN

Special Events & Festivals Application

FOR OFFICE USE ONLY	
Special Event #	<u>2015-02</u>
Date Received	<u>12/20/14</u>

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.

DG
Initial

12-19-14
Date

CONTACT INFORMATION

Event Title: South Haven Festival of Cars/Kruisin' For Kylie

Sponsoring Organization: South Haven Festival of Cars Committee

Applicants Name: Deryck Gruber

Telephone #: 269-637-2785 Phone # During Event: 269-449-7611/269-637-2785

E-mail Address: mihomeinspector@yahoo.com

Other contacts for/during event

Name: Kim Morse Telephone: 269-214-0981

Name: Jacob Taylor Telephone: 616-893-8426

Karl Woodall Telephone: 269-214-7035

EVENT SPECIFIC INFORMATION

Event Location: Huron St. + (from Hogan's Alley to Cafe Julia) Parking Lot + Pavillon

Date(s) Requested: June 6, 2015 Alternative Date(s): _____

Start Time: 5:30 am End Time: 4:00 pm

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

Number of people expected to attend: 600-1000

EVENT DESCRIPTION

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

Car Show

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 Close Huron Street from Hogan's Alley to East entrance to Parking lot.

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

Event Command Post. Mark location on maps.

Dumpsters and/or trash containers. The 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.

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

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

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

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

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

Fireworks/pyrotechnics site. Mark location on maps.

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

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

Name: _____ Telephone: _____

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

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

Name: _____ Telephone: _____

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

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

ADDITIONAL EVENT INFORMATION

Liquor License

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

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

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

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

Music + DJ

Date: 6-6-15 Time: 9:00 am to 3:00 pm

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.

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 at Pavilion

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

Name: Jacob Taylor Telephone: 616-893-8426

Will vendors be using electric utilities: Yes No

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

Will you require additional police services: Yes No

If yes, explain: _____

Will you require additional fire/ambulance services: Yes No

If yes, explain: _____

Additional fire information: Mark all that apply

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

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

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

INSURANCE

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

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

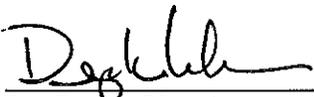
REMINDERS

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

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

INDEMNIFICATION AGREEMENT

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



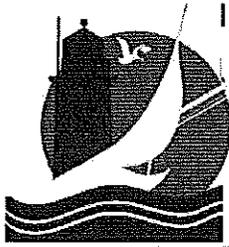
Applicants Signature

12-19-14

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 South Haven Festival of Cars / Deryck Gruber
 Date Requested 6-6-15
 Organization/Committee South Haven Festival of Cars
 Mailing Address P.O. Box 22
South Haven, Michigan 49090
 Office/Main Phone 269-637-2785
 Cell Phone 269-449-7611

EVENT: South Haven Festival of Cars / Kruisin' For Kylie DATE of EVENT: 6-6-15

CONES	Quantity	Who will pick up cones (Please Print Legibly)	Cell Phone	Pick Up Date/Time	Return Date/Time
	25	Deryck Gruber	269-449-7611	6-5-15 2:00 AM PM	6-8-15 AM PM

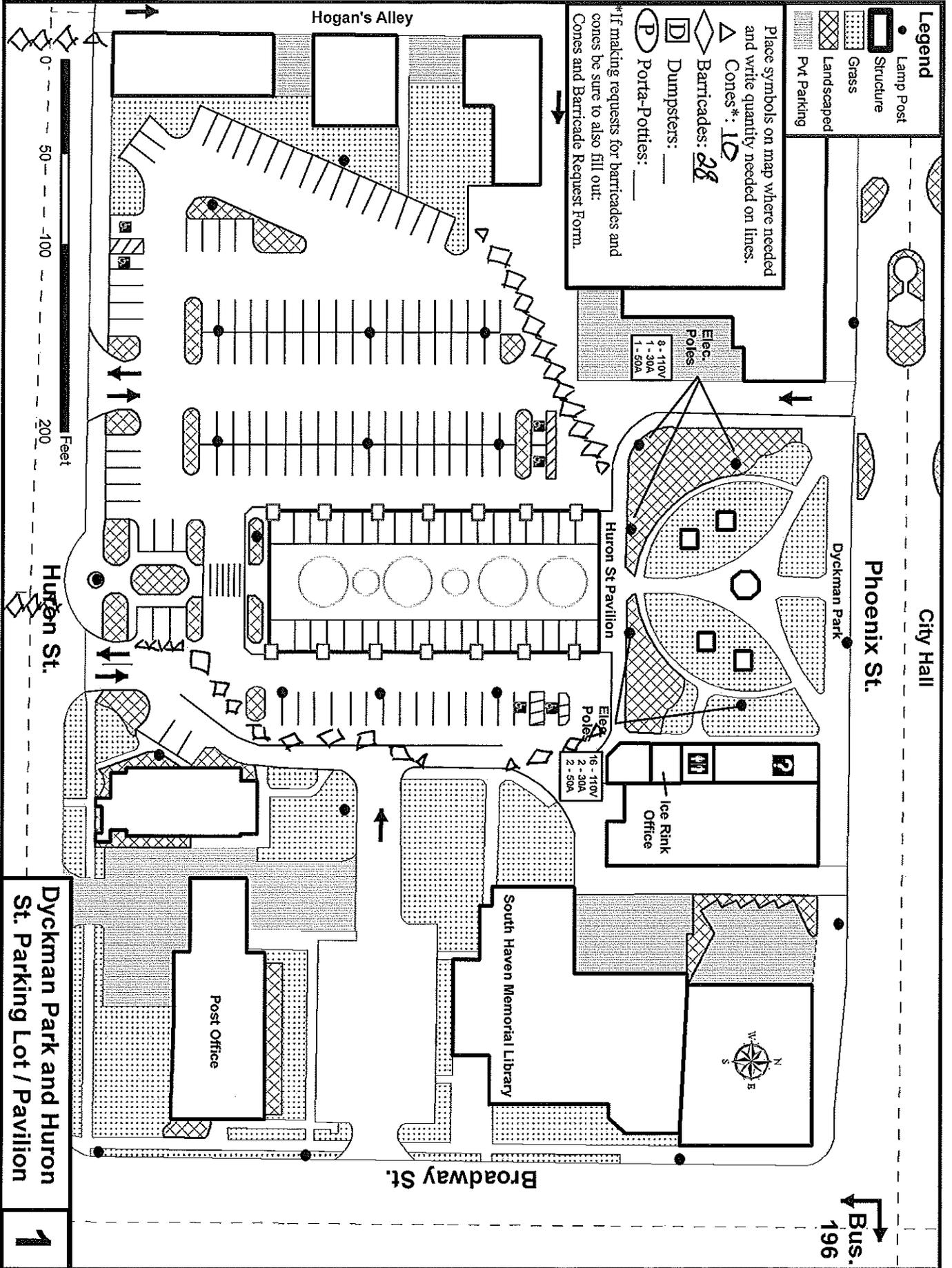
Please note: Street cones that are damaged or not returned to the Public Works Department will be charged \$10.00 per cone.

BARRICADES	Quantity	Drop Off Location (Please Print Legibly)	Contact Person Cell Phone	Drop Off Date/Time	Pick Up Date/Time
	31			Deryck Gruber 269-449-7611	6- 5 -15 6:00 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: Deryck Gruber South Haven Festival of Cars

Authorized by: _____



Legend

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

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

Cones: 10

Barricades: 28

Dumpsters:

Porta-Potties:

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

Elec. Poles
9-110V
1-30A
1-50A

Elec. Poles
16-110V
2-30A
2-50A

0 50 100 200 Feet

City Hall

Phoenix St.

Dyckman Park

Huron St Pavilion

Ice Rink Office

South Haven Memorial Library

Broadway St.

Post Office

Huron St.

Dyckman Park and Huron St. Parking Lot / Pavilion

Bus. 196



West Bend Mutual Insurance Company
1900 S. 18th Avenue West Bend, WI 53095

CUSTOMER NO. 0110539672

R N28

COMMERCIAL LINES POLICY DECLARATION

POLICY NUMBER NSL 1820626 01

RENEWAL

INSURED NAME AND ADDRESS

SOUTH HAVEN FESTIVAL OF CARS
PO BOX 22
SOUTH HAVEN, MI 49090

AGENCY NAME AND ADDRESS

APPLE INS OF SOUTH HAVEN
532 BROADWAY ST
PO BOX 988
SOUTH HAVEN, MI 49090
(269) 639-2279
AGENCY NUMBER: 2160030 00

POLICY PERIOD: FROM: JUNE 01, 2014 TO: JUNE 01, 2015 AT
12:01 A.M. STANDARD TIME AT YOUR MAILING ADDRESS SHOWN ABOVE.

IN RETURN FOR THE PAYMENT OF THE PREMIUM, AND SUBJECT TO ALL THE TERMS OF THIS
POLICY, WE AGREE WITH YOU TO PROVIDE THE INSURANCE AS STATED IN THIS POLICY.

THIS POLICY CONSISTS OF THE FOLLOWING COVERAGE PARTS
FOR WHICH A PREMIUM IS INDICATED. THIS PREMIUM MAY
BE SUBJECT TO ADJUSTMENT.

	PREMIUM
COMMERCIAL GENERAL LIABILITY COVERAGE	\$433.00
TOTAL PREMIUM:	\$433.00
PAYABLE AT INCEPTION:	\$433.00

SEE ATTACHED SCHEDULE FOR FORMS APPLICABLE TO ALL COVERAGE PARTS

COUNTERSIGNED THIS 8th DAY OF May, 2014 BY Laurel White
(AUTHORIZED REPRESENTATIVE)
FORM NO. COMMONDEC 02/09 ISSUED 04/21/2014

Date: December 12, 2014

To: Mayor Burr
South Haven City Council
Brian Dissette, City Manager

Recently the Downtown Merchants were surveyed by the Festival of the Cars on whether or not we approved closing the streets for their 2015 event. **The undersigned merchants are opposed to the Festival of the Cars being located within any part of the Downtown Business District including the Huron Street parking lot.** Our history with this event has proven a significant loss of business the day of the car show.

We appreciate the City of South Haven recognizing the value of Phoenix Street parking spaces and tourist goodwill by re-routing the Blueberry Festival parade. Not renewing the Gus Macker location at South Beach is another benefit for businesses and visitors to our town. Approving the car show would not be consistent with these decisions. Council should consider an ordinance preventing Downtown streets and parking lots being closed for special events. Whether the organizers of these events are nice people or representing a charity should not impact this decision. It is a slippery slope to continue this precedent of favoring a particular group.

<u>Name</u>	<u>Business</u>
Chris Campbell	Soha Surf Shop
Wayne Balse	Johnys Lakeshore Jewels
Roxanne Cole	Decadent Dogs
Beth Seluckhe	Props for the Home
Johannah Dillon	Renaissance
[Signature]	Blueberry Cottage
[Signature]	Propius
Kathy Shearer	Rescued Treasures
Fancia Moss	Davana G.
Dave Broschler	Golden Brown Bakery
Denise Aguzzie (a.w.)	Rambling Rose
Kathy Kusin	Shoatins Store
Peter H. [Signature]	Legacy Mark

Name

Business

Jay Allen

Needle in a Haystack

~~Don P...~~

~~Assembly for~~

Susan Hemmett

Crescent Moon

Jerry Frazoules

Harbor for

Nancy Hart

eclectic

John Mohamed

KM & related

January 28, 2015

TO: Brian Dissette

FR: Paul VandenBosch

RE: Recreation Plan Amendment

In late 2014, we were made aware that the MDNR will require that cities applying for Waterways grants must include a reference to planning for marinas in their Recreation Plan.

Our 2014 Marina Capital Improvement Plan identifies the following 2015 grant applications:

South Side Marina Building Renovation
South Side Marina Dock Extension and Wave Attenuation Study
Black River Park Driveway Improvements.

We are busy preparing these applications, anticipating a spring application date. In order to be eligible for these grants, the MDNR is requiring a statement in the Recreation Plan regarding harbor planning.

In order to avoid a delay in applying for grants for these projects, staff proposes to amend the Recreation Plan to include two existing plans which have been approved by the Harbor Commission.

The Harbor Commission Strategic Plan is a description of goals and recommendations for improvement of South Haven Harbor.

The South Haven Municipal Marina, Black River Park and River Maintenance Capital Improvement Plan is a five year plan showing a number of improvement projects to those facilities, and potential grant sources for those projects.

We hope that by including these two documents as an amendment to the Recreation Plan, that we will be eligible to apply for Waterways grants this spring.

Recommendation:

Hold a public hearing and consider public comment on the proposed amendment.

Approve the resolution amending the South Haven Recreation Plan.

CITY OF SOUTH HAVEN
VAN BUREN AND ALLEGAN COUNTIES, MICHIGAN

RESOLUTION NO. 2015-06

A RESOLUTION AMENDING THE SOUTH HAVEN RECREATION PLAN

Minutes of a regular meeting of the City Council of the City of South Haven, Van Buren and Allegan Counties, Michigan, held in the City Hall, 539 Phoenix Street, South Haven, Michigan 49090 on February 23, 2015 at 7:00 p.m. local time.

PRESENT: _____

ABSENT: _____

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

WHEREAS, South Haven City Council has reviewed the proposed amendments to the Recreation Plan; and,

WHEREAS, South Haven City Council held a public hearing at 7:00 p.m. on February 23, 2015 to hear comments from any interested person; and,

NOW THEREFORE BE IT RESOLVED, that the City Council of the City of South Haven adopts the attached Marina and Harbor Amendment to the Recreation Plan.

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

RECORD OF VOTE:

Yeas: _____

Nays: _____

RESOLUTION DECLARED ADOPTED.

Robert G. Burr, Mayor

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council at a meeting held on the 23rd day of February 2015, at which meeting a quorum was present, and that this resolution was ordered to take immediate effect. Public notice of said meeting was given pursuant to and in compliance with the Open Meetings Act, Act No. 167 of the Public Acts of Michigan 1976 (MCL 15.261 *et seq*).

Amanda Morgan, City Clerk

City of South Haven

Marina and Harbor Recreation Plan Amendment
February 23, 2015



Harbor and Marina Amendments to the Recreation Plan

In order to include Harbor and Marina Recreation Planning in the City's Recreation Plan, the City of South Haven amends the existing 2013 Recreation Plan to add the following documents:

Harbor Commission Strategic Plan, as approved by the South Haven Harbor Commission on January 20, 2015. This document is included as an addendum at the end of Section 6.A., "City of South Haven Goals, Objectives, Capital Improvements and Action Program".

South Haven Municipal Marina, Black River Park and River Maintenance Capital Improvement Plan, as approved by the South Haven Harbor Commission on September 16, 2014. This document is included as an addendum at the end of the "Capital Improvement Schedule" section.

HARBOR COMMISSION STRATEGIC PLAN
As Approved on January 20, 2015

Mission Statement

In the performance of its duties the Harbor Commission shall remain committed to the continuous improvement of South Haven Harbor by taking a long term view of the harbor's capacity, it's navigability, it's value to the community, and it's use by both public and private interests, and shall assure the health, safety and enjoyment of the harbor by providing recommendations for its maintenance and operation. South Haven Harbor includes the Lake Michigan approach, pier channel, main harbor and the Black River within the City limits.

Goals and Objectives

A. Safety and Navigation

1. Dredging Needs of the Harbor

Assess the river conditions and prepare to perform maintenance dredging as necessary. Develop recommendations for maintaining ingress and egress to the harbor, including adequate depth at the pierheads.

Develop an implementation plan that outlines the steps to be used in assessing the need for dredging and completing dredging.

Maintain valid permits for maintenance dredging.

Support obtaining grants or other funding that becomes available for harbor dredging or other safety improvements. Request funding for Army Corps dredging programs from federal legislators.

2. Electrical Utilities

Encourage all marinas and boat owners to upgrade their electrical wiring if they are making any electrical improvements.

Encourage the City to maintain marina electrical systems to appropriate codes and standards.

3. Fueling of Marine Vessels

The Commission has identified the direct fueling of boats as a major safety concern and has developed the following action steps to educate the public and enforce the laws regarding direct fueling:

- Work with marina managers and commodores to have signs posted clearly explaining how and where boaters may fuel their boats.
- Develop an educational campaign that can be used in local schools, boater safety classes, in the newspaper and other outlets.
- Enlist support of the Van Buren County Sheriff Marine Patrol along with SHAES and South Haven Police to educate boaters on the dangers and laws regarding direct fueling. Encourage warnings before citations and fines.
- Send a letter to the State expressing concern and requesting a statement on the back of the Marina Operating Permit (MOP) stating: "Direct Fueling is against the law and can lead to revocation of this MOP".
- Provide the fire code letter from the SHAES Executive Director to marinas.

4. Emergency Services

Promote a close working relationship with the Sheriff Marine Patrol, Coast Guard, Coast Guard Auxiliary, South Haven Police Department and South Haven Area Emergency Services. Meet at least annually to discuss mutual issues related to harbor safety.

Review procedures to respond to fuel and contaminant spills.

Encourage agencies to maintain oil absorbent equipment to manage emergencies.

5. Erosion and Contaminants

Work with the DEQ, DNR, Drain Commission, Conservation District, farmers and other entities to ensure proper procedures are followed to reduce erosion, contaminants and other environmental issues in the river in the City and upstream from the City.

Support testing for E. coli and work to resolve any related issues.

6. Harbor Traffic Flow and Safety

Identify ways to improve traffic flow especially on weekends and during special events

Ensure that the channel between the harbor lines is kept clear of natural obstructions, anchored boats and barges, and all new docks and headwalls.

Add a light to the bridge that will signal to boaters when the bridge is closing.

7. Public Access

Support public access and use of South Haven Harbor.

Explore installation of a mast hoist for people launching sail boats at the boat launch.

Encourage safe use and operation of the Black River Park Boat Launch.

8. Signage

Evaluate the current signs and upgrade/remove as necessary. Locate signs strategically so as not to block valued views.

Increase the number of No Wake signs, including adding signs at the bridge and at the Southside Marina.

B. Municipal Marina Facilities

1. Municipal Marina Facilities

Promote quality facilities at all municipal marinas.

Support upgrade and expansion of the facilities at Maritime Marina, South Side Marina and Black River Park Marina.

All facilities should be handicap accessible.

Support the availability of bicycles for boater use at the municipal marinas.

C. Infrastructure

1. Capital Improvement Plan

Annually review the Capital Improvement Plan.

2. Dinghy Docks and Paddle Craft Facilities

Support the Pedestrian, Bicycle and Paddle Plan which was adopted by the City Council on 2/16/2009. Improve existing dinghy docks and access at the Dyckman bridge.

Clean out and trim Celery Pond creek to create a small craft launch site and dinghy dock.

Add a dinghy dock at the Museum Marina.

Try to design dinghy docks so they would be usable for a river launch service if one becomes available.

3. Harborwalk

Complete the Harborwalk to include signage, lighting, benches, landscaping etc.

Find and analyze the original plan for the Harborwalk to determine if the plan has been fully implemented. If it has not continue implementing the plan.

Improvements are needed on the public easements through Mariner's Dockage and Pier's End Cove.

Complete Harborwalk to create a unified concept by adding better way finding signs, paving materials, improve interpretative plaques etc.

Encourage a cooperative maintenance agreement between the City and the Michigan Maritime Museum.

Support promotion of the Maritime District.

4. Green Space/Views

Support the acquisition and retainage of public space along waterfronts. These areas should be maintained and developed for open green space and public access.

5. Former Street Garage

Add a sea wall extension and dinghy dock at the former street garage, encouraging natural sea walls.

D. Planning

1. Future Development and Impact on Safe Navigation

Develop a plan that outlines future dredging, maintenance, working and spoils area (where a barge pulls up and offloads), including purchase of a permanent spoils site.

Continue to monitor and provide guidance on the new waterfront park extension east of the Steelheader's fishing wall and its impact on safety and navigation

Any additional waterfront development or development affecting the waterfront must be scrutinized very carefully, both before, during and after the planned construction. In advance of any construction the impact upon the harbor (which includes the Black River to the City limits) by the project as well as the proposed methods of construction of the project (remember Sherman Hills) must be carefully examined and evaluated. The impact on boat traffic (if, for example, additional slips are proposed) and the impact

upon navigation must be evaluated. Of concern is erosion of soils flowing into the river caused by poor and unsupervised developments.

As proposals for the development are presented, the Harbor Commission will consider issues of need, safety, navigational hazards and environmental concerns and make appropriate recommendations.

2. Development Approval Role

All projects using harbor maintenance funds and all developments along the river should come before the Harbor Commission for their recommendation.

The Harbor Commission should have a role in any changes that affect marinas, river or harbor.

3. Natural Environment Preservation

Encourage all marinas to achieve Clean Marina Status.

E. Funding

1. Ongoing Dredging Project Funding

Investigate other sources of revenue for dredging.

Recommend an increase from 3% to 6% of marina revenues set aside for the River Maintenance budget.

Recognize the need for additional funding for dredging and allocate some of the tax collection from the increased assessments of property and homes on the river for dredging.

Request funding from the DDA to allocate toward harbor maintenance.

Determine if the current method of calculating special assessments for dredging is equitable and or if changes are needed.

2. Capital Improvement Plan

The Commission duties include an annual review of this plan along with the Black River Maintenance document. As part of that review recommendations must be made in a timely manner.

3. Harbor Budget Policies

It is the duty of the Commission to review and make recommendations to the annual River Maintenance, Marina Fund and Black River Park budgets in a timely manner so they can be considered during the budget adoption process of the City Council.

All assessment categories should identify a budget and funding mechanism. Consider for example:

- Future waterfront developments should be specifically reviewed for their impact on the harbor.
- Establish a broad based assessment (as broad as possible) to fund the maintenance of the harbor.
- Analyze the current income from the operation of the Municipal Marinas and Public Launch site to get a full understanding of the usage and to determine an appropriate contribution to harbor maintenance.

F. Marketing and Communication

1. Emergency Communication

Be in a position to communicate safety information for ongoing and emergency issues with marina owners, managers and users. Develop ways to communicate safety information with boaters.

Establish an email list or app for contact with boaters and harbor stakeholders.

Install bulletin boards at the boat launch.

Place updates on projects and grant applications on bulletin boards.

2. Marina Management

Evaluate management of municipal marinas.

There needs to be more communication with transient and seasonal boaters using marina facilities and the boat launch. Create and distribute feedback cards to survey customer service and desired amenities. Do customer satisfaction surveys on a regular basis and conduct appropriate follow up.

Send customer satisfaction surveys with invoices to seasonal boaters.

Include welcome packages with information on the City and local businesses, gifts and coupons. Inform boaters where they can rent bicycles and vehicles.

Install informational bulletin boards at all municipal marinas to inform boaters and the public of events, phone numbers, tourist information etc.

Improve on-going staff training.

Encourage development of a marina and harbor marketing plan on an annual basis.

Include nonmotorized watercraft and users in the harbor marketing plan.

The Commission needs to schedule annual meetings at the marinas to hear concerns and suggestions for improvements of services.

3. River Stakeholders

Communicate with the City and its boards and commissions as well as the DEQ, DNR, Drain Commission, farmers, boaters etc. to ensure we maintain a high quality harbor, including water quality issues.

Promote the Clean Marina program to harbor marinas and as a marketing approach for the harbor.

Participate in Heritage Water Trail and Two Rivers Coalition organizations.

Use bulletin boards at marinas and boat launch to post Harbor Commission meeting schedule, agendas and Harbor Commission contact information.

4. Survey and Feedback Procedures

Survey boaters and slip owners to determine what services they want and how it should be provided. Gather feedback and implement changes on dredging and other issues.

Survey all boaters, slip owners and marina owners regarding river maintenance and safety issues. Use an email list to inform and listen to river stakeholders.

South Haven Municipal Marina, Black River Park and River Maintenance
 Capital Improvement Plan
 Fall, 2014

Project, Project Cost	Current Year FY 2014 Local Expense/Match	Year 1 FY 2015 Local Expense/Match	Year 2 FY 2016 Local Expense/Match	Year 3 FY 2017 Local Expense/Match	Year 4 FY 2018 Local Expense/Match	Year 5 FY 2019 Local Expense/Match
Marina Fund						
South Side Building Renovation \$300,000.00	Apply for Waterways Harbor Infrastructure Grant 1,250	Design and Bid Specifications 50,000	Construction Fall/Winter 2016 150,000			
Maritime Dock Replacement \$300,000.00			Apply for Waterways Harbor Infrastructure Grant 2,000	Design and Bid Specifications 50,000	Construction Fall/Winter 2018 150,000	
South Side Dock Extension and Wave Attenuation Study \$100,000.00	Apply for Waterways Harbor Preliminary Engineering Study Grant 750	Perform Study 50,000				
South Side Dock Extension Project \$300,000.00				Apply for Waterways Harbor Infrastructure Grant 2,000	Design and Bid Specifications 50,000	Construction Fall/Winter 2019 150,000
South Side Headwall Electric Upgrade \$50,000.00		Apply for Waterways Harbor Infrastructure Grant 2,000	Design and Bid Specifications 5,000	Construction Fall/Winter 2016 12,500		
Marina Dredging			Marina Dredging 40,000		Marina Dredging 40,000	
Staff Managed Improvements \$25,000 per year	25,000	25,000	25,000	25,000	25,000	25,000
Total Marina Fund Annual Capital Expense	27,000	127,000	222,000	89,500	265,000	175,000

Black River Park Fund

Fish Cleaning Station \$165,000.00	Apply for Great Lakes Fisheries Trust Grant 750	Design and Bid Specifications 24,000	Construction Fall/Winter 2016 15,000			
Driveway Improvements \$300,000.00	Apply for Waterways Boating Access Infrastructure Grant 1,500	Design and Bid Specifications 18,000	Construction Fall/Winter 2016 150,000			
Boat Launch Ramp Dock Replacement, Landscaping, Amenities \$50,000.00	Apply for MNRTF Small Development Grant and Recreation Passport 2,000	Design, Bid Specifications, Installation 7,500	Construction Fall/Winter 2016 12,500			

CITY OF SOUTH HAVEN
PUBLIC HEARING NOTICE

The City of South Haven will hold a public hearing to consider an amendment to its five year Recreation Plan. The public hearing will be held at the meeting of South Haven City Council on Monday, February 23, 2015, at 7:00 p.m. at South Haven City Hall, 539 Phoenix Street, South Haven, Michigan.

The amendment would add the Harbor Commission Strategic Plan and the South Haven Municipal Marina, Black River Park and River Maintenance Capital Improvement Plan to the Recreation Plan. If accepted by the State of Michigan, this amendment would make the City of South Haven eligible to apply for recreational grants for marina and harbor improvements.

The document is available on the City of South Haven website, south-haven.com, under "Recreation Plan Amendments". A copy of the document is available for public review at the customer service desk at City Hall. Public comment is encouraged and time will be made available for comments during the public hearing at the time and location listed above.

Paul VandenBosch
Harbormaster

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

RESOLUTION NO. 15-02

A RESOLUTION RECOMMENDING THE MARINA AND HARBOR AMENDMENT
TO THE SOUTH HAVEN RECREATION PLAN

Minutes of a regular meeting of the Harbor Commission of the City of South Haven, Van Buren and Allegan Counties, Michigan, held in the City Hall, 539 Phoenix Street, South Haven, Michigan 49090, February 17, 2015 at 7:00 p.m. local time.

PRESENT: Arnold, Pyle, Stephens, Stegeman

ABSENT: Reineck, Silverman, Sullivan

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

WHEREAS, South Haven Harbor Commission has reviewed the proposed amendments to the Recreation Plan; and,

NOW THEREFORE BE IT RESOLVED, that the Harbor Commission recommends to the City Council of the City of South Haven the adoption the attached Marina and Harbor Amendment to the Recreation Plan.

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

RECORD OF VOTE:

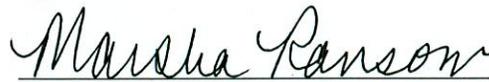
Yeas: Arnold, Pyle, Stephens, Stegeman

Nays: -none-

RESOLUTION DECLARED ADOPTED.



Paul VandenBosch, Harbormaster



Marsha Ransom, Recording Secretary



Agenda Item 11

Schedule the Annual Priority Setting Workshop

Background Information:

The City Council will be asked to schedule a series of priority setting workshops, which will illustrate the Council's priorities for the upcoming calendar year.

Over the coming weeks, the City Council will be asked to host a series of workshops to discuss priority setting for the upcoming fiscal year. Through these conversations, elected and appointed officials will be able to compile lists of items, projects, and concerns. From the lists, the City Council will begin the process of prioritizing their goals for the upcoming year. Based on those priorities, staff will work to develop a draft budget document which is intended to meet the bulk of the council's priorities.

Attached are the approved Fiscal Year 2014-15 Annual Priorities. It is my hope that through the review of the previously approved priorities and goals, the City Council members will develop ideas for the upcoming priority setting workshop.

Possible workshop dates that the City Council could consider are:

- March 2nd at 5:30 p.m.
- March 16th at 6:00 p.m.

It is my hope that only one workshop session will be needed for the bulk of the priority setting process. However, an additional session has been scheduled if more time is needed to discuss the priorities. As a result, I am requesting that the City Council schedule one workshop session, but note that the additional workshop session may be needed.

Recommendation:

The City Council should consider a motion to schedule a workshop session to begin the annual priority setting process.

Support Material:

Adopted Fiscal Year 2014-15 Annual Priorities

City Council Priorities Fiscal Year 2014-15

Priority #1; Street Repairs

- City Council will focus on the planning and execution of as many paving projects as possible, throughout the city. The following tasks will be completed:
 - During the 2014-15 fiscal year Council will work with staff and the Downtown Development Authority to complete the construction of the Phoenix Street reconstruction project.
 - During the 2014-15 fiscal year Council will work with staff and the Downtown Development Authority to plan and complete the reconstruction of Kentucky Avenue.
 - During the 2014-15 fiscal year Council will work with staff to implement the planned repairs for the city's bascule bridge on Dyckman Avenue.
 - During the 2014-15 fiscal year Council will work with staff and consulting engineers on the construction planning and financial planning for the implementation of the Indian Grove infrastructure improvement (e.g. Monroe, Lovejoy, and Kalamazoo Streets) project.
 - Utilizing the grant funding provided by the State of Michigan, through the SRF program, for the Indian Grove infrastructure improvement project, the City will ensure the sanitary sewer system planning is complete and future capital projects will maximize benefit to the sewers.
 - During the 2014-15 fiscal year Council will work with staff to execute paving projects in the 2014 paving season and begin planning for 2015-16 projects.
 - The City will identify a "mix of fixes" and invest in both the resurfacing and the reconstruction of streets. The City will identify the publicly controlled alleys, and will plan and implement necessary maintenance and improvements to those alleyways. As part of these investments, the City will prioritize the street reconstruction of portions of Kalamazoo Street and Kentucky Avenue. And will also prioritize street repair efforts on portions of Brockway Avenue, Francis Street, and Ravinia Drive.

Priority #2; Economic Development

- City Council will seek to participate in Economic Development efforts for the City of South Haven. The following tasks will be completed:

- During the 2014-15 fiscal year Council will work with staff and the Local Development Finance Authority (LDFA) to redevelop the recently acquired industrial site at 220 Aylworth.
- During the 2014-15 fiscal year Council will work with staff, local businesses and stake holders to encourage, attract, and maintain local businesses and opportunities.
 - The City will attempt to attract and develop agriculture based businesses and industry within the South Haven community.
 - The City will review the current special events and consider new special events, in an attempt to ensure that special events generate a positive economic impact for local businesses, and seek to improve the quality of life of community residents and visitors.
- During the 2014-15 fiscal year Council will focus on continuing to explore and enact partnership opportunities with the local units of government which surround the City of South Haven.
- During the 2014-15 fiscal year Council will focus on supporting training initiatives/internships for existing and potential citizens and businesses in the City of South Haven, and will attempt to finalize a partnership with Kinexus/MiWorks, in an attempt to provide local job placement services.
- During the 2014-15 fiscal year Council will refine policies and programs which encourage, whenever fiscally prudent, the purchase of local goods and services.
- During the 2014-15 fiscal year Council will work with staff to develop a plan for the future of the city's dump site, located at Blue Star Hwy and 2nd Avenue.
- During the 2014-15 fiscal year Council will work with staff to monitor the Meijer commercial development, along with the potential development of the adjacent properties, and their effects on the surrounding neighborhoods.

Priority #3; Parks & Public Spaces

- City Council will seek to improve, maintain, and seek funding opportunities for the city's parks and public facilities. The City Council will seek to develop new recreation opportunities within the city. The following tasks will be completed:
 - During the 2014-15 fiscal year Council will work with staff to complete the planning and submit grant funding requests for the proposed improvements to the city's North Beach Park.
 - Maintenance of the city's various beach access points will be a priority.

- Complete the planning for the proposed “splash pad” water park and begin financial planning for the project.
- During the 2014-15 fiscal year Council will work with staff to complete the additional improvements to the grant funded capital improvements at Elkenburg Park. Those improvements include the addition of playground equipment, seating, and other amenities.
- During the 2014-15 fiscal year Council will work with staff to seek grant funds to assist with the planning and development of improvements in and near the Black River Park. Those improvements should allow greater access to the Black River and attempt to improve water quality.
 - The Council will seek to fund improvements to the river front at Black River Park.
 - The Council will seek grant funding for the proposed fish cleaning station at Black River Park.
 - The Council will seek grant funding for the proposed parking lot, which is included in the Black River Park plan, and provides additional parking to the park and the Central Business District.
 - The Council will seek to maintain the public infrastructure within the Dunkley Redevelopment Area.
- During the 2014-15 fiscal year Council will work with staff and the regional community stakeholders to assist with planning and development of the SHARP project.
 - Staff will continue to assist with the development of the South Haven Area Recreation Authority (SHARA.) Staff will assist with the restoration of the farm lease agreement for the SHARP property, in Casco Township, in an attempt to develop addition project revenue.
- During the 2014-15 fiscal year Council will work with staff to complete the planning and construction of the proposed BMX/Pump Track park facility.
- During the 2014-15 fiscal year Council will work with staff, along with the impacted organizational stakeholders, to complete capital improvement plans for the buildings and grounds at the South Haven Center for the Arts and the Liberty Hyde Bailey Museum.
 - The Council will seek to begin planning and implementation of the recommended maintenance projects listed in the capital improvement

plans for the South Haven Center for the Arts and Liberty Hyde Bailey Museum buildings.

- During the 2014-15 fiscal year Council will explore new park and public space programs which enhance City revenue and provide greater management oversight.
 - The Council will explore park rental programs, and continued updates to the beach parking program, and other revenue enhancements which could be used to benefit the City's parks and public spaces.

Priority #4; City Code & Charter Review

- City Council will seek to review and consider possible alterations to the City's Code of Ordinances. The following tasks will be completed:
 - During the 2014-15 fiscal year Council will work with staff to review and consider alterations to the City's Code of Ordinances to ensure best practices. Staff will be expected to prepare a variety of code review reports, with possible alterations, for the City Council's consideration.
 - Included in the review process, the Council will work with staff to review the effect of term limits for local elected officials, and consider whether term limits are beneficial to the City of South Haven.
 - Also included in the review process, the Council will work with the Board of Public Utilities and staff to review the adopted Utility Policy and determine possible updates and improvements to the document.
 - Also included in the review process, the Council will work with staff and the Planning Commission to review the Code of Ordinances, and determine whether updates are needed for the provisions related to the adopted noise ordinance and temporary vending license.

Priority #5; Infrastructure Maintenance & Improvements

- City Council will seek to maintain the highest quality public infrastructure. The following tasks will be completed:
 - During the 2014-15 fiscal year Council will work with staff and the Board of Public Utilities to explore the city's sanitary sewer system and eliminate inflow and infiltration of storm water connections from flowing to the Waste Water Treatment Plant.

- During the 2014-15 fiscal year Council will work with staff to implement the creation of a Corridor Improvement Authority, which seeks to improve the public infrastructure on portions of Broadway and Phoenix Streets, and develop street improvements plans for Phoenix and Broadway. Those plans will seek input and potential funding from MDOT.

Priority #6; Building Improvements & Construction

- City Council will seek to construct and/or improve a portion of the city's public buildings and grounds. The following tasks will be completed:
 - During the 2014-15 fiscal year Council will actively explore concession stand proposals for the South Beach. These proposals may include potential partner agencies to assist with the capital cost for the proposed project.
 - As part of the concession stand planning, City Council will explore improvements which provide greater access to restrooms, family restrooms, changing rooms, accessible improvements, and the possible creation of conference space.
 - During the 2014-15 fiscal year Council will work with staff to finalize the planned upgrades to the City Hall façade.
 - During the 2014-15 fiscal year Council will work with staff to plan internal improvements to City Hall which seek to improve the customer service area, improve the safety of the stairways to basement, and improve lighting and conditions in the basement.
 - During the 2014-15 fiscal year Council will work with staff to plan and implement upgrades to the Department of Public Works facility, which may include the development of a cold storage area for electric transformers and the possible expansion of the facility's grounds.

Priority #7; Bicycle & Pedestrian Pathways

- City Council will seek to plan and construct bicycle paths throughout the city. The following tasks will be completed:
 - During the 2014-15 fiscal year Council will work with staff to complete construction of the partially grant funded Van Buren Trail bicycle pathway project, which connects bicycle riders from the city's downtown to the State of Michigan's Van Buren State Park.

- During the 2014-15 fiscal year Council will work with staff on the planning and development of the Blue Star Highway multi-use trail project.

Priority #8; Central Business District Maintenance & Improvements

- City Council will seek to improve the city's downtown central business district. The following tasks will be completed:
 - During the 2014-15 fiscal year Council will work with staff to plan and implement repairs and maintenance of the downtown public infrastructure.
 - During the 2014-15 fiscal year Council will work with staff to review funding options to make improvements in the city's downtown.
 - During the 2014-15 fiscal year Council will work with staff to plan and implement the development of a public WIFI system in the Central Business District. The proposed WIFI system, if at all possible, should be planned to provide benefits to the city's riverfront and marinas. The proposed WIFI system should be reviewed for the possible creation of a new enterprise fund.
 - During the 2014-15 fiscal year Council will work with staff to plan additions to the decorative lighting systems in the Central Business District, specifically along Broadway, between Phoenix and Williams.

Priority #9; Budget Controls

- City Council will seek to develop policies and procedures which assure budget controls and cost containment are a priority.
 - During the 2014-15 fiscal year Council will work with staff to plan and develop an operating budget which aligns with the decreasing State and local anticipated revenues.
 - During the 2014-15 fiscal year Council will seek to update the City's capital improvement plan. That plan will seek to incorporate and update the adopted Infrastructure Improvement Plan, WWTP Capital Plan, Indian Grove Infrastructure Plan, and Electric System Capital, and seek to guide spending decisions and budget planning for the next ten (10) years.
 - During the 2014-15 fiscal year Council will work with staff to ensure the City of South Haven complies with the requirements of the State of Michigan's Economic Vitality Incentive Program (EVIP) to ensure maximum revenue is returned to the city.

Priority #10; Land Acquisition

- City Council will explore the possible acquisition of property which present specific value (e.g., recreational and/or environmental) to the citizens and guests of the City of South Haven. The following tasks will be completed:
 - During the 2014-15 fiscal year Council will work with staff to seek grant funds to assist with the potential acquisition of the privately owned, undeveloped parcels adjacent to Lake Michigan and/or the Black River.
 - During the 2014-15 fiscal year Council will work with staff to explore space needs for future Black River dredging project spoils, and will research privately owned, undeveloped parcels which could house those spoils.
 - During the 2014-15 fiscal year Council will work with staff and the South Haven Public School system to seek grant funding for the purchase of the Packard Park property.

Priority #11; Customer Service

- City Council will seek to improve customer service and support from the city's various departments. The following tasks will be completed:
 - During the 2014-15 fiscal year Council will work with staff to plan and implement customer service and job training to city staff, focusing on improving the public's impression of and interaction with the city's staff.
 - During the 2014-15 fiscal year Council will work with staff to plan and implement the addition of electronic forms to the city's website. In an effort to improve customer service and expedite requests for city services.

Priority #12; Explore Youth Services Programs

- City Council will explore the possible expansion of services tailored to address the needs of local youth. The following tasks will be completed:
 - During the 2014-15 fiscal year Council will work with staff to explore the possible development of youth services. Staff will seek to develop possible partnerships to develop youth services programs. Staff will seek possible funding sources to offset the service costs.
 - During the 2014-15 fiscal year Council will work with staff to explore potential partnerships with MiWorks, and other agencies, to improve employment opportunities for local youth.



Agenda Item 12

North Beach Park Grant Application

Background Information:

The City Council will be asked to consider an application to the Michigan Department of Natural Resources, Michigan Natural Resources Trust Fund (MNRTF), for the construction of improvements at the city's North Beach Park.

The City Council adopted the "Fiscal Year 2014-15 Priorities." As part of the approved priorities, the City Council seeks to plan and develop improvements to the public infrastructure at the North Beach Park. Application to the MNRTF for the North Beach Park project supports the Council's priority.

The intent of the North Beach Park improvements is to provide improvements to the city's sidewalks, streets, and beach areas for residents and visitors to the North Beach Park. Over the past two years, the city's staff has worked with Monroe Park residents (Monroe Park is the neighborhood adjacent to the North Beach Park) to seek their input on the proposed park improvements. At the December 11, 2012 meeting of the city's Parks Commission, the commission approved the proposed North Beach Park plan.

In 2013, the City Council approved a grant application to the MNRTF for the proposed improvements to the city's North Beach Park. The 2013 grant application was not successful. A similar process occurred in 2014, with the city submitting the application and being denied by the State of Michigan. Staff recommends resubmitting the grant application, in an effort to secure MNRTF grant funds for the project.

One change to the application that will be made is the inclusion of a non-motorized watercraft lane. The lane is intended to provide access to Lake Michigan for small non-motorized watercraft (e.g., kayaks, stand-up paddleboards, and/or canoes.) The planned lane has been reviewed and recommended by the city's Harbor Commission and Parks Commission. The planned inclusion of the non-motorized watercraft lane is predicated on the city's efforts to secure grant funding for the reconstruction of the North Beach. For the past two years, the city has sought grant funds from the MNRTF. Each of those grant applications has been denied, due to limited MNRTF funding. In an effort to boost the city's grant application score, and increase the likelihood of the grant being awarded, the city has consulted with the Michigan Department of Natural Resources (MDNR) on possible changes to the grant application. The MDNR oversees the MNRTF grant process, and was able to provide guidance on how to improve the application. The MDNR indicated that a non-motorized watercraft lane, which connects to Lake Michigan, is likely to result in additional points for the city's application. As a result, staff anticipates the lane addition may be helpful in securing the MNRTF grant funding for the North Beach project.

The city's staff has begun the process of preparing the MNRTF grant, and one of the required steps is for the City Council to pass a resolution supporting the grant application submission. The funding request will be \$300,000 and the city will provide a 64% match of \$536,644 for a total project cost of \$836,644. The source of the local matching funds will be from the city's general fund. Due to funding pressures impacting the MNRTF, staff anticipates that recreation grant funds may be more competitive than previous years. As a result, the city's grant application seeks to build the North Beach Park improvements in two phases, as part of an effort to seek a lower grant request from the MNRTF. The proposed grant application seeks to fund to make improvements to the sidewalks, roadway, night sky compliant street lighting, playground equipment, and an ADA accessible beach mat. The installation of seat walls, dumpster enclosures, public showers/foot-wash, and the reconstruction of the concession stand would be delayed until the second phase of the project.

Recommendation:

The City Council should consider approval of Resolution 2015-07, a resolution authorizing the city manager to apply for a Michigan Natural Resources Trust Fund application for the proposed improvements to the city's North Beach Park.

Support Material:

Resolution 2015-07
North Beach Park Plan
North Beach Park Project Budget
Excerpts of Harbor Commission & Parks Commission Minutes

CITY OF SOUTH HAVEN
VAN BUREN AND ALLEGAN COUNTIES, MICHIGAN

RESOLUTION NO. 2015-07

A RESOLUTION AUTHORIZING THE CITY MANAGER TO APPLY FOR A
MICHIGAN NATURAL RESOURCES TRUST FUND GRANT FOR
NORTH BEACH IMPROVEMENTS

Minutes of a regular meeting of the City Council of the City of South Haven, Van Buren and Allegan Counties, Michigan, held in the City Hall, 539 Phoenix Street, South Haven, Michigan 49090 on February 23, 2015, at 7:00 p.m. local time.

PRESENT: _____

ABSENT: _____

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

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

WHEREAS, the City of South Haven has identified needs and wants for recreation facilities that relate to the overall delivery of the park and recreation services for the community including the improvement of all park land to accommodate a variety of uses that serve all age groups and levels of ability is extremely critical; and

WHEREAS the City of South Haven staff and the Parks Commission have identified North Beach as needing capital improvements as expressed in the 2013-2017 Recreation Plan; and

WHEREAS, the City of South Haven wishes to develop North Beach, improve safety, ensure universal accessibility, enhance amenities, improve appearances, and create recreational opportunities for all residents and visitors.

NOW THEREFORE BE IT RESOLVED, that the City of South Haven does hereby authorize the City Manager act as the authorized signatory and to make application not to exceed \$300,000 for a Michigan Natural Resource Trust Fund grant to the Michigan Department of Natural Resources for recreation facility improvement and development; and

BE IT FURTHER RESOLVED, that funds from City of South Haven General Fund shall be used for a 64% local match for grant funds from the Michigan Department of Natural Resources, for a total project cost of \$836,644.

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

RECORD OF VOTE:

Yeas: _____

Nays: _____

RESOLUTION DECLARED ADOPTED.

Robert G. Burr, Mayor

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council at a meeting held on the 23rd day of February, 2015, at which meeting a quorum was present, and that this resolution was ordered to take immediate effect. Public notice of said meeting was given pursuant to and in compliance with the Open Meetings Act, Act No. 167 of the Public Acts of Michigan 1976 (MCL 15.261 *et seq*).

Amanda Morgan, City Clerk



NEW NON-MOTORIZED WATERCRAFT LANE (WIDTH = 25 FT) LANE BUOY DESIGNATION

existing chain link fence
NEW CONCESSION AREA
remodeled & expanded building
remodeled plaza area & extension across roadway
non-motorized parking area with security bollards

NEW BEACH ACCESS
accessible beach mat
seasonal transfer area

shower tower

VOLLEYBALL COURTS

DROP-OFF LANE VEHICULAR AND TRAILER (FOR NON-MOTORIZED WATERCRAFT DROP) accessible control bollards

NEW PLAYGROUND AREA
accessible walkway mat
accessible playpiece

REVISED ESPLANADE PLAZA PUBLIC PARKING
new bituminous paving
new curbed islands with sand & dune grass stabilizing
21 vehicle parking spaces
3 vehicle with trailer spaces

high visible crosswalk

FLUSH CROSSWALK ISLAND
crosswalk extension
accessible parking aisle
informal drop off zone
control bollards

NEW BEACH PROMENADE
concrete walk, 12' min.
memorial benches on paving

retrofitted street lights for night sky compliance

trash

existing parking kiosk
relocated memorial benches, 11

NEW BEACH ACCESS
accessible beach mat
seasonal

ROADWAY IMPROVEMENTS
new bituminous paving
91 parking spaces

NEW PIER CONNECTION
curbed walkway
emergency access
service vehicles
accessible pedestrian connection
site amenities

PEDESTRIAN CONNECTION TO CHANNEL WALK
control bollards

NORTH BEACH PARK
MASTER PLAN
CITY OF SOUTH HAVEN



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City of South Haven
North Beach Park Master Plan

February 12, 2015

PHASE ONE

	<u>Quantity</u>	<u>Units</u>	<u>Unit Cost</u>	<u>Total</u>
<u>Site Preparation and Removals</u>				
Demolition				
Remove/relocate existing street lights	1	EA	\$3,000.00	\$3,000.00
Remove concrete walkways	1225	SY	\$6.00	\$7,350.00
Remove curb and gutter	1310	LF	\$6.00	\$7,860.00
Remove roadway/parking paving	7200	SY	\$5.00	\$36,000.00
Remove and stockpile ex. benches	11	EA	\$200.00	\$2,200.00
Remove concrete paving around building	340	SY	\$7.50	\$2,550.00
Sign Removal	30	EA	\$100.00	\$3,000.00
			SUBTOTAL	\$61,960.00
<u>Beach Amenities</u>				
Picnic Tables, bolted in place, ADA	2	EA	\$3,000.00	\$6,000.00
Existing Benches, re-installed	11	EA	\$250.00	\$2,750.00
New Benches	4	EA	\$2,000.00	\$8,000.00
Bike Rack Loops	10	EA	\$350.00	\$3,500.00
Accessible Beach Mobi-Mat, 6.5' (north end)	250	LF	\$100.00	\$25,000.00
Water's Edge Transfer Step Structure, north end	1	LS	\$5,000.00	\$5,000.00
Accessible Beach Mobi-Mat, 6.5' (south end)	250	LF	\$100.00	\$25,000.00
Bottle Recycle Receptacle	1	EA	\$2,000.00	\$2,000.00
Bollards	27	EA	\$200.00	\$5,400.00
			SUBTOTAL	\$82,650.00
<u>Playground Construction</u>				
Ramped play piece with accessible features	1	LS	\$25,000.00	\$25,000.00
Accessible Beach Mobi-Mat, 6.5' wide	50	LF	\$100.00	\$5,000.00
			SUBTOTAL	\$30,000.00
<u>Promenade and Plaza Walkway</u>				
Site Grading	1	LS	\$20,000.00	\$20,000.00
Curb for Dune Grass Islands	340	LF	\$20.00	\$6,800.00
Thickened Edge Curb on Lakeward Edge of Promenade	2000	LF	\$10.00	\$20,000.00
Concrete Bollards at Drop-off	12	EA	\$350.00	\$4,200.00
Concrete Paving - Road/Dumpster, 8"	195	SY	\$55.00	\$10,725.00
Concrete Paving - Plaza/Promenade 6"	3360	SY	\$45.00	\$151,200.00
Aggregate Base 8"	7000	SY	\$7.50	\$52,500.00
HMA, 4 inch	1550	TON	\$75.00	\$116,250.00
Detectible Warning Surface, 2' wide	40	LF	\$60.00	\$2,400.00
Pavement Marking Lines	3200	LF	\$0.50	\$1,600.00
High Visibility Crosswalk, 8' Length x 2' Width	520	EA	\$10.00	\$5,200.00
Pavement Markings, Directional and Only	10	EA	\$300.00	\$3,000.00
Tire Stops	91	EA.	\$100.00	\$9,100.00
Channel Wall	30	LF	\$400.00	\$12,000.00
Miscellaneous (signs, etc.)	30	EA	\$250.00	\$7,500.00
Dune Grass	1250	EA	\$3.00	\$3,750.00
Restoration	1	LS	\$2,000.00	\$2,000.00
			SUBTOTAL	\$428,225.00

Security Lighting

Convert Street Light Ballasts	9	EA.	\$900.00	\$8,100.00
Power Upgrade	1	LS	\$2,500.00	\$2,500.00
			SUBTOTAL	\$10,600.00

Miscellaneous

Mobilization	1	LS	\$25,000.00	\$25,000.00
Soil Erosion Measures/Traffic Control/etc	1	LS	\$5,000.00	\$5,000.00
Pier Riprap Stabilization	50	TON	\$300.00	\$15,000.00
Conduit, 2"	2000	LF	\$5.00	\$10,000.00
			SUBTOTAL	\$55,000.00

PHASE ONE CONSTRUCTION TOTAL	\$668,435.00
10% Contingency	\$66,843.50
15% PROFESSIONAL FEES	\$100,265.25
MDNR PLAQUE	\$600.00
PERMIT FEES	\$500.00
PHASE ONE TOTAL	\$836,643.75



**City of South Haven
North Beach Park Master Plan**

PHASE TWO

Concession/Restroom Building Area

Building Construction	1	LS	\$220,000.00	\$220,000.00
Building Sign on Concession/Restroom Building	1	LS	\$1,000.00	\$1,000.00
Seat Wall	50	LF	\$400.00	\$20,000.00
Foot Wash, mounted on seat wall, connecting plumbing	3	EA	\$600.00	\$1,800.00
Dumpster Surround, Gates, Bollards	1	LS	\$6,000.00	\$6,000.00
Screen Wall Section along N. property line	50	LF	\$150.00	\$7,500.00
Storage Shed for City Staff	1	LS	\$3,000.00	\$3,000.00
Outdoor Shower Tower	1	LS	\$3,750.00	\$3,750.00
			SUBTOTAL	\$263,050.00
			PHASE TWO CONSTRUCTION TOTAL	\$263,050.00
			10% Contingency	\$26,305.00
			15% PROFESSIONAL FEES	\$39,457.50
			PHASE TWO TOTAL	\$328,812.50

Excerpt from January 20, 2015 Harbor Commission Meeting draft minutes:

VandenBosch explained that the city manager requested that the Harbor Commission review the proposed addition of a paddle lane to the North Beach. The City has been applying for a grant for North Beach improvements, and one way to achieve a higher ranking would be to participate in the state initiative for a stopping point for paddle craft.

Motion by Stegeman that the Harbor Commission is supportive of a non-motorized water craft lane for the North Beach. Second by Stephens.

Sullivan asked if there have been any incidents reported regarding the use of kayaks at the South Beach. VandenBosch noted he is not aware that there have been any serious incidents at the South Beach.

Sullivan asked who would enforce the watercraft use at the North Beach and whether the city ever considered using life guards. VandenBosch noted that the city used to have life guards and the advice we have been given by legal council is that by providing that service, any failure by the lifeguard can be used against the City in any legal action. Therefore the recommendation from legal counsel has been not to have lifeguards. VandenBosch noted a lifeguard program has been discussed several times but we have not restarted the lifeguard program. Sullivan asked about someone less than a lifeguard. VandenBosch noted that our Parks crews are there to clean, not for oversight of beach activities. Arnold noted that with the beach parking program and the flag system there are South Haven Area Emergency Services people on the beach periodically.

Stephens asked whether there have been issues with the lane on the South Beach. VandenBosch responded, "If you are asking about issues when the police are called in . . . " Stephens interjected, "No, I am asking regarding whether there have been issues with the South Beach lane with jet skis." VandenBosch said that he has seen some kayaks in the swimming area, but has not heard of any issues. Stegemen pointed out that this request is for a non-motorized lane. VandenBosch noted that boats are not allowed in the swimming area, but swimmers are not restricted in the watercraft lane area. VandenBosch also noted this activity is overseen by the Sheriff's Marine Patrol.

Stephens stated that her opinion is that anything the city can do to attract kayakers is a good thing and noted that concept was brought up by John (Marple, Marina Manager) at our last meeting. "From a marketing perspective, this is a good idea," according to Stephens.

Arnold called the vote.

All in favor. Motion carried.

Excerpt from January 13, 2015 Parks Commission meeting draft minutes:

Dissette explained the State's methodology in awarding points to determine grant awards and that while the city has had a long run, there is less money available and the at some point the awards may stop. However, staff has learned that the governor has an initiative to provide locations in lakefront communities where people can put in and launch their non-motorized watercraft. Dissette noted that in the last grant application for North Beach improvements the city fell short of

receiving funding by forty (40) points and that fifty (50) points could be gained by providing a non-motorized watercraft lane at North Beach. Dissette made it clear that he does not want the grant to be a reason to approve the idea of such a lane, but rather to have open discussion of the pros and cons regarding the impact of the lane itself and input from the Parks Commission.

While kite boarders will still use the area closer to the pier, Dissette does not advise placing the watercraft lane there, due to the danger from wave action, but instead would like to place it near the north end of the North Beach, down from the concession stand. It was noted that buoys and signage would be components of adding such a lane. Discussion took place regarding the possibility of a space or two near the concession stand being for drop off for those using the lane. However, Dissette also pointed out that the parking is an Enterprise Fund and that there are no parking requirements for the non-motorized watercraft lane initiative.

While the South Beach lane has been well accepted the North Beach is a residential area, which is one of the points Dissette wants discussion to address.

During discussion regarding the fifty (50) foot width, Dissette noted that the lane near the blue stairs, which is used for both non-motorized and small motorized watercraft, is that size but there is nothing in the governor's specs requiring a specific size. Toneman stated his discomfort with allowing motorized watercraft to be on the North Beach and Dissette clarified that is not his intent. After discussion, Moore would like to see some sort of visual, and that the width could be less than fifty (50) feet. It was noted that while the city can provide this lane, that does not prohibit anyone from using Dyckman Beach access, the blue stairs area on the South Beach or anywhere else to launch or put in non-motorized watercraft.

Commissioners expressed their general support of the idea but requested additional details be provided. Dissette indicated that staff will work on developing the concept and continue the discussion at a future meeting.

Excerpt from February 10, 2015 Parks Commission Meeting draft minutes:

Halberstadt stated that while this project will not happen overnight, it is hoped that a motion of support could be obtained so work could proceed on planning to include this preliminary concept in a grant application. The preliminary concept would place buoys in the lake for a non-motorized watercraft lane which would help the city get points to help with grant approval, as discussed at the previous meeting.

Discussion ensued regarding the width of the proposed lane, suggestions at the last meeting and the compromise to a lane that would be about 25' wide.

Reinert asked if the loading and unloading zone for the non-motorized watercraft would be only for the kayak and canoe users. Toneman expressed concern over indicating that parking would be limited to only non-motorized watercraft loading and unloading. After discussion,

Fitzgibbon noted that this project will come back to the Parks Commission for nuts and bolts planning, if approved and granted by the state.

Motion by Fitzgibbon, second by McAlear to recommend that City Council consider approval of the addition of a non-motorized watercraft lane to the plan for North Beach.

All in favor. Motion carried.