

## City Council

### Special Meeting Agenda

Monday, March 4, 2013  
6:00 p.m., City Hall, Conference Room B



1. Call to Order
2. Roll Call
3. 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.
4. Adjourn

RESPECTFULLY SUBMITTED,

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

Brian Dissette  
City Manager

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

# City Council

## Regular Meeting Agenda

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



### 1. Call to Order

### 2. Invocation

- Pastor John Fisher, First United Methodist Church

### 3. Roll Call

### 4. Approval of Agenda

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

(All matters listed under the Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. Unless requested by a Council Member or a citizen, there will be no separate discussion on these items. If discussion is required regarding an item, that item will be removed from the Consent Agenda and considered separately.)

- A. Council will be requested to approve the City Council minutes of February 4, 2013.
- B. Bills totaling \$737,135.73 for the period ending March 3, 2013 be approved and forwarded to the Clerk and Treasurer for payment.
- C. Council will be asked to approve the placement of a temporary special event sign to be placed in the front lawn of City Hall for the Domestic Violence Coalition Fashion Show from March 5-17, 2013.
- D. Council will be asked to receive the following administrative reports and approved minutes to be placed on file:
  - 1) Parks Commission: Minutes, January 8, 2013.
  - 2) Liberty Hyde Bailey Museum Board: Minutes, January 15, 2013.
  - 3) Brownfield Redevelopment Authority: Minutes, November 12, 2013.
  - 4) Local Development Finance Authority: Minutes, November 12, 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.*

### UNFINISHED BUSINESS

### 6. City Council will be asked to consider the following actions regarding the Phoenix Street Improvements Project:

- A. Hold a public hearing regarding the grant application.
- B. Consider Resolution 2013-17: A Resolution authorizing application for a Michigan Community Development Block Grant Downtown Infrastructure Area Benefit Grant for Phoenix Street Improvements.

### NEW BUSINESS

7. **City Council will be asked to consider approval of the Gro America bid for dredging the North and South Side Marinas in the amount of \$236,653 with up to \$68,000 for an additional change order for the Turning Basin and Friends Goodwill Channel.**
8. **City Council will be asked to consider Resolution 2013-18: A Resolution setting a public hearing date of March 18, 2013 for consideration of an application for an Industrial Facilities Exemption Certificate requested by Foodtools, Inc.**
9. **City Council will be asked to consider a contract with Youth Development Corporation for recreational services in the City of South Haven.**
10. **City Council will be asked to consider a short term rental agreement with the Michigan State Police for use of the Michigan State Police Post located at 720 LaGrange Street.**
11. **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.)*
12. **City Manager's Comments**
13. **Mayor and Councilperson's Comments**
14. **Adjourn**

RESPECTFULLY SUBMITTED,



Brian Dissette  
City Manager

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# DRAFT

## City Council

### Regular Meeting Minutes

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



1. **Call to Order by Mayor Burr at 7:00 p.m.**
2. **Invocation by Pastor Jeffrey Dick, First Congregational Church**
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 Kozlik Wall.

Voted Yes: All. Motion carried.

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

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

- 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.

A Roll Call Vote was taken:

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

Motion carried.

### 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.**

**Item A: Appointment of Scott Boyd to fill a vacant 3-year term on the Zoning Board of Appeals which expires in 2015.**

Moved by Fitzgibbon to appoint Scott Boyd to fill a vacant 3-year term on the Zoning Board of Appeals which expires in 2015. Seconded by Klavins.

Voted Yes: All. Motion carried.

**Item B: Appointment of David Miller to fill a vacant 3-year term on the Zoning Board of Appeals which expires in 2013.**

Dave Miller introduced himself to City Council as an applicant for the Zoning Board of Appeals.

Moved by Kozlik Wall to appoint David Miller to fill a vacant 3-year term on the Zoning Board of Appeals which expires in 2013. Seconded by Patterson.

Voted Yes: All. Motion carried.

**NEW BUSINESS**

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

*Background Information:* 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.

Moved by Fitzgibbon to approve Resolution 2013-12: A Resolution amending the beach parking fee system. Seconded by Patterson.

Voted Yes: All. Motion carried.

**8. City Council will be asked to consider Resolution 2013-13: A Resolution adopting a post-issuance tax compliance policy for tax-exempt obligations.**

*Background Information:* 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.

Moved by Fitzgibbon to approve Resolution 2013-13: A Resolution adopting a post-issuance tax compliance policy for tax-exempt obligations. Seconded by Kozlik Wall.

Voted Yes: All. Motion carried.

**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.**

*Background Information:* 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.

Moved by Patterson, seconded by Arnold to approve 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.

A Roll Call Vote was taken:

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

Nays: None

Motion carried.

**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.**

*Background Information:* 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.

**Item 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.**

Moved by Kozlik Wall to approve 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. Seconded by Fitzgibbon.

Voted Yes: All. Motion carried.

**Item B: Set a public hearing date of March 4, 2013 to hear public comment regarding the grant application.**

Moved by Kozlik Wall to set a public hearing date of March 4, 2013 to hear public comment regarding the grant application. Seconded by Patterson.

Voted Yes: All. Motion carried.

**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.**

*Background Information:* 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.

**Item A: Resolution 2013-15: A Resolution authorizing publication of Notice of Intent.**

Moved by Kozlik Wall to approve Resolution 2013-15: A Resolution authorizing publication of Notice of Intent. Seconded by Klavins.

Voted Yes: All. Motion carried.

**Item 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.**

Moved by Kozlik Wall to 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. Seconded by Fitzgibbon.

Voted Yes: All. Motion carried.

**12. City Council will be asked to consider Resolution 2013-16: A Resolution approving building authority lease and other closing details.**

*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.

Moved by Patterson to approve Resolution 2013-16: A Resolution approving building authority lease and other closing details. Seconded by Kozlik Wall.

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**

Klavins: No comment.

Arnold: Wished the Rams Basketball team good luck.

Patterson: Thanked the City Staff for all the work they do in getting the grants.

Fitzgibbon: Reminded everyone that this Saturday, February 23<sup>rd</sup> is the Bridge Sit.

Gruber: No comment.

Kozlik Wall: No comment.

Burr: Reminded everyone that there is an Oscar Party in Grand Rapids which serves as a fundraiser for the Waterfront Film Festival.

**16. Adjourn**

Moved by Kozlik Wall to adjourn. Seconded by Patterson.

Voted Yes: All. Motion carried. Meeting adjourned at 7:29 p.m.

RESPECTFULLY SUBMITTED,



Amanda Morgan, CMC  
City Clerk

Approved by City Council: **DRAFT**

**CITY OF SOUTH HAVEN  
MARCH 4, 2013**

	PREPAID	CURRENT	TOTAL
101-GENERAL FUND	\$ 77,707.50	\$ 172,360.40	\$ 250,067.90
202-MAJOR STREET FUND	\$ -	\$ 110.75	\$ 110.75
203-LOCAL STREET FUND	\$ -	\$ 110.75	\$ 110.75
204-STREET FUND	\$ 69.71	\$ -	\$ 69.71
226-GARBAGE/REFUSE FUND	\$ -	\$ -	\$ -
250-DOWNTOWN DEVELOPMENT	\$ -	\$ 5,846.08	\$ 5,846.08
251-LDFA #1	\$ -	\$ 1,577.00	\$ 1,577.00
253-LDFA #3	\$ -	\$ -	\$ -
260-BROWNFIELD AUTHORITY	\$ -	\$ -	\$ -
265-NARCOTICS UNIT	\$ -	\$ -	\$ -
266-POLICE TRAINING	\$ -	\$ -	\$ -
296-RIVER MAINTENANCE	\$ 500.00	\$ -	\$ 500.00
371-CAPITAL BOND DEBT SERV	\$ -	\$ -	\$ -
372-WATER PLANT FUND	\$ -	\$ -	\$ -
395-DDA DEBT SERVICE	\$ -	\$ -	\$ -
402-CAPITAL PROJECTS	\$ -	\$ 23,585.43	\$ 23,585.43
496-WATER PLANT CONSTRUCTION	\$ -	\$ -	\$ -
545-BLACK RIVER PARK	\$ 37.73	\$ 139.45	\$ 177.18
577-BEACH FUND	\$ 129.00	\$ 6.81	\$ 135.81
582-ELECTRIC FUND	\$ 6,446.10	\$ 23,579.09	\$ 30,025.19
591-WATER FUND	\$ 4,910.39	\$ 14,304.59	\$ 19,214.98
592-SEWER FUND	\$ 4,581.72	\$ 35,620.29	\$ 40,202.01
594-MUNICIPAL MARINA	\$ 522.64	\$ 248,360.46	\$ 248,883.10
636-INFORMATION SERVICES	\$ 133.57	\$ 4,777.87	\$ 4,911.44
661-MOTOR POOL	\$ 1,415.29	\$ 4,785.89	\$ 6,201.18
677-SELF INSURANCE	\$ -	\$ 955.85	\$ 955.85
703-TAX FUND	\$ 103,561.37	\$ -	\$ 103,561.37
718-TRUST & AGENCY	\$ 1,000.00	\$ -	\$ 1,000.00
750-EMPLOYEE WITHHOLDING	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>\$ 201,015.02</b>	<b>\$ 536,120.71</b>	<b>\$ 737,135.73</b>

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 1 FIFTH THIRD BANK						
02/14/2013	1	43696	000059	ALLEGAN COUNTY TREASURER	PROPERTY TAX COLLECTIONS	219.98
02/14/2013	1	43697	UB REFUND	DAGGETT, JOSEPH G	UB refund for account: 40873003	181.65
02/14/2013	1	43698	UB REFUND	DEPARTMENT OF HUMAN SERVICES	UB DEPOSIT REFUND FOR ACCOUNT: 10938001	200.00
02/14/2013	1	43699	UB REFUND	KELLOGG, DOUGLAS R	UB refund for account: 20027303	32.38
02/14/2013	1	43700	001329	LAKE MICHIGAN COLLEGE	PROPERTY TAX COLLECTIONS	2,941.75
02/14/2013	1	43701	003090	JOE MILLER	MILEAGE - PIPELINE SAFETY	40.68
02/14/2013	1	43702	002396	SOUTH HAVEN COMMUNITY HOSPITAL	PROPERT TAX COLLECTION	279.67
02/14/2013	1	43703	002410	SOUTH HAVEN MEMORIAL LIBRARY	PROPERTY TAX COLLECTION	927.34
02/14/2013	1	43704	002415	SOUTH HAVEN PUBLIC SCHOOLS	PROPERTY TAX COLLECTION	19,738.53
02/14/2013	1	43705	002417	SOUTH HAVEN SENIOR SERVICES	PROPERTY TAX COLLECTION	211.47
02/14/2013	1	43706	UB REFUND	TIDEWATER INC	UB refund for account: 30719005	52.59
02/14/2013	1	43707	002757	VAN BUREN COUNTY TREASURER	PROPERTY TAX COLLECTION	21,696.80
02/14/2013	1	43708	002758	VAN BUREN INTERMEDIATE	PROPERTY TAX COLLECTION	58,964.31
02/20/2013	1	43709	003085	WATERFRONT FILM FESTIVAL	WATERFRONT FILM FESTIVAL CONTRIBUTIONS	1,000.00
02/22/2013	1	43711	UB REFUND	ASKEW, W C	UB deposit refund for account: 30459203	140.00
02/22/2013	1	43712	000237	ANTWAN BELL	TRAVEL-MEAL	8.00
02/22/2013	1	43713	003048	TODD BLOOMSTINE	TRAINING/MILEAGE & MEAL	78.80
02/22/2013	1	43714	UB REFUND	DEPARTMENT OF HUMAN SERVICES	UB REFUND FOR ACCOUNT: 30727501 DEPOSIT	200.00
02/22/2013	1	43715	UB REFUND	DEPARTMENT OF HUMAN SERVICES	UB deposit refund for account: 40003000	120.00
02/22/2013	1	43716	000843	FRONTIER	TELEPHONE 616-040-1864-120202-5	29.00
					TELEPHONE 269-639-8034-092904-5	37.15
					TELEPHONE 269-637-5084-060311-5	244.53
					TELEPHONE 269-637-8578-032095-5	41.94
					TELEPHONE 616-040-3325-112972-5	58.00
						<u>410.62</u>
02/22/2013	1	43717	000847	FUEL MANAGEMENT SYSTEM	FUEL	10,467.88
02/22/2013	1	43718	003086	ART HAINES	TRAINING	50.00
02/22/2013	1	43719	UB REFUND	HAMMEL, PATRICK W	UB refund for account: 10658004	688.37
02/22/2013	1	43720	UB REFUND	LACY, TAMARA C	UB deposit refund for account: 30771002	300.00
02/22/2013	1	43721	UB REFUND	LEWIS, RENEE H	UB REFUND FOR ACCOUNT: 30727501 BALANCE	62.12
02/22/2013	1	43722	001610	MICHIGAN GAS UTILITIES	NATURAL GAS 5258805-0	402.94
					NATURAL GAS 4709428-9	210.70
					NATURAL GAS 4776012-9	2,635.41
					NATURAL GAS 4778754-4	256.51
					NATURAL GAS 4716366-2	2,632.82
					NATURAL GAS 4713051-3	826.38
					NATURAL GAS 4999209-2	248.24
					NATURAL GAS 4709495-8	1,252.99
					NATURAL GAS 4714392-0	119.70
					NATURAL GAS 4716744-0	37.73
					NATURAL GAS 471977-5	133.25
					NATURAL GAS 5110094-9	3,571.26
						<u>12,327.93</u>
02/22/2013	1	43723	002034	AARON PRIEBE	EXAM FEE-PESTICIDE APPLICATOR LICENSE	75.00
02/22/2013	1	43724	UB REFUND	SHANNON E GULLION	UB deposit refund for account: 30771002	300.00
02/22/2013	1	43725	003047	ERIC SMITH	TRAINING/MILEAGE & MEAL	76.27
02/22/2013	1	43726	002494	STATE OF MICHIGAN	DREDGING PERMIT ADDITIONAL FEE	500.00
02/22/2013	1	43727	003095	JOSEPH TRUNK	ELECTRIC REBATE - PINWOOD LANE	243.26
02/22/2013	1	43728	002757	VAN BUREN COUNTY TREASURER	PAYMENT IN LIEU OF PROPERTY TAX	5,070.27
02/22/2013	1	43729	002792	VERIZON WIRELESS	CELL PHONES 486573081-00001	1,463.90
					CELL PHONES 886568152-00001	877.58

User: sonofrio

CHECK DATE FROM 02/14/2013 - 03/26/2013

DB: South Haven

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
						2,341.48
02/22/2013	1	43730	UB REFUND	VULICH, DENNIS S	UB refund for account: 30887002	89.33
02/26/2013	1	43731	000286	BLUE CROSS BLUE SHIELD OF MICHIGAN	INSURANCE	53,057.49
02/26/2013	1	43732	000624	DELTA DENTAL OF MICHIGAN	INSURANCE	5,102.43
02/26/2013	1	43733	001405	LINCOLN NATIONAL LIFE INS CO	INSURANCE	2,593.62
02/26/2013	1	43734	003099	5TH DISTRICT COURT	CASH BOND - CHE WILLIAM DAVIS	225.00

## 1 TOTALS:

Total of 38 Checks:

201,015.02

Less 0 Void Checks:

0.00

Total of 38 Disbursements:

201,015.02

EXP CHECK RUN DATES 03/05/2013 - 03/05/2013  
 UNJOURNALIZED OPEN  
 BANK CODE: 1 - CHECK TYPE: PAPER CHECK

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
Vendor 000014 - ABONMARCHE CONSULTANTS INC:							
106150 30577	ABONMARCHE CONSULTANTS INC SEWER SYSTEM EVALUATION 592-558-801-008	02/22/2013 sonofrio	03/05/2013	28,626.99	28,626.99	0	N 02/26/2013
	SANITARY SEWER EVALUATION SURV			28,626.99			
	Total for vendor 000014 - ABONMARCHE CONSULTANTS INC:			<u>28,626.99</u>	<u>28,626.99</u>		
Vendor 000043 - AIRGAS USA, LLC:							
9907123863 30440	AIRGAS USA, LLC CYLINDER RENTAL 661-450-802-000	01/31/2013 sonofrio	03/05/2013	36.56	36.56	0	N 02/26/2013
	OTHER CONTRACTUAL SERVICES			36.56			
	Total for vendor 000043 - AIRGAS USA, LLC:			<u>36.56</u>	<u>36.56</u>		
Vendor 000050 - ALEXANDER CHEMICAL CORP:							
SLS 10001034 30441	ALEXANDER CHEMICAL CORP CHEMICALS 592-559-741-000	01/31/2013 sonofrio	03/05/2013	2,375.00	2,375.00	0	N 02/26/2013
	OPERATING SUPPLIES			2,375.00			
	Total for vendor 000050 - ALEXANDER CHEMICAL CORP:			<u>2,375.00</u>	<u>2,375.00</u>		
Vendor 000053 - ALL AUTOMOTIVE EQUIPMENT INC:							
8207 30442	ALL AUTOMOTIVE EQUIPMENT INC INSPECTION 661-450-933-000	02/13/2013 sonofrio	03/05/2013	150.00	150.00	0	N 02/26/2013
	REPAIRS/MAINTENANCE - EQUIP			150.00			
5359 30443	ALL AUTOMOTIVE EQUIPMENT INC INSPECTION 661-450-933-000	02/07/2013 sonofrio	03/05/2013	150.00	150.00	0	N 02/26/2013
	REPAIRS/MAINTENANCE - EQUIP			150.00			
	Total for vendor 000053 - ALL AUTOMOTIVE EQUIPMENT INC:			<u>300.00</u>	<u>300.00</u>		
Vendor 000065 - ALLIED MECHANICAL SERVICES INC:							
108747 30573	ALLIED MECHANICAL SERVICES INC REPAIRS & SERVICE 591-559-933-000	02/13/2013 sonofrio	03/05/2013	1,242.64	1,242.64	0	N 02/26/2013
	REPAIRS/MAINTENANCE - EQUIPM			1,242.64			
	Total for vendor 000065 - ALLIED MECHANICAL SERVICES INC:			<u>1,242.64</u>	<u>1,242.64</u>		

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
Vendor 003073 - ALS GROUP USA, CORP:							
20-1302398-0 30533	ALS GROUP USA, CORP CHEMICAL ANALYSIS 592-560-802-000	02/19/2013 sonofrio	03/05/2013	590.00	590.00	O	N 02/26/2013
	OTHER CONTRACTUAL SERVICES			590.00			
	Total for vendor 003073 - ALS GROUP USA, CORP:			<u>590.00</u>	<u>590.00</u>		
Vendor 000087 - AMERICAN ELECTRIC POWER:							
120-20780872 30444	AMERICAN ELECTRIC POWER ANNUAL STATION MAINTENANCE 582-558-802-000	02/06/2013 sonofrio	03/05/2013	9,890.00	9,890.00	O	N 02/26/2013
	OTHER CONTRACTUAL SERVICES			9,890.00			
120-20777449 30445	AMERICAN ELECTRIC POWER ANNUAL STATION MAINTENANCE 582-558-802-000	01/16/2013 sonofrio	03/05/2013	3,885.00	3,885.00	O	N 02/26/2013
	OTHER CONTRACTUAL SERVICES			3,885.00			
	Total for vendor 000087 - AMERICAN ELECTRIC POWER:			<u>13,775.00</u>	<u>13,775.00</u>		
Vendor 000154 - ARNT:							
16029 30534	ARNT COLD PATCH 101-446-741-000	02/11/2013 sonofrio	03/05/2013	2,390.12	2,390.12	O	N 02/26/2013
	OPERATING SUPPLIES			2,390.12			
	Total for vendor 000154 - ARNT:			<u>2,390.12</u>	<u>2,390.12</u>		
Vendor 000162 - ASR HEALTH BENEFITS:							
MARCH 2013 30535	ASR HEALTH BENEFITS ADMINISTRATION FEE 677-227-802-000	02/23/2013 sonofrio	03/05/2013	955.85	955.85	O	N 02/26/2013
	OTHER CONTRACTUAL SERVICES			955.85			
	Total for vendor 000162 - ASR HEALTH BENEFITS:			<u>955.85</u>	<u>955.85</u>		
Vendor 000174 - AUTO GLASS BY GOBLES:							
WO 9000001944 30536	AUTO GLASS BY GOBLES WINDSHIELD REPLACED 661-450-935-000	02/19/2013 sonofrio	03/05/2013	343.30	343.30	O	N 02/25/2013
	REPAIRS/MAINTENANCE - VEHICLES			343.30			
	Total for vendor 000174 - AUTO GLASS BY GOBLES:			<u>343.30</u>	<u>343.30</u>		

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
Vendor 003096 - AUTOMOTIVE EQUIPMENT TECHNOLOGIES:							
2773							
30446	AUTOMOTIVE EQUIPMENT TECHNOLOGIES	02/18/2013	03/05/2013	18.00	18.00	0	N
	TIRE CHANGER INSERT	sonofrio					02/26/2013
	661-450-741-000	OPERATING SUPPLIES		18.00			
	Total for vendor 003096 - AUTOMOTIVE EQUIPMENT TECHNOLOGIES:			<u>18.00</u>	<u>18.00</u>		

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
Vendor 000177 - AUTOWARES INC:							
233-754749 30447	AUTOWARES INC REPAIR/MAINTENANCE SUPPLIES 661-450-741-003	02/05/2013 sonofrio REPAIR & MAINT SUPPLIES	03/05/2013	7.49 7.49	7.49	O	N 02/26/2013
233-755112 30448	AUTOWARES INC REPAIR/MAINTENANCE SUPPLIES 661-450-741-000	02/08/2013 sonofrio OPERATING SUPPLIES	03/05/2013	2.69 2.69	2.69	O	N 02/26/2013
233-755126 30449	AUTOWARES INC REPAIR/MAINTENANCE SUPPLIES 661-450-748-000	02/08/2013 sonofrio MOTOR FUEL & LUBRICANTS	03/05/2013	91.14 91.14	91.14	O	N 02/26/2013
233-755127 30450	AUTOWARES INC REPAIR/MAINTENANCE SUPPLIES 661-450-748-000	02/08/2013 sonofrio MOTOR FUEL & LUBRICANTS	03/05/2013	78.17 78.17	78.17	O	N 02/26/2013
233-756358 30451	AUTOWARES INC REPAIR/MAINTENANCE SUPPLIES 661-450-741-003	02/19/2013 sonofrio REPAIR & MAINT SUPPLIES	03/05/2013	14.49 14.49	14.49	O	N 02/26/2013
233-756249 30452	AUTOWARES INC RETURN 661-450-741-003	02/18/2013 sonofrio REPAIR & MAINT SUPPLIES	03/05/2013	(14.24) (14.24)	(14.24)	O	N 02/26/2013
233-755441 30453	AUTOWARES INC REPAIR/MAINTENANCE SUPPLIES 661-450-741-000	02/11/2013 sonofrio OPERATING SUPPLIES	03/05/2013	121.40 121.40	121.40	O	N 02/26/2013
233-754759 30454	AUTOWARES INC REPAIR/MAINTENANCE SUPPLIES 661-450-741-003	02/05/2013 sonofrio REPAIR & MAINT SUPPLIES	03/05/2013	60.69 60.69	60.69	O	N 02/26/2013
233-755494 30455	AUTOWARES INC REPAIR/MAINTENANCE SUPPLIES 661-450-742-000	02/12/2013 sonofrio SMALL TOOLS	03/05/2013	93.99 93.99	93.99	O	N 02/26/2013

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233-755863 30456	AUTOWARES INC REPAIR/MAINTENANCE SUPPLIES 661-450-741-000	02/14/2013 sonofrio OPERATING SUPPLIES	03/05/2013	12.48 12.48	12.48	O	N 02/26/2013
233-756233 30457	AUTOWARES INC REPAIR/MAINTENANCE SUPPLIES 661-450-741-003	02/18/2013 sonofrio REPAIR & MAINT SUPPLIES	03/05/2013	85.07 85.07	85.07	O	N 02/26/2013
233-756166 30458	AUTOWARES INC REPAIR/MAINTENANCE SUPPLIES 661-450-741-003	02/18/2013 sonofrio REPAIR & MAINT SUPPLIES	03/05/2013	139.55 139.55	139.55	O	N 02/26/2013
233-755565 30459	AUTOWARES INC REPAIR/MAINTENANCE SUPPLIES 661-450-742-000	02/12/2013 sonofrio SMALL TOOLS	03/05/2013	4.29 4.29	4.29	O	N 02/26/2013
233-755564 30460	AUTOWARES INC RETURN 661-450-742-000	02/12/2013 sonofrio SMALL TOOLS	03/05/2013	(4.09) (4.09)	(4.09)	O	N 02/26/2013
233-756359 30461	AUTOWARES INC REPAIR/MAINTENANCE SUPPLIES 661-450-741-003	02/19/2013 sonofrio REPAIR & MAINT SUPPLIES	03/05/2013	17.09 17.09	17.09	O	N 02/26/2013
Total for vendor 000177 - AUTOWARES INC:				<u>710.21</u>	<u>710.21</u>		

Vendor 000210 - BARNUM CO, H H:

X28173 30462	H H BARNUM COMPANY EQUIPMENT	02/04/2013 sonofrio	03/05/2013	1,305.56	1,305.56	O	N 02/26/2013
	592-559-973-001	SEWER SYSTEM EQUIPMENT		926.95			
	592-566-973-001	SEWER SYSTEM EQUIPMENT		265.03			
	592-567-973-001	SEWER SYSTEM EQUIPMENT		113.58			
Total for vendor 000210 - BARNUM CO, H H:				<u>1,305.56</u>	<u>1,305.56</u>		

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Inv Ref#	Description	Entered By					Post Date
Vendor 000259 - BEST-ONE FLEET SERVICE WAYLAND:							
100608							
30463	BEST-ONE FLEET SERVICE WAYLAND	02/08/2013	03/05/2013	1,693.50	1,693.50	O	N
	TIRES	sonofrio					02/26/2013
	661-450-741-003	REPAIR & MAINT SUPPLIES		1,693.50			
	Total for vendor 000259 - BEST-ONE FLEET SERVICE WAYLAND:			<u>1,693.50</u>	<u>1,693.50</u>		
Vendor 000346 - BRUSH ENTERPRISES:							
4468							
30464	BRUSH ENTERPRISES	02/06/2013	03/05/2013	47.00	47.00	O	N
	REPAIRS	sonofrio					02/26/2013
	661-450-935-000	REPAIRS/MAINTENANCE - VEHICLES		47.00			
4464							
30465	BRUSH ENTERPRISES	02/05/2013	03/05/2013	290.88	290.88	O	N
	REPAIRS	sonofrio					02/26/2013
	661-450-935-000	REPAIRS/MAINTENANCE - VEHICLES		290.88			
	Total for vendor 000346 - BRUSH ENTERPRISES:			<u>337.88</u>	<u>337.88</u>		
Vendor 003081 - CANON SOLUTIONS AMERICA, INC:							
4008751636							
30466	CANON SOLUTIONS AMERICA, INC	02/09/2013	03/05/2013	55.01	55.01	O	N
	COPIER USAGE MAINTENANCE	sonofrio					02/26/2013
	101-265-802-000	OTHER CONTRACTUAL SERVICES		55.01			
	Total for vendor 003081 - CANON SOLUTIONS AMERICA, INC:			<u>55.01</u>	<u>55.01</u>		
Vendor 000418 - CDW GOVERNMENT INC:							
X709579							
30467	CDW GOVERNMENT INC	02/13/2013	03/05/2013	480.75	480.75	O	N
	TONER	sonofrio					02/26/2013
	636-258-727-000	OFFICE SUPPLIES		480.75			
W773685							
30468	CDW GOVERNMENT INC	01/23/2013	03/05/2013	207.75	207.75	O	N
	VISIONTEK RAD	sonofrio					02/26/2013
	636-258-980-001	COMPUTER HARDWARE		207.75			
	Total for vendor 000418 - CDW GOVERNMENT INC:			<u>688.50</u>	<u>688.50</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 000424 - CENTRAL AUTO & EQUIP INC:							
73883							
30469	CENTRAL AUTO & EQUIP INC	02/19/2013	03/05/2013	51.00	51.00	0	N
	HANDLES	sonofrio					02/26/2013
	582-558-741-000	OPERATING SUPPLIES		51.00			
	Total for vendor 000424 - CENTRAL AUTO & EQUIP INC:			<u>51.00</u>	<u>51.00</u>		
Vendor 000427 - CENTRAL MICHIGAN PAPER COMPANY:							
047043-00							
30470	CENTRAL MICHIGAN PAPER COMPANY	02/14/2013	03/05/2013	573.40	573.40	0	N
	COPY PAPER	sonofrio					02/26/2013
	101-001-070-000	DUE FROM SHAES		143.35			
	101-301-727-000	OFFICE SUPPLIES		430.05			
	Total for vendor 000427 - CENTRAL MICHIGAN PAPER COMPANY:			<u>573.40</u>	<u>573.40</u>		

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
Vendor 000471 - CITY PLUMBING & HEATING CO:							
021428 30471	CITY PLUMBING & HEATING CO MAINTENANCE AGREEMENT 1/15-2/14 101-001-070-000 101-301-802-001	02/13/2013 sonofrio	03/05/2013	730.00 481.80 248.20	730.00	O	N 02/26/2013
021455 30472	CITY PLUMBING & HEATING CO MAINTENANCE AGREEMENT 2/15-3/14 101-001-070-000 101-301-802-001	02/13/2013 sonofrio	03/05/2013	730.00 481.80 248.20	730.00	O	N 02/26/2013
021426 30473	CITY PLUMBING & HEATING CO MAINTENANCE AGREEMENT JANUARY 101-265-802-000	02/13/2013 sonofrio	03/05/2013	1,000.00 1,000.00	1,000.00	O	N 02/26/2013
021454 30474	CITY PLUMBING & HEATING CO MAINTENANCE AGREEMENT FEBRUARY 101-265-802-000	02/13/2013 sonofrio	03/05/2013	1,000.00 1,000.00	1,000.00	O	N 02/26/2013
021200 30475	CITY PLUMBING & HEATING CO REPAIRS & SERVICE 101-265-931-000	02/01/2013 sonofrio	03/05/2013	309.97 309.97	309.97	O	N 02/26/2013
021427 30537	CITY PLUMBING & HEATING CO MAINTENANCE CONTRACT 101-265-802-000	02/13/2013 sonofrio	03/05/2013	675.00 675.00	675.00	O	N 02/26/2013
Total for vendor 000471 - CITY PLUMBING & HEATING CO:				4,444.97	4,444.97		

Vendor 000475 - CLARK HILL PLC:

479677 30538	CLARK HILL PLC ATTORNEY SERVICES 101-371-801-000 251-901-801-000 101-210-801-000	02/12/2013 sonofrio	03/05/2013	12,370.28 19.00 1,577.00 10,774.28	12,370.28	O	N 02/26/2013
Total for vendor 000475 - CLARK HILL PLC:				12,370.28	12,370.28		

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
Vendor 000484 - COASTAL LANDSCAPING INC:							
QX9250 30476	COASTAL LANDSCAPING INC TRIM GRASSES & LANDSCAPING 594-776-802-000	01/18/2013 sonofrio	03/05/2013	1,312.00	1,312.00	O	N 02/26/2013
	OTHER CONTRACTUAL SERVICES			1,312.00			
	Total for vendor 000484 - COASTAL LANDSCAPING INC:			<u>1,312.00</u>	<u>1,312.00</u>		
Vendor 000520 - CONTINENTAL LINEN SERVICES:							
0693854 30477	CONTINENTAL LINEN SERVICES RUG RENTAL 101-001-070-000	02/13/2013 sonofrio	03/05/2013	126.78	126.78	O	N 02/26/2013
	DUE FROM SHAES			83.67			
	101-301-802-001 SERVICE CONTRACTS			43.11			
	Total for vendor 000520 - CONTINENTAL LINEN SERVICES:			<u>126.78</u>	<u>126.78</u>		
Vendor 000622 - DELL MARKETING L P:							
XJ32DCPW4 30478	DELL MARKETING L P REPLACEMENT PARTS 636-258-980-001	01/30/2013 sonofrio	03/05/2013	104.43	104.43	O	N 02/26/2013
	COMPUTER HARDWARE			104.43			
XJ365JPW9 30539	DELL MARKETING L P PARTS 636-258-980-001	02/07/2013 sonofrio	03/05/2013	1,199.92	1,199.92	O	N 02/26/2013
	COMPUTER HARDWARE			1,199.92			
	Total for vendor 000622 - DELL MARKETING L P:			<u>1,304.35</u>	<u>1,304.35</u>		
Vendor 000716 - EJ USA INC:							
3570507 30479	EJ USA INC REMAC 591-558-741-000	02/05/2013 sonofrio	03/05/2013	554.82	554.82	O	N 02/26/2013
	OPERATING SUPPLIES			554.82			
3572747 30540	EJ USA INC MAINTENANCE SUPPLIES 591-558-741-000	02/15/2013 sonofrio	03/05/2013	5,085.80	5,085.80	O	N 02/26/2013
	OPERATING SUPPLIES			5,085.80			
	Total for vendor 000716 - EJ USA INC:			<u>5,640.62</u>	<u>5,640.62</u>		

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
Vendor 000843 - FRONTIER:							
5942 3/18/13 30541	FRONTIER TELEPHONE 231-189-0674-032599-5	02/20/2013 sonofrio	03/05/2013	1,363.70	1,363.70	0	N 02/26/2013
	101-265-850-000 TELEPHONE			585.65			
	250-729-850-000 TELEPHONE			13.62			
	545-776-850-000 TELEPHONE			6.81			
	577-751-850-000 TELEPHONE			6.81			
	582-558-850-000 TELEPHONE			177.91			
	591-558-850-000 TELEPHONE			88.96			
	591-559-850-000 TELEPHONE			177.06			
	592-558-850-000 TELEPHONE			88.96			
	592-559-850-000 TELEPHONE			177.06			
	594-776-850-000 TELEPHONE			13.62			
	636-258-850-000 TELEPHONE			13.62			
	661-450-850-000 TELEPHONE			13.62			
3451 3/18/13 30542	FRONTIER TELEPHONE 269-639-2048-112509-5	02/20/2013 sonofrio	03/05/2013	36.79	36.79	0	N 02/26/2013
	592-559-850-000 TELEPHONE			36.79			
1481 3/18/13 30543	FRONTIER TELEPHONE 269-637-3523-042994-5	02/20/2013 sonofrio	03/05/2013	132.64	132.64	0	N 02/26/2013
	545-776-850-000 TELEPHONE			132.64			
8481 3/18/13 30544	FRONTIER TELEPHONE 269-637-3171-031500-5	02/20/2013 sonofrio	03/05/2013	181.53	181.53	0	N 02/26/2013
	594-776-850-000 TELEPHONE			181.53			
2012 3/15/13 30545	FRONTIER TELEPHONE 616-040-6480-021893-5	02/19/2013 sonofrio	03/05/2013	26.16	26.16	0	N 02/26/2013
	592-559-850-000 TELEPHONE			26.16			
9501 3/15/13 30546	FRONTIER TELEPHONE 616-001-2946-100103-5	02/19/2013 sonofrio	03/05/2013	73.60	73.60	0	N 02/26/2013
	591-558-850-000 TELEPHONE			18.40			
	592-558-850-000 TELEPHONE			18.40			
	582-558-850-000 TELEPHONE			36.80			

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
1305 3/15/13 30547	FRONTIER TELEPHONE 269-637-9127-080204-5 594-776-850-000 TELEPHONE	02/19/2013 sonofrio	03/05/2013	72.65 72.65	72.65	0	N 02/26/2013
7399 3/18/13 30568	FRONTIER TELEPHONE 269-637-0261-052112-5 101-265-850-000 TELEPHONE	02/20/2013 sonofrio	03/05/2013	606.53 606.53	606.53	0	N 02/26/2013
Total for vendor 000843 - FRONTIER:				<u>2,493.60</u>	<u>2,493.60</u>		

Vendor 003097 - GEOSHACK:

055-638 30480	GEOSHACK REPAIR SERVICE 101-447-933-000	01/24/2013 sonofrio	03/05/2013	141.50 141.50	141.50	0	N 02/26/2013
Total for vendor 003097 - GEOSHACK:				<u>141.50</u>	<u>141.50</u>		

Vendor 000913 - GRAINGER:

9069915842 30548	GRAINGER FANS 592-570-933-000-0055 592-570-933-000-0051	02/18/2013 sonofrio	03/05/2013	239.28 119.64 119.64	239.28	0	N 02/26/2013
Total for vendor 000913 - GRAINGER:				<u>239.28</u>	<u>239.28</u>		

Vendor 000921 - GRANDVILLE TRACTOR &:

IN14754 30481	GRANDVILLE TRACTOR & EQUIPMENT CO PARTS 661-450-741-003	02/18/2013 sonofrio	03/05/2013	520.00 520.00	520.00	0	N 02/26/2013
Total for vendor 000921 - GRANDVILLE TRACTOR &:				<u>520.00</u>	<u>520.00</u>		

Vendor 000963 - GRP ENGINEERING INC:

20130114 30549	GRP ENGINEERING INC ENGINEERING SERVICES 402-202-988-010	02/04/2013 sonofrio	03/05/2013	4,880.53 4,880.53	4,880.53	0	N 02/26/2013
Total for vendor 000963 - GRP ENGINEERING INC:				<u>4,880.53</u>	<u>4,880.53</u>		

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Vendor 001007 - HARDESTY & HANOVER, LLP:							
2804.00							
30572	HARDESTY & HANOVER, LLP ENGINEERING - BRIDGE 402-202-988-010	02/05/2013 sonofrio	03/05/2013	18,704.90	18,704.90	O	N 02/26/2013
	MAJOR STREET UPGRADES			18,704.90			
	Total for vendor 001007 - HARDESTY & HANOVER, LLP:			<u>18,704.90</u>	<u>18,704.90</u>		
Vendor 001067 - HI TEC BUILDING SERVICES:							
004811							
30578	HI TEC BUILDING SERVICES JANITORIAL SERVICE 101-265-802-000	02/26/2013 sonofrio	03/05/2013	920.00	920.00	O	N 02/26/2013
	OTHER CONTRACTUAL SERVICES			920.00			
004812							
30579	HI TEC BUILDING SERVICES JANITORIAL SERVICE 101-301-802-001	02/26/2013 sonofrio	03/05/2013	1,180.00	1,180.00	O	N 02/26/2013
	SERVICE CONTRACTS			1,180.00			
004813							
30580	HI TEC BUILDING SERVICES JANITORIAL SERVICE 101-265-802-000	02/26/2013 sonofrio	03/05/2013	620.00	620.00	O	N 02/26/2013
	OTHER CONTRACTUAL SERVICES			620.00			
004817							
30581	HI TEC BUILDING SERVICES JANITORIAL SERVICE 591-559-802-000	02/26/2013 sonofrio	03/05/2013	390.00	390.00	O	N 02/26/2013
	OTHER CONTRACTUAL SERVICES			390.00			
	Total for vendor 001067 - HI TEC BUILDING SERVICES:			<u>3,110.00</u>	<u>3,110.00</u>		
Vendor 001134 - IDEXX DISTRIBUTION INC:							
266055705							
30576	IDEXX DISTRIBUTION INC LAB SUPPLIES 591-559-741-000	02/11/2013 sonofrio	03/05/2013	934.87	934.87	O	N 02/26/2013
	OPERATING SUPPLIES			934.87			
	Total for vendor 001134 - IDEXX DISTRIBUTION INC:			<u>934.87</u>	<u>934.87</u>		

User: sonofrio

DB: South Haven

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
Vendor 001186 - JENSEN'S EXCAVATING INC:							
28173							
30482	JENSEN'S EXCAVATING INC	01/28/2013	03/05/2013	3,000.00	3,000.00	O	N
	CRUSHED CONCRETE & SAND FILL	sonofrio					02/26/2013
	591-558-741-000	OPERATING SUPPLIES		750.00			
	592-558-741-000	OPERATING SUPPLIES		750.00			
	101-446-741-000	OPERATING SUPPLIES		750.00			
	582-558-741-000	OPERATING SUPPLIES		750.00			
	Total for vendor 001186 - JENSEN'S EXCAVATING INC:			3,000.00	3,000.00		
Vendor 001196 - JOHN'S STEREO INC:							
49103							
30483	JOHN'S STEREO INC	02/14/2013	03/05/2013	19.95	19.95	O	N
	PARTS	sonofrio					02/26/2013
	661-450-741-003	REPAIR & MAINT SUPPLIES		19.95			
	Total for vendor 001196 - JOHN'S STEREO INC:			19.95	19.95		
Vendor 001246 - KENDALL ELECTRIC INC:							
S101374499.002							
30484	KENDALL ELECTRIC INC	02/13/2013	03/05/2013	275.74	275.74	O	N
	SUPPLIES	sonofrio					02/26/2013
	582-558-933-000	REPAIRS/MAINTENANCE - EQUIPM		275.74			
S101374499.001							
30485	KENDALL ELECTRIC INC	02/07/2013	03/05/2013	278.42	278.42	O	N
	SUPPLIES	sonofrio					02/26/2013
	582-558-933-000	REPAIRS/MAINTENANCE - EQUIPM		278.42			
	Total for vendor 001246 - KENDALL ELECTRIC INC:			554.16	554.16		
Vendor 001248 - KENNEDY INDUSTRIES INC:							
543719							
30486	KENNEDY INDUSTRIES INC	02/05/2013	03/05/2013	447.49	447.49	O	N
	CHAIN & LINKS	sonofrio					02/26/2013
	592-570-933-000-0057	REPAIRS/MAINTENANCE - EQUIP		447.49			
	Total for vendor 001248 - KENNEDY INDUSTRIES INC:			447.49	447.49		

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
Vendor 001331 - LAKE MICHIGAN MAILERS:							
2013 #9 30487	LAKE MICHIGAN MAILERS MAILING FEES C-378 101-265-855-000	02/18/2013 sonofrio	03/05/2013	10,000.00	10,000.00	0	N 02/26/2013
	POSTAGE			10,000.00			
	Total for vendor 001331 - LAKE MICHIGAN MAILERS:			<u>10,000.00</u>	<u>10,000.00</u>		
Vendor 001343 - LAKESHORE PAINT & ARTWORKS:							
110533 30488	LAKESHORE PAINT & ARTWORKS PRIMER & DROPCLOTHS 592-559-931-000	01/25/2013 sonofrio	03/05/2013	63.06	63.06	0	N 02/26/2013
	REPAIRS/MAINT-BUILDS & STRCTRS			63.06			
110521 30489	LAKESHORE PAINT & ARTWORKS PAINT & SUPPLIES 592-559-931-000	01/24/2013 sonofrio	03/05/2013	124.00	124.00	0	N 02/26/2013
	REPAIRS/MAINT-BUILDS & STRCTRS			124.00			
	Total for vendor 001343 - LAKESHORE PAINT & ARTWORKS:			<u>187.06</u>	<u>187.06</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 001544 - MENARDS:							
12273							
30490	MENARDS	02/21/2013	03/05/2013	47.92	47.92	O	N
	MAINTENANCE SUPPLIES	sonofrio					02/26/2013
	582-558-742-000	SMALL TOOLS		47.92			
11892							
30491	MENARDS	02/14/2013	03/05/2013	15.55	15.55	O	N
	MAINTENANCE SUPPLIES	sonofrio					02/26/2013
	582-558-741-000	OPERATING SUPPLIES		15.55			
11820							
30492	MENARDS	02/13/2013	03/05/2013	38.42	38.42	O	N
	MAINTENANCE SUPPLIES	sonofrio					02/26/2013
	592-559-933-000	REPAIRS/MAINTENANCE - EQUIP		38.42			
12205							
30493	MENARDS	02/20/2013	03/05/2013	57.26	57.26	O	N
	MAINTENANCE SUPPLIES	sonofrio					02/26/2013
	592-559-933-000	REPAIRS/MAINTENANCE - EQUIP		57.26			
12073							
30494	MENARDS	02/18/2013	03/05/2013	33.88	33.88	O	N
	MAINTENANCE SUPPLIES	sonofrio					02/26/2013
	592-559-742-000	SMALL TOOLS		33.88			
12154							
30495	MENARDS	02/19/2013	03/05/2013	12.46	12.46	O	N
	MAINTENANCE SUPPLIES	sonofrio					02/26/2013
	591-558-741-000	OPERATING SUPPLIES		12.46			
11692							
30496	MENARDS	02/11/2013	03/05/2013	54.73	54.73	O	N
	MAINTENANCE SUPPLIES	sonofrio					02/26/2013
	591-559-741-000	OPERATING SUPPLIES		54.73			
11256							
30497	MENARDS	02/04/2013	03/05/2013	42.29	42.29	O	N
	MAINTENANCE SUPPLIES	sonofrio					02/26/2013
	592-559-933-000	REPAIRS/MAINTENANCE - EQUIP		42.29			
11463							
30498	MENARDS	02/07/2013	03/05/2013	40.65	40.65	O	N
	MAINTENANCE SUPPLIES	sonofrio					02/26/2013
	592-559-933-000	REPAIRS/MAINTENANCE - EQUIP		40.65			

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
11390 30499	MENARDS MAINTENANCE SUPPLIES 592-559-933-000	02/06/2013 sonofrio	03/05/2013	49.97	49.97	O	N 02/26/2013
	REPAIRS/MAINTENANCE - EQUIP			49.97			
11467 30500	MENARDS MAINTENANCE SUPPLIES 591-558-741-000	02/07/2013 sonofrio	03/05/2013	24.96	24.96	O	N 02/26/2013
	OPERATING SUPPLIES			24.96			
11931 30550	MENARDS MAINTENANCE SUPPLIES 591-559-742-000	02/15/2013 sonofrio	03/05/2013	68.05	68.05	O	N 02/26/2013
	SMALL TOOLS			68.05			
	Total for vendor 001544 - MENARDS:			<u>486.14</u>	<u>486.14</u>		
<hr/>							
Vendor 001670 - MID-CITY SUPPLY CO INC:							
S2751857.001 30501	MID-CITY SUPPLY CO INC COPPER TUBING 591-558-741-000	01/30/2013 sonofrio	03/05/2013	3,533.40	3,533.40	O	N 02/26/2013
	OPERATING SUPPLIES			3,533.40			
	Total for vendor 001670 - MID-CITY SUPPLY CO INC:			<u>3,533.40</u>	<u>3,533.40</u>		
<hr/>							
Vendor 001675 - MIDWEST CIVIL ENGINEERS INC:							
05-9698 30502	MIDWEST CIVIL ENGINEERS INC PHOENIX STREET PRELIMINARY WORK 250-729-974-018-0149	02/06/2013 sonofrio	03/05/2013	1,377.50	1,377.50	O	N 02/26/2013
	CAPITAL PROJECTS			1,377.50			
	Total for vendor 001675 - MIDWEST CIVIL ENGINEERS INC:			<u>1,377.50</u>	<u>1,377.50</u>		
<hr/>							
Vendor 001881 - OFFICE MAX INC:							
759949 30528	OFFICE MAX INC SUPPLIES 101-301-727-000	02/12/2013 sonofrio	03/05/2013	138.85	138.85	O	N 02/26/2013
	OFFICE SUPPLIES			138.85			
677371 30529	OFFICE MAX INC SUPPLIES 101-301-727-000	02/08/2013 sonofrio	03/05/2013	137.16	137.16	O	N 02/26/2013
	OFFICE SUPPLIES			137.16			
	Total for vendor 001881 - OFFICE MAX INC:			<u>276.01</u>	<u>276.01</u>		

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
Vendor 002114 - RATHCO SAFETY SUPPLY INC:							
141233							
30530	RATHCO SAFETY SUPPLY INC	02/14/2013	03/05/2013	221.50	221.50	O	N
	SIGN MATERIALS	sonofrio					02/26/2013
	202-474-741-000	OPERATING SUPPLIES		110.75			
	203-474-741-000	OPERATING SUPPLIES		110.75			
	Total for vendor 002114 - RATHCO SAFETY SUPPLY INC:			<u>221.50</u>	<u>221.50</u>		
Vendor 002155 - RIDGE AND KRAMER AUTO PARTS:							
490-006716							
30505	RIDGE AND KRAMER AUTO PARTS	02/13/2013	03/05/2013	40.95	40.95	O	N
	MAINTENANCE SUPPLIES	sonofrio					02/26/2013
	661-450-741-003	REPAIR & MAINT SUPPLIES		40.95			
490-006627							
30506	RIDGE AND KRAMER AUTO PARTS	02/09/2013	03/05/2013	14.94	14.94	O	N
	MAINTENANCE SUPPLIES	sonofrio					02/26/2013
	661-450-741-003	REPAIR & MAINT SUPPLIES		14.94			
	Total for vendor 002155 - RIDGE AND KRAMER AUTO PARTS:			<u>55.89</u>	<u>55.89</u>		
Vendor 003093 - RIDGE AUTO PARTS:							
103505							
30504	RIDGE AUTO PARTS	02/12/2013	03/05/2013	2.38	2.38	O	N
	MAINTENANCE SUPPLIES	sonofrio					02/26/2013
	661-450-742-000	SMALL TOOLS		2.38			
	Total for vendor 003093 - RIDGE AUTO PARTS:			<u>2.38</u>	<u>2.38</u>		
Vendor 003068 - SCHINDLER ELEVATOR CORP:							
7151740307							
30507	SCHINDLER ELEVATOR CORP	02/11/2013	03/05/2013	300.00	300.00	O	N
	ELEVATOR SERVICE	sonofrio					02/26/2013
	591-559-931-000	REPAIRS/MAINT-BUILDS & STRCTR		300.00			
	Total for vendor 003068 - SCHINDLER ELEVATOR CORP:			<u>300.00</u>	<u>300.00</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 002267 - SECANT TECHNOLOGIES:							
INV050978							
30508	SECANT TECHNOLOGIES	01/29/2013	03/05/2013	63.00	63.00	0	N
	REACTIVE SUPPORT	sonofrio					02/26/2013
	636-258-801-000	PROFESSIONAL/CONSULTING FEES		63.00			
INV051126							
30551	SECANT TECHNOLOGIES	02/19/2013	03/05/2013	994.50	994.50	0	N
	INTERNET SERVICE	sonofrio					02/26/2013
	636-258-801-000	PROFESSIONAL/CONSULTING FEES		994.50			
INV051020							
30552	SECANT TECHNOLOGIES	02/15/2013	03/05/2013	693.00	693.00	0	N
	REACTIVE SUPPORT	sonofrio					02/26/2013
	636-258-801-000	PROFESSIONAL/CONSULTING FEES		693.00			
INV051034							
30553	SECANT TECHNOLOGIES	02/15/2013	03/05/2013	850.00	850.00	0	N
	CONSULTING ADMIN-DOWNTOWN WI FI	sonofrio					02/26/2013
	250-729-974-018-0151	CAPITAL PROJECTS		850.00			
	Total for vendor 002267 - SECANT TECHNOLOGIES:			2,600.50	2,600.50		
Vendor 002268 - SECURALARM SYSTEMS INC:							
78187							
30554	SECURALARM SYSTEMS INC	01/30/2013	03/05/2013	680.92	680.92	0	N
	REPAIRS	sonofrio					02/26/2013
	636-258-802-000	OTHER CONTRACTUAL SERVICES		680.92			
	Total for vendor 002268 - SECURALARM SYSTEMS INC:			680.92	680.92		

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
Vendor 002347 - SLOCUM ASSOCIATES INC:							
11150103-04 30555	SLOCUM ASSOCIATES INC MARINA PROJECT-IRRIGATION DESIGN 594-776-975-011	02/18/2013 sonofrio	03/05/2013	500.00	500.00	O	N 02/26/2013
				500.00			
11150103-07 30556	SLOCUM ASSOCIATES INC MARINA PROJECT-PREVAILING WAGE 594-776-975-011	02/18/2013 sonofrio	03/05/2013	910.00	910.00	O	N 02/26/2013
				910.00			
11150102-05 30574	SLOCUM ASSOCIATES INC MARINA PROJECT 594-776-975-011	02/18/2013 sonofrio	03/05/2013	1,440.00	1,440.00	O	N 02/26/2013
				1,440.00			
	Total for vendor 002347 - SLOCUM ASSOCIATES INC:			<u>2,850.00</u>	<u>2,850.00</u>		
Vendor 003098 - SMITH, SHAWN:							
13021008884 30509	SHAWN SMITH FIRST AID CARDS 582-558-860-000	02/22/2013 sonofrio	03/05/2013	56.00	56.00	O	N 02/26/2013
				56.00			
	Total for vendor 003098 - SMITH, SHAWN:			<u>56.00</u>	<u>56.00</u>		
Vendor 002373 - SOIL & MATERIALS ENGINEERS INC:							
40387 30510	SOIL & MATERIALS ENGINEERS INC PHOENIX STREET PRELIMINARY WORK 250-729-974-018-0149	02/09/2013 sonofrio	03/05/2013	3,604.96	3,604.96	O	N 02/26/2013
				3,604.96			
	Total for vendor 002373 - SOIL & MATERIALS ENGINEERS INC:			<u>3,604.96</u>	<u>3,604.96</u>		
Vendor 002385 - SOUTH HAVEN AIRPORT AUTHORITY:							
9280 30511	SOUTH HAVEN AIRPORT AUTHORITY QUARTERLY CONTRIBUTION 101-895-959-001	02/28/2013 sonofrio	03/05/2013	10,823.11	10,823.11	O	N 02/26/2013
				10,823.11			
	Total for vendor 002385 - SOUTH HAVEN AIRPORT AUTHORITY:			<u>10,823.11</u>	<u>10,823.11</u>		

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
Vendor 002387 - SOUTH HAVEN AREA EMERGENCY:							
JAN-MAR 2013							
30557	SOUTH HAVEN AREA EMERGENCY SERVICES QUARTERLY CONTRIBUTION 101-339-959-002	01/30/2013 sonofrio SHAES	03/05/2013	119,846.00	119,846.00	O	N 02/26/2013
Total for vendor 002387 - SOUTH HAVEN AREA EMERGENCY:				119,846.00	119,846.00		
Vendor 002395 - SOUTH HAVEN COMMUNITY HOSPITAL:							
10550430-10							
30512	SOUTH HAVEN COMMUNITY HOSPITAL ER SERVICES 101-301-741-001	01/27/2013 sonofrio JAIL OPERATION	03/05/2013	33.00	33.00	O	N 02/26/2013
Total for vendor 002395 - SOUTH HAVEN COMMUNITY HOSPITAL:				33.00	33.00		
Vendor 002432 - SOUTHWEST MICHIGAN BRANCH APWA:							
2013 RD							
30558	SOUTHWEST MICHIGAN BRANCH APWA MEMBERSHIP RON DOTSON 591-558-958-000 592-558-958-000	02/15/2013 sonofrio SUBSCRIPTIONS/MEMBERSHIPS SUBSCRIPTIONS/MEMBERSHIPS	03/05/2013	20.00	20.00	O	N 02/26/2013
Total for vendor 002432 - SOUTHWEST MICHIGAN BRANCH APWA:				20.00	20.00		
Vendor 002478 - STAPLES ADVANTAGE:							
8024662340							
30559	STAPLES ADVANTAGE SUPPLIES 101-202-727-000 101-209-727-000 101-227-727-000 101-265-727-000 101-371-727-000 101-446-741-000 101-447-741-000 582-558-727-000 582-558-741-000 591-558-741-000 592-558-741-000 636-258-727-000	02/16/2013 sonofrio OFFICE SUPPLIES OFFICE SUPPLIES OFFICE SUPPLIES OFFICE SUPPLIES OFFICE SUPPLIES OPERATING SUPPLIES OPERATING SUPPLIES OFFICE SUPPLIES OPERATING SUPPLIES OPERATING SUPPLIES OPERATING SUPPLIES OFFICE SUPPLIES	03/05/2013	668.84	668.84	O	N 02/26/2013
Total for vendor 002478 - STAPLES ADVANTAGE:				668.84	668.84		

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
Vendor 002495 - STATE OF MICHIGAN:							
MPSCS-23189							
30513	STATE OF MICHIGAN RADIO SUBSCRIPTION FEE 101-350-802-000	02/11/2013 sonofrio	03/05/2013	100.00	100.00	O	N 02/26/2013
	OTHER CONTRACTUAL SERVICES			100.00			
	Total for vendor 002495 - STATE OF MICHIGAN:			<u>100.00</u>	<u>100.00</u>		
Vendor 002583 - TELE-RAD INC:							
844579							
30567	TELE-RAD INC RADIO MAINTENANCE 101-301-933-001	02/15/2013 sonofrio	03/05/2013	361.51	361.51	O	N 02/26/2013
	REPAIR/MAINTENANCE - RADIOS			361.51			
	Total for vendor 002583 - TELE-RAD INC:			<u>361.51</u>	<u>361.51</u>		
Vendor 002589 - TERMINIX PROCESSING CENTER:							
322060512							
30560	TERMINIX PROCESSING CENTER EXTERMINATING SERVICE 101-001-070-000 101-301-802-001	02/06/2013 sonofrio	03/05/2013	39.00	39.00	O	N 02/26/2013
	DUE FROM SHAES			25.74			
	SERVICE CONTRACTS			13.26			
	Total for vendor 002589 - TERMINIX PROCESSING CENTER:			<u>39.00</u>	<u>39.00</u>		
Vendor 002599 - THAYER INC:							
377029							
30517	THAYER INC SUPPLIES 101-265-741-000	02/11/2013 sonofrio	03/05/2013	934.29	934.29	O	N 02/26/2013
	OPERATING SUPPLIES			934.29			
	Total for vendor 002599 - THAYER INC:			<u>934.29</u>	<u>934.29</u>		
Vendor 002644 - TRACE:							
120273							
30514	TRACE CHEMICAL ANALYSIS 101-350-802-000	02/08/2013 sonofrio	03/05/2013	93.00	93.00	O	N 02/26/2013
	OTHER CONTRACTUAL SERVICES			93.00			
	Total for vendor 002644 - TRACE:			<u>93.00</u>	<u>93.00</u>		

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
Vendor 002645 - TRACTOR SUPPLY CREDIT PLAN:							
116488 30518	TRACTOR SUPPLY CREDIT PLAN SUPPLIES ACCT#6035 3012 0321 140 sonofrio 582-558-741-000 OPERATING SUPPLIES	01/31/2013 sonofrio	03/05/2013	24.99 24.99	24.99	O	N 02/26/2013
117092 30519	TRACTOR SUPPLY CREDIT PLAN SUPPLIES ACCT#6035 3012 0321 140 sonofrio 661-450-741-003 REPAIR & MAINT SUPPLIES	02/05/2013 sonofrio	03/05/2013	27.99 27.99	27.99	O	N 02/26/2013
118195 30561	TRACTOR SUPPLY CREDIT PLAN SUPPLIES ACCT#6035 3012 0321 140 sonofrio 591-559-741-000 OPERATING SUPPLIES	02/20/2013 sonofrio	03/05/2013	31.98 31.98	31.98	O	N 02/26/2013
Total for vendor 002645 - TRACTOR SUPPLY CREDIT PLAN:				84.96	84.96		
Vendor 002665 - TREECORE:							
0197 30562	TREECORE TREE WORK 582-558-802-000 OTHER CONTRACTUAL SERVICES 101-446-802-000 OTHER CONTRACTUAL SERVICES	02/15/2013 sonofrio	03/05/2013	12,916.00 8,042.00 4,874.00	12,916.00	O	N 02/26/2013
Total for vendor 002665 - TREECORE:				12,916.00	12,916.00		
Vendor 002683 - TRUCK & TRAILER SPECIALTIES:							
C36114 30520	TRUCK & TRAILER SPECIALTIES CYLINDERS 661-450-741-003 REPAIR & MAINT SUPPLIES	02/18/2013 sonofrio	03/05/2013	706.61 706.61	706.61	O	N 02/26/2013
Total for vendor 002683 - TRUCK & TRAILER SPECIALTIES:				706.61	706.61		
Vendor 002698 - U S BUSINESS SYSTEMS INC:							
IN7307 30522	U S BUSINESS SYSTEMS INC COPIER MAINTENANCE 101-265-802-000 OTHER CONTRACTUAL SERVICES	02/18/2013 sonofrio	03/05/2013	107.48 107.48	107.48	O	N 02/26/2013
Total for vendor 002698 - U S BUSINESS SYSTEMS INC:				107.48	107.48		

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 BANK CODE: 1 - CHECK TYPE: PAPER CHECK

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
Vendor 002724 - UPS STORE #5080:							
5407 30521	UPS STORE #5080 SHIPPING FEE 592-559-855-000	02/12/2013 sonofrio	03/05/2013	69.77	69.77	0	N 02/26/2013
	POSTAGE			69.77			
	Total for vendor 002724 - UPS STORE #5080:			<u>69.77</u>	<u>69.77</u>		
Vendor 002728 - USA BLUE BOOK:							
869892 30523	USA BLUE BOOK LAB SUPPLIES 592-559-741-000	01/28/2013 sonofrio	03/05/2013	100.24	100.24	0	N 02/26/2013
	OPERATING SUPPLIES			100.24			
875012 30524	USA BLUE BOOK LAB SUPPLIES 591-559-741-000	02/01/2013 sonofrio	03/05/2013	488.89	488.89	0	N 02/26/2013
	OPERATING SUPPLIES			488.89			
879475 30563	USA BLUE BOOK MAINTENANCE SUPPLIES 101-446-802-000	02/07/2013 sonofrio	03/05/2013	344.38	344.38	0	N 02/26/2013
	OTHER CONTRACTUAL SERVICES			344.38			
880674 30564	USA BLUE BOOK LAB SUPPLIES 591-559-741-000	02/08/2013 sonofrio	03/05/2013	472.50	472.50	0	N 02/26/2013
	OPERATING SUPPLIES			472.50			
878696 30565	USA BLUE BOOK LAB SUPPLIES 591-559-741-000	02/06/2013 sonofrio	03/05/2013	23.01	23.01	0	N 02/26/2013
	OPERATING SUPPLIES			23.01			
885211 30566	USA BLUE BOOK SWEATSHIRT,GLOVES,JACKET 592-559-729-001	02/14/2013 sonofrio	03/05/2013	267.00	267.00	0	N 02/26/2013
	OTHER CLOTHING & SUPPLIES			267.00			
	Total for vendor 002728 - USA BLUE BOOK:			<u>1,696.02</u>	<u>1,696.02</u>		

EXP CHECK RUN DATES 03/05/2013 - 03/05/2013  
 UNJOURNALIZED OPEN  
 BANK CODE: 1 - CHECK TYPE: PAPER CHECK

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
Vendor 003025 - VENEKLASEN INC, A J:							
APP #5 30525*	A J VENEKLASEN INC NORTH SIDE MARINA PROJECT 594-776-975-011 594-002-211-141	02/14/2013 sonofrio	03/05/2013	243,930.66	243,930.66	0	N 02/26/2013
	NORTH SIDE MARINA UPGRADE			271,034.07			
	RETAINAGE-VENEKLASEN			(27,103.41)			
	Total for vendor 003025 - VENEKLASEN INC, A J:			<u>243,930.66</u>	<u>243,930.66</u>		
Vendor 002788 - VERDIN COMPANY:							
2013 30532	VERDIN COMPANY CLOCK MAINTENANCE 101-751-802-000	02/13/2013 sonofrio	03/05/2013	1,100.00	1,100.00	0	N 02/26/2013
	OTHER CONTRACTUAL SERVICES			1,100.00			
	Total for vendor 002788 - VERDIN COMPANY:			<u>1,100.00</u>	<u>1,100.00</u>		
Vendor 002798 - VILLAGE COIN LAUNDRY:							
139745 30527	VILLAGE COIN LAUNDRY LAUNDRY SERVICE 591-558-741-000 592-558-741-000	02/04/2013 sonofrio	03/05/2013	44.40	44.40	0	N 02/26/2013
	OPERATING SUPPLIES			22.20			
	OPERATING SUPPLIES			22.20			
	Total for vendor 002798 - VILLAGE COIN LAUNDRY:			<u>44.40</u>	<u>44.40</u>		
# of Invoices:	131	# Due:	131	Totals:	536,139.04	536,139.04	
# of Credit Memos:	2	# Due:	2	Totals:	(18.33)	(18.33)	
Net of Invoices and Credit Memos:					<u>536,120.71</u>	<u>536,120.71</u>	
* 1 Net Invoices have Credits Totalling:					(27,103.41)		

City of South Haven  
Special Event

Sign Application for Public Property

CONTACT INFORMATION

Business or Event Title: (Embracing Your Inner Diva-Beauty through the Ages) Fashion Show fundraiser to raise money for services to domestic violence survivors.

Owner: Domestic Violence Coalition, Inc.

Contact Name: Deb Nieboer

Telephone: 269 655-9008 Cell Phone: \_\_\_\_\_

Email Address: debnieboer1@aol.com

SPECIFIC INFORMATION

Nature of the business: **Non-profit, provides services to domestic violence clients and provides violence prevention education in Van Buren County schools.**

Sign Description (picture of sign showing dimensions must be included): Approximately 7 feet tall by 4.5 feet sandwich board, hinged at the top and is fitted with ropes to anchor it to the ground. Sign advertises our fashion show fundraiser to be held on March 16 at the Hope Reformed Church

Location of sign(s) (attach drawing if needed): We would like to place it on the green space on Phoenix Rd in the downtown area between the two opposing traffic lanes – the exact placing on the green space can be suggested

Date(s) sign will be displayed: **Wednesday, March 4 to be removed Sunday, March 17.**

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

*All signs extending over the sidewalk or other public space shall require a license agreement with the city.*

INDEMNIFICATION AGREEMENT

The undersigned agrees and promises, as a condition of approval of this application to defend, indemnify, and save harmless the City of South Haven, its agents, officials and employees from all suits, claims, damages, causes of action or demands of any kind and character arising out of, resulting from, or in connection with the placement of said temporary signage.

Deb Nieboer  
Applicants Signature

2/19/13  
Date



**CALL**

**269 655-9008**

**FASHION  
SHOW**

**MAR.16**

*AT THE*

**HOP E  
REF.**

*Church*



# CERTIFICATE OF LIABILITY INSURANCE

No. 5987  
 OP ID PG DOME S-4  
 D.P. 1 (DD/YYYY)  
 02/19/13

<b>PRODUCER</b>  Peter Goss Insurance Agency 1500 East Beltline SE, #205 Grand Rapids MI 49506 Phone: 616-940-0520 Fax: 616-940-1547	THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.	
	<b>INSURERS AFFORDING COVERAGE</b>	<b>NAIC #</b>
<b>INSURED</b>  Domestic Violence Coalition Daya Foerster 303 Paw Paw Street Paw Paw MI 49079-1434	INSURER A: <b>Markel Insurance Company</b>	
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	

**COVERAGES**

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

INSR ADD'L LTR	INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	LIMITS
A		GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR	850288377126	06/19/12	06/19/13	EACH OCCURRENCE \$ 1000000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100000 MED EXP (Any one person) \$ 5000
B		Professional GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	TMP2115765	06/19/11	06/18/12	PERSONAL & ADV INJURY \$ 1000000 GENERAL AGGREGATE \$ 3000000 PRODUCTS - COMP/OP AGG \$ 1000000
A		AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS	850288377126 TMP2115765	06/19/12 06/19/11	06/19/13 06/19/12	COMBINED SINGLE LIMIT (Ea accident) \$ 1000000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
		GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN EA ACC \$ AUTO ONLY: AGG \$
		EXCESS / UMBRELLA LIABILITY <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE DEDUCTIBLE RETENTION \$				EACH OCCURRENCE \$ AGGREGATE \$ \$ \$ \$
		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y/N (Mandatory in NH) If yes, describe under SPECIAL PROVISIONS below				WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
		OTHER				

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS  
 The Certificate Holder is added as an Additional Insured.

**CERTIFICATE HOLDER**

**CANCELLATION**

City of South Haven  
 539 Phoenix Street  
 South Haven MI 49090

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 10 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.  
 AUTHORIZED REPRESENTATIVE  
 Peter M. Goss

# Parks Commission

## Regular Meeting Minutes

Tuesday, January 08, 2013  
6:00 p.m., Council Chambers



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

### 2. Roll Call

Present: Cobbs, Comeau, Fitzgibbon, Toneman, Lewis  
Absent: Fenske

Also present: Brandy Gildea, Parks & Recreation Supervisor; Ron Dotson, Operations Manager

### 3. Approval of Agenda

Motion by Toneman, second by Cobbs to approve the agenda with exception of Item 7.

All in favor. Motion carried.

### 4. Approval of Minutes – December 11, 2012

Motion by Fitzgibbon, second by Cobbs to approve the December 11, 2012 regular meeting minutes as written.

All in favor. Motion carried.

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

J. Fitzer, 24 ½ Grand Boulevard. Had question regarding the playground at North Beach.

Gildea explained that the plan is to have the playground installed before Memorial Day.

Diane Landry. 808 Superior Street. Wondered if there could be a playground in the Hartmann Park, since from Superior Street people walking to Kids Corner or the Tot Lot have to cross busy streets without traffic signals.

Gildea asked the Commission if they want to bring the issue of a playground in Hartmann Park back; put together a Master Plan; have public hearings, etc.

After discussion, Gildea said the issue could be discussed at either the February or March meeting; Gildea will send out a letter to Commissioners regarding the issue of a playground at Hartmann Park.

Toneman requested that Gildea include her recommendation on the subject of placing a playground in Hartmann Park when she sends out a letter to the Commission.

## **6. Optimist Tot Lot – Fencing**

In response to a question by Fitzgibbon Gildea said the fence was a city suggestion in response to neighborhood concerns.

Catherine Forsyth, 234 Bailey Avenue. Voiced her concern of safety getting to the park as opposed to safety after arriving at the park. Forsythe recommended signage; there is a very small sign for the park, but by the cemetery there is a huge sign. Noted there are no speed limit signs in the general area of the park.

Lewis stated the park should be fenced on all four sides if it is going to guard from dangers from the ravine.

Ken Stephens, 1070 E. Wilson Street. Does not think the fence is necessary; views a fence as a potential litter trap. Noted that it is unknown whether there is a need of a fence due to increased traffic; the verdict is still out on whether there will be traffic calming measures on Wilson Street. Noted that he understands the City Manager wants to wait until development is complete so there is an idea of whether increased traffic is going to be a problem; Stevens feels that is a fiscally conservative approach. Stevens noted that many neighbors, not all, are not interested in having a fence. Thanked the Parks Commission but said, "No thanks".

Lewis reiterated that he hears that Stevens agrees with the "wait and see" approach to which Stevens responded affirmatively.

Dorothy Appleyard. 806 Wilson Street. Noted that she is among the few who believe a decorative fence, "Not a chain link fence, please." would be an asset to the park. Noted that when they visit their children live in Oak Park, Illinois, which is a city about the size of South Haven, there are many small corner parks and they are fenced. Stated that If litter became a problem, the neighborhood should take care of it. Thinks a fence would be helpful for safety issues; the Tot Lot is used by quite small children who might chase a ball into the street. Appleyard supports a fence.

Lewis asked whether fences provide an issue with litter.

Dotson said they do; the Tot Lot gets a great amount of leaves in that area; city crews already spend numerous days cleaning leaves up in that area and a fence will be a little bit of an issue. Noted that the city would still clean up the leaves, the crews just may need to make a few changes in how they handle leaf removal. Dotson said the city does not know about the traffic yet, and that is not our topic tonight, but this park is close to the road and a fence is a good thing to think about.

Lewis stated that the city should wait until it is known what is going on as far as development on Blue Star and impact on traffic is concerned.

Toneman asked if park safety was discussed in the Parks Commission's 5-year plan. Gildea said it is a high priority to look at; however, if safety becomes an issue there or in any other park, safety in the parks will be number one.

Fitzgibbon noted that several of our parks are not fenced and the city should consider all parks. Fitzgibbon said adding signs near the Tot Lot sounds like a good idea. Dotson noted that signage can be looked into asap (as soon as possible) and staff can order and install signage in a 30-day time frame.

Comeau stated that this discussion is way too premature; if this is a safety issue, the Commission needs to get our police in here to tell us how many accidents there have been with children and cars around the parks. Noted that there is surely more traffic at Kids Corner next to Monroe Boulevard. Once you build a fence in one park you assume liability. This is way too premature. There are many more safety issues that need to be addressed before the Tot Lot gets a fence.

Dorothy Appleyard asked what the cost would be to install a fence at the Tot Lot to which Gildea responded \$15,000. Appleyard said according to something she read recently the city is spending \$350,000 on improvements at Elkenburg Park and the cost of a fence for the Tot Lot seems like a small issue. There are safety issues at Kids Corner and at other parks; thinks that the city systematically needs to add fences.

Lewis stated that in his opinion children will not run into the street at Kids' Corner as readily as they would at the Tot Lot because children know Monroe Boulevard has a lot of traffic.

Forsythe addressed the chairman and the Commission at the microphone without getting permission to speak, stating in an extremely loud voice that Lewis' comment was ridiculous and that all the neighborhood is asking about is to have buffers for the children around the park.

Motion by Fitzgibbon to table this discussion until we see what development brings. Fitzgibbon can not see spending \$15,000 for a "what if?" She understands the feeling of "not in my backyard" and stated that the City plans to do what they can to take care of traffic issues. Second by Toneman to table discussion until after development has happened.

All in favor. Motion carried.

## **7. Adjourn**

Motion by Fitzgibbon, second by Toneman to adjourn at 6:37 p.m.

All in favor. Motion carried.

RESPECTFULLY SUBMITTED,

Marsha Ransom  
Recording Secretary

## **LIBERTY HYDE BAILEY MUSEUM BOARD OF TRUSTEES MEETING MINUTES**

Tuesday

January 15, 2013

7:10 P. M.

Board Members Present: Anne Long, Esther Hansen, Joan Hiddema, Robin Reva, George Miller, David Fenske, Elaine Fluck, Olga Lewis, Cindy McAlear

Board Members Absent: None

City council Representative Present: Clark Gruber

LHBM Co-Directors Absent: Lauren Denny & John Linstrom      Facilities Manager Present: Bill Lundy

Guest: Doug Ferrall

Anne Long, Chair, called the meeting to order.

A motion to accept the LHBM Board Meeting minutes from November 20, 2012 was called for.

It was moved by Esther Hansen to accept the November 20, 2012 minutes. Seconded by Elaine Fluck.  
Motion carried.

### **LIBERTY HYDE BAILEY MEMORIAL FUND/TREASURER'S REPORT – JOAN HIDDEMA**

Assets:                      \$38,579.60

Deposits:                    \$3, 221.83

Expenses:                    \$1,021.73

### **CO -DIRECTOR'S REPORT – JOHN LINSTROM & LAUREN DENNY**

Old Business:

1. John Linstrom met with Tim Stegman to discuss the Mason exhibit. LHBM received permission to use artifacts from the Masonic Lodge as well as text and research assembled by Tim.

New Business:

1. Living Collections – progress has been made on overall vision of the outdoor space including the Community Garden and split rail fence (which has been installed by David Fenske).

- a. An area near the barn has been designated for a Children's Garden. Eventually the unused barn will be converted into a children's center for learning.
  - b. Raised Garden Beds will be installed to be used during programs/demos.  
The Directors would like to develop specialized programming for handicapped, elderly and veterans. (TBD)
  - c. The Nature Trail will be a spring project for Eagle Scout, Leo Gleiss.
  - d. Artistic Gardens will include; Gourds, Pinks, Larkspurs, and Bellflowers. These are all titles from LHB Books.
  - e. Scientific Gardens will include; cabbage, carex (grasses) and raspberries. They are areas that LHB studied.
2. Funding and volunteers are needed to develop and maintain the living collections.
  3. Leo Gleiss – Eagle Scout Project
    - a. Jim Ingram will supervise Leo and his project.
    - b. Leo is going to identify and narrow down a list of projects to present to the LHBM Board. Possibilities include, but are not limited to: Expanding the trail, mulching, installing birdhouses, native planting wild flowers, removing invasive species and creating habitats for animals.

## **NEW BUSINESS**

- A. 2013 Committees and Procedures (if there is an expense of \$100 or less, the committee can purchase an item on their own but if it is over \$100 then approval from the LHBM Board is needed).
  1. Publicity – Esther Hansen and Co-Directors, Lauren Denny and John Linstrom.
  2. Membership – Cindy McAlear and Joan Hiddema. Joan presented research that she has been doing on purchasing software for the purpose of record keeping for the membership committee and other information for the LHBM. Joan and Cindy will continue to look into what software would be best for the Museum.
  3. Finance – Anne Long, George Miller, Joan Hiddema, Bill Lundy, and Elaine Fluck.
  4. Living Collections – David Fenske, Robin Reva and Olga Lewis
- B. Officer Evaluations
  1. An evaluation tool is needed and a date for evaluation needs to be determined – Cindy McAlear will send out Duties of the Officers for the LHBM Board to review. This will be discussed at the next meeting.
- C. Divorced Art Program – This would be a fund raiser project for the Museum. People would donate art of any kind to the museum to sell at a Silent Auction. The South Haven Library is also looking in to doing this project. Cindy McAlear will contact Robin McAlear from the Library Board to discuss the possibility of working together on this project and report back to the LHBM Board.
- D. Maintenance Report – Bill Lundy. Bill has finished another phase of the wiring in the LHBM. Anne Long will be giving Board Members new keys to the museum in the near future.

## **CONTINUING BUSINESS**

- A. IRS Form Needs Schedule B – The Museum will be hiring Bobbi Otto to fill out these forms for us.
- B. Annual Appeal Information – The Drive has been somewhat successful due to being sent out late in 2012. The committee will be sending letters out earlier, around October 2013.
- C. Plaque Recognizing Busy Bee Farms for donating \$5,000 last summer to LHBM. A plaque hasn't been decided upon yet but it is being looked into.
- D. Meeting with Paul VandenBosch – Anne Long presented the LHBM's Five Year Maintenance Plan to Paul VandenBosch.
  - 1. She also asked for an amendment to the current budget for salaries for our co-directors, Lauren Denny and John Linstrom. This would be \$3,642.50. It will go to City Council for approval.
  - 2. There was another amendment asked for to include additional \$5,000 for maintenance.
  - 3. Anne talked to Paul VandenBosch about the city taking responsibility for the maintenance of the LHB house because of the museum being 501 (c) (3).
  - 4. This will be going before City Council for a vote.

## **FLOOR**

- A. There was a discussion on having an Earth Day Program for Monday, April 22, 2013. This was tabled until next month to give Board members time to think about what programs we might want to present.
- B. Esther Hansen reminded everyone that the next Dinner for the Museum's is February 7<sup>th</sup> at the Vineyard.
- C. Robin Reva is working on the landscape plan for the Living Collections Committee. She shared what she has done so far.
- D. David Fenske received a box of heirloom seeds. They were donated from a company in Grand Rapids. These seeds are for people to plant in the community gardens. Some seeds will need to be started in a green house. David turned into the city several bids for the LHBM to be painted. The city has chosen another company to do the job. David introduced Doug Ferrall who has volunteered to work on the Community Garden with him.
- E. George Miller brought up that the city needs to address the problem of street signs for Bailey Street.
- F. Clark Gruber emailed Brian Dissette the LHBM's concerns.

It was moved by Elaine Fluck to adjourn. Seconded by Esther Hansen.

8:45 P. M.

Respectfully submitted by,

Cindy McAlear, Board Secretary

# Brownfield Redevelopment Authority

## Regular Meeting Minutes

Monday, November 12, 2012  
4:00 p.m., Council Chambers



City of South Haven

### 1. Call to Order by Valentine at 4:24 p.m.

### 2. Roll Call

Present: Erdmann, Gawreliuk, Herrera, Klavins, Rainey, Valentine, Varney  
Absent: Henry, Kerber, Lewis, Bolt

### 3. Approval of Agenda

Motion by Varney, second by Erdmann to approve the agenda as presented.

All in favor. Motion carried.

### 4. Approval of Minutes – September 10, 2012

Motion by Erdmann, second by Klavins to approve the September 10, 2012 Minutes as written.

All in favor. Motion carried.

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

None at this time.

### 6. Financial Report

VandenBosch gave an overview of the Financial Report.

### 7. Administrative Expenses

#### Invoices for Approval:

#### Clark Hill, #465088, Sep 24, 2012, \$38.00, Brownfield Payment Procedure

Motion by Erdmann, second by Klavins to approve the invoice.  
All in favor. Motion carried.

**8. General Comments**

There were none.

**9. Adjourn**

Motion by Erdmann, second by Varney to adjourn at 4:30 p.m.

All in favor. Motion carried.

RESPECTFULLY SUBMITTED,

Marsha Ransom  
Recording Secretary

# Local Development Finance Authority

## Regular Meeting Minutes

Monday, November 12, 2012  
4:00 p.m., Council Chambers  
South Haven City Hall



City of South Haven

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

### 2. Roll Call

Present: Erdmann, Gawreliuk, Herrera, Klavins, Rainey, Valentine, Varney  
Absent: Henry, Kerber, Lewis, Bolt

### 3. Approval of Agenda

Motion by Klavins, second by Erdmann to approve the agenda as presented.

All in favor. Motion carried.

### 4. Approval of Minutes – September 10, 2012 Regular Meeting

Motion by Erdmann, second by Klavins to approve the September 10, 2012 regular Meeting Minutes as written.

All in favor. Motion carried.

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

None at this time.

### 6. Financial Report

VandenBosch gave an overview of the financial report. Noted that the transfer from LDFA #3 to LDFA #1 for the Bohn plan is not shown in this report.

### 7. Invoices for Approval - LDFA 3

220 Aylworth Avenue

Clark Hill, Sep 24, 2012, #465088, \$798.00  
Envirologic, Sep 19, 2012, #28262, \$1,219.40  
Envirologic, Oct 16, 2012, #28359, \$2,012.25

\

Motion by Herrera, second by Klavins to approve the attached invoices.

All in favor. Motion carried.

#### **8. Bohn Plant update**

VandenBosch explained pre-closing and that the closing cannot be done until the slab and foundation is removed and bills are paid. A contractor is working on the foundation removal and there is an environmentalist on site to be sure everything is done properly. There will be several to whom distributions will be made at the final closing.

The floor and foundation should be removed by late December which would move the City toward a closing.

The board discussed whether the City has any liability before the closing; what it will cost to insure it and to get the building back to usable condition. It was noted that currently there is no electricity or water service turned on in the buildings.

#### **9. Economic Development Report**

McCloughan gave an overview of Economic Development activities.

VandenBosch requested that board members think about marketing the Bohn site once the closing is complete.

#### **10. General Comments**

There were none.

#### **11. Adjourn**

Motion by Erdmann, second by Klavins to adjourn at 4:24 p.m.

All in favor. Motion carried.

RESPECTFULLY SUBMITTED,

Marsha Ransom  
Recording Secretary



## Agenda Item 6

### Phoenix Street Reconstruction Project; Authorizing Resolution

#### Background Information:

The City Council will be asked to host a public hearing and to consider a resolution authorizing the City Manager to apply for community development block grant (CDBG) 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 2013-17, 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. Host a public hearing to hear public comment related to the Phoenix Street reconstruction project and CDBG application.
- B. Approval of Resolution 2013-17, a resolution which authorizes the City Manager to apply for community development block grant funds for the Phoenix Street reconstruction project.

#### Support Material:

Resolution 2013-17

CITY OF SOUTH HAVEN  
VAN BUREN AND ALLEGAN COUNTIES, MICHIGAN

RESOLUTION NO. 2013-17

A RESOLUTION AUTHORIZING APPLICATION FOR A  
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 March 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, 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, 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 our community developments plans as described in the grant application; 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; 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

NOW, THEREFORE BE IT RESOLVED, that the City of South Haven City Council does hereby authorize the submittal of an application to the Michigan Community Development Block Grant Program 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 Program Manager; and

BE IT FURTHER RESOLVED, that the City of South Haven does hereby authorize the City Manager, Brian Dissette, to act as the authorized signatory on the application and all attachments.

BE IT FURTHER RESOLVED, that the City of South Haven does hereby authorize the City Manager, Brian Dissette, to act as the authorized signatory on the Grant Agreement.

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 4<sup>th</sup> day of March, 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

February 28, 2013

TO: Brian Dissette

FR: Paul VandenBosch

RE: North Side, South Side Marina Dredging Bid Approval

The City received bids for dredging at the North Side and South Side Marinas on Monday, February 25. After a review of the bid tabulation, Abonmarche recommends the low bidder Gro America.

The funding source for this project is the Emergency Dredging Grant as proposed by the Michigan DNR - Waterways. The City has received verbal notification that it will be awarded \$436,050 for specific emergency dredging projects in South Haven Harbor. However legislative action is needed prior to a grant agreement.

Our goal is to complete dredging of the North Side and South Side Marinas by April 15. In order to do so, it is important that we have approval from City Council as early as possible so that the contractor will have time to complete the project.

The City submitted a dredging permit application to the DEQ and Army Corps on December 20, 2012. We have not yet received the permit but hope to have it soon. We will not start work until this permit has been issued.

The City has received verbal notice of a \$436,050 grant for emergency dredging. We are currently working with the DNR to get a grant agreement completed. We will try to get this accomplished in time to complete the project by April 15.

#### Additional Projects

At its February 26 meeting, the Harbor Commission recommended approval of the Gro America bid contract with a change order addition of \$68,000 for the Turning Basin and Friends Goodwill Channel.

We have a valid permit for the Turning Basin and Friends Goodwill Channel dredging. The dredge spoil may be placed in the Dunkley site along with the North Side and South Side Marina spoil. We intend to cap the Dunkley site with gravel at the completion of this project, so it is important that the spoil from the Turning Basin and Friends Goodwill Channel be included in this project.

#### Staff Recommendation:

Approve the Gro America bid in the amount of \$236,653 with up to \$68,000 for an additional change order for the Turning Basin and Friends Goodwill Channel.

February 28, 2013

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

Re: Northside & Southside Maintenance Dredging Project  
Letter of Recommendation for Selection of Contractor

Dear Mr. VandenBosch:

Bids were received for the above mentioned project on February 25, 2013. Four contractors submitted bids for the Project. Bids received were as follows:

Gro America  
Total Construction Cost = \$236,653.00

D.K. Contracting, Inc.  
Total Construction Cost = \$310,891.00

Dan Hoe Excavating  
Total Construction Cost = \$341,350.00

The King Company  
Total Construction Cost = \$383,600.00

Abonmarche recommends awarding the contract to the low bidder Gro America. Gro America is a well-established dredging contractor located in Grand Rapids and has a continuing presence in dredging projects around the state of Michigan.

Sincerely,

ABONMARCHE



Corey A. Kandow, P.E.  
Office Director, Manistee Division

CAK/wek

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  
219.850.4624

Owner: City of South Haven  
Project Name: NORTH SIDE/SOUTH SIDE MARINAS MAINTENANCE DREDGING PROJECT  
Project Number: 12-0712  
Date and Time: February 25, 2013 3:00 p.m.

Legend: Correction

# Bid Tabulation

Item	Unit	Estimated Quantity	Engineer's Estimate		Gro America		D.K. Construction		Dan Hoe Excavating		The King Company		
			Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	
1	Mobilization, Max. \$10,000	LS	1	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 5,000.00	\$ 5,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
2	Soil Erosion & Sedimentation Control Measures	LS	1	\$ 7,500.00	\$ 7,500.00	\$ 4,350.00	\$ 4,350.00	\$ 6,000.00	\$ 6,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
3	Excavation /Dredging and Disposal	CYD	9,000	\$ 40.00	\$ 360,000.00	\$ 22.89	\$ 206,010.00	\$ 28.50	\$ 256,500.00	\$ 26.00	\$ 234,000.00	\$ 35.00	\$ 315,000.00
4	Geotextile Separator	SYD	11,600	\$ 1.00	\$ 11,600.00	\$ 0.05	\$ 580.00	\$ 1.00	\$ 11,600.00	\$ 1.00	\$ 11,600.00	\$ 1.50	\$ 17,400.00
5	Aggregate Surface Cse, 6 inch	SYD	11,600	\$ 4.00	\$ 46,400.00	\$ 0.43	\$ 4,988.00	\$ 1.76	\$ 20,416.00	\$ 5.00	\$ 58,000.00	\$ 2.00	\$ 23,200.00
6	Slope Restoration	SYD	6,500	\$ 2.50	\$ 16,250.00	\$ 1.65	\$ 10,725.00	\$ 1.75	\$ 11,375.00	\$ 3.50	\$ 22,750.00	\$ 2.00	\$ 13,000.00
<b>Total:</b>				<b>\$ 451,750.00</b>	<b>\$ 236,653.00</b>		<b>\$ 310,891.00</b>	<b>\$ 341,350.00</b>	<b>\$ 341,350.00</b>		<b>\$ 383,600.00</b>		<b>\$ 383,600.00</b>
					% of Eng. Est.	52.39%	% of Eng. Est.	68.82%	% of Eng. Est.	75.56%	% of Eng. Est.	84.91%	

February 27, 2013

TO: Brian Dissette

FR: Paul VandenBosch

RE: 2013 Dredging Projects

Staff proposes to complete the following projects in 2013:

Project	Estimate
Museum Marina	109,050 (complete)
North Side, South Side Marinas	236,653
Friends Goodwill Channel	60,096
Turning Basin	7,890
Federal Channel	110,986
Upper Black River (including Black River Park Marina)	84,160
Engineering and Permitting	91,325
TOTAL	700,160

Funding sources for this work are as follows:

Waterways Grant	436,050
Marina Fund	109,050
Black River Park Fund	45,060
River Maintenance Fund	110,000
TOTAL	700,160

# Harbor Commission

## Regular Meeting Minutes

Tuesday, February 26, 2013  
5:30 p.m., City Hall Council Chambers  
South Haven City Hall



City of South Haven

### 1. Call to Order

Present: Pyle, Stephens, Sullivan, Arnold  
Absent: Jeffers, Silverman, Strong

Also present: Patti Reinert-Montgomery, Michigan Maritime Museum

### 2. Approval of Agenda

Motion by Sullivan, second by Stephens to approve the agenda as presented.

All in favor. Motion carried.

### 3. Approval of Minutes: January 15, 2013 Meeting

Motion by Stephens, second by Sullivan to approve the January 15, 2013 minutes as written.

All in favor. Motion carried.

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

None at this time.

### 5. Marina Reports

VandenBosch reviewed the Marina Reports.

### 6. Dredging

VandenBosch updated the board on dredging activities. The State of Michigan Department of Natural Resources - Waterways has provided a \$436,050 grant for emergency dredging. Bids for the North Side/South Side Marina Dredging project were

received yesterday. The low bidder was Gro America at \$236,653. Gro America uses a hydraulic dredging process, which will require a change in the permit.

Referring to the handout, Dredging Cost Estimate and Funding Resources, VandenBosch noted that using the Abonmarche volume estimates and yesterday's bid price per cubic yard of \$26.30, the cost to dredge the projects in the harbor in 2013 is \$700,160. This includes 15% for engineering and permitting.

On the funding side, the handout showed \$436,050 from the Waterways grant, \$109,050 from the Marina Fund, \$45,060 from Black River Park Fund, and \$110,000 from the River Maintenance Fund will fully fund the dredging as estimated. If the estimates are correct, VandenBosch feels that no special assessment will be required to fund dredging in 2013.

VandenBosch stated that there are some unknowns with the current estimate. We have heard reports that sailboats with an 8 foot draft have run aground outside of the pierheads. We do not have soundings yet, but there may be more material to be removed than shown in the estimate.

VandenBosch requested action from the board on two items. First to recommend the bid contract with Gro America to City Council, and secondly to consider adding as a change order the Turning Basin and Friends Goodwill Channel to the bid.

Under the DEQ/Army Corps dredging permit, the material in the Turning Basin and Friends Goodwill Channel must be treated the same way as the North Side and South Side Marinas. It can go in the same location at the Dunkley site. The additional cost related to the change order would be roughly \$68,000.

Stephens asked about the status of the dredging permits.

VandenBosch said that the North Side/South Side permit had been submitted on December 20, 2012, and we believe that we are close to receiving that permit. The change to hydraulic dredging from mechanical dredging will require an amendment to the permit, which may take additional time.

The Main Channel permit was submitted on January 27, 2013, and it may be some time before we receive that permit. VandenBosch said that the Turning Basin dredging permit was good until 2015.

VandenBosch stated that we do not yet have a grant award in writing, and this affects whether we can award the contract prior to the grant award. VandenBosch said that he hopes to bring the bid contract to the City Council meeting on March 4, but without a grant award in writing he cannot take the risk of approval prior to the grant agreement.

Stephens asked if we add the Turning Basin and Friends Goodwill Channel to the North Side/South Side bid contract as a change order, will we still have enough funding to do the Federal Channel, as shown in the estimate?

VandenBosch responded, yes, assuming that the Abonmarche estimate for volume is correct. We will also have funding to go upriver.

Sullivan asked if the River Maintenance Fund has always been set aside for the Federal Channel, as well as upriver?

VandenBosch stated that in the past we have used the River Maintenance Fund upriver and in the Turning Basin. The assessments were paid by all slip owners, from Lake Michigan all the way upriver. To speak to the question of whether the River Maintenance Fund should be dedicated upriver, the fund is dedicated to where this board and City Council feel it should be dedicated.

Sullivan said that he was concerned because the upper river had \$84,160 of work but we are depleting the entire River Maintenance Fund. VandenBosch said that Black River Park is also paying for the upriver portion, because it will be dredged as part of the same project.

Stephens asked about the funding source for permits. VandenBosch stated that the cost estimate includes 15% Engineering which includes the permits.

Pyle asked if the bid for the Main Channel will be as low as the current bid, and asked if the Main Channel could be added to the current bid at the current price. We don't want to lose out on the opportunity. There may be more ports bidding out dredging services.

VandenBosch stated that the Main Channel work should be bid out separately, because of the permitting requirements, and because it would be a beach replenishment job. VandenBosch said that he thinks that the Main Channel dredging project will likely not happen before September.

Sullivan asked if there are any restrictions on the grants that would affect the Friends Goodwill Channel. VandenBosch stated that he has asked the DEQ whether that would be eligible under the grant program, but he has not yet received an answer. That is a question that must be answered before we move forward.

Sullivan asked about the Friends Goodwill getting grant funding when other non-profit condominiums are not getting grant funding.

Patti Reinert-Montgomery stated that the work is being done in the public area of the Turning Basin, it is not just used by the Friends Goodwill.

VandenBosch responded to Sullivan stating that it is a fair question and that it is a decision that has to be recommended by this board to City Council. It is true that the reason we are going to Low Water Datum -12 feet is for one boat. The City does have the ability to do this if it so chooses.

Pyle asked if the Museum is able to contribute anything at all toward the dredging project.

Patty Reinert-Montgomery responded stating that the Museum had budgeted \$5,000 to do dredging at its docks. If those funds need to be put towards the approach area, we are willing to do that.

Sullivan asked about controlling depths on the upper river and whether there had been any discussion to allow the river to be dredged deeper.

VandenBosch responded that the controlling depths on the upper river are based on the depth of underground utilities plus a cover depth. The dredging depth on the upper river is Low Water Datum -5.85 feet. There has been some conversation about what it would take to lower utilities, however the costs are likely to be very high. VandenBosch believes that there are water, sewer and electric utility crossings under the river.

Pyle asked if any other marinas or organizations have asked for help in funding dredging.

VandenBosch said that he had not heard any request for funding, but there have been requests for use of City property to off-load dredge spoil. VandenBosch worked with the City Attorney and environmental consultant to put an agreement together with a dredging contractor. There were concerns regarding mixing of soil from an environmental perspective. The contractor proposed off-loading directly onto trucks, but then found that dewatering would be a problem. At this point, VandenBosch has not heard back from the contractor. The City is willing to consider allowing use of the site, but it does need to consider the City Attorney's concerns about environmental contamination. VandenBosch is waiting to hear back from the contractor.

Sullivan asked if it is safe to say that others could request use of the City sites?

VandenBosch responded that the City is working with dredging contractors and that the contractors could then work with property owners. The City might not accept contaminated materials.

Motion by Stephens, support by Pyle to recommend changing the bid to include the Friends Goodwill channel and Turning Basin in the bid. Motion carried, with Sullivan voting no.

Motion by Stephens, support by Sullivan to recommend the Gro America bid contract to the City Council with the additions noted above. Motion carried, all in favor.

## **7. General Comments**

Pyle asked if a marina came to the board requesting dredging funding, would we be able to consider it?

VandenBosch stated that the Waterways grant funding was specific to the City projects identified in the December cost estimate in the agenda. He did not think it was likely that

other projects would be acceptable to the DNR. If other grants are available, VandenBosch will attempt to go after them.

Stephens asked if there is any chance that the May-June moratorium on dredging will be lifted.

VandenBosch said that he had heard that the State is talking about it.

Stephens asked if there is any chance that we can do spot dredging in the Federal Channel during May and June?

VandenBosch stated that he had requested a proposal from the engineer to bid out the Main Channel dredging, and if the bid and permit were ready, and the moratorium were lifted, he would be willing to do the work. However, he would be reluctant to do the work in July and August.

Pyle asked how the North Side Marina project is coming along.

VandenBosch stated that they are working on tile at the moment and that the project is on track. Most drywall is complete. The windows are in on the main room and it looks very good from across the river. VandenBosch will schedule a walk-through in mid-March while the building is still under construction. He hopes to be able to invite the Harbor Commission and City Council to the walk-through.

Pyle asked about the fish cleaning station.

VandenBosch stated that he had not made progress, but was waiting on the state to provide plans of the fish cleaning station that was built at Holland State Park. He will request those plans again.

Pyle asked about the Harbor Commission strategic plan and asked if the board needed to work on that plan.

VandenBosch stated that the Harbor Commission would receive the budgets for review at the next meeting, and that he would include the strategic plan in the packet.

Sullivan asked about the Spring safety gathering.

VandenBosch said that he can get started on that, but it is a little early.

Arnold asked about the Grand Rapids Boat Show.

VandenBosch said that he had heard from Marple that it went very well.

Patti Reinert-Montgomery said that the City and the Maritime Museum had a booth together and the booth was very popular with spectators. The Municipal Marina display

February 26, 2013  
Harbor Commission Minutes  
DRAFT

and touch screen computers were well received. There was a lot of interest in South Haven, and many people learned where South Haven is for the first time. There was also a booth at the Strictly Sail show in Chicago.

**9. Adjourn**

Motion by Stephens, second by Pyle to adjourn. Motion carried.

RESPECTFULLY SUBMITTED,

Paul VandenBosch  
Harbormaster



## Agenda Item 8

### Foodtools Industrial Facilities Tax Abatement

#### Background Information:

The City Council will be asked to set a public hearing to consider an Industrial Facilities Tax Exemption Certificate for Foodtools, Inc., located at 190 Veterans Blvd.

The tax exemption request, which totals \$92,641, is for the acquisition and installation of new personal property acquired by the company. The applicant notes that the company anticipates retaining 1 existing job at their facility as a result of the project.

Foodtools, Inc. manufactures cake and pie slicers, which mechanically insert dividers. The company employs 45 people at its three locations in Santa Barbara, CA, South Haven, MI, and the United Kingdom. The company manufactures over 35 models of cake and pie slicers.

The estimated total value of the Industrial Facilities Tax Exemption Certificate for Foodtools, Inc., is \$8,612 over the 12 year life of agreement if all machinery is included in the certificate. The tax exemption does include a “claw-back” provision, which allows the City of South Haven to seek the abated tax amount if the terms of the abatement are not met by the business.

#### Recommendation:

The City Council should consider approval of Resolution 2013-18: A Resolution which sets a public hearing to consider an application for an Industrial Facilities Exemption Certificate requested by Foodtools, Inc., to occur on Monday, March 18, 2013, at the regular City Council meeting.

#### Support Material:

Staff Report – Foodtools IFT  
Resolution 2013-18  
Estimated Taxes  
Foodtools, Inc., company information

**MEMORANDUM**

**DATE:** February 25, 2013

**TO:** Brian Dissette, City Manager

**FROM:** Connie Phillips, Deputy Assessor

**SUBJECT:** Resolution to Set a Public Hearing for an Industrial Facilities Tax Exemption Application from Foodtools, Inc.

Foodtools, Inc. has filed an application for an Industrial Facilities Tax Exemption Certificate on February 7, 2013 with a location of 190 Veterans Boulevard. The application listed the estimated cost of the acquisition and installation of new personal property at \$92,641.

Foodtools, Inc. expects to retain 1 existing job and create 1 new job at this facility as a result of this project.

CITY OF SOUTH HAVEN  
VAN BUREN AND ALLEGAN COUNTIES, MICHIGAN

RESOLUTION NO. 2013-18

A RESOLUTION SETTING A PUBLIC HEARING DATE FOR CONSIDERATION OF AN  
APPLICATION FOR AN INDUSTRIAL FACILITIES EXEMPTION CERTIFICATE REQUESTED  
BY FOODTOOLS, INC

Minutes of a regular meeting of the City Council of the City of South Haven, Van Buren and Allegan Counties, Michigan, held in the City Hall, 539 Phoenix Street, South Haven, Michigan 49090 on March 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 February 7, 2013, the City of South Haven received an application from Foodtools, Inc., 190 Veterans Boulevard, South Haven MI 49090 for issuance of an Industrial Facilities Exemption Certificate pursuant to Act 198, Public Acts of 1974, as amended, the Plant Rehabilitation and Industrial Development Districts Act, for an industrial development project located at 190 Veterans Boulevard; and

WHEREAS, an Industrial Development District, known as Industrial Development District No. 95-02, within which the project is located has previously been established by the City of South Haven; and

WHEREAS, the City is required to schedule, provide notice of, and conduct a public hearing for consideration of the application.

BE IT THEREFORE RESOLVED, that a public hearing for consideration of the application for an Industrial Development Exemption Certificate submitted by Foodtools, Inc. on February 7, 2013, shall be conducted by the City Council on March 18, 2013 during the regular City Council meeting which begins at 7:00 p.m. local time in the City Council Chambers at 539 Phoenix Street in the City of South Haven; and

BE IT FURTHER RESOLVED, that proper notice of the public hearing shall be issued; and

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

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

RECORD OF VOTE:

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

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

RESOLUTION DECLARED ADOPTED.

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

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council at a meeting held on the 4<sup>th</sup> day of March, 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

Foodtools Personal Property IFT						
	Taxable Value	Industrial Ad-Valorem Estimated Millage Rate	Industrial Ad-Valorem Estimated Taxes	Industrial IFT Estimated Millage Rate	Industrial IFT Estimated Taxes	Estimated Savings in Taxes
2014	35,200	0.03316	1,167	0.01658395	584	583
2015	31,100	0.03316	1,031	0.01658395	516	516
2016	27,800	0.03316	922	0.01658395	461	461
2017	25,000	0.03316	829	0.01658395	415	414
2018	22,700	0.03316	753	0.01658395	376	376
2019	20,900	0.03316	693	0.01658395	347	346
2020	19,500	0.03316	647	0.01658395	323	323
2021	17,600	0.03316	584	0.01658395	292	292
2022	16,700	0.03316	554	0.01658395	277	277
2023	15,300	0.03316	507	0.01658395	254	254
2024	14,400	0.03316	478	0.01658395	239	239
2025	13,500	0.03316	448	0.01658395	224	224
			<b>8,612</b>		<b>4,307</b>	<b>4,305</b>

Estimated taxes using Summer and Winter 2012 millage rates

## Estimated Taxes for Foodtools 2013 IFT Application

Section B Machinery & Equipment			
2014			
2013	0	0.89	0
2012	92,641	0.76	70,407
2011	0	0.67	0
2010	0	0.60	0
2009	0	0.54	0
2008	0	0.49	0
2007	0	0.45	0
2006	0	0.42	0
2005	0	0.38	0
2004	0	0.36	0
2003	0	0.33	0
2002	0	0.31	0
2001	0	0.29	0
2000	0	0.28	0
1999	0	0.23	0
Prior	0	0.23	0
	92,641		70,407
			70,400
			35,200

Section B Machinery & Equipment			
2015			
2014	0	0.89	0
2013	0	0.76	0
2012	92,641	0.67	62,069
2011	0	0.60	0
2010	0	0.54	0
2009	0	0.49	0
2008	0	0.45	0
2007	0	0.42	0
2006	0	0.38	0
2005	0	0.36	0
2004	0	0.33	0
2003	0	0.31	0
2002	0	0.29	0
2001	0	0.28	0
2000	0	0.23	0
Prior	0	0.23	0
	92,641		62,069
			62,100
			31,000

Section B Machinery & Equipment			
2016			
2015	0	0.89	0
2014	0	0.76	0
2013	0	0.67	0
2012	92,641	0.60	55,585
2011		0.54	0
2010	0	0.49	0
2009	0	0.45	0
2008	0	0.42	0
2007	0	0.38	0
2006	0	0.36	0
2005	0	0.33	0
2004	0	0.31	0
2003	0	0.29	0
2002	0	0.28	0
	0	0.23	0
Prior	0	0.23	0
	92,641		55,585
			55,600
			27,800

Section B Machinery & Equipment			
2017			
2016		0.89	0
2015	0	0.76	0
2014	0	0.67	0
2013	0	0.60	0
2012	92,641	0.54	50,026
2011		0.49	0
2010	0	0.45	0
2009	0	0.42	0
2008	0	0.38	0
2007	0	0.36	0
2006	0	0.33	0
2005	0	0.31	0
2004	0	0.29	0
2003	0	0.28	0
2002	0	0.23	0
Prior	0	0.23	0
	92,641		50,026
			50,000
			25,000

Section B Machinery & Equipment			
2018			
2017	0	0.89	0
2016	0	0.76	0
2015	0	0.67	0
2014	0	0.60	0
2013	0	0.54	0
2012	92,641	0.49	45,394
2011		0.45	0
2010	0	0.42	0
2009	0	0.38	0
2008	0	0.36	0
2007	0	0.33	0
2006	0	0.31	0
2005	0	0.29	0
2004	0	0.28	0
2003	0	0.23	0
Prior	0	0.23	0
	92,641		45,394
			45,400
			22,700

Section B Machinery & Equipment			
2019			
2018	0	0.89	0
2017	0	0.76	0
2016	0	0.67	0
2015	0	0.60	0
2014	0	0.54	0
2013	0	0.49	0
2012	92,641	0.45	41,688
2011		0.42	0
2010	0	0.38	0
2009	0	0.36	0
2008	0	0.33	0
2007	0	0.31	0
2006	0	0.29	0
2005	0	0.28	0
2004	0	0.23	0
Prior	0	0.23	0
	92,641		41,688
			41,700
			20,800

Section B Machinery & Equipment			
2020			
2019	0	0.89	0
2018	0	0.76	0
2017	0	0.67	0
2016	0	0.60	0
2015	0	0.54	0
2014	0	0.49	0
2013	0	0.45	0
2012	92,641	0.42	38,909
2011		0.38	0
2010	0	0.36	0
2009	0	0.33	0
2008	0	0.31	0
2007	0	0.29	0
2006	0	0.28	0
2005	0	0.23	0
Prior	0	0.23	0
	92,641		38,909
			38,900
			19,500

Section B Machinery & Equipment			
2021			
2020	0	0.89	0
2019	0	0.76	0
2018	0	0.67	0
2017	0	0.60	0
2016	0	0.54	0
2015	0	0.49	0
2014	0	0.45	0
2013	0	0.42	0
2012	92,641	0.38	35,204
2011		0.36	0
2010	0	0.33	0
2009	0	0.31	0
2008	0	0.29	0
2007	0	0.28	0
2006	0	0.23	0
Prior	0	0.23	0
	92,641		35,204
			35,200
			17,600

Section B Machinery & Equipment			
2022			
2021	0	0.89	0
2020	0	0.76	0
2019	0	0.67	0
2018	0	0.60	0
2017	0	0.54	0
2016	0	0.49	0
2015	0	0.45	0
2014	0	0.42	0
2013	0	0.38	0
2012	92,641	0.36	33,351
2011		0.33	0
2010	0	0.31	0
2009	0	0.29	0
2008	0	0.28	0
2007	0	0.23	0
Prior	0	0.23	0
	92,641		33,351
			33,400
			16,700

Section B Machinery & Equipment			
2023			
2022	0	0.89	0
2021	0	0.76	0
2020	0	0.67	0
2019	0	0.60	0
2018	0	0.54	0
2017	0	0.49	0
2016	0	0.45	0
2015	0	0.42	0
2014	0	0.38	0
2013	0	0.36	0
2012	92,641	0.33	30,572
2011	0	0.31	0
2010	0	0.29	0
2009	0	0.28	0
2008		0.23	
Prior	0	0.23	0
	92,641		30,572
			30,600
			15,300

Section B Machinery & Equipment			
2024			
2023	0	0.89	0
2022	0	0.76	0
2021	0	0.67	0
2020	0	0.60	0
2019	0	0.54	0
2018	0	0.49	0
2017		0.45	
2016	0	0.42	0
2015	0	0.38	0
2014	0	0.36	0
2013	0	0.33	0
2012	92,641	0.31	28,719
2011	0	0.29	0
2010	0	0.28	0
2009	0	0.23	0
Prior	0	0.23	0
	92,641		28,719
			28,700
			14,400

Section B Machinery & Equipment			
2025			
2024	0	0.89	0
2023	0	0.76	0
2022	0	0.67	0
2021	0	0.60	0
2020	0	0.54	0
2019	0	0.49	0
2018	0	0.45	0
2017	0	0.42	0
2016	0	0.38	0
2015	0	0.36	0
2014	0	0.33	0
2013	0	0.31	0
2012	92,641	0.29	26,866
2011	0	0.28	0
2010	0	0.23	0
Prior	0	0.23	0
	92,641		26,866
			26,900
			13,500

\*This estimate of SEV & TV is based on the personal property claimed under Section B (Machinery and Equipment)

# FoodTools Inc.

## Company Profile

FoodTools manufactures cake and pie slicers that insert dividers between each slice, cake slabbers, sheet cake slicers and crumb spreaders. The company also manufactures Ultrasonic slicers which are ideal for slicing fresh, frozen and delicate products. Recent additions to our line include pizza, tortilla and cheese cutters.

## FOODTOOLS INC

### West Coast

315 Laguna Street  
Santa Barbara, CA 93101  
P: 805.962.8383  
F: 805.966.3614

### Mid West & East Coast

190 Veterans Boulevard  
South Haven, MI 49090  
P: 269.637.9969  
F: 269.637.1619

### United Kingdom

17 Cloverley Road  
Ongar, Essex CM5 9BX  
P: 01277 364869  
F: 01277 363577

[www.foodtools.com](http://www.foodtools.com)

**FoodTools Inc. in Santa Barbara, California, started** manufacturing one cake and pie slicer that mechanically inserted divider inserts between slices 25 years ago. The company today employs 45 people at its three locations in Santa Barbara, Calif., South Haven, Mich., and the United Kingdom and manufactures over 35 models.

FoodTools, Inc. provides cutting edge technology for portion control either in off-line or an inline atmosphere. The machines are designed for slicing cheesecakes, layer cakes, pies, frozen dough and ice cream cakes and many other food products. The standard guillotine slicers will slice frozen products with or without divider inserts between -20F and 30F, with slicing speeds ranging from 50 to 2,500 cakes per hour.

The company also manufactures Ultrasonic slicers, which are ideal for slicing fresh, frozen and particularly sticky products. The Ultrasonic slicer has single or multiple blades that vibrate up and down at a speed of 20,000 times per second. Since the blade is moving so fast, it does not apply any pressure to the product resulting in a very clean cut with no material sticking to the blade. The Ultrasonic line is designed to adapt to inline applications for bakery and confectionery products.

Recent additions to our line include Tortilla slicers and a full line of cheese slicers. FoodTools offers equipment that is unique, labor saving, affordable and reliable for its customers.

The company's direct sales and service team includes Doug Petrovich, Neil Johnson, Brad Miller, Ilan Amzallag, Ryan Lantieri, Brad Tumbleson, Chris Clemens and Sergio Caballero; and its three locations with full parts and service capability ensure that our customers stay running.



*CS-1000 automatic round cake and pie slicer*



*ACCU-10USR Ultrasonic multi purpose cake slicer*



*ACCU-100FS Ultrasonic sheet and round cake portioning system*



## Agenda Item 9

### Youth Development Corporation Contract

#### Background Information:

The City Council will be asked to consider approval of a contract for service with Youth Development Corporation (YDC) for recreation services within the City's parks.

For more than a decade, the City of South Haven has provided an annual payment to the YDC for recreation services within the City's parks. YDC provides recreation programs, typically located at Kid's Corner, as part of their "Summer Fun in the Park" program. For several years the City of South Haven has provided \$15,000 in annual payments to YDC for this recreation service.

As part of a recent audit process, the City's auditor recommended that the City of South Haven take steps to develop contracts for service with any outside agency which the City provides regular funding to. As a result, the City's staff has worked with representatives from YDC to develop a contract for service. The contract for service does not seek to alter the annual budgeted expense to YDC, but does seek to illustrate the agreement between YDC and the City of South Haven.

If approved, the agreement will provide 5 years of recreation services from YDC to the City of South Haven, with an annual expense of \$15,000 per year.

#### Recommendation:

The City Council should consider a motion to approve a contract for service with Youth Development Corporation for recreation services with the City of South Haven.

#### Support Material:

YDC Contract for Service

## PROFESSIONAL SERVICES AGREEMENT

This Professional Services Agreement is made as of January 1, 2013, between the City of South Haven, a Michigan municipal corporation, whose principal business address is 539 Phoenix Street, South Haven, Michigan 49090 (the "City"), and Youth Development Company (YDC/PAL), a Michigan corporation, whose principal business address is 10781 76<sup>th</sup> Street (P.O. Box 453), South Haven, Michigan 49090 ("YDC/PAL").

### RECITALS

- A. The City seeks a qualified entity to provide youth recreational services within the City's parks.
- B. YDC/PAL has the experience and expertise the City is seeking and has submitted a proposal to provide such services.
- C. YDC/PAL is willing to contract with the City as an independent contractor to provide youth recreational services in accordance with the terms and conditions of this Agreement.

### TERMS AND CONDITIONS

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

1. Independent Contractor. At all times during the performance of any services under this Agreement, YDC/PAL (defined for purposes of this Agreement to include YDC/PAL's officers, employees, consultants, contractors and agents) shall be acting and discharging its duties and responsibilities as an independent contractor. YDC/PAL agrees and acknowledges that it is not an employee, agent of, partner, or joint venturer with the City. YDC/PAL shall be solely responsible for all federal, state and local taxes due on all compensation paid to it by the City under this Agreement. YDC/PAL acknowledges that its arrangement with the City under this Agreement is contractual and is terminable at will by either party.
2. Duties and Responsibilities. In accordance with the City's generally accepted operating practices and policies, and under the direct supervision and direction of the City Manager, the parties agree that YDC/PAL shall assist the City's Parks and Recreation Department in providing youth recreational services and programs, now adding after school as well as summer programs at their youth center, within the City's parks, including the following duties:  

"Summer Fun in the Park" Program
3. Compliance with Laws. YDC/PAL shall fulfill its duties and responsibilities under this Agreement in an efficient and conscientious manner in compliance with applicable laws, rules, regulations, ordinances, orders, permits, and licenses required by any governmental agency of competent jurisdiction. In addition, YDC/PAL shall be responsible for obtaining and maintaining all required licenses and other approvals relating to its responsibilities under this Agreement.
4. Schedule. This Agreement specifies the services to be performed by YDC/PAL. YDC/PAL is free to determine and arrange the time and manner of performance of such services within the overall schedules established by the City Manager.
5. Supplies and Equipment. YDC/PAL, at its sole expense, shall provide all equipment and supplies necessary to perform its duties and responsibilities under this Agreement. The city will provide the Park and storage for the summer.
6. Vehicle. YDC/PAL shall be responsible for providing its own vehicle(s) and shall not be reimbursed for mileage or other vehicle related expenses.

7. Compensation.

(a) The City shall pay YDC/PAL an annual fee of \$15,000.00 for their “Summer Fun in the Park” Program services provided by YDC/PAL under this Agreement.

(b) YDC/PAL shall not receive insurance coverage, pension benefits, paid holidays, vacation pay, sick leave, or any other benefits provided to employees of the City. YDC/PAL agrees it is not eligible for such benefits.

(c) YDC/PAL shall be responsible for all costs or expenses incurred in the performance of its responsibilities under this Agreement unless the payment of such cost or expense received prior approval by the City Manager.

8. Term and Termination.

(a) This Agreement shall commence on the date first stated above.

(b) This Agreement shall terminate on December 31, 2017. This agreement is subject to annual renewal by mutual agreement of the parties on the same terms and conditions.

(c) This Agreement may be terminated by the City or YDC/PAL upon 30 days written notice.

(d) Upon termination of this Agreement, neither party shall have any further obligations, except for: (i) obligations occurring prior to the date of termination, and (ii) obligations or promises made in this Agreement which are expressly made to extend beyond the term of this Agreement. Upon receiving the City’s notice of termination YDC/PAL shall immediately discontinue all services (unless the notice directs otherwise).

9. Work Product All reports, work sheets, plans, tables, supportive data, documents, and other materials, whether produced or stored on paper, electronically or otherwise, which are produced by YDC/PAL in the course of and for the purpose of performing services for the City according to this Agreement, are the property of the City. Except to the extent disclosure is required by applicable law, YDC/PAL shall not disclose its work product to any third party without the City Manager’s prior approval. The requirements of this paragraph shall survive the expiration or termination of this Agreement.

10. Indemnification. To the extent permitted by law, YDC/PAL shall indemnify the City (defined for purposes of this paragraph to include the City’s officers and employees) and hold the City harmless, from any demand, claim, judgment, award, legal proceeding, or loss of any kind arising from or pursuant to this Agreement, except where caused by negligence or wrongdoing of the City. The requirements of this paragraph shall survive the expiration or termination of this Agreement for a period of 3 years.

11. Insurance. The City shall not be required to obtain or maintain any insurance covering YDC/PAL. YDC/PAL shall obtain and maintain all necessary and appropriate insurance policies covering its negligent and wrongful acts, including the following:

a. Workers’ Compensation Insurance including Employers’ Liability Coverage, in accordance with all applicable statutes of the State of Michigan.

b. Commercial General Liability Insurance on an “Occurrence Basis” with limits of liability not less than \$1,000,000 per occurrence and aggregate for Personal Injury, Bodily Injury, and Property Damage.

c. Commercial General Liability Insurance shall include an endorsement stating that the following shall be Additional Insureds: The City of South Haven, all elected and appointed

officials, all employees and volunteers, all boards, commissions, and/or authorities and board members, including employees and volunteers thereof.

d. Cancellation Notice: The Insurance coverage described above, shall include an endorsement stating the following: "It is understood and agreed that Thirty (30) days Advance Written Notice of Cancellation, Non-Renewal, Reduction, and/or Material Change, Ten (10) days for non-payment of premium, shall be sent to: Roger Huff, City of South Haven, 539 Phoenix St, South Haven, MI 49090.

YDC/PAL shall provide copies of all insurance policies upon the City's request, together with copies of certificates of insurance showing the premiums to be fully paid.

12. Assignment Prohibited. YDC/PAL may not assign this Agreement or its rights, privileges, duties, or obligations without the City's prior written approval.

13. Interpretation. This is the entire agreement between the parties as to its subject matter. This Agreement may not be modified except in writing signed by the parties. Its interpretation shall not be affected by any course of dealing. The captions are for convenience and form no part of this Agreement, but the recitals are an integral part of this Agreement. This Agreement shall be construed as if it were mutually drafted.

14. Governing Law. To the extent permitted by law, jurisdiction and venue pertaining to any action arising from or pursuant to this Agreement shall be with the state courts in Van Buren County, Michigan.

15. Notice. Any notices shall be made in writing to the addresses first written above or such other addresses as indicated by notice and shall be made by personal delivery or by postage prepaid United States first-class mail and shall be deemed completed when actually received or, if by first-class mail, three business days after mailing.

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

CITY OF SOUTH HAVEN

YDC/PAL

By: \_\_\_\_\_  
Robert Burr, Mayor

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

By: \_\_\_\_\_  
Amanda Morgan, Clerk

Its:



## Agenda Item 10

### Michigan State Police Post Rental Agreement

#### Background Information:

The City Council will be asked to consider approval of a rental agreement with the State of Michigan, for the short term rental of the Michigan State Police Post, located at 720 LaGrange Street.

The City of South Haven is constructing civil, architectural, mechanical, and electrical improvements to the existing Public Safety building. The project has a current preliminary budget of approximately \$2,600,000. At the April 2, 2012, regular meeting of the City Council, the Council approved Resolution 2012-14, which authorized a notice of intent to construct capital improvements with a not to exceed budget of \$3,000,000. The City's staff is working with the United States Department of Agriculture (USDA) to finalize a loan for the project. For tonight's meeting, the City Council will be asked to consider granting approval of a short term lease agreement with the State of Michigan, for the use of the Michigan State Police Post on LaGrange Street.

The building will be used by the South Haven Police Department as a temporary home for their operations while construction is occurring at the city's Public Safety building. The rental agreement is a month-to-month agreement, and has a total annual cost of \$1.00. The rental agreement does require the City of South Haven to fund all maintenance and utility costs, and name the State of Michigan to our liability insurance during the duration of the rental agreement.

The rental agreement with the State of Michigan allows the city's Police Department to operate in an actual building and avoid the use of construction trailers. Further, the city's Police Department will be able to temporarily use a building which was designed and constructed for police work.

Assuming the rental agreement with the State of Michigan is approved, the city's staff will work to prepare the state's building for our use and finalize plans to move into the building.

#### Recommendation:

The City Council should consider a motion to approve a short term rental agreement with the State of Michigan, for the use of the Michigan State Police Post, located at 720 LaGrange Street in the City of South Haven, for an annual cost of \$1.00.

#### Support Material:

State Police Post Rental Agreement



## MONTH-TO-MONTH AGREEMENT

Agreement # 11687

**Between  
The City of South Haven,**

**A Municipal Corporation, As Tenant**

**and the  
State Of Michigan, As Landlord**

**THIS MONTH-TO-MONTH AGREEMENT** ("Agreement") is entered into by and between The City of South Haven, a Municipal Corporation, as ("Tenant"), whose address is 539 Phoenix Street, South Haven, MI 49090 and the State of Michigan, by the Department of Technology, Management & Budget, whose address is 530 W. Allegan Street, Lansing, MI 48933, on behalf of the Department of State Police ("Landlord"), and establishes the following terms, conditions, performance obligations, and covenants between the parties.

### **WITNESSETH:**

The parties, for the considerations herein mentioned, agree as follows:

1. **DESCRIPTION OF THE PREMISES:** Landlord hereby rents to Tenant approximately 3,600 usable square feet of building space and all parking spaces on the grounds of the property commonly known as 720 LaGrange Street, South Haven, MI 49090 (the "Premises") as further described in Attachment A to this Agreement. The Premises are to be used by the Tenant exclusively for the purposes of a City of South Haven police department.
2. **TERM:** The term of this Agreement is month-to month beginning March 1, 2013 and ending February 28, 2014, subject to the cancellation provisions of this Agreement.
3. **RENT:** Tenant shall pay to Landlord rent at the rate of One Dollar(s) and No Cents (\$1.00) annually. Rent shall be paid March 1, 2013, prior to occupancy. Rent shall be made payable to the "State of Michigan" and shall be mailed as follows, Attention: Kathleen Fay, Manager, Management Services Section, Michigan Department of State Police P.O. Box 30634, Lansing, MI 48909, or to such other address as Landlord may from time to time designate.
4. **SERVICES BY THE LANDLORD:** The Landlord shall furnish to the Tenant the following to a usual and customary standard of due diligence: None
5. **SERVICES AND RESPONSIBILITIES OF THE TENANT:** Tenant shall furnish the following at its own expense:
  - 5.1. All exterior and interior maintenance of the Premises as well as all maintenance and repairs to mechanical, plumbing and electrical systems serving the Premises as needed to keep them in sound working order and in compliance with applicable legal codes. Tenant

shall provide Landlord with manufacturer instructions, warranties and correspondence associated with said maintenance and repairs, if requested, upon cancellation of this Agreement.

- 5.2. All utilities serving the Premises, including water, sewer, gas, electricity and/or steam. Tenant shall provide Landlord with copies of paid water and sewer bills once monthly.
- 5.3. Telecommunication services.
- 5.4. Janitorial services and supplies.
- 5.5. Snow removal from driveways, steps, porches and walkways.
- 5.6. Grounds maintenance.
- 5.7. Replacement of light bulbs and tubes as needed.
- 5.8. Removal of trash and refuse from the Premises at least weekly.
- 5.9. Security services as Landlord and Tenant may agree are reasonable and necessary.
- 5.10. Parking lot lighting, if available.
6. **ASSIGNMENT AND SUBLETTING:** Tenant shall neither assign nor sublet the Premises without the advance written consent of the Landlord, other than in the normal course of allowing Tenant's employees and guests to park motor vehicles at the Premises.
7. **ALTERATIONS:** No alterations, modifications, or improvements shall be made to the Premises without the written consent of the Landlord. At the expiration of the Agreement, all such alterations, modifications, and improvements to the Premises shall become the property of the Landlord, unless otherwise agreed in writing or the Tenant acquires fee title to the Premises. Landlord shall not unreasonably deny a request from Tenant to have certain of the rented parking spaces painted to indicate they are reserved for handicap parking only.
8. **CODES AND PERMITS:** Tenant shall comply with all applicable codes and obtain any necessary permits in connection with its use of the Premises.
9. **DAMAGE:** Tenant shall be liable for any damage to Premises caused by sole action of the Tenant, Tenant's employees or Tenant's guests or by any casualty insured under the Tenant's insurance policy, less reasonable wear and tear or damage by the elements.
10. **ENVIRONMENTAL:** The Landlord and Tenant mutually agree that they shall not release on, in, or below the Premises any hazardous substance. The Tenant assumes responsibility to the extent provided by law, for a release or threatened release of a hazardous substance by the Tenant. The Landlord shall not indemnify or defend the Tenant if the release or threatened release is caused solely by the Tenant.
11. **INDEMNIFICATION AND LIABILITY INSURANCE:** Tenant hereby expressly agrees to hold harmless, defend, and indemnify the Landlord, its agents and employees, from and against any and all claims, costs, losses, suits, demands, actions, liabilities, damages, causes of actions or judgments which may in any manner be imposed on or incurred by the State, its agents and employees, for any bodily injury, loss of life, and/or damage to property, including the State's agents, employees, and property, resulting from or arising out of Tenant's use of the Premises.

The Tenant shall, at Tenant's expense, during the term of this Agreement, insure the premises with general liability insurance naming the State, its several departments, boards, agencies, commissions, officers, and employees, as an additional insured and which protects against all claims, demands, actions, suits, or causes of action, and judgments, settlements or recoveries, for bodily injury or property damage arising out of a condition of the Premises. The Tenant agrees to maintain minimum policy limits in the amount of \$500,000 per occurrence for property damage and \$1,000,000 per occurrence for bodily injury, with a \$2,000,000 aggregate. The Tenant shall provide the State with a certificate of insurance, naming the State, its several departments, boards, agencies, commissions, officers, and employees as an additional insured party, within thirty (30) calendar days following execution and delivery of this Agreement to Tenant. This provision shall not apply to liability for damages arising out of bodily injury to any person or damage to property of others resulting from the sole negligence of the State, its several departments, boards, agencies, commissions, officers and employees. The policy insurance shall provide that it may not be modified, cancelled, or allowed to expire without thirty (30) days prior written notice given to the State or the additional insured.

12. **NON-DISCRIMINATION:** Tenant shall comply with the Elliott-Larsen Civil Rights Act, 1976 PA 453, as amended, MCL 37.2101 et seq. the Persons with Disabilities Civil Rights Act, 1976 PA 220, as amended, MCL 37.1101 et seq., and all other federal, state and local fair employment practices and equal opportunity laws and covenants that it shall not discriminate against any employee or applicant for employment, to be employed in the performance of this real estate contract, with respect to his or her hire, tenure, terms, conditions, or privileges of employment, or any matter directly or indirectly related to employment, because of his or her race, religion, color, national origin, age, sex, height, weight, marital status, or physical or mental disability that is unrelated to the individual's ability to perform the duties of a particular job or position. The Tenant agrees to include in every subcontract entered into for the performance of this real estate contract this covenant not to discriminate in employment. A breach of this covenant is a material breach of this real estate contract.
13. **CANCELLATION RIGHTS:** This Agreement may be cancelled by the Tenant or the Landlord upon thirty (30) days written notice to the other party delivered either in person or by certified mail, return receipt requested, to the other party's address as set forth under the "Notices" Section of this Agreement or to such other address as either party may designate, from time to time, in writing for the delivery of notices under this Agreement. The following contingency provisions may also apply:
  - 13.1. If at any time the Tenant vacates the Premises prior to the expiration of the Agreement, the Tenant will be responsible for all rental payments, repairs above and beyond normal wear and tear, until and including the date of the Agreement cancellation.
  - 13.2. If this Agreement shall be canceled pursuant to the provisions of this Section, Tenant shall surrender possession of the Premises within forty-five (45) days of the date of cancellation. Upon cancellation of this Agreement as provided in this Section, Tenant shall surrender possession of the Premises in the same condition as when delivered to the Tenant, reasonable wear and tear excepted.
  - 13.3. This Agreement may be cancelled by the Landlord provided the Tenant is notified in writing at least thirty (30) days prior to the effective date of cancellation and any one of the following occur:
    - 13.3.1. The Tenant or any subcontractor, manufacturer or supplier of the Tenant appears in the register compiled by the Michigan Department of Consumer and Industry Services (or its successors) pursuant to 1980 PA 278, as amended, MCL 423.321 et seq. (Employers Engaging in Unfair Labor Practices Act).

- 13.3.2. The Tenant or any subcontractor, manufacturer or supplier of the Tenant is found guilty of discrimination, pursuant to 1976 PA 453, as amended, MCL 37.2101 et seq. (Elliott-Larsen Civil Rights Act); or 1976 PA 220, as amended, MCL 37.1101 et seq. (Persons with Disabilities Civil Rights Act).
- 13.3.3. The Tenant's use of the Premises is in violation of local adopted ordinance, or recorded deed restrictions, or Landlord determines that Tenant is not using the Premises for the purposes allowed and provided in Section 1.
- 13.3.4. The Tenant fails to repair or restore the Premises for damage specified in Section 9.

- 14. **QUIET ENJOYMENT:** Tenant, upon payment of the aforementioned rent and the performance of the conditions outlined herein may peacefully and quietly have, hold, and enjoy the Premises - providing Tenant's use of the Premises shall at no time interfere with the Operations of the Landlord in the same and adjacent facilities belonging to the Landlord. Landlord may access the Premises as needed to perform its responsibilities under this Agreement and to make reasonable inspections of Landlord's property.
- 15. **NOTICES:** Any notice due the Landlord shall be complete if submitted in writing and transmitted by certified or registered mail return receipt requested. Unless changed by the Landlord, notices shall be transmitted to:

Lessee	Lessor
The City of South Haven	Director
Brian C. Dissette, City Manager	Real Estate Division
539 Phoenix Street	Michigan Department of Technology, Management & Budget
South Haven, MI 49090	530 West Allegan Street
Email: bdissette@south-haven.com	Lansing, MI 48933
Telephone: 269.637.0750	
	<b>Copy to:</b> Michigan Department of State Police
	Attn: Kathleen Fay, Management Services Section
	P.O. Box 30634
	Lansing, MI 48909
	Email: FayK@michigan.gov
	Telephone: 517.336.6151

Notices either issued or received shall be deemed effective as of 12:00 noon Lansing, Michigan time on the third business day following the date of mailing. Business day is defined as any day other than a Saturday, Sunday, legal holiday, or day preceding a legal holiday. A receipt from a U.S. Postal Service, or successor agency, performing such function shall be conclusive evidence of the date of mailing.

- 16. **MISCELLANEOUS PROVISIONS:**
  - 16.1. **GOVERNING LAW:** This Agreement shall be governed by and interpreted in accordance with the laws of the State of Michigan.
  - 16.2. **MUTUAL DRAFTING:** The Agreement shall be interpreted and construed as drafted mutually by all parties.
  - 16.3. **ENTIRE AGREEMENT AND ENCLOSURES:** This Agreement, with all Attachments as listed herein, constitutes the entire agreement between the parties with regard to this transaction and may be amended only in writing.

- 16.4. **SEVERABILITY:** Should any provision of this Agreement or any addenda thereto be found to be illegal or otherwise unenforceable by a court of law, such provision shall be severed from the remainder of the Agreement, and such action shall not affect the enforceability of the remaining provisions of the Agreement.
- 16.5. **WAIVER:** Failure to enforce any term of this Agreement shall not be deemed a waiver of the enforcement of that or any other term of this Agreement.
- 16.6. **EFFECTIVE DATE:** The effective date of this Agreement shall be the date of the last signature executing this Agreement.
- 16.7. **BINDING EFFECT:** This Agreement shall be binding upon and to the benefit of the heirs, executors, administrators and assigns of the Landlord and Tenant.
- 16.8. **REQUIRED APPROVALS:** This Agreement shall not be binding or effective on either party until approved by the Landlord and the Tenant.

THIS SPACE INTENTIONALLY LEFT BLANK

IN WITNESS WHEREOF, the parties to this Agreement subscribe their names on the date set forth below.

Tenant: City of South Haven

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

Printed Name: Brian C. Dissette  
Title: City Manager

Landlord: Michigan Department of State Police

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

Kathleen Fay

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Landlord: Department of Technology, Management & Budget

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

Robert M. Burns  
Director, Real Estate Division  
Department of Technology, Management & Budget