

# City Council

## Regular Meeting Agenda

Monday, February 18, 2013  
7:00 p.m., Council Chambers



City of South Haven

### 1. Call to Order

### 2. Invocation

- Pastor Jeffrey Dick, First Congregational Church

### 3. Roll Call

### 4. Approval of Agenda

### 5. Consent Agenda: Items A thru C (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 4, 2013.
- B. Bills totaling \$328,793.22 for the period ending February 17, 2013 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) South Haven Memorial Library Board: Minutes, January 8, 2013.
  - 2) South Haven Area Regional Airport Authority: Minutes, January 16, 2013.
  - 3) Financial Reports: Summary Interim Financial Report, January 31, 2013.

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

### NEW BUSINESS

### 6. City Council will be asked to consider the following board appointments:

- A. Appointment of Scott Boyd to fill a vacant 3-year term on the Zoning Board of Appeals which expires in 2015.
- B. Appointment of David Miller to fill a vacant 3-year term on the Zoning Board of Appeals which expires in 2013.

### NEW BUSINESS

7. City Council will be asked to consider Resolution 2013-12: A Resolution amending the beach parking fee system.

8. **City Council will be asked to consider Resolution 2013-13: A Resolution adopting a post-issuance tax compliance policy for tax-exempt obligations.**
9. **City Council will be asked to consider approving the following Elkenburg Park bids and proposals:**
  - A. **Site work and building renovations to JD Fisher Builders in the amount of \$184,315.95.**
  - B. **Site amenities to Playworld Midstates in the amount of \$10,344.**
  - C. **Engineering/grant coordination to Abonmarche in the amount of \$44,322.**
10. **City Council will be asked to consider the following actions regarding the Phoenix Street Improvements Project:**
  - A. **Consider Resolution 2013-14: A Resolution authorizing the City Manager to apply for a Michigan Community Development Block Grant Downtown Infrastructure Area Benefit Grant for Phoenix Street Improvements.**
  - B. **Set a public hearing date of March 4, 2013 to hear public comment regarding the grant application.**
11. **City Council will be asked to consider the following actions regarding bonds for the Phoenix Street Reconstruction Project:**
  - A. **Resolution 2013-15: A Resolution authorizing publication of Notice of Intent.**
  - B. **Authorize the City Manager to sign the letter of engagement for bond counsel services to be provided by Clark Hill PLC for an amount not to exceed \$19,000.**
12. **City Council will be asked to consider Resolution 2013-16: A Resolution approving building authority lease and other closing details.**
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

# DRAFT

## City Council

### Regular Meeting Minutes

Monday, February 4, 2013  
7:00 p.m., Council Chambers



#### 1. Call to Order by Mayor Burr at 7:00 p.m.

#### 2. Invocation

- Council observed a moment of silence.

#### 3. Roll Call

Present: Arnold, Fitzgibbon, Gruber, Klavins, Kozlik Wall, Patterson, Burr  
Absent: None

#### 4. Approval of Agenda

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

Voted Yes: All. Motion carried.

#### 5. Consent Agenda: Items A thru D (Roll Call Vote Required)

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

- A. Council will be requested to approve the following City Council:
  - 1) Regular Meeting Minutes: January 21, 2013.
  - 2) Special Meeting Minutes: January 28, 2013.
  - 3) Workshop Meeting Minutes: January 28, 2013
- B. Bills totaling \$894,734.58 for the period ending February 4, 2013 be approved and forwarded to the Clerk and Treasurer for payment.
- C. Council will be asked to approve a Sanitary Sewer Service Agreement with Casco Township and the Miami Park Waste Water Association.
- D. Council will be asked to receive the following administrative reports and approved minutes to be placed on file:
  - 1) Zoning Board of Appeals: Minutes, October 22, 2012.
  - 2) Board of Public Utilities: Minutes, November 26, 2012.

A Roll Call Vote was taken:

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

Motion carried.

UNFINISHED BUSINESS

- 6. City Council will be asked to take the following action regarding a MSHDA Grant Application:**
- A. Hold a public hearing regarding the grant application.**
  - B. Consider Resolution 2013-07: A Resolution authorizing the City Manager to apply for a Michigan State Housing Development Authority grant for Phoenix Street accessibility and public green space improvements.**

*Background Information:* On January 4th, City staff was informed that a new grant opportunity has become available through MSHDA. At the February 4th, 2013 meeting, City Council will be asked to consider an application for improved accessibility and public green space to City Hall and Phoenix Street.

The MSHDA Community Development grant is new this year. In March 2012, forty-nine state attorneys general, including Michigan Attorney General Bill Schuette, entered into a settlement with five of the nation's largest mortgage servicers following a lawsuit regarding mortgage foreclosure practices. Among other things, the settlement resulted in direct payments to states. Of Michigan's \$97.2 million share, the Michigan Housing and Community Development Fund (the "MHCD Fund") has been appropriated \$3,709,500 from 2012 PA 296. The total allocation of 2012 funds \$3,785,500 (appropriated funds from 2012 PA 296 plus \$76,000 in recaptured funds) represents the third opportunity to allocate funding to eligible activities under legislation authorizing the MHCD Fund. The MHCD Fund will support projects designed to fuel strategies leveraging public and private resources to meet the affordable housing needs of low income, very low income, and extremely low income households and to finance projects located in a downtown area or adjacent neighborhood.

At their January 30, 2013 Special Meeting, the DDA Board approved a resolution to seek application and to fund Phoenix Street accessibility and public green space improvements.

The application is due on or before February 15, 2013 by 11:59 p.m. Only one application per applicant is permitted. The Michigan State Housing Development Authority ("MSHDA") expects to make 10-15 awards statewide.

**Item A: Hold a public hearing regarding the grant application.**

Moved by Kozlik Wall to open a public hearing regarding the grant application. Seconded by Gruber.

Voted Yes: All. Motion carried. Public hearing declared open.

Don Bemis, 740 Phillips Street – voiced concerns with the relocation of the welcome island.

Moved by Fitzgibbon to close the public hearing. Seconded by Patterson.

Voted Yes: All. Motion carried. Public hearing closed.

**Item B: Consider Resolution 2013-07: A Resolution authorizing the City Manager to apply for a Michigan State Housing Development Authority grant for Phoenix Street accessibility and public green space improvements.**

Moved by Fitzgibbon to approve Resolution 2013-07: A Resolution authorizing the City Manager to apply for a Michigan State Housing Development Authority grant for Phoenix Street accessibility and public green space improvements. Seconded by Patterson.

Voted Yes: All. Motion carried.

7. **City Council will be asked to take the following actions regarding an ordinance regulating alcohol in public spaces:**
  - A. **Council will hear public comment regarding the proposed ordinance.**
  - B. **Consider an ordinance to add Section 42-29 to the City of South Haven Code of Ordinance to provide City Council authorization for consumption of alcohol in and on City owned property and to amend Section 54-105 of the City of South Haven Code of Ordinances to prohibit the consumption of alcohol in public spaces.**
  - C. **Consider Resolution 2013-08: A Resolution establishing policies and procedures for the service and consumption of alcohol in public in conjunction with City approved special events and festivals.**
  - D. **Consider Resolution 2013-09: A Resolution to establish a Downtown Special Event Area for the purpose of regulating the service and consumption of alcoholic beverages in public in conjunction with community wide special events.**

*Background Information:* In the fall of 2012, the Downtown Development Authority (DDA) Board approved a motion of support, to the City Council, to allow for the sale and consumption of alcohol on authorized public property. The proposed ordinance allowance could allow for downtown merchants to seek license agreements from the city, which could then be used for outdoor dining with alcohol consumption. Further, the proposed allowance could allow for special events to conduct beer/wine tents on public property. Please note that the sales and/or consumption would only be for property that has the appropriate local approval and license from the Michigan Liquor Control Commission. Based on the DDA's motion of support, the city's staff has been working to determine how this issue could be managed, and possibly considered by the City Council.

The city's attorney has provided an opinion on how this issue could be implemented and managed. That opinion is included within this packet, along with the DRAFT ordinance amendment.

At the December 14, 2012, City Council workshop session, the council members and staff discussed how allowing alcoholic beverages on public spaces could be managed. At the workshop session, the general consensus from the elected officials was to proceed with implementation of the program. Prior to the program implementation, the City Council will

need to consider introduction and adoption of a code amendment, which allows alcohol in approved public spaces.

At the January 21, 2013 regular meeting of the City Council, some concerns were voiced about how the city's staff would manage requests for temporary alcohol sales. As a result of those concerns, the city's staff has worked to prepare a variety of items related to the proposed amendment to the Code of Ordinances related to the service of alcohol on public property. Staff worked with the city's attorney to prepare several items, which are intended to address the concerns of council members. Those items are as follows: 1) a DRAFT update to the proposed code amendment, which inserts a reference to adopted policies which control the service of alcohol at outdoor events, 2) DRAFT alcohol policies to be upheld by the South Haven Police Department (SHPD), 3) DRAFT Resolution approving the alcohol policies, 4) DRAFT Special Event Area map.

The proposed code amendment revision inserts language which references the city's adopted alcohol control policies for outdoor events, which will be enforced by the SHPD. The DRAFT alcohol control policy, for use with outdoor events/special events will then dictate the city's regulations to event promoters, and guide the actions of the SHPD. Should the DRAFT policy be acceptable to the City Council, the Council will then be asked to adopt the policy via resolution. Finally, the DRAFT Special Event Area map is intended to control where outdoor events/special events, that include alcohol service, could be conducted. The city's staff believes that the DRAFT Special Event map allows for events to occur in areas that will be locally accepted (e.g., River Front Park, Huron Street Pavilion, Maritime Museum, etc.) The map seeks to allow events to occur in areas where there is not a large amount of residential properties nearby. The map also seeks to allow events in areas where a variety of special events have occurred in the past. The map can easily be modified, should the City Council wish to edit the allowed Special Event Area. If the map is deemed acceptable, the City Council will be asked to adopt the Special Event Area map via resolution.

**Item A: Council will hear public comment regarding the proposed ordinance.**

Don Bemis, 740 Phillips Street – voiced his opposition to the ordinance amendment.

Sally Newton, South Haven Visitors Bureau – read a resolution of support for the proposed ordinance passed by the Board of Directors of the South Haven Convention and Visitors.

Kathy Wagaman, Chamber of Commerce – voiced support for the proposed ordinance on behalf of the Chamber of Commerce.

**Item B: Consider an ordinance to add Section 42-29 to the City of South Haven Code of Ordinance to provide City Council authorization for consumption of alcohol in and on City owned property and to amend Section 54-105 of the City of South Haven Code of Ordinances to prohibit the consumption of alcohol in public spaces.**

Moved by Kozlik Wall to approve an ordinance to add Section 42-29 to the City of South Haven Code of Ordinance to provide City Council authorization for consumption of alcohol in and on City owned property and to amend Section 54-105 of the City of South Haven Code

of Ordinances to prohibit the consumption of alcohol in public spaces. Seconded by Fitzgibbon.

Voted Yes: All. Motion carried.

**Item C: Consider Resolution 2013-08: A Resolution establishing policies and procedures for the service and consumption of alcohol in public in conjunction with City approved special events and festivals.**

Moved by Fitzgibbon to approve Resolution 2013-08: A Resolution establishing policies and procedures for the service and consumption of alcohol in public in conjunction with City approved special events and festivals. Seconded by Arnold.

Voted Yes: All. Motion carried.

**Item D: Consider Resolution 2013-09: A Resolution to establish a Downtown Special Event Area for the purpose of regulating the service and consumption of alcoholic beverages in public in conjunction with community wide special events.**

Moved by Fitzgibbon to approve Resolution 2013-09: A Resolution to establish a Downtown Special Event Area for the purpose of regulating the service and consumption of alcoholic beverages in public in conjunction with community wide special events. Seconded by Gruber.

Voted Yes: All. Motion carried.

**NEW BUSINESS**

**8. City Council will be asked to consider the appointments of interested individuals who wish to serve on the Development Area Citizens Council.**

*Background Information:* The DDA and City Council will consider an amendment to the Development Plan and Tax Increment Financing Plan. There is a strict timeline of events which must be followed. The first is to hold a meeting of the DACC (Development Area Citizens Council) to explain the amendment and ask for comment. Any comments received will be presented to City Council. The meeting is scheduled for Thursday, February 7th, 2013 at 5:30 p.m.

In order to meet publishing requirements, the public notice for the February 7th DACC meeting appeared in the January 27th South Haven Tribune. In the published notice, residents who are interested in serving were asked to contact staff by Friday, February 1st, noon.

The DACC was formed in 2000 during the Year 2000 Plan Amendments. The DACC is made up of residents of the Downtown Development District and acts as an advisory board to the Downtown Development Authority and to the City Council in reviewing the Development Plan & Tax Increment Financing Plan.

Last week letters were sent to the ten DACC members who were appointed in 2000 informing them of the meeting.

Moved by Kozlik Wall to appoint Patricia Burr, Doug Cook and Dave Miller to serve on the Development Area Citizens Council. Seconded by Fitzgibbon.

Voted Yes: All. Motion carried.

**9. City Council will be asked to consider a license agreement with LJ Agency, Inc. to operate a jet ski rental at the Southside Marina.**

*Background Information:* LJ Agency, Inc. (Linda VanDerZee) is requesting to operate a jet ski rental again this year.

The proposed agreement is similar to the previous year agreement, with a 10% increase in the license agreement (\$1,650) and elimination of the requirement that the swimming buoys be removed at the end of the season.

At the end of last season, it was found that the swimming buoy anchors were deeply buried in the Lake bottom, and the jet skis did not have the displacement to lift them out of the water, a larger boat is required. Staff recommends removing this requirement. LJ Agency will continue to assist in placing the buoys in the spring, and pulling them back in place if they are moved by storms throughout the season.

Linda VanderZee, LJ Agency – expressed her interest in using the Southside Marina for the jet ski rental.

Moved by Kozlik Wall to approve a license agreement with LJ Agency, Inc. to operate a jet ski rental at the Southside Marina. Seconded by Patterson.

Voted Yes: All. Motion carried.

**10. City Council will be asked to consider Resolution 2013-10: A Resolution appointing a Board of Review and establishing a rate of compensation and a meeting schedule for Tax Year 2013.**

Moved by Gruber to approve Resolution 2013-10: A Resolution appointing a Board of Review and establishing a rate of compensation and a meeting schedule for Tax Year 2013. Seconded by Patterson.

Voted Yes: All. Motion carried.

**11. City Council will be asked to consider Resolution 2013-11: A Resolution adopting a 5-year Recreation Plan for the City of South Haven.**

*Background Information:* The City of South Haven's 5-Year Recreation Plan, written in conjunction with South Haven Public Schools, South Haven Area Recreation Authority (SHARA), and the South Haven Township, is ready for City Councils Approval.

A 5-Year Recreation Plan is a requirement of the State of Michigan in order for a jurisdiction to be eligible for grant funding. The intent of the plan is that any potential grant-funded goals and/or projects should be included in the plan in order to improve chances that a project will be selected by state grant agencies.

After City Council released the plan for distribution the plan was presented to the Harbor Commission and the Planning Commission for comments. These comments were then presented to the Parks Commission for their review and edits of the plan. In December the Parks Commission held a public hearing for the recreation plan and made a motion to approve the plan and to recommend that City Council approve and adopt the proposed 5 - Year Recreation Plan.

The South Haven Township, SHARA and the South Haven Public Schools have already approved their sections of the plan.

City Council will need to review the 5-Year Recreation Plan and when satisfied make a motion to approve the plan and approve a resolution of adoption.

Moved by Fitzgibbon to approve Resolution 2013-11: A Resolution adopting a 5-year Recreation Plan for the City of South Haven. Seconded by Patterson.

Voted Yes: All. Motion carried.

## **12. City Council will be asked to consider adopting Fiscal Year 2013/2014 Priorities.**

*Background Information:* Council has received a listing of the priorities discussed at the City Council's priority setting workshop session, which was held on January 28, 2012. As part of the workshop session, Council members were asked to provide guidance to staff on their priorities for the City of South Haven. Those goals/priorities were described by the attendees in broad terms and then focused towards the upcoming fiscal year. The list indicates a strong commitment to addressing both the long-term and short-term needs of the community. Some of the highlights of the proposed priorities includes: improved roads and infrastructure, development of bike/pedestrian pathways, building improvements, and economic development.

Moved by Kozlik Wall to adopt the Fiscal Year 2013/2014 Priorities. Seconded by Fitzgibbon.

Voted Yes: All. Motion carried.

## **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.)*

None at this time.

## **14. City Manager's Comments**

## **15. Mayor and Councilperson's Comments**

Kozlik Wall: IceBreaker was wonderful. Great job on snow removal by city staff.  
Gruber: City has worked really hard on snow removal over last few weeks.  
Fitzgibbon: Had a really great time at IceBreaker Festival.  
Patterson: IceBreaker was great. Thank you to the Chamber for all their hard work.  
Arnold: Thank you to staff at public works for all the hours put in on snow removal.  
Klavins: Great time at IceBreaker.  
Burr: Thanked Kathy Wagaman for recognizing the salmon fishing in the City of South Haven with the salmon ice carving.

**16. City Council will be asked to go into closed session pursuant to the Michigan Open Meetings Act; Public Act No. 267 of 1978; 15.268; Section 8(e) to consult with its attorney regarding trial or settlement strategy in connection with specific pending litigation.**

Moved by Patterson to go into closed session pursuant to the Michigan Open Meetings Act; Public Act No. 267 of 1978; 15.268; Section 8(e) to consult with its attorney regarding trial or settlement strategy in connection with specific pending litigation. Seconded by Kozlik Wall.

A Roll Call Vote was taken:

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

Nays: None

Motion carried. Adjourned into closed session at 8:04 p.m.

Moved by Kozlik Wall to return to open session. Seconded by Fitzgibbon.

Voted Yes: All. Motion carried. Returned to open session at 8:31 p.m.

**17. Adjourn**

Moved by Patterson to adjourn. Seconded by Kozlik Wall.

Voted Yes: All. Motion carried. Meeting adjourned at 8:31 p.m.

RESPECTFULLY SUBMITTED,



Amanda Morgan, CMC  
City Clerk

Approved by City Council: **DRAFT**

**CITY OF SOUTH HAVEN  
FEBRUARY 18, 2013**

|                              | PREPAID             | CURRENT              | TOTAL                |
|------------------------------|---------------------|----------------------|----------------------|
| 101-GENERAL FUND             | \$ 7,801.04         | \$ 42,607.22         | \$ 50,408.26         |
| 202-MAJOR STREET FUND        | \$ -                | \$ -                 | \$ -                 |
| 203-LOCAL STREET FUND        | \$ -                | \$ 1,195.50          | \$ 1,195.50          |
| 204-STREET FUND              | \$ 31.27            | \$ 2,283.38          | \$ 2,314.65          |
| 226-GARBAGE/REFUSE FUND      | \$ -                | \$ 29,432.45         | \$ 29,432.45         |
| 250-DOWNTOWN DEVELOPMENT     | \$ 68.00            | \$ 10,439.31         | \$ 10,507.31         |
| 251-LDFA #1                  | \$ -                | \$ 122.40            | \$ 122.40            |
| 253-LDFA #3                  | \$ -                | \$ 8,519.29          | \$ 8,519.29          |
| 260-BROWNFIELD AUTHORITY     | \$ -                | \$ 5,997.08          | \$ 5,997.08          |
| 265-NARCOTICS UNIT           | \$ -                | \$ -                 | \$ -                 |
| 266-POLICE TRAINING          | \$ -                | \$ -                 | \$ -                 |
| 296-RIVER MAINTENANCE        | \$ -                | \$ -                 | \$ -                 |
| 371-CAPITAL BOND DEBT SERV   | \$ -                | \$ -                 | \$ -                 |
| 372-WATER PLANT FUND         | \$ -                | \$ -                 | \$ -                 |
| 395-DDA DEBT SERVICE         | \$ -                | \$ -                 | \$ -                 |
| 401-CAPITAL PROJECTS         | \$ -                | \$ 6,448.43          | \$ 6,448.43          |
| 496-WATER PLANT CONSTRUCTION | \$ -                | \$ -                 | \$ -                 |
| 545-BLACK RIVER PARK         | \$ -                | \$ 132.00            | \$ 132.00            |
| 577-BEACH FUND               | \$ -                | \$ -                 | \$ -                 |
| 582-ELECTRIC FUND            | \$ 1,920.06         | \$ 25,414.75         | \$ 27,334.81         |
| 591-WATER FUND               | \$ 877.90           | \$ 43,382.69         | \$ 44,260.59         |
| 592-SEWER FUND               | \$ 1,710.91         | \$ 44,291.79         | \$ 46,002.70         |
| 594-MUNICIPAL MARINA         | \$ 5,316.98         | \$ 14,702.75         | \$ 20,019.73         |
| 636-INFORMATION SERVICES     | \$ -                | \$ 1,273.90          | \$ 1,273.90          |
| 661-MOTOR POOL               | \$ 1,133.13         | \$ 68,709.31         | \$ 69,842.44         |
| 677-SELF INSURANCE           | \$ -                | \$ 971.65            | \$ 971.65            |
| 703-TAX FUND                 | \$ 3,674.99         | \$ -                 | \$ 3,674.99          |
| 718-TRUST & AGENCY           | \$ -                | \$ 335.04            | \$ 335.04            |
| 750-EMPLOYEE WITHHOLDING     | \$ -                | \$ -                 | \$ -                 |
| <b>TOTAL</b>                 | <b>\$ 22,534.28</b> | <b>\$ 306,258.94</b> | <b>\$ 328,793.22</b> |

| Check Date              | Bank | Check | Vendor    | Vendor Name                    | Description                      | Amount   |
|-------------------------|------|-------|-----------|--------------------------------|----------------------------------|----------|
| Bank 1 FIFTH THIRD BANK |      |       |           |                                |                                  |          |
| 02/01/2013              | 1    | 43588 | UB REFUND | HYLTON, ETHEL                  | UB refund for account: 13512800  | 86.06    |
| 02/01/2013              | 1    | 43589 | UB REFUND | LIRA, KATHLEEN A               | UB refund for account: 10916502  | 148.64   |
| 02/01/2013              | 1    | 43590 | 001985    | CONNIE PHILLIPS-THOMPSON       | MILEAGE                          | 33.05    |
| 02/06/2013              | 1    | 43592 | 003092    | BLACK RIVER TAVERN             | DDA LUNCH                        | 68.00    |
| 02/06/2013              | 1    | 43593 | 002958    | GARY WOZNIAK                   | BASIC CHEMISTRY CLASS-F BOOTHE   | 200.00   |
| 02/06/2013              | 1    | 43594 | MISC      | CONSUMERS CREDIT UNION         | TAX OVERPAYMENT 80-53-570-015-00 | 350.48   |
| 02/07/2013              | 1    | 43595 | MISC      | BAC TAX SERVICES               | TAX OVERPAYMENT 80-53-809-003-50 | 1,049.75 |
| 02/07/2013              | 1    | 43596 | 003048    | TODD BLOOMSTINE                | TRAINING-MILEAGE & MEAL          | 78.80    |
| 02/07/2013              | 1    | 43597 | MISC      | CITIMORTGAGE, INC.             | TAX OVERPAYMENT 80-53-415-001-00 | 671.55   |
| 02/07/2013              | 1    | 43598 | UB REFUND | COLE, ALAN R                   | UB refund for account: 20015117  | 116.61   |
| 02/07/2013              | 1    | 43599 | UB REFUND | DEPARTMENT OF HUMAN SERVICES   | UB refund for account: 10038011  | 82.21    |
| 02/07/2013              | 1    | 43600 | UB REFUND | DEPARTMENT OF HUMAN SERVICES   | UB refund for account: 10064020  | 137.82   |
| 02/07/2013              | 1    | 43601 | MISC      | FIFTH THIRD BANK               | TAX OVERPAYMENT 80-53-885-025-00 | 61.09    |
| 02/07/2013              | 1    | 43602 | MISC      | FIRST SOURCE BANK              | TAX OVERPAYMENT 80-53-470-046-00 | 363.65   |
| 02/07/2013              | 1    | 43603 | MISC      | GMAC MORTGAGE                  | TAX OVERPAYMENT 80-53-072-023-00 | 515.85   |
| 02/07/2013              | 1    | 43604 | MISC      | GMAC MORTGAGE                  | TAX OVERPAYMENT 80-53-072-022-00 | 163.51   |
| 02/07/2013              | 1    | 43605 | UB REFUND | MCCALL, MICHAEL S              | UB refund for account: 10198300  | 14.45    |
| 02/07/2013              | 1    | 43606 | MISC      | MORTGAGE SERVICE CENTER        | TAX OVERPAYMENT 80-53-434-005-00 | 499.11   |
| 02/07/2013              | 1    | 43607 | 003047    | ERIC SMITH                     | TRAINING-MILEAGE & MEAL          | 76.27    |
| 02/07/2013              | 1    | 43608 | UB REFUND | WILSON, VICKI A                | UB refund for account: 30381001  | 70.28    |
| 02/11/2013              | 1    | 43609 | 000847    | FUEL MANAGEMENT SYSTEM         | FUEL                             | 8,846.77 |
| 02/15/2013              | 1    | 43610 | 000339    | BROUSSEAU APPRAISAL SERVICES I | ASSESSOR CONTRACT                | 3,617.00 |
| 02/15/2013              | 1    | 43611 | 000994    | HAPA LLC                       | MARINA MANAGER                   | 5,183.33 |
| 02/12/2013              | 1    | 43612 | 002494    | STATE OF MICHIGAN              | FLOODPLAIN PERMIT                | 100.00   |

|                            |  |  |  |  |  |           |
|----------------------------|--|--|--|--|--|-----------|
| 1 TOTALS:                  |  |  |  |  |  |           |
| Total of 24 Checks:        |  |  |  |  |  | 22,534.28 |
| Less 0 Void Checks:        |  |  |  |  |  | 0.00      |
| Total of 24 Disbursements: |  |  |  |  |  | 22,534.28 |

EXP CHECK RUN DATES 02/19/2013 - 02/19/2013

UNJOURNALIZED OPEN

BANK CODE: 1 - CHECK TYPE: PAPER CHECK

| Inv Num                                     | Vendor  | Inv Date                   | Due Date   | Inv Amt          | Amt Due          | Status | Jrnlized   |
|---|---|----------------------------|------------|------------------|------------------|--------|------------|
| Inv Ref#                                    | Description   | Entered By                 |            |                  |                  |        | Post Date  |
| Vendor 000014 - ABONMARCHE CONSULTANTS INC: |   |                            |            |                  |                  |        |            |
| 105996-R                                    |   |                            |            |                  |                  |        |            |
| 30189                                       | ABONMARCHE CONSULTANTS INC                            | 01/23/2013                 | 02/19/2013 | 1,821.00         | 1,821.00         | O      | N          |
|   | WILLIAMS STREET REDESIGN & DEVELOP                    | sonofrio                   |            |                  |                  |        | 02/08/2013 |
|   | 250-729-974-018-0134                                  | CAPITAL PROJECTS           |            | 1,821.00         |                  |        |            |
| 106036                                      |   |                            |            |                  |                  |        |            |
| 30190                                       | ABONMARCHE CONSULTANTS INC                            | 01/25/2013                 | 02/19/2013 | 6,448.43         | 6,448.43         | O      | N          |
|   | PUBLIC SAFETY BUILDING RENOVATIONS                    | sonofrio                   |            |                  |                  |        | 02/08/2013 |
|   | 401-301-980-000-0145                                  | POLICE/FIRE COMPLEX        |            | 6,448.43         |                  |        |            |
| 106029                                      |   |                            |            |                  |                  |        |            |
| 30191                                       | ABONMARCHE CONSULTANTS INC                            | 01/24/2013                 | 02/19/2013 | 1,676.50         | 1,676.50         | O      | N          |
|   | FORMER ELECTRIC BARN SITE FLOODPLA                    | sonofrio                   |            |                  |                  |        | 02/08/2013 |
|   | 594-776-802-000                                       | OTHER CONTRACTUAL SERVICES |            | 1,676.50         |                  |        |            |
| 106027                                      |   |                            |            |                  |                  |        |            |
| 30361                                       | ABONMARCHE CONSULTANTS INC                            | 01/24/2013                 | 02/19/2013 | 3,712.66         | 3,712.66         | O      | N          |
|   | DREDGE PERMITTING SERVICES                            | sonofrio                   |            |                  |                  |        | 02/12/2013 |
|   | 594-776-802-000                                       | OTHER CONTRACTUAL SERVICES |            | 3,712.66         |                  |        |            |
|   | Total for vendor 000014 - ABONMARCHE CONSULTANTS INC: |                            |            | <u>13,658.59</u> | <u>13,658.59</u> |        |            |
| Vendor 000018 - ACCESS DATA GROUP LLC:      |   |                            |            |                  |                  |        |            |
| 00093722                                    |   |                            |            |                  |                  |        |            |
| 30363                                       | ACCESS DATA GROUP LLC                                 | 01/18/2013                 | 02/19/2013 | 840.00           | 840.00           | O      | N          |
|   | SOFTWARE MAINTENANCE & SUPPORT                        | sonofrio                   |            |                  |                  |        | 02/12/2013 |
|   | 101-301-802-000                                       | OTHER CONTRACTUAL SERVICES |            | 840.00           |                  |        |            |
|   | Total for vendor 000018 - ACCESS DATA GROUP LLC:      |                            |            | <u>840.00</u>    | <u>840.00</u>    |        |            |
| Vendor 000048 - AL VAN HUMANE SOCIETY:      |   |                            |            |                  |                  |        |            |
| OCT-DEC 2012                                |   |                            |            |                  |                  |        |            |
| 30335                                       | AL VAN HUMANE SOCIETY                                 | 01/30/2013                 | 02/19/2013 | 1,750.00         | 1,750.00         | O      | N          |
|   | CONTRIBUTION  | sonofrio                   |            |                  |                  |        | 02/11/2013 |
|   | 101-430-959-008                                       | AL-VAN HUMANE SOCIETY      |            | 1,750.00         |                  |        |            |
|   | Total for vendor 000048 - AL VAN HUMANE SOCIETY:      |                            |            | <u>1,750.00</u>  | <u>1,750.00</u>  |        |            |

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|----------|-------------|------------|----------|---------|---------|--------|-----------|
| Inv Ref# | Description | Entered By |          |         |         |        | Post Date |

Vendor 000065 - ALLIED MECHANICAL SERVICES INC:

108497

|       |   |                            |            |                 |                 |   |            |
|-------|---|----------------------------|------------|-----------------|-----------------|---|------------|
| 30237 | ALLIED MECHANICAL SERVICES INC                            | 01/29/2013                 | 02/19/2013 | 1,087.00        | 1,087.00        | 0 | N          |
|       | PREVENTIVE MAINTENANCE                                    | sonofrio                   |            |                 |                 |   | 02/08/2013 |
|       | 591-559-802-000   | OTHER CONTRACTUAL SERVICES |            | 1,087.00        |                 |   |            |
|       | Total for vendor 000065 - ALLIED MECHANICAL SERVICES INC: |                            |            | <u>1,087.00</u> | <u>1,087.00</u> |   |            |

Vendor 000162 - ASR HEALTH BENEFITS:

DEC 2012

|       |  |                            |            |               |               |   |            |
|-------|--|----------------------------|------------|---------------|---------------|---|------------|
| 30362 | ASR HEALTH BENEFITS                            | 11/20/2012                 | 02/19/2013 | 971.65        | 971.65        | 0 | N          |
|       | ADMINISTRATION FEES                            | sonofrio                   |            |               |               |   | 02/12/2013 |
|       | 677-227-802-000                                | OTHER CONTRACTUAL SERVICES |            | 971.65        |               |   |            |
|       | Total for vendor 000162 - ASR HEALTH BENEFITS: |                            |            | <u>971.65</u> | <u>971.65</u> |   |            |

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BANK CODE: 1 - CHECK TYPE: PAPER CHECK

| Inv Num                        | Vendor                      | Inv Date                | Due Date   | Inv Amt | Amt Due | Status | Jrnlized   |
|--------------------------------|-----------------------------|-------------------------|------------|---------|---------|--------|------------|
| Inv Ref#                       | Description                 | Entered By              |            |         |         |        | Post Date  |
|                                | GL Distribution             |                         |            |         |         |        |            |
| Vendor 000177 - AUTOWARES INC: |                             |                         |            |         |         |        |            |
| 233-754623                     |                             |                         |            |         |         |        |            |
| 30193                          | AUTOWARES INC               | 02/04/2013              | 02/19/2013 | 161.88  | 161.88  | O      | N          |
|                                | REPAIR/MAINTENANCE SUPPLIES | sonofrio                |            |         |         |        | 02/08/2013 |
|                                | 661-450-748-000             | MOTOR FUEL & LUBRICANTS |            | 161.88  |         |        |            |
| 233-754703                     |                             |                         |            |         |         |        |            |
| 30194                          | AUTOWARES INC               | 02/05/2013              | 02/19/2013 | 5.79    | 5.79    | O      | N          |
|                                | REPAIR/MAINTENANCE SUPPLIES | sonofrio                |            |         |         |        | 02/08/2013 |
|                                | 661-450-741-003             | REPAIR & MAINT SUPPLIES |            | 5.79    |         |        |            |
| 233-754566                     |                             |                         |            |         |         |        |            |
| 30195                          | AUTOWARES INC               | 02/04/2013              | 02/19/2013 | 109.13  | 109.13  | O      | N          |
|                                | REPAIR/MAINTENANCE SUPPLIES | sonofrio                |            |         |         |        | 02/08/2013 |
|                                | 661-450-741-003             | REPAIR & MAINT SUPPLIES |            | 109.13  |         |        |            |
| 233-754403                     |                             |                         |            |         |         |        |            |
| 30196                          | AUTOWARES INC               | 02/01/2013              | 02/19/2013 | 76.92   | 76.92   | O      | N          |
|                                | REPAIR/MAINTENANCE SUPPLIES | sonofrio                |            |         |         |        | 02/08/2013 |
|                                | 661-450-741-000             | OPERATING SUPPLIES      |            | 76.92   |         |        |            |
| 233-754473                     |                             |                         |            |         |         |        |            |
| 30197                          | AUTOWARES INC               | 02/02/2013              | 02/19/2013 | 72.88   | 72.88   | O      | N          |
|                                | REPAIR/MAINTENANCE SUPPLIES | sonofrio                |            |         |         |        | 02/08/2013 |
|                                | 661-450-741-003             | REPAIR & MAINT SUPPLIES |            | 72.88   |         |        |            |
| 233-754411                     |                             |                         |            |         |         |        |            |
| 30198                          | AUTOWARES INC               | 02/01/2013              | 02/19/2013 | 40.64   | 40.64   | O      | N          |
|                                | REPAIR/MAINTENANCE SUPPLIES | sonofrio                |            |         |         |        | 02/08/2013 |
|                                | 661-450-741-003             | REPAIR & MAINT SUPPLIES |            | 40.64   |         |        |            |
| 233-753903                     |                             |                         |            |         |         |        |            |
| 30199                          | AUTOWARES INC               | 01/28/2013              | 02/19/2013 | (28.89) | (28.89) | O      | N          |
|                                | RETURN                      | sonofrio                |            |         |         |        | 02/08/2013 |
|                                | 661-450-741-003             | REPAIR & MAINT SUPPLIES |            | (28.89) |         |        |            |
| 233-753904                     |                             |                         |            |         |         |        |            |
| 30200                          | AUTOWARES INC               | 01/28/2013              | 02/19/2013 | 69.27   | 69.27   | O      | N          |
|                                | REPAIR/MAINTENANCE SUPPLIES | sonofrio                |            |         |         |        | 02/08/2013 |
|                                | 661-450-741-003             | REPAIR & MAINT SUPPLIES |            | 69.27   |         |        |            |
| 233-753814                     |                             |                         |            |         |         |        |            |
| 30201                          | AUTOWARES INC               | 01/26/2013              | 02/19/2013 | 12.32   | 12.32   | O      | N          |
|                                | REPAIR/MAINTENANCE SUPPLIES | sonofrio                |            |         |         |        | 02/08/2013 |

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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                          |                         |            |               |               |        |            |
|            | 661-450-741-003                          | REPAIR & MAINT SUPPLIES |            | 12.32         |               |        |            |
| 233-753714 |  |                         |            |               |               |        |            |
| 30202      | AUTOWARES INC                            | 01/25/2013              | 02/19/2013 | 28.89         | 28.89         | O      | N          |
|            | REPAIR/MAINTENANCE SUPPLIES              | sonofrio                |            |               |               |        | 02/08/2013 |
|            | 661-450-741-003                          | REPAIR & MAINT SUPPLIES |            | 28.89         |               |        |            |
| 233-753713 |  |                         |            |               |               |        |            |
| 30203      | AUTOWARES INC                            | 01/25/2013              | 02/19/2013 | 69.55         | 69.55         | O      | N          |
|            | REPAIR/MAINTENANCE SUPPLIES              | sonofrio                |            |               |               |        | 02/08/2013 |
|            | 661-450-741-003                          | REPAIR & MAINT SUPPLIES |            | 69.55         |               |        |            |
| 233-753712 |  |                         |            |               |               |        |            |
| 30204      | AUTOWARES INC                            | 01/25/2013              | 02/19/2013 | 65.52         | 65.52         | O      | N          |
|            | REPAIR/MAINTENANCE SUPPLIES              | sonofrio                |            |               |               |        | 02/08/2013 |
|            | 661-450-741-003                          | REPAIR & MAINT SUPPLIES |            | 65.52         |               |        |            |
| 233-754993 |  |                         |            |               |               |        |            |
| 30336      | AUTOWARES INC                            | 02/07/2013              | 02/19/2013 | 11.79         | 11.79         | O      | N          |
|            | REPAIR/MAINTENANCE SUPPLIES              | sonofrio                |            |               |               |        | 02/11/2013 |
|            | 661-450-741-003                          | REPAIR & MAINT SUPPLIES |            | 11.79         |               |        |            |
| 233-754910 |  |                         |            |               |               |        |            |
| 30337      | AUTOWARES INC                            | 02/06/2013              | 02/19/2013 | 19.07         | 19.07         | O      | N          |
|            | REPAIR/MAINTENANCE SUPPLIES              | sonofrio                |            |               |               |        | 02/11/2013 |
|            | 661-450-741-000                          | OPERATING SUPPLIES      |            | 19.07         |               |        |            |
| 233-755056 |  |                         |            |               |               |        |            |
| 30338      | AUTOWARES INC                            | 02/07/2013              | 02/19/2013 | 91.14         | 91.14         | O      | N          |
|            | REPAIR/MAINTENANCE SUPPLIES              | sonofrio                |            |               |               |        | 02/11/2013 |
|            | 661-450-741-000                          | OPERATING SUPPLIES      |            | 91.14         |               |        |            |
| 233-755028 |  |                         |            |               |               |        |            |
| 30339      | AUTOWARES INC                            | 02/07/2013              | 02/19/2013 | 35.47         | 35.47         | O      | N          |
|            | REPAIR/MAINTENANCE SUPPLIES              | sonofrio                |            |               |               |        | 02/11/2013 |
|            | 661-450-741-003                          | REPAIR & MAINT SUPPLIES |            | 35.47         |               |        |            |
|            | Total for vendor 000177 - AUTOWARES INC: |                         |            | <u>841.37</u> | <u>841.37</u> |        |            |

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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   |                                |            |          |          |        |            |
| Vendor 000247 - BENTLEY SYSTEMS INC:            |   |                                |            |          |          |        |            |
| 47503754  |   |                                |            |          |          |        |            |
| 30205   | BENTLEY SYSTEMS INC                                       | 01/20/2013                     | 02/19/2013 | 1,420.00 | 1,420.00 | O      | N          |
|   | SUBSCRIPTIONS   | sonofrio                       |            |          |          |        | 02/08/2013 |
|   | 204-447-741-000   | OPERATING SUPPLIES             |            | 1,092.00 |          |        |            |
|   | 591-558-958-000   | SUBSCRIPTIONS/MEMBERSHIPS      |            | 164.00   |          |        |            |
|   | 592-558-958-000   | SUBSCRIPTIONS/MEMBERSHIPS      |            | 164.00   |          |        |            |
| 47503755  |   |                                |            |          |          |        |            |
| 30206   | BENTLEY SYSTEMS INC                                       | 01/20/2013                     | 02/19/2013 | 3,525.00 | 3,525.00 | O      | N          |
|   | SUBSCRIPTIONS & ON DEMAND LEARN                           | sonofrio                       |            |          |          |        | 02/08/2013 |
|   | 204-447-741-000   | OPERATING SUPPLIES             |            | 1,092.00 |          |        |            |
|   | 582-558-958-000   | SUBSCRIPTIONS/MEMBERSHIPS      |            | 300.00   |          |        |            |
|   | 591-558-958-000   | SUBSCRIPTIONS/MEMBERSHIPS      |            | 1,669.00 |          |        |            |
|   | 592-558-958-000   | SUBSCRIPTIONS/MEMBERSHIPS      |            | 464.00   |          |        |            |
|   | Total for vendor 000247 - BENTLEY SYSTEMS INC:            |                                |            | 4,945.00 | 4,945.00 |        |            |
| Vendor 000254 - BERRIEN COUNTY TREASURER:       |   |                                |            |          |          |        |            |
| 19011   |   |                                |            |          |          |        |            |
| 30207   | BERRIEN COUNTY TREASURER                                  | 01/25/2013                     | 02/19/2013 | 1,575.00 | 1,575.00 | O      | N          |
|   | LGNET CONNECTION, LEIN-TALON LICEN                        | sonofrio                       |            |          |          |        | 02/08/2013 |
|   | 101-350-802-000   | OTHER CONTRACTUAL SERVICES     |            | 1,575.00 |          |        |            |
|   | Total for vendor 000254 - BERRIEN COUNTY TREASURER:       |                                |            | 1,575.00 | 1,575.00 |        |            |
| Vendor 000259 - BEST-ONE FLEET SERVICE WAYLAND: |   |                                |            |          |          |        |            |
| 100085  |   |                                |            |          |          |        |            |
| 30340   | BEST-ONE FLEET SERVICE WAYLAND                            | 01/14/2013                     | 02/19/2013 | 43.00    | 43.00    | O      | N          |
|   | FLAT TIRE REPAIR  | sonofrio                       |            |          |          |        | 02/11/2013 |
|   | 661-450-935-000   | REPAIRS/MAINTENANCE - VEHICLES |            | 43.00    |          |        |            |
|   | Total for vendor 000259 - BEST-ONE FLEET SERVICE WAYLAND: |                                |            | 43.00    | 43.00    |        |            |
| Vendor 000268 - BILL'S LOCK SHOP INC:           |   |                                |            |          |          |        |            |
| w97729  |   |                                |            |          |          |        |            |
| 30208   | BILL'S LOCK SHOP INC                                      | 01/17/2013                     | 02/19/2013 | 120.00   | 120.00   | O      | N          |
|   | SERVICE CALL  | sonofrio                       |            |          |          |        | 02/08/2013 |
|   | 101-301-930-000   | REPAIRS/MAINT - POLICE COMPLEX |            | 120.00   |          |        |            |
|   | Total for vendor 000268 - BILL'S LOCK SHOP INC:           |                                |            | 120.00   | 120.00   |        |            |

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|------------------------------------|--|--------------------------------|------------|-----------------|-----------------|--------|------------|
| Inv Ref#                           | Description                                  | Entered By                     |            |                 |                 |        | Post Date  |
|                                    | GL Distribution                              |                                |            |                 |                 |        |            |
| Vendor 000290 - BLUE STAR SUPPLY:  |  |                                |            |                 |                 |        |            |
| 13586                              |  |                                |            |                 |                 |        |            |
| 30209                              | BLUE STAR SUPPLY                             | 12/29/2012                     | 02/19/2013 | 58.22           | 58.22           | O      | N          |
|                                    | LP   | sonofrio                       |            |                 |                 |        | 02/08/2013 |
|                                    | 661-450-741-003                              | REPAIR & MAINT SUPPLIES        |            | 58.22           |                 |        |            |
| 13589                              |  |                                |            |                 |                 |        |            |
| 30210                              | BLUE STAR SUPPLY                             | 01/04/2013                     | 02/19/2013 | 37.43           | 37.43           | O      | N          |
|                                    | LP   | sonofrio                       |            |                 |                 |        | 02/08/2013 |
|                                    | 661-450-741-003                              | REPAIR & MAINT SUPPLIES        |            | 37.43           |                 |        |            |
| 13591                              |  |                                |            |                 |                 |        |            |
| 30211                              | BLUE STAR SUPPLY                             | 01/14/2013                     | 02/19/2013 | 37.43           | 37.43           | O      | N          |
|                                    | LP   | sonofrio                       |            |                 |                 |        | 02/08/2013 |
|                                    | 582-558-741-000                              | OPERATING SUPPLIES             |            | 37.43           |                 |        |            |
| 13593                              |  |                                |            |                 |                 |        |            |
| 30212                              | BLUE STAR SUPPLY                             | 01/21/2013                     | 02/19/2013 | 74.85           | 74.85           | O      | N          |
|                                    | LP   | sonofrio                       |            |                 |                 |        | 02/08/2013 |
|                                    | 250-751-741-000                              | ICE RINK SUPPLIES              |            | 74.85           |                 |        |            |
|                                    | Total for vendor 000290 - BLUE STAR SUPPLY:  |                                |            | <u>207.93</u>   | <u>207.93</u>   |        |            |
| Vendor 000309 - BOS, A.D.:         |  |                                |            |                 |                 |        |            |
| 44145                              |  |                                |            |                 |                 |        |            |
| 30213                              | A.D. BOS OFFICE COFFEE SERVICE               | 01/31/2013                     | 02/19/2013 | 40.69           | 40.69           | O      | N          |
|                                    | COFFEE                                       | sonofrio                       |            |                 |                 |        | 02/08/2013 |
|                                    | 250-751-741-000                              | ICE RINK SUPPLIES              |            | 40.69           |                 |        |            |
|                                    | Total for vendor 000309 - BOS, A.D.:         |                                |            | <u>40.69</u>    | <u>40.69</u>    |        |            |
| Vendor 000346 - BRUSH ENTERPRISES: |  |                                |            |                 |                 |        |            |
| 4436                               |  |                                |            |                 |                 |        |            |
| 30214                              | BRUSH ENTERPRISES                            | 01/31/2013                     | 02/19/2013 | 3,905.58        | 3,905.58        | O      | N          |
|                                    | REPAIRS                                      | sonofrio                       |            |                 |                 |        | 02/08/2013 |
|                                    | 661-450-935-000                              | REPAIRS/MAINTENANCE - VEHICLES |            | 3,905.58        |                 |        |            |
| 4435                               |  |                                |            |                 |                 |        |            |
| 30215                              | BRUSH ENTERPRISES                            | 01/31/2013                     | 02/19/2013 | 2,289.40        | 2,289.40        | O      | N          |
|                                    | REPAIRS                                      | sonofrio                       |            |                 |                 |        | 02/08/2013 |
|                                    | 661-450-935-000                              | REPAIRS/MAINTENANCE - VEHICLES |            | 2,289.40        |                 |        |            |
|                                    | Total for vendor 000346 - BRUSH ENTERPRISES: |                                |            | <u>6,194.98</u> | <u>6,194.98</u> |        |            |

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|-------------------------------|-----------------------|---|------------|-----------------|-----------------|--------|------------|
| Inv Ref#                      | Description           | Entered By                              |            |                 |                 |        | Post Date  |
|                               | GL Distribution       |   |            |                 |                 |        |            |
| Vendor 000376 - C2AE:         |                       |   |            |                 |                 |        |            |
| 55624                         |                       |   |            |                 |                 |        |            |
| 30216                         | C2AE                  | 01/29/2013                              | 02/19/2013 | 4,000.00        | 4,000.00        | 0      | N          |
|                               | PHOENIX STREET SURVEY | sonofrio                                |            |                 |                 |        | 02/08/2013 |
|                               | 250-729-974-018-0149  | CAPITAL PROJECTS                        |            | 4,000.00        |                 |        |            |
|                               |                       | Total for vendor 000376 - C2AE:         |            | <u>4,000.00</u> | <u>4,000.00</u> |        |            |
| Vendor 000430 - CENTURY LINK: |                       |   |            |                 |                 |        |            |
| 1247544808                    |                       |   |            |                 |                 |        |            |
| 30341                         | CENTURY LINK          | 01/31/2013                              | 02/19/2013 | 70.62           | 70.62           | 0      | N          |
|                               | LONG DISTANCE         | sonofrio                                |            |                 |                 |        | 02/11/2013 |
|                               | 101-265-850-000       | TELEPHONE                               |            | 45.19           |                 |        |            |
|                               | 582-558-850-000       | TELEPHONE                               |            | 12.64           |                 |        |            |
|                               | 591-558-850-000       | TELEPHONE                               |            | 6.33            |                 |        |            |
|                               | 591-559-850-000       | TELEPHONE                               |            | 0.02            |                 |        |            |
|                               | 592-558-850-000       | TELEPHONE                               |            | 6.33            |                 |        |            |
|                               | 592-559-850-000       | TELEPHONE                               |            | 0.07            |                 |        |            |
|                               | 594-776-850-000       | TELEPHONE                               |            | 0.04            |                 |        |            |
|                               |                       | Total for vendor 000430 - CENTURY LINK: |            | <u>70.62</u>    | <u>70.62</u>    |        |            |

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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                              |            |            |                 |                 |        |            |
| Vendor 000453 - CHIEF SUPPLY CORP: |  |            |            |                 |                 |        |            |
| 181935                             |  |            |            |                 |                 |        |            |
| 30217                              | CHIEF SUPPLY CORP                            | 01/16/2013 | 02/19/2013 | 18.32           | 18.32           | O      | N          |
|                                    | BODY ARMOR HOLSTER                           | sonofrio   |            |                 |                 |        | 02/08/2013 |
|                                    | 101-301-729-000 UNIFORMS                     |            |            | 18.32           |                 |        |            |
| 183253                             |  |            |            |                 |                 |        |            |
| 30218                              | CHIEF SUPPLY CORP                            | 01/17/2013 | 02/19/2013 | 213.30          | 213.30          | O      | N          |
|                                    | SHIRTS                                       | sonofrio   |            |                 |                 |        | 02/08/2013 |
|                                    | 101-301-729-000 UNIFORMS                     |            |            | 213.30          |                 |        |            |
| 182197                             |  |            |            |                 |                 |        |            |
| 30219                              | CHIEF SUPPLY CORP                            | 01/16/2013 | 02/19/2013 | 238.29          | 238.29          | O      | N          |
|                                    | UNIFROMS                                     | sonofrio   |            |                 |                 |        | 02/08/2013 |
|                                    | 101-301-729-000 UNIFORMS                     |            |            | 238.29          |                 |        |            |
| 181936                             |  |            |            |                 |                 |        |            |
| 30220                              | CHIEF SUPPLY CORP                            | 01/16/2013 | 02/19/2013 | 140.40          | 140.40          | O      | N          |
|                                    | BAIL OUT BAGS                                | sonofrio   |            |                 |                 |        | 02/08/2013 |
|                                    | 101-301-729-000 UNIFORMS                     |            |            | 140.40          |                 |        |            |
| 190797                             |  |            |            |                 |                 |        |            |
| 30364                              | CHIEF SUPPLY CORP                            | 01/30/2013 | 02/19/2013 | 97.69           | 97.69           | O      | N          |
|                                    | HOLSTER                                      | sonofrio   |            |                 |                 |        | 02/12/2013 |
|                                    | 101-301-729-000 UNIFORMS                     |            |            | 97.69           |                 |        |            |
| 190796                             |  |            |            |                 |                 |        |            |
| 30365                              | CHIEF SUPPLY CORP                            | 01/30/2013 | 02/19/2013 | 327.60          | 327.60          | O      | N          |
|                                    | BAIL OUT BAGS                                | sonofrio   |            |                 |                 |        | 02/12/2013 |
|                                    | 101-301-741-000 OPERATING SUPPLIES           |            |            | 327.60          |                 |        |            |
| 190977                             |  |            |            |                 |                 |        |            |
| 30366                              | CHIEF SUPPLY CORP                            | 01/30/2013 | 02/19/2013 | 58.79           | 58.79           | O      | N          |
|                                    | UNIFORM                                      | sonofrio   |            |                 |                 |        | 02/12/2013 |
|                                    | 101-301-729-000 UNIFORMS                     |            |            | 58.79           |                 |        |            |
|                                    | Total for vendor 000453 - CHIEF SUPPLY CORP: |            |            | <u>1,094.39</u> | <u>1,094.39</u> |        |            |

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|--|--|--------------------------------|------------|-----------|-----------|--------|------------|
| Inv Ref#                                     | Description  | Entered By                     |            |           |           |        | Post Date  |
| Vendor 000471 - CITY PLUMBING & HEATING CO:  |  |                                |            |           |           |        |            |
| 020788                                       |  |                                |            |           |           |        |            |
| 30221  | CITY PLUMBING & HEATING CO                             | 01/16/2013                     | 02/19/2013 | 234.26    | 234.26    | O      | N          |
|  | SERVICE  | sonofrio                       |            |           |           |        | 02/08/2013 |
|  | 101-265-931-000  | REPAIRS/MAINT-BUILDS & STRUCTR |            | 234.26    |           |        |            |
| 021263                                       |  |                                |            |           |           |        |            |
| 30222  | CITY PLUMBING & HEATING CO                             | 02/01/2013                     | 02/19/2013 | 17,945.00 | 17,945.00 | O      | N          |
|  | DPW HEATING UNIT REPAIR                                | sonofrio                       |            |           |           |        | 02/08/2013 |
|  | 101-446-931-000  | REPAIR - DPW HEATING UNIT      |            | 4,486.25  |           |        |            |
|  | 591-558-931-000  | REPAIR - DPW HEATING UNIT      |            | 4,486.25  |           |        |            |
|  | 592-558-931-000  | REPAIR - DPW HEATING UNIT      |            | 4,486.25  |           |        |            |
|  | 582-558-931-000  | REPAIR - DPW HEATING UNIT      |            | 4,486.25  |           |        |            |
|  | Total for vendor 000471 - CITY PLUMBING & HEATING CO:  |                                |            | 18,179.26 | 18,179.26 |        |            |
| Vendor 000483 - CMP DISTRIBUTORS, INC:       |  |                                |            |           |           |        |            |
| 35519  |  |                                |            |           |           |        |            |
| 30223  | CMP DISTRIBUTORS, INC                                  | 01/28/2013                     | 02/19/2013 | 29.90     | 29.90     | O      | N          |
|  | GUN CLEANER  | sonofrio                       |            |           |           |        | 02/08/2013 |
|  | 101-301-933-000  | REPAIRS/MAINTENANCE - EQUIP    |            | 29.90     |           |        |            |
| 35432  |  |                                |            |           |           |        |            |
| 30367  | CMP DISTRIBUTORS, INC                                  | 01/16/2013                     | 02/19/2013 | 556.32    | 556.32    | O      | N          |
|  | AMMO   | sonofrio                       |            |           |           |        | 02/12/2013 |
|  | 101-301-741-002  | OPERATING SUPPLIES - MUNITIONS |            | 556.32    |           |        |            |
|  | Total for vendor 000483 - CMP DISTRIBUTORS, INC:       |                                |            | 586.22    | 586.22    |        |            |
| Vendor 000502 - COMMUNITY ANSWERING SERVICE: |  |                                |            |           |           |        |            |
| 475302042013                                 |  |                                |            |           |           |        |            |
| 30224  | COMMUNITY ANSWERING SERVICE                            | 02/04/2013                     | 02/19/2013 | 595.05    | 595.05    | O      | N          |
|  | ANSWERING SERVICES                                     | sonofrio                       |            |           |           |        | 02/08/2013 |
|  | 101-350-802-000  | OTHER CONTRACTUAL SERVICES     |            | 595.05    |           |        |            |
|  | Total for vendor 000502 - COMMUNITY ANSWERING SERVICE: |                                |            | 595.05    | 595.05    |        |            |

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|--|--|-------------------------------|------------|-----------------|-----------------|--------|------------|
| Inv Ref#                                     | Description  | Entered By                    |            |                 |                 |        | Post Date  |
|  | GL Distribution  |                               |            |                 |                 |        |            |
| Vendor 000514 - CONSTRUCTION ASSOCIATES INC: |  |                               |            |                 |                 |        |            |
| JAN 2013                                     |  |                               |            |                 |                 |        |            |
| 30353  | CONSTRUCTION ASSOCIATES INC                            | 02/05/2013                    | 02/19/2013 | 5,932.56        | 5,932.56        | 0      | N          |
|  | BUILDING INSPECTIONS                                   | sonofrio                      |            |                 |                 |        | 02/11/2013 |
|  | 101-371-802-020  | BUILDING INSPECTIONS          |            | 5,932.56        |                 |        |            |
|  | Total for vendor 000514 - CONSTRUCTION ASSOCIATES INC: |                               |            | <u>5,932.56</u> | <u>5,932.56</u> |        |            |
| Vendor 000533 - CORNELISSE:                  |  |                               |            |                 |                 |        |            |
| 201220-02                                    |  |                               |            |                 |                 |        |            |
| 30354  | CORNELISSE DESIGN ASSOC INC                            | 01/31/2013                    | 02/19/2013 | 2,440.15        | 2,440.15        | 0      | N          |
|  | DIG GRANT GRAPHICS ASSISTANCE                          | sonofrio                      |            |                 |                 |        | 02/11/2013 |
|  | 250-729-974-018-0149                                   | CAPITAL PROJECTS              |            | 2,440.15        |                 |        |            |
|  | Total for vendor 000533 - CORNELISSE:                  |                               |            | <u>2,440.15</u> | <u>2,440.15</u> |        |            |
| Vendor 000660 - DOMESTIC LINEN-KALAMAZOO:    |  |                               |            |                 |                 |        |            |
| JANUARY 2013                                 |  |                               |            |                 |                 |        |            |
| 30225  | DOMESTIC LINEN-KALAMAZOO                               | 02/01/2013                    | 02/19/2013 | 2,590.25        | 2,590.25        | 0      | N          |
|  | RENTALS  | sonofrio                      |            |                 |                 |        | 02/08/2013 |
|  | 101-265-802-000  | OTHER CONTRACTUAL SERVICES    |            | 415.55          |                 |        |            |
|  | 591-559-802-000  | OTHER CONTRACTUAL SERVICES    |            | 496.91          |                 |        |            |
|  | 592-559-802-000  | OTHER CONTRACTUAL SERVICES    |            | 370.00          |                 |        |            |
|  | 101-265-802-000  | OTHER CONTRACTUAL SERVICES    |            | 544.34          |                 |        |            |
|  | 101-276-802-000  | OTHER CONTRACTUAL SERVICES    |            | 48.50           |                 |        |            |
|  | 101-446-802-000  | OTHER CONTRACTUAL SERVICES    |            | 242.50          |                 |        |            |
|  | 101-751-802-000  | OTHER CONTRACTUAL SERVICES    |            | 26.00           |                 |        |            |
|  | 582-558-802-000  | OTHER CONTRACTUAL SERVICES    |            | 92.30           |                 |        |            |
|  | 591-558-802-000  | OTHER CONTRACTUAL SERVICES    |            | 123.60          |                 |        |            |
|  | 592-558-802-000  | OTHER CONTRACTUAL SERVICES    |            | 123.60          |                 |        |            |
|  | 661-450-802-000  | OTHER CONTRACTUAL SERVICES    |            | 106.95          |                 |        |            |
|  | Total for vendor 000660 - DOMESTIC LINEN-KALAMAZOO:    |                               |            | <u>2,590.25</u> | <u>2,590.25</u> |        |            |
| Vendor 000754 - FACTORY CONDOMINIUM ASSOC:   |  |                               |            |                 |                 |        |            |
| 12/26/12                                     |  |                               |            |                 |                 |        |            |
| 30368  | FACTORY CONDOMINIUM ASSOC                              | 02/12/2013                    | 02/19/2013 | 5,997.08        | 5,997.08        | 0      | N          |
|  | BROWNFIELD REIMBURSEMENT                               | sonofrio                      |            |                 |                 |        | 02/12/2013 |
|  | 260-622-802-056  | OTHER CONTRACTUAL-FACTORY CON |            | 5,997.08        |                 |        |            |
|  | Total for vendor 000754 - FACTORY CONDOMINIUM ASSOC:   |                               |            | <u>5,997.08</u> | <u>5,997.08</u> |        |            |

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| Inv Ref#                                   | Description  | Entered By                |            |                 |                 |        | Post Date  |
|  | GL Distribution                                      |                           |            |                 |                 |        |            |
| Vendor 000837 - FREIGHTLINER OF KALAMAZOO: |  |                           |            |                 |                 |        |            |
| X002156586:01                              |  |                           |            |                 |                 |        |            |
| 30342                                      | FREIGHTLINER OF KALAMAZOO                            | 02/06/2013                | 02/19/2013 | 143.00          | 143.00          | O      | N          |
|  | PARTS  | sonofrio                  |            |                 |                 |        | 02/11/2013 |
|  | 661-450-741-003                                      | REPAIR & MAINT SUPPLIES   |            | 143.00          |                 |        |            |
|  | Total for vendor 000837 - FREIGHTLINER OF KALAMAZOO: |                           |            | <u>143.00</u>   | <u>143.00</u>   |        |            |
| Vendor 000843 - FRONTIER:                  |  |                           |            |                 |                 |        |            |
| 0995 03/04/13                              |  |                           |            |                 |                 |        |            |
| 30369                                      | FRONTIER   | 02/07/2013                | 02/19/2013 | 123.92          | 123.92          | O      | N          |
|  | TELEPHONE 269-637-5493-070711-5                      | sonofrio                  |            |                 |                 |        | 02/12/2013 |
|  | 591-559-850-000                                      | TELEPHONE                 |            | 123.92          |                 |        |            |
| 5403 3/4/13                                |  |                           |            |                 |                 |        |            |
| 30370                                      | FRONTIER   | 02/07/2013                | 02/19/2013 | 123.73          | 123.73          | O      | N          |
|  | TELEPHONE 269-637-3251-010165-5                      | sonofrio                  |            |                 |                 |        | 02/12/2013 |
|  | 101-265-850-000                                      | TELEPHONE                 |            | 123.73          |                 |        |            |
|  | Total for vendor 000843 - FRONTIER:                  |                           |            | <u>247.65</u>   | <u>247.65</u>   |        |            |
| Vendor 000846 - FTC & H, INC:              |  |                           |            |                 |                 |        |            |
| 279322                                     |  |                           |            |                 |                 |        |            |
| 30226                                      | FTC & H, INC   | 02/01/2013                | 02/19/2013 | 3,078.25        | 3,078.25        | O      | N          |
|  | ENGINEERING  | sonofrio                  |            |                 |                 |        | 02/08/2013 |
|  | 591-002-202-001                                      | ACCOUNTS PAYABLE-OTHER    |            | 3,078.25        |                 |        |            |
|  | Total for vendor 000846 - FTC & H, INC:              |                           |            | <u>3,078.25</u> | <u>3,078.25</u> |        |            |
| Vendor 000872 - GEMPLER'S:                 |  |                           |            |                 |                 |        |            |
| 1019301298                                 |  |                           |            |                 |                 |        |            |
| 30227                                      | GEMPLER'S  | 01/21/2013                | 02/19/2013 | 194.95          | 194.95          | O      | N          |
|  | BOOTS  | sonofrio                  |            |                 |                 |        | 02/08/2013 |
|  | 101-446-729-001                                      | OTHER CLOTHING & SUPPLIES |            | 194.95          |                 |        |            |
|  | Total for vendor 000872 - GEMPLER'S:                 |                           |            | <u>194.95</u>   | <u>194.95</u>   |        |            |

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|--|--|------------------------------|------------|-----------------|-----------------|--------|------------|
| Inv Ref#                                 | Description  | Entered By                   |            |                 |                 |        | Post Date  |
|  | GL Distribution                                    |                              |            |                 |                 |        |            |
| Vendor 000974 - HACH COMPANY:            |  |                              |            |                 |                 |        |            |
| 8111363                                  |  |                              |            |                 |                 |        |            |
| 30228                                    | HACH COMPANY                                       | 01/19/2013                   | 02/19/2013 | 1,849.00        | 1,849.00        | O      | N          |
|  | LAB EQUIPMENT MAINTENANCE                          | sonofrio                     |            |                 |                 |        | 02/08/2013 |
|  | 591-559-933-000                                    | REPAIRS/MAINTENANCE - EQUIPM |            | 1,849.00        |                 |        |            |
|  | Total for vendor 000974 - HACH COMPANY:            |                              |            | <u>1,849.00</u> | <u>1,849.00</u> |        |            |
| Vendor 000994 - HAPA LLC:                |  |                              |            |                 |                 |        |            |
| 16                                       |  |                              |            |                 |                 |        |            |
| 30229                                    | HAPA LLC   | 01/31/2013                   | 02/19/2013 | 9,159.55        | 9,159.55        | O      | N          |
|  | MARINA SUPPLIES & SERVICES                         | sonofrio                     |            |                 |                 |        | 02/08/2013 |
|  | 594-776-980-000                                    | OFFICE EQUIPMENT & FURNITURE |            | 1,476.45        |                 |        |            |
|  | 594-776-860-000                                    | TRAVEL/CONFERENCES/TRAINING  |            | 1,401.14        |                 |        |            |
|  | 594-776-727-000                                    | OFFICE SUPPLIES              |            | 25.77           |                 |        |            |
|  | 594-776-741-000                                    | OPERATING SUPPLIES           |            | 512.83          |                 |        |            |
|  | 594-776-802-000                                    | OTHER CONTRACTUAL SERVICES   |            | 5,743.36        |                 |        |            |
|  | Total for vendor 000994 - HAPA LLC:                |                              |            | <u>9,159.55</u> | <u>9,159.55</u> |        |            |
| Vendor 001031 - HAVEN HEATING AND AIR:   |  |                              |            |                 |                 |        |            |
| 3570                                     |  |                              |            |                 |                 |        |            |
| 30230                                    | HAVEN HEATING AND AIR                              | 01/24/2013                   | 02/19/2013 | 154.00          | 154.00          | O      | N          |
|  | HEAT REPAIRS                                       | sonofrio                     |            |                 |                 |        | 02/08/2013 |
|  | 594-776-802-000                                    | OTHER CONTRACTUAL SERVICES   |            | 154.00          |                 |        |            |
|  | Total for vendor 001031 - HAVEN HEATING AND AIR:   |                              |            | <u>154.00</u>   | <u>154.00</u>   |        |            |
| Vendor 001036 - HD SUPPLY UTILITIES LTD: |  |                              |            |                 |                 |        |            |
| 2189890-00                               |  |                              |            |                 |                 |        |            |
| 30231                                    | HD SUPPLY UTILITIES LTD                            | 01/23/2013                   | 02/19/2013 | 372.83          | 372.83          | O      | N          |
|  | SOCKETS  | sonofrio                     |            |                 |                 |        | 02/08/2013 |
|  | 582-558-933-000                                    | REPAIRS/MAINTENANCE - EQUIPM |            | 372.83          |                 |        |            |
| 2186719-01                               |  |                              |            |                 |                 |        |            |
| 30232                                    | HD SUPPLY UTILITIES LTD                            | 01/22/2013                   | 02/19/2013 | 132.30          | 132.30          | O      | N          |
|  | SOCKET   | sonofrio                     |            |                 |                 |        | 02/08/2013 |
|  | 582-558-933-000                                    | REPAIRS/MAINTENANCE - EQUIPM |            | 132.30          |                 |        |            |
|  | Total for vendor 001036 - HD SUPPLY UTILITIES LTD: |                              |            | <u>505.13</u>   | <u>505.13</u>   |        |            |

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|---|---|----------------------------|------------|-----------------|-----------------|--------|------------|
| Inv Ref#                                  | Description   | Entered By                 |            |                 |                 |        | Post Date  |
|   | GL Distribution                                     |                            |            |                 |                 |        |            |
| Vendor 001046 - HERALD PALLADIUM:         |   |                            |            |                 |                 |        |            |
| PERIOD 1 2013                             |   |                            |            |                 |                 |        |            |
| 30371                                     | HERALD PALLADIUM                                    | 02/03/2013                 | 02/19/2013 | 1,801.64        | 1,801.64        | O      | N          |
|   | PUBLISHING  | sonofrio                   |            |                 |                 |        | 02/12/2013 |
|   | 101-101-900-000                                     | PRINTING/PUBLISHING        |            | 629.44          |                 |        |            |
|   | 101-209-900-000                                     | PRINTING/PUBLISHING        |            | 148.32          |                 |        |            |
|   | 101-301-900-000                                     | PRINTING/PUBLISHING        |            | 189.72          |                 |        |            |
|   | 101-371-900-000                                     | NEWSPAPER PUBLISHING       |            | 239.20          |                 |        |            |
|   | 250-729-900-000                                     | PRINTING/PUBLISHING        |            | 81.12           |                 |        |            |
|   | 591-559-900-000                                     | PRINTING/PUBLISHING        |            | 178.80          |                 |        |            |
|   | 718-002-277-024                                     | DEPOSIT-ELKENBURG PARK     |            | 335.04          |                 |        |            |
|   | Total for vendor 001046 - HERALD PALLADIUM:         |                            |            | <u>1,801.64</u> | <u>1,801.64</u> |        |            |
| Vendor 001067 - HI TEC BUILDING SERVICES: |   |                            |            |                 |                 |        |            |
| 004637                                    |   |                            |            |                 |                 |        |            |
| 30238                                     | HI TEC BUILDING SERVICES                            | 01/30/2013                 | 02/19/2013 | 920.00          | 920.00          | O      | N          |
|   | JANITORIAL SERVICE                                  | sonofrio                   |            |                 |                 |        | 02/08/2013 |
|   | 101-265-802-000                                     | OTHER CONTRACTUAL SERVICES |            | 920.00          |                 |        |            |
| 004638                                    |   |                            |            |                 |                 |        |            |
| 30239                                     | HI TEC BUILDING SERVICES                            | 01/30/2013                 | 02/19/2013 | 1,180.00        | 1,180.00        | O      | N          |
|   | JANITORIAL SERVICE                                  | sonofrio                   |            |                 |                 |        | 02/08/2013 |
|   | 101-301-802-001                                     | SERVICE CONTRACTS          |            | 1,180.00        |                 |        |            |
| 004639                                    |   |                            |            |                 |                 |        |            |
| 30240                                     | HI TEC BUILDING SERVICES                            | 01/30/2013                 | 02/19/2013 | 620.00          | 620.00          | O      | N          |
|   | JANITORIAL SERVICE                                  | sonofrio                   |            |                 |                 |        | 02/08/2013 |
|   | 101-265-802-000                                     | OTHER CONTRACTUAL SERVICES |            | 620.00          |                 |        |            |
| 004643                                    |   |                            |            |                 |                 |        |            |
| 30241                                     | HI TEC BUILDING SERVICES                            | 01/30/2013                 | 02/19/2013 | 390.00          | 390.00          | O      | N          |
|   | JANITORIAL SERVICE                                  | sonofrio                   |            |                 |                 |        | 02/08/2013 |
|   | 591-559-802-000                                     | OTHER CONTRACTUAL SERVICES |            | 390.00          |                 |        |            |
|   | Total for vendor 001067 - HI TEC BUILDING SERVICES: |                            |            | <u>3,110.00</u> | <u>3,110.00</u> |        |            |

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|--|--|----------------------------|------------|---------------|---------------|--------|------------|
| Inv Ref#                                       | Description  | Entered By                 |            |               |               |        | Post Date  |
| Vendor 001107 - HULL LIFT TRUCK INC:           |  |                            |            |               |               |        |            |
| S-0080109                                      |  |                            |            |               |               |        |            |
| 30234  | HULL LIFT TRUCK INC                                      | 01/25/2013                 | 02/19/2013 | 95.47         | 95.47         | O      | N          |
|  | TIE ROD  | sonofrio                   |            |               |               |        | 02/08/2013 |
|  | 661-450-741-003  | REPAIR & MAINT SUPPLIES    |            | 95.47         |               |        |            |
| S-0080054                                      |  |                            |            |               |               |        |            |
| 30235  | HULL LIFT TRUCK INC                                      | 01/25/2013                 | 02/19/2013 | 156.97        | 156.97        | O      | N          |
|  | SPINDLE  | sonofrio                   |            |               |               |        | 02/08/2013 |
|  | 661-450-741-003  | REPAIR & MAINT SUPPLIES    |            | 156.97        |               |        |            |
|  | Total for vendor 001107 - HULL LIFT TRUCK INC:           |                            |            | <u>252.44</u> | <u>252.44</u> |        |            |
| Vendor 001120 - HYDRO DESIGNS INC:             |  |                            |            |               |               |        |            |
| 0028514-IN                                     |  |                            |            |               |               |        |            |
| 30236  | HYDRO DESIGNS INC  | 01/31/2013                 | 02/19/2013 | 995.00        | 995.00        | O      | N          |
|  | CROSS CONNECTION CONTROL PROGRAM                         | sonofrio                   |            |               |               |        | 02/08/2013 |
|  | 591-559-802-000  | OTHER CONTRACTUAL SERVICES |            | 995.00        |               |        |            |
|  | Total for vendor 001120 - HYDRO DESIGNS INC:             |                            |            | <u>995.00</u> | <u>995.00</u> |        |            |
| Vendor 001122 - I-2000 INC:                    |  |                            |            |               |               |        |            |
| 31950-16068                                    |  |                            |            |               |               |        |            |
| 30242  | I-2000 INC   | 02/01/2013                 | 02/19/2013 | 59.90         | 59.90         | O      | N          |
|  | INTERNET SERVICES  | sonofrio                   |            |               |               |        | 02/08/2013 |
|  | 636-258-850-002  | INTERNET FEES              |            | 59.90         |               |        |            |
|  | Total for vendor 001122 - I-2000 INC:                    |                            |            | <u>59.90</u>  | <u>59.90</u>  |        |            |
| Vendor 001153 - INTERNATIONAL ASSOC OF CHIEFS: |  |                            |            |               |               |        |            |
| 1001049118                                     |  |                            |            |               |               |        |            |
| 30243  | INTERNATIONAL ASSOC OF CHIEFS                            | 01/09/2013                 | 02/19/2013 | 120.00        | 120.00        | O      | N          |
|  | MEMBERSHIP-T MARTIN                                      | sonofrio                   |            |               |               |        | 02/08/2013 |
|  | 101-301-958-000  | SUBSCRIPTIONS/MEMBERSHIPS  |            | 120.00        |               |        |            |
|  | Total for vendor 001153 - INTERNATIONAL ASSOC OF CHIEFS: |                            |            | <u>120.00</u> | <u>120.00</u> |        |            |

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| Inv Num                                   | Vendor  | Inv Date                    | Due Date   | Inv Amt       | Amt Due       | Status | Jrnlized   |
|---|---|-----------------------------|------------|---------------|---------------|--------|------------|
| Inv Ref#                                  | Description   | Entered By                  |            |               |               |        | Post Date  |
| Vendor 001161 - INTERSTATE:               |   |                             |            |               |               |        |            |
| 1901802003613                             |   |                             |            |               |               |        |            |
| 30244                                     | INTERSTATE  | 01/21/2013                  | 02/19/2013 | 342.64        | 342.64        | O      | N          |
|   | BATTERIES   | sonofrio                    |            |               |               |        | 02/08/2013 |
|   | 661-450-741-000                                     | OPERATING SUPPLIES          |            | 342.64        |               |        |            |
| 1901801004451                             |   |                             |            |               |               |        |            |
| 30372                                     | INTERSTATE  | 01/30/2013                  | 02/19/2013 | 74.75         | 74.75         | O      | N          |
|   | BATTERIES   | sonofrio                    |            |               |               |        | 02/12/2013 |
|   | 101-301-933-000                                     | REPAIRS/MAINTENANCE - EQUIP |            | 74.75         |               |        |            |
|   | Total for vendor 001161 - INTERSTATE:               |                             |            | <u>417.39</u> | <u>417.39</u> |        |            |
| Vendor 001171 - J & L ORCHARD SUPPLY LLC: |   |                             |            |               |               |        |            |
| 14374                                     |   |                             |            |               |               |        |            |
| 30245                                     | J & L ORCHARD SUPPLY LLC                            | 01/30/2013                  | 02/19/2013 | 82.36         | 82.36         | O      | N          |
|   | MAINTENENACE MATERIALS                              | sonofrio                    |            |               |               |        | 02/08/2013 |
|   | 591-558-741-000                                     | OPERATING SUPPLIES          |            | 82.36         |               |        |            |
| 14405                                     |   |                             |            |               |               |        |            |
| 30343                                     | J & L ORCHARD SUPPLY LLC                            | 02/08/2013                  | 02/19/2013 | 79.11         | 79.11         | O      | N          |
|   | CLEANOUT TEE  | sonofrio                    |            |               |               |        | 02/11/2013 |
|   | 592-558-741-000                                     | OPERATING SUPPLIES          |            | 79.11         |               |        |            |
|   | Total for vendor 001171 - J & L ORCHARD SUPPLY LLC: |                             |            | <u>161.47</u> | <u>161.47</u> |        |            |
| Vendor 001189 - JIM & TONI'S DRYCLEANERS: |   |                             |            |               |               |        |            |
| JAN 2013                                  |   |                             |            |               |               |        |            |
| 30373                                     | JIM & TONI'S DRYCLEANERS                            | 02/01/2013                  | 02/19/2013 | 296.25        | 296.25        | O      | N          |
|   | LAUNDRY   | sonofrio                    |            |               |               |        | 02/12/2013 |
|   | 101-301-801-021                                     | LAUNDRY & DRYCLEANING       |            | 296.25        |               |        |            |
|   | Total for vendor 001189 - JIM & TONI'S DRYCLEANERS: |                             |            | <u>296.25</u> | <u>296.25</u> |        |            |

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|--|--|------------------------------|------------|---------------|---------------|--------|------------|
| Inv Ref#                                     | Description  | Entered By                   |            |               |               |        | Post Date  |
|  | GL Distribution  |                              |            |               |               |        |            |
| Vendor 001246 - KENDALL ELECTRIC INC:        |  |                              |            |               |               |        |            |
| S101357619.001                               |  |                              |            |               |               |        |            |
| 30246  | KENDALL ELECTRIC INC                                   | 01/31/2013                   | 02/19/2013 | 141.64        | 141.64        | O      | N          |
|  | WIRE   | sonofrio                     |            |               |               |        | 02/08/2013 |
|  | 582-558-933-000  | REPAIRS/MAINTENANCE - EQUIPM |            | 141.64        |               |        |            |
| S101337631.003                               |  |                              |            |               |               |        |            |
| 30247  | KENDALL ELECTRIC INC                                   | 01/25/2013                   | 02/19/2013 | 670.17        | 670.17        | O      | N          |
|  | HEATER   | sonofrio                     |            |               |               |        | 02/08/2013 |
|  | 582-558-741-000  | OPERATING SUPPLIES           |            | 670.17        |               |        |            |
| S101337631.001                               |  |                              |            |               |               |        |            |
| 30248  | KENDALL ELECTRIC INC                                   | 01/23/2013                   | 02/19/2013 | 49.42         | 49.42         | O      | N          |
|  | ELECTRICAL MAINTENANCE SUPPLIES                        | sonofrio                     |            |               |               |        | 02/08/2013 |
|  | 582-558-933-000  | REPAIRS/MAINTENANCE - EQUIPM |            | 49.42         |               |        |            |
| S101337631.002                               |  |                              |            |               |               |        |            |
| 30249  | KENDALL ELECTRIC INC                                   | 01/23/2013                   | 02/19/2013 | 38.85         | 38.85         | O      | N          |
|  | ELECTRICAL MAINTENANCE SUPPLIES                        | sonofrio                     |            |               |               |        | 02/08/2013 |
|  | 582-558-933-000  | REPAIRS/MAINTENANCE - EQUIPM |            | 38.85         |               |        |            |
|  | Total for vendor 001246 - KENDALL ELECTRIC INC:        |                              |            | <u>900.08</u> | <u>900.08</u> |        |            |
| Vendor 001270 - KIWANIS CLUB OF SOUTH HAVEN: |  |                              |            |               |               |        |            |
| 995  |  |                              |            |               |               |        |            |
| 30250  | KIWANIS CLUB OF SOUTH HAVEN                            | 02/03/2013                   | 02/19/2013 | 129.00        | 129.00        | O      | N          |
|  | DUES 7 MEALS   | sonofrio                     |            |               |               |        | 02/08/2013 |
|  | 101-301-958-000  | SUBSCRIPTIONS/MEMBERSHIPS    |            | 129.00        |               |        |            |
|  | Total for vendor 001270 - KIWANIS CLUB OF SOUTH HAVEN: |                              |            | <u>129.00</u> | <u>129.00</u> |        |            |
| Vendor 001352 - LANDERS HARDWARE INC:        |  |                              |            |               |               |        |            |
| D213310                                      |  |                              |            |               |               |        |            |
| 30251  | LANDERS HARDWARE INC                                   | 02/04/2013                   | 02/19/2013 | 31.99         | 31.99         | O      | N          |
|  | BELT   | sonofrio                     |            |               |               |        | 02/08/2013 |
|  | 661-450-741-003  | REPAIR & MAINT SUPPLIES      |            | 31.99         |               |        |            |
| M275177                                      |  |                              |            |               |               |        |            |
| 30252  | LANDERS HARDWARE INC                                   | 01/28/2013                   | 02/19/2013 | 28.79         | 28.79         | O      | N          |
|  | BELT   | sonofrio                     |            |               |               |        | 02/08/2013 |
|  | 661-450-741-003  | REPAIR & MAINT SUPPLIES      |            | 28.79         |               |        |            |
|  | Total for vendor 001352 - LANDERS HARDWARE INC:        |                              |            | <u>60.78</u>  | <u>60.78</u>  |        |            |

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|---|---|------------------------------|------------|-----------------|-----------------|--------|------------|
| Inv Ref#                                    | Description   | Entered By                   |            |                 |                 |        | Post Date  |
| Vendor 001460 - MAINTENANCE CONNECTION INC: |   |                              |            |                 |                 |        |            |
| 20305                                       |   |                              |            |                 |                 |        |            |
| 30253                                       | MAINTENANCE CONNECTION INC                            | 02/01/2013                   | 02/19/2013 | 398.00          | 398.00          | O      | N          |
|   | ASP SERVICE   | sonofrio                     |            |                 |                 |        | 02/08/2013 |
|   | 592-559-802-000                                       | OTHER CONTRACTUAL SERVICES   |            | 179.49          |                 |        |            |
|   | 592-562-802-000                                       | OTHER CONTRACTUAL SERVICES   |            | 7.96            |                 |        |            |
|   | 592-566-802-000                                       | OTHER CONTRACTUAL SERVICES   |            | 26.67           |                 |        |            |
|   | 592-567-802-000                                       | OTHER CONTRACTUAL SERVICES   |            | 20.70           |                 |        |            |
|   | 592-569-802-000                                       | OTHER CONTRACTUAL SERVICES   |            | 60.10           |                 |        |            |
|   | 592-570-802-000                                       | OTHER CONTRACTUAL SERVICES   |            | 103.08          |                 |        |            |
|   | Total for vendor 001460 - MAINTENANCE CONNECTION INC: |                              |            | <u>398.00</u>   | <u>398.00</u>   |        |            |
| Vendor 001467 - MANNING, MARK A:            |   |                              |            |                 |                 |        |            |
| 36738                                       |   |                              |            |                 |                 |        |            |
| 30385                                       | MARK A MANNING  | 02/01/2013                   | 02/19/2013 | 3,300.00        | 3,300.00        | O      | N          |
|   | ATTORNEY SERVICES                                     | sonofrio                     |            |                 |                 |        | 02/12/2013 |
|   | 101-210-801-000                                       | PROFESSIONAL/CONSULTING FEES |            | 3,300.00        |                 |        |            |
|   | Total for vendor 001467 - MANNING, MARK A:            |                              |            | <u>3,300.00</u> | <u>3,300.00</u> |        |            |

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|--------------------------|----------------------|-----------------------------|------------|---------|---------|--------|------------|
| Inv Ref#                 | Description          | Entered By                  |            |         |         |        | Post Date  |
|                          | GL Distribution      |                             |            |         |         |        |            |
| Vendor 001544 - MENARDS: |                      |                             |            |         |         |        |            |
| 10908                    |                      |                             |            |         |         |        |            |
| 30254                    | MENARDS              | 01/29/2013                  | 02/19/2013 | 189.99  | 189.99  | O      | N          |
|                          | CABINET              | sonofrio                    |            |         |         |        | 02/08/2013 |
|                          | 661-450-977-000      | EQUIPMENT - SHOP            |            | 189.99  |         |        |            |
| 11040                    |                      |                             |            |         |         |        |            |
| 30255                    | MENARDS              | 01/31/2013                  | 02/19/2013 | 23.82   | 23.82   | O      | N          |
|                          | BATTERIES            | sonofrio                    |            |         |         |        | 02/08/2013 |
|                          | 582-558-741-000      | OPERATING SUPPLIES          |            | 23.82   |         |        |            |
| 11022                    |                      |                             |            |         |         |        |            |
| 30256                    | MENARDS              | 01/31/2013                  | 02/19/2013 | 54.10   | 54.10   | O      | N          |
|                          | MAINTENANCE SUPPLIES | sonofrio                    |            |         |         |        | 02/08/2013 |
|                          | 592-559-742-000      | SMALL TOOLS                 |            | 54.10   |         |        |            |
| 10923                    |                      |                             |            |         |         |        |            |
| 30257                    | MENARDS              | 01/29/2013                  | 02/19/2013 | 40.47   | 40.47   | O      | N          |
|                          | MAINTENANCE SUPPLIES | sonofrio                    |            |         |         |        | 02/08/2013 |
|                          | 592-559-741-000      | OPERATING SUPPLIES          |            | 40.47   |         |        |            |
| 10648                    |                      |                             |            |         |         |        |            |
| 30258                    | MENARDS              | 01/25/2013                  | 02/19/2013 | 96.09   | 96.09   | O      | N          |
|                          | MAINTENANCE SUPPLIES | sonofrio                    |            |         |         |        | 02/08/2013 |
|                          | 592-559-933-000      | REPAIRS/MAINTENANCE - EQUIP |            | 96.09   |         |        |            |
| 10611                    |                      |                             |            |         |         |        |            |
| 30259                    | MENARDS              | 01/24/2013                  | 02/19/2013 | 53.47   | 53.47   | O      | N          |
|                          | MAINTENANCE SUPPLIES | sonofrio                    |            |         |         |        | 02/08/2013 |
|                          | 592-559-933-000      | REPAIRS/MAINTENANCE - EQUIP |            | 53.47   |         |        |            |
| 10838                    |                      |                             |            |         |         |        |            |
| 30260                    | MENARDS              | 01/28/2013                  | 02/19/2013 | 21.86   | 21.86   | O      | N          |
|                          | MAINTENANCE SUPPLIES | sonofrio                    |            |         |         |        | 02/08/2013 |
|                          | 582-558-741-000      | OPERATING SUPPLIES          |            | 21.86   |         |        |            |
| 10840                    |                      |                             |            |         |         |        |            |
| 30261                    | MENARDS              | 01/28/2013                  | 02/19/2013 | 71.88   | 71.88   | O      | N          |
|                          | MAINTENANCE SUPPLIES | sonofrio                    |            |         |         |        | 02/08/2013 |
|                          | 582-558-741-000-0017 | OPERATING SUPPLIES          |            | 71.88   |         |        |            |
| 10525                    |                      |                             |            |         |         |        |            |
| 30262                    | MENARDS              | 01/23/2013                  | 02/19/2013 | 14.33   | 14.33   | O      | N          |
|                          | MAINTENANCE SUPPLIES | sonofrio                    |            |         |         |        | 02/08/2013 |

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|---|---|-----------------------------|------------|-----------------|-----------------|--------|------------|
| Inv Ref#                                      | Description   | Entered By                  |            |                 |                 |        | Post Date  |
|   | GL Distribution   |                             |            |                 |                 |        |            |
|   | 101-301-741-000   | OPERATING SUPPLIES          |            | 14.33           |                 |        |            |
| 11392   |   |                             |            |                 |                 |        |            |
| 30374   | MENARDS   | 02/06/2013                  | 02/19/2013 | 54.37           | 54.37           | O      | N          |
|   | MAINTENANCE SUPPLIES                                    | sonofrio                    |            |                 |                 |        | 02/12/2013 |
|   | 591-559-741-000   | OPERATING SUPPLIES          |            | 54.37           |                 |        |            |
|   | Total for vendor 001544 - MENARDS:                      |                             |            | <u>620.38</u>   | <u>620.38</u>   |        |            |
| <hr/>   |   |                             |            |                 |                 |        |            |
| Vendor 001580 - MICHIGAN ASSOC OF CEMETERIES: |   |                             |            |                 |                 |        |            |
| 2013  |   |                             |            |                 |                 |        |            |
| 30375   | MICHIGAN ASSOC OF MUN CEMETERIES                        | 02/06/2013                  | 02/19/2013 | 35.00           | 35.00           | O      | N          |
|   | MEMBERSHIP - M FRAZIER                                  | sonofrio                    |            |                 |                 |        | 02/12/2013 |
|   | 101-276-958-000   | SUBSCRIPTIONS/MEMBERSHIPS   |            | 35.00           |                 |        |            |
| 6/12-14                                       |   |                             |            |                 |                 |        |            |
| 30376   | MICHIGAN ASSOC OF MUN CEMETERIES                        | 02/06/2013                  | 02/19/2013 | 75.00           | 75.00           | O      | N          |
|   | CONFERENCE REGISTRATION-M FRAZIER                       | sonofrio                    |            |                 |                 |        | 02/12/2013 |
|   | 101-276-860-000   | TRAVEL/CONFERENCES/TRAINING |            | 75.00           |                 |        |            |
|   | Total for vendor 001580 - MICHIGAN ASSOC OF CEMETERIES: |                             |            | <u>110.00</u>   | <u>110.00</u>   |        |            |
| <hr/>   |   |                             |            |                 |                 |        |            |
| Vendor 001640 - MICHIGAN RURAL WATER ASSOC:   |   |                             |            |                 |                 |        |            |
| CV9405-13                                     |   |                             |            |                 |                 |        |            |
| 30263   | MICHIGAN RURAL WATER ASSOC                              | 01/25/2013                  | 02/19/2013 | 240.00          | 240.00          | O      | N          |
|   | MEMBERSHIP  | sonofrio                    |            |                 |                 |        | 02/08/2013 |
|   | 592-559-958-000   | SUBSCRIPTIONS/MEMBERSHIPS   |            | 240.00          |                 |        |            |
|   | Total for vendor 001640 - MICHIGAN RURAL WATER ASSOC:   |                             |            | <u>240.00</u>   | <u>240.00</u>   |        |            |
| <hr/>   |   |                             |            |                 |                 |        |            |
| Vendor 001657 - MICHIGAN TOWNSHIP SERVICES:   |   |                             |            |                 |                 |        |            |
| 2559  |   |                             |            |                 |                 |        |            |
| 30377   | MICHIGAN TOWNSHIP SERVICES                              | 02/07/2013                  | 02/19/2013 | 1,436.25        | 1,436.25        | O      | N          |
|   | ELECTRICAL INSPECTIONS                                  | sonofrio                    |            |                 |                 |        | 02/12/2013 |
|   | 101-371-802-021   | ELECTRICAL INSPECTIONS      |            | 1,436.25        |                 |        |            |
|   | Total for vendor 001657 - MICHIGAN TOWNSHIP SERVICES:   |                             |            | <u>1,436.25</u> | <u>1,436.25</u> |        |            |

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|-------------------------------------|---|--------------------|------------|-----------------|-----------------|--------|------------|
| Inv Ref#                            | Description                                   | Entered By         |            |                 |                 |        | Post Date  |
| Vendor 001766 - MUZZALL GRAPHICS:   |   |                    |            |                 |                 |        |            |
| 69612                               |   |                    |            |                 |                 |        |            |
| 30264                               | MUZZALL GRAPHICS                              | 01/31/2013         | 02/19/2013 | 1,467.68        | 1,467.68        | O      | N          |
|                                     | UTILITY BILLS                                 | sonofrio           |            |                 |                 |        | 02/08/2013 |
|                                     | 582-558-727-000                               | OFFICE SUPPLIES    |            | 1,027.38        |                 |        |            |
|                                     | 591-558-727-000                               | OFFICE SUPPLIES    |            | 220.15          |                 |        |            |
|                                     | 592-558-727-000                               | OFFICE SUPPLIES    |            | 220.15          |                 |        |            |
|                                     | Total for vendor 001766 - MUZZALL GRAPHICS:   |                    |            | <u>1,467.68</u> | <u>1,467.68</u> |        |            |
| Vendor 001853 - NORTHERN FIRST AID: |   |                    |            |                 |                 |        |            |
| 8963                                |   |                    |            |                 |                 |        |            |
| 30265                               | NORTHERN FIRST AID                            | 01/24/2013         | 02/19/2013 | 114.41          | 114.41          | O      | N          |
|                                     | FIRST AID SUPPLIES                            | sonofrio           |            |                 |                 |        | 02/08/2013 |
|                                     | 101-265-741-000                               | OPERATING SUPPLIES |            | 114.41          |                 |        |            |
|                                     | Total for vendor 001853 - NORTHERN FIRST AID: |                    |            | <u>114.41</u>   | <u>114.41</u>   |        |            |
| Vendor 001881 - OFFICE MAX INC:     |   |                    |            |                 |                 |        |            |
| 967799                              |   |                    |            |                 |                 |        |            |
| 30266                               | OFFICE MAX INC                                | 01/14/2013         | 02/19/2013 | 59.07           | 59.07           | O      | N          |
|                                     | SUPPLIES                                      | sonofrio           |            |                 |                 |        | 02/08/2013 |
|                                     | 101-301-727-000                               | OFFICE SUPPLIES    |            | 59.07           |                 |        |            |
|                                     | Total for vendor 001881 - OFFICE MAX INC:     |                    |            | <u>59.07</u>    | <u>59.07</u>    |        |            |
| Vendor 001948 - PAT'S PRONTO PRINT: |   |                    |            |                 |                 |        |            |
| 012413                              |   |                    |            |                 |                 |        |            |
| 30352                               | PAT'S PRONTO PRINT                            | 01/24/2013         | 02/19/2013 | 55.00           | 55.00           | O      | N          |
|                                     | STICKERS                                      | sonofrio           |            |                 |                 |        | 02/11/2013 |
|                                     | 101-446-741-000                               | OPERATING SUPPLIES |            | 55.00           |                 |        |            |
|                                     | Total for vendor 001948 - PAT'S PRONTO PRINT: |                    |            | <u>55.00</u>    | <u>55.00</u>    |        |            |

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|--|---|------------------------|------------|-----------------|-----------------|--------|------------------------|
| Vendor 001997 - PIPELINE SERVICE INC:          |   |                        |            |                 |                 |        |                        |
| 1309<br>30267                                  | PIPELINE SERVICE INC<br>TV STORM SEWER<br>250-729-974-018-0142                      | 01/19/2013<br>sonofrio | 02/19/2013 | 1,482.75        | 1,482.75        | O      | N<br>02/08/2013        |
|  | CAPITAL PROJECTS  |                        |            | 1,482.75        |                 |        |                        |
| 1310<br>30268                                  | PIPELINE SERVICE INC<br>TV STORM SEWER<br>203-463-802-000                           | 01/30/2013<br>sonofrio | 02/19/2013 | 1,195.50        | 1,195.50        | O      | N<br>02/08/2013        |
|  | OTHER CONTRACTUAL SERVICES  |                        |            | 1,195.50        |                 |        |                        |
|  | Total for vendor 001997 - PIPELINE SERVICE INC:                                     |                        |            | <u>2,678.25</u> | <u>2,678.25</u> |        |                        |
| Vendor 002002 - PLUMBER'S PORTABLE TOILETS:    |   |                        |            |                 |                 |        |                        |
| 243828<br>30355                                | PLUMBER'S PORTABLE TOILETS<br>RENTALS<br>545-776-802-000                            | 02/05/2013<br>sonofrio | 02/19/2013 | 132.00          | 132.00          | O      | N<br>02/11/2013        |
|  | OTHER CONTRACTUAL SERVICES  |                        |            | 132.00          |                 |        |                        |
|  | Total for vendor 002002 - PLUMBER'S PORTABLE TOILETS:                               |                        |            | <u>132.00</u>   | <u>132.00</u>   |        |                        |
| Vendor 002033 - PRI MAR PETROLEUM INC:         |   |                        |            |                 |                 |        |                        |
| 41812<br>30378                                 | PRI MAR PETROLEUM INC<br>CARS WASHED<br>661-450-935-000                             | 01/31/2013<br>sonofrio | 02/19/2013 | 30.00           | 30.00           | O      | N<br>02/12/2013        |
|  | REPAIRS/MAINTENANCE - VEHICLES  |                        |            | 30.00           |                 |        |                        |
|  | Total for vendor 002033 - PRI MAR PETROLEUM INC:                                    |                        |            | <u>30.00</u>    | <u>30.00</u>    |        |                        |
| Vendor 002058 - PSYCHOLOGICAL SERVICES CENTER: |   |                        |            |                 |                 |        |                        |
| 12/5/12<br>30269                               | PSYCHOLOGICAL SERVICES CENTER<br>PSYCHOLOGICAL SERVICES-HATHAWAY<br>101-301-801-011 | 01/29/2013<br>sonofrio | 02/19/2013 | 576.00          | 576.00          | O      | N<br>02/08/2013        |
|  | EMPLOYEE PHYSICAL EXAMS   |                        |            | 576.00          |                 |        |                        |
|  | Total for vendor 002058 - PSYCHOLOGICAL SERVICES CENTER:                            |                        |            | <u>576.00</u>   | <u>576.00</u>   |        |                        |

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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                                       |                            |            |           |           |        |            |
| Vendor 002132 - RELIABLE DISPOSAL INC #646: |   |                            |            |           |           |        |            |
| 692229                                      |   |                            |            |           |           |        |            |
| 30270                                       | RELIABLE DISPOSAL INC #646                            | 01/15/2013                 | 02/19/2013 | 950.00    | 950.00    | O      | N          |
|   | DISPOSAL SERVICES 3-0646-1033150                      | sonofrio                   |            |           |           |        | 02/08/2013 |
|   | 101-265-802-000                                       | OTHER CONTRACTUAL SERVICES |            | 950.00    |           |        |            |
| 701707                                      |   |                            |            |           |           |        |            |
| 30356                                       | RELIABLE DISPOSAL INC #646                            | 01/31/2013                 | 02/19/2013 | 3,121.49  | 3,121.49  | O      | N          |
|   | DISPOSAL SERVICES                                     | sonofrio                   |            |           |           |        | 02/11/2013 |
|   | 226-528-802-000                                       | OTHER CONTRACTUAL SERVICES |            | 3,121.49  |           |        |            |
| 701912                                      |   |                            |            |           |           |        |            |
| 30357                                       | RELIABLE DISPOSAL INC #646                            | 01/31/2013                 | 02/19/2013 | 27,210.07 | 27,210.07 | O      | N          |
|   | DISPOSAL SERVICES 3-0646-9646005                      | sonofrio                   |            |           |           |        | 02/11/2013 |
|   | 101-001-070-000                                       | DUE FROM SHAES             |            | 37.49     |           |        |            |
|   | 101-276-802-000                                       | OTHER CONTRACTUAL SERVICES |            | 70.24     |           |        |            |
|   | 101-301-802-001                                       | SERVICE CONTRACTS          |            | 19.32     |           |        |            |
|   | 101-446-802-000                                       | OTHER CONTRACTUAL SERVICES |            | 37.71     |           |        |            |
|   | 101-751-802-000                                       | OTHER CONTRACTUAL SERVICES |            | 280.94    |           |        |            |
|   | 582-558-802-000                                       | OTHER CONTRACTUAL SERVICES |            | 103.84    |           |        |            |
|   | 591-558-802-000                                       | OTHER CONTRACTUAL SERVICES |            | 51.92     |           |        |            |
|   | 591-559-802-000                                       | OTHER CONTRACTUAL SERVICES |            | 130.00    |           |        |            |
|   | 592-558-802-000                                       | OTHER CONTRACTUAL SERVICES |            | 51.92     |           |        |            |
|   | 592-559-802-000                                       | OTHER CONTRACTUAL SERVICES |            | 115.73    |           |        |            |
|   | 226-528-802-000                                       | OTHER CONTRACTUAL SERVICES |            | 26,310.96 |           |        |            |
|   | Total for vendor 002132 - RELIABLE DISPOSAL INC #646: |                            |            | 31,281.56 | 31,281.56 |        |            |

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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  |                         |            |                 |                 |        |            |
| Vendor 002155 - RIDGE AND KRAMER AUTO PARTS: |  |                         |            |                 |                 |        |            |
| 490-006540                                   |  |                         |            |                 |                 |        |            |
| 30272  | RIDGE AND KRAMER AUTO PARTS                            | 02/05/2013              | 02/19/2013 | (33.43)         | (33.43)         | O      | N          |
|  | MAINTENANCE SUPPLIES                                   | sonofrio                |            |                 |                 |        | 02/08/2013 |
|  | 661-450-741-003  | REPAIR & MAINT SUPPLIES |            | (33.43)         |                 |        |            |
| 490-006454                                   |  |                         |            |                 |                 |        |            |
| 30273  | RIDGE AND KRAMER AUTO PARTS                            | 02/01/2013              | 02/19/2013 | 84.27           | 84.27           | O      | N          |
|  | MAINTENANCE SUPPLIES                                   | sonofrio                |            |                 |                 |        | 02/08/2013 |
|  | 661-450-741-003  | REPAIR & MAINT SUPPLIES |            | 84.27           |                 |        |            |
| 490-006580                                   |  |                         |            |                 |                 |        |            |
| 30345  | RIDGE AND KRAMER AUTO PARTS                            | 02/07/2013              | 02/19/2013 | 1.48            | 1.48            | O      | N          |
|  | MAINTENANCE SUPPLIES                                   | sonofrio                |            |                 |                 |        | 02/11/2013 |
|  | 661-450-741-003  | REPAIR & MAINT SUPPLIES |            | 1.48            |                 |        |            |
|  | Total for vendor 002155 - RIDGE AND KRAMER AUTO PARTS: |                         |            | <u>52.32</u>    | <u>52.32</u>    |        |            |
| Vendor 003093 - RIDGE AUTO PARTS:            |  |                         |            |                 |                 |        |            |
| 103112                                       |  |                         |            |                 |                 |        |            |
| 30271  | RIDGE AUTO PARTS                                       | 02/04/2013              | 02/19/2013 | 38.20           | 38.20           | O      | N          |
|  | MAINTENANCE SUPPLIES                                   | sonofrio                |            |                 |                 |        | 02/08/2013 |
|  | 661-450-741-003  | REPAIR & MAINT SUPPLIES |            | 38.20           |                 |        |            |
|  | Total for vendor 003093 - RIDGE AUTO PARTS:            |                         |            | <u>38.20</u>    | <u>38.20</u>    |        |            |
| Vendor 002191 - ROOT SPRING SCRAPER CO:      |  |                         |            |                 |                 |        |            |
| 73463  |  |                         |            |                 |                 |        |            |
| 30274  | ROOT SPRING SCRAPER CO                                 | 01/25/2013              | 02/19/2013 | 1,190.00        | 1,190.00        | O      | N          |
|  | CYLINDERS  | sonofrio                |            |                 |                 |        | 02/08/2013 |
|  | 661-450-741-003  | REPAIR & MAINT SUPPLIES |            | 1,190.00        |                 |        |            |
|  | Total for vendor 002191 - ROOT SPRING SCRAPER CO:      |                         |            | <u>1,190.00</u> | <u>1,190.00</u> |        |            |
| Vendor 002217 - SAFARILAND, LLC:             |  |                         |            |                 |                 |        |            |
| I13-007334                                   |  |                         |            |                 |                 |        |            |
| 30379  | SAFARILAND, LLC  | 01/21/2013              | 02/19/2013 | 47.21           | 47.21           | O      | N          |
|  | TEST KITS  | sonofrio                |            |                 |                 |        | 02/12/2013 |
|  | 101-301-741-000  | OPERATING SUPPLIES      |            | 47.21           |                 |        |            |
|  | Total for vendor 002217 - SAFARILAND, LLC:             |                         |            | <u>47.21</u>    | <u>47.21</u>    |        |            |

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|----------|-------------|------------|----------|---------|---------|--------|-----------|
| Inv Ref# | Description | Entered By |          |         |         |        | Post Date |

Vendor 002267 - SECANT TECHNOLOGIES:

|           |  |                              |            |                 |                 |   |            |
|-----------|--|------------------------------|------------|-----------------|-----------------|---|------------|
| INV050824 |  |                              |            |                 |                 |   |            |
| 30275     | SECANT TECHNOLOGIES                            | 01/31/2013                   | 02/19/2013 | 1,214.00        | 1,214.00        | O | N          |
|           | DSL & NETPRO SERVICES                          | sonofrio                     |            |                 |                 |   | 02/08/2013 |
|           | 636-258-801-000                                | PROFESSIONAL/CONSULTING FEES |            | 910.00          |                 |   |            |
|           | 636-258-850-002                                | INTERNET FEES                |            | 304.00          |                 |   |            |
|           | Total for vendor 002267 - SECANT TECHNOLOGIES: |                              |            | <u>1,214.00</u> | <u>1,214.00</u> |   |            |

Vendor 002373 - SOIL & MATERIALS ENGINEERS INC:

|       |   |                  |            |               |               |   |            |
|-------|---|------------------|------------|---------------|---------------|---|------------|
| 39979 |   |                  |            |               |               |   |            |
| 30276 | SOIL & MATERIALS ENGINEERS INC                            | 01/18/2013       | 02/19/2013 | 498.75        | 498.75        | O | N          |
|       | PHOENIX ST ENVIRONMENTAL SERVICES                         | sonofrio         |            |               |               |   | 02/08/2013 |
|       | 250-729-974-018-0149                                      | CAPITAL PROJECTS |            | 498.75        |               |   |            |
|       | Total for vendor 002373 - SOIL & MATERIALS ENGINEERS INC: |                  |            | <u>498.75</u> | <u>498.75</u> |   |            |

Vendor 002413 - SOUTH HAVEN OFFICE SUPPLY:

|          |  |                 |            |              |              |   |            |
|----------|--|-----------------|------------|--------------|--------------|---|------------|
| 30280003 |  |                 |            |              |              |   |            |
| 30277    | SOUTH HAVEN OFFICE SUPPLY                            | 01/28/2013      | 02/19/2013 | 61.21        | 61.21        | O | N          |
|          | SUPPLIES   | sonofrio        |            |              |              |   | 02/08/2013 |
|          | 592-559-727-000                                      | OFFICE SUPPLIES |            | 61.21        |              |   |            |
| 30300011 |  |                 |            |              |              |   |            |
| 30278    | SOUTH HAVEN OFFICE SUPPLY                            | 01/30/2013      | 02/19/2013 | 17.98        | 17.98        | O | N          |
|          | SUPPLIES   | sonofrio        |            |              |              |   | 02/08/2013 |
|          | 582-558-727-000                                      | OFFICE SUPPLIES |            | 17.98        |              |   |            |
|          | Total for vendor 002413 - SOUTH HAVEN OFFICE SUPPLY: |                 |            | <u>79.19</u> | <u>79.19</u> |   |            |

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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 |            |          |         |         |        |           |

Vendor 002418 - SOUTH HAVEN SMALL ENGINES:

|       |  |                              |            |               |               |   |            |
|-------|--|------------------------------|------------|---------------|---------------|---|------------|
| 11312 |  |                              |            |               |               |   |            |
| 30279 | SOUTH HAVEN SMALL ENGINES                            | 11/03/2013                   | 02/19/2013 | 115.59        | 115.59        | O | N          |
|       | REPAIRS  | sonofrio                     |            |               |               |   | 02/08/2013 |
|       | 591-558-933-000                                      | REPAIRS/MAINTENANCE - EQUIPM |            | 115.59        |               |   |            |
| 13113 |  |                              |            |               |               |   |            |
| 30280 | SOUTH HAVEN SMALL ENGINES                            | 01/31/2013                   | 02/19/2013 | 111.74        | 111.74        | O | N          |
|       | REPAIRS  | sonofrio                     |            |               |               |   | 02/08/2013 |
|       | 661-450-933-000                                      | REPAIRS/MAINTENANCE - EQUIP  |            | 111.74        |               |   |            |
| 2713  |  |                              |            |               |               |   |            |
| 30346 | SOUTH HAVEN SMALL ENGINES                            | 02/07/2013                   | 02/19/2013 | 50.00         | 50.00         | O | N          |
|       | SNOW BLOWER REPAIR                                   | sonofrio                     |            |               |               |   | 02/11/2013 |
|       | 661-450-933-000                                      | REPAIRS/MAINTENANCE - EQUIP  |            | 50.00         |               |   |            |
|       | Total for vendor 002418 - SOUTH HAVEN SMALL ENGINES: |                              |            | <u>277.33</u> | <u>277.33</u> |   |            |

Vendor 002424 - SOUTH HAVEN/CASCO:

JANUARY 2013

|       |  |                                |            |                  |                  |   |            |
|-------|--|--------------------------------|------------|------------------|------------------|---|------------|
| 30347 | SOUTH HAVEN/CASCO                            | 02/07/2013                     | 02/19/2013 | 62,577.14        | 62,577.14        | O | N          |
|       | REU CHARGES                                  | sonofrio                       |            |                  |                  |   | 02/11/2013 |
|       | 591-002-226-001                              | DUE TO TOWN WATER/SEWER AUTHOR |            | 26,801.69        |                  |   |            |
|       | 592-002-226-001                              | DUE TO TOWN WATER/SEWER AUTHOR |            | 35,775.45        |                  |   |            |
|       | Total for vendor 002424 - SOUTH HAVEN/CASCO: |                                |            | <u>62,577.14</u> | <u>62,577.14</u> |   |            |

Vendor 002432 - SOUTHWEST MICHIGAN BRANCH APWA:

2013

|       |   |                           |            |              |              |   |            |
|-------|---|---------------------------|------------|--------------|--------------|---|------------|
| 30348 | SOUTHWEST MICHIGAN BRANCH APWA                            | 02/08/2013                | 02/19/2013 | 20.00        | 20.00        | O | N          |
|       | DUES-L HALBERSTADT  | sonofrio                  |            |              |              |   | 02/11/2013 |
|       | 101-447-958-000   | SUBSCRIPTIONS/MEMBERSHIPS |            | 20.00        |              |   |            |
|       | Total for vendor 002432 - SOUTHWEST MICHIGAN BRANCH APWA: |                           |            | <u>20.00</u> | <u>20.00</u> |   |            |

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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                              |                    |            |         |         |        |            |
| Vendor 002447 - SPEARS LINDA:      |  |                    |            |         |         |        |            |
| 13097                              |  |                    |            |         |         |        |            |
| 30281                              | LINDA SPEARS                                 | 02/01/2013         | 02/19/2013 | 18.00   | 18.00   | O      | N          |
|                                    | ALTERATIONS                                  | sonofrio           |            |         |         |        | 02/08/2013 |
|                                    | 101-301-729-000                              | UNIFORMS           |            | 18.00   |         |        |            |
| 13095                              |  |                    |            |         |         |        |            |
| 30282                              | LINDA SPEARS                                 | 02/01/2013         | 02/19/2013 | 33.00   | 33.00   | O      | N          |
|                                    | ALTERATIONS                                  | sonofrio           |            |         |         |        | 02/08/2013 |
|                                    | 101-301-729-000                              | UNIFORMS           |            | 33.00   |         |        |            |
|                                    | Total for vendor 002447 - SPEARS LINDA:      |                    |            | 51.00   | 51.00   |        |            |
| Vendor 002478 - STAPLES ADVANTAGE: |  |                    |            |         |         |        |            |
| 8024418114                         |  |                    |            |         |         |        |            |
| 30283                              | STAPLES ADVANTAGE                            | 01/26/2013         | 02/19/2013 | 187.30  | 187.30  | O      | N          |
|                                    | SUPPLIES                                     | sonofrio           |            |         |         |        | 02/08/2013 |
|                                    | 101-215-727-000                              | OFFICE SUPPLIES    |            | 187.30  |         |        |            |
| 8024496023                         |  |                    |            |         |         |        |            |
| 30349                              | STAPLES ADVANTAGE                            | 02/02/2013         | 02/19/2013 | 289.50  | 289.50  | O      | N          |
|                                    | SUPPLIES                                     | sonofrio           |            |         |         |        | 02/11/2013 |
|                                    | 591-558-727-000                              | OFFICE SUPPLIES    |            | 8.60    |         |        |            |
|                                    | 592-558-727-000                              | OFFICE SUPPLIES    |            | 8.60    |         |        |            |
|                                    | 101-446-727-000                              | OFFICE SUPPLIES    |            | 8.60    |         |        |            |
|                                    | 101-447-727-000                              | OFFICE SUPPLIES    |            | 65.09   |         |        |            |
|                                    | 582-558-727-000                              | OFFICE SUPPLIES    |            | 73.66   |         |        |            |
|                                    | 591-558-741-000                              | OPERATING SUPPLIES |            | 8.94    |         |        |            |
|                                    | 592-558-741-000                              | OPERATING SUPPLIES |            | 8.94    |         |        |            |
|                                    | 101-446-741-000                              | OPERATING SUPPLIES |            | 8.93    |         |        |            |
|                                    | 101-447-741-000                              | OPERATING SUPPLIES |            | 8.93    |         |        |            |
|                                    | 582-558-741-000                              | OPERATING SUPPLIES |            | 8.93    |         |        |            |
|                                    | 591-559-727-000                              | OFFICE SUPPLIES    |            | 80.28   |         |        |            |
|                                    | Total for vendor 002478 - STAPLES ADVANTAGE: |                    |            | 476.80  | 476.80  |        |            |

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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                                   |                             |            |               |               |        |            |
| Vendor 002513 - STEEL CENTER SUPPLY CO: |   |                             |            |               |               |        |            |
| 13457                                   |   |                             |            |               |               |        |            |
| 30284                                   | STEEL CENTER SUPPLY CO                            | 01/29/2013                  | 02/19/2013 | 31.50         | 31.50         | O      | N          |
|   | MAINTENANCE SUPPLIES                              | sonofrio                    |            |               |               |        | 02/08/2013 |
|   | 101-446-741-000                                   | OPERATING SUPPLIES          |            | 31.50         |               |        |            |
| 13433                                   |   |                             |            |               |               |        |            |
| 30285                                   | STEEL CENTER SUPPLY CO                            | 01/18/2013                  | 02/19/2013 | 10.35         | 10.35         | O      | N          |
|   | MAINTENANCE SUPPLIES                              | sonofrio                    |            |               |               |        | 02/08/2013 |
|   | 591-558-741-000                                   | OPERATING SUPPLIES          |            | 10.35         |               |        |            |
| 13486                                   |   |                             |            |               |               |        |            |
| 30286                                   | STEEL CENTER SUPPLY CO                            | 02/01/2013                  | 02/19/2013 | 25.92         | 25.92         | O      | N          |
|   | MAINTENANCE SUPPLIES                              | sonofrio                    |            |               |               |        | 02/08/2013 |
|   | 661-450-741-000                                   | OPERATING SUPPLIES          |            | 25.92         |               |        |            |
|   | Total for vendor 002513 - STEEL CENTER SUPPLY CO: |                             |            | <u>67.77</u>  | <u>67.77</u>  |        |            |
| Vendor 002583 - TELE-RAD INC:           |   |                             |            |               |               |        |            |
| 844180                                  |   |                             |            |               |               |        |            |
| 30380                                   | TELE-RAD INC                                      | 02/01/2013                  | 02/19/2013 | 150.00        | 150.00        | O      | N          |
|   | RADIO SERVICES                                    | sonofrio                    |            |               |               |        | 02/12/2013 |
|   | 101-301-933-001                                   | REPAIR/MAINTENANCE - RADIOS |            | 150.00        |               |        |            |
|   | Total for vendor 002583 - TELE-RAD INC:           |                             |            | <u>150.00</u> | <u>150.00</u> |        |            |
| Vendor 002599 - THAYER INC:             |   |                             |            |               |               |        |            |
| 376581                                  |   |                             |            |               |               |        |            |
| 30287                                   | THAYER INC  | 01/29/2013                  | 02/19/2013 | 146.00        | 146.00        | O      | N          |
|   | SUPPLIES  | sonofrio                    |            |               |               |        | 02/08/2013 |
|   | 591-559-741-000                                   | OPERATING SUPPLIES          |            | 146.00        |               |        |            |
|   | Total for vendor 002599 - THAYER INC:             |                             |            | <u>146.00</u> | <u>146.00</u> |        |            |

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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                                       |            |            |                  |                  |        |            |
| Vendor 002645 - TRACTOR SUPPLY CREDIT PLAN: |   |            |            |                  |                  |        |            |
| 146926                                      |   |            |            |                  |                  |        |            |
| 30288                                       | TRACTOR SUPPLY CREDIT PLAN                            | 02/01/2013 | 02/19/2013 | 70.98            | 70.98            | O      | N          |
|   | SUPPLIES ACCT#6035 3012 0321 140 sonofrio             |            |            |                  |                  |        | 02/08/2013 |
|   | 591-558-741-000 OPERATING SUPPLIES                    |            |            | 70.98            |                  |        |            |
| 147577                                      |   |            |            |                  |                  |        |            |
| 30350                                       | TRACTOR SUPPLY CREDIT PLAN                            | 02/07/2013 | 02/19/2013 | 177.50           | 177.50           | O      | N          |
|   | SUPPLIES ACCT#6035 3012 0321 140 sonofrio             |            |            |                  |                  |        | 02/11/2013 |
|   | 591-558-729-001 OTHER CLOTHING & SUPPLIES             |            |            | 177.50           |                  |        |            |
| 147580                                      |   |            |            |                  |                  |        |            |
| 30351                                       | TRACTOR SUPPLY CREDIT PLAN                            | 02/07/2013 | 02/19/2013 | 199.98           | 199.98           | O      | N          |
|   | SUPPLIES ACCT#6035 3012 0321 140 sonofrio             |            |            |                  |                  |        | 02/11/2013 |
|   | 591-558-729-001 OTHER CLOTHING & SUPPLIES             |            |            | 199.98           |                  |        |            |
|   | Total for vendor 002645 - TRACTOR SUPPLY CREDIT PLAN: |            |            | <u>448.46</u>    | <u>448.46</u>    |        |            |
| Vendor 002665 - TREECORE:                   |   |            |            |                  |                  |        |            |
| 195   |   |            |            |                  |                  |        |            |
| 30289                                       | TREECORE  | 02/04/2013 | 02/19/2013 | 22,063.00        | 22,063.00        | O      | N          |
|   | TREE WORK sonofrio                                    |            |            |                  |                  |        | 02/08/2013 |
|   | 582-558-802-000 OTHER CONTRACTUAL SERVICES            |            |            | 17,695.00        |                  |        |            |
|   | 101-446-802-000 OTHER CONTRACTUAL SERVICES            |            |            | 4,368.00         |                  |        |            |
|   | Total for vendor 002665 - TREECORE:                   |            |            | <u>22,063.00</u> | <u>22,063.00</u> |        |            |
| Vendor 002721 - UPLINK SECURITY LLC:        |   |            |            |                  |                  |        |            |
| 0707963                                     |   |            |            |                  |                  |        |            |
| 30381                                       | UPLINK SECURITY LLC                                   | 02/01/2013 | 02/19/2013 | 6.45             | 6.45             | O      | N          |
|   | MONTHLY SERVICE FEES sonofrio                         |            |            |                  |                  |        | 02/12/2013 |
|   | 101-301-802-001 SERVICE CONTRACTS                     |            |            | 6.45             |                  |        |            |
|   | Total for vendor 002721 - UPLINK SECURITY LLC:        |            |            | <u>6.45</u>      | <u>6.45</u>      |        |            |
| Vendor 003094 - US PUBLIC SAFETY GROUP INC: |   |            |            |                  |                  |        |            |
| 2670  |   |            |            |                  |                  |        |            |
| 30382                                       | US PUBLIC SAFETY GROUP INC                            | 12/20/2012 | 02/19/2013 | 542.68           | 542.68           | O      | N          |
|   | BARS & MEDALS sonofrio                                |            |            |                  |                  |        | 02/12/2013 |
|   | 101-301-729-000 UNIFORMS                              |            |            | 542.68           |                  |        |            |
|   | Total for vendor 003094 - US PUBLIC SAFETY GROUP INC: |            |            | <u>542.68</u>    | <u>542.68</u>    |        |            |

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| Inv Num<br>Inv Ref#                         | Vendor<br>Description<br>GL Distribution                                  | Inv Date<br>Entered By | Due Date   | Inv Amt         | Amt Due         | Status | Jrnalized<br>Post Date |
|---|---|------------------------|------------|-----------------|-----------------|--------|------------------------|
| Vendor 002728 - USA BLUE BOOK:              |   |                        |            |                 |                 |        |                        |
| 871031<br>30290                             | USA BLUE BOOK<br>LAB SUPPLIES<br>591-559-741-000                          | 01/29/2013<br>sonofrio | 02/19/2013 | 66.04           | 66.04           | O      | N<br>02/08/2013        |
|   | OPERATING SUPPLIES  |                        |            | 66.04           |                 |        |                        |
| 866781<br>30291                             | USA BLUE BOOK<br>LAB SUPPLIES<br>592-559-741-000                          | 01/23/2013<br>sonofrio | 02/19/2013 | 74.44           | 74.44           | O      | N<br>02/08/2013        |
|   | OPERATING SUPPLIES  |                        |            | 74.44           |                 |        |                        |
| 867686<br>30292                             | USA BLUE BOOK<br>PUMP<br>592-559-933-000                                  | 01/24/2013<br>sonofrio | 02/19/2013 | 1,308.60        | 1,308.60        | O      | N<br>02/08/2013        |
|   | REPAIRS/MAINTENANCE - EQUIP   |                        |            | 1,308.60        |                 |        |                        |
| 866399<br>30293                             | USA BLUE BOOK<br>LAB SUPPLIES<br>591-559-741-000                          | 01/23/2013<br>sonofrio | 02/19/2013 | 78.95           | 78.95           | O      | N<br>02/08/2013        |
|   | OPERATING SUPPLIES  |                        |            | 78.95           |                 |        |                        |
| 864154<br>30294                             | USA BLUE BOOK<br>LAB SUPPLIES<br>591-559-741-000                          | 01/21/2013<br>sonofrio | 02/19/2013 | 349.25          | 349.25          | O      | N<br>02/08/2013        |
|   | OPERATING SUPPLIES  |                        |            | 349.25          |                 |        |                        |
|   | Total for vendor 002728 - USA BLUE BOOK:                                  |                        |            | <u>1,877.28</u> | <u>1,877.28</u> |        |                        |
| Vendor 002755 - VAN BUREN COUNTY ROAD COMM: |   |                        |            |                 |                 |        |                        |
| 459.2514 #4<br>30295                        | VAN BUREN COUNTY ROAD COMM<br>FINAL ON 73RD ST PROJECT<br>204-446-802-000 | 12/31/2012<br>sonofrio | 02/19/2013 | 99.38           | 99.38           | O      | N<br>02/08/2013        |
|   | OTHER CONTRACTUAL SERVICES  |                        |            | 99.38           |                 |        |                        |
| 459.2517 FINAL<br>30383                     | VAN BUREN COUNTY ROAD COMM<br>WATERMAIN CONSTRUCTION<br>253-901-974-000   | 12/31/2012<br>sonofrio | 02/19/2013 | 8,519.29        | 8,519.29        | O      | N<br>02/12/2013        |
|   | CAPITAL PROJECTS  |                        |            | 8,519.29        |                 |        |                        |
|   | Total for vendor 002755 - VAN BUREN COUNTY ROAD COMM:                     |                        |            | <u>8,618.67</u> | <u>8,618.67</u> |        |                        |

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| Inv Num                             | Vendor  | Inv Date               | Due Date   | Inv Amt         | Amt Due         | Status | Jrnalized  |
|-------------------------------------|---|------------------------|------------|-----------------|-----------------|--------|------------|
| Inv Ref#                            | Description                                   | Entered By             |            |                 |                 |        | Post Date  |
| Vendor 002763 - VAN DAM & KRUSINGA: |   |                        |            |                 |                 |        |            |
| 2108635.01                          |   |                        |            |                 |                 |        |            |
| 30384                               | VAN DAM & KRUSINGA                            | 02/12/2013             | 02/19/2013 | 1,181.50        | 1,181.50        | 0      | N          |
|                                     | BUILDING PERMIT REFUND-33 NORTH SH            | sonofrio               |            |                 |                 |        | 02/12/2013 |
|                                     | 101-000-479-000                               | BUILDING PERMITS       |            | 1,181.50        |                 |        |            |
|                                     | Total for vendor 002763 - VAN DAM & KRUSINGA: |                        |            | <u>1,181.50</u> | <u>1,181.50</u> |        |            |
| Vendor 002824 - WAINWRIGHT, ED:     |   |                        |            |                 |                 |        |            |
| SEPT-JAN 2013                       |   |                        |            |                 |                 |        |            |
| 30358                               | ED WAINRIGHT                                  | 02/05/2013             | 02/19/2013 | 5,353.88        | 5,353.88        | 0      | N          |
|                                     | MECHANICAL INSPECTIONS                        | sonofrio               |            |                 |                 |        | 02/11/2013 |
|                                     | 101-371-802-022                               | MECHANICAL INSPECTIONS |            | 5,353.88        |                 |        |            |
|                                     | Total for vendor 002824 - WAINWRIGHT, ED:     |                        |            | <u>5,353.88</u> | <u>5,353.88</u> |        |            |

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BANK CODE: 1 - CHECK TYPE: PAPER CHECK

| Inv Num                             | Vendor               | Inv Date                    | Due Date   | Inv Amt | Amt Due | Status | Jrnlized   |
|-------------------------------------|----------------------|-----------------------------|------------|---------|---------|--------|------------|
| Inv Ref#                            | Description          | Entered By                  |            |         |         |        | Post Date  |
|                                     | GL Distribution      |                             |            |         |         |        |            |
| Vendor 002949 - WOLVERINE HARDWARE: |                      |                             |            |         |         |        |            |
| C155836                             |                      |                             |            |         |         |        |            |
| 30305                               | WOLVERINE HARDWARE   | 01/07/2013                  | 02/19/2013 | 79.10   | 79.10   | O      | N          |
|                                     | MAINTENANCE SUPPLIES | sonofrio                    |            |         |         |        | 02/11/2013 |
|                                     | 251-901-802-000      | OTHER CONTRACTUAL SERVICES  |            | 79.10   |         |        |            |
| C156023                             |                      |                             |            |         |         |        |            |
| 30306                               | WOLVERINE HARDWARE   | 01/10/2013                  | 02/19/2013 | 1.98    | 1.98    | O      | N          |
|                                     | MAINTENANCE SUPPLIES | sonofrio                    |            |         |         |        | 02/11/2013 |
|                                     | 251-901-802-000      | OTHER CONTRACTUAL SERVICES  |            | 1.98    |         |        |            |
| C155974                             |                      |                             |            |         |         |        |            |
| 30307                               | WOLVERINE HARDWARE   | 01/09/2013                  | 02/19/2013 | 31.09   | 31.09   | O      | N          |
|                                     | MAINTENANCE SUPPLIES | sonofrio                    |            |         |         |        | 02/11/2013 |
|                                     | 251-901-802-000      | OTHER CONTRACTUAL SERVICES  |            | 31.09   |         |        |            |
| C155669                             |                      |                             |            |         |         |        |            |
| 30308                               | WOLVERINE HARDWARE   | 01/04/2013                  | 02/19/2013 | 11.99   | 11.99   | O      | N          |
|                                     | MAINTENANCE SUPPLIES | sonofrio                    |            |         |         |        | 02/11/2013 |
|                                     | 101-446-741-000      | OPERATING SUPPLIES          |            | 11.99   |         |        |            |
| C155694                             |                      |                             |            |         |         |        |            |
| 30309                               | WOLVERINE HARDWARE   | 01/04/2013                  | 02/19/2013 | 17.28   | 17.28   | O      | N          |
|                                     | MAINTENANCE SUPPLIES | sonofrio                    |            |         |         |        | 02/11/2013 |
|                                     | 591-558-741-000      | OPERATING SUPPLIES          |            | 17.28   |         |        |            |
| D55442                              |                      |                             |            |         |         |        |            |
| 30310                               | WOLVERINE HARDWARE   | 01/03/2013                  | 02/19/2013 | 16.13   | 16.13   | O      | N          |
|                                     | MAINTENANCE SUPPLIES | sonofrio                    |            |         |         |        | 02/11/2013 |
|                                     | 592-559-933-000      | REPAIRS/MAINTENANCE - EQUIP |            | 16.13   |         |        |            |
| C155546                             |                      |                             |            |         |         |        |            |
| 30311                               | WOLVERINE HARDWARE   | 01/02/2013                  | 02/19/2013 | 58.38   | 58.38   | O      | N          |
|                                     | MAINTENANCE SUPPLIES | sonofrio                    |            |         |         |        | 02/11/2013 |
|                                     | 592-559-933-000      | REPAIRS/MAINTENANCE - EQUIP |            | 58.38   |         |        |            |
| C155907                             |                      |                             |            |         |         |        |            |
| 30312                               | WOLVERINE HARDWARE   | 01/08/2013                  | 02/19/2013 | 3.18    | 3.18    | O      | N          |
|                                     | MAINTENANCE SUPPLIES | sonofrio                    |            |         |         |        | 02/11/2013 |
|                                     | 251-901-802-000      | OTHER CONTRACTUAL SERVICES  |            | 3.18    |         |        |            |
| C156074                             |                      |                             |            |         |         |        |            |
| 30313                               | WOLVERINE HARDWARE   | 01/11/2013                  | 02/19/2013 | 21.45   | 21.45   | O      | N          |
|                                     | MAINTENANCE SUPPLIES | sonofrio                    |            |         |         |        | 02/11/2013 |

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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      |                              |            |         |         |        |            |
|          | 591-559-933-000      | REPAIRS/MAINTENANCE - EQUIPM |            | 21.45   |         |        |            |
| D55769   |                      |                              |            |         |         |        |            |
| 30314    | WOLVERINE HARDWARE   | 01/10/2013                   | 02/19/2013 | 11.48   | 11.48   | O      | N          |
|          | MAINTENANCE SUPPLIES | sonofrio                     |            |         |         |        | 02/11/2013 |
|          | 582-558-741-000      | OPERATING SUPPLIES           |            | 11.48   |         |        |            |
| C155871  |                      |                              |            |         |         |        |            |
| 30315    | WOLVERINE HARDWARE   | 01/08/2013                   | 02/19/2013 | 2.76    | 2.76    | O      | N          |
|          | MAINTENANCE SUPPLIES | sonofrio                     |            |         |         |        | 02/11/2013 |
|          | 592-559-933-000      | REPAIRS/MAINTENANCE - EQUIP  |            | 2.76    |         |        |            |
| C155647  |                      |                              |            |         |         |        |            |
| 30316    | WOLVERINE HARDWARE   | 01/04/2013                   | 02/19/2013 | 11.27   | 11.27   | O      | N          |
|          | MAINTENANCE SUPPLIES | sonofrio                     |            |         |         |        | 02/11/2013 |
|          | 101-446-741-000      | OPERATING SUPPLIES           |            | 11.27   |         |        |            |
| C155541  |                      |                              |            |         |         |        |            |
| 30317    | WOLVERINE HARDWARE   | 01/02/2013                   | 02/19/2013 | 5.16    | 5.16    | O      | N          |
|          | MAINTENANCE SUPPLIES | sonofrio                     |            |         |         |        | 02/11/2013 |
|          | 101-446-741-000      | OPERATING SUPPLIES           |            | 5.16    |         |        |            |
| C156422  |                      |                              |            |         |         |        |            |
| 30318    | WOLVERINE HARDWARE   | 01/17/2013                   | 02/19/2013 | 3.18    | 3.18    | O      | N          |
|          | MAINTENANCE SUPPLIES | sonofrio                     |            |         |         |        | 02/11/2013 |
|          | 251-901-802-000      | OTHER CONTRACTUAL SERVICES   |            | 3.18    |         |        |            |
| C156267  |                      |                              |            |         |         |        |            |
| 30319    | WOLVERINE HARDWARE   | 01/14/2013                   | 02/19/2013 | 12.45   | 12.45   | O      | N          |
|          | MAINTENANCE SUPPLIES | sonofrio                     |            |         |         |        | 02/11/2013 |
|          | 661-450-741-000      | OPERATING SUPPLIES           |            | 12.45   |         |        |            |
| C155949  |                      |                              |            |         |         |        |            |
| 30320    | WOLVERINE HARDWARE   | 01/09/2013                   | 02/19/2013 | 13.78   | 13.78   | O      | N          |
|          | MAINTENANCE SUPPLIES | sonofrio                     |            |         |         |        | 02/11/2013 |
|          | 101-446-741-000      | OPERATING SUPPLIES           |            | 13.78   |         |        |            |
| C156508  |                      |                              |            |         |         |        |            |
| 30321    | WOLVERINE HARDWARE   | 01/18/2013                   | 02/19/2013 | 46.74   | 46.74   | O      | N          |
|          | MAINTENANCE SUPPLIES | sonofrio                     |            |         |         |        | 02/11/2013 |
|          | 101-446-741-000      | OPERATING SUPPLIES           |            | 46.74   |         |        |            |
| D56077   |                      |                              |            |         |         |        |            |
| 30322    | WOLVERINE HARDWARE   | 01/16/2013                   | 02/19/2013 | 19.99   | 19.99   | O      | N          |
|          | MAINTENANCE SUPPLIES | sonofrio                     |            |         |         |        | 02/11/2013 |

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|----------|----------------------|------------------------------|------------|---------|---------|--------|------------|
| Inv Ref# | Description          | Entered By                   |            |         |         |        | Post Date  |
|          | GL Distribution      |                              |            |         |         |        |            |
|          | 591-559-741-000      | OPERATING SUPPLIES           |            | 19.99   |         |        |            |
| C156377  |                      |                              |            |         |         |        |            |
| 30323    | WOLVERINE HARDWARE   | 01/16/2013                   | 02/19/2013 | 4.98    | 4.98    | O      | N          |
|          | MAINTENANCE SUPPLIES | sonofrio                     |            |         |         |        | 02/11/2013 |
|          | 591-559-933-000      | REPAIRS/MAINTENANCE - EQUIPM |            | 4.98    |         |        |            |
| C156777  |                      |                              |            |         |         |        |            |
| 30324    | WOLVERINE HARDWARE   | 01/22/2013                   | 02/19/2013 | 3.87    | 3.87    | O      | N          |
|          | MAINTENANCE SUPPLIES | sonofrio                     |            |         |         |        | 02/11/2013 |
|          | 251-901-802-000      | OTHER CONTRACTUAL SERVICES   |            | 3.87    |         |        |            |
| D56452   |                      |                              |            |         |         |        |            |
| 30325    | WOLVERINE HARDWARE   | 01/24/2013                   | 02/19/2013 | 36.99   | 36.99   | O      | N          |
|          | MAINTENANCE SUPPLIES | sonofrio                     |            |         |         |        | 02/11/2013 |
|          | 661-450-742-000      | SMALL TOOLS                  |            | 36.99   |         |        |            |
| C156509  |                      |                              |            |         |         |        |            |
| 30326    | WOLVERINE HARDWARE   | 01/18/2013                   | 02/19/2013 | 17.35   | 17.35   | O      | N          |
|          | MAINTENANCE SUPPLIES | sonofrio                     |            |         |         |        | 02/11/2013 |
|          | 582-558-741-000      | OPERATING SUPPLIES           |            | 17.35   |         |        |            |
| C157085  |                      |                              |            |         |         |        |            |
| 30327    | WOLVERINE HARDWARE   | 01/28/2013                   | 02/19/2013 | 7.74    | 7.74    | O      | N          |
|          | MAINTENANCE SUPPLIES | sonofrio                     |            |         |         |        | 02/11/2013 |
|          | 582-558-741-000      | OPERATING SUPPLIES           |            | 7.74    |         |        |            |
| C157261  |                      |                              |            |         |         |        |            |
| 30328    | WOLVERINE HARDWARE   | 01/31/2013                   | 02/19/2013 | 13.99   | 13.99   | O      | N          |
|          | MAINTENANCE SUPPLIES | sonofrio                     |            |         |         |        | 02/11/2013 |
|          | 592-559-742-000      | SMALL TOOLS                  |            | 13.99   |         |        |            |
| C156969  |                      |                              |            |         |         |        |            |
| 30329    | WOLVERINE HARDWARE   | 01/25/2013                   | 02/19/2013 | 17.96   | 17.96   | O      | N          |
|          | MAINTENANCE SUPPLIES | sonofrio                     |            |         |         |        | 02/11/2013 |
|          | 591-558-741-000      | OPERATING SUPPLIES           |            | 17.96   |         |        |            |
| C157152  |                      |                              |            |         |         |        |            |
| 30330    | WOLVERINE HARDWARE   | 01/29/2013                   | 02/19/2013 | 15.41   | 15.41   | O      | N          |
|          | MAINTENANCE SUPPLIES | sonofrio                     |            |         |         |        | 02/11/2013 |
|          | 661-450-742-000      | SMALL TOOLS                  |            | 15.41   |         |        |            |
| C156370  |                      |                              |            |         |         |        |            |
| 30331    | WOLVERINE HARDWARE   | 01/16/2013                   | 02/19/2013 | 62.94   | 62.94   | O      | N          |
|          | MAINTENANCE SUPPLIES | sonofrio                     |            |         |         |        | 02/11/2013 |

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|---------------|---|-------------------------------|------------|---------------|---------------|--------|------------|
| Inv Ref#      | Description                                   | Entered By                    |            |               |               |        | Post Date  |
|               | GL Distribution                               |                               |            |               |               |        |            |
|               | 661-450-741-000                               | OPERATING SUPPLIES            |            | 62.94         |               |        |            |
| 1940 JAN 2013 |   |                               |            |               |               |        |            |
| 30332         | WOLVERINE HARDWARE                            | 02/01/2013                    | 02/19/2013 | (57.43)       | (57.43)       | O      | N          |
|               | MAINTENANCE SUPPLIES                          | sonofrio                      |            |               |               |        | 02/11/2013 |
|               | 661-000-690-000                               | SUNDRY-MISC OPERATING REVENUE |            | (57.43)       |               |        |            |
| C156962       |   |                               |            |               |               |        |            |
| 30333         | WOLVERINE HARDWARE                            | 01/25/2013                    | 02/19/2013 | 6.29          | 6.29          | O      | N          |
|               | MAINTENANCE SUPPLIES                          | sonofrio                      |            |               |               |        | 02/11/2013 |
|               | 101-446-741-000                               | OPERATING SUPPLIES            |            | 6.29          |               |        |            |
| C157211       |   |                               |            |               |               |        |            |
| 30334         | WOLVERINE HARDWARE                            | 01/30/2013                    | 02/19/2013 | 18.99         | 18.99         | O      | N          |
|               | MAINTENANCE SUPPLIES                          | sonofrio                      |            |               |               |        | 02/11/2013 |
|               | 101-446-741-000                               | OPERATING SUPPLIES            |            | 18.99         |               |        |            |
|               | Total for vendor 002949 - WOLVERINE HARDWARE: |                               |            | <u>516.47</u> | <u>516.47</u> |        |            |

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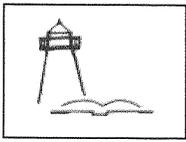
| Inv Num                              | Vendor                          | Inv Date                         | Due Date   | Inv Amt   | Amt Due   | Status | Jrnlized   |
|--------------------------------------|---------------------------------|----------------------------------|------------|-----------|-----------|--------|------------|
| Inv Ref#                             | Description                     | Entered By                       |            |           |           |        | Post Date  |
|                                      | GL Distribution                 |                                  |            |           |           |        |            |
| Vendor 002953 - WOODHAMS, INC , DON: |                                 |                                  |            |           |           |        |            |
| C132134                              |                                 |                                  |            |           |           |        |            |
| 30296*                               | WOODHAMS, INC , DON             | 01/23/2013                       | 02/19/2013 | 166.53    | 166.53    | O      | N          |
|                                      | REPAIRS                         | sonofrio                         |            |           |           |        | 02/08/2013 |
|                                      | 661-450-935-000                 | REPAIRS/MAINTENANCE - VEHICLES   |            | 184.03    |           |        |            |
|                                      | 661-000-690-000                 | OAR                              |            | (17.50)   |           |        |            |
| T62932                               |                                 |                                  |            |           |           |        |            |
| 30297                                | WOODHAMS, INC , DON             | 01/22/2013                       | 02/19/2013 | 125.43    | 125.43    | O      | N          |
|                                      | PARTS                           | sonofrio                         |            |           |           |        | 02/08/2013 |
|                                      | 661-450-741-003                 | REPAIR & MAINT SUPPLIES          |            | 125.43    |           |        |            |
| T62881                               |                                 |                                  |            |           |           |        |            |
| 30298                                | WOODHAMS, INC , DON             | 01/22/2013                       | 02/19/2013 | 20.28     | 20.28     | O      | N          |
|                                      | WIPER BLADE ASY                 | sonofrio                         |            |           |           |        | 02/08/2013 |
|                                      | 661-450-741-003                 | REPAIR & MAINT SUPPLIES          |            | 20.28     |           |        |            |
| C131922                              |                                 |                                  |            |           |           |        |            |
| 30299                                | WOODHAMS, INC , DON             | 01/30/2013                       | 02/19/2013 | 493.67    | 493.67    | O      | N          |
|                                      | REPAIRS                         | sonofrio                         |            |           |           |        | 02/08/2013 |
|                                      | 661-450-935-000                 | REPAIRS/MAINTENANCE - VEHICLES   |            | 493.67    |           |        |            |
| T62852                               |                                 |                                  |            |           |           |        |            |
| 30300                                | WOODHAMS, INC , DON             | 01/17/2013                       | 02/19/2013 | 4.01      | 4.01      | O      | N          |
|                                      | BULBS                           | sonofrio                         |            |           |           |        | 02/08/2013 |
|                                      | 661-450-741-003                 | REPAIR & MAINT SUPPLIES          |            | 4.01      |           |        |            |
| C131847                              |                                 |                                  |            |           |           |        |            |
| 30301*                               | WOODHAMS, INC , DON             | 01/09/2013                       | 02/19/2013 | 350.05    | 350.05    | O      | N          |
|                                      | REPAIRS                         | sonofrio                         |            |           |           |        | 02/08/2013 |
|                                      | 661-450-935-000                 | REPAIRS/MAINTENANCE - VEHICLES   |            | 372.45    |           |        |            |
|                                      | 661-000-690-000                 | OAR                              |            | (22.40)   |           |        |            |
| T13174                               |                                 |                                  |            |           |           |        |            |
| 30386                                | WOODHAMS, INC , DON             | 02/04/2013                       | 02/19/2013 | 28,855.00 | 28,855.00 | O      | N          |
|                                      | FORD UTILITY POLICE INTERCEPTOR | sonofrio                         |            |           |           |        | 02/12/2013 |
|                                      | 661-450-981-000                 | FORD UTILITY POLICE INTERCEPTOR* |            | 28,560.00 |           |        |            |
|                                      | 661-450-981-000                 | KEYED ALIKE                      |            | 50.00     |           |        |            |
|                                      | 661-450-981-000                 | LED SPOTLAMPS                    |            | 230.00    |           |        |            |
|                                      | 661-450-981-000                 | VEHICLES                         |            | 15.00     |           |        |            |

EXP CHECK RUN DATES 02/19/2013 - 02/19/2013

UNJOURNALIZED OPEN

BANK CODE: 1 - CHECK TYPE: PAPER CHECK

| Inv Num                                  | Vendor   | Inv Date      | Due Date   | Inv Amt           | Amt Due           | Status     | Jrnlized   |
|--|--|---------------|------------|-------------------|-------------------|------------|------------|
| Inv Ref#                                 | Description                                    | Entered By    |            |                   |                   |            | Post Date  |
|  | GL Distribution                                |               |            |                   |                   |            |            |
| T13175                                   |  |               |            |                   |                   |            |            |
| 30387                                    | WOODHAMS, INC , DON                            | 02/04/2013    | 02/19/2013 | 28,855.00         | 28,855.00         | 0          | N          |
|  | FORD UTILITY POLICE INTERCEPTOR                | sonofrio      |            |                   |                   |            | 02/12/2013 |
|  | 661-450-981-000                                | VEHICLES      |            | 28,560.00         |                   |            |            |
|  | 661-450-981-000                                | KEYED ALIKE   |            | 50.00             |                   |            |            |
|  | 661-450-981-000                                | LED SPOTLAMPS |            | 230.00            |                   |            |            |
|  | 661-450-981-000                                | VEHICLES      |            | 15.00             |                   |            |            |
|  | Total for vendor 002953 - WOODHAMS, INC , DON: |               |            | <u>58,869.97</u>  | <u>58,869.97</u>  |            |            |
| # of Invoices:                           | 188  | # Due:        | 188        | Totals:           | 306,378.69        | 306,378.69 |            |
| # of Credit Memos:                       | 3  | # Due:        | 3          | Totals:           | (119.75)          | (119.75)   |            |
| Net of Invoices and Credit Memos:        |  |               |            | <u>306,258.94</u> | <u>306,258.94</u> |            |            |
| * 2 Net Invoices have Credits Totalling: |  |               |            |                   | (39.90)           |            |            |



**South Haven Memorial Library**  
**Minutes of the Meeting of the Board of Trustees**  
**Jan. 8, 2013**

**Members:**

Gretchen Spreitzer – President  
Robin McAlear – Vice President  
Marilyn Bertorelli -Treasurer

Catherine Jarvie – Secretary  
Lois Howard - Trustee  
Jean Stein - Trustee  
Ida Sledge - Trustee

Also Present: James France, Director, Elaine Fluck

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**Call to order:** The meeting was called to order by Spreitzer at 7:07 p.m.

**Approval of minutes for Dec. 11, 2012:** Motion for approval of minutes by Stein, seconded by Howard. Motion carried. A copy will be sent to City Council.

**Approval of agenda for Jan. 8, 2013:** Motion for approval by Sledge, seconded by Bertorelli. Motion carried.

**Public Comments:** none

**Treasurer's report:**

Current budget amounts were reviewed. Vendor's bills totaled \$32,382.69 for the month. Motion to approve vendor bills by Stein, seconded by Howard. Motion carried.

**Committee reports:**

Strategic Planning Committee will meet tomorrow, Jan. 9 at 4:30 with Abonmarche about the possibility of their company completing a feasibility study on the building next to the Library.

**Director's Report:** Jim updated the board on recent Library activity.

**Correspondence:** none

**Old Business:**

Employers Practices Liability Insurance- One company needed some additional information, which Jim sent to them.

**New Business:**

Fund Raising – McAlear suggested the idea of a second hand sale of art.

**Board Comments:** Howard really appreciated the Japanese Culture Club Cafe'.

**Adjournment:** Motion to adjourn by Stein and seconded by Sledge. Motion carried. Meeting adjourned at 7:29 p.m.

**Next meeting: Feb. 12, 2013**

**Respectfully submitted,**

**Catherine Jarvie, Secretary**

## **SOUTH HAVEN AREA REGIONAL AIRPORT AUTHORITY MINUTES**

January 16, 2013

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

Agenda: Moved by Barbara Rose, seconded by David Orr to approve the Agenda, approved.

Public Comments: None.

Committee Reports: Dave Johnson reported the Executive Committee met on Dec 3, 2012 and approved a donation to the airport of a 2.7 acre parcel owned by Dale Bradford which is contiguous to airport property.

Todd Jensen moved and Clark Gruber seconded to approve the Consent Agenda:

A. Minutes of the Nov 21, 2012 Authority meeting be approved. No Dec meeting.

B. Bills from Nov 22, 2012 through Dec 19, 2012 totaling \$31,269.95 be approved.

Bill s from Dec 20, 2012 through Jan 16, 2013 totaling \$12,927.77 be approved.

C. Manager's reports dated Jan 16, 2013 be approved.

A roll call vote was taken; Yeas: Rose, Woodhams, Gruber, Jensen, Bower, Orr, and Johnson. Nays: None.

Old Business: None

New Business: Procurement of professional services, David Orr moved and Barbara Rose seconded to retain Mead & Hunt as our Engineering Consultant.

Member Comments: Dave Johnson reported on the wind damage to the roof of our storage building and the status of our electrical rehabilitation project, and the status of building a box hangar.

Jon Woodhams moved to adjourn the meeting at 7:45 pm, seconded by Barbara Rose, approved, meeting adjourned.



# City of South Haven

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

TO: Honorable Mayor and City Council

FROM: Wendy J. Hochstedler, Finance Director

MEETING DATE: February 18, 2013

SUBJECT: Summary Interim Financial Report for the period ended January 31, 2013

BACKGROUND:

The Finance Department has prepared a summary interim financial report for your review. This is a snapshot of the City's funds as of January 31, 2013.

The City's component units of the Downtown Development Authority, LDFA funds and Brownfield Authority have not been included here.

RECOMMENDATION:

Accept the financial report and place it on file.

SOUTH HAVEN REVENUE EXPENDITURE REPORT  
PERIOD ENDING 1/31/13

| <b>Fund 101 - GENERAL FUND</b> |                         | <b>YEAR TO DATE 1/31/2013</b> | <b>2012-13 BUDGET</b> | <b>% BDGT</b> |
|--------------------------------|-------------------------|-------------------------------|-----------------------|---------------|
|                                | TOTAL REVENUES          | 5,145,336.64                  | 6,711,599.00          | 76.66         |
| 101                            | CITY COUNCIL            | 21,745.31                     | 35,007.00             | 62.12         |
| 172                            | CITY MANAGER            | 93,458.83                     | 176,534.00            | 52.94         |
| 191                            | ELECTION DEPARTMENT     | 18,485.65                     | 21,868.00             | 84.53         |
| 202                            | CITY TREASURER          | 70,968.93                     | 139,695.00            | 50.80         |
| 209                            | ASSESSOR                | 78,812.38                     | 147,686.00            | 53.36         |
| 210                            | LEGAL & PROFESSIONAL    | 100,624.01                    | 150,000.00            | 67.08         |
| 215                            | CITY CLERK              | 14,701.49                     | 24,770.00             | 59.35         |
| 227                            | PERSONNEL               | 40,968.75                     | 87,677.00             | 46.73         |
| 253                            | FINANCE                 | 34,307.08                     | 60,574.00             | 56.64         |
| 265                            | BUILDINGS & GROUNDS     | 153,355.83                    | 299,528.00            | 51.20         |
| 276                            | CEMETERY DEPARTMENT     | 65,317.39                     | 126,053.00            | 51.82         |
| 294                            | CATV BROADCASTING       | 12,080.83                     | 25,752.00             | 46.91         |
| 301                            | POLICE DEPARTMENT       | 1,302,801.18                  | 1,824,133.00          | 71.42         |
| 339                            | FIREFIGHTING            | 231,472.50                    | 474,218.00            | 48.81         |
| 350                            | INFORMATION CENTER      | 54,144.17                     | 109,794.00            | 49.22         |
| 371                            | BUILDING INSPECTIONS    | 133,078.29                    | 247,327.00            | 53.81         |
| 430                            | ANIMAL SHELTER          | 3,500.00                      | 7,000.00              | 50.00         |
| 445                            | DRAINS                  | 11,748.02                     | 108,756.00            | 10.80         |
| 446                            | HIGHWAYS & STREETS      | 308,118.00                    | 516,985.00            | 59.60         |
| 447                            | ENGINEERING             | 41,583.02                     | 84,042.00             | 49.48         |
| 448                            | STREET LIGHTING         | 48,125.00                     | 82,500.00             | 58.33         |
| 622                            | ENVIRONMENTAL CLEANUP   | 399.34                        | 1,200.00              | 33.28         |
| 635                            | HOSPITAL                | 53,569.61                     | 103,579.00            | 51.72         |
| 673                            | SENIOR SERVICES         | 40,521.43                     | 78,350.00             | 51.72         |
| 728                            | DEVELOPMENT             | 28,370.42                     | 53,193.00             | 53.33         |
| 751                            | PARKS DEPARTMENT        | 189,086.31                    | 630,633.00            | 29.98         |
| 777                            | YOUTH RECREATION        | 10,000.00                     | 15,000.00             | 66.67         |
| 790                            | LIBRARY                 | 167,640.76                    | 184,949.00            | 90.64         |
| 804                            | MUSEUMS                 | 13,363.13                     | 46,125.00             | 28.97         |
| 851                            | INSURANCE & BONDS       | 64,953.59                     | 55,080.00             | 117.93        |
| 895                            | OTHER FUNCTIONS         | 30,452.22                     | 60,818.00             | 50.07         |
| 905                            | DEBT SERVICE            | 0.00                          | 175,187.00            | 0.00          |
| 965                            | OPERATING TRANSFERS OUT | 1,085,240.00                  | 584,100.00            | 185.80        |
| TOTAL REVENUES                 |                         | 5,145,336.64                  | 6,711,599.00          | 76.66         |
| TOTAL EXPENDITURES             |                         | 4,522,993.47                  | 6,738,113.00          | 67.13         |
| NET OF REVENUES & EXPENDITURES |                         | 622,343.17                    | (26,514.00)           |               |
| BEG. FUND BALANCE              |                         | 2,697,081.95                  | 2,697,081.95          |               |
| END FUND BALANCE               |                         | 3,319,425.12                  | 2,670,567.95          |               |

| <b>Fund 202 - MAJOR STREET FUND</b> |                         | <b>YEAR TO DATE 1/31/2013</b> | <b>2012-13 BUDGET</b> | <b>% BDGT</b> |
|-------------------------------------|-------------------------|-------------------------------|-----------------------|---------------|
|                                     | TOTAL REVENUES          | 125,519.34                    | 314,237.00            | 39.94         |
| 447                                 | ENGINEERING             | 11,666.65                     | 20,000.00             | 58.33         |
| 463                                 | ROUTINE MAINTENANCE     | 41,505.39                     | 133,519.00            | 31.09         |
| 473                                 | BRIDGES                 | 6,931.93                      | 11,234.00             | 61.70         |
| 474                                 | TRAFFIC SERVICES        | 6,645.09                      | 22,100.00             | 30.07         |
| 478                                 | WINTER MAINTENANCE      | 3,402.80                      | 62,436.00             | 5.45          |
| 482                                 | ADMINISTRATION          | 5,168.28                      | 9,954.00              | 51.92         |
| 486                                 | STATE TRUNKLINE         | 13,815.39                     | 28,656.00             | 48.21         |
| 965                                 | OPERATING TRANSFERS OUT | 30,331.12                     | 68,009.00             | 44.60         |
| TOTAL REVENUES                      |                         | 125,519.34                    | 314,237.00            | 39.94         |
| TOTAL EXPENDITURES                  |                         | 119,466.65                    | 355,908.00            | 33.56         |
| NET OF REVENUES & EXPENDITURES      |                         | 6,052.69                      | (41,671.00)           |               |
| BEG. FUND BALANCE                   |                         | 216,516.16                    | 216,516.16            |               |
| END FUND BALANCE                    |                         | 222,568.85                    | 174,845.16            |               |

SOUTH HAVEN REVENUE EXPENDITURE REPORT  
PERIOD ENDING 1/31/13

| <b>Fund 203 - LOCAL STREET FUND</b> |                     | YEAR TO DATE 1/31/2013 | 2012-13 BUDGET | % BDGT |
|-------------------------------------|---------------------|------------------------|----------------|--------|
|                                     | TOTAL REVENUES      | 69,676.92              | 172,202.00     | 40.46  |
| 447                                 | ENGINEERING         | 5,250.00               | 9,000.00       | 58.33  |
| 463                                 | ROUTINE MAINTENANCE | 85,620.18              | 139,423.00     | 61.41  |
| 474                                 | TRAFFIC SERVICES    | 6,828.98               | 12,972.00      | 52.64  |
| 478                                 | WINTER MAINTENANCE  | 8,426.47               | 47,165.00      | 17.87  |
| 482                                 | ADMINISTRATION      | 2,543.92               | 5,671.00       | 44.86  |
|                                     |                     | 0.00                   | 0.00           | 0.00   |
| TOTAL REVENUES                      |                     | 69,676.92              | 172,202.00     | 40.46  |
| TOTAL EXPENDITURES                  |                     | 108,669.55             | 214,231.00     | 50.73  |
| NET OF REVENUES & EXPENDITURES      |                     | (38,992.63)            | (42,029.00)    |        |
| BEG. FUND BALANCE                   |                     | 116,245.80             | 116,245.80     |        |
| END FUND BALANCE                    |                     | 77,253.17              | 74,216.80      |        |

| <b>Fund 204 - STREET FUND</b>  |                         | YEAR TO DATE 1/31/2013 | 2012-13 BUDGET | % BDGT |
|--------------------------------|-------------------------|------------------------|----------------|--------|
|                                | TOTAL REVENUES          | 581,670.86             | 987,186.00     | 58.92  |
| 446                            | HIGHWAYS & STREETS      | 767,076.54             | 915,000.00     | 83.83  |
| 447                            | ENGINEERING             | 58,494.34              | 105,611.00     | 55.39  |
| 965                            | OPERATING TRANSFERS OUT | 524,000.00             | 524,000.00     | 100.00 |
| TOTAL REVENUES                 |                         | 581,670.86             | 987,186.00     | 58.92  |
| TOTAL EXPENDITURES             |                         | 1,349,570.88           | 1,544,611.00   | 87.37  |
| NET OF REVENUES & EXPENDITURES |                         | (767,900.02)           | (557,425.00)   |        |
| BEG. FUND BALANCE              |                         | 1,238,735.32           | 1,238,735.32   |        |
| END FUND BALANCE               |                         | 470,835.30             | 681,310.32     |        |

| <b>Fund 226 - GARBAGE/REFUSE FUND</b> |                       | YEAR TO DATE 1/31/2013 | 2012-13 BUDGET | % BDGT |
|---------------------------------------|-----------------------|------------------------|----------------|--------|
|                                       | TOTAL REVENUES        | 313,191.66             | 349,251.00     | 89.68  |
| 528                                   | WASTE/REFUSE DISPOSAL | 212,599.00             | 370,500.00     | 57.38  |
| TOTAL REVENUES                        |                       | 313,191.66             | 349,251.00     | 89.68  |
| TOTAL EXPENDITURES                    |                       | 212,599.00             | 370,500.00     | 57.38  |
| NET OF REVENUES & EXPENDITURES        |                       | 100,592.66             | (21,249.00)    |        |
| BEG. FUND BALANCE                     |                       | 47,356.70              | 47,356.70      |        |
| END FUND BALANCE                      |                       | 147,949.36             | 26,107.70      |        |

| <b>Fund 296 - RIVER MAINTENANCE FUND</b> |                | YEAR TO DATE 1/31/2013 | 2012-13 BUDGET | % BDGT |
|--|----------------|------------------------|----------------|--------|
|  | TOTAL REVENUES | 36,880.00              | 54,380.00      | 67.82  |
| 774                                      | RECREATION     | 10,582.21              | 10,500.00      | 100.78 |
| TOTAL REVENUES                           |                | 36,880.00              | 54,380.00      | 67.82  |
| TOTAL EXPENDITURES                       |                | 10,582.21              | 10,500.00      | 100.78 |
| NET OF REVENUES & EXPENDITURES           |                | 26,297.79              | 43,880.00      |        |
| BEG. FUND BALANCE                        |                | 67,844.39              | 67,844.39      |        |
| END FUND BALANCE                         |                | 94,142.18              | 111,724.39     |        |

| <b>Fund 545 - BLACK RIVER PARK FUND</b> |                         | YEAR TO DATE 1/31/2013 | 2012-13 BUDGET | % BDGT |
|---|-------------------------|------------------------|----------------|--------|
|   | TOTAL REVENUES          | 55,480.63              | 148,500.00     | 37.36  |
| 776                                     | OPERATIONS              | 56,545.23              | 169,731.00     | 33.31  |
| 965                                     | OPERATING TRANSFERS OUT | 5,800.00               | 5,800.00       | 100.00 |
| TOTAL REVENUES                          |                         | 55,480.63              | 148,500.00     | 37.36  |
| TOTAL EXPENDITURES                      |                         | 62,345.23              | 175,531.00     | 35.52  |
| NET OF REVENUES & EXPENDITURES          |                         | (6,864.60)             | (27,031.00)    |        |
| BEG. RETAINED EARNINGS                  |                         | 640,318.33             | 640,318.33     |        |
| LESS: NET CAPITAL ASSETS                |                         | (515,894.00)           | (515,894.00)   |        |
| NET UNDESIGNATED RESERVES               |                         | 117,559.73             | 97,393.33      |        |

SOUTH HAVEN REVENUE EXPENDITURE REPORT  
PERIOD ENDING 1/31/13

| <b>Fund 577 - BEACH FUND</b>   |                 | <b>YEAR TO DATE 1/31/2013</b> | <b>2012-13 BUDGET</b> | <b>% BDGT</b> |
|--------------------------------|-----------------|-------------------------------|-----------------------|---------------|
|                                | TOTAL REVENUES  | 169,577.02                    | 175,100.00            | 96.85         |
| 751                            | PARK DEPARTMENT | 147,310.96                    | 166,380.00            | 88.54         |
| TOTAL REVENUES                 |                 | 169,577.02                    | 175,100.00            | 96.85         |
| TOTAL EXPENDITURES             |                 | 147,310.96                    | 166,380.00            | 88.54         |
| NET OF REVENUES & EXPENDITURES |                 | 22,266.06                     | 8,720.00              |               |
| BEG. RETAINED EARNINGS         |                 | 25,788.58                     | 25,788.58             |               |
| UNDESIGNATED RESERVES          |                 | 48,054.64                     | 34,508.58             |               |

| <b>Fund 582 - ELECTRIC FUND</b> |                         | <b>YEAR TO DATE 1/31/2013</b> | <b>2012-13 BUDGET</b> | <b>% BDGT</b> |
|---------------------------------|-------------------------|-------------------------------|-----------------------|---------------|
|                                 | TOTAL REVENUES          | 9,138,932.23                  | 13,698,265.00         | 66.72         |
| 557                             | PURCHASED POWER         | 4,492,997.91                  | 9,555,000.00          | 47.02         |
| 558                             | OPERATIONS              | 970,699.35                    | 2,315,436.00          | 41.92         |
| 561                             | ADMINISTRATION          | 895,066.87                    | 1,585,081.00          | 56.47         |
| 562                             | ELECTRIC SYSTEM UPGRADE | 0.00                          | 125,000.00            | 0.00          |
| 965                             | OPERATING TRANSFERS OUT | 130,000.00                    | 167,018.00            | 77.84         |
| TOTAL REVENUES                  |                         | 9,138,932.23                  | 13,698,265.00         | 66.72         |
| TOTAL EXPENDITURES              |                         | 6,488,764.13                  | 13,747,535.00         | 47.20         |
| NET OF REVENUES & EXPENDITURES  |                         | 2,650,168.10                  | (49,270.00)           |               |
| BEG. RETAINED EARNINGS          |                         | 16,288,782.92                 | 16,288,782.92         |               |
| LESS: NET CAPITAL ASSETS        |                         | (11,198,750.00)               | (11,198,750.00)       |               |
| NET UNDESIGNATED RESERVES       |                         | 7,740,201.02                  | 5,040,762.92          |               |

| <b>Fund 591 - WATER FUND</b>   |                             | <b>YEAR TO DATE 1/31/2013</b> | <b>2012-13 BUDGET</b> | <b>% BDGT</b> |
|--------------------------------|-----------------------------|-------------------------------|-----------------------|---------------|
|                                | TOTAL REVENUES              | 2,285,189.74                  | 3,467,453.00          | 65.90         |
| 558                            | OPERATIONS                  | 287,972.54                    | 1,199,577.00          | 24.01         |
| 559                            | TREATMENT                   | 254,701.12                    | 451,116.00            | 56.46         |
| 561                            | ADMINISTRATION              | 179,130.69                    | 291,135.00            | 61.53         |
| 563                            | OPERATIONS - CASCO TOWNSHIP | 46,994.83                     | 47,186.00             | 99.59         |
| 564                            | OPERATIONS S H TOWNSHIP     | 55,521.56                     | 61,608.00             | 90.12         |
| 565                            | OPERATIONS - COVERT         | 46,490.42                     | 71,320.00             | 65.19         |
| 566                            | TREATMENT - CASCO TWP       | 26,704.70                     | 61,842.00             | 43.18         |
| 567                            | TREATMENT - SH TWP          | 53,075.32                     | 115,726.00            | 45.86         |
| 568                            | TREATMENT - COVERT          | 49,176.41                     | 93,110.00             | 52.82         |
| 905                            | DEBT SERVICE                | 694,912.59                    | 65,691.00             | 1,057.85      |
| 965                            | OPERATING TRANSFERS OUT     | 960.00                        | 1,376,795.00          | 0.07          |
| TOTAL REVENUES                 |                             | 2,285,189.74                  | 3,467,453.00          | 65.90         |
| TOTAL EXPENDITURES             |                             | 1,695,640.18                  | 3,835,106.00          | 44.21         |
| NET OF REVENUES & EXPENDITURES |                             | 589,549.56                    | (367,653.00)          |               |
| BEG. RETAINED EARNINGS         |                             | 6,848,712.94                  | 6,848,712.94          |               |
| LESS: NET CAPITAL ASSETS       |                             | (5,020,668.00)                | (5,020,668.00)        |               |
| NET UNDESIGNATED RESERVES      |                             | 2,417,594.50                  | 1,460,391.94          |               |

SOUTH HAVEN REVENUE EXPENDITURE REPORT  
PERIOD ENDING 1/31/13

| <b>Fund 592 - SEWER FUND</b>   |                               | YEAR TO DATE 1/31/2013 | 2012-13 BUDGET | % BDGT |
|--------------------------------|-------------------------------|------------------------|----------------|--------|
|                                | TOTAL REVENUES                | 1,489,280.61           | 2,277,318.00   | 65.40  |
| 558                            | OPERATIONS                    | 409,940.82             | 778,927.00     | 52.63  |
| 559                            | TREATMENT                     | 326,960.37             | 559,594.00     | 58.43  |
| 560                            | IPP PROGRAM                   | 29,623.81              | 48,816.00      | 60.68  |
| 561                            | ADMINISTRATION                | 228,185.66             | 382,889.00     | 59.60  |
| 562                            | LIFTSTATIONS- CASCO TOWNSHIP  | 12,250.55              | 26,395.00      | 46.41  |
| 563                            | OPERATIONS - CASCO TOWNSHIP   | 32,614.27              | 15,021.00      | 217.12 |
| 564                            | OPERATIONS - SOUTH HAVEN TWP  | 82,524.90              | 31,880.00      | 258.86 |
| 566                            | TREATMENT - CASCO TWP         | 18,268.56              | 43,780.00      | 41.73  |
| 567                            | TREATMENT - SH TWP            | 48,528.83              | 61,913.00      | 78.38  |
| 569                            | LIFSTATIONS - SOUTH HAVEN TWP | 31,346.82              | 72,239.00      | 43.39  |
| 570                            | LIFTSTATIONS - CITY           | 50,403.25              | 142,112.00     | 35.47  |
| 965                            | OPERATING TRANSFERS OUT       | 36,992.76              | 246,500.00     | 15.01  |
| TOTAL REVENUES                 |                               | 1,489,280.61           | 2,277,318.00   | 65.40  |
| TOTAL EXPENDITURES             |                               | 1,307,640.60           | 2,410,066.00   | 54.26  |
| NET OF REVENUES & EXPENDITURES |                               | 181,640.01             | (132,748.00)   |        |
| BEG. RETAINED EARNINGS         |                               | 6,979,106.13           | 6,979,106.13   |        |
| LESS: NET CAPITAL ASSETS       |                               | (5,622,267.00)         | (5,622,267.00) |        |
| NET UNDESIGNATED RESERVES      |                               | 1,538,479.14           | 1,224,091.13   |        |

| <b>Fund 594 - MARINA FUND</b>  |                         | YEAR TO DATE 1/31/2013 | 2012-13 BUDGET | % BDGT |
|--------------------------------|-------------------------|------------------------|----------------|--------|
|                                | TOTAL REVENUES          | 120,990.33             | 1,318,874.00   | 9.17   |
| 776                            | OPERATIONS              | 843,330.12             | 2,120,738.00   | 39.77  |
| 965                            | OPERATING TRANSFERS OUT | 21,080.00              | 21,080.00      | 100.00 |
| TOTAL REVENUES                 |                         | 120,990.33             | 1,318,874.00   | 9.17   |
| TOTAL EXPENDITURES             |                         | 864,410.12             | 2,141,818.00   | 40.36  |
| NET OF REVENUES & EXPENDITURES |                         | (743,419.79)           | (822,944.00)   |        |
| BEG. RETAINED EARNINGS         |                         | 2,036,604.50           | 2,036,604.50   |        |
| LESS: NET CAPITAL ASSETS       |                         | (957,038.00)           | (957,038.00)   |        |
| NET UNDESIGNATED RESERVES      |                         | 336,146.71             | 256,622.50     |        |

| <b>Fund 661 - MOTOR POOL FUND</b> |                       | YEAR TO DATE 1/31/2013 | 2012-13 BUDGET | % BDGT |
|-----------------------------------|-----------------------|------------------------|----------------|--------|
|                                   | TOTAL REVENUES        | 374,623.32             | 720,388.00     | 52.00  |
| 450                               | EQUIPMENT MAINTENANCE | 393,318.81             | 987,296.00     | 39.84  |
| TOTAL REVENUES                    |                       | 374,623.32             | 720,388.00     | 52.00  |
| TOTAL EXPENDITURES                |                       | 393,318.81             | 987,296.00     | 39.84  |
| NET OF REVENUES & EXPENDITURES    |                       | (18,695.49)            | (266,908.00)   |        |
| BEG. RETAINED EARNINGS            |                       | 2,331,499.16           | 2,331,499.16   |        |
| LESS: NET CAPITAL ASSETS          |                       | (1,177,989.00)         | (1,177,989.00) |        |
| NET UNDESIGNATED RESERVES         |                       | 1,134,814.67           | 886,602.16     |        |



City of South Haven

BOARD AND COMMISSION APPLICATION

Name Scott A. Boyd Phone [Redacted]

Address [Redacted] South Haven MI 49090  
Street City State Zip

E-Mail Address [Redacted]

Resident of City? (Circle One)  Yes No If Yes, how long: 4 years

Board or Commission Applying for: ZBA

Qualifications: Former South Haven business owner. Interested in helping my community.

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

I care about the city and the residents. I have had leadership roles with volunteer groups in my past with Western Mich Univ and the City of Kalamazoo.

Signature Sa Boyd Date 2-4-2013

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

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



City of South Haven

BOARD AND COMMISSION APPLICATION

Name David Miller Phone [Redacted]

Address [Redacted] South Haven  
Street City State Zip

E-Mail Address [Redacted]

Resident of City? (Circle One)  Yes  No If Yes, how long: 38 years

Board or Commission Applying for: ZBA

Qualifications: I've owned a number of residential properties, in South Haven and out of state. And I've owned and developed a small marina since 1980, Slip Away Cove.

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

I have experience in residential and B3 properties and a vital interest in South Haven's future.

Signature David Miller Date 2/14/13

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

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



## Agenda Item 7

### Beach Parking Fees

#### Background Information:

The City Council will be asked to consider approval of Resolution 2013-12, a resolution setting updated fees for the daily beach parking fees and parking violation fees, for the city's beach parking areas.

The City of South Haven created the beach parking fee system in 1986, in an effort to provide funds to help offset the cost of maintaining the public beaches and adjacent parks. In 1996 the City Council approved an increase in the daily beach parking fee from \$3.00 per day to \$5.00 per day.

In the past several years, the City of South Haven has invested in a variety of improvements and maintenance expenses to its public beaches and adjacent parks. The beach parking fund has been essential in funding some of these expenses. As a result, the beach parking fund has experienced deficit spending during the past several years, and an effort to correct the deficit position seems appropriate. An increase in revenue to the beach parking fund will assist in eliminating the deficit position, and will create funds which can be used for investment in the beaches and adjacent parks.

The city's staff has reviewed the city's beach parking fees, and compared the existing fees to communities along Lake Michigan. Staff found that the city's existing fee is competitive with many of those communities. Further, should the City Council wish to increase the beach parking fee, staff has found that an increase from \$5.00 per day to \$7.00 per day keeps the city within a range that is still competitive.

Staff recommends that the City Council consider an increase from \$5.00 per day to \$7.00 per day, for the daily beach parking fee. This increase should result in an increase in beach parking revenue, and will align the city's daily beach parking fee with the city's existing fee to enter Black River Park.

Currently the beach parking fees are as follows:

- a) Daily Parking Fees-- \$5.00 per trip.
- b) Hourly Metered Parking-- \$ 1.00 per hour.
- c) Weekly Parking Pass-- \$15.00 per week.
- d) Multi-Year Pass -- \$50.00 first year, \$40.00 second year, \$30.00 third year

Currently the beach parking violation fees are set as follows:

- \$10.00 if paid within 7 days
- \$25.00 if paid after 7 days

The proposed resolution changes the daily parking fee to \$7.00 per day. It also seeks to increase the parking ticket fines to \$20.00 if paid within 7 days and \$30.00 if paid after 7 days. Please note that no changes are being proposed for the Weekly Parking Pass fee or the Multi-Year Pass fee.

Recommendation:

The City Council should consider a motion to approve Resolution 2013-12, a resolution setting updated fees for the daily beach parking fees and parking violation fees, for the city's beach parking areas.

Support Material:

Resolution 2013-12  
Beach Parking Fund Finance Report  
Parking Fee Comparison File

CITY OF SOUTH HAVEN  
VAN BUREN AND ALLEGAN COUNTIES, MICHIGAN

RESOLUTION NO. 2013-12

A RESOLUTION AMENDING THE BEACH PARKING FEE SYSTEM

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 4, 2013 at 7:00 p.m. local time.

PRESENT: \_\_\_\_\_

ABSENT: \_\_\_\_\_

The following preamble and resolution was offered by Member \_\_\_\_\_ and supported by Member \_\_\_\_\_.

WHEREAS, on March 6, 1989 during the regular meeting of the City Council of the City of South haven, Van Buren County, Michigan, Resolution 86-06 establishing the fees and fines for the Beach Parking System was adopted; and

WHEREAS, on April 15, 1996 the City Council passed Resolution 96-14 to amend the beach parking fees and fines; and

WHEREAS, City Council again wishes to amend the beach parking fees and fines.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of South Haven, Van Buren County, as follows:

- 1) Beach Parking Fees will be in effect beginning May 1 through Labor Day from 9 a.m. until 6 p.m. each day.
- 2) The Beach Parking Fees shall be as follows:
  - a) Daily Parking Fees-- \$7.00 per trip.
  - b) Hourly Metered Parking-- \$ 1.00 per hour.
  - c) Weekly Parking Pass-- \$15.00 per week.
  - d) Multi-Year Pass -- \$50.00 first year, \$40.00 second year, \$30.00 third year
- 3) Stickers must be permanently affixed to the vehicle and in the place per instructions on the sticker.
- 4) Stickered parking shall be allowed in a metered parking space.
- 5) Failure to pay parking fee results in a ticket issued with fines set at \$20.00 if paid within seven (7) days; then at \$30.00 if paid after seven (7) days.
- 6) Vehicles in "No Parking" areas will be towed at owner's expense.

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 \_\_\_ day of \_\_\_\_\_, 2013, 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

**BEACH FUND Long-Term Budget Forecast**

| GL NUMBER                             | DESCRIPTION                    | 2008-09         | 2009-10         | 2010-11         | 2011-12        | 2012-13         | 2013-14        | 2014-15        | 2015-16        |
|---------------------------------------|--------------------------------|-----------------|-----------------|-----------------|----------------|-----------------|----------------|----------------|----------------|
| Fund 577                              |                                |                 |                 |                 |                |                 |                |                |                |
| <b>REVENUES</b>                       |                                |                 |                 |                 |                |                 |                |                |                |
| 577-000-652-001                       | PARKING FEES - SEASONAL        | 6,210           | 6,640           | 7,090           | 10,640         | 7,500           | 7,500          | 7,500          | 7,500          |
| 577-000-652-002                       | PARKING FEES - WEEKLY          | 2,460           | 2,595           | 3,060           | 4,535          | 3,500           | 3,500          | 3,500          | 3,500          |
| 577-000-652-003                       | PARKING FEES - DAILY           | 155,417         | 136,870         | 140,756         | 173,677        | 141,500         | 184,633        | 184,633        | 184,633        |
| 577-000-656-000                       | PARKING PENALTIES              | 15,493          | 12,140          | 13,944          | 17,468         | 15,000          | 15,000         | 15,000         | 15,000         |
| 577-000-665-000                       | INTEREST INCOME                | 6,792           | 2,324           | 289             | 185            | 100             | 100            | 100            | 100            |
| 577-000-667-012                       | LEASE REV - CONCESSION STANDS  | 7,500           | 12,648          | 8,793           | 8,265          | 7,500           | 7,500          | 7,500          | 7,500          |
| 577-000-690-000                       | SUNDRY-MISC OPERATING REVENUE  |                 | 820             |                 | 367            |                 |                |                |                |
| <b>TOTAL Revenues</b>                 |                                | <b>193,872</b>  | <b>174,037</b>  | <b>173,932</b>  | <b>215,137</b> | <b>175,100</b>  | <b>218,233</b> | <b>218,233</b> | <b>218,233</b> |
| <b>EXPENDITURES</b>                   |                                |                 |                 |                 |                |                 |                |                |                |
| 577-751-703-000                       | SALARIES & WAGES - FULL-TIME   | 11,744          | 13,406          | 22,432          | 17,440         | 14,456          | 15,040         | 15,648         | 15,961         |
| 577-751-704-000                       | SALARIES & WAGES - PART-TIME   | 34,029          | 34,460          | 34,171          | 31,044         | 34,585          | 26,619         | 27,694         | 28,248         |
| 577-751-708-000                       | OVERTIME - FULL-TIME           | 1,465           | 3,495           | 7,288           | 4,925          | 3,500           | 1,487          | 1,547          | 1,578          |
| 577-751-709-000                       | OVERTIME - PART-TIME           | 138             | 545             | 2,329           | 3,201          | 389             | 405            | 421            | 429            |
| 577-751-710-000                       | HEALTH/DENTAL INSURANCE        | 3,359           | 5,932           | 8,815           | 6,843          | 6,227           | 6,479          | 6,740          | 6,875          |
| 577-751-712-000                       | WORKERS COMPENSATION           | 467             | 608             | 367             | 257            | 643             | 357            | 371            | 379            |
| 577-751-713-000                       | PAYROLL TAXES                  | 3,653           | 3,864           | 4,928           | 3,864          | 3,763           | 3,187          | 3,315          | 3,382          |
| 577-751-713-001                       | UNEMPLOYMENT COMPENSATION      | 2,206           | 2,785           | 2,436           | 2,518          | 2,577           | 1,953          | 2,032          | 2,072          |
| 577-751-713-002                       | LIFE & DISABILITY INSURANCE    | 195             | 198             | 312             | 441            | 210             | 218            | 227            | 232            |
| 577-751-716-000                       | EMPLOYER MERS CONTRIBUTIONS    |                 | 117             | 41              | 192            | 197             | 201            | 209            | 213            |
| 577-751-727-000                       | OFFICE SUPPLIES                | 1,497           | 1,917           | 1,607           | 2,062          | 255             | 260            | 271            | 276            |
| 577-751-741-000                       | OPERATING SUPPLIES             | 9,914           | 12,287          | 22,910          | 18,399         | 20,000          | 10,404         | 10,824         | 11,041         |
| 577-751-748-000                       | MOTOR FUEL                     | 845             | 572             | 462             | 1,131          | 1,000           | 936            | 974            | 994            |
| 577-751-801-000                       | PROFESSIONAL/CONSULTING FEES   | 15,311          | 1,950           | 5,375           | 251            |                 |                |                |                |
| 577-751-802-000                       | OTHER CONTRACTUAL SERVICES     | 25,251          | 26,873          | 25,967          | 26,261         | 26,000          | 26,520         | 27,591         | 28,143         |
| 577-751-803-000                       | CREDIT CARD FEES               |                 |                 |                 | 1,177          | 2,500           | 2,550          | 2,601          | 2,653          |
| 577-751-850-000                       | TELEPHONE                      | 106             | 124             | 130             | 467            | 127             | 130            | 135            | 137            |
| 577-751-860-000                       | TRAVEL/CONFERENCES/TRAINING    | 318             | 136             | 16              | 137            |                 |                |                |                |
| 577-751-870-000                       | PAYMENT IN LIEU OF TAXES       | 9,000           | 8,750           | 8,750           | 4,695          | 4,695           | 4,789          | 4,982          | 5,082          |
| 577-751-900-000                       | PRINTING/PUBLISHING            | 432             | 1,600           | 1,504           | 2,314          | 5,000           | 5,100          | 5,306          | 5,412          |
| 577-751-921-000                       | UTILITIES - ELECTRIC           | 1,485           | 4,012           | 4,932           | 3,736          | 4,000           | 4,080          | 4,245          | 4,330          |
| 577-751-922-000                       | UTILITIES - WATER & SEWER      | 4,661           | 6,553           | 7,716           | 6,753          | 7,200           | 7,344          | 7,641          | 7,794          |
| 577-751-931-000                       | REPAIRS/MAINT-BUILDS & STRCTRE | 5,378           | 5,079           | 1,143           | 5,697          | 2,000           | 2,040          | 2,122          | 2,165          |
| 577-751-932-000                       | REPAIRS/MAINTENANCE - OTHER    | 322             | 596             | 52              |                |                 | 0              | 0              | 0              |
| 577-751-941-000                       | MOTOR POOL FEES                | 12,373          | 12,745          | 36,840          | 12,585         | 12,585          | 12,837         | 13,355         | 13,622         |
| 577-751-942-000                       | INFORMATION SERVICES FEES      | 1,308           | 1,624           | 1,624           | 1,624          | 1,624           | 1,656          | 1,723          | 1,758          |
| 577-751-958-000                       | SUBSCRIPTIONS/MEMBERSHIPS      |                 |                 | 150             | 150            |                 | 0              | 0              | 0              |
| 577-751-969-101                       | ADMIN FEES - GENERAL FUND      | 19,363          | 19,944          | 19,944          | 16,000         | 16,000          | 16,320         | 16,979         | 17,319         |
| 577-751-969-111                       | POLICE DEPART FEES-GEN FUND    | 26,560          | 27,357          | 27,357          | 22,000         | 22,000          | 22,440         | 23,347         | 23,814         |
| 577-751-974-000                       | STREET IMPROVEMENTS            | 16,066          |                 |                 |                |                 |                | 25,000         |                |
| <b>TOTAL Expenditures</b>             |                                | <b>207,446</b>  | <b>197,529</b>  | <b>249,598</b>  | <b>196,164</b> | <b>191,533</b>  | <b>173,351</b> | <b>205,302</b> | <b>183,908</b> |
| <b>NET OF REVENUES/APPROPRIATIONS</b> |                                | <b>(13,574)</b> | <b>(23,492)</b> | <b>(75,666)</b> | <b>18,973</b>  | <b>(16,433)</b> | <b>44,882</b>  | <b>12,931</b>  | <b>34,325</b>  |
| BEGINNING FUND BALANCE                |                                | 119,543         | 105,969         | 82,477          | 6,811          | 25,784          | 9,351          | 54,233         | 67,164         |
| ENDING FUND BALANCE                   |                                | 105,969         | 82,477          | 6,811           | 25,784         | 9,351           | 54,233         | 67,164         | 101,489        |
| FUND BAL. AS % BDGT                   |                                | 0.51            | 0.42            | 0.03            | 0.13           | 0.05            | 0.31           | 0.33           | 0.55           |

## Other City's Parking Systems

### Berrien County: Silver Beach, St. Joseph

- Gated Parking Lot
- May - September
- Hours: 5:00 am – 10:00pm
- \$6.00 for Berrien County Residents
- \$8.00 for Non- Berrien County Residents

### City of St. Joseph

- April 1<sup>st</sup> – October 31<sup>st</sup>
- Hours: No set hours, though park does close at 10:00 pm
- \$5.00 per day / \$35 season pass
- \$15.00 ticket fee

### Oval Beach – Saugatuck

- Booth/Gated: Memorial Day – Labor Day
- 9:00 am – 10:00 pm
- \$6.00 per car for day to park-
  - given sticker w/date and can come and go for that day
- \$40 seasonal pass for non city Saugatuck residents
- \$20 seasonal pass for city Saugatuck residents
  - Started charging residents 3 years ago and went from giving 800-900 free passes away to now only selling 400 residents passes.
  - Now seeing profit because many people were giving free passes away to non city resident and those non city residents now have to buy the \$40 seasonal pass

### Allegan County –West Side Park

- Saturday of Memorial Day – Labor Day
- \$5.00 fee

### City of Holland –Boat Launch

- \$7.00 daily fee
- \$35.00 season pass

### City of Grand Haven

- No fees, always open
- No overnight parking
- Only around 30 spots at city beach parking lot

### City of Ludington

- No fees, always open

### City of New Buffalo

- Gate: May – September
- 8:00 am – 8:00 pm
- \$10.00 entrance

## Ottawa County

- Olive Shores/Tunnel Park/Kirk Park/North beach Park
  - Memorial day – Labor day
  - \$6.00 daily fee
  - 7:00 am - 10:00 pm
- Tunnel Park/Kirk Park/North beach Park
  - Memorial day – Labor day
  - 7:00 am - 10:00 pm
  - Daily Motor Vehicle Fee - \$4.00 for Ottawa County residents/\$6.00 for non-residents.
  - Annual Motor Vehicle Permit - \$12.00 for Ottawa County residents/\$24.00 for non-residents.
  - Senior Citizens (age 60) may purchase an Annual Permit for \$7.00.

## City of Petoskey

- No parking fees at beach
- beach/lakeshore is open between 7 am -11 pm
- Meters downtown: \$0.25 per 20 min

## City of Harbor Springs

- Do not have any parking meters in town. The only time restrictions are from Memorial Day to Labor Day in the downtown area, and then restrict parking to 3 hours on the street and 4 hours in a lot from 7a until 7p except Sundays and Holidays. All other streets and lots permit all day parking.
  - \$10 ticket if paid with in next business day
  - Otherwise \$25.00
- Boat Launch Fees
  - Daily: \$5.00
  - Seasonal:
    - \$25 for residents of the City of Harbor Springs, Little Traverse Township and West Traverse Township.
    - \$50 for all other

## City of Muskegon

- No fees, always open

## City of Chicago

### **PAY & DISPLAY RATES**

\$1.00/Hour 9 am - 9 pm

\$0.25/Hour 9 pm - 9 am

### **\* Lot East of Museum of Science & Industry Only**

\$5.00 Flat rate

### **\*\*\*\*\* Diversey Harbor Boat Launch Parking Only**

\$5.00 Flat rate

### **Margate Park Field House**

Free Parking 7 am - 6 pm

\$1.00/Hour 6 pm - 9 pm

\$0.25/Hour 9 pm - 7 am



### Pay & Display Locations

- Touhy & Sheridan Road (Loyola Park)\*\*\*
- Lunt East of Sheridan Road (Loyola Park)\*\*\*
- Broadway Armory  
Broadway & Thorndale
- Foster & Simonds lot
- Wilson & Lake Shore Drive (North of Wilson)
- Montrose Harbor  
(opening May 1st - 15th)
- 31st St. Beach\*\*
- Oakwood (39th St.) & Lake Shore Drive
- Lot at 47th & Cornell
- 55th St. & South Shore Drive
- Lot East of Museum of Science & Industry \*
- Lot South of Museum of Science & Industry
- 63rd St. Beach  
(East of Lake Shore Drive)\*\*
- Hayes & Lake Shore Drive  
(North of Hayes & West of Lake Shore Drive)
- South Shore Cultural Center  
(7059 S. Shore Drive)
- Rainbow Beach  
North of Beach  
(77th St. & Lakefront)
- Rainbow Beach  
South of Beach  
(78th St. & Lakefront)
- Margate Park Field House  
(Foster & Marine Drive)
- Northerly Island North Lot
- Waveland Parking Lot  
(Marovitz Golf Course - East of Recreation Drive)
- Diversey Harbor \*\*\*\*\*  
(adjacent to driving range)
- Lot North of Hayes and East of Corne

\*\*These lots are closed and locked from 11:00 pm thru 6:00 am.

\*\*\*Pursuant to agreement with Ald. Joe Moore, no payment is required from 7pm to 9am. Contribution of aldermanic funds to be used for Chicago Park District capital improvements.

\*\*\*\*Boat launching is only allowed from 5:00 am through 8:00 pm. Boat launch fee is \$25.00.

- Parking Lot: Foster and Simonds
  - 12 Hour Rate: \$10.00 to \$14.99
- Gated Parking Lot: Belmont Harbor North & South
  - 12 Hour Rate: \$5.00 to \$9.99
- Boat Launch: Richard J. Daley Fishing Ramp
  - Rate: \$25.00 Boat Launch Fee
- Parking Lot: North Avenue Beach
  - 12 Hour Parking Rate: \$10.00 to \$14.99
- Garage: 474 N. Lake Shore Drive
  - Monthly rate – \$245
  - Early Bird Special (in between 5-9 am, out 3-7 pm) – \$12
- Boat Launch: Burnham Harbor
  - 12 hour rate: \$15.00 to \$19.99
- Parking Lot: 31st St. Beach (East of Lake Shore Drive)
  - 12 Hour Rate: \$10.00 to \$14.99
- Parking Lot: Oakwood and Lake Shore Drive
  - 12 Hour Rate: \$10.00 to \$14.99
- Parking Lot: 63rd St. Beach (East of LSD)
  - 12 Hour Rate: \$10.00 to \$14.99
- Parking Lot: 55th and South Shore Drive
  - 12 Hour Rate: \$10.00 to \$14.99
- Parking Lot: North of Rainbow Beach
  - 12 Hour Rate: \$10.00 to \$14.99



## Agenda Item 8

### Post-Issuance Tax Compliance Policy

#### Background Information:

The City Council will be asked to consider approval of a Post-Issuance Tax Compliance Policy for Tax-exempt Obligations as part of tonight's City Council meeting.

Tax-advantaged bonds (tax-exempt, tax credit, and direct pay) are bonds that receive preferential tax treatment. These bonds, issued by or on behalf of state and local governments, are subject to applicable federal tax requirements both at the time of issuance and for so long as the bonds remain outstanding. An issuer or other party's failure to comply with any applicable federal tax requirement with respect to tax-advantaged bonds jeopardizes the preferential tax status of those bonds.

Post-issuance federal tax requirements generally fall into two categories: (1) qualified use of proceeds and financed property; and (2) arbitrage yield restriction and rebate. Qualified use requirements require monitoring of the various direct and indirect uses of bond-financed property over the life of the bonds and calculations of the percentage of nonqualified uses. Arbitrage requirements also require monitoring over the life of the bonds to determine whether both the yield on investments acquired with bond proceeds are properly restricted and whether the issuer must pay a yield reduction payment and/or rebate payment.

The on-going nature of post-issuance compliance requirements applicable to tax-advantaged bonds requires issuers to actively monitor compliance throughout the entire period their bonds remain outstanding. This due diligence will significantly improve the City's ability to identify noncompliance and prevent violations from occurring, or timely correct identified violations (when prevention is not possible), to ensure the continued tax-advantaged status of the bonds.

In accordance with Internal Revenue Service recommendations, Issuers should adopt written procedures, applicable to all bond issues, which go beyond reliance on tax certificates included in bond documents provided at closing. Sole reliance on the closing bond documents may result in procedures insufficiently detailed or not incorporated into an issuer's operations. Written procedures should contain certain key characteristics, including making provision for:

- Due diligence review at regular intervals;
- Identifying the official or employee responsible for review;

- Training of the responsible official/employee;
- Retention of adequate records to substantiate compliance;
- Procedures reasonably expected to timely identify noncompliance; and
- Procedures ensuring that the issuer will take steps to timely correct noncompliance.

The goal of establishing and following written procedures is to identify and resolve noncompliance, on a timely basis, to preserve the preferential status of tax-advantaged bonds.

Recommendation:

City Council should consider approval of Resolution 2013-13: A Resolution adopting a Post-Issuance Tax Compliance Policy for Tax-Exempt Obligations.

Support Material:

Proposed Resolution

CITY OF SOUTH HAVEN  
VAN BUREN AND ALLEGAN COUNTIES, MICHIGAN

RESOLUTION NO. 2013-\_\_\_\_

A RESOLUTION ADOPTING A POST-ISSUANCE TAX COMPLIANCE POLICY  
FOR TAX-EXEMPT OBLIGATIONS

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 18, 2013 at 7:00 p.m. local time.

PRESENT: \_\_\_\_\_

ABSENT: \_\_\_\_\_

The following preamble and resolution was offered by Member \_\_\_\_\_ and supported by Member \_\_\_\_\_.

WHEREAS, the City of South Haven has issued tax-advantaged bonds by or on behalf of state and local governments which are subject to applicable federal tax requirements both at the time of issuance as for so long as the bonds remain outstanding; and

WHEREAS, the on-going nature of post-issuance compliance requirements applicable to tax-advantaged bonds requires issuers to actively monitor compliance throughout the entire period their bonds remain outstanding; and

WHEREAS, the Internal Revenue Service recommends Issuers adopt written procedures, applicable to all bond issues, which go beyond reliance on tax certificates included in bond documents provided at closing; and

WHEREAS, the City Council wishes to comply with the IRS recommendation.

THEREFORE, BE IT RESOLVED, that the South Haven City Council adopts a Post-Issuance Tax Compliance Policy for Tax-Exempt Obligations as set forth in Attachment A.

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 \_\_\_ day of \_\_\_\_\_, 2013, 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*).

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Amanda Morgan, City Clerk

## EXHIBIT A

### POST-ISSUANCE TAX COMPLIANCE POLICY FOR TAX-EXEMPT OBLIGATIONS AND TAX CREDIT BONDS

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#### Background

The purpose of this Post-Issuance Tax Compliance Policy is to establish guidelines and procedures in connection with tax-exempt or tax-advantaged bonds and other debt obligations as described herein (the "Compliance Policy"). This Compliance Policy is issued on behalf of the City of South Haven (the "City").

It is the intent of the City to ensure that all tax-exempt obligations issued by the City satisfy and will continue to satisfy all requirements of the Internal Revenue Code of 1986, as amended (the "Code") and regulations thereunder (the "Regulations"). Tax-exempt borrowings and other borrowings of the City, including but not limited to tax-exempt bonds, refunding bonds, tax credit bonds, installment and lease purchase agreements, lines of credit, state aid notes and tax anticipation notes, shall generally be referred to as "Obligations."

The City reserves the right to use its discretion as necessary and appropriate to make exceptions or request additional provisions as circumstances warrant. The City also reserves the right to amend this policy and all related procedures from time to time as deemed necessary in the City's sole discretion. In addition, this policy is subordinate to the Code and any regulations thereto and is subject to amendment or deletion depending on the content of any new regulations or Code amendments promulgated by the United States Treasury.

#### Debt Compliance Officer

The Finance Director/Treasurer shall serve as the Debt Compliance Officer for the City.

The Debt Compliance Officer shall implement procedures for the purpose of monitoring compliance with regard to all tax-exempt or tax-advantaged obligations. The procedures established and implemented by the Debt Compliance Officer shall encourage the timely identification of noncompliance. The Debt Compliance Officer shall ensure that the City maintains a record of such compliance. Further, the Debt Compliance Officer will ensure that this Post-Issuance Debt Compliance Policy and procedures, if any, are updated on a regular and as needed basis. Establish procedures designed to detect non-compliance and to address the necessary steps in the event non-compliant actions or inactions are detected.

This Post-Issuance Tax Compliance Policy shall apply to all debt obligations designated as having tax-exempt or tax-credit status issued on behalf of the City. The duties of the Debt Compliance Officer shall include, but not be limited to, the following:

- 1) oversee and manage compliance with the Code and Regulations, as defined above, as well as other general requirements;
- 2) monitor the use of proceeds from debt obligations and ensure that such use is proper and timely;
- 3) supervise timely filings of reports or forms required by state and federal agencies as applicable;
- 4) monitor arbitrage yield restriction and rebate requirements under the Code;

- 5) develop training programs, as necessary, for the purpose of training individuals responsible for the proceeds of the tax-exempt or tax-advantaged debt;
- 6) monitor compliance with six-month, 18-month or 2-year spending exceptions, if applicable; and
- 7) establish procedures to address non-compliance with state or federal law immediately upon the discovery of such non-compliance.

#### External Advisors/Documentation

The City shall consult with bond counsel and other legal counsel and advisors, as needed, throughout the issuance of an Obligation to identify requirements and to establish procedures necessary or appropriate so that the Obligation will continue to qualify for tax-exempt status or tax credit status, as applicable.

The City also shall consult with advisors, bond counsel or other legal counsel, as needed, following issuance of an Obligation to ensure that all applicable post-issuance requirements in fact are met. This shall include, without limitation, consultation in connection with any potential changes in use of assets financed (or refinanced) with the Obligations issued. This requirement shall be documented in the tax certificate and/or other documents finalized at or before issuance of the Obligations.

The City shall be responsible to determine (or obtain expert advice to determine) whether arbitrage rebate calculations have to be made for the Obligations. If it is determined that such calculations are or are likely to be required, the City shall engage an advisor (hereinafter "Rebate Service Provider") to assist in the calculation of arbitrage rebate payable in respect of the investment of proceeds from the issuance, or shall otherwise ensure that it has adequate financial, accounting and legal resources of its own to make such calculations.

In lieu of engaging an outside Rebate Service Provider, the City may make a determination that it has sufficient capabilities using its own personnel, supported by its regular accounting and legal advisers, to be able to make the required rebate calculations. Such determination shall be evidenced in writing with specific reference to the personnel and advisers to carry out the calculations, and such written determination shall be maintained in the records of the bond transaction.

The City shall file or cause to be filed all required IRS forms and make any rebate payments required on a timely basis. Unless otherwise provided by the indenture relating to an Obligation, unexpended proceeds shall be held by a trustee or other financial institution, and the investment of bond proceeds shall be managed by the City. The City shall prepare (or cause the trustee or other financial institution to prepare) regular, periodic statements regarding the investments and transactions involving proceeds of the Obligations.

#### Arbitrage Rebate and Yield

The following requirements shall apply to any Obligation issued by the City for which compliance with arbitrage rebate requirements under the Code and Regulations is required. The Debt Compliance Officer or his/her designee shall be responsible for overseeing compliance with arbitrage rebate requirements under federal tax regulations:

- 1) If at the time of issuance of any Obligation, based on reasonable expectations set forth in the Tax Certificate or other applicable document(s), it appears likely that the Obligation will qualify for an exemption from the rebate requirement, the City may defer taking any of the actions set forth in the subsection (2). Not later than the time of completion of construction or acquisition of the project, and depletion of all funds from the project fund, the City in consultation with the appropriate professionals shall make a determination if expenditure of the bond proceeds qualified for exemption from the rebate requirements based on spending within 6 month or 18 month period after issuance. If rebate exemption is determined to be applicable, the City shall prepare and maintain a record to support such conclusion. If the transaction does not qualify for rebate exemption, the City shall initiate the steps set forth in (2) below.
- 2) If at the time of issuance of any Obligations it appears likely that arbitrage rebate calculations will be required, or upon determination that calculations are required pursuant to (1) above, the City shall:
  - a) engage the services of a Rebate Service Provider or assign City personnel capable of preparing a rebate analysis for the Obligation and, prior to each rebate calculation date, cause the trustee or other financial institution investing bond proceeds to deliver periodic statements concerning the investment of proceeds to the Rebate Service Provider or relevant City personnel handling the rebate calculation;
  - b) provide to the Rebate Service Provider, or relevant City personnel conducting any rebate calculation, additional documents and information reasonably requested by the Rebate Service Provider or City personnel;
  - c) monitor efforts of the Rebate Service Provider or City personnel;
  - d) in the case of obligations issued by the City, assure payment of required rebate amounts, if any, no later than the applicable rebate payment due date for such Obligation for which rebate is due;
  - e) during the construction period of each capital project financed in whole or in part by an Obligation, monitor the investment and expenditure of bond proceeds and consult with the Rebate Service Provider or relevant City personnel handling rebate calculation to determine compliance with any applicable exceptions from the arbitrage rebate requirements during each 6-month spending period up to 6 months or 18 months, as applicable, following the issue date of the Obligations; and
  - f) retain copies of all arbitrage reports and trustee statements as described below under "Record Keeping Requirements."

#### Use of Bond Proceeds and Bond-Financed or Refinanced Assets

The Debt Compliance Officer, or his/her designee, shall be responsible for:

- 1) monitoring the use of Bond proceeds (including investment earnings and including reimbursement of expenditures made before bond issuance) and the use of the debt obligation financed or refinanced assets (e.g., facilities, furnishings or equipment) throughout the term of the Obligations to ensure compliance with covenants and restrictions set forth in the Tax Certificate or other applicable agreements relating to the Obligations;
- 2) monitoring the use of Bond proceeds (including investment earnings and including reimbursement of expenditures made before bond issuance) and the use of Bond-financed or refinanced assets (e.g., facilities, furnishings or equipment) throughout the

term of the Obligations to ensure compliance with covenants and restrictions set forth in the Tax Certificate or other applicable agreements relating to the Obligations;

- 3) maintaining records identifying the assets or portion of assets that are financed or refinanced with proceeds of each issue of Obligations (including investment earnings and including reimbursement of expenditures made before bond issuance), including a final allocation of Bond proceeds as described below under "Record Keeping Requirements";
- 4) consulting with bond counsel or other professional advisers in the review of any change in use of Bond-financed or refinanced assets to ensure compliance with all covenants and restrictions set forth in the Tax Certificate or other applicable agreements relating to the Obligations;
- 5) conferring at least annually with personnel responsible for Bond-financed or refinanced assets to identify and discussing any existing or planned use of debt obligations financed or refinanced assets, to ensure that those uses are consistent with all covenants and restrictions set forth in the Tax Certificate or other applicable agreements relating to the Obligations;
- 6) to the extent that the City discovers that any applicable tax restrictions regarding use of proceeds will or may be violated, consulting promptly with bond counsel or other professional advisers to determine a course of action to remediate all nonqualified bonds, if such counsel advises that a remedial action is necessary;
- 7) to the extent that tax-exempt proceeds from the debt obligation were used to acquire an existing building, confirming that qualified rehabilitation expenditures in an amount equal to at least 15% of the amount of such proceeds were made no later than 24 months after the later of (1) the date of issuance of the Obligations, or (2) the date of acquisition of the building;
- 8) the City shall review the debt obligations at least annually in order to determine if this Policy and state and federal law are being adhered to; and
- 9) undertaking the following:
  - a) retain copies of all arbitrage reports and trustee statements as described below under "Record Keeping Requirements" and, upon request, providing such copies to the bond issuer;
  - b) with respect to Qualified Zone Academy Bonds (QZABs) and any other tax credit bonds, confirming that 100% of available project proceeds are spent within three years of issue date of bonds;
  - c) with respect to facilities financed by QZABs or other tax credit bonds, confirming that such facilities continue to be used for a qualified purpose for the life of the Obligations; and
  - d) with respect to other types of exempt facilities, adopting any such procedures that bond counsel or other professional advisers deem appropriate to periodically assess whether such facility continues to qualify as an exempt facility.

All relevant records and contracts shall be maintained as described below.

Record Keeping Requirement

The Debt Compliance Officer, or his/her designee, shall be responsible for maintaining the following documents for the term of each Obligation (including refunding bonds, if any) plus at least three years:

- 1) a copy of the closing transcript(s) and other relevant documentation delivered to the City at or in connection with closing of the issue of Obligation;
- 2) a copy of all material documents relating to capital expenditures financed or refinanced by Bond proceeds, including (without limitation) construction contracts, purchase orders, invoices, trustee requisitions and payment records, as well as documents relating to costs reimbursed with Bond proceeds and records identifying the assets or portion of assets that are financed or refinanced with Bond proceeds, including a final allocation of Bond; and
- 3) a copy of all records of investments, investment agreements, arbitrage reports and underlying documents, including trustee statements, in connection with any investment agreements as well as copies of all bidding documents, if any.

Adopted on \_\_\_\_\_ to be effective on \_\_\_\_\_

February 13, 2013

TO: Brian Dissette

FR: Paul VandenBosch

RE: Elkenburg Park Project

Bid results came in favorably for the Elkenburg Park project. The bid amount for site work and improvements is \$184,315.95. This amount includes construction of a rest room and picnic shelter, basketball courts, sidewalks, fencing and landscaping.

This bid, together with engineering and site amenities to complete Phase I of the project, would indicate a total project cost of \$238,981.95, which is well under the grant amount of \$339,800. The additional amount of approximately \$100,000 may be available for Phase II of the project. Note that the grant agreement requires project completion by August 1, 2014.

The grant funding source for this project is the Michigan Natural Resources Trust Fund, which is providing 75% of a total project cost not to exceed \$339,800. The City's local match for this project is 25%, or \$85,000.

Staff Request:

Approve the following Elkenburg Park bids and proposals:

|                                    |                     |                     |
|------------------------------------|---------------------|---------------------|
| Site Work and Building Renovations | JD Fisher Builders  | \$184,315.95        |
| Site Amenities                     | Playworld Midstates | \$ 10,344.00        |
| Engineering/Grant Coordination     | Abonmarche          | <u>\$ 44,322.00</u> |
|                                    |                     | \$238,981.95        |

## MEMORANDUM

DATE: February 12, 2013

TO: Paul VandenBosch

FROM: Jason W. Marquardt, P.E. 

RE: Elkenburg Park Improvement Project  
MDNRE No.: TF11-144

### Contract Awards

The construction bidding for the Elkenburg Park Improvements Project was completed on January 30, 2013. The low bidder for the site work and building improvements was JD Fisher Builders from Fruitport, Michigan at a total cost of \$184,315.95. Attached is the recommendation letter of award for the site work and building improvements.

We have received three (3) quotes to provide the site amenities for this project (benches, tables, and trash receptacles). The lowest supplied quote was from Playworld Midstates at a total of \$10,344.00 and has been attached along with a letter of recommendation for purchase.

Ms. Jule Stafford with the Michigan Department of Natural Resources and Environment (MDNRE) has been the Grant Coordinator for this project with the State of Michigan. She has reviewed all submitted bids and quotes, and has offered her approval on awarding these contracts and purchases.

We recommend adding these items to the City Commission Agenda for the February 18, 2013, meeting.

## Project Summary

Listed below is a Cost Summary of the MDNRE Grant amount and awarded contracts:

| <u>Item</u>                        | <u>Contractor/Supplier</u> | <u>Cost</u>         |
|------------------------------------|----------------------------|---------------------|
| Site Work and Building Renovations | JD Fisher Builders         | \$184,315.95        |
| Site Amenities                     | Playworld Midstates        | \$ 10,344.00        |
| Engineering/Grant Coordination     | Abonmarche                 | <u>\$ 44,322.00</u> |
|                                    |                            | \$238,981.95        |
| Total Grant Amount                 |                            | \$339,800.00        |
| Total Expenditures/Contracted Work | -                          | <u>\$238,981.95</u> |
| Amount Remaining                   |                            | \$100,818.05        |

The remaining funds can be used on other aspects of the project site upon approval from the MDNRE. After preliminary discussions with the Grant Coordinator, they recommend completing all of the current contracted work, and then determining the remaining amount left for any additional/new items. Final request for reimbursement of grant funding shall be completed within 90 days of project completion and no later than **November 1, 2014**. As the site work nears final completion, we can discuss how much total funds remain for any additional work items that you may like to complete at the park (i.e. playground equipment, etc.) and how to obtain approval from MDNRE.

If you have any additional questions or comments, please let me know.

JWM/vsc



## Jason Marquardt

---

**From:** Stafford, Jule (DNR)  
**Sent:** Tuesday, February 12, 2013 8:44 AM  
**To:** 'Jason Marquardt'  
**Cc:** Paul VandenBosch  
**Subject:** RE: TF11-144 Elkenburg Site Amenities Quotes and Recommendation Letter

Hi Jason,

The Contract awards has been approved for JD Fisher Builders for \$184,315.95 and Playworld Midstates for \$10,344.00. A letter will be in the mail today.

Jule Stafford  
Grant Coordinator  
Michigan Department of Natural Resources  
Grants Management Section  
517-335-3036  
517-335-6813 Fax

---

**From:** Jason Marquardt [<mailto:jmarquardt@abonmarche.com>]  
**Sent:** Monday, February 04, 2013 5:33 PM  
**To:** Stafford, Jule (DNR)  
**Cc:** Paul VandenBosch  
**Subject:** TF11-144 Elkenburg Site Amentities Quotes and Recommendation Letter

Ms. Stafford,

Please find attached the recommendation letter for the site amenities for the Elkenburg Park project in South Haven, Michigan. Three quotes have been provided and a recommendation has been included as we discussed last Friday, February 2, 2013.

If you need a hard copy or any other further documentation, please let me know.

Thanks,

**Jason W. Marquardt, PE**  
Senior Project Engineer  
**Abonmarche**  
D 269.926.4565  
T 269.927.2295 (Ext. 171)  
C 269.876.9304  
F 269.927.1017  
W [www.abonmarche.com](http://www.abonmarche.com)

Follow Abonmarche on Facebook:  
[www.facebook.com/abonmarche](http://www.facebook.com/abonmarche)

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January 31, 2013

Mr. Paul VandenBosch  
City of South Haven  
539 Phoenix Street  
South Haven, MI 49090-1499

RE: Elkenburg Park Improvement Project  
Recommendation for Award  
Project No.: 12-0408

Dear Mr. VandenBosch:

On January 30, 2013, we received twelve (12) bids for the Elkenburg Park Improvement Project. The bids were reviewed including the specified qualifications materials.

A summary of the attached bid tabulation is provided below.

#### BID SUMMARY

| <u>Prepared by:</u>                        | <u>Total Amount</u> |
|--|---------------------|
| JD Fisher Builders                         | \$184,315.95        |
| Redline Excavating, LLC                    | \$214,787.17        |
| Denny's Excavating                         | \$228,514.80        |
| Olson Brothers Contractors                 | \$234,535.15        |
| Compton, Inc.                              | \$236,909.70        |
| Jensen's Excavating, Inc.                  | \$241,006.58        |
| TJM Services, LLC                          | \$241,217.53        |
| APEX Contactors, Inc.                      | \$243,375.00        |
| DeSal Excavating, Inc.                     | \$253,085.05        |
| Pearson Construction Co., Inc.             | \$277,402.90        |
| Burkholder Excavating, Inc.                | \$280,179.68        |
| Northern Construction Services Corporation | \$289,122.80        |

After review, we have found that the low bid, supplied by JD Fisher Builders to be qualified to complete the work for this project. Abonmarche recommends award to JD Fisher Builders, the low bidder in the amount of \$184,315.95 upon approval by the Michigan Department of Natural Resources and Environment (MDNRE).

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

Sincerely,

ABONMARCHE



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

JWM/vsc

Attachment: Bid Tabulation  
JD Fisher Builders Submitted Bid



Owner: City of South Haven  
Project Name: Elkenburg Park Improvement Project  
Project Number: 12-0408  
Date and Time: Wednesday, January 30, 2013 @ 10:00 a.m.

Legend: Correction

## Bid Tabulation

|                         |   | Engineer's Estimate<br>Benton Harbor, MI | JD Fisher Builders<br>Fruitport, MI | Redline Excavating, L.L.C.<br>Hamilton, MI | Denny's Excavating<br>West Olive, MI | Olson Brothers Contractors<br>South Haven, MI | Compton, Inc.<br>South Haven, MI | Jensen's Excavating, Inc.<br>South Haven, MI | TJM Services, LLC<br>Allegan, MI |
|-------------------------|---|--|-------------------------------------|--|--------------------------------------|---|----------------------------------|--|----------------------------------|
| Addendum No. 1          |   |  | x                                   | Not Included                               | x                                    | x   | x                                | x  | x                                |
| Addendum No. 2          |   |  | x                                   | Not Included                               | x                                    | x   | x                                | x  | x                                |
| Addendum No. 3          |   |  | x                                   | Not Included                               | x                                    | x   | x                                | x  | x                                |
| Bid Bond                |   |  | x                                   | x  | x                                    | x   | x                                | x  | x                                |
| Non-Collusion Affidavit |   |  | x                                   | x  | Not Included                         | x   | x                                | x  | x                                |
| Non-Asbestos Affidavit  |   |  | x                                   | x  | Not Included                         | x   | x                                | x  | x                                |
| Item 1                  | Site Preparation, Grading and Removals  | \$ 33,775.00                             | \$ 9,145.50                         | \$ 36,035.00                               | \$ 17,415.00                         | \$ 18,000.20                                  | \$ 22,664.00                     | \$ 12,710.40                                 | \$ 20,402.73                     |
| Item 2                  | Restroom and Picnic Shelter Renovations | \$ 60,000.00                             | \$ 64,000.00                        | \$ 56,194.00                               | \$ 72,000.00                         | \$ 61,987.00                                  | \$ 65,000.00                     | \$ 64,141.00                                 | \$ 73,140.12                     |
| Item 3                  | Fencing                                 | \$ 3,955.00                              | \$ 2,299.55                         | \$ 2,499.56                                | \$ 2,260.00                          | \$ 2,429.50                                   | \$ 2,486.00                      | \$ 3,503.00                                  | \$ 2,369.61                      |
| Item 4                  | Basketball Courts                       | \$ 82,252.00                             | \$ 65,462.00                        | \$ 65,664.40                               | \$ 78,204.30                         | \$ 90,630.40                                  | \$ 86,681.50                     | \$ 101,523.28                                | \$ 79,790.42                     |
| Item 5                  | Landscaping                             | \$ 23,625.00                             | \$ 6,508.10                         | \$ 7,961.46                                | \$ 6,924.40                          | \$ 7,313.70                                   | \$ 7,851.50                      | \$ 13,440.65                                 | \$ 7,091.05                      |
| Item 6                  | Site Amenities                          | \$ 1,600.00                              | \$ 650.00                           | \$ 1,450.00                                | \$ 800.00                            | \$ 796.00                                     | \$ 1,100.00                      | \$ 1,180.00                                  | \$ 1,105.80                      |
| Item 7                  | Concrete Sidewalks                      | \$ 50,649.00                             | \$ 25,042.80                        | \$ 27,082.75                               | \$ 31,656.10                         | \$ 34,165.55                                  | \$ 29,030.70                     | \$ 25,160.65                                 | \$ 35,543.41                     |
| Item 8                  | Drainage Improvements                   | \$ 16,180.00                             | \$ 11,208.00                        | \$ 17,900.00                               | \$ 19,255.00                         | \$ 19,212.80                                  | \$ 22,096.00                     | \$ 19,347.60                                 | \$ 21,774.39                     |
| <b>TOTAL BID</b>        |   | \$ 272,036.00                            | \$ 184,315.95                       | \$ 214,787.17                              | \$ 228,514.80                        | \$ 234,535.15                                 | \$ 236,909.70                    | \$ 241,006.58                                | \$ 241,217.53                    |

Owner: City of South Haven  
 Project Name: Elkenburg Park Improvement Project  
 Project Number: 12-0408  
 Date and Time: Wednesday, January 30, 2013 @ 10:00 a.m.

## Bid Tabulation

|                         |   | Engineer's Estimate<br>Benton Harbor, MI | APEX Contractors, Inc.<br>Dorr, MI | DeSal Excavating, Inc.<br>Zeeland, MI | Pearson Construction Co., Inc.<br>Benton Harbor, MI | Burkholder Excavating, Inc.<br>Sawyer, MI | Northern Construction<br>Niles, MI |
|-------------------------|---|--|------------------------------------|---------------------------------------|---|---|------------------------------------|
| Addendum No. 1          |   |  | x                                  | x                                     | x   | x   | x                                  |
| Addendum No. 2          |   |  | x                                  | x                                     | x   | x   | x                                  |
| Addendum No. 3          |   |  | x                                  | x                                     | x   | x   | x                                  |
| Bid Bond                |   |  | x                                  | x                                     | x   | x   | x                                  |
| Non-Collusion Affidavit |   |  | x                                  | x                                     | x   | Not Included                              | x                                  |
| Non-Asbestos Affidavit  |   |  | x                                  | x                                     | x   | Not Included                              | Not Included                       |
| Item 1                  | Site Preparation, Grading and Removals  | \$ 33,775.00                             | \$ 33,678.00                       | \$ 26,790.50                          | \$ 55,717.15  | \$ 28,281.76                              | \$ 72,099.00                       |
| Item 2                  | Restroom and Picnic Shelter Renovations | \$ 60,000.00                             | \$ 63,915.00                       | \$ 63,250.00                          | \$ 60,668.37  | \$ 59,975.00                              | \$ 58,500.00                       |
| Item 3                  | Fencing                                 | \$ 3,955.00                              | \$ 2,373.00                        | \$ 2,514.25                           | \$ 1,953.77   | \$ 3,500.00                               | \$ 2,034.00                        |
| Item 4                  | Basketball Courts                       | \$ 82,252.00                             | \$ 83,146.00                       | \$ 91,571.05                          | \$ 97,193.27  | \$ 99,383.25                              | \$ 93,672.90                       |
| Item 5                  | Landscaping                             | \$ 23,625.00                             | \$ 6,993.00                        | \$ 7,260.10                           | \$ 7,754.65   | \$ 16,582.32                              | \$ 9,786.30                        |
| Item 6                  | Site Amenities                          | \$ 1,600.00                              | \$ 705.00                          | \$ 1,000.00                           | \$ 1,188.76   | \$ 1,400.00                               | \$ 950.00                          |
| Item 7                  | Concrete Sidewalks                      | \$ 50,649.00                             | \$ 34,705.00                       | \$ 35,618.15                          | \$ 31,983.42  | \$ 43,264.35                              | \$ 26,169.60                       |
| Item 8                  | Drainage Improvements                   | \$ 16,180.00                             | \$ 17,860.00                       | \$ 25,081.00                          | \$ 20,943.51  | \$ 27,793.00                              | \$ 25,911.00                       |
| <b>TOTAL BID</b>        |   | \$ 272,036.00                            | \$ 243,375.00                      | \$ 253,085.05                         | \$ 277,402.90                                       | \$ 280,179.68                             | \$ 289,122.80                      |

**SECTION 00 4100**

**BID FORM**

**THE PROJECT AND THE PARTIES**

**TO:**

City of South Haven, Owner  
539 Phoenix Street  
South Haven, Michigan 49090

**FOR:**

City of South Haven Elkenburg Park Improvement Project

**BID DUE DATE: January 30, 2013.**

**SUBMITTED BY: (Bidder to enter name and address)**

Bidder's Full Name JD FISHER BUILDERS  
Address 123 N. 8<sup>th</sup> AVE  
City, State, Zip FRUITPORT MI 49415

**OFFER**

Having examined the Place of Work and all matters referred to in the Instructions to Bidders, we, the undersigned, hereby offer to enter into a Contract to perform the following work items and costs listed below:

**ITEM 1: SITE PREPARATION, GRADING AND REMOVALS**

| <u>Item Description</u>                 | <u>Quantity</u> | <u>Unit</u> | <u>Unit Bid Price</u> | <u>Total Bid Price</u> |
|---|-----------------|-------------|-----------------------|------------------------|
| a. Mobilization                         | 1               | LS          | \$ <u>200.00</u>      | \$ <u>200.00</u>       |
| b. Pavement and Sidewalk Removal        | 1,030           | SYD         | \$ <u>1.75</u>        | \$ <u>1802.50</u>      |
| c. Bench and Footings Removal           | 2               | EA          | \$ <u>50.00</u>       | \$ <u>100.00</u>       |
| d. Basketball Hoops/Posts/Footings, Rem | 6               | EA          | \$ <u>50.00</u>       | \$ <u>300.00</u>       |
| e. Playground Timber Removal            | 96              | FT          | \$ <u>2.00</u>        | \$ <u>192.00</u>       |
| f. Slide and Footings Removal           | 1               | EA          | \$ <u>50.00</u>       | \$ <u>50.00</u>        |
| g. Portable Bleachers, Rem and Relocate | 2               | EA          | \$ <u>50.00</u>       | \$ <u>100.00</u>       |
| h. Grill, Rem and Relocate              | 1               | EA          | \$ <u>50.00</u>       | \$ <u>50.00</u>        |
| i. Tree and Stump Removal               | 1               | EA          | \$ <u>50.00</u>       | \$ <u>50.00</u>        |
| j. Site Grading                         | 1               | LS          | \$ <u>4550.00</u>     | \$ <u>4550.00</u>      |
| k. Sign, Posts, and Footings Removal    | 1               | EA          | \$ <u>250.00</u>      | \$ <u>250.00</u>       |
| l. Temporary Project Signage            | 1               | EA          | \$ <u>250.00</u>      | \$ <u>250.00</u>       |
| m. Silt Fence                           | 940             | FT          | \$ <u>1.00</u>        | \$ <u>940.00</u>       |
| n. Fence Removal, 5 feet                | 161             | FT          | \$ <u>1.00</u>        | \$ <u>161.00</u>       |
| o. Fence Removal, 10 feet               | 30              | FT          | \$ <u>5.00</u>        | \$ <u>150.00</u>       |

**Total Bid for Item 1: Site Preparation, Grading and Removals** \$ 9145.50

**ITEM 2: RESTROOM AND PICNIC SHELTER RENOVATIONS**

| <u>Item Description</u>  | <u>Quantity</u> | <u>Unit</u> | <u>Unit Bid Price</u> | <u>Total Bid Price</u> |
|--|-----------------|-------------|-----------------------|------------------------|
| a. Restroom and Picnic Renovations                                   | 1               | LS          | \$ <u>64,000</u>      | \$ <u>64,000</u>       |
| <b>Total Bid for Item 2: Restroom and Picnic Shelter Renovations</b> |                 |             |                       | \$ <u>64,000</u>       |

**ITEM 3: FENCING**

| <u>Item Description</u>              | <u>Quantity</u> | <u>Unit</u> | <u>Unit Bid Price</u> | <u>Total Bid Price</u> |
|--------------------------------------|-----------------|-------------|-----------------------|------------------------|
| a. Fence Installation, 5 feet        | 113             | FT          | \$ <u>20.35</u>       | \$ <u>2299.55</u>      |
| <b>Total Bid for Item 3: Fencing</b> |                 |             |                       | \$ <u>2299.55</u>      |

**ITEM 4: BASKETBALL COURTS**

| <u>Item Description</u>                        | <u>Quantity</u> | <u>Unit</u> | <u>Unit Bid Price</u> | <u>Total Bid Price</u> |
|--|-----------------|-------------|-----------------------|------------------------|
| a. Earth, Excavation                           | 810             | CYD         | \$ <u>4.50</u>        | \$ <u>3645.00</u>      |
| b. Aggregate Base, 22A, 6 inch                 | 1,931           | SYD         | \$ <u>5.00</u>        | \$ <u>9655.00</u>      |
| c. Sand Subbase                                | 322             | CYD         | \$ <u>5.00</u>        | \$ <u>1610.00</u>      |
| d. HMA, 13A                                    | 168             | TON         | \$ <u>90.00</u>       | \$ <u>15120.00</u>     |
| e. HMA, 36A                                    | 168             | TON         | \$ <u>110.00</u>      | \$ <u>18480.00</u>     |
| f. Plexipave Surface Treatment                 | 1,270           | SYD         | \$ <u>5.00</u>        | \$ <u>6350.00</u>      |
| g. Pavement Marking                            | 1               | LS          | \$ <u>1000.00</u>     | \$ <u>1000.00</u>      |
| h. Basketball Goal System – Gooseneck          | 4               | EA          | \$ <u>1745.00</u>     | \$ <u>6980.00</u>      |
| i. Basketball Goal System Adjustable           | 2               | EA          | \$ <u>1311.00</u>     | \$ <u>2622.00</u>      |
| <b>Total Bid for Item 4: Basketball Courts</b> |                 |             |                       | \$ <u>65462.00</u>     |

**ITEM 5: LANDSCAPING**

| <u>Item Description</u>                  | <u>Quantity</u> | <u>Unit</u> | <u>Unit Bid Price</u> | <u>Total Bid Price</u> |
|--|-----------------|-------------|-----------------------|------------------------|
| a. Shade Tree, Red Sunset                | 1               | EA          | \$ <u>230.00</u>      | \$ <u>230.00</u>       |
| b. Shade Tree, Red Oak                   | 1               | EA          | \$ <u>230.00</u>      | \$ <u>230.00</u>       |
| c. Ornamental Tree, Amelanchier          | 1               | EA          | \$ <u>170.00</u>      | \$ <u>170.00</u>       |
| d. Evergreen, Arborvitae                 | 31              | EA          | \$ <u>79.00</u>       | \$ <u>2449.00</u>      |
| e. Ornamental Grass, No. 2               | 5               | EA          | \$ <u>11.60</u>       | \$ <u>58.00</u>        |
| f. Perennial, No. 1                      | 41              | EA          | \$ <u>7.60</u>        | \$ <u>312.00</u>       |
| g. Shredded Hardwood Mulch, 4 inch       | 234             | SFT         | \$ <u>0.70</u>        | \$ <u>163.80</u>       |
| h. Vinyl Edging                          | 38              | FT          | \$ <u>2.75</u>        | \$ <u>104.50</u>       |
| i. Seeding and Restoration               | 2,420           | SYD         | \$ <u>0.74</u>        | \$ <u>1,790.80</u>     |
| j. Mulch Blanket                         | 1,000           | SYD         | \$ <u>1.00</u>        | \$ <u>1,000.00</u>     |
| <b>Total Bid for Item 5: Landscaping</b> |                 |             |                       | \$ <u>6,508.10</u>     |

**ITEM 6: SITE AMENITIES**

| <u>Item Description</u>                     | <u>Quantity</u> | <u>Unit</u> | <u>Unit Bid Price</u>       | <u>Total Bid Price</u>      |
|---|-----------------|-------------|-----------------------------|-----------------------------|
| a. Bench Installation                       | 2               | EA          | \$ <u>100.<sup>00</sup></u> | \$ <u>200.<sup>00</sup></u> |
| b. Trash Receptacle Installation            | 3               | EA          | \$ <u>50.<sup>00</sup></u>  | \$ <u>150.<sup>00</sup></u> |
| c. Picnic Table Installation                | 3               | EA          | \$ <u>100.<sup>00</sup></u> | \$ <u>300.<sup>00</sup></u> |
| <b>Total Bid for Item 6: Site Amenities</b> |                 |             |                             | \$ <u>650.<sup>00</sup></u> |

**ITEM 7: CONCRETE SIDEWALKS**

| <u>Item Description</u>                         | <u>Quantity</u> | <u>Unit</u> | <u>Unit Bid Price</u>     | <u>Total Bid Price</u>         |
|---|-----------------|-------------|---------------------------|--------------------------------|
| a. Concrete Sidewalk, 4 inch                    | 1,878           | SFT         | \$ <u>2.10</u>            | \$ <u>3943.<sup>80</sup></u>   |
| b. Concrete Sidewalk, 6 inch                    | 7,033           | SFT         | \$ <u>3.<sup>00</sup></u> | \$ <u>21099.<sup>00</sup></u>  |
| <b>Total Bid for Item 7: Concrete Sidewalks</b> |                 |             |                           | \$ <u>25,042.<sup>80</sup></u> |

**ITEM 8: DRAINAGE IMPROVEMENTS**

| <u>Item Description</u>                            | <u>Quantity</u> | <u>Unit</u> | <u>Unit Bid Price</u>       | <u>Total Bid Price</u>         |
|--|-----------------|-------------|-----------------------------|--------------------------------|
| a. Storm Sewer, ADS, 8 inch, Perforated with sock  | 392             | FT          | \$ <u>9.<sup>00</sup></u>   | \$ <u>3528.<sup>00</sup></u>   |
| b. Storm Sewer, ADS, 8 inch, Non-Perforated        | 416             | FT          | \$ <u>5.<sup>00</sup></u>   | \$ <u>2080.<sup>00</sup></u>   |
| c. Inline Drain Basin with Cover                   | 7               | EA          | \$ <u>300.<sup>00</sup></u> | \$ <u>2100.<sup>00</sup></u>   |
| d. 12" Nyloplast Drain Basin with Cover            | 7               | EA          | \$ <u>500.<sup>00</sup></u> | \$ <u>3500.<sup>00</sup></u>   |
| <b>Total Bid for Item 8: Drainage Improvements</b> |                 |             |                             | \$ <u>11,208.<sup>00</sup></u> |

| <b>TOTAL BASE BID</b> |   |                                 |
|-----------------------|---|---------------------------------|
| Item 1                | Site Preparation, Grading and Removals  | \$ <u>9,145.<sup>50</sup></u>   |
| Item 2                | Restroom and Picnic Shelter Renovations | \$ <u>64,000.<sup>00</sup></u>  |
| Item 3                | Fencing                                 | \$ <u>22,999.<sup>55</sup></u>  |
| Item 4                | Basketball Courts                       | \$ <u>65,462.<sup>00</sup></u>  |
| Item 5                | Landscaping                             | \$ <u>6,808.<sup>10</sup></u>   |
| Item 6                | Site Amenities                          | \$ <u>650.<sup>00</sup></u>     |
| Item 7                | Concrete Sidewalks                      | \$ <u>25,042.<sup>80</sup></u>  |
| Item 8                | Drainage Improvements                   | \$ <u>11,208.<sup>00</sup></u>  |
| <b>TOTAL BID</b>      |   | \$ <u>184,315.<sup>95</sup></u> |

**ACCEPTANCE**

This offer shall be open to acceptance and is irrevocable for sixty days from the bid closing date.

If this bid is accepted by City of South Haven within the time period stated above, we will:

- Execute the Agreement within fourteen days of receipt of acceptance of this bid.
- Furnish the required bonds within seven days following the date the Agreement is entered.
- Indicate that work will commence at the appointed time.

If this bid is accepted within the time stated, and we fail to commence the Work or we fail to provide the required Bond(s), the security deposit shall be forfeited as damages to City of South Haven by reason of our failure, limited in amount to the lesser of the face value of the security deposit or the difference between this bid and the bid upon which a Contract is signed.

In the event our bid is not accepted within the time stated above, the required security deposit shall be returned to the undersigned, in accordance with the provisions of the Instructions to Bidders; unless a mutually satisfactory arrangement is made for its retention and validity for an extended period of time.

**CONTRACT TIME**

If this Bid is accepted, we will: Begin Construction on **March 11, 2013.**

Substantial Completion: **May 17, 2013.**

Totally Complete the Work (Including Punch List Items for Basketball Courts and Building) **May 24, 2013.**

**LIQUIDATED DAMAGES**

Liquidated Damages shall be \$500.00 per day that expires after the time stated for substantial completion.

**CHANGES TO THE WORK**

When Architect establishes that the method of valuation for Changes in the Work will be net cost plus a percentage fee in accordance with General Conditions, our percentage fee will be:

Overhead: 5 %  
 Profit: 5 %  
 Bond: 5 %

On work deleted from the Contract, our credit to City of South Haven shall be Architect-approved net cost plus 15 % profit and overhead percentage.

**ADDENDA**

The following Addenda have been received. The modifications to the Bid Documents noted below have been considered and all costs are included in the Bid Sum.

Addendum # 1 Dated 1-21-13  
 Addendum # 2 Dated 1-24-13  
 Addendum # 3 Dated 1-28-13  
 Addendum # \_\_\_\_\_ Dated \_\_\_\_\_

**BID FORM SUPPLEMENTS**

The following information is included with Bid submission:

The following Supplements are attached to this Bid Form and are considered an integral part of this Bid Form:

- Document 00 4400 - Supplement J - Non-Collusion Affidavit
- Document 00 4410 - Supplement K - Non-Asbestos Affidavit
- Document 00 4336 - Subcontractors: Include the names of all Subcontractors and the portions of the Work they will perform.

We agree to submit the following Supplements to Bid Forms within 24 hours after submission of this bid for additional bid information:

**BID FORM SIGNATURE(S)**

The Corporate Seal of

JD FISHER BUILDERS, LLC

(Bidder - print the full name of your firm)

was hereunto affixed in the presence of

David W. Fisher

(Authorized signing officer, Title)

(Seal)

\_\_\_\_\_  
(Authorized signing officer, Title)

**If the Bid is a joint venture or partnership, add additional forms of execution for each member of the joint venture in the appropriate form or forms as above.**

**END OF BID FORM**

SECTION 00 4336

PROPOSED SUBCONTRACTORS FORM

PARTICULARS

Herewith is the list of Subcontractors referenced in the bid submitted by:

(Bidder) JD FISHER BUILDERS

To (Owner) City of South Haven

Dated January 29<sup>th</sup>, 2013 and which is an integral part of the Bid Form.

The following work will be performed (or provided) by Subcontractors and coordinated by us:

LIST OF SUBCONTRACTORS

Elkenburg Park Improvements Project

Demolition Contractor HOP EXCAVATING / JD FISHER

Site Excavation Contractor HOP EXCAVATING

Site Utilities Contractor HOP EXCAVATING

Paving Contractor A-1 ASPHALT

Sign Contractor ADVANCED SIGNS

Fencing Contractor JUSTICE FENCE

Recreational Court Surfacing Contractor RAQUET SPORTS

Site Furniture Contractor JD FISHER

Site Concrete Contractor - Curbs, Sidewalks, Slabs STEPHENS CONCRETE

Building Concrete Contractor - Foundation and Slabs STEPHENS CONCRETE

Roofing Contractor JD FISHER

Framing Contractor JD FISHER

Masonry Contractor KD MASONRY

Metal Doors, Frames, Door Hardware Contractor JD FISHER / S.A. MORMON

Painting Contractor MCCARTHY PAINTING

Plumbing Contractor BARNETT PLUMBING

HVAC Contractor MIKE MARURE HVAC

Electrical Contractor POLARITY ELECTRIC

END OF SUPPLEMENT FORM

SECTION 00 4400

SUPPLEMENT J - NON-COLLUSION AFFIDAVIT

STATE OF MICHIGAN

COUNTY OF MUSKEGON

The undersigned bidder or agent, being dually sworn, on oath says that he will not, nor will any other member, representative, or agent of the firm, company, corporation or partnership represented by him, enter into any combination, collusion or agreement with any person relative to the price to be bid by anyone at such letting, nor to prevent any person from bidding not to induce anyone to refrain from bidding, and that his bid is made without reference to any other bid and with out any agreement, understanding, or combination with any other person in reference to such bidding in any way or manner whatever.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Bidder or Agent

David W. Fisher

FOR: JD FISHER BUILDERS, LLC

Firm or Corporation

\_\_\_\_\_

Subscribed and sworn to before me this

29<sup>th</sup> day of JANUARY, 2013.

Notary Public

Kathy Fisher

My commission expires: 10-31-2013

END OF SUPPLEMENT J

SECTION 00 4410

SUPPLEMENT K - NON-ASBESTOS AFFIDAVIT

STATE OF MICHIGAN

COUNTY OF MUSKEGON

The undersigned bidder or agent, being duly sworn, on oath says that he will not, nor will any other subcontractor, representative, or agent of the firm, company, corporation or partnership represented by him, purchase equipment containing asbestos, or install asbestos containing material for this facility.

\_\_\_\_\_  
\_\_\_\_\_

Typed Name

DAVID W. FISHER

Typed Title

PRESIDENT

Bidder or Agent

David W Fisher

FOR: JD FISHER BUILDERS

Firm or Corporation

\_\_\_\_\_

Subscribed and sworn to before me this

29<sup>th</sup> day of JANUARY, 2013.

\_\_\_\_\_

Notary Public

Kathy Fisher

My commission expires: 12-31-2013

END OF SUPPLEMENT K



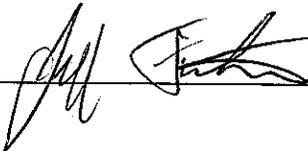
**BID BOND**

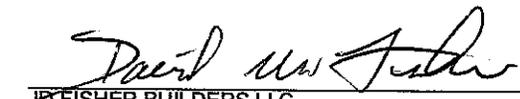
KNOW ALL BY THESE PRESENTS, that we, JD FISHER BUILDERS LLC of 123 8TH AVE FRUITPORT, MI 49415 (hereinafter called the Principal), as Principal, and AUTO-OWNERS INSURANCE COMPANY (hereinafter called the Surety), as Surety, are held and firmly bound unto CITY OF SOUTH HAVEN 539 PHOENIX ST, SOUTH HAVEN MI 49090 (hereinafter called the Obligee), in the penal sum of Five Percent of bid Dollars (5% of Attached bid) for the payment of which the Principal and the Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH, that WHEREAS, the Principal has submitted or is about to submit a proposal to the Obligee on a contract for RESTROOMS & PAVILLION

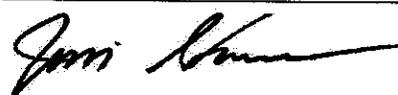
NOW, THEREFORE, if the said Contract be timely awarded to the Principal and the Principal shall, within such time as may be specified, enter into the Contract in writing, and give bond, if bond is required, with surety acceptable to the Obligee for the faithful performance of the said Contract, then this obligation shall be void; otherwise to remain in full force and effect.

Signed and sealed this 29th day of January, 2013

  
\_\_\_\_\_  
Witness

  
\_\_\_\_\_  
JD FISHER BUILDERS LLC Principal  
PRESIDENT  
\_\_\_\_\_  
Title

  
\_\_\_\_\_  
Amanda Lamp  
\_\_\_\_\_  
Witness

AUTO-OWNERS INSURANCE COMPANY  
  
\_\_\_\_\_  
Jim House  
  
\_\_\_\_\_  
Attorney-in-Fact

DATE AND ATTACH TO ORIGINAL BOND  
AUTO-OWNERS INSURANCE COMPANY  
LANSING, MICHIGAN  
POWER OF ATTORNEY

NO. BD132631

KNOW ALL MEN BY THESE PRESENTS: That the AUTO-OWNERS INSURANCE COMPANY AT LANSING, MICHIGAN, a Michigan Corporation, having its principal office at Lansing, County of Eaton, State of Michigan, adopted the following Resolution by the directors of the Company on January 27, 1971, to wit:

"RESOLVED, That the President or any Vice President or Secretary or Assistant Secretary of the Company shall have the power and authority to appoint Attorneys-in-fact, and to authorize them to execute on behalf of the Company, and attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity, and other writings obligatory in the nature thereof. Signatures of officers and seal of Company imprinted on such powers of attorney by facsimile shall have same force and effect as if manually affixed. Said officers may at any time remove and revoke the authority of any such appointee."

Does hereby constitute and appoint Jim House

its true and lawful attorney(s)-in-fact, to execute, seal and deliver for and on its behalf as surety, any and all bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof, and the execution of such instrument(s) shall be as binding upon the AUTO-OWNERS INSURANCE COMPANY AT LANSING, MICHIGAN as fully and amply, to all intents and purposes, as if the same had been duly executed and acknowledged by its regularly elected officers at its principal office.

IN WITNESS WHEREOF, the AUTO-OWNERS INSURANCE COMPANY AT LANSING, MICHIGAN, has caused this to be signed by its authorized officer this 2nd day of November, 2012

\_\_\_\_\_  
Kenneth R. Schroeder Senior Vice President

STATE OF MICHIGAN } ss.  
COUNTY OF EATON }

On this 2nd day of November, 2012, before me personally came Kenneth R. Schroeder, to me known, who being duly sworn, did depose and say that they are Kenneth R. Schroeder, Senior Vice President of AUTO-OWNERS INSURANCE COMPANY, the corporation described in and which executed the above instrument, that they know the seal of said corporation, that the seal affixed to said instrument is such Corporate Seal, and that they received said instrument on behalf of the corporation by authority of their office pursuant to a Resolution of the Board of Directors of said corporation.



My commission expires January 1st, 2014

\_\_\_\_\_  
Amanda Lamp Notary Public

STATE OF MICHIGAN } ss.  
COUNTY OF EATON }

I, the undersigned First Vice President, Secretary and General Counsel of AUTO-OWNERS INSURANCE COMPANY, do hereby certify that the authority to issue a power of attorney as outlined in the above board of directors resolution remains in full force and effect as written and has not been revoked and the resolution as set forth are now in force.

Signed and sealed at Lansing, Michigan. Dated this 29th day of January, 2013



\_\_\_\_\_  
William F. Woodbury, First Vice President, Secretary and General Counsel



**ACKNOWLEDGEMENT BY SURETY**

STATE OF MICHIGAN

County of Eaton

On this 29th day of January, 2013, before me personally appeared Jim House, known to me to be the Attorney-in-Fact of AUTO-OWNERS INSURANCE COMPANY, the corporation that executed the within instrument, and acknowledged to me that such corporation executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal, at my office in the aforesaid County, the day and year in this certificate first above written.



*Amanda Lamp*

\_\_\_\_\_  
Amanda Lamp  
Notary Public in the State of Michigan  
County of Eaton

AMANDA LAMP  
NOTARY PUBLIC - STATE OF MICHIGAN  
COUNTY OF EATON  
My Commission Expires January 1st, 2014  
Acting in the County of Eaton

## ADDENDUM NO. 1

**DATE:** January 21, 2013

**TO:** All Planholders

**FROM:** Jason W. Marquardt, P.E. *Jwm*  
Senior Project Engineer

**RE:** City of South Haven  
Elkenburg Park Improvement Project  
Project No.: 12-0408

**OWNER:** City of South Haven  
539 Phoenix Street  
South Haven, MI 49090

The following items are changes to and/or clarifications of the drawings and specifications, and shall be included in the Bid Proposal. All of these items will be part of the Contract Documents. The Bidder will acknowledge receipt of this Addendum in the appropriate space provided on Page 2 of this Addendum and include this Addendum with their submitted bid. Failure to do so may result in disqualification of the bid.

### Specifications:

1. Section, **26 27 26 Wiring Devices** has been added to this addendum and shall become a part of the contract documents.
2. In section, **32 12 16 Asphalt Paving**, delete item 3.02 Preparation – Primer. Priming the base and subbase shall not be required on this project.
3. For clarification, the Plexipave color finish shall be Pro Purple.
4. On the Bid Form under Item 4: Basketball Courts, Item b, Aggregate Base, 22A, 6 inch shall be revised to Aggregate Base, 21A, 6 inch to match the cross section on the plans.
5. The top surface of HMA Pavement shall be bid as HMA 36A (modified) and shall include 100% limestone.

6. The contractor shall set up their project construction schedule such that the asphalt pavements for the basketball courts have a minimum of 14 days for curing. The asphalt sealing can occur after the date of substantial completion of May 17, 2013, but must be completed and ready for use prior to the final completion date of May 24, 2013. The contractor shall also include in their unit pricing, 1,000 feet of orange construction fencing to be placed on the perimeter of the basketball courts prior to the final sealing and basketball court striping.
7. Staking for the sidewalk construction, storm sewer, edge of bituminous surfaces will be provided by the Engineer at the start of the project. The contractor will be responsible for protecting the staking and pulling any additional offsets that are needed for construction. The layout of the basketball playing surface will be the contractor's responsibility.

Please acknowledge receipt of this addendum by signing below and attaching to the bid forms.

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

1-21-13  
DATE

JO FISHER  
BIDDING FIRM

[Signature]  
AUTHORIZED REPRESENTATIVE

JWM/vsc



## SECTION 26 2726

### WIRING DEVICES

#### PART 1 GENERAL

##### 1.01 SECTION INCLUDES

- A. Wall switches.
- B. Fan speed controllers.
- C. Receptacles.
- D. Wall plates.

##### 1.02 RELATED REQUIREMENTS

- A. Section 26 0537 - Boxes.

##### 1.03 REFERENCE STANDARDS

- A. FS W-C-596 - Connector, Electrical, Power, General Specification for; Federal Specification; Revision G, 2001.
- B. FS W-S-896 - Switches, Toggle (Toggle and Lock), Flush-mounted (General Specification); Federal Specification; Revision F, 1999.
- C. NECA 1 - Standard for Good Workmanship in Electrical Construction; National Electrical Contractors Association; 2010.
- D. NEMA WD 1 - General Color Requirements for Wiring Devices; National Electrical Manufacturers Association; 1999 (R 2005).
- E. NEMA WD 6 - Wiring Device -- Dimensional Requirements; National Electrical Manufacturers Association; 2002 (R2008).
- F. NFPA 70 - National Electrical Code; National Fire Protection Association; Most Recent Edition Adopted by Authority Having Jurisdiction, Including All Applicable Amendments and Supplements.
- G. UL 20 - General-Use Snap Switches; Current Edition, Including All Revisions.
- H. UL 498 - Attachment Plugs and Receptacles; Current Edition, Including All Revisions.
- I. UL 514D - Cover Plates for Flush-Mounted Wiring Devices; Current Edition, Including All Revisions.
- J. UL 943 - Ground-Fault Circuit-Interruption; Current Edition, Including All Revisions.
- K. UL 1917 - Solid-State Fan Speed Controls; Current Edition, Including All Revisions.

##### 1.04 ADMINISTRATIVE REQUIREMENTS

- A. Coordination:
  - 1. Coordinate the placement of outlet boxes with millwork, furniture, equipment, etc. installed under other sections or by others.
  - 2. Coordinate wiring device ratings and configurations with the electrical requirements of actual equipment to be installed.
  - 3. Coordinate the placement of outlet boxes for wall switches with actual installed door swings.
  - 4. Coordinate the installation and preparation of uneven surfaces, such as split face block, to provide suitable surface for installation of wiring devices.
  - 5. Notify Architect of any conflicts or deviations from the contract documents to obtain direction prior to proceeding with work.
- B. Sequencing:
  - 1. Do not install wiring devices until final surface finishes and painting are complete.

## 1.05 SUBMITTALS

- A. See Section 01 3000 - Administrative Requirements, for submittal procedures.
- B. Product Data: Provide manufacturer's catalog information showing dimensions, colors, and configurations.
  - 1. Surge Protection Receptacles: Include surge current rating, voltage protection rating (VPR) for all protection modes, and diagnostics information.
- C. Manufacturer's Installation Instructions: Indicate application conditions and limitations of use stipulated by product testing agency. Include instructions for storage, handling, protection, examination, preparation, and installation of product.
- D. Operation and Maintenance Data:
  - 1. GFI Receptacles: Include information on status indicators and testing procedures and intervals.
- E. Project Record Documents: Record actual installed locations of wiring devices.

## 1.06 QUALITY ASSURANCE

- A. Conform to requirements of NFPA 70.
- B. Maintain at the project site a copy of each referenced document that prescribes execution requirements.

## 1.07 DELIVERY, STORAGE, AND PROTECTION

- A. Store in a clean, dry space in original manufacturer's packaging until ready for installation.

## PART 2 PRODUCTS

### 2.01 MANUFACTURERS

- A. Cooper Wiring Devices: [www.cooperwiringdevices.com](http://www.cooperwiringdevices.com).
- B. GE Industrial: [www.geindustrial.com](http://www.geindustrial.com).
- C. Leviton Manufacturing, Inc: [www.leviton.com](http://www.leviton.com).
- D. Substitutions: See Section 01 6000 - Product Requirements.

### 2.02 ALL WIRING DEVICES

- A. Provide products listed and classified by Underwriters Laboratories Inc. as suitable for the purpose specified and indicated.
- B. Finishes:
  - 1. All Wiring Devices: Black with stainless steel wall plate unless otherwise indicated.
  - 2. Wiring Devices Installed in Finished Spaces: Black with stainless steel wall plate unless otherwise indicated.
  - 3. Wiring Devices Installed in Wet or Damp Locations: Black with specified weatherproof cover unless otherwise indicated.
    - a. Cover: Stainless Steel.

### 2.03 WALL SWITCHES

- A. All Wall Switches: AC only, quiet operating, general-use snap switches with silver alloy contacts, complying with NEMA WD 1 and NEMA WD 6, and listed as complying with UL 20 and where applicable, FS W-S-896; types as indicated on the drawings.
  - 1. Wiring Provisions: Terminal screws for side wiring and screw actuated binding clamp for back wiring with separate ground terminal screw.
- B. Wall Switches: Heavy Duty, AC only general-use snap switch, complying with NEMA WD 6 and WD 1.
  - 1. Body and Handle: black plastic with toggle handle.
  - 2. Ratings:
    - a. Voltage: 120 volts, AC.
    - b. Current: 20 amperes.
- C. Switch Types: Single pole, double pole, and 3-way.

## 2.04 FAN SPEED CONTROLLERS

- A. Description: 120 V AC, solid-state, full-range variable speed, slide control type with separate on/off switch, with integral radio frequency interference filtering, fan hum elimination circuitry, field-adjustable trim, power failure preset memory, complying with NEMA WD 1 and NEMA WD 6, and listed as complying with UL 1917.
  - 1. Current Rating: 1.5 A unless otherwise indicated or required to control the load indicated on the drawings.

## 2.05 RECEPTACLES

- A. All Receptacles: Self-grounding, complying with NEMA WD 1 and NEMA WD 6, and listed as complying with UL 498, and where applicable, FS W-C-596; types as indicated on the drawings.
  - 1. Wiring Provisions: Terminal screws for side wiring or screw actuated binding clamp for back wiring with separate ground terminal screw.
  - 2. NEMA configurations specified are according to NEMA WD 6.
- B. Convenience Receptacles:
  - 1. Weather Resistant Convenience Receptacles: Commercial specification grade, 20A, 125V, NEMA 5-20R,, listed and labeled as weather resistant type complying with UL 498 Supplement SE suitable for installation in damp or wet locations; single or duplex as indicated on the drawings.
- C. GFI Receptacles:
  - 1. All GFI Receptacles: Provide with feed-through protection, light to indicate ground fault tripped condition and loss of protection, and list as complying with UL 943, class A.
    - a. Provide test and reset buttons of same color as device.
  - 2. Weather Resistant GFI Receptacles: Industrial specification grade, duplex, 20A, 125V, NEMA 5-20R, rectangular decorator style, listed and labeled as weather resistant type complying with UL 498 Supplement SE suitable for installation in damp or wet locations.
- D. Receptacles: Heavy duty, complying with NEMA WD 6 and WD 1.
  - 1. Device Body: Black plastic.
  - 2. Configuration: NEMA WD 6, type as specified and indicated.
- E. Convenience Receptacles: Type 5 to 20.
- F. Single Convenience Receptacles.
- G. Duplex Convenience Receptacles.
- H. GFCI Receptacles: Convenience receptacle with integral ground fault circuit interrupter to meet regulatory requirements.

## 2.06 WALL PLATES

- A. All Wall Plates: Comply with UL 514D.
  - 1. Configuration: One piece cover as required for quantity and types of corresponding wiring devices.
  - 2. Size: Standard; Stainless Steel.
  - 3. Screws: Metal with slotted heads finished to match wall plate finish.
- B. Weatherproof Cover Plates: Gasketed cast metal with hinged.

## PART 3 EXECUTION

### 3.01 EXAMINATION

- A. Verify that field measurements are as shown on the drawings.
- B. Verify that outlet boxes are installed in proper locations and at proper mounting heights and are properly sized to accommodate devices and conductors in accordance with NFPA 70.
- C. Verify that wall openings are neatly cut and will be completely covered by wall plates.
- D. Verify that final surface finishes are complete, including painting.
- E. Verify that branch circuit wiring installation is completed, tested, and ready for connection to wiring devices.

- F. Verify that conditions are satisfactory for installation prior to starting work.

### **3.02 PREPARATION**

- A. Provide extension rings to bring outlet boxes flush with finished surface.
- B. Clean dirt, debris, plaster, and other foreign materials from outlet boxes.

### **3.03 INSTALLATION**

- A. Perform work in a neat and workmanlike manner in accordance with NECA 1 and, where applicable, NECA 130, including mounting heights specified in those standards unless otherwise indicated.
- B. Coordinate locations of outlet boxes provided under Section 26 0537 as required for installation of wiring devices provided under this section.
  - 1. Mounting Heights: Unless otherwise indicated, as follows:
    - a. Wall Switches: 48 inches above finished floor.
    - b. Receptacles: 48 inches above finished floor or 6 inches above counter.
  - 2. Where multiple receptacles, wall switches, or wall dimmers are installed at the same location and at the same mounting height, gang devices together under a common wall plate.
- C. Install wiring devices in accordance with manufacturer's instructions.
- D. Install permanent barrier between ganged wiring devices when voltage between adjacent devices exceeds 300 V.
- E. Where required, connect wiring devices using pigtails not less than 6 inches long. Do not connect more than one conductor to wiring device terminals.
- F. Connect wiring devices by wrapping conductor clockwise 3/4 turn around screw terminal and tightening to proper torque specified by the manufacturer. Where present, do not use push-in pressure terminals that do not rely on screw-actuated binding.
- G. Unless otherwise indicated, connect wiring device grounding terminal to branch circuit equipment grounding conductor and to outlet box with bonding jumper.
- H. Install wiring devices plumb and level with mounting yoke held rigidly in place.
- I. Install wall switches with OFF position down.
- J. Install vertically mounted receptacles with grounding pole on top and horizontally mounted receptacles with grounding pole on left.
- K. Install wall plates to fit completely flush to wall with no gaps and rough opening completely covered without strain on wall plate. Repair or reinstall improperly installed outlet boxes or improperly sized rough openings. Do not use oversized wall plates in lieu of meeting this requirement.
- L. Install blank wall plates on junction boxes and on outlet boxes with no wiring devices installed or designated for future use.

### **3.04 ADJUSTING**

- A. Adjust devices and wall plates to be flush and level.

### **3.05 CLEANING**

- A. Clean exposed surfaces to remove dirt, paint, or other foreign material and restore to match original factory finish.

**END OF SECTION**

**ADDENDUM NO. 2**

**DATE:** January 24, 2013  
**TO:** All Planholders  
**FROM:** Jason W. Marquardt, P.E. *JWM*  
Senior Project Engineer  
**RE:** City of South Haven  
Elkenburg Park Improvement Project  
Project No.: 12-0408  
**OWNER:** City of South Haven  
539 Phoenix Street  
South Haven, MI 49090

The following items are changes to and/or clarifications of the drawings and specifications, and shall be included in the Bid Proposal. All of these items will be part of the Contract Documents. The Bidder will acknowledge receipt of this Addendum in the appropriate space provided on Page 2 of this Addendum and include this Addendum with their submitted bid. Failure to do so may result in disqualification of the bid.

**Specifications:**

1. Once removed, the existing north basketball court shall be backfilled with on-site excavated material and existing topsoil. This area shall be graded to original elevations and shall be sloped to drain. All grading and backfilling of this area shall be included under the Pay Item for **Site Grading**. Seeding this area shall be completed in conjunction with final restoration.

Please acknowledge receipt of this addendum by signing below and attaching to the bid forms.

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

1-24-13  
DATE

JW Marquardt  
BIDDING FIRM

[Signature]  
AUTHORIZED REPRESENTATIVE

JWM/vsc

95 West Main Street  
Benton Harbor, MI 49022  
269.927.2295

361 First Street  
Manistee, MI 49660  
231.723.1198

503 Quaker Street  
South Haven, MI 49090  
269.637.1293

750 Lincoln Way East  
South Bend, IN 46601  
574.232.8700

3177 Willowcreek Road  
Portage, IN 46368  
219.617.4266

**ADDENDUM NO. 3**

**DATE:** January 28, 2013  
**TO:** All Planholders  
**FROM:** Jason W. Marquardt, P.E. *JWM*  
Senior Project Engineer  
**RE:** City of South Haven  
Elkenburg Park Improvement Project  
Project No.: 12-0408  
**OWNER:** City of South Haven  
539 Phoenix Street  
South Haven, MI 49090

The following items are changes to and/or clarifications of the drawings and specifications, and shall be included in the Bid Proposal. All of these items will be part of the Contract Documents. The Bidder will acknowledge receipt of this Addendum in the appropriate space provided and include this Addendum with their submitted bid. Failure to do so may result in disqualification of the bid.

1. Compliance with Federal Davis-Bacon Act is **NOT** required for this project and projects funded by the Michigan Natural Resources Trust Fund (MNRTF).

Please acknowledge receipt of this addendum by signing below and attaching to the bid forms.

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

1-28-13  
DATE

JD FISHER  
BIDDING FIRM

*[Signature]*  
AUTHORIZED REPRESENTATIVE

JWM/vsc

95 West Main Street  
Benton Harbor, MI 49022  
269.927.2295

361 First Street  
Manistee, MI 49660  
231.723.1198

503 Quaker Street  
South Haven, MI 49090  
269.637.1293

750 Lincoln Way East  
South Bend, IN 46601  
574.232.8700

3177 Willowcreek Road  
Portage, IN 46368  
219.617.4266

February 4, 2013

Mr. Paul VandenBosch  
City of South Haven  
539 Phoenix Street  
South Haven, MI 49090-1499

RE: Elkenburg Park Improvement Project  
Recommendation for Purchase  
Project No.: 12-0408

Dear Mr. VandenBosch:

We have received three (3) quotes for the purchase of site amenities for the Elkenburg Park Project that includes the projects trash receptacles, benches, and picnic tables. These site amenities are the Thomas Steele products that are similar to what is installed throughout the City. All three (3) quotes have been attached for your reference.

#### Quote Summary

| <u>Prepared by</u>                       | <u>Amount</u> |
|--|---------------|
| Playworld Midstates                      | \$10,344.00   |
| Graber Manufacturing, Inc.               | \$11,987.00   |
| Michigan Recreational Construction, Inc. | \$15,751.60   |

We recommend approval of this purchase of \$10,344.00 from Playworld Midstates upon approval by the Michigan Department of Natural Resources. Playworld Midstates provided the lowest quote of all three (3) suppliers.

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

Sincerely,

ABONMARCHE



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

JWM/vsc

Attachment: Playworld Midstates Quote

P:\\_Projects\2012 PROJECTS\12-0408 Elkenburg Park Improvements\Construction Admin\101 Advertising and Award\2013-02-04 Recommendation for Purchase.docx



www.playworldmidstates.com  
1.800.367.4440

2127 112th Avenue • Holland, MI 49424  
5828 Zarley Street, Suite B • New Albany, OH 43054

# Quotation

|           |              |
|-----------|--------------|
| Date      | Quote Number |
| 1/15/2013 | 78642        |

|                   |  |
|-------------------|--|
| Sold To           |  |
| Genral Contractor |  |

|                                   |           |
|-----------------------------------|-----------|
| Ship To                           |           |
| Elkenburg Park<br>South Haven, MI |           |
| County                            | Van Buren |

|     |                                    |            |                     |          |
|-----|------------------------------------|------------|---------------------|----------|
| Rep | Project                            | Type       | Ship Contact/Number | P.O. No. |
| TCB | 2013/01 South Haven Elkenburg Park | Contractor |                     |          |

| Qty | Item               | Description   | Unit Price | Total     |
|-----|--------------------|---|------------|-----------|
|     |                    | Elkenburg Park - City of South Haven  |            |           |
| 2   | Thomas Steele      | #CRB-6-VS-P Carnival 6' Bench - Vertical Strap - Power-coated e-Steele SURFACE MOUNT                                    | 939.00     | 1,878.00  |
|     | Color              | BLACK   |            | 0.00      |
| 2   | Thomas Steele      | #CRT-4B-P Carnival 42" Dia. Table Top - 4 Vertical Strap Backed Seats - Power-coated e-Steele SURFACE MOUNT             | 2,249.00   | 4,498.00  |
|     | Color              | BLACK   |            | 0.00      |
| 1   | Thomas Steele      | #CRT-3B-P Carnival 42" Dia. Steel Table Top - 3 Vertical Strap Backed Seats (ADA) - Power-coated e-Steele SURFACE MOUNT | 2,139.00   | 2,139.00  |
|     | Color              | BLACK   |            | 0.00      |
| 3   | Thomas Steele      | #CRTR-42-P Carnival Receptacle - 42 Gal. - Power-coated e-Steele SURFACE MOUNT  | 879.00     | 2,637.00  |
|     | Color              | BLACK   |            | 0.00      |
| 3   | Thomas Steele      | #CRTR-42-DOOR-P Carnival - 42 Gal. - Door Option - Power-coated e-Steele  | 120.00     | 360.00    |
|     | Color              | BLACK   |            | 0.00      |
|     | Non-Taxable Dis... | Municipal Discount  | -1,727.00  | -1,727.00 |
| 1   | Freight            | Freight Charges for above items as a group to South Haven, MI   | 559.00     | 559.00    |
|     |                    | NOTE: Pricing is for supply only.<br>Equipment pricing is valid for 120 days.<br>Freight pricing is valid for 90 days.  |            |           |

|                         |  |             |
|-------------------------|--|-------------|
| <b>Subtotal</b>         |  | \$10,344.00 |
| <b>Sales Tax (6.0%)</b> |  | \$0.00      |
| <b>Total</b>            |  | \$10,344.00 |



# PROPOSAL

**No: 213022B**

**Date of Estimate:** 2/4/2013  
**Quote Valid Until:** 4/4/2013  
**Payment Terms:** Pre-paid  
**Estimator:** Brion Kilpela

**Bill To:** Abonmarche  
 95 W. Main Street  
 Benton Harbor, MI 49022

**Project Name:** Elkenburg Park  
**Organization:** City of South Haven  
**Address:** South Haven, MI 49090  
**Contact:** Kathy Burczak  
**Phone:** 269.927.2295  
**Email:** [kburczak@abonmarche.com](mailto:kburczak@abonmarche.com)

| Qty   | Item         | Item Description  | Price Each    | Total              |
|---|--------------|---|---------------|--------------------|
| <b>Supply Only of Thomas Steele Site Furnishings:</b> |              |   |               |                    |
| 2   | CRB-6-VS-P   | Carnival 6' Bench; vertical strap, e-steele, surface mount                                | \$1,173.00    | \$2,346.00         |
| 2   | CRT-4B-P     | Carnival 42" Dia. Table Top; 4 vertical strap backed seats, e-steele, surface mount       | \$2,811.00    | \$5,622.00         |
| 1   | CRT-3B-P     | Carnival 42" Dia. Steel Table Top, 3 vertical strap backed seats, e-steele, surface mount | \$2,673.00    | \$2,673.00         |
| 3   | CRTR-42-DR-P | Carnival - 42 gallon; door option   | \$150.00      | \$450.00           |
| 3   | CRTR-42-P    | Carnival Receptacle; 42 gallon, e-steele, surface mount                                   | \$1,098.00    | \$3,294.00         |
| 1   | Freight      | Freight Cost  | \$475.00      | \$475.00           |
| 1   | Sales Tax    | Michigan Sales Tax  | \$891.60      | \$891.60           |
|   |              |   | <b>Total:</b> | <b>\$15,751.60</b> |

Proposal does not include supply of play equipment or safety surfacing, site preparation, drainage, restoration, removing existing play equipment, permits or prevailing wage unless specified in quote.

Accepted by Customer: \_\_\_\_\_

Date: \_\_\_\_\_

Please make check or purchase order payable to: Michigan Recreational Construction, Inc.  
 P.O. Box 2127, Brighton, MI 48116  
 Office: 517.545.7122 Fax: 517.545.7144

**Graber Manufacturing, Inc.**  
 (Formerly Trilary Inc.)  
 1080 Uniek Dr.  
 Waunakee, WI 53597  
 Voice: 800-448-7931  
 Fax: 608-849-1081



# QUOTATION

Quote Number: 2209  
 Quote Date: Feb 4, 2013  
 Page: 1

| Quoted To:            |
|-----------------------|
| Quick Quote by Stacey |

| Ship To:   |
|--|
| Elkenburg Park<br>City of South Haven<br>South Haven, MI 49090 |

| Customer ID | Good Thru | Payment Terms | Sales Rep |
|-------------|-----------|---------------|-----------|
| QQS         | 5/6/13    | Prepaid       | SC        |

| Qty  | Item           | Description   | Unit Price | Amount   |
|------|----------------|---|------------|----------|
| 2.00 | CRB-6-VS-P     | Carnival 6' Bench - Vertical Strap - e-Steele SURFACE MOUNT                                       | 939.00     | 1,878.00 |
| 2.00 | CRT-4B-P       | Carnival 42" Dia. Table Top - 4 Vertical Strap Backed Seats - e-Steele SURFACE MOUNT              | 2,249.00   | 4,498.00 |
| 1.00 | CRT-3B-P       | Carnival 42"" Dia. Steel Table Top - 3 Vertical Strap Backed Seats (ADA) - e-Steele SURFACE MOUNT | 2,139.00   | 2,139.00 |
| 3.00 | CRTR-42-DOOR-P | Carnival - 42 Gal. - Door Option  | 120.00     | 360.00   |
| 3.00 | CRTR-42-P      | Carnival Receptacle - 42 Gal. - e-Steele SURFACE MOUNT  | 879.00     | 2,637.00 |

**WE ARE A SUPPLIER ONLY: As a supplier only, we are not subject to subcontractor terms and conditions. The customer is responsible for completeness accuracy and conformity to their plans and specifications. We will not proceed with orders until all details such as materials, options, colors, etc. are complete and accurate.**

SHIPPING AND HANDLING CHARGES: Shipping charges are estimated and are subject to actual shipping charges incurred at time of shipment.

|                     |                  |
|---------------------|------------------|
| Subtotal            | 11,512.00        |
| Sales Tax           |                  |
| Shipping & Handling | 475.00           |
| <b>TOTAL</b>        | <b>11,987.00</b> |

MILL CERTIFICATE AVAILABLE IF SPECIFICALLY REQUESTED AND QUOTED IN ADVANCE.

CURRENT LEAD TIME: \_\_\_\_\_ Current lead time is only an estimate based upon existing production demands and material availability as of the date of this quote. Unless indicated above, shipping charges do not include unloading and placement. Lift gate service is available at an additional charge. Call Before Delivery by the freight company is available at an additional charge. If residential or inside delivery is required, there will be an additional freight charge billed to you after delivery.

CUSTOMER DELAYS: Customer delays greater than two weeks after notification that the goods are ready to ship will incur storage charges at the rate of 1% of the sale amount per day.

TAXES: Customers are responsible for all taxes. Shipments within Wisconsin that are not tax exempt will be taxed and billed to the customer..

PRICING: Prices will be held for 90 days. Changes in quantities will effect prices. All prices are in U.S. Dollars.

CANCELLATION: Orders cancelled more than two weeks after placement are subject to a 30% to 100% charge based upon cost incurred. Custom orders can not be cancelled.

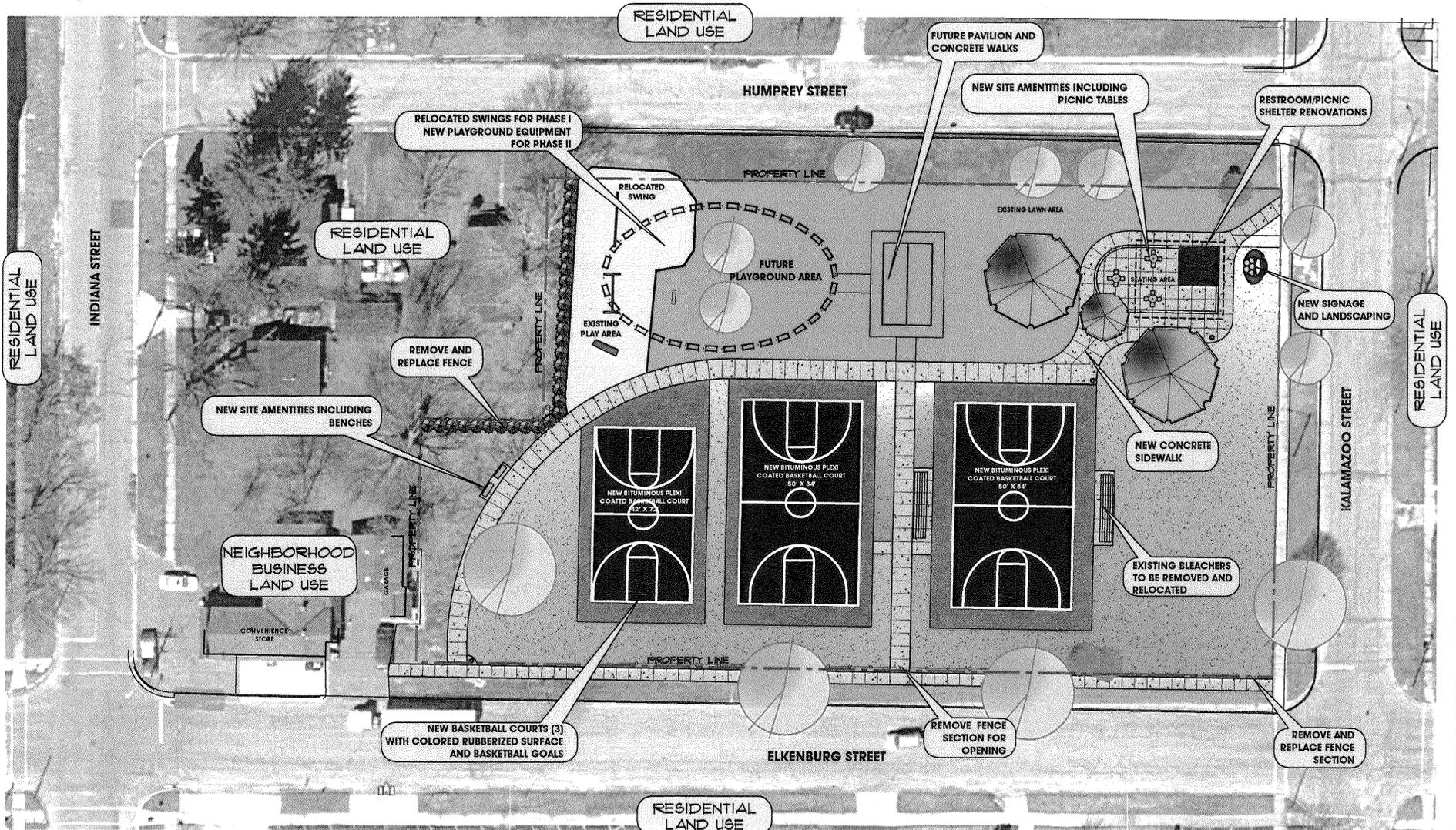
COMPLETE TERMS AND CONDITIONS: Additional terms and conditions are attached.

Project Name: Elkenburg Park  
Project Number: 12-0408  
MDNR Number: TF11-144

## PROJECT IMPLEMENTATION SCHEDULE

|                   |   |
|-------------------|---|
| January 7, 2013   | Plans out for Bid                               |
| January 30, 2013  | Bids Due  |
| February 18, 2013 | City to Award Contract                          |
| February 25, 2013 | Notice of Award and Notice of Proceed Completed |
| March 11, 2013    | Construction Begins                             |
| May 17, 2013      | Substantial Completion                          |
| May 24, 2013      | Final Completion                                |

BOUNDARY MAP  
ELKENBURG PARK  
IMPROVEMENTS PROJECT

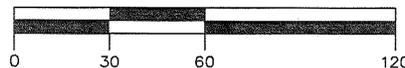


*Overton*  
SIGNATURE OF AUTHORIZED INDIVIDUAL  
10/8/12  
DATE

*Jane Stafford, DNR*  
11/14/12



SCALE: 1" = 60'



DATE: 08/29/12 ACI JOB #: 12-0408  
COPYRIGHT 2012 - ABONMARCHÉ CONSULTANTS, INC.

SHT: 1 of 1



## Agenda Item 10

### Phoenix Street Reconstruction Project; Authorizing Resolution

#### Background Information:

The City Council will be asked to consider a resolution authorizing the City Manager to apply for community development block grant funds for the Phoenix Street reconstruction project.

The City of South Haven has received a conditional commitment from the Michigan Economic Development Corporation (MEDC) Downtown Improvement Grant program, to provide grant funding to assist with the reconstruction of Phoenix Street, between Broadway and Williams/Kalamazoo Street. Once constructed, the street will feature new driving lanes, updated infrastructure, a public WI-FI system, and streetscape enhancements including new street furniture, expanded sidewalk areas, and urban green space. The total project cost is estimated at \$2,394,839 (\$750,000 MEDC grant, \$1,644,839 City match provided by the DDA Fund.)

Should the City Council wish to continue the application process and construct the project, the Council must now adopt Resolution 2013-14, a resolution which authorizes the City Manager to apply for community development block grant funds for the Phoenix Street reconstruction project.

#### Recommendation:

The City Council should consider the following:

- A. Approval of Resolution 2011-14, a resolution which authorizes the City Manager to apply for community development block grant funds for the Phoenix Street reconstruction project.
- B. Set a public hearing date of March 4, 2013 to hear public comment regarding the grant application.

#### Support Material:

Resolution 2013-14

CITY OF SOUTH HAVEN  
VAN BUREN AND ALLEGAN COUNTIES, MICHIGAN

RESOLUTION NO. 2013-14

A RESOLUTION AUTHORIZING THE CITY MANAGER TO APPLY FOR  
MICHIGAN COMMUNITY DEVELOPMENT BLOCK GRANT  
DOWNTOWN INFRASTRUCTURE AREA BENEFIT GRANT  
FOR PHOENIX STREET 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 18, 2013 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 Economic Development Corporation in the form of the Michigan Community Block Grant to provide grants to local units of government for recreational improvements; and

WHEREAS, a city-wide survey conducted in 2010 that determined that 57.8% of residents of the City of South Haven are within the low and moderate income range and this project will service and benefit all residents of the City; and

WHEREAS, the City of South Haven intends to update the blighted infrastructure on Phoenix Street in the downtown in an effort to foster economic development for its residents as consistent with the goals stated in the Municipal Plan; and

WHEREAS, the City of South Haven believes that the proposed improvements to Phoenix Street will provide increased economic opportunity for all its residents through the universal accessibility of the proposed project to all South Haven residents and the enhanced transportation amenities it provides.

NOW THEREFORE BE IT RESOLVED, that the City of South Haven does hereby authorize the City Manager, Brian Dissette, to act as the authorized signatory and make application for a Michigan Community Development Block Grant program to the Michigan Economic Development Corporation for the Downtown Infrastructure Area Benefit Grant in the amount of \$750,000.00 for improvements to Phoenix Street; and,

BE IT FURTHER RESOLVED, that a local match of \$1,644,839.00 will be provided by the City of South Haven and the South Haven Downtown Development Authority for the grant funds from the Michigan Economic Development Corporation and no projects costs will be incurred prior to the formal grant award, completion of the environmental review and written authorization is received from the Michigan CDBG Grant Application.

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 18<sup>th</sup> day of February 2013, 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

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

TO: Honorable Mayor and City Council  
FROM: Wendy J. Hochstedler, Finance Director  
MEETING DATE: February 18, 2013

SUBJECT: **RESOLUTION AUTHORIZING PUBLICATION OF NOTICE OF INTENT TO ISSUE MUNICIPAL SECURITIES**

## BACKGROUND:

In accordance with the priorities for FY 2014 adopted by the City Council and as a result of public input meetings held to create the 2010 DDA Streetscape Master Plan, City staff is moving forward with securing the funding to reconstruct Phoenix Street from Broadway Ave to Kalamazoo Street. This street reconstruction will be an infrastructure upgrade including replacement water, sewer, and storm drainage systems. The project also includes streetscape enhancements of new street furniture, expanded sidewalk areas, and urban green space. The initial cost estimates for the project are approximately \$3.4 million.

To obtain funding in accordance with Act 197 of the Public Acts of Michigan of 1975 ("Act 197"), it is necessary for the City to publish a notice of intent to issue municipal securities. The resolution lists the Not-to-Exceed amount as \$2.95 million.

## RECOMMENDATION:

- (1) Adopt the attached resolution to design, acquire and construct capital improvements within the City and to publish the notice of intent to issue municipal securities;
- (2) Authorize the City Manager to sign the letter of engagement for bond counsel services to be provided by Clark Hill PLC for an amount not-to-exceed \$19,000.

## FISCAL EFFECTS:

Publishing costs will be incurred at this time.

CITY OF SOUTH HAVEN  
VAN BUREN AND ALLEGAN COUNTIES, MICHIGAN

RESOLUTION NO. 2013-15

A RESOLUTION AUTHORIZING PUBLICATION OF NOTICE OF INTENT

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 18, 2013 at 7:00 p.m. local time.

PRESENT: \_\_\_\_\_

ABSENT: \_\_\_\_\_

The following preamble and resolution was offered by Member \_\_\_\_\_ and supported by Member \_\_\_\_\_.

WHEREAS, , the City of South Haven (the "City") has established and created a Downtown Development Authority (the "DDA") pursuant to Act 197, Public Acts of Michigan, 1975, as amended ("Act 197"); and

WHEREAS, the DDA has identified in its Development Plan and Tax Increment Financing Plan, certain development projects for its development area, including general street repair, streetscape improvements, storm and sanitary sewer improvements, and water system improvements (the "Development Projects"); and

WHEREAS, to implement a portion of the Development Projects, the City Council deems it to be in the best interests of the City to design, purchase, acquire, and construct certain improvements related to the Development Projects, including but not limited to, street improvements, including street construction and reconstruction, curb and gutter and sidewalk improvements; storm sewer and drainage improvements; sanitary sewer system improvements; water supply system improvements; streetscape improvements and enhancements, including, but not limited to, expanded sidewalks and urban green space, new street furniture, public art, and a public wireless internet system, as well as other public infrastructure improvements that are included in the DDA's Development Plan and Tax Increment Financing Plan as well as all work necessary or incidental to these improvements (the "Improvements"); and

WHEREAS, the City intends to issue its limited tax, general obligation bonds pursuant to Act 197 in an amount of not to exceed \$2,950,000 for the purpose of financing the construction of the Improvements; and

WHEREAS, Act 279, Public Acts of Michigan, 1909, as amended, requires that the City publish a notice of its intent to issue the bonds and provide for a right of referendum.

NOW, THEREFORE, BE IT RESOLVED that:

1. The City Council hereby determines to purchase, acquire, and construct the Improvements, and to pay for the cost through the issuance of one or more series of its limited tax, general obligation bonds pursuant to Act 197, in an amount of not to exceed \$2,950,000 (the "Bonds").

2. The City Clerk shall cause to be published a Notice of Intent, substantially as set forth in Exhibit A, with such changes as may be approved by the City Clerk, in the South Haven Tribune, a newspaper of general circulation within the City, once at least 45 days prior to the issuance of said bonds. Proofs of publication of such notice shall be filed with the City Clerk.
3. The firm of Clark Hill PLC is hereby employed as bond counsel to the City to prepare the documents for the issuance of the Bonds for financing the acquisition of the Improvements.
4. All resolutions or parts of resolutions in conflict with the provisions herewith shall be, and the same hereby are, rescinded.

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

RECORD OF VOTE:

Yeas: \_\_\_\_\_

Nays: \_\_\_\_\_

RESOLUTION DECLARED ADOPTED.

\_\_\_\_\_  
Robert G. Burr, Mayor

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council at a meeting held on the \_\_\_ day of \_\_\_\_\_, 2012, 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

## EXHIBIT A

[Note to Publisher: Publication MUST be ¼ page size.]

### **NOTICE OF INTENT TO ISSUE BONDS TO THE ELECTORS OF THE CITY OF SOUTH HAVEN**

NOTICE IS HEREBY GIVEN that the City Council of the City of South Haven, Van Buren and Allegan Counties, Michigan, has resolved its intention to borrow not to exceed \$2,950,000 and issue its limited tax, general obligation bonds in one or more series (the "Bonds"), pursuant to Act 197, Public Acts of Michigan, 1975, as amended, for the purpose of the design, purchase, acquisition, and construction of improvements in the downtown district of the City's Downtown Development Authority (the "DDA"), including, but not limited to, street improvements, including street construction and reconstruction, curb and gutter and sidewalk improvements; storm sewer and drainage improvements; sanitary sewer system improvements; water supply system improvements; streetscape improvements and enhancements, including, but not limited to, expanded sidewalks and urban green space, new street furniture, public art, and a public wireless internet system, as well as other public infrastructure improvements that are included in the DDA's Development Plan and Tax Increment Financing Plan as well as all work necessary or incidental to these improvements and to pay the cost of issuing the Bonds and capitalized interest.

#### **Source of Payment**

The primary source of payment of the bonds will be tax increment revenues resulting from increases in property values within the development area of the DDA. To secure repayment of the bonds, the City will pledge its limited tax, full faith and credit, general obligation; however the City will not increase taxes in excess of that already authorized by the State Constitution, statutes, and the City Charter, without additional voter approval.

The bonds shall mature within the maximum terms permitted by law with interest on the unpaid balance at a rate not to exceed the maximum rate allowed by law.

#### **Right of Referendum**

The bonds will be issued without voter approval unless petitions are filed with the City containing signatures of not less than 10% of the registered electors residing in the City, within 45 days after the date of the publication of this notice, in which case the bonds will not be issued unless approved by a majority of the electors of the City qualified to vote and voting thereon.

This notice was authorized by the City Council of the City of South Haven and is published pursuant to the requirements of Act 279, Public Acts of Michigan, 1909, as amended.

Dated: February \_\_, 2013

Amanda Morgan, City Clerk  
City of South Haven

# CLARK HILL

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Roger A. Swets  
T 616.608.1110  
F 616.608.1170  
Email: rswets@clarkhill.com

Clark Hill PLC  
200 Ottawa Avenue NW  
Suite 500  
Grand Rapids, Michigan 49503  
T 616.608.1100  
F 616.608.1199  
clarkhill.com

February 14, 2013

**VIA ELECTRONIC TRANSMITTAL**

City of South Haven  
539 Phoenix Street  
South Haven, Michigan 49090

**Re: Phoenix Street DDA Bonds**

Ladies and Gentlemen:

The purpose of this engagement letter is to set forth certain matters concerning the services we will perform as bond counsel to the City of South Haven (the "Issuer") in connection with the proposed Phoenix Street project (the "Project") and the issuance of bonds by the Issuer to finance the Project (the "Bonds"). The Issuer currently estimates that the Bonds will be issued pursuant to the Downtown Development Authority Act with the estimated cost of the Project to be financed with the Bonds being \$2,600,000

**SCOPE OF ENGAGEMENT AS BOND COUNSEL**

As bond counsel, we expect to perform the following duties:

- (1) Provide advice and counseling at each step of the process of issuing the Bonds.
- (2) Prepare the resolution authorizing the issuance and delivery of the Bonds.
- (3) Prepare all other supporting documents, certifications, and forms necessary for the issuance and delivery of the Bonds.
- (4) Assist the Issuer in seeking from other governmental authorities such approvals as we determine are necessary or appropriate in connection with the issuance of the Bonds.
- (5) Review legal issues relating to the structure of the Bond issue.

- (6) Assist the Issuer in presenting information to bond rating organizations and providers of credit enhancement relating to legal issues affecting the issuance of the Bonds, if necessary.
- (7) Subject to the completion of proceedings to our satisfaction, render our legal opinion (the "Bond Opinion") regarding the validity and binding effect of the Bonds, the source of payment and security for the Bonds, and the excludability of interest on the Bonds from gross income for federal and Michigan income tax purposes.

Our Bond Opinion will be addressed to the Issuer and will be delivered by us on the date the Bonds are exchanged for their purchase price (the "Closing"). The Bond Opinion will be based on facts and law existing as of its date. In rendering our Bond Opinion, we will rely upon the certified proceedings and other certifications of public officials and other persons furnished to us without undertaking verification of the same by independent investigation, and we will assume continuing compliance by the Issuer with applicable laws relating to the Bonds. During the course of this engagement, we will rely on you to provide us with complete and timely information on all developments pertaining to any aspect of the Bonds and their security.

Our services as bond counsel are limited to those contracted for in this letter. We do not perform the services of a financial advisor, we do not prepare or review official statements or any other disclosure document with respect to the Bonds except for such portion identified in the section entitled "Bond Counsel's Responsibility." We do not perform an independent investigation to determine the accuracy, completeness or sufficiency of any such document or rendering advice that the official statement or other disclosure document does not contain any untrue statement of a material fact or omit to state a material fact necessary to make the statements contained therein, in light of the circumstances under which they were made, not misleading.

#### **FEES FOR BOND COUNSEL SERVICES**

We normally render services as bond counsel on a fixed-fee basis. We propose a \$19,000 fee for our services as bond counsel on this project. This fee is a "not-to-exceed" fee. Our fees for services rendered pursuant to this letter shall become due and payable as of the date of the Closing. The fee stated above includes reimbursed for out-of-pocket expenses incurred on behalf of the Issuer. Our representation of the Issuer as bond counsel pursuant to this engagement letter will be concluded upon issuance of the Bonds.

If the foregoing terms are acceptable to you, please so indicate by returning the enclosed copy of this engagement letter dated and signed by an authorized officer, retaining the original for your files. We look forward to working with you.

Sincerely,

**CLARK HILL PLC**



Roger A. Swets

**Accepted and Approved**

CITY OF SOUTH HAVEN

By: \_\_\_\_\_

Its: \_\_\_\_\_

Dated: \_\_\_\_\_



## Agenda Item 12

### Lease Contract w/ Building Authority

#### Background Information:

The City Council will be asked to consider approval of a resolution approving a Lease Contract between the City and the Building Authority as part of tonight's City Council meeting. In accordance with the priorities for FY 2013 adopted by the City Council, City staff is moving forward with securing the funding for the Police/Fire departmental expansion; technology upgrades, energy improvements, and expanded Fire maintenance facility.

The City of South Haven Building Authority will issue the bonds in the amount not to exceed \$3,000,000 to finance the project. The lease contract between the City and the Authority insures the funding of the annual debt service requirements. If approved, the Notice of Intent to enter into the Lease contract needs to be published in the newspaper.

#### Recommendation:

City Council should consider approval of Resolution 2013-: A Resolution approving the Building Authority Lease and other closing details relating to the financing of the Police/Fire complex renovations.

#### Support Material:

Resolution 2013-16

CITY OF SOUTH HAVEN  
VAN BUREN AND ALLEGAN COUNTIES, MICHIGAN

RESOLUTION NO. 2013-16

A RESOLUTION APPROVING BUILDING AUTHORITY LEASE  
AND OTHER CLOSING DETAILS

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 18, 2013 at 7:00 p.m. local time.

PRESENT: \_\_\_\_\_

ABSENT: \_\_\_\_\_

The following preamble and resolution was offered by Member \_\_\_\_\_ and supported by Member \_\_\_\_\_.

WHEREAS, the City of South Haven (the "City"), has established the City of South Haven Building Authority (the "Building Authority") pursuant to Act. 31, Public Acts of Michigan, 1948 (First Extra Session), as amended (the "Act"); and

WHEREAS, a proposed Lease Contract providing for the lease by the City from the Building Authority of the police and fire complex, city hall, and the department of public works building (the "Lease Contract"), and the renovation expansion and/or improvement of the police and fire complex and improvements to city hall and the department of public works building and the purchase and installation of furnishings and equipment, together with appurtenant properties and facilities necessary or convenient for the effective use thereof (the "Facilities"), has been presented to and reviewed by the City Council; and

WHEREAS, the Lease Contract shall not become effective until 60 days after a Notice of Intent to enter into the Lease Contract has been published in a newspaper of general circulation in the City, pursuant to Section 8(b) of the Act; and

WHEREAS, the Building Authority will issue Building Authority Bonds in the amount of not to exceed \$3,000,000 to finance the Facilities (the "Bonds").

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Lease Contract, in substantially the form attached as Exhibit A, is approved and the Mayor and City Clerk are authorized and directed to execute the Lease Contract on behalf of the City.
2. The obligations of the City in the Lease Contract shall be the limited tax, full faith and credit, general obligation of the City. However, any tax levy by the City to meet these obligations is subject to applicable charter, statutory and constitutional limitations on the taxing power of the City.
3. The City Clerk is authorized and directed to publish a Notice of Intent to enter into the Lease Contract in the South Haven Tribune, a newspaper of general circulation in the

City determined to be the newspaper reaching the largest number of persons to whom such Notice is directed, which Notice shall be in substantially the form attached as Exhibit B.

4. The City covenants to take all action necessary to maintain the exclusion of the interest on the Bonds from gross income for federal income tax purposes under the Internal Revenue Code of 1986, as amended.
5. The Mayor, the Clerk and the Treasurer, or any one of them, are authorized and directed to take all actions, and to execute any agreements, documents, conveyances, certificates, insurance contracts, rating applications and other applications or instruments necessary to complete the transactions provided for in the Lease Contract or necessary for the issuance of the Bonds.

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 \_\_\_ day of \_\_\_\_\_, 2012, 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

**EXHIBIT A**

**FORM OF LEASE CONTRACT**

**FULL FAITH AND CREDIT  
GENERAL OBLIGATION LEASE CONTRACT**

**between**

**THE CITY OF SOUTH HAVEN BUILDING AUTHORITY**

**and**

**THE CITY OF SOUTH HAVEN**

**for**

**CONSTRUCTION OF AN ADDITION TO AND RENOVATION OF  
THE POLICE AND FIRE COMPLEX, CITY HALL,  
DEPARTMENT OF PUBLIC WORKS BUILDING**

**Dated: \_\_\_\_\_, 2013**

**FULL FAITH AND CREDIT  
GENERAL OBLIGATION LEASE CONTRACT**

Police and Fire Complex, City Hall, Department of Public Works Building

This Full Faith and Credit General Obligation Lease Contract is made as of \_\_\_\_\_, 2013 (the "Lease Contract"), between the City of South Haven Building Authority, a public corporation organized and existing under the authority of Act 31, Public Acts of Michigan, 1948 (First Extra Session), as amended, (the "Authority") and the City of South Haven, Van Buren and Allegan Counties, Michigan, a Michigan municipal corporation organized and existing under the Constitution and laws of the State of Michigan, (the "City"):

RECITALS

A. The Authority has been incorporated by the City under and pursuant to the provisions of Act 31 of the Public Acts of Michigan, 1948 (First Extra Session), as amended (the "Act"), for the purpose of providing, acquiring, furnishing, equipping, owning, improving, enlarging, operating and/or maintaining a building or buildings, automobile parking lots or structures, recreational facilities, stadiums, and the necessary site or sites therefor, together with the appurtenant properties and facilities necessary or convenient for the effective use thereof, for any legitimate public purpose of the City, and as otherwise authorized by the Act.

B. The City desires to erect improvements, remodel and expand the City's police and fire complex, city hall, and the department of public works building, together with furnishings and equipment and appurtenant properties and facilities necessary or convenient for its effective use (which building, furnishings, equipment, its site and other properties are together the "Facilities"), and the Authority is willing to provide, acquire, improve and equip the Facilities and lease the same to the City.

C. If this Lease Contract were not executed between these parties, the City would need to acquire the Facilities in the foreseeable future from other sources in order to provide necessary facilities for public services, at a cost the City more than the annual rental required to be paid under this Lease Contract.

D. The sites for the Facilities (the "Site"), are parcels of land in the City of South Haven, Van Buren and Allegan Counties, Michigan, described in the attached Exhibit A, and the Authority will erect improvements, remodel, expand, furnish and equip the Facilities on the Sites.

E. The total cost of the improvements to the Facilities is estimated to be \$3,000,000, which sum will include the architects' fees, legal and financing fees and costs, the cost of acquisition of the Facilities and contingencies.

F. The estimated period of usefulness of the Facilities is determined to be in excess of thirty (30) years.

G. The cost of the Facilities is to be provided by the Authority by authorizing the issuance of its Building Authority Bonds in the principal amount of not to exceed \$3,000,000 (the "Building Authority Bonds") pursuant to the provisions of the Act 31.

H. As a prerequisite to the authorization and issuance of the Building Authority Bonds, it is necessary for the parties to enter into a lease contract whereby the Authority will lease to the City and the City will lease from the Authority the Facilities for a period extending beyond the last maturity date of the Building Authority Bonds.

### TERMS AND CONDITIONS

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

1. FACILITIES: The Authority, as soon as practicable after the execution and delivery of this Lease Contract, shall cause to be prepared by Abonmarche plans and specifications for the Facilities acceptable to the City Council of the City. Following the preparation of the plans and specifications, the Authority shall cause to be prepared contracts for the construction and renovation of the Facilities which are acceptable to the City Council of the City. After the City Council's approval of the plans and specifications of the Facilities and after issuance of the Building Authority Bonds, the Authority shall be cause the Facilities to be constructed and completed in accordance with the plans and specifications.

2. LEASE TERM: In consideration of the rentals and other terms and conditions herein specified, the Authority leases to the City, and the City leases from the Authority the Facilities to be acquired, TO HAVE AND TO HOLD for a term commencing on the effective date of this Lease Contract and ending on the date that the principal of and interest on all Building Authority Bonds have been paid in full.

3. LEASE PAYMENTS: The City shall pay semiannual cash rental payments to the Authority in an amount sufficient to pay, when due, both the principal of and the interest on the Building Authority Bonds. The cash rental payments shall be paid by the City to the Authority on \_\_\_\_\_ and \_\_\_\_\_ of each year in an amount sufficient to pay the annual principal payments on the bonds of the Authority in the total authorized principal sum of not to exceed \$3,000,000, amortized over a period not exceeding 30 years, plus semiannual interest at a maximum net interest rate of 5% per annum. If the amount of principal or interest on the bonds when sold is less than that stated above, this paragraph shall be deemed amended to require payment of principal and actual interest necessary for the debt service requirements of the bonds.

If an increase in the semiannual cash rental payments is necessary in order to provide adequate funds for the Authority to meet its debt service requirements on the Building Authority Bonds issued and outstanding, the City covenants and agrees to pay the increased annual rental. The City agrees that the cash rental provided in this Lease Contract does not to exceed fair and reasonable compensation for the Facilities.

The City may, in its sole discretion, in any semiannual period, pay in advance any portion of its rental in excess of the semiannual requirement, in which event the Authority shall credit the City with advance payment of the next succeeding annual requirements to the extent of such excess payments.

Notwithstanding any other provisions of this Lease Contract, if the lease payments required by this section are inadequate for payment of both the principal of and the interest on the Building Authority Bonds when due, the City shall provide additional funds to make up the shortfall.

4. PLEDGE OF FULL FAITH AND CREDIT: The City, pursuant to the Act, establishes the obligations in this Lease Contract as general obligations of the City, and further by a majority vote of the elected members of the City Council, pledges its limited tax, full faith and credit, contractual general obligation, as limited in this Lease Contract, to the payment of all sums, rates, fees, costs and the annual cash rental payments due under this Lease Contract.

The City shall include in its budget for the year commencing July 1, 2013, and for each year thereafter, an amount which, when added to the money received for such purpose shall be sufficient to make the cash rental payments to the Authority and shall levy each year such *ad valorem* taxes in an amount which, together with other funds available for such purpose, shall be sufficient for the payment of such annual cash rental payments in anticipation of which the Building Authority Bonds are issued, but not in an amount or at a rate exceeding that necessary to pay such contractual obligation, provided however that if the City has other funds on hand, at the time prescribed by law for the making of any tax levy, which have been set aside and earmarked for payment of its obligations for which a tax levy would otherwise have to be made, then the tax levy shall be reduced by the amount of the other funds. Any such tax levy is limited as to rate and amount by applicable constitutional, charter, and statutory limitations on the taxing power of the City.

5. SITE: The Authority covenants and agrees that it will, before or upon the issuance of the Building Authority Bonds, acquire good and marketable title to the Site for the Facilities or a leasehold interest in the Site for the Facilities.

6. OPERATION AND MAINTENANCE: The City, at its own expense during the term of this Lease Contract, shall cause the Facilities to be operated and maintained in good repair, and the expenses in connection therewith shall be borne and paid, or caused to be paid, by the City, in addition to all other rentals herein required. Operation and maintenance shall be deemed to include, but not to the exclusion of any other items not herein specified, lighting, heating, snow and debris removal, painting and such other repair and maintenance items as are necessary to provide for efficient operation of the Facilities and to keep the same in good repair and working order, securing proper insurance coverage.

7. BUDGET: The City shall include in its budget for the year commencing July 1, 2013, and shall include in its budget for each year thereafter, an amount which shall be sufficient to pay the operation and maintenance costs of the Facilities as herein specified for the next ensuing fiscal year. On or before June 15 of each and every fiscal year, the City shall prepare a statement of the moneys to be included in the next ensuing fiscal budget for the operation and maintenance costs of the Facilities. A copy of the budget shall be given to the Authority. The Authority shall have the right and privilege to communicate directly with the City Council regarding any disputed items in that budget, and in any event the budget shall be reasonably adequate to cover the obligations of the City in this Lease Contract. In no event shall the amounts to be included by the City in its annual budget for the maintenance, operation and rental expenses in connection with this Lease Contract be less than the amount required to reasonably maintain the Facilities, and to pay promptly and fully all obligations maturing under this Lease Contract, and in no event shall the City's obligation in any such annual budget be less than the amount required by law.

8. ADDITIONAL EQUIPMENT: The City may install in the Facilities such equipment, furnishings or fixtures, in addition to those provided by the Authority, as it may desire, but shall not make any permanent alterations to the Facilities that will in any way affect

either the security of the Building Authority Bonds or the prompt payment of principal or interest on the Building Authority Bonds.

9. PROHIBIT IMPROPER USE: The City covenants and agrees that it will not permit the use of the Facilities in any manner that will substantially increase the rate of insurance thereon, or for any purpose which will result in a violation of local, state or federal laws, rules or regulations, in effect now or in the future, and shall during the term of this Lease Contract hold the Authority harmless from and indemnify the Authority for any loss, cost, damage or expense by any accident, loss, casualty or damage resulting to any person or property through any use, misuse, or non-use of the Facilities, or by reason of any act or thing done or not done on, in, or about the Facilities or in relation to the Facilities. The City further covenants and agrees that it will promptly and at its own expense, make and pay, or cause payment to be made, for any and all changes and alterations in or about the Facilities, which, during the terms of this Lease Contract, may be required to be made any time by reason of local, state or federal laws, and to save the Authority harmless and free from all cost to do so.

10. AUTHORITY ACTION: To carry out the acquisition and construction of the Facilities and the financing thereof in accordance with the provisions of the Act, the following actions shall be taken by the Authority:

(a) The Authority shall, upon the execution of this Lease Contract, adopt the necessary resolution and proceed to authorize the issuance of the Building Authority Bonds in the aggregate principal sum of not to exceed \$3,000,000, pursuant to and in accordance with the provisions of the Act, being the amount estimated to defray the cost of the acquisition and construction of the Facilities, together with architects' fees, legal and financing expenses and contingencies, amortized over a period not exceeding 30 years. The Authority shall offer for sale, and take such other legal procedure as may be necessary to sell the Building Authority Bonds. However, the award of the sale of the bonds shall be subject to the approval of the City Council and shall occur only after the plans and specifications have been completed and approved by the City Council and the construction contract has been completed and approved by the City Council.

(b) The Authority shall, by resolution, pledge the receipt from the cash rentals herein agreed to be paid by the City, for the payment of principal of and interest on the Building Authority Bonds.

(c) The Authority shall enter into and execute contracts for the acquisition and construction of the Facilities in accordance with the plans and specifications approved by the Authority and the City Council, and no changes in the plans and specifications shall be made without the approval of the City Council. The contracts shall be in a form approved by the City Council and no changes in the contracts shall be made without the approval of the City Council. The construction of the Facilities shall be supervised by the City's staff.

(d) The Authority shall require and secure from any contractor undertaking the construction of the Facilities, necessary and proper bonds to guarantee the performance of said contract in such amount and in such form as may be approved by the City Council, and such labor and material bonds as are required by law.

(e) The Authority shall, immediately upon receipt of the proceeds of the sale of the Building Authority Bonds, comply with all requirements provided for in the resolution relative to the disposition and use of such proceeds.

11. ADDITIONAL FUNDS: If, for any reason there are not sufficient funds to complete the acquisition and construction of the Facilities, and additional funds are needed, the parties agree that, at the option of the City Council, either of the following methods for providing said additional funds shall be used:

(a) The City may pay the necessary funds as additional advance rentals, and obtain credit or repayment therefor out of future rentals due under the terms of this Lease Contract after all outstanding Building Authority Bonds are paid; or

(b) The City may increase the amount of the annual cash rental payments it pays to an amount fully sufficient to amortize any additional building authority bonds issued by the Authority.

12. POSSESSION: The Authority shall deliver possession of the police and fire complex, city hall, and the department of public works building to the City on the effective date of this Lease Contract, and possession of each portion of the Facilities on the date that construction of that portion of the Facilities is completed. The obligation of the City for the payment of the annual cash rental payments shall in any event remain in full force and effect and shall be paid by the City at all times and in the amounts above specified in order to provide for the payment of principal of and interest on the Building Authority Bonds.

13. NO ABATEMENT OF RENT: There shall be no abatement of the annual cash rental payments required to be made by the City for any reason whatsoever. If, in the case of damage or destruction of the Facilities or other portions of the police and fire complex, city hall, and the department of public works building, the funds received from any insurance policies or other sources, are, in the judgment of the Authority, insufficient to make the Facilities usable or tenantable, then the Authority shall hold and/or invest the funds paid to it as a result of such loss for the benefit of the holders of outstanding Building Authority Bonds. When such funds in addition to rentals paid by the City are sufficient to pay the principal of and interest on all outstanding Building Authority Bonds the Authority shall deposit and hold such the total of such funds and the rental payments in trust for the benefit of the bondholders and use them to pay the principal, interest and call premiums, if any, on the Building Authority Bonds as they mature or as they become callable. Such funds so held may be invested in bonds, notes, bills and certificates of the United States of America.

14. INSURANCE: The City shall provide or cause to be provided liability insurance in an adequate amount protecting the Authority and the City against loss on account of damage or injury or death to persons or property resulting from ownership of the Facilities, or resulting from any act of omission or commission on the part of the Authority, or the City, or either of their agents, officers and employees, in connection with the acquisition and construction, operation, maintenance or repair of the Facilities, or the furnishing of any service to the City. The Authority shall require a sufficient fidelity bond from any person handling the Authority's funds.

15. ASSIGNMENT: The rights, duties and obligations of the City under this Lease Contract may not be assigned in whole or in part during the term of this Lease Contract or while any of the Building Authority Bonds are outstanding and unpaid.

16. RIGHT OF ENTRY: The Authority, its agents, servants, or employees, shall have the right to enter the Facilities at all reasonable times for the purpose of inspecting the same and determining whether the City is complying with all of the terms, agreements, covenants and conditions in this Lease Contract.

17. COVENANT TO PAY RENT: The City covenants and agrees that it will continue to pay to the Authority, in accordance with the terms of this Lease Contract, the annual cash rental payments required by this Lease Contract and pay all costs for the operation and maintenance of the Facilities, without abatement for any reason, until the principal of and interest on all Building Authority Bonds are paid in full.

18. REMEDIES: The City covenants and agrees that if, before all the principal and interest on the Building Authority Bonds has been paid in full, the City fails to make the annual cash rental payments or pay the operation and maintenance as required by this Lease Contract, the Authority may use all the remedies provided by law or in equity to correct said default, including those specifically provided in the Act.

In addition to the other remedies provided by law, the parties recognize the rights and remedies which bondholders have by virtue of the provisions of a bond resolution to be adopted by the Authority providing for the issuance of bonds under the provisions of the Act. The City and the Authority agree that all holders of Building Authority Bonds may compel performance of the duties and obligations of each of the parties to this Lease Contract.

19. RIGHTS OF BONDHOLDERS: The Authority and the City each recognize that the holders of the Building Authority Bonds will have contractual rights in this Lease Contract, and it is therefore, covenanted and agreed that so long as any of the Building Authority Bonds shall remain outstanding and unpaid, the provisions of this Lease Contract shall not be subject to any alteration or revision which would in any manner unfavorably affect either the security of the Building Authority Bonds or the prompt payment of principal of or interest thereon. The Authority and the City further covenant and agree that they will each comply with their respective duties and obligations under the terms of this Lease Contract promptly at the times and in the manner required by this Contract, and will not suffer to be done any act which would in any way impair the Building Authority Bonds, the security therefor, or the prompt payment of principal of and interest thereon.

20. FIRST LIEN: The City and the Authority covenant and agree that the proceeds of any sale or other liquidation of any interest of the City in the Facilities, the Site or any other portion of the police and fire complex, city hall, and the department of public works building, are hereby impressed with a first lien for the payment of any outstanding Building Authority Bonds.

21. NOTICE: Any notice necessary or proper to be given to either of the parties hereto may be served in the following manner:

- (a) If to the Authority, by delivering the same to any member of its Board.
- (b) If to the City, by delivering the same to the City Clerk or the Mayor.

22. TERM: This Lease Contract shall remain in full force and effect for a term commencing on the effective date of this Lease Contract and continuing until such time as the Building Authority Bonds are paid in full. At the end of such period, this Lease Contract and title to the Facilities shall both be conveyed to the City in a manner contemplated by the Act.

23. QUIET ENJOYMENT: The Authority covenants that the City, upon compliance with the terms of this Lease Contract, shall and may peacefully and quietly have and hold and enjoy the leased premises for the term of this Lease Contract.

24. BINDING EFFECT: This Lease Contract shall inure to the benefit of and be binding upon the respective parties and their permitted successors and assigns.

25. NULL AND VOID IF NO BONDS ISSUED: If for any reason the Building Authority Bonds are not issued or cannot be lawfully sold, this Lease Contract shall be null and void. However, that in no event shall this Lease Contract become null and void if the Building Authority Bonds are sold and delivered.

26. CHANGE IN ORGANIZATION; TERRITORY; CORPORATE STATUS: In the event changes occur in the constitution or laws of the State of Michigan which shall affect the organization, territory, powers or corporate status of the City, the terms and provisions of this Lease Contract shall not be affected by that change and the rights, duties and obligations of the parties shall not be altered or affected by that change insofar as ownership and rights of possession and requirement of payment on the outstanding bonds are concerned.

27. QUALIFIED BONDS: The City acknowledges that the City, including its subsidiary agencies, does not anticipate that the aggregate amount of tax-exempt obligations to be issued during the calendar year 2013 will exceed \$10,000,000 and approves the Building Authority's designation of the Building Authority Bonds as qualified tax-exempt obligations for purposes of Section 265(b)(3)(B) of the Internal Revenue Code of 1986, as amended.

IN WITNESS WHEREOF, the Authority, by a resolution of its Board of Commissioners, and the City, by a resolution of its City Council, have each caused this Lease Contract to be signed on their behalf as of the date first written above.

This Lease Contract has been executed in quadruplicate.

Witnessed by:

**CITY OF SOUTH HAVEN BUILDING AUTHORITY**

\_\_\_\_\_

By: \_\_\_\_\_  
\_\_\_\_\_  
Its: Chairperson, Board of Commissioners

\_\_\_\_\_

And: \_\_\_\_\_  
\_\_\_\_\_  
Its: Secretary, Board of Commissioners

In the presence of:

**CITY OF SOUTH HAVEN**

\_\_\_\_\_

By: \_\_\_\_\_  
Robert G. Burr  
Its: Mayor

\_\_\_\_\_

And: \_\_\_\_\_  
Amanda Morgan  
Its: Clerk

STATE OF MICHIGAN )  
 )SS  
COUNTIES OF VAN BUREN AND ALLEGAN )

On this \_\_\_\_\_, 2013, \_\_\_\_\_ and \_\_\_\_\_ the Chairperson and the Secretary, respectively, of the City of South Haven Building Authority appeared before me and acknowledged they signed this document on behalf of the Authority as authorized and directed by resolution of its Board of Commissioners.

\_\_\_\_\_  
Notary Public, \_\_\_\_\_ County, Michigan  
My Commission Expires:  
Acting in the County of \_\_\_\_\_

STATE OF MICHIGAN )  
 )SS  
COUNTIES OF VAN BUREN AND ALLEGAN )

On this \_\_\_\_\_, 2013, \_\_\_\_\_ and Amanda Morgan, the Mayor and the Clerk, respectively, of the City of South Haven, Michigan, appeared before me and acknowledged they signed this document on behalf of the City as authorized and directed by resolution of its City Council.

\_\_\_\_\_  
Notary Public, \_\_\_\_\_ County, Michigan  
My Commission Expires:  
Acting in the County of \_\_\_\_\_

*Drafted by and when recorded  
return to:*

Scott G. Smith  
Clark Hill PLC  
200 Ottawa Avenue NW Suite 500  
Grand Rapids, Michigan 49503

EXHIBIT A

LEGAL DESCRIPTION

Land located in City of South Haven, Van Buren and Allegan Counties, State of Michigan, described as:

EXHIBIT B

**[NOTE TO PUBLISHER – Publication MUST be ¼ page size]**

**FORM OF NOTICE**

TO THE ELECTORS AND TAXPAYERS OF THE  
CITY OF SOUTH HAVEN, MICHIGAN

NOTICE OF INTENT TO ENTER INTO A LEASE CONTRACT  
WITH THE CITY OF SOUTH HAVEN BUILDING AUTHORITY  
PLEDGING THE CITY'S LIMITED TAXING POWER

**RIGHT OF REFERENDUM**

PLEASE TAKE NOTICE that the City Council of the City of South Haven, Michigan (the "City"), intends and has resolved to enter into a Lease Contract with the City of South Haven Building Authority (the "Building Authority"), pursuant to which the Building Authority shall sell bonds (the "Bonds") in an amount not to exceed \$3,000,000, for the purpose of defraying the cost of erecting improvements, parking improvements, furnishing, equipping, remodeling and expanding public buildings and building sites, including, but not limited to, the renovation and expansion of the police and fire complex and improvements to the city hall and the department of public works building to be used by the City.

The Bonds issued by the City of South Haven Building Authority shall mature serially in installments with interest on the unpaid balance at a rate of not to exceed 5% per annum.

**SOURCE OF PAYMENT**

THE PRINCIPAL AND INTEREST ON THE BONDS shall be payable primarily from cash rentals to be paid by the City to the Building Authority as set forth in the Lease Contract, which bonds pledge said rentals to the payment thereof. THE CITY HAS PLEDGED ITS LIMITED TAX, FULL FAITH AND CREDIT, GENERAL OBLIGATION FOR THE PAYMENT OF THE CASH RENTALS SUFFICIENT TO PAY THE PRINCIPAL OF AND INTEREST ON THE BONDS AS THEY SHALL BECOME DUE AND PAYABLE, AND THE CITY, IF NECESSARY TO MAKE SUCH PAYMENTS, SHALL LEVY *AD VALOREM* TAXES UPON ALL TAXABLE PROPERTY IN THE CITY, SUBJECT TO APPLICABLE CHARTER, STATUTORY AND CONSTITUTIONAL LIMITATIONS ON THE POWER OF THE CITY TO TAX.

**RIGHT OF REFERENDUM**

THE LEASE CONTRACT will become effective without a vote of the electors thereon, upon the expiration of sixty (60) days following the publication of this notice, unless PETITIONS requesting an election on the question of whether the Lease Contract should be effective, signed by not less than 10% OF THE REGISTERED ELECTORS in the City are filed with the City Clerk WITHIN FORTY-FIVE (45) DAYS after the date of Publication, in which case the Lease Contract shall not become effective unless approved by a majority of the electors of the City qualified to vote and voting thereon.

A copy of the Lease Contract is on file at the office of the City Clerk.

THIS NOTICE is given pursuant to the requirements of Section 8b of Act 31, Public Acts of Michigan, 1948 (First Extra Session), as amended.

Amanda Morgan, Clerk

