

# City Council

## Regular Meeting Agenda

Monday, June 3, 2013  
7:00 p.m., Council Chambers



### 1. Call to Order

### 2. Invocation

- Pastor Eric Jarvis, First Assembly of God

### 3. Roll Call

### 4. Approval of Agenda

### 5. Proclamation

### 6. Consent Agenda: Items A thru E (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 May 20, 2013.
- B. Bills totaling \$549,083.53 for the period ending June 2, 2013 be approved and forwarded to the Clerk and Treasurer for payment.
- C. Council will be asked to approve the South Street sidewalk improvement project in the amount of \$29,080.
- D. Council will be asked to approve \$33,708 of additional patching work for the Cape Seal Project.
- E. Council will be asked to receive the following administrative reports and approved minutes to be placed on file:
  - 1) Zoning Board of Appeals: Minutes, February 25, 2013.
  - 2) South Haven Memorial Library Board:
    - a. Minutes, March 12, 2013.
    - b. Minutes, April 9, 2013
  - 3) Harbor Commission:
    - a. Minutes, March 16, 2013.
    - b. Workshop Minutes, March 16, 2013.
  - 4) Liberty Hyde Bailey Museum Board: Minutes, April 16, 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

### 7. City Council will be asked to consider the following items regarding the Fiscal Year 2013/2014 Budget:

- A. Resolution 2013-29: A Resolution adopting the 2013/2014 Fiscal Year Budget for Component Unit Funds of the City of South Haven, Michigan.
- B. Resolution 2013-30: A Resolution adopting the 2013/2014 Fiscal Year Budget for Enterprise and Internal Service Funds of the City of South Haven, Michigan.
- C. Resolution 2013-31: A Resolution adopting the 2013/2014 Fiscal Year Budget for General, Special Revenue, Debt Service, Capital Projects, and Fiduciary Funds of the City of South Haven, Michigan.
- D. Resolution 2013-32: A Resolution setting the 2013 Property Tax Millage.

NEW BUSINESS

- 8. City Council will be asked to consider introduction of an ordinance to amend rates for the City of South Haven Utilities.
- 9. City Council will be asked to consider the following Special Events:
  - A. Special Event 2013-20: Blueberry Festival (August 8-11, 2013).
  - B. Special Event 2013-12 Amendment: Waterfront Film Festival.
- 10. City Council will be asked to consider Resolution 2013-33: Declaration of intent to make public improvements; tentative designation of special assessment district; notice of public hearing for the Kalamazoo Street Reconstruction Phase 2 Project.
- 11. City Council will be asked to consider approving a proposal for professional services from Abonmarche for Elkenburg Park Phase II.
- 12. City Council will be asked to ratify the Supervisory and Non-Supervisory union contracts for the members of the South Haven Police Department.
- 13. Interested Citizens in the Audience Will be Heard on Items Not on the Agenda  
*(You will be given up to 5 minutes to address your concerns.)*
- 14. City Manager's Comments
- 15. Mayor and Councilperson's Comments
- 16. Adjourn

RESPECTFULLY SUBMITTED,



Brian Dissette  
City Manager

# DRAFT

## City Council

### Regular Meeting Minutes

Monday, May 20, 2013  
7:00 p.m., Council Chambers



1. **Call to Order by Mayor Burr at 7:00 p.m.**
2. **Invocation by Pastor Ken Kruithoff, Kibbie Christian Reformed Church**
3. **Roll Call**

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

4. **Approval of Agenda**

Moved by Fitzgibbon to approve the agenda to include an update on the South Haven Court immediately following the agenda approval. Seconded by Kozlik Wall.

Voted Yes: All. Motion carried.

Mike Bedford, County Prosecutor – provided City Council with an update regarding the opening of the prosecutor's office at the South Haven Courthouse and took the opportunity to introduce the staff.

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

Moved by Patterson, seconded by Gruber to approve the Consent Agenda removing Item 5d(1) as follows:

- A. Council will be requested to approve the following City Council Minutes:
  - 1) Workshop Minutes: April 22, 2013
  - 2) Regular Minutes: May 6, 2013.
- B. Bills totaling \$879,033.44 for the period ending May 19, 2013 be approved and forwarded to the Clerk and Treasurer for payment.
- C. Council will be asked to approve the purchase of beach warning flag poles from American Pride in the amount of \$27,285.
- D. Council will be asked to approve the following temporary special event sign requests:
  - 2) Relay For Life
- E. Council will be asked to receive the following administrative reports and approved minutes to be placed on file:
  - 1) Downtown Development Authority: Minutes, March 13, 2013.
  - 2) Local Development Finance Authority: Minutes, April 15, 2013.

3) South Haven Regional Airport Authority: Minutes, April 17, 2013.

A Roll Call Vote was taken:

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

Nays: None

Motion carried.

Council discussed Item 5d(1) originally included on the Consent Agenda:

Council will be asked to approve the temporary special event sign requests for Waterfront Film Festival.

Moved by Gruber to approve the temporary special event sign requests for Waterfront Film Festival. Seconded by Kozlik Wall.

A Roll Call Vote was taken:

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

Nays: None

Motion carried.

PUBLIC HEARINGS

**6. City Council will be asked to hold a public hearing regarding the FY 2013/2014 Budget.**

*Background Information:* The budget process begins in earnest in January with department heads preparing budget concerns and requests for the City Manager's review. The Finance Department compiles and reviews these requests. As staff works through the various budget projections, a series of reports are distributed for the City Council's review. This year, several workshop sessions were held by the City Council to make sure the budget reflects the adopted policy priorities of City Council.

The manager's proposed budget for 2013-14 is complete and is now presented to the City Council for consideration. It is available for the public to review, and can be downloaded from the city's website or can be obtained in print form at City Hall.

The City Charter requires a public hearing on the proposed budget. The City Council is required to adopt a budget at the first meeting in June.

Moved by Kozlik Wall to open the public hearing. Seconded by Patterson.

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

No public comment at this time.

Moved by Kozlik Wall to close the public hearing. Seconded by Fitzgibbon.

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

**BOARD & COMMISSION APPOINTMENTS**

**7. City Council will be asked to consider the following annual board and commission appointments/reappointments:**

**A. Confirm the Mayor's reappointments as follows:**

<u>Name</u>	<u>Board</u>	<u>Term</u>
John Braun	Downtown Development Authority	4-year term
Jim Marcoux	Downtown Development Authority	4-year term
Scott Smith	Planning Commission	3-year term

**B. Reappoint board and commission members as follows:**

<u>Name</u>	<u>Board</u>	<u>Term</u>
Paul VandenBosch	Building Authority	4-year term
Ed Morse	Construction Board of Appeals	5-year term
Mary Stephens	Harbor Commission	3-year term
David Fenske	Liberty Hyde Bailey Museum Board	4-year term
Lois Howard	Library Board	5-year term
Dorothy Cobbs	Parks Commission	3-year term
Dave Miller	Zoning Board of Appeal	3-year term

**Item A: Council will be asked to confirm the Mayor's reappointments to boards and commissions.**

Moved by Patterson, seconded by Fitzgibbon to confirm Mayor's reappointments as follows:

<u>Name</u>	<u>Board</u>	<u>Term</u>
John Braun	Downtown Development Authority	4-year term
Jim Marcoux	Downtown Development Authority	4-year term
Scott Smith	Planning Commission	3-year term

Voted Yes: All. Motion carried.

**Item B: Council will be asked to reappoint board and commission members.**

Moved by Fitzgibbon, seconded by Kozlik Wall to reappoint board and commission members as follows:

<u>Name</u>	<u>Board</u>	<u>Term</u>
Paul VandenBosch	Building Authority	4-year term
Ed Morse	Construction Board of Appeals	5-year term
Mary Stephens	Harbor Commission	3-year term
David Fenske	Liberty Hyde Bailey Museum Board	4-year term
Lois Howard	Library Board	5-year term
Dorothy Cobbs	Parks Commission	3-year term
Dave Miller	Zoning Board of Appeal	3-year term

Voted Yes: All. Motion carried.

**8. City Council will be asked to consider the following board and commission appointments:**

- A. Appoint the following members to the Construction Board of Appeals:**
  - i. Mark Dibble to fill a vacant 5-year term expiring in 2014.**
  - ii. Dennis DeVinney to fill a vacant 5-year term expiring in 2015.**
  - iii. Craig Niephaus as an Alternate to the Construction Board of Appeals.**
  - iv. Butch Kelly as the Hearing Officer.**
- B. Confirm the Mayor's appointment of Sally Newton to the Downtown Development Authority to fill a vacant 4-year term expiring in 2015.**
- C. Appoint Tim Reineck to the Harbor Commission for a 3-year term expiring in 2016.**
- D. Appoint Chuck Moore to the Parks Commission for a 3-year term expiring in 2016.**
- E. Appoint Mary Lynn Bugge to the Zoning Board of Appeals for a 3-year term expiring in 2016.**

**Item A: Appointments to the Construction Board of Appeals.**

Moved by Fitzgibbon, seconded by Kozlik Wall to appoint the following members to the Construction Board of Appeals:

- a. Mark Dibble to fill a vacant 5-year term expiring in 2014.
- b. Dennis DeVinney to fill a vacant 5-year term expiring in 2015.
- c. Craig Niephaus as an Alternate to the Construction Board of Appeals.
- d. Butch Kelly as the Hearing Officer.

Voted Yes: All. Motion carried.

**Item B: Confirm the Mayor's appointment of Sally Newton to the Downtown Development Authority to fill a vacant 4-year term expiring in 2015.**

Sally Newton introduced herself as an applicant for the Downtown Development Authority.

Moved by Kozlik Wall to confirm the Mayor's appointment of Sally Newton to the Downtown Development Authority to fill a vacant 4-year term expiring in 2015. Seconded by Patterson.

Voted Yes: All. Motion carried.

**Item C: Appoint Tim Reineck to the Harbor Commission for a 3-year term expiring in 2016.**

Tim Reineck introduced himself to City Council as an applicant to the Harbor Commission.

Moved by Fitzgibbon to appoint Tim Reineck to the Harbor Commission for a 3-year term expiring in 2016. Seconded by Kozlik Wall.

Voted Yes: All. Motion carried.

**Item D: Appoint Chuck Moore to the Parks Commission for a 3-year term expiring in 2016.**

Moved by Fitzgibbon to appoint Chuck Moore to the Parks Commission for a 3-year term expiring in 2016. Seconded by Kozlik Wall.

Voted Yes: All. Motion carried.

**Item E: Appoint Mary Lynn Bugge to the Zoning Board of Appeals for a 3-year term expiring in 2016.**

Mary Lynn Bugge introduced herself to City Council as an applicant to the Zoning Board of Appeals.

Moved by Fitzgibbon to appoint Mary Lynn Bugge to the Zoning Board of Appeals for a 3-year term expiring in 2016. Seconded by Kozlik Wall.

Voted Yes: All. Motion carried.

**NEW BUSINESS**

**9. City Council will be asked to consider the following items regarding the emergency dredging:**

- A. Resolution 2013-26: A Resolution to approve an agreement addendum with the MDNR for the Emergency Dredging Project.**
- B. Approve a budget adjustment for the 2013 Emergency Dredging Project.**

*Background Information:* The Michigan DNR has notified the City that the amount of the 2013 emergency dredging grant is \$296,050. This reflects the original funding amount of \$436,050 less \$140,000 allocated for Army Corps dredging areas. The Army Corps plans to dredge the federal channel later this year.

The resolution and agreement will authorize the grant funding for emergency dredging.

The current dredging project, including the North Side and South Side Marinas, Turning Basin, Friends Goodwill Channel, and Black River is expected to cost \$490,503, based on the most recent change order.

Funding sources for the 2013 dredging project are proposed as follows:

296,050	MDNR Waterways Emergency Dredging Grant
94,453	City of South Haven River Maintenance Fund
<u>100,000</u>	City of South Haven Municipal Marina Fund
490,503	Total

**Item A: Resolution 2013-26: A Resolution to approve an agreement addendum with the MDNR for the Emergency Dredging Project.**

Moved by Kozlik Wall to approve Resolution 2013-26: A Resolution to approve an agreement addendum with the MDNR for the Emergency Dredging Project. Seconded by Patterson.

Voted Yes: All. Motion carried.

**Item B: Approve a budget adjustment for the 2013 Emergency Dredging Project.**

Moved by Fitzgibbon to approve the budget adjustment for the 2013 Emergency Dredging Project. Seconded by Gruber.

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 Special Events:**

**A. Special Event 2013-14: Festival of Trees (November 29-December 8, 2013).**

**B. Special Event 2013-16: All Crafts Fair (August 31 & September 1, 2013).**

**C. Special Event 2013-17: Blueberry Festival Craft Fair (August 10-11, 2013).**

**D. Special Event 2013-18: Memorial Day Parade (May 27, 2013).**

**E. Special Event 2013-19: South Haven Fireworks (July 3, 2013).**

**Item A: Special Event 2013-14: Festival of Trees (November 29-December 8, 2013).**

*Background Information:* This special event request is ready for City Council's approval. This event, sponsored by We Care I.N.C. is scheduled to start Friday, November 29, 2013. The event will start with a parade bringing Santa to kick-off the Festival of Trees event at City Hall, which will last through December 8, 2013. We Care is working with the city to find a parade route that will work around the construction. They are requesting use of City Hall's lawn from 6:00 p.m. to 8:30pm for music/trees lighting. They are also requesting to decorate City Hall's lawn with Christmas trees and decorations that would stay up throughout the Christmas season.

Moved by Fitzgibbon to approve Special Event 2013-14: Festival of Trees (November 29-December 8, 2013). Seconded by Patterson.

Voted Yes: All. Motion carried.

**Item B: Special Event 2013-16: All Crafts Fair (August 31 & September 1, 2013).**

*Background Information:* This special event request is ready for City Council's approval. The event is scheduled for August 31st and September 1st. It is the same as it has been in the

previous years. They are requesting snow fencing be placed as it has in previous years. They requested additional police patrols over night on August 30th and August 31st.

Moved by Kozlik Wall to approve Special Event 2013-16: All Crafts Fair (August 31 & September 1, 2013). Seconded by Klavins.

Voted Yes: All. Motion carried.

**Item C: Special Event 2013-17: Blueberry Festival Craft Fair (August 10-11, 2013).**

*Background Information:* The special event request for the Blueberry Festival Craft Fair is ready for City Council approval. As in past years the Blueberry Festival Craft Fair is being run by the South Haven Area Chamber of Commerce. The event is scheduled for August 10-11, 2013. Their requests appear to be in order and consistent with past requests.

Moved by Kozlik Wall to approve Special Event 2013-17: Blueberry Festival Craft Fair (August 10-11, 2013). Seconded by Fitzgibbon.

Voted Yes: All. Motion carried.

**Item D: Special Event 2013-18: Memorial Day Parade (May 27, 2013).**

*Background Information:* This special event is ready for City Council approval. The South Haven American Legion sponsors this event this year which is scheduled for May 27, 2013. The parade is being done in the same way it has been done in the previous years. The parade route is identified on the event application.

Usually proof of insurance is required with the City named as co-insured however as in the past they are requesting to waive insurance.

Moved by Kozlik Wall to approve Special Event 2013-18: Memorial Day Parade (May 27, 2013). Seconded by Patterson.

Voted Yes: All. Motion carried.

**Item E: Special Event 2013-19: South Haven Fireworks (July 3, 2013).**

*Background Information:* The South Haven Fireworks special event is ready for City Councils approval. The request date for the fireworks show is Wednesday, July 3, 2013. This event is sponsored by the South Haven Fireworks Committee. The Fireworks Committee and city staff is working together to ensure that town is prepared for the show and the increased crowds. The Fireworks Committee will also be working with the bridge tender to make sure there are no problems with backups at the bridge. The attached maps illustrate the proposed locations of portable trash receptacles, dumpsters, and porta-potties. Clean up will begin early the next morning to ensure everything is ready for the 4th of July parade. SHAES is asking for very strict parking enforcement all day to keep fire and ambulance access open on the temporary no parking routes throughout town.

Moved by Kozlik Wall to approve Special Event 2013-19: South Haven Fireworks (July 3, 2013). Seconded by Fitzgibbon.

Voted Yes: All. Motion carried.

**11. City Council will be asked to take the following actions regarding the Van Buren Trail Grant:**

- A. Approve a professional services agreement for engineering services related to the Van Buren Trail Extension with Abonmarche for \$64,000. (Roll Call Vote required)**
- B. Consider Resolution 2013-27: A Resolution to approve the grant agreement with the MDNR for the Van Buren Trail Extension Project.**

*Background Information:* The State of Michigan has offered the City a grant project agreement for the Van Buren Trail project. This project would make bicycle path improvements between South Haven Street and Aylworth Avenue, along the former railroad line. The intent is to connect to the Van Buren Trail, which is being developed by the State of Michigan, and which will extend to Van Buren State Park. Signage, bike racks, benches and landscaping will be constructed at the parking lot at Kalamazoo and Huron Street, which will identify this location as a trailhead for both the Kal-Haven Trail and the Van Buren Trail. Bicycle connection between South Haven Street and the Huron Street is intended to be on-street with signage.

The authorized project cost is \$362,400, with the City providing a 40% match of \$145,000, and the Michigan Department of Natural Resources providing a 60% grant in the amount of \$217,400.

South Haven City Council authorized applying for the Van Buren Trail grant on March 19, 2012.

As part of the grant agreement, the City is required to retain the services of a professional engineering firm to design, bid and oversee project construction. The City has solicited a proposal from Abonmarche Engineering to provide these services.

In order to proceed with this project, City Council is requested to approve the grant agreement and resolution on the last page of the grant project agreement.

**Item A: Approve a professional services agreement for engineering services related to the Van Buren Trail Extension with Abonmarche for \$64,000.**

Moved by Patterson to approve a professional services agreement for engineering services related to the Van Buren Trail Extension with Abonmarche for \$64,000. Seconded by Fitzgibbon.

A Roll Call Vote was taken:

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

Nays: None

Motion carried.

**Item B: Consider Resolution 2013-27: A Resolution to approve the grant agreement with the MDNR for the Van Buren Trail Extension Project.**

Moved by Fitzgibbon to approve Resolution 2013-27: A Resolution to approve the grant agreement with the MDNR for the Van Buren Trail Extension Project. Seconded by Kozlik Wall.

Voted Yes: All. Motion carried.

**12. Council will be asked to approve Resolution 2013-28: A Resolution accepting a Michigan Natural Resources Trust Fund Grant from the MDNR for Acquisition of the land on Jay R. Monroe Blvd.**

*Background Information:* The MDNR has offered the City of South Haven a grant agreement for the purchase of private property along Monroe Blvd. The intent of the agreement is for the City of South Haven to acquire four privately owned properties, along Monroe Blvd., for \$950,000. The MDNR has agreed to provide \$665,000 in grant funds to assist with the property purchase. The City of South Haven will provide \$285,000 in local matching funds.

The City Council approved the grant submission, for the property purchase, at the March 19, 2012 regular meeting. Since that approval, the city has budgeted funds to provide the local matching amount.

Should the City Council wish to proceed with the property purchase, the next step is complete the grant agreement with the MDNR, and to approve the enclosed resolution.

Moved by Kozlik Wall to approve Resolution 2013-28: A Resolution accepting a Michigan Natural Resources Trust Fund Grant from the MDNR for Acquisition of the land on Jay R. Monroe Blvd. Seconded by Patterson.

Voted Yes: All. Motion carried.

**13. City Council will be asked to consider approving the Building Authority's recommendation to award contract to Lakewood Construction, in the amount of \$3,161,918 for the Police/Fire Complex reconstruction project.**

*Background Information:* The City of South Haven is considering Civil, Architectural, Mechanical, and Electrical improvements to the existing Public Safety building. The project is intended to accomplish three primary goals:

- 1) Providing more space for the Police and Fire Departments for anticipated future needs.
- 2) Increasing operational efficiency.
- 3) Providing necessary improvements that will make the building completely handicapped accessible.

Bids were received on April 11, 2013 for the project. Eight bids were received from contractors. The low bidder for the overall project was Lakewood Construction, a Holland based contractor, with a total bid of \$2,725,950. This amount includes improvements at the Police/Fire Complex. In addition, the bid amount includes the purchase and installation of generators for both the Department of Public Works and City Hall. Those generators will be used to provide emergency back-up power to the city's buildings, in the event of sustained power outages which impact the City of South Haven.

The project will be funded using a long-term borrowing. 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 the borrowing, which will be issued to the city's Building Authority. The Building Authority has met, and agreed to approve a contract with Lakewood Construction for the proposed improvements to the Police/Fire Complex. In addition, the Building Authority has recommended a series of bid alternates for improvements to City Hall. That scope of work includes the replacement of the exterior windows at City Hall, for energy efficient casement style windows. In addition, the scope of work includes minor office renovations, intended to create office space and lockable storage for the Human Resources Department. Finally, the scope includes the replacement of the city hall's mansard style roof façade for an updated aluminum structure. The additional scope raises the total project cost \$3,161,918. As this amount exceeds the maximum borrowing amount, the City Council will be asked to contribute \$161,918 of general funds towards the project.

The proposed project is a result of efforts related to the relocating of the City's 911 Emergency Dispatch Call Center operations to the Van Buren County Sheriff's Department in August, 2011. The City's General Fund will experience significant savings from the relocation of the Dispatch Center. A portion of the savings will occur during the current fiscal year, ending June 30, 2012. The overall cost savings for the fiscal year ending June 30, 2013 and thereafter are estimated at over \$150,000 per year.

It is the City's intention to use the cost savings from closure of the 911 Emergency Dispatch Call Center for repayment of the annual debt service. The City's General Fund also receives lease payments from the South Haven Area Emergency Services (SHAES) for their portion of the building. It is anticipated that the City will be receiving additional funds from SHAES to cover their proportionate share of the new debt service in addition to their current lease payments.

Assuming the City Council wishes to proceed with the project, the Council will be asked to consider a motion to concur with the city's Building Authority's recommendation to award contract to Lakewood Construction, in the amount of \$3,161,918 for the Police/Fire Complex reconstruction project. If approved, the project is anticipated to begin in the coming weeks, and be completed in the fall of 2013.

Moved by Fitzgibbon to affirm the Building Authority's recommendation to award contract to Lakewood Construction, in the amount of \$3,161,918 for the Police/Fire Complex reconstruction project. Seconded by Kozlik Wall.

Voted Yes: All. Motion carried.

**14. 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.)*

Marilyn Miller – voiced concerns regarding the North Side Marina facility.

**15. City Manager's Comments**

**16. Mayor and Councilperson's Comments**

Kozlik Wall: Reminder to not place sticks and lawn debris into the street. Make sure you pay attention to the busses.

Gruber: Looking forward to the summer season coming.

Fitzgibbon: Clarified that the City Manager has been in contact with Mrs. Miller about landscaping. Reminder that the Monday is Memorial Day, the parade will be at 11:00 a.m.

Patterson: Thanked all the volunteers, they make our City what it is. Thanked Mrs. Miller for her comments.

Arnold: Thirteen school days left. Apologized for a missed message.

Klavins: Asked if Mrs. Miller had been involved with the planning process for the marina. Thoughts and prayers are will Oklahoma after the tornado.

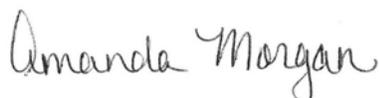
Burr: Asked the City Manager to update Council regarding the Elkenburg Park project completion.

**17. Adjourn**

Moved by Fitzgibbon to adjourn. Seconded by Patterson.

Voted Yes: All. Motion carried. Meeting adjourned at 7:53 p.m.

RESPECTFULLY SUBMITTED,



Amanda Morgan, CMC  
City Clerk

Approved by City Council: **DRAFT**

**CITY OF SOUTH HAVEN  
JUNE 3, 2013**

	PREPAID	CURRENT	TOTAL
101-GENERAL FUND	\$ 63,601.44	\$ 32,021.92	\$ 95,623.36
202-MAJOR STREET FUND	\$ -	\$ -	\$ -
203-LOCAL STREET FUND	\$ -	\$ 7,980.00	\$ 7,980.00
204-STREET FUND	\$ 100.22	\$ 600.00	\$ 700.22
226-GARBAGE/REFUSE FUND	\$ -	\$ -	\$ -
250-DOWNTOWN DEVELOPMENT	\$ -	\$ 13,997.22	\$ 13,997.22
251-LDFA #1	\$ 3,733.99	\$ -	\$ 3,733.99
253-LDFA #3	\$ -	\$ -	\$ -
260-BROWNFIELD AUTHORITY	\$ -	\$ -	\$ -
265-NARCOTICS UNIT	\$ -	\$ -	\$ -
266-POLICE TRAINING	\$ -	\$ -	\$ -
296-RIVER MAINTENANCE	\$ -	\$ 1,338.52	\$ 1,338.52
371-CAPITAL BOND DEBT SERV	\$ -	\$ -	\$ -
372-WATER PLANT FUND	\$ -	\$ -	\$ -
395-DDA DEBT SERVICE	\$ -	\$ -	\$ -
401-CAPITAL PROJECTS	\$ -	\$ 10,706.88	\$ 10,706.88
402-CAPITAL PROJECTS #2	\$ -	\$ 122,496.60	\$ 122,496.60
545-BLACK RIVER PARK	\$ 95.22	\$ 2,097.71	\$ 2,192.93
577-BEACH FUND	\$ 13,771.50	\$ 14,519.91	\$ 28,291.41
582-ELECTRIC FUND	\$ 4,194.96	\$ 38,615.04	\$ 42,810.00
591-WATER FUND	\$ 4,592.78	\$ 6,448.32	\$ 11,041.10
592-SEWER FUND	\$ 3,303.49	\$ 46,461.41	\$ 49,764.90
594-MUNICIPAL MARINA	\$ 113,915.85	\$ 11,750.17	\$ 125,666.02
636-INFORMATION SERVICES	\$ 67.80	\$ 3,906.00	\$ 3,973.80
661-MOTOR POOL	\$ 1,313.35	\$ 19,594.22	\$ 20,907.57
677-SELF INSURANCE	\$ -	\$ 915.35	\$ 915.35
703-TAX FUND	\$ -	\$ -	\$ -
718-TRUST & AGENCY	\$ 6,763.84	\$ 179.82	\$ 6,943.66
750-EMPLOYEE WITHHOLDING	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>\$ 215,454.44</b>	<b>\$ 333,629.09</b>	<b>\$ 549,083.53</b>

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
<b>Bank 1 FIFTH THIRD BANK</b>						
05/17/2013	1	44498	003070	WENDY HOCHSTEDLER	MILEAGE-CPA CONFERENCE	138.88
05/17/2013	1	44499	UB REFUND	HOLMES, DANIEL J	UB refund for account: 20689013	33.13
05/17/2013	1	44500	UB REFUND	MARTIN, ROBYN M	UB refund for account: 20015812	85.55
05/17/2013	1	44501	003136	CHRIS MAY	MILEAGE & PARKING	152.90
05/17/2013	1	44502	001941	PARRISH, MICHELLE	TRAINING - LUNCH	8.47
05/17/2013	1	44503	002184	ROD'S PRINTS & PROMOTIONS	ADVANCE - T SHIRTS	600.00
05/17/2013	1	44504	002404	SOUTH HAVEN HIGH SCHOOL	RIVERFRONT CONCERT	200.00
05/17/2013	1	44505	UB REFUND	THOMAS, CAROLYN M	UB refund for account: 10502007	607.43
05/22/2013	1	44506	000095	AMERICAN PRIDE	FLAG POLES FOR BEACH (50% DEPOSIT)	13,642.50
05/22/2013	1	44507	003149	GRO AMERICA	MARINA DREDGING PROJECT	113,670.00
05/22/2013	1	44508	001076	HOLIDAY INN	LODGING 6/4-5 A DE BOER	143.19
05/22/2013	1	44509	002757	VAN BUREN COUNTY TREASURER	TAX - 340 WEST ARMITAGE LLC	51.09
05/24/2013	1	44510	UB REFUND	BACCAM, LACEY A	UB refund for account: 30704028	82.52
05/24/2013	1	44511	UB REFUND	BARNARD, GARY R	UB refund for account: 11411025	91.37
05/24/2013	1	44512	003048	TODD BLOOMSTINE	SEMINAR-MILEAGE & PARKING	139.21
05/24/2013	1	44513	000286	BLUE CROSS BLUE SHIELD OF MICHIGAN	INSURANCE	48,333.94
05/24/2013	1	44514	UB REFUND	BORDEN PROCESSING	UB refund for account: 30151100	32.61
05/24/2013	1	44515	000624	DELTA DENTAL OF MICHIGAN	INSURANCE	5,206.21
05/24/2013	1	44516	003150	FOUNDRY HALL	WATERFRONT FILM FESTIVAL	1,500.00
05/24/2013	1	44517	000843	FRONTIER	TELEPHONE 269-637-8578-032095-5	42.61
					TELEPHONE 616-040-3325-112972-5	58.00
						<u>100.61</u>
05/24/2013	1	44518	000847	FUEL MANAGEMENT SYSTEM	FUEL	8,711.56
05/24/2013	1	44519	UB REFUND	GOLD STAR REALTY	UB refund for account: 20626501	200.31
05/24/2013	1	44520	003151	ANDREW HAFLER	BOOTS	101.75
05/24/2013	1	44521	003086	ART HAINES	RADIO EQUIPMENT	29.54
05/24/2013	1	44522	003070	WENDY HOCHSTEDLER	CPA CONFERENCE-MILEAGE	77.07
05/24/2013	1	44523	UB REFUND	JACKSON, TYNISA A	UB refund for account: 10455029	127.06
05/24/2013	1	44524	003152	HELENA S KINCADE	UTILITY DEPOSIT REFUND	150.00
05/24/2013	1	44525	001405	LINCOLN NATIONAL LIFE INS CO	INSURANCE	2,634.09
05/24/2013	1	44526	001610	MICHIGAN GAS UTILITIES	NATURAL GAS 4776012-9	1,369.30
					NATURAL GAS 4716366-2	1,864.42
					NATURAL GAS 4713051-3	458.67
					NATURAL GAS 4999209-2	268.33
					NATURAL GAS 4778754-4	37.73
					NATURAL GAS 4709428-9	97.77
					NATURAL GAS 5258805-0	160.22
					NATURAL GAS 471977-5	59.32
					NATURAL GAS 5110094-9	3,350.98
					NATURAL GAS 479495-8	37.73
					NATURAL GAS 4714392-0	85.63
					NATURAL GAS 4716744-0	43.12
						<u>7,833.22</u>
05/24/2013	1	44527	003153	BOB MILLER	INK CARTRIDGES	96.36
05/24/2013	1	44528	003154	KRAIG MITCHELL	PATROL SHOES	83.98
05/24/2013	1	44529	001892	SHAWN OLNEY	FBI TRAINING-LUNCH	12.85
					CLOSET ROD	9.29
						<u>22.14</u>
05/24/2013	1	44530	001941	MICHELLE PARRISH	SUPPLIES	52.56
05/24/2013	1	44531	UB REFUND	POTTER, TERRA F	UB refund for account: 40780007	52.94
05/24/2013	1	44532	003155	RACHAEL SANKOFSKI	WATERFRONT FILM FESTIVAL	163.84

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
05/24/2013	1	44533	002344	ED SKJORDAL	RIVERFRONT CONCERT	300.00
05/24/2013	1	44534	002757	VAN BUREN COUNTY TREASURER	DELINQUENT PROPERTY TAXES DELINQUENT PROPERTY TAXES	1,530.97 2,203.02
						<u>3,733.99</u>
05/24/2013	1	44535	002792	VERIZON WIRELESS	CELL PHONES 486573081-00001 CELL PHONES 886568152-00001	1,398.23 816.19
						<u>2,214.42</u>
05/24/2013	1	44536	003085	WATERFRONT FILM FESTIVAL	CONTRIBUTION	4,000.00
05/24/2013	1	44537	002891	WEST MICHIGAN WATER WORKS ASSOC	REGISTRATION-MILLER & HUFF	50.00
						<u><u>50.00</u></u>
1 TOTALS:						
Total of 40 Checks:						215,454.44
Less 0 Void Checks:						0.00
Total of 40 Disbursements:						<u><u>215,454.44</u></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 000014 - ABONMARCHE CONSULTANTS INC:							
106652 32102	ABONMARCHE CONSULTANTS INC BLACK RIVER PARK IMPROVEMENT 545-776-801-000	05/21/2013 sonofrio	06/04/2013	1,178.25 1,178.25	0.00	P	Y 05/24/2013
106645 32103	ABONMARCHE CONSULTANTS INC PHOENIX STREET GRANT ADMINISTRATIO 250-729-974-018-0150	05/17/2013 sonofrio	06/04/2013	307.76 307.76	0.00	P	Y 05/24/2013
106646 32104	ABONMARCHE CONSULTANTS INC SOUTH HAVEN BEACHES WARNING FLAG P 577-751-975-000	05/17/2013 sonofrio	06/04/2013	81.25 81.25	0.00	P	Y 05/24/2013
106626 32105	ABONMARCHE CONSULTANTS INC SOUTH HAVEN BEACHES WARNING FLAG P 577-751-975-000	05/09/2013 sonofrio	06/04/2013	750.00 750.00	0.00	P	Y 05/24/2013
106662 32254	ABONMARCHE CONSULTANTS INC SEWER SYSTEM EVALUATION 592-558-801-008	05/21/2013 sonofrio	06/04/2013	14,938.72 14,938.72	0.00	P	Y 05/28/2013
106651 32255	ABONMARCHE CONSULTANTS INC PHOENIX & CENTER TRAFFIC SIGNAL 250-729-974-018-0150	05/21/2013 sonofrio	06/04/2013	1,313.00 1,313.00	0.00	P	Y 05/28/2013
106705 32256	ABONMARCHE CONSULTANTS INC DREDGE PERMITTING SERVICES 594-776-802-000 296-774-974-006	05/22/2013 sonofrio	06/04/2013	2,677.04 1,338.52 1,338.52	0.00	P	Y 05/28/2013
Total for vendor 000014 - ABONMARCHE CONSULTANTS INC:				21,246.02	0.00		
Vendor 000043 - AIRGAS USA, LLC:							
9909703308 32106	AIRGAS USA, LLC CYLINDER RENTAL 661-450-802-000	04/30/2013 sonofrio	06/04/2013	36.56 36.56	0.00	P	Y 05/24/2013
Total for vendor 000043 - AIRGAS USA, LLC:				36.56	0.00		

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
Vendor 000050 - ALEXANDER CHEMICAL CORP:							
SLS 10004734							
32107	ALEXANDER CHEMICAL CORP CHEMICALS 592-559-741-000	05/14/2013 sonofrio	06/04/2013	2,375.00	0.00	P	Y 05/24/2013
	BUILDINGS/ADDITIONS/IMPROVEME			2,375.00			
SCL10000536							
32108	ALEXANDER CHEMICAL CORP DEPOSIT REFUND 592-559-741-000	05/13/2013 sonofrio	06/04/2013	(700.00)	0.00	P	Y 05/24/2013
	OPERATING SUPPLIES			(700.00)			
	Total for vendor 000050 - ALEXANDER CHEMICAL CORP:			1,675.00	0.00		
Vendor 003073 - ALS GROUP USA, CORP:							
20-1305327-0							
32109	ALS GROUP USA, CORP CHEMICAL ANALYSIS 592-560-802-000	05/16/2013 sonofrio	06/04/2013	590.00	0.00	P	Y 05/24/2013
	OTHER CONTRACTUAL SERVICES			590.00			
	Total for vendor 003073 - ALS GROUP USA, CORP:			590.00	0.00		
Vendor 003156 - AMERIGAS PROPANE LP:							
3016981201							
32110	AMERIGAS PROPANE LP PROPANE 101-446-741-000	04/19/2013 sonofrio	06/04/2013	243.76	0.00	P	Y 05/24/2013
	OPERATING SUPPLIES			243.76			
	Total for vendor 003156 - AMERIGAS PROPANE LP:			243.76	0.00		
Vendor 000136 - APPROVED FIRE PROTECTION CO:							
124139							
32225	APPROVED FIRE PROTECTION CO EXTINGUISHER MAINTENANCE 592-559-933-000	05/09/2013 sonofrio	06/04/2013	260.30	0.00	P	Y 05/28/2013
	REPAIRS/MAINTENANCE - EQUIP			260.30			
125129							
32226	APPROVED FIRE PROTECTION CO EXTINGUISHER MAINTENANCE 592-559-933-000	05/20/2013 sonofrio	06/04/2013	83.00	0.00	P	Y 05/28/2013
	REPAIRS/MAINTENANCE - EQUIP			83.00			
	Total for vendor 000136 - APPROVED FIRE PROTECTION CO:			343.30	0.00		

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
Vendor 000162 - ASR HEALTH BENEFITS:							
JUNE 2013							
32111	ASR HEALTH BENEFITS ADMINISTRATION FEE 677-227-802-000	05/23/2013 sonofrio	06/04/2013	915.35	0.00	P	Y 05/24/2013
	OTHER CONTRACTUAL SERVICES			915.35			
	Total for vendor 000162 - ASR HEALTH BENEFITS:			<u>915.35</u>	<u>0.00</u>		
Vendor 000177 - AUTOWARES INC:							
233-766512 32112	AUTOWARES INC REPAIR/MAINTENANCE SUPPLIES 661-450-741-000	05/23/2013 sonofrio	06/04/2013	25.38	0.00	P	Y 05/24/2013
	OPERATING SUPPLIES			25.38			
233-765534 32113	AUTOWARES INC REPAIR/MAINTENANCE SUPPLIES 661-450-741-003	05/15/2013 sonofrio	06/04/2013	36.35	0.00	P	Y 05/24/2013
	REPAIR & MAINT SUPPLIES			36.35			
233-765578 32114	AUTOWARES INC RETURN 661-450-741-003	05/15/2013 sonofrio	06/04/2013	(25.99)	0.00	P	Y 05/24/2013
	REPAIR & MAINT SUPPLIES			(25.99)			
233-765862 32115	AUTOWARES INC REPAIR/MAINTENANCE SUPPLIES 661-450-741-003	05/17/2013 sonofrio	06/04/2013	2.24	0.00	P	Y 05/24/2013
	REPAIR & MAINT SUPPLIES			2.24			
233-765870 32116	AUTOWARES INC REPAIR/MAINTENANCE SUPPLIES 661-450-741-003	05/17/2013 sonofrio	06/04/2013	44.46	0.00	P	Y 05/24/2013
	REPAIR & MAINT SUPPLIES			44.46			
233-765484 32117	AUTOWARES INC REPAIR/MAINTENANCE SUPPLIES 661-450-741-003	05/15/2013 sonofrio	06/04/2013	115.25	0.00	P	Y 05/24/2013
	REPAIR & MAINT SUPPLIES			115.25			
	Total for vendor 000177 - AUTOWARES INC:			<u>197.69</u>	<u>0.00</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 000229 - BEAVER RESEARCH COMPANY:							
0194664-IN 32118	BEAVER RESEARCH COMPANY SUPPLIES	05/06/2013 sonofrio	06/04/2013	726.78	0.00	P	Y 05/24/2013
	582-558-741-000	OPERATING SUPPLIES		242.26			
	591-558-741-000	OPERATING SUPPLIES		242.26			
	592-558-741-000	OPERATING SUPPLIES		242.26			
	Total for vendor 000229 - BEAVER RESEARCH COMPANY:			<u>726.78</u>	<u>0.00</u>		
Vendor 000254 - BERRIEN COUNTY TREASURER:							
19133 32119	BERRIEN COUNTY TREASURER LICENSE FEE	05/16/2013 sonofrio	06/04/2013	1,050.00	0.00	P	Y 05/24/2013
	101-301-802-000	OTHER CONTRACTUAL SERVICES		1,050.00			
	Total for vendor 000254 - BERRIEN COUNTY TREASURER:			<u>1,050.00</u>	<u>0.00</u>		
Vendor 000337 - BRONSINK & BOS EQUIPMENT:							
38495 32120	BRONSINK & BOS EQUIPMENT PARTS	05/16/2013 sonofrio	06/04/2013	14.96	0.00	P	Y 05/24/2013
	661-450-741-003	REPAIR & MAINT SUPPLIES		14.96			
	Total for vendor 000337 - BRONSINK & BOS EQUIPMENT:			<u>14.96</u>	<u>0.00</u>		
Vendor 000345 - BRUSH BUILDERS INC., JOHN:							
52013 32121	JOHN BRUSH BUILDERS INC INSPECT 335 CENTER	05/20/2013 sonofrio	06/04/2013	200.00	0.00	P	Y 05/24/2013
	101-371-802-000	OTHER CONTRACTUAL SERVICES		200.00			
	Total for vendor 000345 - BRUSH BUILDERS INC., JOHN:			<u>200.00</u>	<u>0.00</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 000418 - CDW GOVERNMENT INC:							
CJ57767							
32122	CDW GOVERNMENT INC PARTS 636-258-980-001	05/17/2013 sonofrio COMPUTER HARDWARE	06/04/2013	329.96 329.96	0.00	P	Y 05/24/2013
CD63031							
32123	CDW GOVERNMENT INC TONER 636-258-727-000	05/08/2013 sonofrio OFFICE SUPPLIES	06/04/2013	144.59 144.59	0.00	P	Y 05/24/2013
CC18227							
32124	CDW GOVERNMENT INC TONER & MAINT KIT 636-258-727-000 636-258-980-001	05/06/2013 sonofrio OFFICE SUPPLIES COMPUTER HARDWARE	06/04/2013	498.56 207.99 290.57	0.00	P	Y 05/24/2013
CH33401							
32227	CDW GOVERNMENT INC TONER 636-258-727-000	05/15/2013 sonofrio OFFICE SUPPLIES	06/04/2013	92.43 92.43	0.00	P	Y 05/28/2013
Total for vendor 000418 - CDW GOVERNMENT INC:				1,065.54	0.00		

Vendor 000471 - CITY PLUMBING & HEATING CO:							
022385							
32125	CITY PLUMBING & HEATING CO MAINTENANCE AGREEMENT 5/15-6/14 101-001-070-000 101-301-802-001	05/20/2013 sonofrio DUE FROM SHAES SERVICE CONTRACTS	06/04/2013	730.00 481.80 248.20	0.00	P	Y 05/24/2013
022384							
32126	CITY PLUMBING & HEATING CO MAINTENANCE AGREEMENT MAY 2013 101-301-802-001	05/20/2013 sonofrio SERVICE CONTRACTS	06/04/2013	1,000.00 1,000.00	0.00	P	Y 05/24/2013
22331							
32228	CITY PLUMBING & HEATING CO REPAIRS & SERVICE 101-301-930-000	05/14/2013 sonofrio REPAIRS/MAINT - POLICE COMPLEX	06/04/2013	447.36 447.36	0.00	P	Y 05/28/2013
Total for vendor 000471 - CITY PLUMBING & HEATING CO:				2,177.36	0.00		

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
Vendor 000502 - COMMUNITY ANSWERING SERVICE:							
475305272013 32229	COMMUNITY ANSWERING SERVICE ANSWERING SERVICES 101-350-802-000	05/27/2013 sonofrio	06/04/2013	615.05	0.00	P	Y 05/28/2013
	OTHER CONTRACTUAL SERVICES			615.05			
	Total for vendor 000502 - COMMUNITY ANSWERING SERVICE:			<u>615.05</u>	<u>0.00</u>		
Vendor 000505 - COMPTON INC:							
051316 32127	COMPTON INC CAPE SEAL PROJECT 203-463-802-000	05/15/2013 sonofrio	06/04/2013	7,980.00	0.00	P	Y 05/24/2013
	MANHOLE ADJUSTMENTS			7,980.00			
	Total for vendor 000505 - COMPTON INC:			<u>7,980.00</u>	<u>0.00</u>		
Vendor 000716 - EJ USA INC:							
3594153 32128	EJ USA INC MAINTENANCE SUPPLIES 591-558-741-000	05/04/2013 sonofrio	06/04/2013	3,263.80	0.00	P	Y 05/24/2013
	OPERATING SUPPLIES			3,263.80			
3591625 32129	EJ USA INC MAINTENANCE SUPPLIES 591-558-741-000	05/07/2013 sonofrio	06/04/2013	136.99	0.00	P	Y 05/24/2013
	OPERATING SUPPLIES			136.99			
3592945 32130	EJ USA INC MAINTENANCE SUPPLIES 591-558-741-000	05/04/2013 sonofrio	06/04/2013	320.00	0.00	P	Y 05/24/2013
	OPERATING SUPPLIES			320.00			
3595804 32131	EJ USA INC MAINTENANCE SUPPLIES 591-558-741-000	05/04/2013 sonofrio	06/04/2013	63.10	0.00	P	Y 05/24/2013
	OPERATING SUPPLIES			63.10			
	Total for vendor 000716 - EJ USA INC:			<u>3,783.89</u>	<u>0.00</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 000764 - FASTENAL COMPANY:							
MISOU6132 32132	FASTENAL COMPANY DRILL BIT & TAP 661-450-742-000	05/08/2013 sonofrio	06/04/2013	63.83	0.00	P	Y 05/24/2013
	SMALL TOOLS			63.83			
MISOU6130 32133	FASTENAL COMPANY TAP 661-450-742-000	05/08/2013 sonofrio	06/04/2013	59.49	0.00	P	Y 05/24/2013
	SMALL TOOLS			59.49			
MISOU6162 32134	FASTENAL COMPANY HITCH PIN 661-450-741-000	05/10/2013 sonofrio	06/04/2013	13.52	0.00	P	Y 05/24/2013
	OPERATING SUPPLIES			13.52			
MISOU6131 32135	FASTENAL COMPANY RETURN 661-450-742-000	05/08/2013 sonofrio	06/04/2013	(59.49)	0.00	P	Y 05/24/2013
	SMALL TOOLS			(59.49)			
	Total for vendor 000764 - FASTENAL COMPANY:			<u>77.35</u>	<u>0.00</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 003065 - FOSTER SWIFT COLLINS & SMITH PC:							
625764 32263	FOSTER SWIFT COLLINS & SMITH PC ATTORNEY SERVICES 101-209-801-000	05/09/2013 sonofrio	06/04/2013	965.52	0.00	P	Y 05/28/2013
	PROFESSIONAL/CONSULTING FEES			965.52			
625766 32264	FOSTER SWIFT COLLINS & SMITH PC ATTORNEY SERVICES 101-209-801-000	05/09/2013 sonofrio	06/04/2013	745.52	0.00	P	Y 05/28/2013
	PROFESSIONAL/CONSULTING FEES			745.52			
625767 32265	FOSTER SWIFT COLLINS & SMITH PC ATTORNEY SERVICES 101-209-801-000	05/09/2013 sonofrio	06/04/2013	81.80	0.00	P	Y 05/28/2013
	PROFESSIONAL/CONSULTING FEES			81.80			
625768 32266	FOSTER SWIFT COLLINS & SMITH PC ATTORNEY SERVICES 101-209-801-000	05/09/2013 sonofrio	06/04/2013	120.00	0.00	P	Y 05/28/2013
	PROFESSIONAL/CONSULTING FEES			120.00			
625769 32267	FOSTER SWIFT COLLINS & SMITH PC ATTORNEY SERVICES 101-209-801-000	05/09/2013 sonofrio	06/04/2013	80.00	0.00	P	Y 05/28/2013
	PROFESSIONAL/CONSULTING FEES			80.00			
625770 32268	FOSTER SWIFT COLLINS & SMITH PC ATTORNEY SERVICES 101-209-801-000	05/09/2013 sonofrio	06/04/2013	120.00	0.00	P	Y 05/28/2013
	PROFESSIONAL/CONSULTING FEES			120.00			
625765 32269	FOSTER SWIFT COLLINS & SMITH PC ATTORNEY SERVICES 101-209-801-000	05/09/2013 sonofrio	06/04/2013	926.40	0.00	P	Y 05/28/2013
	PROFESSIONAL/CONSULTING FEES			926.40			
Total for vendor 003065 - FOSTER SWIFT COLLINS & SMITH PC:				3,039.24	0.00		

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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 000843 - FRONTIER:							
2012 6/12/13							
32136	FRONTIER	05/19/2013	06/04/2013	26.16	0.00	P	Y
	TELEPHONE 616-040-6480-021893-5	sonofrio					05/24/2013
	592-559-850-000 TELEPHONE			26.16			
9501 6/12/13							
32137	FRONTIER	05/19/2013	06/04/2013	73.60	0.00	P	Y
	TELEPHONE 616-001-2946-100103-5	sonofrio					05/24/2013
	591-558-850-000 TELEPHONE			18.40			
	592-558-850-000 TELEPHONE			18.40			
	582-558-850-000 TELEPHONE			36.80			
1305 6/12/13							
32138	FRONTIER	05/19/2013	06/04/2013	72.18	0.00	P	Y
	TELEPHONE 269-637-9127-080204-5	sonofrio					05/24/2013
	594-776-850-000 TELEPHONE			72.18			
5942 6/13/13							
32230	FRONTIER	05/20/2013	06/04/2013	3,148.19	0.00	P	Y
	TELEPHONE 231-189-0674-032599-5	sonofrio					05/28/2013
	101-265-850-000 TELEPHONE			1,352.54			
	250-729-850-000 TELEPHONE			31.46			
	545-776-850-000 TELEPHONE			15.73			
	577-751-850-000 TELEPHONE			15.73			
	582-558-850-000 TELEPHONE			410.25			
	591-558-850-000 TELEPHONE			205.14			
	591-559-850-000 TELEPHONE			408.91			
	592-558-850-000 TELEPHONE			205.14			
	592-559-850-000 TELEPHONE			408.91			
	594-776-850-000 TELEPHONE			31.46			
	636-258-850-000 TELEPHONE			31.46			
	661-450-850-000 TELEPHONE			31.46			
7399 6/13/13							
32231	FRONTIER	05/20/2013	06/04/2013	70.18	0.00	P	Y
	TELEPHONE 269-637-0261-052112-5	sonofrio					05/28/2013
	101-265-850-000 TELEPHONE			70.18			
8481 6/13/13							
32232	FRONTIER	05/20/2013	06/04/2013	181.23	0.00	P	Y
	TELEPHONE 8481 269-637-3171-031500	sonofrio					05/28/2013
	594-776-850-000 TELEPHONE			181.23			

User: sonofrio

DB: South Haven

EXP CHECK RUN DATES 06/04/2013 - 06/04/2013

JOURNALIZED OPEN AND PAID

BANK CODE: 1 - CHECK TYPE: PAPER CHECK

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
1481 6/13/13 32233	FRONTIER TELEPHONE 269-637-3523-042994-5 545-776-850-000	05/20/2013 sonofrio TELEPHONE	06/04/2013	132.17  132.17	0.00	P	Y 05/28/2013
3451 6/13/13 32234	FRONTIER TELEPHONE 269-639-2048-112509-5 592-559-850-000	05/20/2013 sonofrio TELEPHONE	06/04/2013	36.75  36.75	0.00	P	Y 05/28/2013
5174 6/18/13 32235	FRONTIER TELEPHONE 269-637-7926-011395-5 101-265-850-000	05/25/2013 sonofrio TELEPHONE	06/04/2013	26.45  26.45	0.00	P	Y 05/28/2013
3140 6/18/13 32236	FRONTIER TELEPHONE 269-637-3649-041905-5 592-559-850-000	05/25/2013 sonofrio TELEPHONE	06/04/2013	40.00  40.00	0.00	P	Y 05/28/2013
5987 6/17/13 32237	FRONTIER TELEPHONE 269-637-4778-082302-5 591-558-850-000 592-558-850-000 582-558-850-000	05/22/2013 sonofrio TELEPHONE TELEPHONE TELEPHONE	06/04/2013	37.20  9.30 9.30 18.60	0.00	P	Y 05/28/2013
4174 6/17/13 32238	FRONTIER TELEPHONE 616-001-7480-082802-5 591-559-921-001	05/22/2013 sonofrio UTILITIES-COVERT PLANT	06/04/2013	69.70  69.70	0.00	P	Y 05/28/2013
6902 6/17/13 32239	FRONTIER TELEPHONE 269-637-5151-010165-5 101-001-070-000 101-265-850-000	05/22/2013 sonofrio DUE FROM SHAES TELEPHONE	06/04/2013	630.69  206.89 423.80	0.00	P	Y 05/28/2013
Total for vendor 000843 - FRONTIER:				4,544.50	0.00		

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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 000856 - GALLOUP COMPANY, J.O.:							
1707252-00							
32139	J.O. GALLOUP COMPANY	05/16/2013	06/04/2013	657.37	0.00	P	Y
	SERVICE CHART RECORDERS & FLOW MET	sonofrio					05/24/2013
	592-559-802-000	OTHER CONTRACTUAL SERVICES		466.73			
	592-566-802-000	OTHER CONTRACTUAL SERVICES		133.45			
	592-567-802-000	OTHER CONTRACTUAL SERVICES		57.19			
	Total for vendor 000856 - GALLOUP COMPANY, J.O.:			<u>657.37</u>	<u>0.00</u>		
Vendor 000872 - GEMPLER'S:							
1019517125							
32140	GEMPLER'S	05/07/2013	06/04/2013	194.50	0.00	P	Y
	EYEWEAR & EARPLUGS	sonofrio					05/24/2013
	101-446-729-001	OTHER CLOTHING & SUPPLIES		48.63			
	591-558-729-001	OTHER CLOTHING & SUPPLIES		24.31			
	592-558-729-001	OTHER CLOTHING & SUPPLIES		24.31			
	582-558-729-001	OTHER CLOTHING & SUPPLIES		48.63			
	101-751-729-001	OTHER CLOTHING & SUPPLIES		48.62			
	Total for vendor 000872 - GEMPLER'S:			<u>194.50</u>	<u>0.00</u>		
Vendor 000939 - GREAT LAKES ENERGY:							
79754							
32257	GREAT LAKES ENERGY	05/21/2013	06/04/2013	2,650.00	0.00	P	Y
	APPRENTICE PROGRAM BLOOMSTINE & SM	sonofrio					05/28/2013
	582-558-860-000	TRAVEL/CONFERENCES/TRAINING		2,650.00			
	Total for vendor 000939 - GREAT LAKES ENERGY:			<u>2,650.00</u>	<u>0.00</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 000963 - GRP ENGINEERING INC:							
20130423 32141	GRP ENGINEERING INC SYSTEM STUDY & 5 YEAR PLAN 582-558-801-000	05/06/2013 sonofrio	06/04/2013	10,000.00	0.00	P	Y 05/24/2013
	PROFESSIONAL/CONSULTING FEES			10,000.00			
20130425 32142	GRP ENGINEERING INC MEIJER ELECTRICAL SERVICE 582-558-801-000-0152	05/06/2013 sonofrio	06/04/2013	1,159.29	0.00	P	Y 05/24/2013
	PROFESSIONAL/CONSULTING FEES			1,159.29			
20130427 32143	GRP ENGINEERING INC PHOENIX ST LIGHTING 250-729-974-018-0150	05/06/2013 sonofrio	06/04/2013	7,500.00	0.00	P	Y 05/24/2013
	CAPITAL PROJECTS			7,500.00			
20130426 32144	GRP ENGINEERING INC AMI EVALUATION 582-558-801-000	05/06/2013 sonofrio	06/04/2013	325.36	0.00	P	Y 05/24/2013
	CAPITAL PROJECTS			325.36			
20130424 32145	GRP ENGINEERING INC ENGINEERING SERVICES 582-558-801-000	05/06/2013 sonofrio	06/04/2013	515.10	0.00	P	Y 05/24/2013
	PROFESSIONAL/CONSULTING FEES			515.10			
	Total for vendor 000963 - GRP ENGINEERING INC:			<u>19,499.75</u>	<u>0.00</u>		
Vendor 000974 - HACH COMPANY:							
8296433 32146	HACH COMPANY LAB SUPPLIES 592-559-741-000	05/14/2013 sonofrio	06/04/2013	88.70	0.00	P	Y 05/24/2013
	PROFESSIONAL/CONSULTING FEES			88.70			
8298777 32147	HACH COMPANY LAB SUPPLIES 592-559-741-000	05/15/2013 sonofrio	06/04/2013	159.90	0.00	P	Y 05/24/2013
	OPERATING SUPPLIES			159.90			
	Total for vendor 000974 - HACH COMPANY:			<u>248.60</u>	<u>0.00</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 000994 - HAPA LLC:							
24 32262	HAPA LLC SUPPLIES & SERVICES	05/14/2013 sonofrio	06/04/2013	9,008.97	0.00	P	Y 05/28/2013
	594-776-727-000	OFFICE SUPPLIES		103.71			
	594-776-741-000	OPERATING SUPPLIES		1,361.04			
	594-776-742-000	SMALL TOOLS		244.00			
	594-776-802-000	OTHER CONTRACTUAL SERVICES		5,351.41			
	594-776-900-000	PRINTING/PUBLISHING		224.25			
	594-776-932-000	REPAIRS/MAINTENANCE - OTHER		1,402.96			
	594-776-933-000	REPAIRS/ MAINTENANCE - EQUIP		246.60			
	594-776-958-000	SUBSCRIPTIONS/MEMBERSHIPS		75.00			
	Total for vendor 000994 - HAPA LLC:			<u>9,008.97</u>	<u>0.00</u>		
Vendor 001007 - HARDESTY & HANOVER, LLP:							
2804.00X04 32258	HARDESTY & HANOVER, LLP DYCKMAN AVE BRIDGE	05/10/2013 sonofrio	06/04/2013	122,496.60	0.00	P	Y 05/28/2013
	402-202-988-010	MAJOR STREET UPGRADES		122,496.60			
	Total for vendor 001007 - HARDESTY & HANOVER, LLP:			<u>122,496.60</u>	<u>0.00</u>		
Vendor 001107 - HULL LIFT TRUCK INC:							
S-0085685 32148	HULL LIFT TRUCK INC HYD FLUID	05/16/2013 sonofrio	06/04/2013	75.76	0.00	P	Y 05/24/2013
	661-450-748-000	MOTOR FUEL & LUBRICANTS		75.76			
S-0085527 32149	HULL LIFT TRUCK INC PARTS	05/15/2013 sonofrio	06/04/2013	51.80	0.00	P	Y 05/24/2013
	661-450-741-003	REPAIR & MAINT SUPPLIES		51.80			
CR-0013089 32150	HULL LIFT TRUCK INC RETURN	05/15/2013 sonofrio	06/04/2013	(51.80)	0.00	P	Y 05/24/2013
	661-450-741-003	REPAIR & MAINT SUPPLIES		(51.80)			
	Total for vendor 001107 - HULL LIFT TRUCK INC:			<u>75.76</u>	<u>0.00</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 001134 - IDEXX DISTRIBUTION INC:							
268312457							
32151	IDEXX DISTRIBUTION INC LAB SUPPLIES 591-559-741-000	05/08/2013 sonofrio	06/04/2013	178.70	0.00	P	Y 05/24/2013
	OPERATING SUPPLIES			178.70			
	Total for vendor 001134 - IDEXX DISTRIBUTION INC:			<u>178.70</u>	<u>0.00</u>		
Vendor 001169 - J & B LANDING :							
2488							
32152	J & B LANDING BEACH FLAGS 577-751-975-000	05/13/2013 sonofrio	06/04/2013	3,588.00	0.00	P	Y 05/24/2013
	BUILDINGS/ADDITIONS/IMPROVEME			3,588.00			
	Total for vendor 001169 - J & B LANDING :			<u>3,588.00</u>	<u>0.00</u>		
Vendor 001196 - JOHN'S STEREO INC:							
10035638							
32153	JOHN'S STEREO INC SUPPLIES 592-559-727-000	05/17/2013 sonofrio	06/04/2013	49.98	0.00	P	Y 05/24/2013
	OFFICE SUPPLIES			49.98			
10035627							
32154	JOHN'S STEREO INC SUPPLIES 592-559-727-000	05/16/2013 sonofrio	06/04/2013	67.95	0.00	P	Y 05/24/2013
	OFFICE SUPPLIES			67.95			
10035516							
32155	JOHN'S STEREO INC SUPPLIES 591-558-741-000	05/08/2013 sonofrio	06/04/2013	19.98	0.00	P	Y 05/24/2013
	OPERATING SUPPLIES			19.98			
10035720 22-N116							
32240	JOHN'S STEREO INC SUPPLIES 592-559-727-000	05/24/2013 sonofrio	06/04/2013	394.85	0.00	P	Y 05/28/2013
	OFFICE SUPPLIES			394.85			
	Total for vendor 001196 - JOHN'S STEREO INC:			<u>532.76</u>	<u>0.00</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 001223 - KAL-BLUE:							
PSI0073526							
32259	KAL-BLUE INK CARTRIDGES & PRINthead	05/20/2013 sonofrio	06/04/2013	1,064.00	0.00	P	Y 05/28/2013
	101-447-727-000	OFFICE SUPPLIES		212.80			
	591-558-727-000	OFFICE SUPPLIES		212.80			
	592-558-727-000	OFFICE SUPPLIES		212.80			
	582-558-727-000	OFFICE SUPPLIES		212.80			
	101-446-727-000	OFFICE SUPPLIES		212.80			
	Total for vendor 001223 - KAL-BLUE:			<u>1,064.00</u>	<u>0.00</u>		
Vendor 001246 - KENDALL ELECTRIC INC:							
S101612059.001							
32241	KENDALL ELECTRIC INC MAINTENANCE SUPPLIES	05/21/2013 sonofrio	06/04/2013	230.21	0.00	P	Y 05/28/2013
	582-558-933-000	REPAIRS/MAINTENANCE - EQUIPM		230.21			
	Total for vendor 001246 - KENDALL ELECTRIC INC:			<u>230.21</u>	<u>0.00</u>		
Vendor 003055 - KIESLER'S POLICE SUPPLY INC:							
0693660A							
32242	KIESLER'S POLICE SUPPLY INC AMMO	05/21/2013 sonofrio	06/04/2013	355.00	0.00	P	Y 05/28/2013
	101-301-741-002	OPERATING SUPPLIES - MUNITIONS		355.00			
	Total for vendor 003055 - KIESLER'S POLICE SUPPLY INC:			<u>355.00</u>	<u>0.00</u>		
Vendor 001270 - KIWANIS CLUB OF SOUTH HAVEN:							
1049							
32243	KIWANIS CLUB OF SOUTH HAVEN QUARTERLY DUES-MARTIN	05/19/2013 sonofrio	06/04/2013	129.00	0.00	P	Y 05/28/2013
	101-301-958-000	SUBSCRIPTIONS/MEMBERSHIPS		129.00			
	Total for vendor 001270 - KIWANIS CLUB OF SOUTH HAVEN:			<u>129.00</u>	<u>0.00</u>		
Vendor 001350 - LAMBRIX DESIGN AND COMPANY:							
3685							
32156	LAMBRIX DESIGN AND COMPANY PHOENIX ST REDEVELOPMENT CAMPAIGN	05/16/2013 sonofrio	06/04/2013	1,200.00	0.00	P	Y 05/24/2013
	250-729-727-001	MARKETING/PROMOTIONAL		1,200.00			
	Total for vendor 001350 - LAMBRIX DESIGN AND COMPANY:			<u>1,200.00</u>	<u>0.00</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 001373 - LAWN BOYS INC:							
CLIP27651							
32157	LAWN BOYS INC IRRIGATION STARTUP & REPAIR	05/09/2013 sonofrio	06/04/2013	1,691.35	0.00	P	Y 05/24/2013
	101-751-802-000	OTHER CONTRACTUAL SERVICES		1,011.30			
	101-265-802-000	OTHER CONTRACTUAL SERVICES		262.24			
	594-776-802-000	OTHER CONTRACTUAL SERVICES		417.81			
CLIP27670							
32158	LAWN BOYS INC CEDAR MULCH	05/10/2013 sonofrio	06/04/2013	700.00	0.00	P	Y 05/24/2013
	594-776-741-000	OPERATING SUPPLIES		700.00			
	Total for vendor 001373 - LAWN BOYS INC:			<u>2,391.35</u>	<u>0.00</u>		
Vendor 001412 - LITTLE OSCAR'S SCREEN PRINTS:							
32613							
32159	LITTLE OSCAR'S SCREEN PRINTS SHIRTS	03/26/2013 sonofrio	06/04/2013	254.00	0.00	P	Y 05/24/2013
	101-751-729-001	OTHER CLOTHING & SUPPLIES		122.00			
	591-558-729-001	OTHER CLOTHING & SUPPLIES		66.00			
	592-558-729-001	OTHER CLOTHING & SUPPLIES		66.00			
	Total for vendor 001412 - LITTLE OSCAR'S SCREEN PRINTS:			<u>254.00</u>	<u>0.00</u>		
Vendor 001467 - MANNING, MARK A:							
128							
32160	MARK A MANNING ATTORNEY SERVICES	05/15/2013 sonofrio	06/04/2013	8,826.66	0.00	P	Y 05/24/2013
	101-210-801-000	PROFESSIONAL/CONSULTING FEES		8,826.66			
	Total for vendor 001467 - MANNING, MARK A:			<u>8,826.66</u>	<u>0.00</u>		

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
Vendor 001544 - MENARDS:							
17583							
32161	MENARDS	05/22/2013	06/04/2013	20.94	0.00	P	Y
	MAINTENANCE SUPPLIES	sonofrio					05/24/2013
	591-558-741-000	OPERATING SUPPLIES		20.94			
17528							
32162	MENARDS	05/21/2013	06/04/2013	14.04	0.00	P	Y
	MAINTENANCE SUPPLIES	sonofrio					05/24/2013
	101-751-741-000	OPERATING SUPPLIES		14.04			
17114							
32163	MENARDS	05/15/2013	06/04/2013	181.28	0.00	P	Y
	MAINTENANCE SUPPLIES	sonofrio					05/24/2013
	401-301-980-000-0145	POLICE/FIRE COMPLEX		181.28			
17516							
32164	MENARDS	05/21/2013	06/04/2013	107.36	0.00	P	Y
	MAINTENANCE SUPPLIES	sonofrio					05/24/2013
	592-559-742-000	POLICE/FIRE COMPLEX		107.36			
17463							
32165	MENARDS	05/20/2013	06/04/2013	56.30	0.00	P	Y
	MAINTENANCE SUPPLIES	sonofrio					05/24/2013
	582-558-741-000	OPERATING SUPPLIES		56.30			
17282							
32166	MENARDS	05/17/2013	06/04/2013	140.46	0.00	P	Y
	MAINTENANCE SUPPLIES	sonofrio					05/24/2013
	101-751-741-000	OPERATING SUPPLIES		140.46			
16972							
32167	MENARDS	05/13/2013	06/04/2013	50.67	0.00	P	Y
	MAINTENANCE SUPPLIES	sonofrio					05/24/2013
	101-751-741-000	OPERATING SUPPLIES		50.67			
17043							
32168	MENARDS	05/14/2013	06/04/2013	55.46	0.00	P	Y
	MAINTENANCE SUPPLIES	sonofrio					05/24/2013
	582-558-741-000	OPERATING SUPPLIES		55.46			
16801							
32169	MENARDS	05/10/2013	06/04/2013	53.24	0.00	P	Y
	MAINTENANCE SUPPLIES	sonofrio					05/24/2013
	582-558-741-000	OPERATING SUPPLIES		53.24			

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16971 32170	MENARDS MAINTENANCE SUPPLIES 101-751-741-000	05/13/2013 sonofrio OPERATING SUPPLIES	06/04/2013	12.99 12.99	0.00	P	Y 05/24/2013
17038 32171	MENARDS MAINTENANCE SUPPLIES 101-276-741-000	05/14/2013 sonofrio OPERATING SUPPLIES	06/04/2013	120.34 120.34	0.00	P	Y 05/24/2013
17659 32244	MENARDS MAINTENANCE SUPPLIES 592-559-742-000	05/23/2013 sonofrio SMALL TOOLS	06/04/2013	70.01 70.01	0.00	P	Y 05/28/2013
Total for vendor 001544 - MENARDS:				<u>883.09</u>	<u>0.00</u>		

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Vendor 001620 - MICHIGAN MUNICIPAL LEAGUE:

6/26/13 32253	MICHIGAN MUNICIPAL LEAGUE CONFERENCE REG-ANDERSON & DAVIDSON 101-371-860-000 250-729-860-000	05/28/2013 sonofrio TRAVEL/CONFERENCES/TRAINING TRAVEL/CONFERENCES/TRAINING	06/04/2013	50.00 25.00 25.00	0.00	P	Y 05/28/2013
Total for vendor 001620 - MICHIGAN MUNICIPAL LEAGUE:				<u>50.00</u>	<u>0.00</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 001675 - MIDWEST CIVIL ENGINEERS INC:							
05-9790 32172	MIDWEST CIVIL ENGINEERS INC PHOENIX STREET PROJECT 250-729-974-018-0149 CAPITAL PROJECTS	05/16/2013 sonofrio	06/04/2013	1,600.00 1,600.00	0.00	P	Y 05/24/2013
05-9791 32173	MIDWEST CIVIL ENGINEERS INC CITY HALL TOPOGRAPHIC SURVEY 250-729-974-018-0149 CAPITAL PROJECTS	05/16/2013 sonofrio	06/04/2013	890.00 890.00	0.00	P	Y 05/24/2013
05-9789 32174	MIDWEST CIVIL ENGINEERS INC PHOENIX STREET PRELIMINARY WORK 250-729-974-018-0149 SITE CONDITIONS SURVEY OPTION A	05/16/2013 sonofrio	06/04/2013	1,130.00 1,130.00	0.00	P	Y 05/24/2013
05-9805 32245	MIDWEST CIVIL ENGINEERS INC KALAMAZOO ST CONSTRUCTION STAKING 204-446-801-000 PROFESSIONAL/CONSULTING FEES	05/23/2013 sonofrio	06/04/2013	250.00 250.00	0.00	P	Y 05/28/2013
05-9804 32246	MIDWEST CIVIL ENGINEERS INC SOUTH ST TOPO SURVEY 204-446-801-000 PROFESSIONAL/CONSULTING FEES	05/23/2013 sonofrio	06/04/2013	350.00 350.00	0.00	P	Y 05/28/2013
Total for vendor 001675 - MIDWEST CIVIL ENGINEERS INC:				<u>4,220.00</u>	<u>0.00</u>		
Vendor 003158 - MIKE SULLINS EXCAVATING INC:							
1227 32206	MIKE SULLINS EXCAVATING INC BEACH RESTORATION 577-751-802-000 OTHER CONTRACTUAL SERVICES	05/08/2013 sonofrio	06/04/2013	8,875.00 8,875.00	0.00	P	Y 05/24/2013
Total for vendor 003158 - MIKE SULLINS EXCAVATING INC:				<u>8,875.00</u>	<u>0.00</u>		
Vendor 003157 - MULDER'S RED CARPET MOVING:							
1305-113 32175	MULDER'S RED CARPET MOVING MOVING POLICE TO LAGRANGE LOCATION 401-301-980-000-0145 POLICE/FIRE COMPLEX	05/15/2013 sonofrio	06/04/2013	3,368.00 3,368.00	0.00	P	Y 05/24/2013
Total for vendor 003157 - MULDER'S RED CARPET MOVING:				<u>3,368.00</u>	<u>0.00</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 001853 - NORTHERN FIRST AID:							
9332 32176	NORTHERN FIRST AID FIRST AID SUPPLIES 101-265-741-000	05/15/2013 sonofrio	06/04/2013	58.88	0.00	P	Y 05/24/2013
	OPERATING SUPPLIES			58.88			
	Total for vendor 001853 - NORTHERN FIRST AID:			<u>58.88</u>	<u>0.00</u>		
Vendor 001881 - OFFICE MAX INC:							
729309 32177	OFFICE MAX INC SUPPLIES 101-301-727-000	05/16/2013 sonofrio	06/04/2013	75.86	0.00	P	Y 05/24/2013
	OFFICE SUPPLIES			75.86			
	Total for vendor 001881 - OFFICE MAX INC:			<u>75.86</u>	<u>0.00</u>		
Vendor 001948 - PAT'S PRONTO PRINT:							
52013 32178	PAT'S PRONTO PRINT RIVERFRONT CONCERT CARS 718-002-277-003	05/20/2013 sonofrio	06/04/2013	179.82	0.00	P	Y 05/24/2013
	DEPOSIT-SUMMER CONCERT			179.82			
51513 32179	PAT'S PRONTO PRINT POLICE MEMORIAL 101-301-801-050	05/15/2013 sonofrio	06/04/2013	21.25	0.00	P	Y 05/24/2013
	POLICE MEMORIAL			21.25			
52013 32180	PAT'S PRONTO PRINT WATER REPORTS 591-559-727-000	05/20/2013 sonofrio	06/04/2013	514.28	0.00	P	Y 05/24/2013
	OFFICE SUPPLIES			514.28			
	Total for vendor 001948 - PAT'S PRONTO PRINT:			<u>715.35</u>	<u>0.00</u>		

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
Vendor 002020 - POWER LINE SUPPLY CO:							
5733893							
32181	POWER LINE SUPPLY CO	05/21/2013	06/04/2013	1,500.00	0.00	P	Y
	MEIJER PROJECT	sonofrio					05/24/2013
	582-558-988-000-0152	ELECTRICAL SYSTEM CONSTR		1,500.00			
5731715							
32182	POWER LINE SUPPLY CO	05/13/2013	06/04/2013	12,550.00	0.00	P	Y
	MEIJER PROJECT	sonofrio					05/24/2013
	582-558-988-000-0152	ELECTRICAL SYSTEM CONSTR		12,550.00			
5733703							
32183	POWER LINE SUPPLY CO	05/21/2013	06/04/2013	439.47	0.00	P	Y
	ELECTRICAL SUPPLIES	sonofrio					05/24/2013
	582-558-988-000	ELECTRICAL SYSTEM CONSTR		439.47			
5733702							
32184	POWER LINE SUPPLY CO	05/21/2013	06/04/2013	623.35	0.00	P	Y
	MAINTENANCE SUPPLIES	sonofrio					05/24/2013
	582-558-933-000	REPAIRS/MAINTENANCE - EQUIPM		623.35			
5731814							
32185	POWER LINE SUPPLY CO	05/14/2013	06/04/2013	309.62	0.00	P	Y
	MAINTENANCE SUPPLIES	sonofrio					05/24/2013
	582-558-933-000	REPAIRS/MAINTENANCE - EQUIPM		309.62			
5732136							
32186	POWER LINE SUPPLY CO	05/14/2013	06/04/2013	204.00	0.00	P	Y
	GLOVES	sonofrio					05/24/2013
	582-558-729-001	OTHER CLOTHING & SUPPLIES		204.00			
5731834							
32187	POWER LINE SUPPLY CO	05/14/2013	06/04/2013	26.00	0.00	P	Y
	MAINTENANCE SUPPLIES	sonofrio					05/24/2013
	582-558-933-000	REPAIRS/MAINTENANCE - EQUIPM		26.00			
5732852							
32188	POWER LINE SUPPLY CO	05/16/2013	06/04/2013	4,656.04	0.00	P	Y
	ELECTRICAL SUPPLIES	sonofrio					05/24/2013
	582-558-988-000	ELECTRICAL SYSTEM CONSTR		4,656.04			
5731813							
32189	POWER LINE SUPPLY CO	05/14/2013	06/04/2013	2,167.35	0.00	P	Y
	MAINTENANCE SUPPLIES	sonofrio					05/24/2013
	582-558-933-000	REPAIRS/MAINTENANCE - EQUIPM		2,167.35			
	Total for vendor 002020 - POWER LINE SUPPLY CO:			22,475.83	0.00		

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
Vendor 002132 - RELIABLE DISPOSAL INC #646:							
734132 32190	RELIABLE DISPOSAL INC #646 DISPOSAL SERVICES 3-0646-1033150 101-265-802-000	04/30/2013 sonofrio	06/04/2013	475.00	0.00	P	Y 05/24/2013
	OTHER CONTRACTUAL SERVICES			475.00			
735650 32191	RELIABLE DISPOSAL INC #646 DISPOSAL SERVICES 101-301-802-000	05/15/2013 sonofrio	06/04/2013	65.00	0.00	P	Y 05/24/2013
	OTHER CONTRACTUAL SERVICES			65.00			
	Total for vendor 002132 - RELIABLE DISPOSAL INC #646:			<u>540.00</u>	<u>0.00</u>		
Vendor 002155 - RIDGE AND KRAMER AUTO PARTS:							
490-008886 32192	RIDGE AND KRAMER AUTO PARTS MAINTENANCE SUPPLIES 661-450-741-003	05/22/2013 sonofrio	06/04/2013	28.65	0.00	P	Y 05/24/2013
	REPAIR & MAINT SUPPLIES			28.65			
490-008563 32193	RIDGE AND KRAMER AUTO PARTS ANTIFREEZE 661-450-748-000	05/09/2013 sonofrio	06/04/2013	25.90	0.00	P	Y 05/24/2013
	MOTOR FUEL & LUBRICANTS			25.90			
490-008735 32194	RIDGE AND KRAMER AUTO PARTS ANTIFREEZE 661-450-748-000	05/15/2013 sonofrio	06/04/2013	25.90	0.00	P	Y 05/24/2013
	MOTOR FUEL & LUBRICANTS			25.90			
	Total for vendor 002155 - RIDGE AND KRAMER AUTO PARTS:			<u>80.45</u>	<u>0.00</u>		
Vendor 002184 - ROD'S PRINTS & PROMOTIONS:							
5179 32195	ROD'S PRINTS & PROMOTIONS TEMP SIGN & BANNER - POLICE 401-301-980-000-0145	05/15/2013 sonofrio	06/04/2013	185.00	0.00	P	Y 05/24/2013
	POLICE/FIRE COMPLEX			185.00			
	Total for vendor 002184 - ROD'S PRINTS & PROMOTIONS:			<u>185.00</u>	<u>0.00</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 002203 - RS TECHNICAL SERVICES, INC:							
17601							
32196	RS TECHNICAL SERVICES, INC REPLACE CHLORINATOR 592-559-802-000	05/17/2013 sonofrio	06/04/2013	3,816.00	0.00	P	Y 05/24/2013
	592-566-802-000	OTHER CONTRACTUAL SERVICES		2,709.36			
	592-567-802-000	OTHER CONTRACTUAL SERVICES		774.65			
				331.99			
	Total for vendor 002203 - RS TECHNICAL SERVICES, INC:			<u>3,816.00</u>	<u>0.00</u>		
Vendor 002267 - SECANT TECHNOLOGIES:							
INV051511							
32197	SECANT TECHNOLOGIES REACTIVE SUPPORT 636-258-801-000	03/26/2013 sonofrio	06/04/2013	63.00	0.00	P	Y 05/24/2013
		PROFESSIONAL/CONSULTING FEES		63.00			
INV052120							
32198	SECANT TECHNOLOGIES RENTAL OF CISCO 24-PORT POE SWITCH 636-258-802-000	05/13/2013 sonofrio	06/04/2013	2,746.00	0.00	P	Y 05/24/2013
		OTHER CONTRACTUAL SERVICES		2,746.00			
	Total for vendor 002267 - SECANT TECHNOLOGIES:			<u>2,809.00</u>	<u>0.00</u>		
Vendor 002272 - SEELYE WRIGHT:							
PNCB900							
32199	SEELYE WRIGHT TOWING 661-450-935-000	05/17/2013 sonofrio	06/04/2013	97.00	0.00	P	Y 05/24/2013
		REPAIRS/MAINTENANCE - VEHICLES		97.00			
	Total for vendor 002272 - SEELYE WRIGHT:			<u>97.00</u>	<u>0.00</u>		
Vendor 002286 - SHARE CORP:							
841905							
32200	SHARE CORP CLEANER 592-558-741-000	05/08/2013 sonofrio	06/04/2013	544.71	0.00	P	Y 05/24/2013
		OPERATING SUPPLIES		544.71			
	Total for vendor 002286 - SHARE CORP:			<u>544.71</u>	<u>0.00</u>		

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
Vendor 003132 - SOUTH HAVEN HEALTH SYSTEM:							
6/11/13							
32201	SOUTH HAVEN HEALTH SYSTEM	05/12/2013	06/04/2013	617.50	0.00	P	Y
	PHYSICALS	sonofrio					05/24/2013
	577-751-801-000	PROFESSIONAL/CONSULTING FEES		40.00			
	101-446-802-000	OTHER CONTRACTUAL SERVICES		106.50			
	101-301-801-011	EMPLOYEE PHYSICAL EXAMS		471.00			
	Total for vendor 003132 - SOUTH HAVEN HEALTH SYSTEM:			<u>617.50</u>	<u>0.00</u>		
Vendor 002418 - SOUTH HAVEN SMALL ENGINES:							
62413							
32247	SOUTH HAVEN SMALL ENGINES	06/24/2013	06/04/2013	33.89	0.00	P	Y
	CHAIN	sonofrio					05/28/2013
	101-276-933-000	REPAIRS/MAINTENANCE - EQUIP		33.89			
	Total for vendor 002418 - SOUTH HAVEN SMALL ENGINES:			<u>33.89</u>	<u>0.00</u>		
Vendor 002447 - SPEARS LINDA:							
13107							
32202	LINDA SPEARS	05/17/2013	06/04/2013	6.00	0.00	P	Y
	ALTERATIONS	sonofrio					05/24/2013
	101-301-729-000	UNIFORMS		6.00			
	Total for vendor 002447 - SPEARS LINDA:			<u>6.00</u>	<u>0.00</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 002478 - STAPLES ADVANTAGE:							
8025596492 32203	STAPLES ADVANTAGE SUPPLIES	05/11/2013 sonofrio	06/04/2013	412.01	0.00	P	Y 05/24/2013
	101-202-727-000	OFFICE SUPPLIES		7.95			
	101-265-741-000	OPERATING SUPPLIES		14.98			
	101-371-727-000	OFFICE SUPPLIES		49.98			
	101-446-741-000	OPERATING SUPPLIES		53.91			
	101-447-741-000	OPERATING SUPPLIES		53.91			
	582-558-741-000	OPERATING SUPPLIES		53.91			
	591-558-741-000	OPERATING SUPPLIES		53.91			
	591-559-727-000	OFFICE SUPPLIES		69.55			
	592-558-741-000	OPERATING SUPPLIES		53.91			
8025668931 32204	STAPLES ADVANTAGE SUPPLIES	05/18/2013 sonofrio	06/04/2013	104.50	0.00	P	Y 05/24/2013
	591-558-727-000	OFFICE SUPPLIES		18.50			
	592-558-727-000	OFFICE SUPPLIES		18.50			
	101-446-727-000	OFFICE SUPPLIES		18.50			
	101-447-727-000	OFFICE SUPPLIES		18.50			
	582-558-727-000	OFFICE SUPPLIES		18.51			
	101-276-741-000	OPERATING SUPPLIES		11.99			
	Total for vendor 002478 - STAPLES ADVANTAGE:			<u>516.51</u>	<u>0.00</u>		
Vendor 002495 - STATE OF MICHIGAN:							
13-001892 32205	STATE OF MICHIGAN SUBSCRIPTION	05/07/2013 sonofrio	06/04/2013	100.00	0.00	P	Y 05/24/2013
	101-301-802-000	OTHER CONTRACTUAL SERVICES		100.00			
	Total for vendor 002495 - STATE OF MICHIGAN:			<u>100.00</u>	<u>0.00</u>		
Vendor 002507 - STATE OF MICHIGAN-MDOT:							
SM 352476 32248	STATE OF MICHIGAN-MDOT TRAFFIC SIGNAL MAINTENANCE	05/15/2013 sonofrio	06/04/2013	52.49	0.00	P	Y 05/28/2013
	582-558-933-000	REPAIRS/MAINTENANCE - EQUIPM		52.49			
	Total for vendor 002507 - STATE OF MICHIGAN-MDOT:			<u>52.49</u>	<u>0.00</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 002562 - SYNAGRO CENTRAL, LLC:							
20-112330							
32207	SYNAGRO CENTRAL, LLC WASTE HAULING 592-559-802-000	05/03/2013 sonofrio	06/04/2013	17,580.53	0.00	P	Y 05/24/2013
	OTHER CONTRACTUAL SERVICES			17,580.53			
	Total for vendor 002562 - SYNAGRO CENTRAL, LLC:			<u>17,580.53</u>	<u>0.00</u>		
Vendor 002583 - TELE-RAD INC:							
846802							
32249	TELE-RAD INC ANTENNA WHIP 101-301-933-001	05/23/2013 sonofrio	06/04/2013	76.50	0.00	P	Y 05/28/2013
	REPAIR/MAINTENANCE - RADIOS			76.50			
	Total for vendor 002583 - TELE-RAD INC:			<u>76.50</u>	<u>0.00</u>		
Vendor 002599 - THAYER INC:							
379173-01							
32208	THAYER INC SUPPLIES 101-751-741-000	05/21/2013 sonofrio	06/04/2013	268.32	0.00	P	Y 05/24/2013
	OPERATING SUPPLIES			268.32			
380326							
32260	THAYER INC SUPPLIES 101-751-741-000 577-751-741-000 545-776-741-000	05/21/2013 sonofrio	06/04/2013	2,314.68	0.00	P	Y 05/28/2013
	OPERATING SUPPLIES			771.56			
	OPERATING SUPPLIES			771.56			
	OPERATING SUPPLIES			771.56			
	Total for vendor 002599 - THAYER INC:			<u>2,583.00</u>	<u>0.00</u>		
Vendor 002644 - TRACE:							
121362							
32209	TRACE ANALYTICAL LAB INC CHEMICAL ANALYSIS 592-559-802-000	05/15/2013 sonofrio	06/04/2013	633.00	0.00	P	Y 05/24/2013
	OTHER CONTRACTUAL SERVICES			633.00			
121361							
32210	TRACE ANALYTICAL LAB INC CHEMICAL ANALYSIS 592-560-802-000	05/15/2013 sonofrio	06/04/2013	103.00	0.00	P	Y 05/24/2013
	OTHER CONTRACTUAL SERVICES			103.00			
	Total for vendor 002644 - TRACE:			<u>736.00</u>	<u>0.00</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 002645 - TRACTOR SUPPLY CREDIT PLAN:							
162127 32211	TRACTOR SUPPLY CREDIT PLAN SUPPLIES ACCT#6035 3012 0321 140 sonofrio 661-450-741-000 OPERATING SUPPLIES	05/21/2013 sonofrio	06/04/2013	16.99 16.99	0.00	P	Y 05/24/2013
160877 32212	TRACTOR SUPPLY CREDIT PLAN SUPPLIES ACCT#6035 3012 0321 140 sonofrio 101-276-741-000 OPERATING SUPPLIES	05/14/2013 sonofrio	06/04/2013	119.98 119.98	0.00	P	Y 05/24/2013
Total for vendor 002645 - TRACTOR SUPPLY CREDIT PLAN:				<u>136.97</u>	<u>0.00</u>		
Vendor 002650 - TRAF-O-TERIA SYSTEM:							
14387 32250	TRAF-O-TERIA SYSTEM YELLOW ENVELOPES 577-751-727-000 OFFICE SUPPLIES	05/24/2013 sonofrio	06/04/2013	398.37 398.37	0.00	P	Y 05/28/2013
Total for vendor 002650 - TRAF-O-TERIA SYSTEM:				<u>398.37</u>	<u>0.00</u>		
Vendor 003161 - TURNKEY NETWORK SOLUTIONS:							
24996 32261	TURNKEY NETWORK SOLUTIONS FIBER INSTALLATION 401-301-980-000-0145 POLICE/FIRE COMPLEX	05/21/2013 sonofrio	06/04/2013	6,972.60 6,972.60	0.00	P	Y 05/28/2013
Total for vendor 003161 - TURNKEY NETWORK SOLUTIONS:				<u>6,972.60</u>	<u>0.00</u>		

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
Vendor 002728 - USA BLUE BOOK:							
947136							
32213	USA BLUE BOOK	04/29/2013	06/04/2013	523.63	0.00	P	Y
	PUMP	sonofrio					05/24/2013
	592-559-933-000	REPAIRS/MAINTENANCE - EQUIP		523.63			
959787							
32214	USA BLUE BOOK	05/14/2013	06/04/2013	211.80	0.00	P	Y
	LAB SUPPLIES	sonofrio					05/24/2013
	592-559-741-000	OPERATING SUPPLIES		211.80			
957493							
32215	USA BLUE BOOK	05/10/2013	06/04/2013	362.82	0.00	P	Y
	LAB SUPPLIES	sonofrio					05/24/2013
	592-559-741-000	OPERATING SUPPLIES		362.82			
947840							
32216	USA BLUE BOOK	04/30/2013	06/04/2013	1,327.94	0.00	P	Y
	LAB SUPPLIES	sonofrio					05/24/2013
	592-559-933-000	REPAIRS/MAINTENANCE - EQUIP		1,327.94			
954391							
32217	USA BLUE BOOK	05/07/2013	06/04/2013	387.55	0.00	P	Y
	LAB SUPPLIES	sonofrio					05/24/2013
	591-559-741-000	OPERATING SUPPLIES		387.55			
953914							
32218	USA BLUE BOOK	05/07/2013	06/04/2013	64.01	0.00	P	Y
	LAB SUPPLIES	sonofrio					05/24/2013
	592-559-741-000	OPERATING SUPPLIES		64.01			
958616							
32219	USA BLUE BOOK	05/13/2013	06/04/2013	144.20	0.00	P	Y
	LAB SUPPLIES	sonofrio					05/24/2013
	591-559-741-000	OPERATING SUPPLIES		144.20			
963217							
32251	USA BLUE BOOK	05/17/2013	06/04/2013	161.76	0.00	P	Y
	LAB SUPPLIES	sonofrio					05/28/2013
	592-559-741-000	OPERATING SUPPLIES		161.76			
Total for vendor 002728 - USA BLUE BOOK:				3,183.71	0.00		

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
Vendor 002747 - VAN BUREN COUNTY:							
46 32220	VAN BUREN COUNTY RADIO MATCH 101-301-933-001	05/06/2013 sonofrio	06/04/2013	8,144.64	0.00	P	Y 05/24/2013
	REPAIR/MAINTENANCE - RADIOS			8,144.64			
	Total for vendor 002747 - VAN BUREN COUNTY:			<u>8,144.64</u>	<u>0.00</u>		
Vendor 002798 - VILLAGE COIN LAUNDRY:							
139751 32221	VILLAGE COIN LAUNDRY LAUNDRY SERVICE 592-558-802-000	05/06/2013 sonofrio	06/04/2013	67.20	0.00	P	Y 05/24/2013
	REPAIR/MAINTENANCE - RADIOS			67.20			
	Total for vendor 002798 - VILLAGE COIN LAUNDRY:			<u>67.20</u>	<u>0.00</u>		
Vendor 002843 - WASHEGESIC, RON:							
738350 32222	RON WASHEGESIC ROD SEWER 592-558-802-000	05/13/2013 sonofrio	06/04/2013	120.00	0.00	P	Y 05/24/2013
	OTHER CONTRACTUAL SERVICES			120.00			
	Total for vendor 002843 - WASHEGESIC, RON:			<u>120.00</u>	<u>0.00</u>		
Vendor 002932 - WINDEMULLER ELECTRIC, INC:							
144031 32223	WINDEMULLER ELECTRIC, INC PROGRAMMING 592-570-933-000-0057	05/09/2013 sonofrio	06/04/2013	360.00	0.00	P	Y 05/24/2013
	REPAIRS/MAINTENANCE - EQUIP			360.00			
	Total for vendor 002932 - WINDEMULLER ELECTRIC, INC:			<u>360.00</u>	<u>0.00</u>		
Vendor 002953 - WOODHAMS, INC , DON:							
T12241 32224	WOODHAMS, INC , DON CARGO VAN 661-450-981-000	05/21/2013 sonofrio	06/04/2013	18,966.00	0.00	P	Y 05/24/2013
	VEHICLES			18,411.00			
	661-450-981-000 STEEL PARTITION KIT W/DOOR			540.00			
	661-450-981-000 VEHICLES			15.00			
	Total for vendor 002953 - WOODHAMS, INC , DON:			<u>18,966.00</u>	<u>0.00</u>		

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						

Vendor 002973 - YSI INC:

525173							
32252	YSI INC	05/17/2013	06/04/2013	79.43	0.00	P	Y
	REPAIRS	sonofrio					05/28/2013
	592-559-933-000	REPAIRS/MAINTENANCE - EQUIP		79.43			
Total for vendor 002973 - YSI INC:				<u>79.43</u>	<u>0.00</u>		

# of Invoices:	164	# Due:	0	Totals:	334,466.37	0.00
# of Credit Memos:	4	# Due:	0	Totals:	(837.28)	0.00
Net of Invoices and Credit Memos:					<u>333,629.09</u>	<u>0.00</u>

--- TOTALS BY GL DISTRIBUTION ---

101-001-070-000	DUE FROM SHAES	688.69
101-202-727-000	OFFICE SUPPLIES	7.95
101-209-801-000	PROFESSIONAL/CONSULTING FEES	3,039.24
101-210-801-000	PROFESSIONAL/CONSULTING FEES	8,826.66
101-265-741-000	OPERATING SUPPLIES	73.86
101-265-802-000	OTHER CONTRACTUAL SERVICES	737.24
101-265-850-000	TELEPHONE	1,872.97
101-276-741-000	OPERATING SUPPLIES	252.31
101-276-933-000	REPAIRS/MAINTENANCE - EQUIP	33.89
101-301-727-000	OFFICE SUPPLIES	75.86
101-301-729-000	UNIFORMS	6.00
101-301-741-002	OPERATING SUPPLIES - MUNITIONS	355.00
101-301-801-011	EMPLOYEE PHYSICAL EXAMS	471.00
101-301-801-050	POLICE MEMORIAL	21.25
101-301-802-000	OTHER CONTRACTUAL SERVICES	1,215.00
101-301-802-001	SERVICE CONTRACTS	1,248.20
101-301-930-000	REPAIRS/MAINT - POLICE COMPLEX	447.36
101-301-933-001	REPAIR/MAINTENANCE - RADIOS	8,221.14
101-301-958-000	SUBSCRIPTIONS/MEMBERSHIPS	129.00
101-350-802-000	OTHER CONTRACTUAL SERVICES	615.05
101-371-727-000	OFFICE SUPPLIES	49.98
101-371-802-000	OTHER CONTRACTUAL SERVICES	200.00
101-371-860-000	TRAVEL/CONFERENCES/TRAINING	25.00
101-446-727-000	OFFICE SUPPLIES	231.30
101-446-729-001	OTHER CLOTHING & SUPPLIES	48.63
101-446-741-000	OPERATING SUPPLIES	297.67
101-446-802-000	OTHER CONTRACTUAL SERVICES	106.50
101-447-727-000	OFFICE SUPPLIES	231.30

EXP CHECK RUN DATES 06/04/2013 - 06/04/2013

JOURNALIZED OPEN AND PAID

BANK CODE: 1 - CHECK TYPE: PAPER CHECK

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
	101-447-741-000	OPERATING SUPPLIES		53.91			
	101-751-729-001	OTHER CLOTHING & SUPPLIES		170.62			
	101-751-741-000	OPERATING SUPPLIES		1,258.04			
	101-751-802-000	OTHER CONTRACTUAL SERVICES		1,011.30			
	203-463-802-000	MANHOLE ADJUSTMENTS		7,980.00			
	204-446-801-000	PROFESSIONAL/CONSULTING FEES		600.00			
	250-729-727-001	MARKETING/PROMOTIONAL		1,200.00			
	250-729-850-000	TELEPHONE		31.46			
	250-729-860-000	TRAVEL/CONFERENCES/TRAINING		25.00			
	250-729-974-018-0149	CAPITAL PROJECTS		3,620.00			
	250-729-974-018-0150	CAPITAL PROJECTS		9,120.76			
	296-774-974-006	DREDGING		1,338.52			
	401-301-980-000-0145	POLICE/FIRE COMPLEX		10,706.88			
	402-202-988-010	MAJOR STREET UPGRADES		122,496.60			
	545-776-741-000	OPERATING SUPPLIES		771.56			
	545-776-801-000	PROFESSIONAL/CONSULTING FEES		1,178.25			
	545-776-850-000	TELEPHONE		147.90			
	577-751-727-000	OFFICE SUPPLIES		398.37			
	577-751-741-000	OPERATING SUPPLIES		771.56			
	577-751-801-000	PROFESSIONAL/CONSULTING FEES		40.00			
	577-751-802-000	OTHER CONTRACTUAL SERVICES		8,875.00			
	577-751-850-000	TELEPHONE		15.73			
	577-751-975-000	BUILDINGS/ADDITIONS/IMPROVEME		4,419.25			
	582-558-727-000	OFFICE SUPPLIES		231.31			
	582-558-729-001	OTHER CLOTHING & SUPPLIES		252.63			
	582-558-741-000	OPERATING SUPPLIES		461.17			
	582-558-801-000	PROFESSIONAL/CONSULTING FEES		10,840.46			
	582-558-801-000-0152	PROFESSIONAL/CONSULTING FEES		1,159.29			
	582-558-850-000	TELEPHONE		465.65			
	582-558-860-000	TRAVEL/CONFERENCES/TRAINING		2,650.00			
	582-558-933-000	REPAIRS/MAINTENANCE - EQUIPM		3,409.02			
	582-558-988-000	ELECTRICAL SYSTEM CONSTR		5,095.51			
	582-558-988-000-0152	ELECTRICAL SYSTEM CONSTR		14,050.00			
	591-558-727-000	OFFICE SUPPLIES		231.30			
	591-558-729-001	OTHER CLOTHING & SUPPLIES		90.31			
	591-558-741-000	OPERATING SUPPLIES		4,120.98			
	591-558-850-000	TELEPHONE		232.84			
	591-559-727-000	OFFICE SUPPLIES		583.83			
	591-559-741-000	OPERATING SUPPLIES		710.45			
	591-559-850-000	TELEPHONE		408.91			
	591-559-921-001	UTILITIES-COVERT PLANT		69.70			
	592-558-727-000	OFFICE SUPPLIES		231.30			
	592-558-729-001	OTHER CLOTHING & SUPPLIES		90.31			

EXP CHECK RUN DATES 06/04/2013 - 06/04/2013

JOURNALIZED OPEN AND PAID

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
	592-558-741-000	OPERATING SUPPLIES		840.88			
	592-558-801-008	SANITARY SEWER EVALUATION SURV		14,938.72			
	592-558-802-000	REPAIR/MAINTENANCE - RADIOS		187.20			
	592-558-850-000	TELEPHONE		232.84			
	592-559-727-000	OFFICE SUPPLIES		512.78			
	592-559-741-000	BUILDINGS/ADDITIONS/IMPROVEME		2,723.99			
	592-559-742-000	POLICE/FIRE COMPLEX		177.37			
	592-559-802-000	OTHER CONTRACTUAL SERVICES		21,389.62			
	592-559-850-000	TELEPHONE		511.82			
	592-559-933-000	REPAIRS/MAINTENANCE - EQUIP		2,274.30			
	592-560-802-000	OTHER CONTRACTUAL SERVICES		693.00			
	592-566-802-000	OTHER CONTRACTUAL SERVICES		908.10			
	592-567-802-000	OTHER CONTRACTUAL SERVICES		389.18			
	592-570-933-000-0057	REPAIRS/MAINTENANCE - EQUIP		360.00			
	594-776-727-000	OFFICE SUPPLIES		103.71			
	594-776-741-000	OPERATING SUPPLIES		2,061.04			
	594-776-742-000	SMALL TOOLS		244.00			
	594-776-802-000	OTHER CONTRACTUAL SERVICES		7,107.74			
	594-776-850-000	TELEPHONE		284.87			
	594-776-900-000	PRINTING/PUBLISHING		224.25			
	594-776-932-000	REPAIRS/MAINTENANCE - OTHER		1,402.96			
	594-776-933-000	REPAIRS/ MAINTENANCE - EQUIP		246.60			
	594-776-958-000	SUBSCRIPTIONS/MEMBERSHIPS		75.00			
	636-258-727-000	OFFICE SUPPLIES		445.01			
	636-258-801-000	PROFESSIONAL/CONSULTING FEES		63.00			
	636-258-802-000	OTHER CONTRACTUAL SERVICES		2,746.00			
	636-258-850-000	TELEPHONE		31.46			
	636-258-980-001	COMPUTER HARDWARE		620.53			
	661-450-741-000	OPERATING SUPPLIES		55.89			
	661-450-741-003	REPAIR & MAINT SUPPLIES		215.92			
	661-450-742-000	SMALL TOOLS		63.83			
	661-450-748-000	MOTOR FUEL & LUBRICANTS		127.56			
	661-450-802-000	OTHER CONTRACTUAL SERVICES		36.56			
	661-450-850-000	TELEPHONE		31.46			
	661-450-935-000	REPAIRS/MAINTENANCE - VEHICLES		97.00			
	661-450-981-000	VEHICLES		18,966.00			
	677-227-802-000	OTHER CONTRACTUAL SERVICES		915.35			
	718-002-277-003	DEPOSIT-SUMMER CONCERT		179.82			

EXP CHECK RUN DATES 06/04/2013 - 06/04/2013

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BANK CODE: 1 - CHECK TYPE: PAPER CHECK

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
GL Distribution							
--- TOTALS BY FUND ---							
	101 - GENERAL FUND			32,021.92	0.00		
	203 - LOCAL STREET FUND			7,980.00	0.00		
	204 - STREET FUND			600.00	0.00		
	250 - DOWNTOWN DVLP AUTHORITY			13,997.22	0.00		
	296 - RIVER MAINTENANCE FUND			1,338.52	0.00		
	401 - CAPITAL PROJECTS FUND 1			10,706.88	0.00		
	402 - CAPITAL PROJECTS FUND 2			122,496.60	0.00		
	545 - BLACK RIVER PARK FUND			2,097.71	0.00		
	577 - BEACH FUND			14,519.91	0.00		
	582 - ELECTRIC FUND			38,615.04	0.00		
	591 - WATER FUND			6,448.32	0.00		
	592 - SEWER FUND			46,461.41	0.00		
	594 - MARINA FUND			11,750.17	0.00		
	636 - INFORMATION SERVICES FUND			3,906.00	0.00		
	661 - MOTOR POOL FUND			19,594.22	0.00		
	677 - SELF INSURANCE FUND			915.35	0.00		
	718 - TRUST & AGENCY FUND			179.82	0.00		
--- TOTALS BY DEPT/ACTIVITY ---							
	001 - ASSETS			688.69	0.00		
	002 - LIABILITIES			179.82	0.00		
	202 - CITY TREASURER			122,504.55	0.00		
	209 - ASSESSOR			3,039.24	0.00		
	210 - LEGAL & PROFESSIONAL			8,826.66	0.00		
	227 - PERSONNEL			915.35	0.00		
	258 - DATA PROCESSING			3,906.00	0.00		
	265 - BUILDINGS & GROUNDS			2,684.07	0.00		
	276 - CEMETERY DEPARTMENT			286.20	0.00		
	301 - POLICE			22,896.69	0.00		
	350 - INFORMATION CENTER			615.05	0.00		
	371 - BUILDING INSPECTIONS			274.98	0.00		
	446 - HIGHWAYS & STREETS			1,284.10	0.00		
	447 - ENGINEERING			285.21	0.00		
	450 - EQUIPMENT MAINTENANCE			19,594.22	0.00		
	463 - ROUTINE MAINTENANCE			7,980.00	0.00		
	558 - OPERATIONS			59,811.72	0.00		
	559 - TREATMENT			29,362.77	0.00		
	560 - IPP PROGRAM			693.00	0.00		
	566 - TREATMENT - CASCO TWP			908.10	0.00		
	567 - TREATMENT - SH TWP			389.18	0.00		

EXP CHECK RUN DATES 06/04/2013 - 06/04/2013  
JOURNALIZED OPEN AND PAID  
BANK CODE: 1 - CHECK TYPE: PAPER CHECK

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
--- TOTALS BY DEPT/ACTIVITY ---							
	570 - LIFTSTATIONS - CITY			360.00	0.00		
	729 - DOWNTOWN DEVELOPMENT			13,997.22	0.00		
	751 - PARK DEPARTMENT			16,959.87	0.00		
	774 - RECREATION			1,338.52	0.00		
	776 - OPERATIONS			13,847.88	0.00		

Memorandum:

Date: May 31, 2013

To: Brian Dissette, City Manager

From: Steve Oosting, Senior Civil Engineer

Re: South Street Sidewalk Extension

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The engineering department has completed a design for a sidewalk extension along South Street west of Black River Street. The existing South Street right of way contains a sidewalk along the north side of the street, beginning at North Shore drive and extending approximately 210 feet east, ending at a driveway. The remaining distance from this driveway to Black River Street (approximately 120 feet in length) currently has no sidewalk. The proposed project would extend sidewalk the remaining distance to connect at Black River Street.

The total cost of the project is \$29,080. This amount is substantially higher than what a typical sidewalk might cost, because of some extensive driveway replacements which are necessary in order to regrade the site. The site must be regraded in order to achieve acceptable slopes on the new sidewalk in accordance with ADA standards.

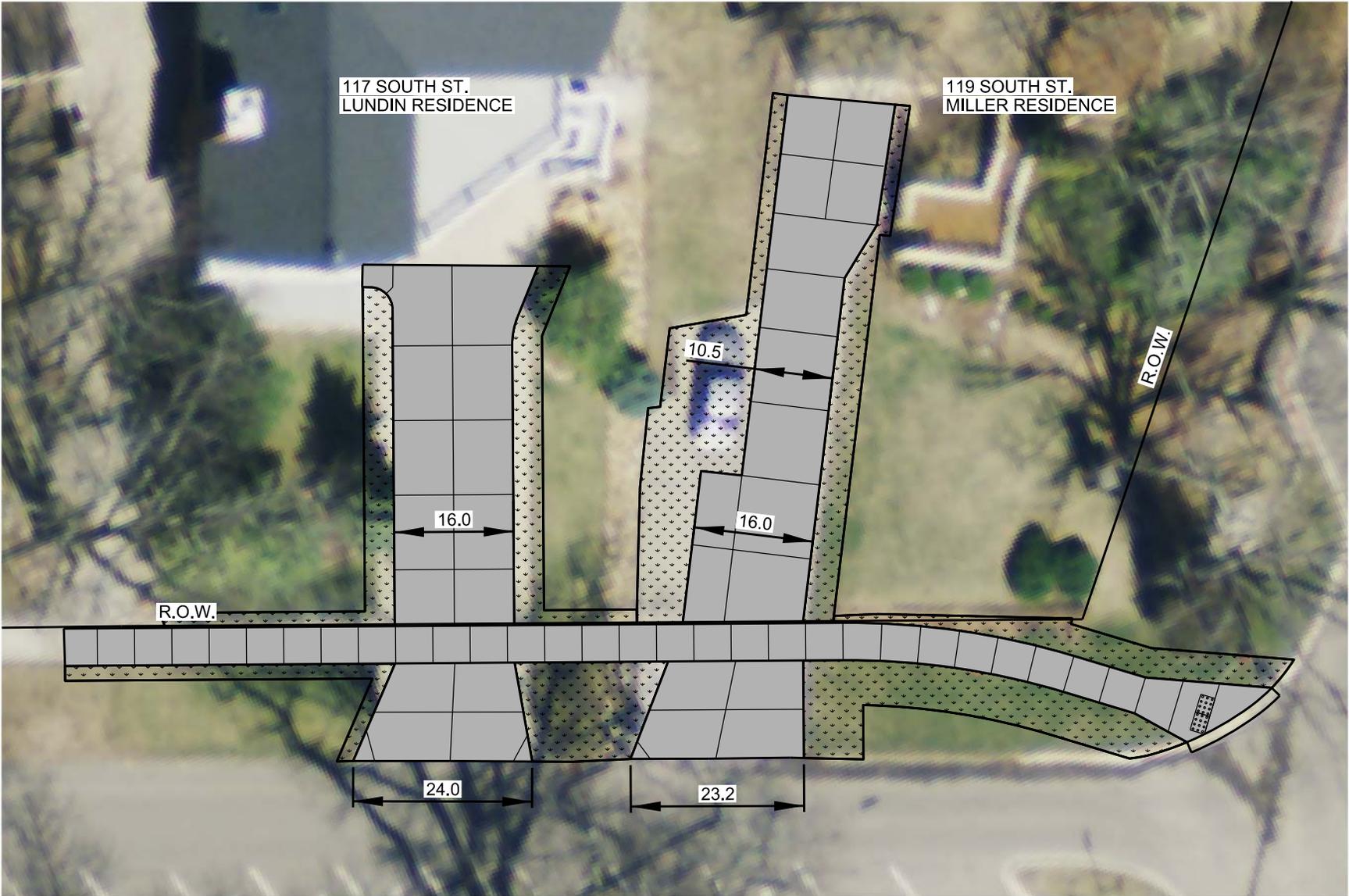
The proposed sidewalk extends across the frontage of two residential properties. Both property owners have been actively involved in planning for the side grading and driveway work. The property owners have agreed to reimburse the city for a portion of the project cost. The reimbursable portion of the work amounts to the cost of the sidewalk construction alone, totaling \$2,440. The remainder of the project cost would be covered by the city. Each of the property owners has signed an agreement in lieu of special assessment which requires them to reimburse the city for their relative portions of the cost, without the need to conduct a multi step special assessment public hearing process.

If there is a desire to proceed with the project as presented, it is recommended that the City Council approve the project in the amount of \$29,080. If approved by the City Council, the work can be scheduled to start within the coming weeks and is likely to last for a duration of approximately two to three weeks once the work begins.

SOUTH STREET SIDEWALK PLAN  
5/31/2013



SCALE: 1"=20'



**AGREEMENT IN LIEU OF SPECIAL ASSESSMENTS**

This Agreement In Lieu Of Special Assessments is made as of \_\_\_\_\_, 2013, between the City of South Haven, a Michigan municipal corporation the principal business address of which is 539 Phoenix Street, South Haven, MI 49090-1490 (the "City"), and Robert S Lundin and Jane A Lundin, together the property owner whose address is 8230 Spyglass Circle, Orland Park, IL 60462 (the "Property Owner").

**RECITALS**

A. The Property Owner owns property commonly known as 117 South Street, South Haven, Michigan, and more particularly described as follows (the "Property"):

E 70 FT OF W 111.5 FT OF LOTS 10 & 11. BLOCK 13 DYCKMAN & WOODMAN'S ADDITION. Permanent Parcel Number: 80-53-743-010-80

B. The Property Owner wants the City to construct certain public improvements consisting of:

Sidewalk along the north side of South Street from the east end of the existing sidewalk extending east to Black River Street, along with the necessary landscaping removals, driveway replacement, sidewalk replacement, site grading, topsoil, and sod as shown on the plans dated 5/31/2013 prepared by the City of South Haven.

(the "Improvements")

which the Property Owner acknowledges specially benefit the Property.

C. The City is amenable to constructing those Improvements but normally would do so only if it specially assessed the Property for those Improvements because the Property specially benefits from them.

D. The parties wish to avoid the special assessment procedure, which is designed to afford the Property Owner reasonable notice and an opportunity to be heard with respect to such Improvements.

E. Therefore, the parties have agreed to enter into this Agreement to pay an amount equivalent to an assessment, which provides that the Property Owner is waiving all of the notice and hearing requirements for a special assessment.

## TERMS AND CONDITIONS

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

1. The parties agree that the Improvements benefit the property and that the benefit to the Property is at least as much as \$898.00, which is the cost allocable to the Property for constructing the Improvements.
2. The Property Owner agrees to pay the City the sum of \$898.00, which may be paid without interest on or before November 1, 2013. If not paid on or before that date, payments will be added to the scheduled winter tax bill with interest to accrue at a rate of 4.50% over a 5 year amortization in accordance with the following schedule:

Year	Annual Payment	Annual Principal	Annual Interest	Remaining Balance
Winter 2013	179.60	179.60	-	718.40
Winter 2014	211.93	179.60	32.33	538.80
Winter 2015	203.85	179.60	24.25	359.20
Winter 2016	195.76	179.60	16.16	179.60
Winter 2017	187.68	179.60	8.08	-
Totals	<u>978.82</u>	<u>898.00</u>	<u>80.82</u>	

3. The amounts due under this Agreement shall be a lien upon the Property of the same priority and collectible in the same manner as liens for any other special assessments levied under the City Charter and the City Code of Ordinances.
4. This Agreement shall be recorded at the Van Buren County Register of Deeds.
5. This is the entire Agreement between the parties with respect to its subject matter. It supercedes and replaces any prior or contemporaneous agreements. It may not be modified except in writing, signed by both parties, after a resolution of approval adopted by the City Council of the City. The parties have both had an opportunity to have their attorneys review this Agreement. Therefore it should be construed as if mutually drafted.
6. In case of any dispute pursuant to this Agreement, the parties agree that, to the extent not otherwise prohibited by law, the jurisdiction and venue for any such dispute shall be solely within the state courts located in Van Buren County, Michigan. The parties further agree that in any such dispute the prevailing party shall, in addition to any other relief to which it may be entitled, be awarded its actual cost, including, without limitation, filing fees, discovery costs, actual reasonable attorneys' fees, expert witness fees, and other costs incurred to bring, maintain or defend any such action from its first accrual or notice thereof through all appellate and collection proceedings.

CITY OF SOUTH HAVEN

STATE OF MICHIGAN  
COUNTY OF VAN BUREN

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

This Agreement was executed on \_\_\_\_\_,  
2013 by Robert Burr and Amanda Morgan, the  
mayor and city clerk, respectively, of the City of  
South Haven on behalf of that city.

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

\_\_\_\_\_  
Notary public, \_\_\_\_\_ County, MI.  
My commission expires: \_\_\_\_\_  
Acting in \_\_\_\_\_ County, MI.

PROPERTY OWNER

STATE OF \_\_\_\_\_  
COUNTY OF \_\_\_\_\_

By: Robert S. Lundin  
Robert S. Lundin

This agreement was acknowledged before me on  
\_\_\_\_\_, 2013 by \_\_\_\_\_  
and \_\_\_\_\_.

By: Jane A. Lundin  
Jane A. Lundin

\_\_\_\_\_  
Notary public, \_\_\_\_\_ County, \_\_\_\_\_.  
My commission expires: \_\_\_\_\_  
Acting in \_\_\_\_\_ County, \_\_\_\_\_.

Drafted by:

Steve Oosting, P.E.  
City of South Haven, Public Works  
1199 8<sup>th</sup> Avenue  
South Haven, MI 49090

When recorded, return to:

Amanda Morgan, City Clerk  
City of South Haven  
539 Phoenix Street  
South Haven, MI 49090

**AGREEMENT IN LIEU OF SPECIAL ASSESSMENTS**

This Agreement In Lieu Of Special Assessments is made as of \_\_\_\_\_, 2013, between the City of South Haven, a Michigan municipal corporation the principal business address of which is 539 Phoenix Street, South Haven, MI 49090-1490 (the "City"), and the Marilyn M Miller Trust, a property owner whose address is 119 South Street, South Haven MI 49090-1490 (the "Property Owner").

**RECITALS**

A. The Property Owner owns property commonly known as 119 South Street, South Haven, Michigan, and more particularly described as follows (the "Property"):

LOTS 10 & 11 EX NW 111.50' BLK 13 DYCKMAN & WOODMAN'S ADDITION.

Permanent Parcel Number: 80-53-743-010-40

B. The Property Owner wants the City to construct certain public improvements consisting of:

Sidewalk along the north side of South Street from the east end of the existing sidewalk extending east to Black River Street, along with the necessary landscaping removals, driveway replacement, sidewalk replacement, site grading, topsoil, and sod as shown on the plans dated 5/31/2013 prepared by the City of South Haven.

(the "Improvements")

which the Property Owner acknowledges specially benefit the Property.

C. The City is amenable to constructing those Improvements but normally would do so only if it specially assessed the Property for those Improvements because the Property specially benefits from them.

D. The parties wish to avoid the special assessment procedure, which is designed to afford the Property Owner reasonable notice and an opportunity to be heard with respect to such Improvements.

E. Therefore, the parties have agreed to enter into this Agreement to pay an amount equivalent to an assessment, which provides that the Property Owner is waiving all of the notice and hearing requirements for a special assessment.

## TERMS AND CONDITIONS

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

1. The parties agree that the Improvements benefit the property and that the benefit to the Property is at least as much as \$1,542.00, which is the cost allocable to the Property for constructing the Improvements.
2. The Property Owner agrees to pay the City the sum of \$1,542.00, which may be paid without interest on or before November 1, 2013. If not paid on or before that date, payments will be added to the scheduled winter tax bill with interest to accrue at a rate of 4.50% over a 5 year amortization in accordance with the following schedule:

Year	Annual Payment	Annual Principal	Annual Interest	Remaining Balance
Winter 2013	308.40	308.40	-	1,233.60
Winter 2014	363.91	308.40	55.51	925.20
Winter 2015	350.03	308.40	41.63	616.80
Winter 2016	336.16	308.40	27.76	308.40
Winter 2017	322.28	308.40	13.88	-
Totals	<u>1,680.78</u>	<u>1,542.00</u>	<u>138.78</u>	

3. The amounts due under this Agreement shall be a lien upon the Property of the same priority and collectible in the same manner as liens for any other special assessments levied under the City Charter and the City Code of Ordinances.
4. This Agreement shall be recorded at the Van Buren County Register of Deeds.
5. This is the entire Agreement between the parties with respect to its subject matter. It supercedes and replaces any prior or contemporaneous agreements. It may not be modified except in writing, signed by both parties, after a resolution of approval adopted by the City Council of the City. The parties have both had an opportunity to have their attorneys review this Agreement. Therefore it should be construed as if mutually drafted.
6. In case of any dispute pursuant to this Agreement, the parties agree that, to the extent not otherwise prohibited by law, the jurisdiction and venue for any such dispute shall be solely within the state courts located in Van Buren County, Michigan. The parties further agree that in any such dispute the prevailing party shall, in addition to any other relief to which it may be entitled, be awarded its actual cost, including, without limitation, filing fees, discovery costs, actual reasonable attorneys' fees, expert witness fees, and other costs incurred to bring, maintain or defend any such action from its first accrual or notice thereof through all appellate and collection proceedings.

CITY OF SOUTH HAVEN

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

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

PROPERTY OWNER

By: Marilyn M Miller  
Marilyn M Miller  
(for the Trust)

STATE OF MICHIGAN  
COUNTY OF VAN BUREN

This Agreement was executed on \_\_\_\_\_,  
2013 by Robert Burr and Amanda Morgan, the  
mayor and city clerk, respectively, of the City of  
South Haven on behalf of that city.

\_\_\_\_\_  
Notary public, \_\_\_\_\_ County, MI.  
My commission expires: \_\_\_\_\_  
Acting in \_\_\_\_\_ County, MI.

STATE OF \_\_\_\_\_  
COUNTY OF \_\_\_\_\_

This agreement was acknowledged before me on  
\_\_\_\_\_, 2013 by \_\_\_\_\_,  
the Property Owner.

\_\_\_\_\_  
Notary public, \_\_\_\_\_ County, \_\_\_\_\_.  
My commission expires: \_\_\_\_\_  
Acting in \_\_\_\_\_ County, \_\_\_\_\_.

Drafted by:

Steve Oosting, P.E.  
City of South Haven, Public Works  
1199 8<sup>th</sup> Avenue  
South Haven, MI 49090

When recorded, return to:

Amanda Morgan, City Clerk  
City of South Haven  
539 Phoenix Street  
South Haven, MI 49090

Memorandum:

Date: May 30, 2013

To: Brian Dissette, City Manager

From: Steve Oosting, Senior Civil Engineer

Re: Cape Seal Project

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On April 8 the City Council approved the cape seal project which included work on the portions of Jones, Cook, Michigan, LaGrange, Chambers, St. Joseph Place, and Webster. The total cost of the project as originally presented was \$96,180.

Two additional streets are now being considered as possible additions to the project. The dead end portion of Bailey Avenue along the north side of Superior Street can be added to the project for an estimated cost of \$2,806. Cherry Street from Superior to South Haven Place can be added to the project for an estimated cost of \$14,299.

In addition to these extra streets, the portion of the work being performed by the county road commission has increased in cost by an estimated total of \$16,603 to cover additional hot mix asphalt patching material used on all the streets. They used more material than previously estimated due to the condition of pavement which had deteriorated substantially since their original estimate. As noted on the staff report for the April 8<sup>th</sup> meeting, all road commission work is billed at cost and the final amount will be tallied upon completion.

With all the additional work included, the total project cost is now estimated at \$129,888. The patching work has already been completed. The chip seal application is scheduled for Tuesday June 4. The microsurface application is scheduled for June 6 and 7. In order to add the additional streets as planned and cover the cost of additional patching work already performed, the additional project cost of 33,708 should be considered for approval at the June 3 City Council meeting.

**VAN BUREN COUNTY ROAD COMMISSION  
CITY/VILLAGE ROAD SPECIAL MAINTENANCE**

PROJECT #

To: The Board of County Road Commissioners

From: The City of South Haven Board

Would you kindly program the following project, which will be paid for by the City/Village:

Road Name Multiple Areas within the City Limits

Sections of Jones, Cook, Michigan, LaGrange,

Chambers, Webster, Cherry, and Bailey

Length of Project Approximately 1.26 miles

Type of Work Hot Seal coat application

Total Programmed Cost At Cost, estimated at \$35,644.62

\_\_\_\_\_  
Date

\_\_\_\_\_  
City Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Engineer-Manager  
Van Buren County Road Commission

**VAN BUREN COUNTY ROAD COMMISSION  
CITY/VILLAGE ROAD SPECIAL MAINTENANCE**

PROJECT #

To: The Board of County Road Commissioners

From: The City of South Haven Board

Would you kindly program the following project, which will be paid for by the City/Village:

Road Name Multiple Areas within the City Limits  
Sections of Jones, Cook, Michigan, LaGrange,  
Chambers, Webster, Cherry and Bailey

Length of Project Approximately 1.26 miles

Type of Work Hot Mix patching (approx 154 tons)  
prior to Hot Seal Application

Total Programmed Cost At Cost, estimated at \$24,230.00

\_\_\_\_\_  
Date

\_\_\_\_\_  
City Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Engineer-Manager  
Van Buren County Road Commission

# Zoning Board of Appeals

## Regular Meeting Minutes

Monday, February 25, 2013  
7:00 p.m., Council Chambers



City of South Haven

1. Call to Order by Chair Ingersoll at 7:00 PM.
2. Roll Call

Present: Boyd, Lewis, Paull, Ingersoll, Wheeler, Wittkop.  
Absent unexcused: Miller.  
Also present: Linda Anderson, Zoning Administrator

3. Approval of Agenda: All ayes
4. Approval of Minutes – January 28, 2013: All ayes
5. No public comment was received.

### NEW BUSINESS –Variance Request

6. The Historic Association of South Haven requested a variance to place a freestanding identification sign on their property at 353 Hubbard Street. This type of sign is not permitted in the R-1B zoning district per zoning ordinance section 2008-1. The parcel number for the applicant property is 80-53-548-008-00.

Anderson introduced the request.

Motion by Lewis, support by Wittkop to open the public hearing. All ayes.

Boyd asked if the Historical Association charges admission. The applicant, Ed Appleyard, replied that they accept donations but do not have an admission fee. Boyd questioned how this use is different from a business which would need to comply with strict sign rules. He asked if a business could install a sign as requested here. Anderson explained that different zoning districts have different sign regulations and few, if any, businesses are located in residential zoning districts. The exception being certain home occupations.

Boyd stated that some businesses have sandwich board signs that are taken in at night. He questioned if that was an option here. Anderson stated that sandwich board signs are not permitted in the residential zones. If that was requested, a variance would be needed.

Boyd asked if the matter could be referred to the planning commission with a request to amend the zoning ordinance to allow certain nonprofit identification signs in residential zones. Ingersol stated that the role of the ZBA is to provide relief from zoning regulations, when applicable. He further stated that a zoning ordinance amendment would take several months, creating an unnecessary hardship for the applicant.

Motion by Lewis, supported by Wheeler, to close the public hearing. All ayes.

Ingersol stated that this is a situation common in the city and many such signs are found in residential zones. The common thread is that the uses with the signs are non-profit or governmental land uses. He believes this use is similar to other such uses and the sign should be permitted. He further stated that the use is a public asset and provides a public service to the community.

There was a discussion regarding the request and compliance with all the standards of zoning ordinance section 2205. Following that discussion there was a motion made by Paull, supported by Wheeler, to approve the request based on the fact that all standards of section 2205 were met. A condition was placed on the motion that the sign be placed back on the property so as not to interfere with clear vision. Before the sign is installed, the zoning administrator will meet on site with the applicant to establish the appropriate setback for the sign.

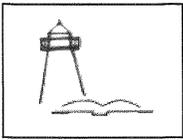
Ayes: Lewis, Apotheker, Paull, Wheeler, Wittkop.  
Nay: Boyd

A second motion was made by Lewis, supported by Boyd, to request that the planning commission look at this issue when considering amendments to the zoning ordinance. All ayes.

7. There were no member comments.
8. Motion by Wittkop, supported by Paull, to adjourn the meeting at 8:45 PM. All ayes.

RESPECTFULLY SUBMITTED,

Linda Anderson  
Zoning Administrator



**South Haven Memorial Library  
Minutes of the Meeting of the Board of Trustees  
March 12, 2013**

**Members:**

Gretchen Spreitzer - President  
Robin McAlear - Vice President  
Marilyn Bertorelli - Treasurer  
Catherine Jarvie - Secretary, Absent

Jean Stein, Trustee  
Ida Sledge - Trustee  
Lois Howard - Trustee

Also Present: James France, Director, Elaine Fluck

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**Call to order:** The meeting was called to order at 7:00 p.m.

**Approval of minutes for February 14, 2012:** Motion for approval of minutes by Stein, seconded by Howard. Motion carried. A copy will be sent to City Council.

**Approval of amended agenda for March, 2012:** Motion for approval by Stein, seconded by Howard. Motion carried.

**Public Comments:** None.

**Treasurer's report:** Current budget amounts were reviewed. Vendor's bills totaled \$28,430.56 for the month. Motion to approve vendor's bills by Spreitzer, seconded by McAlear. Motion carried.

**Committee reports:** Strategic planning committee will meet March 18, at request of Abonmarche officials, with Abonmarche officials to discuss estimate for a strategic plan.

**Director's Report:** Jim updated the board on recent Library activity. The board asked for more information on the fiber optics update. Proceeds of the book sale were \$860.25

**Correspondence:** The board received a thank you from the staff who visited the Paw Paw Library.

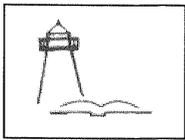
**Old Business:** Jim was asked to complete application to Hardt Insurance for the Broad Form Option, with a \$2,000,000 limit, for coverage for Director and Officer Liability and Employment Practices Liability. One year from now we will request consideration of a lowering of the \$2,125 annual premium.

**New Business:** Jim reported staff reviews would be completed by the April 8 meeting.

**Adjournment:** Motion by Sledge to adjourn at 8:12 p.m. Motion carried.

Next regular meeting April 9, at 7 pm.

Respectfully submitted,  
Robin McAlear, Vice-President



**South Haven Memorial Library**  
**Minutes of the Meeting of the Board of Trustees**  
**April 9, 2013**

**Members:**

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

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

Also Present: James France, Director. Elaine Fluck, Anne Brown, Dorothy Appleyard

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**Call to order:** The meeting was called to order by Spreitzer at 7:03 p.m.

**Approval of minutes for March 12, 2013:** Motion for approval of minutes by McAlear, seconded by Bertorelli. Motion carried. A copy will be sent to City Council.

**Approval of agenda for April 9, 2013:** Motion for approval by Stein, seconded by Howard. Motion carried.

**Public Comments:** none

**Treasurer's report:**

Current budget amounts were reviewed. Vendor's bills totaled \$33,751.01 for the month. Motion to approve vendor bills by Jarvie, seconded by McAlear. Motion carried.

**Committee/Liason reports:**

Strategic Planning Committee: Met on April 9. Proposals for Strategic Planning were received from the following companies: Hartzell-Mika Consulting, LLC (East Lansing); Abonmarche (South Haven); Brose & Brose Consulting (Kalamazoo). The committee purposes to hire Abonmarche because they were the only company that asked to meet with the board; they are a local company; and theirs was a more comprehensive proposal that would best meet the needs of the library. They also have graciously donated \$500.00 worth of work. Motion by Stein that the Board hire Abonmarche for \$7,800.50 for an Improvement Study, seconded by Howard. Motion carried.

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

**Correspondence:** none

**New Business:**

DDA Revision and Election presentation by Dorothy Appleyard. Act 197 of 1975 empowered the DDA to eliminate blight and improve downtown areas by recapturing taxes. There is currently a proposal to reintegrate some residential areas back into the DDA. The Library had received a notice to opt out. \$14,968 was captured from Library funds in 2012. A Public Hearing is set for April 15<sup>th</sup> at 7:00 at City Hall during the regular City Council meeting.

Special Library Board Meeting will be scheduled for April 15<sup>th</sup> at 6:00, *if needed.* 

**Board Comments:** None

**Adjournment:** Motion to adjourn by Stein and seconded by Howard. Motion carried. Meeting adjourned at 7:52 p.m.

**Next meeting: May 14, 2013**

Respectfully submitted,



Catherine Jarvie, Secretary

# Harbor Commission

## Regular Meeting Minutes

Tuesday, April 16, 2013  
5:30 p.m., City Hall Council Chambers  
South Haven City Hall



City of South Haven

### 1. Call to Order

Present: Stephens, Jeffers, Pyle, Silverman, Strong, Sullivan, Arnold  
Absent: None

### 2. Approval of Agenda

Motion by Pyle, second by Silverman to approve the agenda with the addition of Item 9a. Maritime Museum Request.

All in favor. Motion carried.

### 3. Approval of Minutes: March 19, 2013 Meeting

Motion by Stephens, second by Jeffers to approve the March 19, 2013 regular meeting 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 gave an overview of the Marina Reports for the various municipal marinas.

### 6. North Side Marina Report

VandenBosch stated that as of yesterday the marina facility was opened, having passed substantial completion as of March 29. Landscaping, sun shade, adjustments on lights and flagpole to be installed still to be completed; the North Side Marina is open and will be requesting funds from the state and making payments and finalizing it for a few months to come.

Marple reported that by the end of this week the North Marina will look pretty good. VandenBosch thinks the 1% bonus for substantial completion by the end of March was a good move.

## **7. Ramp Fee Petition**

VandenBosch noted that the request is to lower the fees for the pass card to the ramp at age 65 to a flat \$60 or \$65 from May to May. Sullivan suggested a rebate. VandenBosch explained the usual process for rate setting. Pyle suggested a pre-season savings for everyone; if rates are set in September, cards bought before January 1st would be discounted and cards bought after January 1st would be purchased at the regular rate. Strong asked and Jeffers suggested contacting Mr. Robert Baker in regards to the petition.

Motion by Stephens to invite Mr. Baker to the September Harbor Commission meeting; second by Pyle.

Staff will contact the petitioner about attending the September meeting.

All in favor. Motion carried.

## **8. Dredging Update**

### **North Side and South Side Dredging**

### **Dunkley Spoil Site Restrictive Covenant**

### **Black River Dredging Project**

See staff update in the April 16, 2013 Harbor Commission Workshop minutes.

## **9. Nichols Landing Deck Extension, Special Use Permit**

VandenBosch explained the difference between Federal Harbor Lines and City Project lines; noted that his recommendation is to deny the request; the City Project lines would prohibit building out.

Bob Lewis, applicant: Stated that he proposes to purchase the Nichols dock space. "The dock is 12' wide; even now we could have a row of tables and add restrooms; the restaurant could operate that way. One original proposal was to expand to the farthest harbor lines. Lewis explained that now he understands that the ten (10) feet to the City Project line is the farthest he could expand and "it may not happen this year due to the calendar." Suggested opening with the dock as is and expand in 2014.

Sullivan asked whether the city project lines have always been where they are now. VandenBosch stated that the City Project lines apparently were there earlier but the city does not have much of a record but seeing how the docks and headwalls line up, City Ordinance 740 is considered the latest ruling on where the harbor lines are.

Pyle noted that there is docking extending beyond the City Project lines; VandenBosch explained that maybe those are floating docks. Strong and Silverman said that they did not think floating docks were treated any different than fixed ones. Silverman asked how the City and Federal lines differ. VandenBosch: "Federal Harbor lines indicate where the dredging is done while the City Project line is how far the docks may extend." Silverman said it protects the integrity of the harbor lines; east of the Idler, the portion of that line that relates to the turning basin probably had something to do with the fact that it was once a turning basin. Now we have the Museum Marina and the Museum's Orley dock which extends out and changes the character of that area.

Pyle noted that she feels the concept of waterfront dining is what South Haven is about and the city does not have anything to offer except the Idler.

Silverman noted that nothing done east of the Idler would impede on navigation or safety. Strong agreed, especially if the proposed dock is only built ten (10) feet out. Sullivan expressed concern for setting a precedent.

VandenBosch said the Harbor Commission could recommend to City Council that the City Project line be the same as the Federal Harbor line and added, "City Council has the ability to change this."

Silverman stated that might be a longer range solution, but to do that the commission needs to look carefully at the effect immediately west of the proposed dock build-out; how much difference would there be to the north side of the river with opposing boat slips on either side of the river; whether the city harbor line is to the south or the north. VandenBosch explained that both harbor lines were amended to allow the building of the ~~Maritime~~-Museum *Marina* in the turning basin. Sullivan asked if the slips were already there when the Maritime Museum was built; Silverman and VandenBosch noted that yes, the slips were probably already in existence.

Pyle asked what Mr. Morris thinks about the proposed project to which Strong noted he had breakfast with Morris, who said as long as he can get in and out of his slip he has no problem with the proposal. Pyle pointed out that Morris' slip for his charter fishing boat is the closest of any to the proposed project area.

The board and Lewis discussed whether tying off of boats should be permitted on the dock if dining is added. Sullivan commented that anybody that owns a boat could anchor there. Lewis said dinghies would be okay, but he would want to limit transients to four (4) hours or less, so someone would not be sitting there and the boat is between them and the view. Silverman asked how a boater could access the dock with the proposed fencing illustrated in

the application. Lewis said a gate could be provided. Marple pointed out that there is plenty of room in the transient marina.

Pyle had concerns with boat traffic waiting for the bridge in the area of the proposed build out and noted, "It can get very congested during those waiting periods." It was noted that there are tie-ups for dinghies under the bridge. Strong wouldn't mind the ten (10) foot build-out but is concerned about any size boat tying up there. Lewis asked if the dock could permit tie-ups if he did not expand the dock. Discussion ensued regarding whether docking should be allowed there if the docks are extended.

Lewis noted that he has a couple of other meetings to attend before many decisions can be made. Silverman inquired about the Harbor Commission form that has been included in previous packets. VandenBosch provided a copy of the Harbor Commission application form which the applicant needs to complete for the next meeting.

Motion by Silverman to adjourn discussion of the dock build-out proposal to the next Harbor Commission meeting, second by Sullivan.

Strong requested some updated pictures indicating the harbor lines. Stephens noted that we need a lot more information to be able to make an educated decision.

Arnold called the question:

All in favor. Motion carried.

Silverman recommended that the city adopt the Federal Harbor lines. VandenBosch stated, "It may well be that in the past the Harbor Commission has recommended that and the City Council has acted on it." Silverman requested sufficient diagrams so the Harbor Commission can make recommendations, pro or con and noted that if the two sets of lines were the same, it would remove the current confusion.

Sullivan asked if the Harbor Master has the ability to demand that a moored boat will move, which VandenBosch indicated is true.

#### **9a. Maritime Museum request.**

The board discussed the request. Pyle pointed out the Google map noting that if events are held on the proposed connecting dock parking might become an issue. Silverman asked if his interpretation of the request is correct.

Motion by Silverman, second by Stephens to approve the Museum request to extend their dock and connect it to the city dock. All in favor. Motion carried.

#### **General Comments**

There were none.

### **Member and Staff Comments**

**Sullivan:** Noted that when dredging is done in the North side marina, could the city do anything for stake holders and slip holders up north of the bridge. Also asked If the city could provide an area for Type Two (contaminated) spoils. VandenBosch said the city does not have any place to deposit dredge spoil; there is a need to purchase land and have had some discussion but staff has been so busy that the discussion has not gotten very far.

**Silverman:** Asked the Marina Manager his view of the upcoming season.

**John Marple, Municipal Marina Manager:** Said if the city gets the river dredged it is going to be a whole lot better. "Seasonally, I am very happy we are about a year ahead of where I thought we would be. Transient boating has me scared to death; the nature of transient boating and vacationing has changed." Marple stated that this summer we are filling slips on the weekends and we are wide open during the week; need to do something about rates and do some marketing. Marple stated he does not have an answer for that particular situation and reiterated that during the week we have an issue. Marple said he is open to suggestions.

**Silverman:** Said he is on some sailboat forums and there is speculation about which and whether any harbors will be open. Silverman believes someone from the city or Marple's staff should be on there making comments of the progress of dredging, available sites, and what is available, that sailboats can tie up to. Silverman will send Marple a list of forums.

**VandenBosch:** Has been putting video clips on a city Facebook page, Google+ and YouTube.

**Pyle:** Asked if Marple has addressed any of the responses from the surveys we did last year. Marple updated on what he and his staff will be doing, who will be on staff, etc. and stated that overall the facility is in good shape. Mid-May the Bloomingdale Communications will be up and running and there will be wi-fi available. Cable is available in the clubhouse. There are a lot of things we need to do in the future, including gas grills at the museum and on the south side. There will be staffing eight hours a day at the North Marina once the season starts.

**Pyle:** Suggested a referral program for transients and seasonals. Marple said it could be helpful, but you have to show them value, if you do, they will show up in port.

**Pyle:** Asked about an open house for the North Marina Facility. Marple noted that there is a public opening May 18; a ribbon cutting May 24; and staff is mulling over a boater's grand opening reception for the Memorial Day weekend.

**Stephens:** Was encouraged to hear that Marsala is open to potential dock space for the fire boat. Silverman said it is a necessity; that particular boat is really designed for inland lakes. It

is not an open water boat and is at maximum usage on the river. Silverman said commissioners should keep our eyes open to either promote or assist in a fundraiser for a new vessel that would better serve our harbor and improve our safety. People are generous and recognize the need for a better boat. Pyle noted that they may be aware of sources for funding or for a boat.

**Pyle:** Asked for an update regarding the fish grinder. VandenBosch said Norm has hired an electrician and/or plumber to help him work on it and the plan is to get it working.

**Stephens:** Asked when the dredging money for the federal channel is to come in – Army Corps has said late summer or fall according to VandenBosch. After questions, VandenBosch stated that the city is not spending money on that since the Corps are coming.

**Silverman:** Asked for an update on the dredging funding and the city's plans. VandenBosch noted that the city does not know exactly how much grant money we are going to get but city is planning to dredge all but the federal channel.

**Adjourn.**

Motion by Strong, second by Silverman to adjourn at 6:48 p.m.

All in favor. Motion carried.

RESPECTFULLY SUBMITTED,

Marsha Ransom  
Recording Secretary

# Harbor Commission

## Workshop Minutes Harbor Coordination Meeting Emergency Services

Tuesday, April 16, 2013  
4:30 p.m., Council Chambers



City of South Haven

### 1. Call to Order by Arnold at 4:30 p.m.

Present: Jeffers, Pyle, Silverman (arrived 4:39 p.m.), Stephens, Strong, Sullivan, Arnold  
Absent: None

Also present: Ben Plachta, U.S. Coast Guard Auxiliary; David Perrin, U.S. Coast Guard; Mike Hostetler, Van Buren County Sheriff's Department, Marine Division; Tony Marsala, Fire Marshal – South Haven Area Emergency Services.

### 2. The Harbor Commission will hold a workshop coordinating emergency services in the harbor.

VandenBosch updated the commission and guests on dredging issues, noting that the city got approval from the Department of Natural Resources Waterways Division for a grant to dredge the entire channel. Dredging will be starting Monday, April 22; marinas will be dredged to 8' below low water datum, turning basin 8 feet below low water datum, except for the Friends Good Will channel which will be dredged to 11 feet. VandenBosch hopes the dredging will be completed in a month and a half. Private marinas may get a permit and have their marina dredged and deposit their dredge spoil at the city dredge spoil site. If you know of someone with a slip or marina they need dredged, have them contact Paul VandenBosch.

The group discussed whether all public dredging would be done before private dredging. There was also discussion of where the city limits are on the river.

Plachta questioned whether there will be a dredging assessment this year, to which VandenBosch responded that there is no assessment this year.

Plachta questioned the depth of dredging; VandenBosch said if the dredgers hit clay they will not be able to go deeper since they are using hydraulic dredging.

### **Agency Roles in South Haven Harbor Emergency Response Coordination**

VandenBosch asked when the fire boat will be available. Marsala said depending on distance, water conditions, etc. it will be available when there is an emergency. Silverman asked whether the fire boat would be kept on the water; Marsala said to keep the fire boat on the water, there would have to be a lift with a house on it, the pontoons are made of Kevlar which the ultraviolet rays would destroy. VandenBosch suggested talking to Marsala about the possibility of a slip in Black River Park, the lift and cover would need to be funded some other way.

Sullivan asked the length of response time. Marsala said at least ten minutes. Discussion ensued regarding the boat being stored and that the fire department has several vehicles that can tow it.

VandenBosch said he has heard that the dredger is contracted to do the Van Buren County slips. Per Mike Hostetler the Marine Division has twenty-one foot and twenty-eight foot boats which they keep here. After questions regarding the type of thing the Sheriff's Department looks for when patrolling, Mike Hostetler stated that the scope of a day's work is based on observation. Plachta asked if there have been any cutbacks to which Hostetler responded that the budget is not released until partway through the season; for now their department will carry on as if the budget has passed as is and if it gets cut they will have to cut hours. The department is hoping to have a jet-ski as well as boats for additional enforcement this summer. Hostetler noted that the Sheriff's Department will be in South Haven for all the festivals as usual.

VandenBosch noted that the Coast Guard helicopter was patrolling today. Perrin stated that the helicopter was based in Traverse City, but the Muskegon station will be opening in a couple of weeks.

### **Fire, Collision, Drowning Direct Fueling Fuel Spill Response**

VandenBosch said he was not aware of there being any boat fires during the past year. Strong wondered whether there is a writable offense; Mike Hostetler from the Sheriff's Department stated deputies would not be able to do anything if boats are tied up. Once the boat is tied, per Marsala, it becomes a city ordinance. City officials or fire marshal can write a ticket because it falls under International Fire Code. Marsala noted that we work from the education standpoint, noting that the prohibition against refueling anywhere except an approved fueling station is strongly worded in the International fire code.

Regarding oil spills, Coast Guard Perrin works closely with the National Response Center (NRC); just call the Coast Guard. There is dedicated staff of the Coast Guard out of Grand Haven that work on oil spills. Sheriff Mike noted call 911 and the call will be dispatched to the correct entities.

Sullivan asked what extent of oil sheen would qualify for a call to the National Response Center. Perrin stated that it is better to be safe than sorry; if you feel it could be a concern call and we will send someone from the National Response Center.

Silverman noted that last year the commission identified that the city has no materials to absorb oil. VandenBosch stated that he did purchase some and believes the material is stored at the South Marina. Silverman asked if anyone knows how to contact someone to get access to the absorbent material in case of a situation. Sullivan asked if the two fueling sites are required to have that type of material. The group discussed varying requirements for facilities and noted some facilities do have such on hand. VandenBosch will locate the boom materials and let the commission and marina staff know where it is.

Discussion of the letter written by Chief Ron Wise; Sheriff's Deputy Hostetler noted that the letter authorizes but does not require the Sheriff's Department and the City Police Department to write tickets regarding lack of boom materials.

### **Other Issues**

None at this time.

### **3. Adjourn**

The meeting adjourned at 5:08 p.m.

RESPECTFULLY SUBMITTED,

Marsha Ransom  
Recording Secretary

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

Tuesday

April 16, 2013

7:00 P. M.

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

Board Members Absent: None

City Council Representative Present: Clark Gruber

LHBM Co-Directors Absent: Lauren Denny, John Linstrom (Excused)

Facilities Manager Present: Bill Lundy

Anne Long, Chair, called the meeting to order.

A motion to accept the LHBM Board Meeting minutes from March 19, 2013 was called for.

It was moved by Joan Hiddema to accept the March 19, 2013 LHBM Board Meeting minutes. Seconded by Esther Hansen. Motion carried.

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

Assets: \$34,631.13

Deposits: \$1,620.00

Expenses: \$989.09

## **CO-DIRECTORS REPORT – LAUREN DENNY & JOHN LINSTROM**

### **OLD BUSINESS**

1. Summer programming is in process.
2. Moving forward with Nature Center children's programming proposal.
3. "Star of the Lake":
  - a. Masons have agreed to loan all pertinent materials.
  - b. Masons requested attendance at preview party.
  - c. Masons would like us to insure items while on loan. They are going to get an appraisal.  
LHBM Temporary Loan Items from Star of the Lake Masonic Lodge, 5/15/13 to 9/15/13
    1. Picture of Founding Officers – in hall outside Lodge
    2. Dispensation for forming of Star of the Lake Lodge – in hall outside of Lodge

3. The Lords' Prayer Picture – in hall outside of the Lodge room
4. Items in the glass case in the pool room containing: two aprons of L.H. Bailey's, photo of L.H. Bailey, a gavel made by L. H. Bailey, a gavel donated to the Lodge, Certificate of Memberships to:
  - a. The Star of the Lake Lodge
  - b. Royal Arch Masonry
  - c. The Knights Templars

Along with five awards and tokens, a program from an event in 1892 and two copies of the Lodge By-Laws from 1865.

5. Minutes Book from April 4, 1893 showing L.H. Bailey sitting in as Supreme Wizard ( Bailey was not a 33 Degree Mason)
  6. Minutes Book from January 20, 1912 showing the death of L. H. Bailey recorded in the minutes.
  7. The use of plates and cups with the Masonic Emblem and Eastern Star Emblem for the Opening Events.
  8. Past Masters framed list showing L. H. Bailey – in ante room
4. We still need history material. Other knowledgeable contacts have been identified in the meantime, including Ed Appleyard.

#### NEW BUSINESS

1. Leo Gleiss will be meeting with Anne Long this weekend to discuss his project – hopefully he will be able to make a presentation to the Board in May.
2. Summer Staffing:
  - a. Derek Nightingale – City stipend did not go through. This item was tabled until the May Board Meeting.
  - b. Summer Intern – no Intern from CMU this year.
3. John Linstrom has registered for the trip to Cornell for the Plant Biology Centennial.
4. A spring newsletter was printed and mailed, announcing new developments and plans for the museum along with asking for volunteers this summer.
5. Lauren & John will begin clocking hours at the museum again in May. Both Directors are excited to be coming back and able to work hard for another great summer season at LHBM.

#### NEW BUSINESS

1. Masonic visit: Anne reported on her visit with the Masons and the list of items that we will receive from them for the "Star of the Lake" exhibit. She mentioned again about LHBM paying for the insurance for the items on loan from the Lodge.
2. Newsletter: it has been mailed out announcing the museum having Community/Family Garden Plots available on the museum's grounds. The size of the plots are 5 x 5 and 5 x 10. The soil will be prepared and ready to plant. Free vegetable and flower seeds will be available. Applications

for the garden plots will be ready for the Earth Day presentation. David Fenske was congratulated on his wonderful article in the paper about the LHBM's Community/ Family Garden plots and all that is happening on the LHBM's grounds.

3. Earth Day: The program will be on Sunday, April 21, 2013 from 1-3 P. M. at the LHBM. Beside the programs that are planned, we hope to have volunteers help pull out the Mustard Garlic plants that are invading the Wildflower Trail.

## **CONTINUING BUSINESS**

1. IRS Letter and penalty information. Bobbi Otto is taking care of this for the museum. Joan Hiddema will talk to Bobbi Otto about signing a work agreement with the LHBM.

## **FLOOR**

1. Joan Hiddema asked for a Finance Committee Meeting to be held the same night before next month's LHBM Board Meeting on May 21, 2013 at 6 P. M. This was agreed upon
2. David Fenske reported that the kitchen garden plot is ready for planting. He would like to put in a drip watering system for this garden. Water for the Community/Family Gardens was also discussed. David found two old time rain barrels that could be used for this purpose.

It was moved by Joan Hiddema for David Fenske to purchase two rain barrels for \$350 for the LHBM. Seconded by Esther Hansen. Motion passed.

David found post tops for the fence and side door railings that were cheaper than the others he previously found. The new ones will save the museum some money.

3. Bill Lundy will work on the side railings for the side door steps of the museum.
4. There is a Volunteer Book in the kitchen. Please make sure all volunteers sign it, this includes all board members who are volunteering their time.
5. Esther Hansen asked for permission for the Garden Club to use the museum on Thursday, April 25 to package up White Pine seedling that the Club passes out to the school children. Permission was granted.
6. Cindy McAlear reported that the committee has the bulk mailing of the Membership Drive completed and ready for mailing tomorrow, April 17, 2013. 719 envelopes will be mailed out. Committee Members were: Mary Lynn Bugge, Kathy Straits, Esther Hansen, Anne Long, Pat Gaston, Dorothy Appleyard, Robin Reva, and Cindy McAlear. A note from Shirley Jillson (past board member) was read stating that she felt that the Museum was very educational.

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

8:10 P. M.

Respectfully submitted by,

Cindy McAlear, Board Secretary



## Agenda Item 7

### Fiscal Year 2013-14; Budget Adoption

#### Background Information:

The City Council will be asked to consider the adoption of the Fiscal Year 2013-14 Budget, as part of tonight's City Council meeting.

The budget process begins in earnest in January with department heads preparing budget concerns and requests for the City Manager's review. The Finance Department compiles and reviews these requests. As staff works through the various budget projections, a series of reports are distributed for the City Council's review. This year workshop sessions were held by the City Council to make sure the budget is reflecting the adopted policy priorities of City Council.

The manager's proposed budget for 2013-14 is complete and is now presented to the City Council for consideration. It is available for the public to review, and can be downloaded from the city's website at <http://www.south-haven.com/> or can be obtained in print form at City Hall.

The City Charter requires a public hearing on the proposed budget, which was conducted at the May 20<sup>th</sup> regular meeting of the City Council. The City Charter requires adoption of a budget to occur at the first council meeting in June. For tonight's meeting, the City Council is requested to adopt the attached budget document for the Fiscal Year 2013-14.

#### Recommendation:

Approve the following resolutions:

- Resolution 2013-29: A Resolution adopting the 2013/14 Fiscal Year Budget for Component Unit Funds of the City of South Haven, Michigan.
- Resolution 2013-30: A Resolution adopting the 2013/14 Fiscal Year Budget for Enterprise and Internal Service Funds of the City of South Haven, Michigan.
- Resolution 2013-31: A Resolution adopting the 2013/14 Fiscal Year Budget for General, Special Revenue, Debt Service, Capital Projects and Fiduciary Funds of the City of South Haven, Michigan.
- Resolution 2013-32: A Resolution setting the 2013 Property Tax Millage.

#### Support Material:

Proposed Resolutions  
[Fiscal Year 2013-14 Budget Proposal](#)

CITY OF SOUTH HAVEN  
VAN BUREN AND ALLEGAN COUNTIES, MICHIGAN

RESOLUTION NO. 2013-29

A RESOLUTION ADOPTING THE 2013/2014 FISCAL YEAR BUDGET FOR  
COMPONENT UNIT FUNDS OF THE CITY OF SOUTH HAVEN, MICHIGAN

Minutes of a regular meeting of the City Council of the City of South Haven, Van Buren and Allegan Counties, Michigan, held in the City Hall, 539 Phoenix Street, South Haven, Michigan 49090 on June 3, 2013 at 7:00 p.m. local time.

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

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

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

WHEREAS, pursuant to and in accordance with Chapter 8 of the City Charter, the City Manager has submitted to the City Council a recommended budget for the City of South Haven for the 2013/2014 fiscal year; and

WHEREAS, the City Council has studied and considered such proposed budget with its incorporated capital outlay program; and

WHEREAS, notice of a public hearing on the proposed budget was published in the South Haven Tribune on May 12, 2013; and

WHEREAS, a public hearing on the proposed budget was held on May 20, 2013; and

WHEREAS, the proposed budget has been on file and open for public inspection for not less than one week as provided by Charter; and

WHEREAS, the City Council is authorized by the Uniform Budgeting and Accounting Act, MCLA 141.421; MSA 5.3228 (21) e.t. seq. to provide that the City Manager may execute transfers between line items and of individual departmental budgets without the prior approval of the City Council; and

WHEREAS, the City Council wishes to permit the City Manager, within certain restrictions, to execute transfers between line items of the budget without the prior approval of the Council.

NOW, THEREFORE, BE IT RESOLVED by the City of South Haven City Council that the 2013/2014 fiscal year budget for the various funds and in the various amounts as summarized on the attached Exhibit A with their incorporated capital outlay programs are hereby adopted by activity level in accordance with the provisions of Public Act 621.

BE IT FURTHER RESOLVED that the City Manager may execute transfers between line items of individual departmental budgets without the prior approval of the City Council, provided that no increase in the total expenditures contained in the budget for any individual department is

made and provided that the budget adjustment be reflected in the quarterly budget status report which shall be submitted as an informational item to the City Council on a regular basis.

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

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

RECORD OF VOTE:

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

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

RESOLUTION DECLARED ADOPTED.

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

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council at a meeting held on the 3<sup>rd</sup> day of June, 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

EXHIBIT A

CITY OF SOUTH HAVEN  
 2013/2014 FISCAL YEAR BUDGET SUMMARY  
 COMPONENT UNIT FUNDS

FUND	PROJECTED FUND BALANCE 7/1/2013	REVENUE AND OTHER SOURCES	EXPENDITURES AND OTHER USES	PROJECTED FUND BALANCE 6/30/2014
Component Units:				
Brownfield Authority	1,069,327	149,548	364,000	854,875
Downtown Development Authority	169,687	4,927,977	4,951,625	146,039
Local Dev Finance Authority #1	670,961	189,632	187,699	672,894
Local Dev Finance Authority #2	239,565	34,456	13,154	260,867
Local Dev Finance Authority #3	459,328	51,546	46,423	464,451
<b>TOTAL</b>	<b>2,608,869</b>	<b>5,353,159</b>	<b>5,562,901</b>	<b>2,399,127</b>

CITY OF SOUTH HAVEN  
VAN BUREN AND ALLEGAN COUNTIES, MICHIGAN

RESOLUTION NO. 2013-30

A RESOLUTION ADOPTING THE 2013/2014 FISCAL YEAR BUDGET FOR  
ENTERPRISE AND INTERNAL SERVICE FUNDS  
OF THE CITY OF SOUTH HAVEN, MICHIGAN

Minutes of a regular meeting of the City Council of the City of South Haven, Van Buren and Allegan Counties, Michigan, held in the City Hall, 539 Phoenix Street, South Haven, Michigan 49090 on June 3, 2013 at 7:00 p.m. local time.

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

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

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

WHEREAS, pursuant to and in accordance with Chapter 8 of the City Charter, the City Manager has submitted to the City Council a recommended budget for the City of South Haven for the 2013/2014 fiscal year; and

WHEREAS, the City Council has studied and considered such proposed budget with its incorporated capital outlay program; and

WHEREAS, notice of a public hearing on the proposed budget was published in the South Haven Tribune on May 12, 2013; and

WHEREAS, a public hearing on the proposed budget was held on May 20, 2013; and

WHEREAS, the proposed budget has been on file and open for public inspection for not less than one week as provided by Charter; and

WHEREAS, the City Council is authorized by the Uniform Budgeting and Accounting Act, MCLA 141.421; MSA 5.3228 (21) e.t. seq. to provide that the City Manager may execute transfers between line items and of individual departmental budgets without the prior approval of the City Council; and

WHEREAS, the City Council wishes to permit the City Manager, within certain restrictions, to execute transfers between line items of the budget without the prior approval of the Council.

NOW, THEREFORE, BE IT RESOLVED by the City of South Haven City Council that the 2013/2014 fiscal year budget for the various funds and in the various amounts as summarized on the attached Exhibit A with their incorporated capital outlay programs are hereby adopted by activity level in accordance with the provisions of Public Act 621.

BE IT FURTHER RESOLVED that the City Manager may execute transfers between line items of individual departmental budgets without the prior approval of the City Council, provided that no increase in the total expenditures contained in the budget for any individual department is

made and provided that the budget adjustment be reflected in the quarterly budget status report which shall be submitted as an informational item to the City Council on a regular basis.

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

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

RECORD OF VOTE:

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

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

RESOLUTION DECLARED ADOPTED.

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

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council at a meeting held on the 3<sup>rd</sup> day of June, 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

EXHIBIT A

CITY OF SOUTH HAVEN  
 2013/2014 FISCAL YEAR BUDGET SUMMARY  
 ENTERPRISE AND INTERNAL SERVICE FUNDS

FUND	RETAINED EARNINGS 7/1/2013	REVENUE AND OTHER SOURCES	EXPENDITURES AND OTHER USES	RETAINED EARNINGS 6/30/2014
<b>Enterprise Funds:</b>				
Black River Park	706,598	151,600	165,243	692,955
Electric Fund	16,340,438	13,966,404	15,245,255	15,061,587
Water Fund	6,747,370	3,580,696	4,097,382	6,230,684
Sewer Fund	6,979,106	2,319,448	2,549,495	6,749,059
Marina Fund	1,213,661	533,846	524,813	1,222,694
Beach Fund	25,786	218,633	218,633	25,786
<b>Internal Service Funds:</b>				
Information Services	59,088	281,678	287,332	53,434
Motor Pool	2,064,591	775,939	934,782	1,905,748
Self Insurance Fund	733,195	362,210	291,000	804,405
<b>TOTAL</b>	<b>34,869,833</b>	<b>22,190,454</b>	<b>24,313,935</b>	<b>32,746,352</b>

CITY OF SOUTH HAVEN  
VAN BUREN AND ALLEGAN COUNTIES, MICHIGAN

RESOLUTION NO. 2013-31

RESOLUTION ADOPTING THE 2013/2014 FISCAL YEAR BUDGET FOR  
GENERAL, SPECIAL REVENUE, DEBT SERVICE, CAPITAL PROJECTS, AND  
FIDUCIARY FUNDS OF THE CITY OF SOUTH HAVEN, MICHIGAN

Minutes of a regular meeting of the City Council of the City of South Haven, Van Buren and Allegan Counties, Michigan, held in the City Hall, 539 Phoenix Street, South Haven, Michigan 49090 on June 3, 2013 at 7:00 p.m. local time.

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

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

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

WHEREAS, pursuant to and in accordance with Chapter 8 of the City Charter, the City Manager has submitted to the City Council a recommended budget for the City of South Haven for the 2013/2014 fiscal year; and

WHEREAS, the City Council has studied and considered such proposed budget with its incorporated capital outlay program; and

WHEREAS, notice of a public hearing on the proposed budget was published in the South Haven Tribune on May 12, 2013; and

WHEREAS, a public hearing on the proposed budget was held on May 20, 2013; and

WHEREAS, the proposed budget has been on file and open for public inspection for not less than one week as provided by Charter; and

WHEREAS, the City Council is authorized by the Uniform Budgeting and Accounting Act, MCLA 141.421; MSA 5.3228 (21) e.t. seq. to provide that the City Manager may execute transfers between line items and of individual departmental budgets without the prior approval of the City Council; and

WHEREAS, the City Council wishes to permit the City Manager, within certain restrictions, to execute transfers between line items of the budget without the prior approval of the Council.

NOW, THEREFORE, BE IT RESOLVED by the City of South Haven City Council that the 2013/2014 fiscal year budget for the various funds and in the various amounts as summarized on the attached Exhibit A with their incorporated capital outlay programs are hereby adopted by activity level in accordance with the provisions of Public Act 621.

BE IT FURTHER RESOLVED that the City Manager may execute transfers between line items of individual departmental budgets without the prior approval of the City Council, provided that no increase in the total expenditures contained in the budget for any individual department is

made and provided that the budget adjustment be reflected in the quarterly budget status report which shall be submitted as an informational item to the City Council on a regular basis.

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

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

RECORD OF VOTE:

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

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

RESOLUTION DECLARED ADOPTED.

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

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council at a meeting held on the 3<sup>rd</sup> day of June, 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

EXHIBIT A

CITY OF SOUTH HAVEN  
 2013/2014 FISCAL YEAR BUDGET SUMMARY  
 GENERAL, SPECIAL REVENUE, DEBT SERVICE,  
 CAPITAL PROJECTS AND FIDUCIARY FUNDS

FUND	PROJECTED FUND BALANCE 7/1/2013	REVENUE AND OTHER SOURCES	EXPENDITURES AND OTHER USES	PROJECTED FUND BALANCE 6/30/2014
General Fund	2,314,154	6,458,976	6,458,976	2,314,154
Special Revenue Funds:				
Major Street	26,777	316,466	334,407	8,836
Local Street	57,356	173,566	200,548	30,374
Street Fund	651,310	990,473	1,030,991	610,792
Garbage/Refuse	26,108	383,659	380,000	29,767
Budget Stabilization	111,658	50,000	0	161,658
Narcotics Unit	32,779	213,824	217,103	29,500
Police Training	835	4,500	4,500	835
Block Grant - Post 1995 Fund	11,851	0	0	11,851
River Maintenance	17,271	36,880	10,500	43,651
Sick Leave Reserve	112,460	0	0	112,460
Debt Service Funds:				
Building Authority #2	30,759	263,125	263,125	30,759
DDA Debt Service #1	230	377,635	377,635	230
DDA Debt Service #2	0	228,000	228,000	0
2003 Capital Bond Debt Service	135	346,438	346,438	135
2007 Capital Bond Debt Service	1,286	111,573	111,573	1,286
Capital Project Funds:				
Cemetery Improvements	273,197	7,000	7,000	273,197
Sewer Rehab	(74,555)	74,555	0	0
Pavilion and Ice Rink	11,741	32,000	32,000	11,741
Capital Projects	698,220	3,883,400	4,202,400	379,220
Fiduciary Funds:				
Cemetery Perpetual Care	267,846	9,500	0	277,346
<b>TOTAL</b>	<b>4,571,419</b>	<b>13,961,570</b>	<b>14,205,196</b>	<b>4,327,793</b>

CITY OF SOUTH HAVEN  
VAN BUREN AND ALLEGAN COUNTIES, MICHIGAN

RESOLUTION NO. 2013-32

A RESOLUTION SETTING THE 2013 PROPERTY TAX MILLAGE

Minutes of a regular meeting of the City Council of the City of South Haven, Van Buren and Allegan Counties, Michigan, held in the City Hall, 539 Phoenix Street, South Haven, Michigan 49090 on June 3, 2013 at 7:00 p.m. local time.

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

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

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

WHEREAS, the City of South Haven, in order to execute the Fiscal Year 2013/2014 Budget, needs to establish millage rates.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of South Haven that the 2013 Summer Tax Millage be set at 14.3371 mills and the 2013 Winter Tax Millage be set at 0.5805 mills as detailed on Exhibit A.

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

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

RECORD OF VOTE:

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

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

RESOLUTION DECLARED ADOPTED.

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

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council at a meeting held on the 3<sup>rd</sup> day of June, 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

**EXHIBIT A**

Michigan Department of Treasury  
614 (Rev. 03-13)

ORIGINAL TO: County Clerk(s)  
COPY TO: Equalization Department(s)  
COPY TO: Each township or city clerk

**L-4029**

**2013 Tax Rate Request** (This form must be completed and submitted on or before September 30, 2013)

MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

Carefully read the instructions on page 2.

This form is issued under authority of MCL Sections 211.24e, 211.34 and 211.34d. Filing is mandatory; Penalty applies.

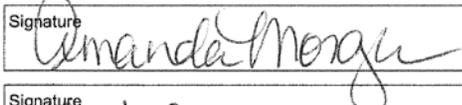
County(ies) Where the Local Government Unit Levies Taxes <b>VAN BUREN &amp; ALLEGAN</b>	2013 Taxable Value of ALL Properties in the Unit as of 5-28-13 <b>383,895,082</b>
Local Government Unit Requesting Millage Levy <b>SOUTH HAVEN CITY</b>	For LOCAL School Districts: 2013 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties.

This form must be completed for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2013 tax roll.

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election Charter, etc.	(5)** 2012 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2013 Current Year "Headlee" Millage Reduction Fraction	(7) 2013 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(8) Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	(9) Maximum Allowable Millage Levy *	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized
CHARTR	OPER		15.0000	10.2860	1.0000	10.2860	1.0000	10.2860	10.2860		NONE
PA 127	REFUSE		3.0000	2.0568	1.0000	2.0568	1.0000	1.2000	1.2000		NONE
PA 47	HOSP		.4000	.3305	1.0000	.3305	1.0000	.3305		.3305	NONE
PA 1877	LIBRARY	8/1964	1.0000	.8271	1.0000	.8271	1.0000	.8271	.5900		NONE
EX VOTE	NARC	11/2011	.6798	.6798	1.0000	.6798	1.0000	.6798	.6798		11/2016
EX VOTE	SR SERV	8/2010	.2500	.2500	1.0000	.2500	1.0000	.2500		.2500	12/2013
EX VOTE	STREET	2/2008	1.7500	1.5813	1.0000	1.5813	1.0000	1.5813	1.5813		12/2027

Prepared by <b>Wendy J. Hochstedler</b>	Telephone Number <b>(269) 637-0714</b>	Title of Preparer <b>City Finance Director/Treasurer</b>	Date
--	---	---	------

**CERTIFICATION:** As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

<input checked="" type="checkbox"/> Clerk	Signature 	Print Name <b>Amanda Morgan, City Clerk</b>	Date
<input type="checkbox"/> Secretary			
<input checked="" type="checkbox"/> Chairperson	Signature 	Print Name <b>Robert G. Burr, Mayor</b>	Date
<input type="checkbox"/> President			

\* Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

\*\* **IMPORTANT:** See instructions on page 2 regarding where to find the millage rate used in column (5).

<b>Local School District Use Only. Complete if requesting millage to be levied. See STC Bulletin 2 of 2013 for instructions on completing this section.</b>	
Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)	Rate
For Principal Residence, Qualified Ag, Qualified Forest and Industrial Personal	
For Commercial Personal	
For all Other	



## Agenda Item 8

### Utility Rate Ordinance; Introduction

#### Background Information:

During this year's rate setting process, the Board of Public Utilities (BPU) approved an increase of 2% for the various components of the sewer utility rate. There were no increases proposed for the water or electric rates for the upcoming fiscal year. The average utility customer will see an increase in their monthly utility bill of less than \$1.00.

Please review the attached Utility Bill Comparison report based on the average residential utility customer.

Regarding the Electric rates, as discussed in last year's rate setting meeting, our contract with American Electric Power (AEP) provides us with competitive pricing per kilowatt hour. However, the contract cannot prevent market forces from impacting the overall cost of power. Over the past several years the City has observed increases in the cost of purchased power from AEP. Staff is pleased to report that although the City was assessed \$192,833 during the annual rate adjustment for 2012, the charges will be offset by a portion of the credit balance on account with AEP from the previous year. Because of prior year rebate and a slight change in the cost of power, staff and the BPU have recommended no increase in electric rates for the upcoming fiscal year.

Please note that our cost of power is still quite reasonable, when compared to other communities. Staff has prepared a description of how South Haven's utility costs compare to others in the area. Our residential service is over 26% lower than Consumer's Energy.

#### Recommendation:

Staff recommends that the City Council consider a motion to introduce the utility rate ordinance as presented.

#### Support Material:

Utility Rate Setting Ordinance  
Utility Bill Comparison Report  
Proposed Sewer Rates  
2013 Electric Rate Comparisons

CITY OF SOUTH HAVEN  
VAN BUREN AND ALLEGAN COUNTIES, MICHIGAN

ORDINANCE NO. \_\_\_\_

AN ORDINANCE TO AMEND RATES FOR THE CITY OF SOUTH HAVEN UTILITIES

The City of South Haven Ordains:

SECTION 1

That Section 86-36 regarding electric rates of the Code of Ordinances for the City of South Haven is hereby amended to read as follows:

**Sec. 86-36. Electric rate structure.**

The following are the electrical charges and rates for electrical service customers:

- (1) *Residential customers.* Basic electric charge: \$5.50/month; power usage rate: \$0.100/kWH; energy optimization surcharge \$0.001612/kWH.
- (2) *Commercial customers.* Basic electric charge: \$6.80/month; power usage rate: \$0.115/kWH; energy optimization surcharge \$0.002126/kWH.
- (3) *Commercial power customers.* Power usage rate: .0563/kWH; demand charge: \$11.95/kw; minimum demand: 15 kw/month; primary metered customers: rebate of two percent of kWH usage; energy optimization surcharge \$0.002126/kWH.
- (4) *Industrial and municipal customers.* First 200 kWH, each .0533/kWH; excess kWH each, .0468/kWH; demand charge: \$11.95/kw; minimum demand: 15 kw/month; primary metered customers: rebate of two percent of kWH usage; energy optimization surcharge \$0.002126/kWH.
- (5) *Unmetered Security/Street Lighting.* 150 Watt Lights - \$9.00/Month. 250 Watt Lights - \$15.00/Month.

The Energy Optimization Surcharge shall terminate on December 31, 2015.

SECTION 2

That subsections 86-71 and 86-72 regarding water rates of the Code of Ordinances for the City of South Haven are hereby amended to read as follows:

**Section 86-71. Standby charge.**

The water standby service fee is based on the size of the water meter used or installed, is the minimum charge, is payable in advance, and is additional to the charge for water use. Such charge is to include the cost of debt service, capital replacement funding, capital improvement and the readiness to serve costs. Such charge is made whether or not the water meter is turned off. Such charges shall be as follows:

	Meter Size Inches	Plant Replacement	City Capital Improvement	Capital Replacement	Ready to Serve	Total
(1)	5/8" or 3/4" meter	\$18.70	\$3.96	\$1.88	\$6.62	\$31.16
(2)	1" meter	\$24.96	\$5.28	\$2.52	\$8.82	\$41.58
(3)	1 1/4" meter	\$35.70	\$7.55	\$3.57	\$12.62	\$59.44
(4)	1 1/2" meter	\$46.48	\$9.83	\$4.67	\$16.42	\$77.40
(5)	2" meter	\$66.40	\$14.06	\$6.66	\$23.47	\$110.59
(6)	3" meter	\$116.40	\$24.59	\$11.67	\$41.08	\$193.74
(7)	4" meter	\$174.36	\$36.90	\$17.54	\$61.62	\$290.42
(8)	6" meter	\$273.94	\$57.96	\$27.54	\$96.82	\$456.26
(9)	8" meter	\$430.55	\$91.20	\$43.23	\$152.20	\$717.18

**Section 86-72. Water usage rate.**

In addition to the standby charge for water, a usage charge is levied which is based solely on the amount of water which is registered on the water meter each billing period. This rate shall be as follows:

- (1) 1st 2,500 cubic feet: \$2.1300 per 100 cubic feet
- (2) Over 2,500 but not over 25,000 cubic feet \$1.9300 per 100 cubic feet
- (3) Over 25,000 cubic feet \$1.8700 per 100 cubic feet

**SECTION 3**

That Sections 86-171 and 86-172 regarding sewer rates of the Code of Ordinances for the City of South Haven are hereby amended to read as follows:

**Section 86-171. Sewer standby service fees.**

The sewer standby service fee is based on the size of the water meter used or installed, is the minimum charge, is payable in advance, and is additional to the charge for sewer use. Such charge is to include the cost of debt service, capital replacement funding, capital improvement and the readiness to serve costs. Such charge is made whether or not the sewer is in use.

	Meter Size (inches)	Debt Service	Capital Replacement	City Capital Improvement	Ready to Serve	Total
(1)	5/8" or 3/4" meter	\$ 5.51	\$ 1.94	\$ 5.90	\$ 8.07	\$ 21.40
(2)	1" meter	\$ 7.34	\$ 2.58	\$ 7.86	\$ 10.78	\$ 28.57
(3)	1 1/4" meter	\$ 10.53	\$ 3.68	\$ 14.68	\$ 15.43	\$ 44.32

(4)	1 1/2" meter	\$ 13.71	\$ 4.79	\$ 20.97	\$ 20.13	\$ 59.61
(5)	2" meter	\$ 19.58	\$ 6.85	\$ 28.75	\$ 28.70	\$ 83.90
(6)	3" meter	\$ 34.27	\$ 12.01	\$ 36.71	\$ 50.22	\$ 133.21
(7)	4" meter	\$ 51.41	\$ 18.01	\$ 55.07	\$ 75.36	\$ 199.85
(8)	6" meter	\$ 80.78	\$ 28.29	\$ 86.53	\$ 118.41	\$ 314.02

**Section 86-172. Sewer usage rate.**

(a) In addition to the standby service charge for sewer, a usage charge is levied which is based solely on the amount of water which is registered on the water meter each billing period. This rate is \$2.5800 per 100 cubic feet of water metered.

(b) The sewer usage volume charge for single-family and duplex residential structures for utility bills dated June 1 through September 30 will be based on the average monthly water use billed for the five month period from the November water meter readings through the April water meter readings with a minimum volume charge of 1000 cubic feet per month. If a month's metered water use is less than the above referenced sewer usage volume calculation, that month's sewer usage volume charge will be based on the metered water use. For new connections with no history of usage, the minimum billing will apply.

SECTION 4

If any portion of this ordinance is for any reason held invalid, such decision shall not affect the validity of the remaining provisions of this ordinance.

SECTION 5

This ordinance shall be in full force and effect from and after its passage and publication as provided by law.

SECTION 4

This ordinance shall take effect ten (10) days after its adoption or upon its publication in the *South Haven Tribune*, whichever occurs later.

INTRODUCED by the City Council of the CITY OF SOUTH HAVEN, MICHIGAN on this 3rd day of June, 2013.

ADOPTED by the City Council of the CITY OF SOUTH HAVEN, MICHIGAN on this 17<sup>th</sup> day of June, 2013.

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

CERTIFICATION

I, Amanda Morgan, Clerk of the City of South Haven, Van Buren County, Michigan do hereby certify that the above Ordinance was adopted by the South Haven City Council on the 17<sup>th</sup> day of June, 2013; and the same was published in a paper of general circulation in the City, being the *South Haven Tribune*, on the \_\_\_\_ day of June, 2013.

\_\_\_\_\_  
Amanda Morgan, City Clerk

Ordinance No. \_\_\_\_

Residential Utility Bill Comparison  
 PROPOSED RATES EFFECTIVE JULY 1, 2013

5/14/2013

Monthly Usage in Cu. Ft.	1000	
Current Water Rate per 100 Cu. Ft.	2.13	
Proposed Water Rate per 100 Cu. Ft.	2.13	
Current Sewer Rate per 100 Cu. Ft.	2.53	
Proposed Sewer Rate per 100 Cu. Ft.	2.58	2%
Water Meter Size	5/8"-3/4"	
Monthly Electric Usage - KWH	750	
Current Rate per KWH	0.100	
Proposed Rate per KWH	0.100	

<u>City Customers</u>	<u>Current</u>	<u>Proposed</u>	<u>Change</u>	<u>Percent Change</u>
Water Usage	21.30	21.30	-	0.0%
Water Capital Replacement	1.88	1.88	-	0.0%
Water Ready-To-Serve	6.62	6.62	-	0.0%
Water Capital Improvement	3.96	3.96	-	0.0%
Water Plant Debt Service	18.70	18.70	-	0.0%
Sewer Usage	25.30	25.81	0.51	2.0%
Sewer Capital Replacement	1.90	1.94	0.04	2.0%
Sewer Ready-To-Serve	7.91	8.07	0.16	2.0%
Sewer Debt Service	5.40	5.51	0.11	2.0%
Sewer Capital Improvement	5.13	5.23	0.10	2.0%
Electric Usage	75.00	75.00	-	0.0%
Basic Electric Charge	5.50	5.50	-	0.0%
<b>Total Utility Bill</b>	<b>178.60</b>	<b>179.51</b>	<b>\$ 0.91</b>	<b>0.5%</b>
Total Water Bill	52.46	52.46	-	0.0%
Total Sewer Bill	45.64	46.55	0.91	2.0%
Total Electric Bill	80.50	80.50	-	0.0%

<u>South Haven Township</u>	<u>Current</u>	<u>Proposed</u>	<u>Change</u>	<u>Percent Change</u>
Water Usage	21.30	21.30	-	0.0%
Water Capital Replacement	1.88	1.88	-	0.0%
Water Ready-To-Serve	6.62	6.62	-	0.0%
Water Plant Debt Service	18.70	18.70	-	0.0%
Water Authority Debt Service	13.00	13.00	-	0.0%
Sewer Usage	25.30	25.81	0.51	2.0%
Sewer Capital Replacement	1.90	1.94	0.04	2.0%
Sewer Ready-To-Serve	7.91	8.07	0.16	2.0%
Sewer Authority Debt Service	18.00	18.00	-	0.0%
Electric Usage	75.00	75.00	-	0.0%
Basic Electric Charge	5.50	5.50	-	0.0%
<b>Total Utility Bill</b>	<b>195.11</b>	<b>195.81</b>	<b>\$ 0.70</b>	<b>0.4%</b>
Total Water Bill	61.50	61.50	-	0.0%
Total Sewer Bill	53.11	53.81	0.70	1.3%
Total Electric Bill	80.50	80.50	-	0.0%

<u>Casco Township</u>	<u>Current</u>	<u>Proposed</u>	<u>Change</u>	<u>Percent Change</u>
Water Usage	21.30	21.30	-	0.0%
Water Capital Replacement	1.88	1.88	-	0.0%
Water Ready-To-Serve	6.62	6.62	-	0.0%
Water Plant Debt Service	18.70	18.70	-	0.0%
Water Authority Debt Service	24.00	24.00	-	0.0%
Sewer Usage	25.30	25.81	0.51	2.0%
Sewer Capital Replacement	1.90	1.94	0.04	2.0%
Sewer Ready-To-Serve	7.91	8.07	0.16	2.0%
Sewer Authority Debt Service	36.00	36.00	-	0.0%
<b>Total Utility Bill</b>	<b>143.61</b>	<b>144.31</b>	<b>\$ 0.70</b>	<b>0.5%</b>
Total Water Bill	72.50	72.50	-	0.0%
Total Sewer Bill	71.11	71.81	0.70	1.0%

<u>Covert Township</u>	<u>Current</u>	<u>Proposed</u>	<u>Change</u>	<u>Percent Change</u>
Water Usage	21.30	21.30	-	0.0%
Water Capital Replacement	1.88	1.88	-	0.0%
Water Ready-To-Serve	6.62	6.62	-	0.0%
Water Plant Debt Service	18.70	18.70	-	0.0%
<b>Total Covert Utility Bill</b>	<b>48.50</b>	<b>48.50</b>	<b>\$ -</b>	<b>0.0%</b>

<u>Geneva Township</u>	<u>Current</u>	<u>Proposed</u>	<u>Change</u>	<u>Percent Change</u>
Electric Usage	75.00	75.00	-	0.0%
Basic Electric Charge	5.50	5.50	-	0.0%
<b>Total Utility Bill</b>	<b>80.50</b>	<b>80.50</b>	<b>\$ -</b>	<b>0.0%</b>

CITY OF SOUTH HAVEN  
PROPOSED SEWER RATES  
FOR FY 2014

**SEWER STANDBY RATES**

Meter Size (Inches)	Current	<i>Proposed</i>	Current	<i>Proposed</i>	Current	<i>Proposed</i>	Current	<i>Proposed</i>	Current	<i>Proposed</i>	DIFFERENCE
	Debt Service	<i>Debt Service</i>	Capital Repl	<i>Capital Repl</i>	Capital Impr	<i>Capital Impr</i>	R T S	<i>R T S</i>	Total	<i>Total 2.00%</i>	
		1.02		1.02		1.02		1.02			
5/8" - 3/4"	5.40	<b>5.51</b>	1.90	<b>1.94</b>	5.78	<b>5.90</b>	7.91	<b>8.07</b>	20.99	<b>21.41</b>	\$ 0.43
1"	7.20	<b>7.34</b>	2.53	<b>2.58</b>	7.71	<b>7.86</b>	10.57	<b>10.78</b>	28.01	<b>28.57</b>	\$ 0.56
1 1/4"	10.32	<b>10.53</b>	3.61	<b>3.68</b>	14.39	<b>14.68</b>	15.13	<b>15.43</b>	43.45	<b>44.32</b>	\$ 0.87
1 1/2"	13.44	<b>13.71</b>	4.70	<b>4.79</b>	20.56	<b>20.97</b>	19.74	<b>20.13</b>	58.44	<b>59.61</b>	\$ 1.17
2"	19.20	<b>19.58</b>	6.72	<b>6.85</b>	28.19	<b>28.75</b>	28.14	<b>28.70</b>	82.25	<b>83.90</b>	\$ 1.65
3"	33.60	<b>34.27</b>	11.77	<b>12.01</b>	35.99	<b>36.71</b>	49.24	<b>50.22</b>	130.60	<b>133.21</b>	\$ 2.61
4"	50.40	<b>51.41</b>	17.66	<b>18.01</b>	53.99	<b>55.07</b>	73.88	<b>75.36</b>	195.93	<b>199.85</b>	\$ 3.92
6"	79.20	<b>80.78</b>	27.74	<b>28.29</b>	84.83	<b>86.53</b>	116.09	<b>118.41</b>	307.86	<b>314.02</b>	\$ 6.16

	Current	<i>Proposed</i>	
<b>SEWER USAGE RATE</b>	2.53	<b>2.58</b>	per 100 cubic feet

2013 Electric Rate Comparisons.xls

City of South Haven  
Electric Rate Comparison

Investor Owned	KWH	Minimum	USAGE				
			250 KWH	500 KWH	1000 KWH	2000 KWH	
AEP (I&M) Combined		\$ 7.25	31.18	55.03	102.74	198.17	
<b>City of South Haven</b>	<b>0.100</b>	<b>\$ 5.50</b>	<b>30.50</b>	<b>55.50</b>	<b>105.50</b>	<b>205.50</b>	
Edison Sault Electric		\$ 3.40	28.18	52.95	102.50	201.60	
Wisconsin Public Service		\$ 9.00	30.18	51.36	93.72	178.44	
<b>Consumers Energy</b>		<b>\$ 7.52</b>	<b>39.00</b>	<b>70.48</b>	<b>133.45</b>	<b>259.37</b>	1.262141
Northern States Power		\$ 7.75	32.28	56.81	105.87	203.99	
DTE Electric		\$ 9.00	43.97	80.54	160.25	319.95	
Alpena Power		\$ 5.24	39.09	72.95	140.65	276.06	
Upper Peninsula Power - Iron River		\$ 11.00	53.45	95.91	180.81	350.62	
Wisconsin Electric Power		\$ 12.85	48.71	84.57	156.29	299.73	
Upper Peninsula Power		\$ 11.00	57.69	104.37	197.74	384.48	
<b>Cooperatives</b>							
<b>City of South Haven</b>	<b>0.100</b>	<b>\$ 5.50</b>	<b>30.50</b>	<b>55.50</b>	<b>105.50</b>	<b>205.50</b>	
Thumb		\$ 9.00	37.40	65.80	122.59	236.18	
Cloverland		\$ 9.00	38.23	67.45	125.90	242.80	
Midwest Energy		\$ 18.00	47.18	76.36	134.72	251.43	

# Memo

To: Brian Dissette  
City Manager

From: Brandy Gildea  
Parks and Recreation Supervisor

Date: May 29, 2013

Re: Blueberry Festival  
Special Event 2013-20

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The special event application for the Blueberry Festival has been processed and is ready for City Council's approval. This years Blueberry Festival is scheduled for August 8 -11, 2013. The application appears to be in order and consistent with past applications, with an additional request to keep Water St. closed through Sunday evening for the tractor pull and a Sunday afternoon/evening concert. Streets to be closed are identified on the application. Blueberry Festivals insurance, naming the City of South Haven as "additionally insured" expires at the end of July and the new proof of insurance certificate will be provided to the city when the current insurance policy expires.

FOR OFFICE USE ONLY

Special Event # \_\_\_\_\_

Date Received \_\_\_\_\_

# CITY OF SOUTH HAVEN

## Special Events & Festivals Application

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

Complete and return this application to the Special Events Coordinators Office at least 21 business days prior to the start of the event.

A new application must be submitted each year.

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

Byd  
Initial

5-13-13  
Date

### CONTACT INFORMATION

Event Title: National Blueberry Festival

Sponsoring Organization: National Blueberry Festival

Applicants Name: Brenda Daggett - Tom McCreery  
<cell 269-470-1572>

Telephone #: 269-637-1572 Phone # During Event: 269-470-1572

E-mail Address: bdaggett@comcast.net

### Other contacts for/during event

Name: Tom McCreery Telephone: 637-2003, 214-4169 <sup>cell</sup>

Name: \_\_\_\_\_ Telephone: \_\_\_\_\_

### EVENT SPECIFIC INFORMATION

Event Location: See maps

Date(s) Requested: August 8-11 Alternative Date(s): \_\_\_\_\_

Start Time: Aug 8 7am End Time: Aug 11<sup>th</sup> 8pm

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

Number of people expected to attend: 40,000

### EVENT DESCRIPTION

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

This year will be our 50<sup>th</sup> Nat'l Blueberry Festival!  
Celebrating local Ag community - showcases our  
local downtown, beaches, riverfront area, Stanley  
Johnson Park and Huron St. Pavilion. Free to  
the public. Extending Sunday activity will include  
music and 50<sup>th</sup> Celebration!

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

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

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

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

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

Explain closure \_\_\_\_\_

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

Event Command Post. Mark location on maps.

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

Portable toilet facilities. Mark locations on maps. How many? \_\_\_\_\_  
The City requires the use of portable facilities for events expecting over 500 attendants.

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

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

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

<sup>Race</sup> ~~Race~~ event. Indicate "hand-off" points and areas of participant equipment impact.

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

Fireworks/pyrotechnics site. Mark location on maps.

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

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

Name: Tom McCreery Telephone: 637-2003

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

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

Name: \_\_\_\_\_ Telephone: \_\_\_\_\_

Live animal sites. Mark location on maps and describe: \_\_\_\_\_

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

**ADDITIONAL EVENT INFORMATION**

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

Mainstage at Riverfront Park - Live Music - Thursday <sup>Aug 8<sup>th</sup></sup> 7pm - 10pm  
Friday Aug. 9<sup>th</sup> Kids Event start 11:30 - Music 7pm - 11pm, Sat Aug 10 <sup>12am - 11pm</sup>  
Date: Aug 8 Thursday Time: 10pm - 10pm  
Date: Aug 9 Friday Time: 11am - 11pm <sup>Sunday 11am - 8pm</sup>  
Date: Aug 10 Saturday Time: 12am - 11pm  
Aug 11 Sunday 11am - 8pm

Signage: Prior to the event a list of all signage (example: sandwich boards, banners, etc.) and placement of the signage needs to be turned in to the city's Special Event Coordinator. Upon submission the signage requests will be reviewed by the Special Event Coordinator; additional approval may be required.

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

**CITY SERVICES**

Are you requesting any utility services to be provided:  Yes  No  
If yes, explain: \_\_\_\_\_

If electric utilities requested, name of festival person or electrician who will be responsible:  
Name: Russ Puckett Telephone: 269-280-7465

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

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

Will you require additional fire/ambulance services:  Yes  No  
If yes, explain: \_\_\_\_\_

Additional fire information: Mark all that apply

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

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

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

#### INSURANCE

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

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

#### REMINDERS

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

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

#### INDEMNIFICATION AGREEMENT

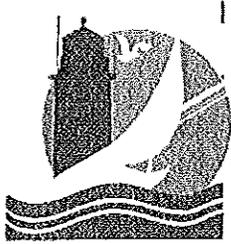
The undersigned agrees and promises, as a condition of approval of this Special Events & Festivals Application to defend, indemnify, and save harmless the City of South Haven, its agents, officials and employees from all suits, claims, damages, causes of action or demands of any kind and character arising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

Brenda Daggett  
Applicants Signature

5-13-13  
Date

Please return to:  
Special Events Coordinator  
Department of Public Works  
City of South Haven  
1199 8<sup>th</sup> Ave  
South Haven, MI 49010  
Phone: 269-637-0772 / Fax: 269-637-4778  
Hours: Monday-Friday 7:00a.m. – 3:30p.m.

Please remember this application must be submitted to the Special Events Coordinators Office at least 21 business days prior to the start of the event.



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

## Cones and Barricades Request Form

Requester's Name Brenda Daggett  
 Date Requested 05-13-13  
 Organization/Committee Blueberry Festival  
 Mailing Address \_\_\_\_\_  
 Office/Main Phone \_\_\_\_\_  
 Cell Phone \_\_\_\_\_

EVENT: Blueberry Festival DATE of EVENT: 8/8 - 8/11

CONES	Quantity	Who will pick up cones (Please Print Legibly)	Cell Phone	Pick Up Date/Time	Return Date/Time
	see Attachment	See Attached <del>sheet</del>	See Attachment	wed 8/7 AM PM	mon 8/12 AM PM

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

BARRICADES	Quantity	Drop Off Location (Please Print Legibly)	Contact Person Cell Phone	Drop Off Date/Time	Pick Up Date/Time
	see Attachment	See Attached sheet	see Attachment	wed 8/7 AM PM	mon 8/12 AM PM

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

Borrower's Signature: Brenda Daggett

Authorized by: Frank Gledhill

## 2013 Blueberry Festival Barricade/Cone Request

TOTAL BARRICADES: 73

TOTAL CONES: 145

Blueberry Festival: Water St/Riverfront Park

2 Barricades @ Top of Hill (Water St./Kalamazoo St.)

2 Barricades @ Maple St. & Michigan

2 Barricades @ St. Joseph St. & Michigan

2 Barricades @ South Beach entrance

Contact Person: Brenda Daggett

Cell: 269-470-1572

Other: 269- 637-1572

Blueberry Festival - Huron St. Parking Lot

10 – Barricades

40 - Cones

Contact Person: Tom McCreery

Store: 269-637-2003

Craft Show – Chamber of Commerce (Stanley Johnston Park)

50 - Cones

4 – Barrels

1 – Barricade

Contact Person: Kathy Wagaman

Office: 269-637-5171

Cell: 269-214-6178

SHCH –BBF 5K Run/Walk

55 – Cones

Contact Person: Kim Wise

Cell: 269-214-8692

Other: 269-637-2805

Blueberry Festival Parade

3 Barricades @ High School : 1 @ Lagrange entrance. 2 @ Elkenburg Entrance

1 @ Elkenburg/ Center

1 @ Cable/Center

1 @ Cable/Kalamazoo

1 @ Cable/Indiana

1 @ Indiana/Elkenburg

1 @ Indiana/ Edgell

1 @ Indiana/South Haven

1 @ Indiana / Monroe

1 @ Indiana / Clinton

1 @ Indiana / Van Buren

1 @ Indiana / Superior

2 @ Indiana / Erie

2 @ Kalamazoo / Erie

2 @ Kalamazoo / Michigan

2 @ Kalamazoo / Huron St

2 @ Kalamazoo / Eagle

4 @ Kalamazoo / Phoenix

4 @ Phoenix / Center

4 @ Phoenix / Broadway

4 @ Broadway/ Huron St.

2 @ Center/ Huron

2 @ Center/ Michigan

1 @ Center/ Erie

2 @ Center/ Superior

1 @ Center/ Van Buren

1 @ Center/ Chambers

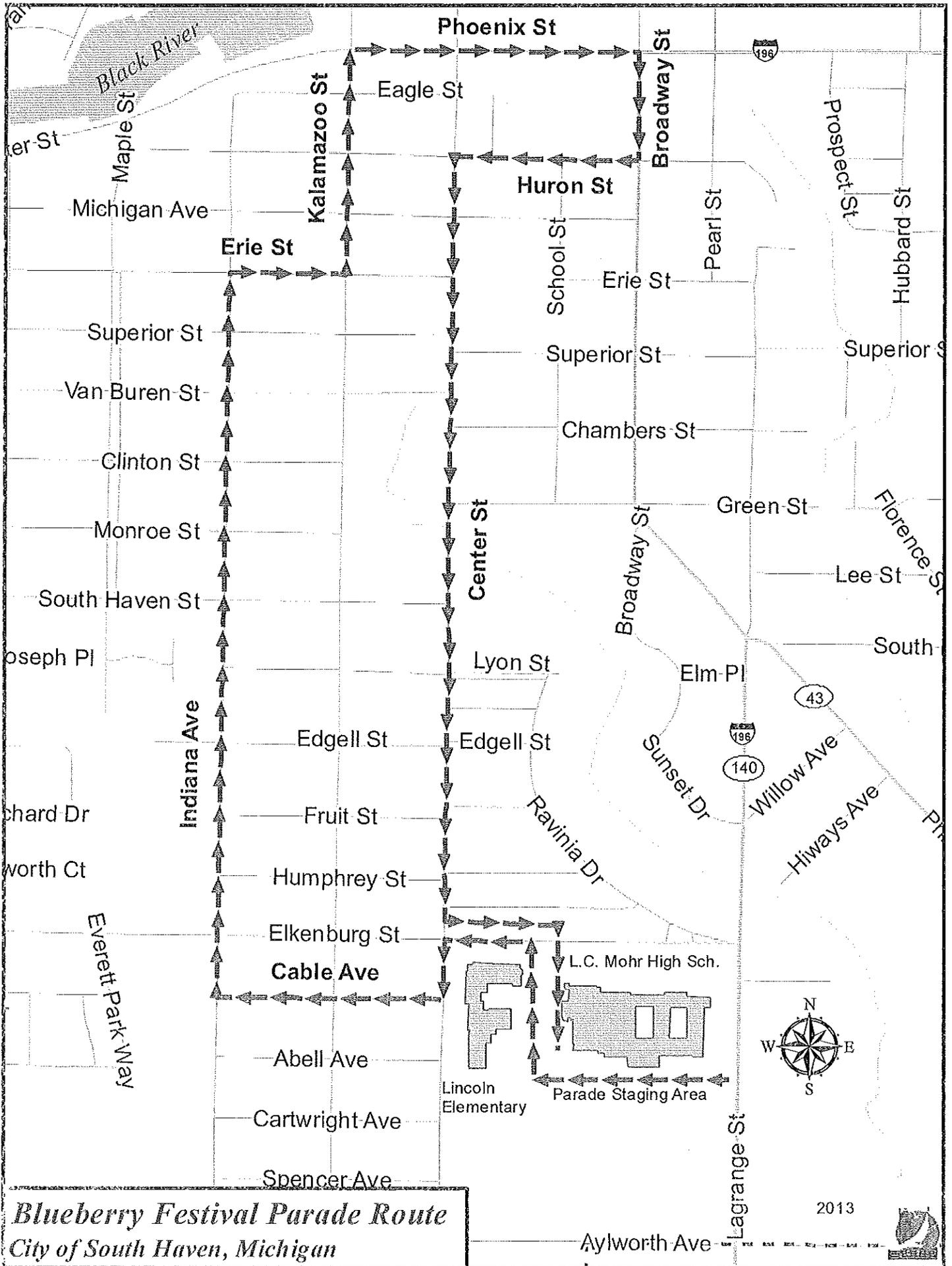
1 @ Center/ Green

1 @ Center/ South Haven

1 @ Center/ Lyons

1 @ Center/ Fruit

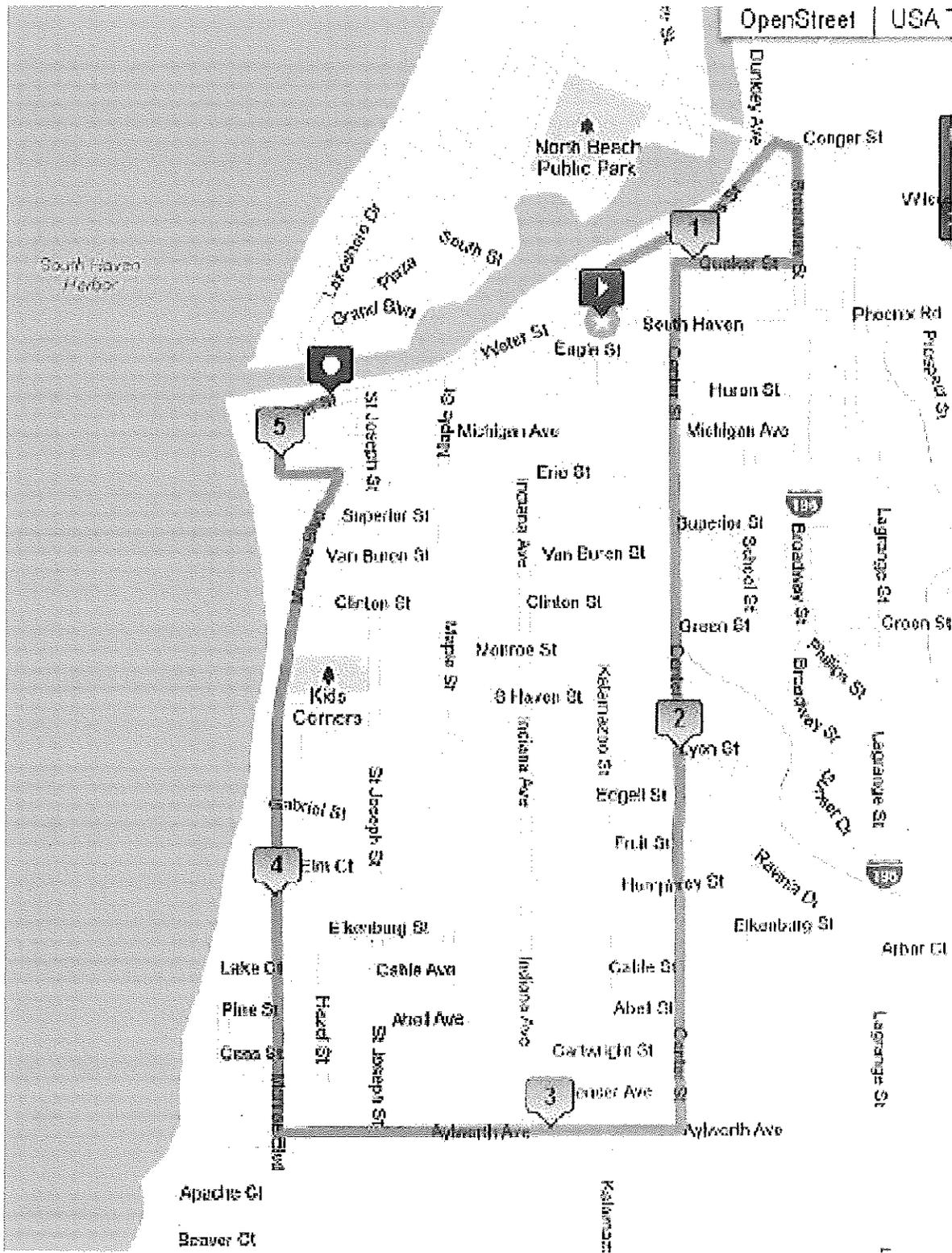
1 @ Center/ Humphrey



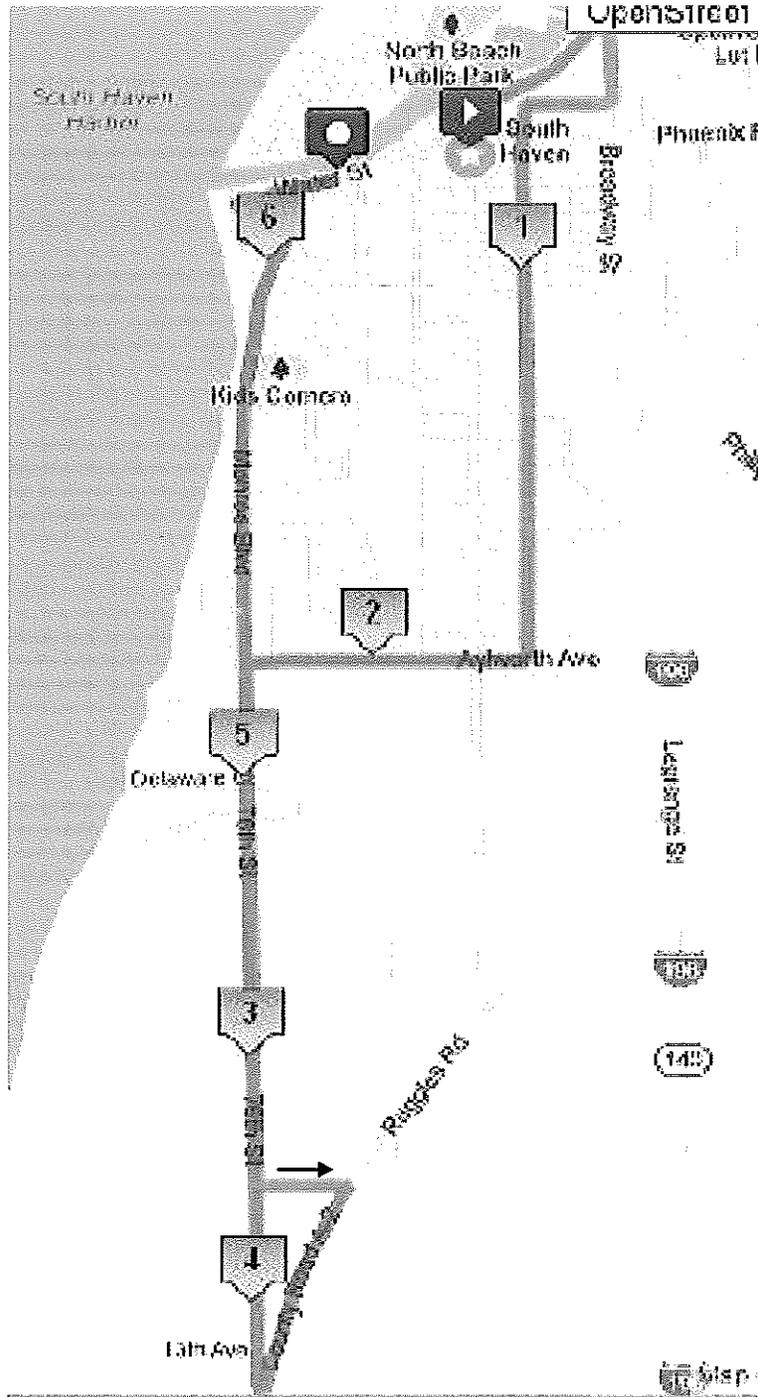
**Blueberry Festival Parade Route**  
 City of South Haven, Michigan



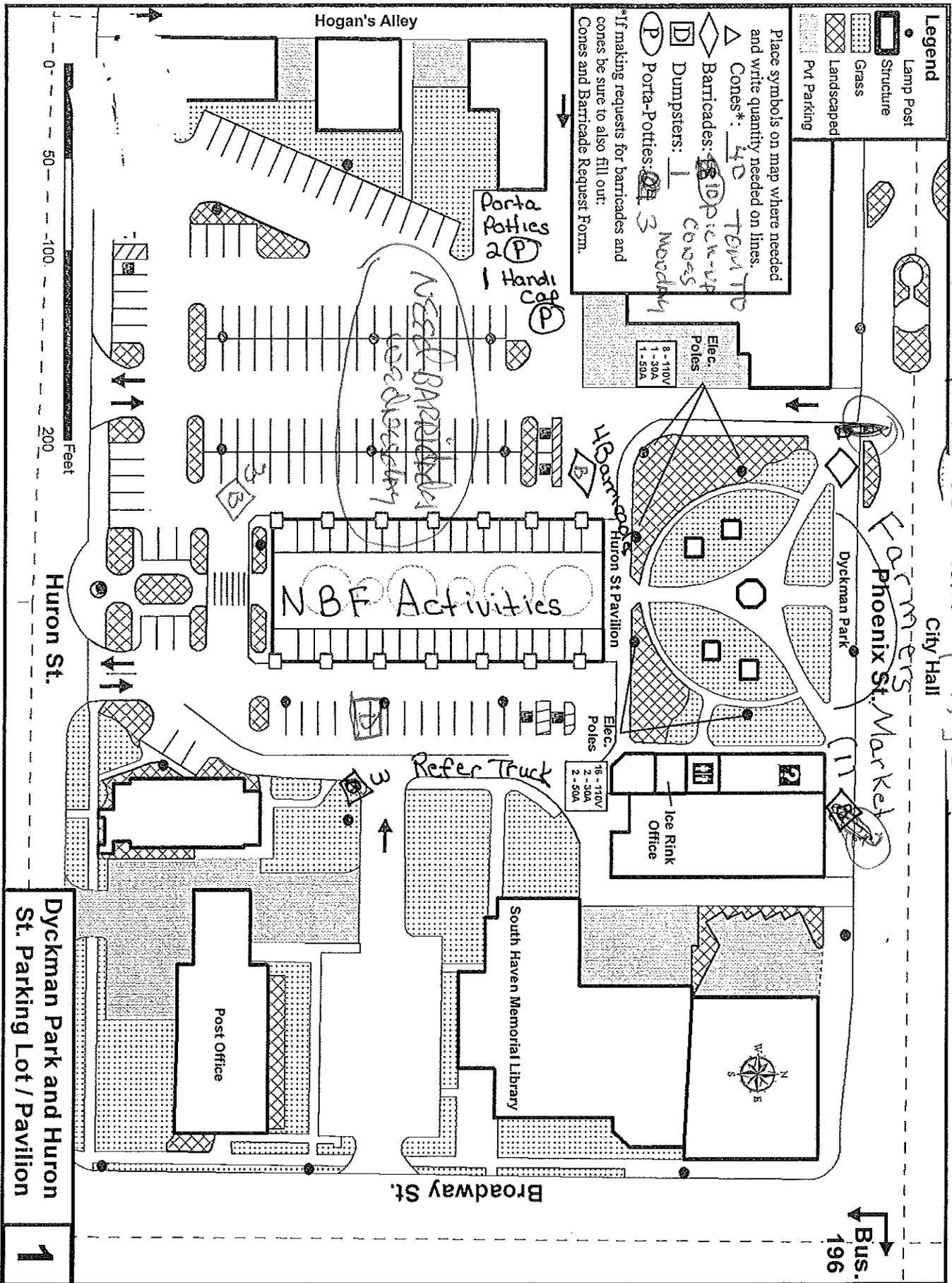
Unofficial 5k Course – To be certified before the race



Unofficial 10k Course – To be certified before the race



\* TDW TO PICKUP CONES MONDAY AUG 5TH  
 \* NEED BARRICADES WED 7<sup>30</sup> NOON +



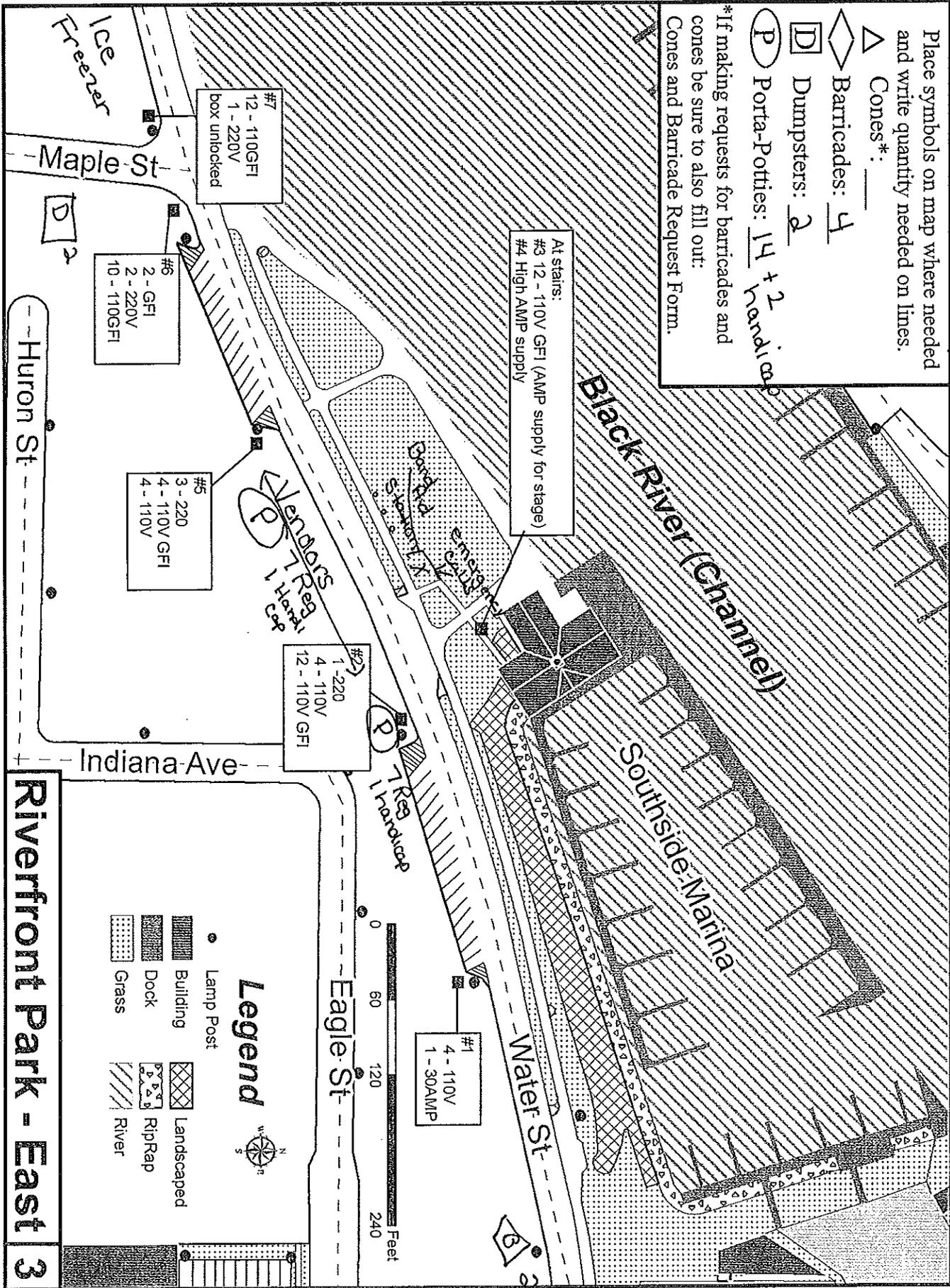
NBF Aug 8-14, 2013

*Need Barricades used 7/5 noon +*

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

- △ Cones\*:
- ◇ Barricades: 4
- D Dumpsters: 2
- P Porta-Potties: 14 + 2 hand sanitizer

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



**Riverfront Park - East 3**

*at top of hill*

**B 2**

Need Barricades Wed Aug 7th Noon +

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

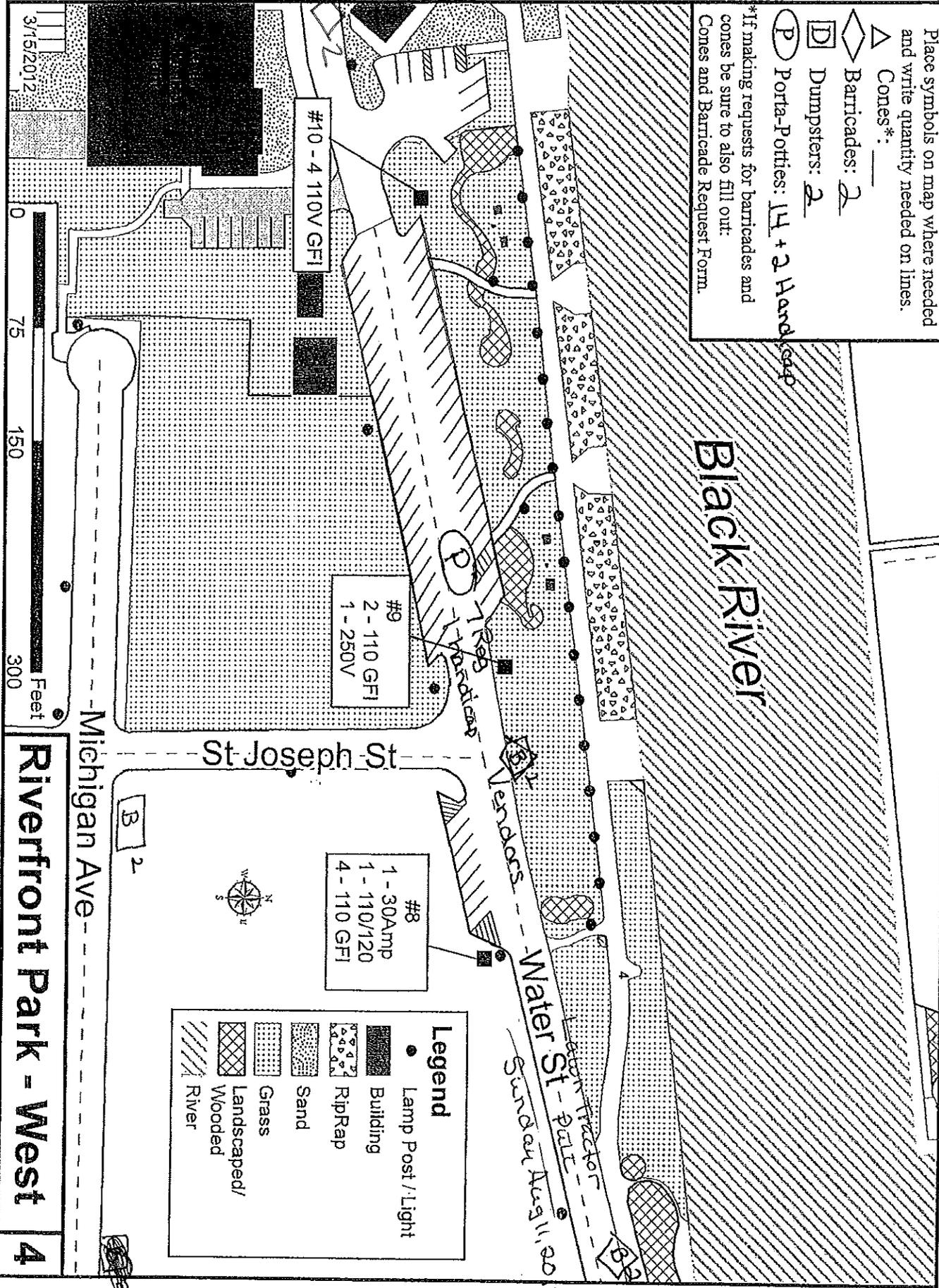
△ Cones\* -     

◇ Barricades: 2

D Dumpsters: 2

P Porta-Potties: 14 + 2 Handicap

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



Riverfront Park - West 4

Maple St. [D] [D]



SOUTH HAVEN, MICHIGAN AUGUST 8th-11th, 2013

NATIONAL BLUEBERRY FESTIVAL 50<sup>TH</sup> ANNIVERSARY

DAILY ACTIVITIES

THURSDAY AUGUST 8<sup>th</sup>

Huron Street Pavilion

5pm – 7 pm Blueberry Pie Social – Fundraiser for NBF, sit down and enjoy a piece of blueberry pie and a scoop of Sherman ice cream and help support NBF!

MAINSTAGE at Riverfront Park

6:00 pm Opening Ceremonies followed by the NBF Youth Pageant Contest and the presentation of 2013 NBF Queen and her Court

MAINSTAGE ENTERTAINMENT

7 - 7:30pm – 8:30pm “BLACK RIVER BAND” a favorite local band plays a mix of Music!

FRIDAY AUGUST 9th

F

BLUEBERRY CENTRAL at the HURON PAVILION

10am – 5pm Fresh blueberries, blueberry plants, fresh baked pies, etc.

10am - 1pm South Haven Health System Health Fair, and 5K /10k Run, /Walk  
Pre registration & Packet Pick up

4pm Blueberry Bark B Que pulled pork dinner, proceeds to benefit the animals  
at Al-Van Humane Society

#### RIVERFRONT PARK ON WATER STREET

Kids Day Events – no pre-registration necessary

12 – 1pm South Haven Center for the Arts – art time

12 – 4 Fennville Kids Museum activities

12 -4 Children’s Sidewalk Chalk Art with Louise Wepher

12 – Dusk Climbing Wall, Moon Walk, Slide

1pm Ronald McDonald Magic Show

2pm Kids Blueberry Pie Eating Contest – must be 5 years old, no pre-  
registration necessary, and no fee!

#### OTHER EVENTS

9am – 6pm AAUW Book Sale at the First Congregational Church

9am – 6pm Downtown Sidewalk Sales

10am – 8pm Carnival Bingo at South Haven Moose Lodge on 1025 E. Wells St.

Refreshments available. Contact Barb Hall 637-3324

8pm – 12am Las Vegas Night at the Elks Club 504 ½ Phoenix Street sponsored by  
the Knights of Columbus

## MAINSTAGE ENTERTAINMENT

7 – 8:30pm Entertainment TBA

9pm “THE CAVERN BEAT” a Beatles tribute band

## SATURDAY AUGUST 11<sup>th</sup>

### WATER STREET

7am NBF 5K/10K Run/Walk, sponsored by South Haven Health System – Registration at 7am; Run begins at 8am; Walk begins at 8:05am

10 am Diaper Derby (crawlers only) Sponsored by Village Market) in case of rain will be held at Coffee Beanery – Village Market 08337 M-140)

12 pm –dusk Climbing Wall, Moon Walk, Slide

### BLUEBERRY CENTRAL AT THE HURON STREET PAVILION

10am – 5pm Fresh blueberries, blueberry plants, fresh baked pies, etc.

8am – 12 pm Kiwanis Blueberry Pancake Breakfast

4pm Steelheaders Fish Boil

### STANLEY JOHNSTON PARK

10am – 5pm NBF Arts & Craft fair hosted by the Greater South Haven Area Chamber of Commerce. This great juried show!

### OTHER EVENTS

9am NORTH BEACH Girls Double Volleyball Tournament

9am – 1pm AAUW Book Sale at First Congregational Church

10am – 12pm NBF Blueberry Cook Off –Judging at 12pm location TBA

10am – 8pm Carnival Bingo at the South Haven Moose Lodge on 1025 E. Wells Street, refreshments available. Contact Barb Hull 637-3324

1:30 pm NBF Parade

8am – 12pm Las Vegas Night at the Elks Club 405 ½ Phoenix Street

#### MAINSTAGE ENTERTAINMENT

7 – 8:30pm “HEATLESS” A Heart Tribute Band

9:00pm – 10:30pm “START ME UP” A Rolling Stones Tribute Band

#### SUNDAY AUGUST 11<sup>th</sup>

#### BLUEBERRY CENTRAL AT THE HURON STREET PAVILION

8am – 12pm Kiwanis Blueberry Pancake Breakfast

10am – 2pm Fresh Blueberries, etc.

Additional activities held here TBA

#### MAINSTAGE ENTERTAINMENT

Entertainment and times TBA

#### STANLEY JOHNSTON PARK

10am – 4pm NBF Arts & Craft Fair hosted by the Greater South Haven Area Chamber of Commerce

#### OTHER EVENTS

7am The 41<sup>th</sup> Annual Rotary Club Fly-In & Classic Car Show and Pancake Breakfast at the South Haven Regional Airport at 73020 CR 380, also features B17 flights available and skydivers

9am at the NORTH BEACH, High School Co-Ed Double Volleyball Tournament

9am Sand Sculpture Contest at the NORTH BEACH –Sponsored by Sea Scouts Ship #5171, 9am Registration ; 10am – 1pm Construction; 1pm Judging

9am The Blueberry Open Golf Scramble held at Beeches Golf Club 9601 68<sup>th</sup> Street, call 269-637-2600 to enter.

10am - ??? Lawn Tractor Pull on Water Street between Maple Street and St. Joseph sponsored by De Best Inc. & Lake Arvesta Farms LLC

This is the list of daily activities as of May 11, 2013 additional updates will be posted.

# Memo

To: Brian Dissette  
City Manager

From: Brandy Gildea  
Parks and Recreation Supervisor

Date: May 29, 2013

Re: Waterfront Film Festival Amendment  
Special Event 2013-12

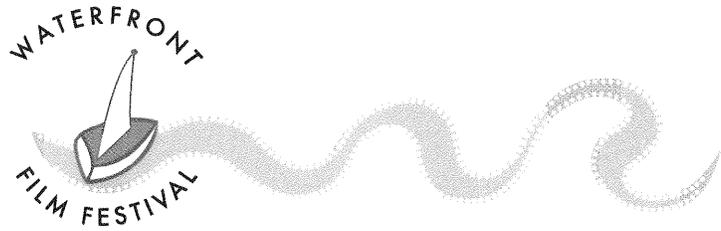
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The Waterfront Film Festival is requesting to make an amendment to their special event. The event will kick off on Thursday, June 13<sup>th</sup> at South Beach with an outdoor film. They are now requesting that in case of inclement weather, to move the event from South Beach to the Huron St. Pavilion/ Parking Lot.

Just as with South beach they would close off the parking lot on Thursday morning for set up with the event beginning at 6:00 pm. Clean-up will occur that night following the event. City staff will work with the festival to fence off and barricade this area. The event will continue throughout the weekend at indoor venues at the following locations; Michigan Theater, Foundry Hall, South Haven High School Audio Visual Room and the Listiak Auditorium.

The event has requested a temporary liquor license for this location just like they did for South Beach. An application has been received by the City. Should City Council approve the event, they will be approving the request for the liquor license contingent upon meeting all the stipulations of the Special Event alcohol policy and approval by the Chief of Police and Liquor Control Commission.

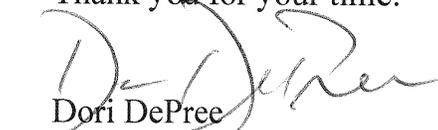
www.waterfrontfilm.org  
tel 269.767-8765  
PO Box 904  
South Haven, Michigan 49090



Good Day,

The Waterfront Film Festival is seeking a modification of the previously approved Special Event Application for our Opening Night music and movie fundraiser to be held on June 13<sup>th</sup>, 2013. This move for modification is for approval of a second location to be used in the case of rain. The intended rain location is the Huron St. Pavilion. All other details stay the same as indicated on the original application. Enclosed is the designated map.

Thank you for your time.

  
Dori DePree  
269-767-8765

**Legend**

- Lamp Post
- ▭ Structure
- ▨ Grass
- ▩ Landscaped
- ⊞ Pvt. Parking

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

- △ Cones: \_\_\_\_\_
- ◇ Barricades: \_\_\_\_\_
- D Dumpsters: \_\_\_\_\_
- P Porta-Potties: \_\_\_\_\_

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

City Hall  
Phoenix St.

Dyckman Park

Huron St Pavilion

Elec. Poles  
8 - 110V  
1 - 30A  
1 - 50A

Ice Rink Office

Elec. Poles  
5 - 110V  
2 - 30A  
2 - 50A

South Haven Memorial Library

Broadway St.

Post Office

Huron St. Gate

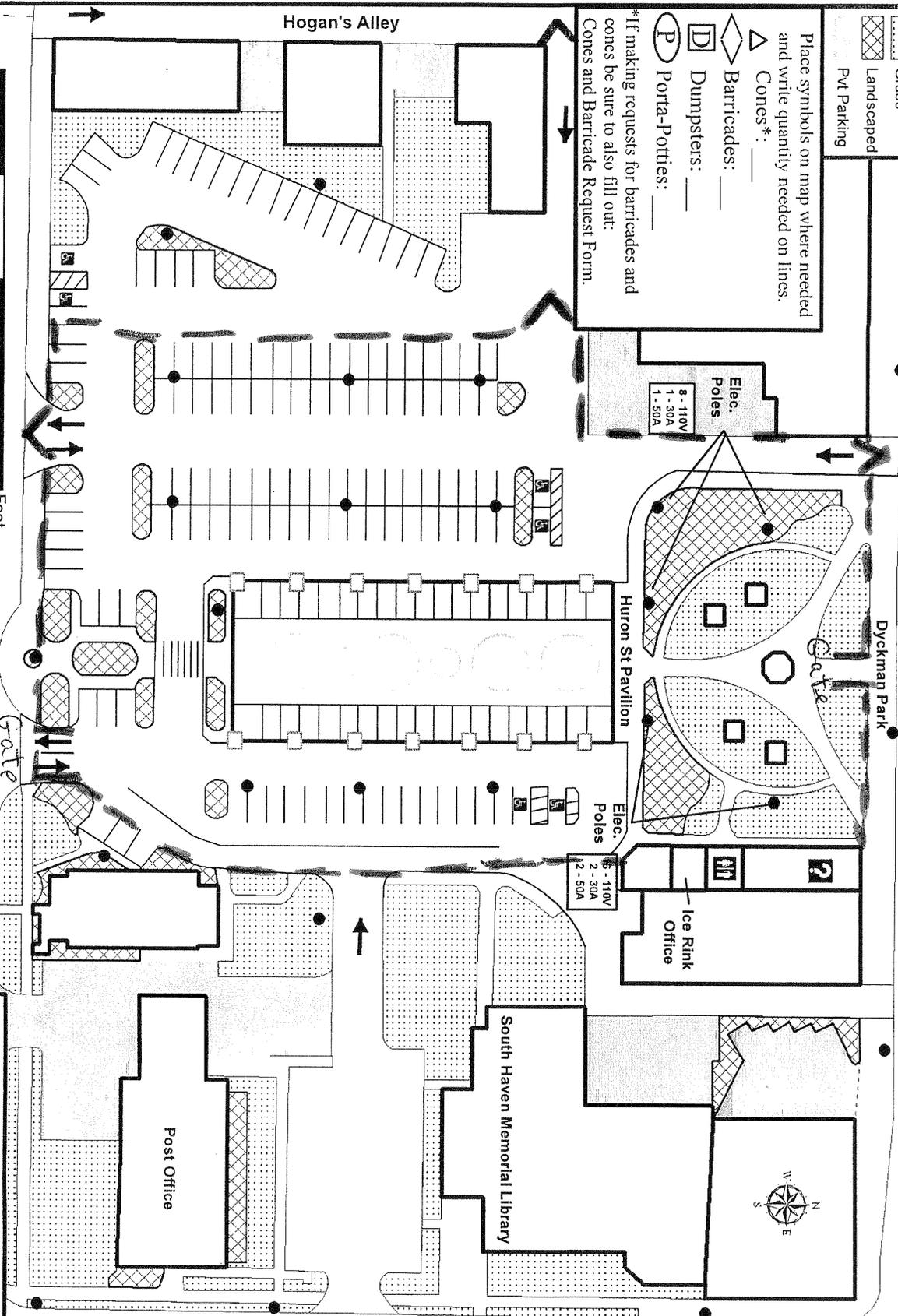
0 50 100 200 Feet

*Fence  
Barricade*

Bus. 196

Dyckman Park and Huron St. Parking Lot / Pavilion

1



Memorandum:

Date: May 28, 2013

To: Brian Dissette, City Manager

From: Steve Oosting, Senior Civil Engineer

Re: Kalamazoo Street Reconstruction Phase 2

---

I am pleased to report the engineering department has completed the plans and bidding documents for the second phase of the Kalamazoo Street project. The following report provides a summary of the project including scope, budget and special assessments, schedule, and next steps for authorization.

### Background

Within the last several years, the City of South Haven has experienced a number of sanitary sewer overflow events in the residential area located west of Monroe Boulevard near Lovejoy Avenue. In response to these events, a series of construction projects have been planned in an effort to increase the capacity of the sewer system in this area and substantially reduce the risk of such overflows reoccurring. Once completed, these projects will include a new larger and deeper gravity sewer in Kalamazoo Street from Clinton to Lovejoy, new gravity sewer and forcemain under portions of Monroe Boulevard and Lovejoy, and a new Indian Grove lift station. These projects must begin at Clinton Street and continue upstream toward Lovejoy. The first phase of these projects is now completed and the second phase, now ready for construction, is described in further detail below.

### Phase 2 Project Scope

This project will be a complete reconstruction of Kalamazoo Street from Lyon Street to Elkenburg Street. The work on Kalamazoo Street will include all new sanitary sewer, storm sewer, watermain, curb & gutter, driveway approaches, and asphalt pavement. The existing sidewalks will remain, but broken or uneven pieces will be replaced. The existing sidewalks will also be upgraded with new ADA compliant curb ramps at each crosswalk.

### Phase 2 Project Budget and Special Assessments

This project was planned in the upcoming FY2014 budget. With design work now completed and bids in hand, the cost estimate has been refined with a summary provided below:

	Budget Amount	Total Project Cost
Water Fund	\$272,000	\$229,033
Sewer Fund	\$192,000	\$148,150
Street Fund	\$488,000	\$554,401
Total	\$952,000	\$925,584

We have prepared the necessary documents for the City Council to approve special assessments in keeping with similar past projects. The most recent similar projects have been Kalamazoo Street Phase1 in 2012, South Haven Place in 2009 and Superior Street in 2008. Each of these projects was funded in part through special assessments in the amount of 25% of the water and sewer cost. Based on that practice, the special assessments for this project would be \$2,313.15 for water plus \$1,320.48 for sewer, or a total of \$3,633.63 for most<sup>(1)</sup> properties.

## Schedule

This project is scheduled for construction from July 9 through October 18, 2013, pending the necessary City Council approvals.

## Approval Process

Chapter 72 of the Code of Ordinances outlines a process by which the City Council may levy special assessments for public improvements. This process requires two public hearings and a series of resolutions. If the City Council wishes to proceed with the project as described above, the approval process would include the following steps:

### June 3<sup>rd</sup> Regular City Council Meeting

- Adopt 1<sup>st</sup> resolution (the 1<sup>st</sup> resolution declares intent, designates the district boundary, and schedules a public hearing).

### June 17<sup>th</sup> Regular City Council Meeting

- Conduct 1<sup>st</sup> public hearing.
- Adopt 2<sup>nd</sup> and 3<sup>rd</sup> resolutions (together, the 2<sup>nd</sup> and 3<sup>rd</sup> resolutions approve the plans and cost estimate, confirm the district boundary, present the roll, and schedule a 2<sup>nd</sup> public hearing).

### July 1st Regular City Council Meeting

- Conduct 2<sup>nd</sup> public hearing.
- Adopt 4<sup>th</sup> resolution (the 4<sup>th</sup> resolution confirms the roll and establishes the number of installments and interest rate for repayment.).
- Award Construction Contracts.

If the City Council approves the project as outlined above, the engineering department is prepared to oversee project and administer the construction contract. Feel free to let me know if there are any questions.

(1) Corner lots may be connected to one, both, or neither utility. Properties not connected to the new utility line will be not be assessed. Vacant lots will not be assessed.

CITY OF SOUTH HAVEN  
VAN BUREN AND ALLEGAN COUNTIES, MICHIGAN

RESOLUTION 2013-33

KALAMAZOO STREET RECONSTRUCTION PHASE 2 PROJECT

DECLARATION OF INTENT TO MAKE PUBLIC IMPROVEMENTS;  
TENTATIVE DESIGNATION OF SPECIAL ASSESSMENT DISTRICT;  
NOTICE OF PUBLIC HEARING

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 Monday, June 3, 2013 at 7:00 p.m. local time.

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

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

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

WHEREAS, the Home Rule Cities Act, Act No. 279 of the Public Acts of Michigan of 1909 as amended (the "Act"), and Ordinance No. 833A as amended by Ordinance 853 (the "Ordinance") of the City of South Haven ("the City") provides the authority and the procedures by which the City may establish a special assessment district and impose special assessments against property for the cost of certain public improvements; and

WHEREAS, there exists in the City a need for reconstruction of Kalamazoo Street underground utilities and roadway between Lyon Street and Elkenburg Street, as described in Exhibit A (the "Public Improvements").

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. That the City Council intends to proceed pursuant to the Ordinance to make the Public Improvements.
2. That the City Council has directed the City Manager to prepare a report setting forth the need for the Public Improvements, the extent and cost thereof, the portion of the cost to be borne by the City at large and the portion to be assessed to benefited lands and the lands to constitute the special assessment district to be so assessed, and to submit the report to the Council together with plans for the Public Improvements.
3. That the report and plans and the estimate of cost have been filed with the City Clerk.
4. The cost of the Public Improvements is estimated to be nine hundred twenty-five thousand, five hundred eighty-three dollars and seventy-nine cents (\$925,583.79) of which the estimated sum of eighty four thousand, eight hundred ninety-three dollars and ninety-seven cents (\$84,893.97) shall be paid by special assessments assessed within the special assessment district benefited by the proposed Public Improvements and the

estimated sum of eight hundred forty thousand, six hundred eighty-nine dollars and eighty-two cents (\$840,689.82) shall be paid by the City.

5. The special assessments, when confirmed will be payable in 15 installments, together with interest on the unpaid balance.
6. That the City Council hereby tentatively designates a special assessment district known as the Kalamazoo Street Reconstruction Phase 2 Project Special Assessment District, consisting of certain parcels of property described as set forth in the Notice of Public Hearing attached as Exhibit A hereto, which descriptions are incorporated herein by reference, and against which parcels all or a portion of the cost of said Public Improvements shall be assessed.
7. That the City Council shall hold a public hearing on Monday, June 17, 2013, at 7:00 p.m. local time at the City Hall to hear and consider objections to the proposed Public Improvements, the special assessment district tentatively designated herein, and all other matters relating to said proposed Public Improvements.
8. That the City Clerk shall cause to be published a notice of the public hearing in a newspaper of general circulation within the City, at least ten (10) days prior to the public hearing. Proofs of publication of such notice shall be filed with the City Clerk.
9. That the City Clerk, at least ten (10) days prior to the date of the public hearing, shall send a notice of the public hearing by first class mail addressed to each record owner of, or party in interest, of each parcel of property to be assessed, at the address shown for such owner or party in interest upon the last city tax assessment records, as supplemented by any subsequent changes in the names or addresses of the owners or parties listed therein.
10. The form of the notice of the public hearing shall be substantially as set forth in Exhibit A hereto.
11. That all resolutions or parts of resolutions in conflict herewith shall be and the same are hereby rescinded to the extent of the conflict.

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 3<sup>rd</sup> day of June, 2013, at which meeting a quorum was present, and that this resolution was ordered to take immediate effect. Public notice of said meeting was given pursuant to and in compliance with the Open Meetings Act, Act No. 167 of the Public Acts of Michigan 1976 (MCL 15.261 et seq).

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Amanda Morgan, City Clerk

**EXHIBIT A**

CITY OF SOUTH HAVEN  
VAN BUREN AND ALLEGAN COUNTIES, MICHIGAN

**NOTICE OF PUBLIC HEARING**  
**KALAMAZOO STREET RECONSTRUCTION PHASE 2 PROJECT**  
**SPECIAL ASSESSMENT DISTRICT**

NOTICE IS HEREBY GIVEN that the City Council of the City of South Haven, Van Buren and Allegan Counties, Michigan, intends to make certain public improvements (the "Public Improvements") which consist of the following project located in the City of South Haven:

Reconstruction of street and underground utilities: including but not limited to;

Reconstruction of the water distribution system, including but not limited to installation of new water mains and services within the right of way, and removal of existing water mains and services with the right of way, and related improvements;

Reconstruction of the wastewater collection system, including but not limited to the installation of new sewer mains and services within the right of way and removal of existing sewer mains and services within the right of way, and related improvements;

Street reconstruction, including but not limited to storm sewer and drainage improvements, removal of existing roadway materials, installation of new sand subbase, gravel base, bituminous pavement, concrete curb and gutter, concrete driveway approaches, concrete curb ramps for barrier free access to existing sidewalks, and miscellaneous repairs to existing sidewalks, and related improvements.

The public improvements will be made on Kalamazoo Street from Lyon Street to Elkenburg Street.

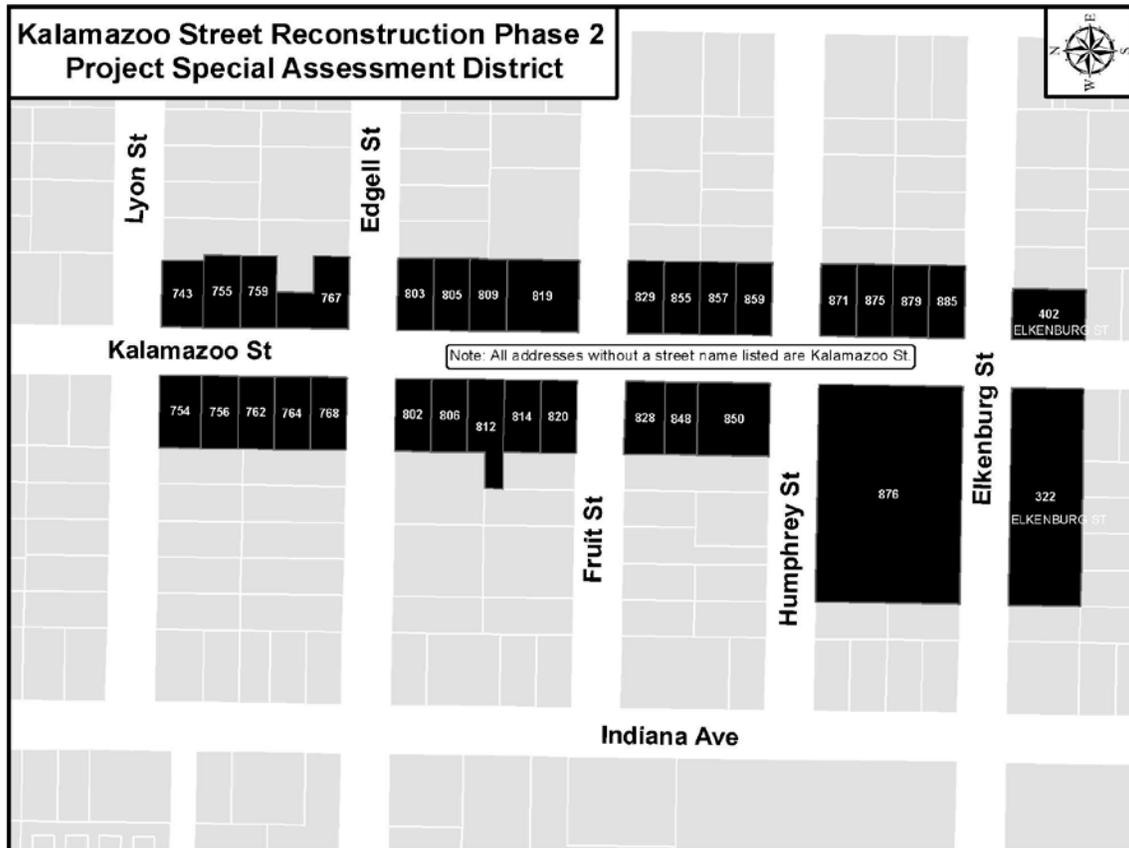
The City Council has resolved its intention to proceed pursuant to Ordinance No. 833A as amended by Ordinance 853 to make said Public Improvements in the City. The City Council has tentatively determined that a portion of the cost of said Public Improvements shall be specially assessed against each of the following described lots and parcels of land, which together comprise the proposed Kalamazoo Street Reconstruction Phase 1 Project Special Assessment District:

Property located in the City of South Haven, Van Buren County, Michigan, described as follows:

<u>Parcel Number</u>	<u>Street Address</u>	<u>Parcel Number</u>	<u>Street Address</u>
80-53-200-001-00	322 ELKENBURG ST	80-53-146-001-00	802 KALAMAZOO ST
80-53-130-007-00	402 ELKENBURG ST	80-53-145-008-00	803 KALAMAZOO ST
80-53-144-008-01	743 KALAMAZOO ST	80-53-145-009-00	805 KALAMAZOO ST
80-53-143-001-00	754 KALAMAZOO ST	80-53-146-002-00	806 KALAMAZOO ST
80-53-144-009-00	755 KALAMAZOO ST	80-53-145-010-00	809 KALAMAZOO ST
80-53-143-002-00	756 KALAMAZOO ST	80-53-146-003-00	812 KALAMAZOO ST
80-53-144-010-00	759 KALAMAZOO ST	80-53-146-019-00	814 KALAMAZOO ST
80-53-143-003-00	762 KALAMAZOO ST	80-53-145-012-01	819 KALAMAZOO ST
80-53-143-019-00	764 KALAMAZOO ST	80-53-146-020-00	820 KALAMAZOO ST
80-53-144-012-00	767 KALAMAZOO ST	80-53-147-001-00	828 KALAMAZOO ST
80-53-143-020-00	768 KALAMAZOO ST	80-53-148-007-00	829 KALAMAZOO ST

80-53-147-002-00	848 KALAMAZOO ST	80-53-149-007-00	871 KALAMAZOO ST
80-53-147-017-00	850 KALAMAZOO ST	80-53-149-008-00	875 KALAMAZOO ST
80-53-148-008-00	855 KALAMAZOO ST	80-53-150-001-00	876 KALAMAZOO ST
80-53-148-009-00	857 KALAMAZOO ST	80-53-149-009-00	879 KALAMAZOO ST
80-53-148-010-00	859 KALAMAZOO ST	80-53-149-010-10	885 KALAMAZOO ST

The boundaries of the Kalamazoo Street Reconstruction Phase 2 Project Special Assessment District are shown on the following map:



TAKE NOTICE that the City Council of the City of South Haven will hold a public hearing on Monday, June 17, 2013 at 7:00 p.m. local time in the City Hall located at 539 Phoenix Street, South Haven, Michigan 49090 to hear and consider any objections to the proposed Public Improvements, the proposed special assessment district, and all other matters relating to said Public Improvements.

TAKE FURTHER NOTICE that if objections are filed by owners of property in the Special Assessment District which will be required to bear more than fifty percent (50%) of the cost of Public Improvements, a resolution determining to proceed shall be adopted by the affirmative vote of at least five (5) members of the City Council.

TAKE FURTHER NOTICE that the plans and estimates of cost for the Public Improvements are on file with the City Clerk for public examination.

PROPERTY SHALL NOT BE ADDED TO THE PROPOSED SPECIAL ASSESSMENT DISTRICT AND THE ORIGINAL ESTIMATE OF COST SHALL NOT BE SUBSTANTIALLY INCREASED WITHOUT FURTHER NOTICE AND PUBLIC HEARING.

TAKE FURTHER NOTICE that on a future date notice will be given and a second public hearing will be held specifically regarding the assessment roll and the assessments against each parcel in the special assessment district and that an owner or other person having an interest in the real property must file an appearance and protest at that public hearing in order to appeal the amount of their special assessment to the Michigan Tax Tribunal.

This notice was authorized by the City Council of the City of South Haven.

FOR FURTHER INFORMATION PLEASE CONTACT:

City Hall  
City of South Haven  
539 Phoenix Street, South Haven, Michigan 49090  
Telephone (269) 637-0700

Amanda Morgan, Clerk  
City of South Haven

May 24, 2013

TO: Brian Dissette

FR: Paul VandenBosch

RE: Elkenburg Park Phase II Engineering Proposal

It appears that there will be additional funds available in the Elkenburg Park grant funded project. The total project amount in the grant agreement is \$339,800. The current costs of the project are estimated to be \$253,000. This leaves \$86,800 unallocated grant funding.

I have asked Abonmarche to provide a proposal for cost estimates for a number of additional improvements to Elkenburg Park. The additional improvements were identified by the Elkenburg Park Redevelopment Committee. The proposal amount is \$13,400. This would leave about \$73,400 for Phase II improvements. Staff will recommend a package of improvements to Parks Commission which meet the available budget, after consulting with the Elkenburg Redevelopment Committee.

The proposal includes presenting the cost estimates and options to the Parks Commission on July 9.

The Parks Commission will review the remaining budget for the project and cost estimates for the additional items. The Commission will be asked to recommend items to be added to Phase II of the Elkenburg Park project.

Upon recommendation by the Parks Commission, City Council could then approve the additional items as part of the grant project.

The Abonmarche proposal includes communication with MDNR regarding adding the items as grant funded project improvements. It also includes bid services for Phase II.

Staff Recommendation:

Approve the Abonmarche Proposal for Professional Services for Elkenburg Park Phase II.

May 24, 2013

Mr. Brian Dissette  
City Manager  
City of South Haven  
539 Phoenix Street  
South Haven, MI 49090

RE: Proposal for Professional Services  
Elkenburg Park: Phase II

Dear Brian:

Abonmarche is pleased to present this proposal for professional services for Phase II of the Elkenburg Park Improvements. We understand that Phase I construction costs were lower than originally anticipated and remaining funding are still available from the Michigan Department of Natural Resources Trust Fund Grant to apply toward the Phase II improvements.

From previous discussions during Phase I, we understand that Phase II desirables at the park are basketball court lighting, additional bleachers, basketball court benches, and additional site amenities. These options and costs must be completed for the July 9, 2013, Parks Commission Meeting.

The following will detail our intended scope of services to assist with this project.

#### SCOPE OF SERVICES

1. Basketball court lighting
  - Determine a minimum of two (2) options and provide cost estimates.
  - Complete site drawing for installation.
  - Coordinate design and purchase with Michigan Department of Natural Resources (MDNR).
2. Additional bleachers
  - Determine feasibility of adding additional bleachers to site and provide cost estimating for installation.
  - Coordinate design and purchase with Michigan Department of Natural Resources (MDNR).

3. Basketball court benches and site amenities

- Create cost estimates and options for additional site amenities and basketball court benches.
- Assist in ordering and construction coordination with Michigan Department of Natural Resources (MDNR).

Depending upon the type of site amenities, bleachers, lighting package, and other possible amenities chosen, it may be easier to include in one (1) bid package that is competitively bid.

*FEES*

The total cost for the services as listed above will be billed at our standard time and materials rate at an amount not to exceed \$13,400.

We look forward to working with you on Phase II of this project and are available to begin immediately upon authorization to proceed. Please indicate your acceptance of this proposal by signing below and returning one (1) copy to our office. If you have any questions or comments, please feel free to contact me at our office.

Sincerely,

ABONMARCHE



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

JWM/vsc

cc: Timothy R. Drews, P.E., PTOE      Abonmarche

ACCEPTED BY:

DATE:

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May 21, 2013

TO: Brian Dissette

FR: Paul VandenBosch

RE: Elkenburg Park Notes

I have asked Abonmarche to prepare cost estimates and conceptual drawings for Phase II improvements to Elkenburg Park. The goal is to prepare an option list of potential improvements and costs so that the Parks Commission, Elkenburg Park Redevelopment Committee and City Council may prioritize the options and use the amount of funds available to select Phase II options for the Elkenburg Park Project.

I have asked that the Parks Commission consider the options at its July 9 meeting.

Below are my notes related to a meeting with Teresa Cunningham regarding Elkenburg Park Redevelopment Committee Priorities on May 20.

Elkenburg Park Desired Improvements, Elkenburg Park Redevelopment Committee

Bleachers - The bigger, the better. 3 (total) on east side, 2 on west side of east court. Need a price for bleachers to allow for solicitation of donations.

Player benches - two, on west side of east court, ~~separated by bleachers~~, look at basketball court layout, they would like to model an official basketball court layout. 2013-05-21  
*correction: Player benches are separated by the referee score table concrete slab, not by bleachers.*

Referee table, designated location on concrete, folding/rolling table that can be stored in storage room

Lights - options for east court (first priority), middle court (second priority). Light both courts with one pole at northwest corner of east court?

Park Sign - "Elkenburg Park", low to ground, wood with routed or sandblasted lettering, nice

Return the Rock

Garbage cans - Black, wrought iron with cover, nice looking

Electric outlets near referee table.

Tall black fence along Elkenburg Street especially near basketball hoops, to stop balls

Old bleachers moved to west side of center court, facing center court. Will they be they bolted down?

Lights under patio and around restrooms are important.

Other notes:

Park dedication Fourth of July, invite Mayor

Dedicate improvements to:

Mrs. Mosely, Roscoe Pearson, Kennedy Macintosh, Kyree Hatter (not sure of correct spelling of these names)



## Agenda Item 12

### South Haven Police Department Union Contracts

#### Background Information:

The City Council will be asked to consider authorizing the approval of union contracts with the Supervisory and Non-Supervisory units of the South Haven Police Department. The overall percentage increase for the agreement is estimated to be 8.49% over the life of the contract, or an average of 2.12% per year for each year of the agreement.

The Supervisory and Non-Supervisory units, both units are members of the Police Officers Labor Council (POLC), have ratified their union contracts. The current agreements will expire on June 30, 2013. Provisions regarding hospitalization insurance, pension, and percent pay increase are the same for both contracts. Highlights of the contracts are:

- The term of the contracts will be four (4) years. The current contracts are three year agreements.
- A provision was added to both contracts for a cost share for health insurance that complies with P.A. 152. Employees will pay the lesser of the amount above the State of Michigan's established public employer hard cap or twenty percent (20%) of the cost of health insurance. Employees currently pay 15% of the cost of their health insurance.
- Members of the POLC bargaining units will be offered the health insurance plans available to other city employees and two additional insurance plans through COPS Trust. The plans offered through COPS Trust will include a high deductible plan with maximum out of pocket costs of \$2,300 for single and \$4,600 for two-person and family with an employee funded health savings account (HSA) and a 90/10 PPO plan with lower out of pocket costs. The costs of the two COPS Trust plans are comparable to plans currently under consideration by the City to be offered to non-bargaining unit and TPOAM unit employees. COPS Trust eligibility rules restrict eligibility to POLC union groups.
- A health care savings program (HCSP) will be offered to POLC bargaining unit members. The plan will be funded entirely by employee contributions.
- Pay rate increases are: 2.75% on July 1, 2013; 3.25% on July 1, 2014; 3.5% on July 1, 2015 and 3.5% on July 1, 2016.
- Members of both union groups will also contribute more to their MERS pension. Both units currently contribute three percent (3%) of their gross wages to their MERS pension fund. Employee contributions will increase one-half percent (.5%) per year for each year of the agreement, up to five percent (5%) for the last year of the agreement.

The POLC non-supervisory unit includes fourteen sworn full-time police officers and one full-time operations center operator. The overall percentage increase for the agreement is estimated to be 8.49% over the life of the contract, or an average of 2.12% per year for each year of the agreement. Increases to base wages of 13.65% over the life of the contract are

partially offset by lower employer contributions to pension and health insurance. The contract has a total value of \$1,244,666 for the Supervisory unit, over the four year term. The contract has a total value of \$4,269,156 for the Non-Supervisory unit, over the four year term.

Some cost increases are due to factors outside of the settlement agreement. Merit bonuses are expected to increase by about \$6,808 over the life of the contract as recently hired employees reach their three year anniversary and become eligible for the bonus. Anticipated increases for dental, life and disability insurance have also been included.

The POLC supervisory unit includes four sergeants. The overall percentage increase for the agreement is estimated to be 10.39% over the life of the contract, or an average of 2.60% per year for each year of the agreement. Increases to base wages of 13.65% over the life of the contract are partially offset by lower employer contributions to pension and health insurance. The impact of the change to health insurance cost share is less with the supervisory unit because three of the four members currently opt out of the City group insurance.

The primary goals of the City during the bargaining process were to insert language which required health insurance cost share to comply with P.A. 152 and to increase the employee contributions to pension. Both goals were met. As a result, staff recommends the City Council approve the agreements with the POLC, and authorize staff to finalize the contracts.

Recommendation:

The City Council should consider a motion to approve of union contracts with the Police Officers Labor Council (POLC), who represent the city's Supervisory and Non-Supervisory units of the South Haven Police Department.

Support Material:

POLC Supervisory Contract Cost Estimates  
POLC Non-Supervisory Contract Cost Estimates

**City of South Haven  
Summary of POLC Supervisory Union**

	<u>Current</u>	<u>1st year</u>	<u>2nd year</u>	<u>3rd year</u>	<u>4th year</u>	Estimated Increase				<u>Total</u>
						<u>1st year</u>	<u>2nd year</u>	<u>3rd year</u>	<u>4th year</u>	
Wages:										
Sergeant Wages	227,452	233,707	241,303	249,748	258,489	6,255	7,595	8,446	8,741	31,037
<b>Total wages</b>	<b>227,452</b>	<b>233,707</b>	<b>241,303</b>	<b>249,748</b>	<b>258,489</b>	<b>6,255</b>	<b>7,595</b>	<b>8,446</b>	<b>8,741</b>	<b>31,037</b>
% increase		2.75%	3.25%	3.50%	3.50%					
Percentage Increase from current to 3rd year					13.65%					
Benefits:										
Medicare	3,298	3,389	3,499	3,621	3,748	91	110	122	127	450
W/C	5,300	5,445	5,622	5,819	6,023	146	177	197	204	723
SUTA	2,432	2,432	2,432	2,432	2,432	-	-	-	-	-
MERS Employer Contribution	22,177	21,618	21,114	20,604	20,033	(559)	(504)	(510)	(571)	(2,144)
Health Insurance	6,863	5,693	5,892	6,098	6,311	(1,171)	199	206	213	(552)
Health and Dental Opt Out	18,000	18,000	18,000	18,000	18,000	-	-	-	-	-
Dental Insurance	414	456	501	551	606	41	46	50	55	192
Life Insurance	234	246	258	271	271	12	12	13	-	37
Short-term Disability	1,330	1,463	1,609	1,770	1,947	133	146	161	177	617
Education Incentive	1,000	1,050	1,103	1,103	1,158	50	53	-	55	158
Merit Bonus	5,200	5,200	5,200	5,200	5,200	-	-	-	-	-
<b>Total fringe benefits</b>	<b>66,248</b>	<b>64,991</b>	<b>65,230</b>	<b>65,469</b>	<b>65,729</b>	<b>(1,257)</b>	<b>239</b>	<b>240</b>	<b>260</b>	<b>(519)</b>
% increase		-1.90%	0.37%	0.37%	0.40%					
Total Cost of Wages and Fringe Benefits	293,700	298,698	306,532	315,218	324,218	4,998	7,835	8,685	9,001	30,519
Percentage increase		1.70%	2.62%	2.83%	2.86%					
Percentage Increase for life of contract					10.39%					
Avg increase per year of contract					2.60%					

**City of South Haven**  
**Summary of POLC Non-Supervisory Union Contract**

	<u>Current</u>	<u>1st year</u>	<u>2nd year</u>	<u>3rd year</u>	<u>4th year</u>	Estimated Increase				<u>Total</u>
						<u>1st year</u>	<u>2nd year</u>	<u>3rd year</u>	<u>4th year</u>	
Wages:										
Patrol and FT Operations Center	701,537	720,829	744,256	770,305	797,266	19,292	23,427	26,049	26,961	95,729
<b>Total wages</b>	<b>701,537</b>	<b>720,829</b>	<b>744,256</b>	<b>770,305</b>	<b>797,266</b>	<b>19,292</b>	<b>23,427</b>	<b>26,049</b>	<b>26,961</b>	<b>95,729</b>
% increase		2.75%	3.25%	3.50%	3.50%					
Percentage Increase from current to 4th year					13.65%					
Benefits:										
Medicare	10,172	10,452	10,792	11,169	11,560	280	340	378	391	1,388
W/C	16,346	16,795	17,341	17,948	18,576	450	546	607	628	2,230
SUTA	9,120	9,120	9,120	9,120	9,120	-	-	-	-	-
MERS Employer Contribution	68,400	66,677	65,122	63,550	61,788	(1,723)	(1,554)	(1,572)	(1,762)	(6,612)
Health Insurance	159,271	125,753	130,154	134,709	139,424	(33,519)	4,401	4,555	4,715	(19,847)
Health and Dental Opt Out	36,000	36,000	36,000	36,000	36,000	-	-	-	-	-
Dental Insurance	11,577	12,735	14,008	15,409	16,950	1,158	1,273	1,401	1,541	5,373
Life Insurance	878	922	968	1,017	1,068	44	46	48	51	189
Short-term Disability	4,151	4,566	5,022	5,525	6,077	415	457	502	552	1,926
Education Incentive	2,400	2,520	2,646	2,778	2,778	120	126	132	-	378
Merit Bonus	11,500	12,025	13,626	15,258	18,308	525	1,601	1,631	3,050	6,808
<b>Total fringe benefits</b>	<b>329,816</b>	<b>297,565</b>	<b>304,801</b>	<b>312,484</b>	<b>321,650</b>	<b>(32,251)</b>	<b>7,236</b>	<b>7,683</b>	<b>9,166</b>	<b>(8,166)</b>
% increase		-9.78%	2.43%	2.52%	2.93%					
Total Cost of Wages and Fringe Benefits	1,031,353	1,018,394	1,049,057	1,082,789	1,118,916	(12,959)	30,663	33,732	36,127	87,563
Percentage increase		-1.26%	3.01%	3.22%	3.34%					
Percentage Increase for life of contract					8.49%					
Avg increase per year of contract					2.12%					