

City Council

Regular Meeting Agenda

Monday, September 16, 2013
7:00 p.m., Council Chambers



1. Call to Order

2. Invocation

- Pastor Curry Pikkaart – Hope Reformed Church

3. Roll Call

4. Approval of Agenda

5. 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 September 3, 2013.
- B. Bills totaling \$1,809,814.93 for the period ending September 17, 2013 be approved and forwarded to the Clerk and Treasurer for payment.
- C. City Council will be requested to authorize the City Manager to award the fall paving contract to Northern Construction Services, Corp in the amount of \$465,744.68.
- D. City Council will be requested to approve the purchase of two 2014 Ford Interceptor Utility Vehicles at a cost of \$28,982 each, as a replacement for the marked patrol vehicles.
- E. Council will be asked to receive the following administrative reports and approved minutes to be placed on file:
 - 1) 08-21-2013 Airport Authority Minutes

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

UNFINISHED BUSINESS

6. City Council will be asked to consider Resolution 2013-56 a resolution approving an application for the issuance of industrial facilities exemption certificate as requested by American Twisting Company.

NEW BUSINESS

7. City Council will be asked to consider Resolution 2013-57 a resolution setting a public hearing date for consideration of two (2) applications for industrial facilities exemption certificates requested by East Jordan Plastics, Inc.

8. **City Council will be asked to consider Resolution 2013-58 a resolution establishing the schedule for building permits, planning and zoning fees for residential, commercial and industrial properties.**
9. **City Council will be asked to approve Special Event 2013-30 Fall Fest, to be held on October 11th and 12th, 2013.**
10. **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.)
11. **City Manager's Comments**
12. **Mayor and Councilperson's Comments**
13. **Adjourn**

RESPECTFULLY SUBMITTED,

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

Brian Dissette, City Manager

City Council

Regular Meeting Minutes

Tuesday, September 3, 2013
7:00 p.m., Council Chambers



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

2. Invocation

- Moment of Silence

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. Seconded by Patterson.

Voted Yes: All. Motion Carried.

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

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

- A. Council will be requested to approve the City Council Minutes of August 19, 2013 and August 26, 2013.
- B. Bills totaling \$349,881.01 for the period ending September 4, 2013 be approved and forwarded to the Clerk and Treasurer for payment.
- C. Council will be asked to approve consulting contracts with GRP Engineering Inc. to provide engineering services for design, construction administration, and start-up for the following 2013-14 Electrical Projects:
 - 1) Phoenix Road Substation Transformer Procurement in the amount of \$6,000.
 - 2) Project #102 PR-C Circuit 2nd Avenue in the amount of \$13,000.
 - 3) Project #103 PR-D Circuit Veteran's Blvd. in the amount of \$43,000.
 - 4) Core City Secondary Upgrades on an hourly basis.
- D. Council will be asked to approve a professional services agreement with Abonmarche, to provide engineering services for design, bidding, and construction services for a sanitary sewer extension on Monroe Blvd, in the amount of \$15,500.
- E. Council will be asked to receive the following administrative reports and approved minutes to be placed on file:
 - 1) 04-09-2013 Parks Commission Minutes
 - 2) 04-16-2013 Harbor Commission Workshop Minutes

- 3) 05-21-2013 Harbor Commission Minutes
- 4) 06-11-2013 Parks Commission Minutes
- 5) 06-18-2013 Harbor Commission Minutes
- 6) 06-24-2013 BPU Minutes
- 7) 07-09-2013 Parks Commission Minutes
- 8) 07-11-2013 BPU Special Meeting Minutes
- 9) 07-16-2013 Harbor Commission Minutes
- 10) 07-16-2013 Harbor Commission Workshop Minutes
- 11) 07-16-2013 LHBM Minutes
- 12) 07-17-2013 Airport Authority Minutes
- 13) 08-01-2013 LHBM Minutes
- 14) 08-20-2013 LHBM Minutes

A Roll Call Vote was taken:

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

Nays: None

Motion carried

BOARD & COMMISSION APPOINTMENTS

- 6. City Council will be asked to consider the appointment of Brian Peterson to fill a 3-year term on the Planning Commission expiring in 2014.**

Moved by Gruber and seconded by Patterson to approve the appointment of Brian Peterson to fill a 3-year term on the Planning Commission expiring in 2014.

Voted Yes: All. Motion carried

UNFINISHED BUSINESS

- 7. City Council will be asked to continue the public hearing regarding the Corridor Improvements Authority.**

Background Information: The City Council will be asked to continue a public hearing, related to the establishment of a Corridor Improvement Authority, to address issues related to the I-196 Business Loop and M-43 in the city limits. The public hearing was initiated at the City Council's August 19th regular meeting. That public hearing was continued for inclusion at the September 3rd regular meeting.

As part of this year's priority setting process, the City Council expressed interest in planning improvements to the I-196 Business Loop and exploring financing for those improvements.

That priority is listed below:

Priority #5; Infrastructure Maintenance & Improvements

City Council will seek to maintain the highest quality public infrastructure. The following tasks will be completed:

- During the 2013-14 fiscal year Council will work with staff and the Board of Public Utilities to explore the city's sanitary sewer system and eliminate inflow and infiltration of storm water connections from flowing to the Waste Water Treatment Plant.

- During the 2013-14 fiscal year Council will work with staff to plan and explore the possible creation of a Corridor Improvement District, which seeks to improve the public infrastructure on portion of Broadway and Phoenix Streets.

As part of the authority creation, the City Council is required to provide a series of notices to the public. For tonight's meeting, the City Council should continue the public hearing to receive public comment on the proposed Corridor Improvement Authority.

Council continued public hearing regarding the Corridor Improvements Authority.

Public Comment:

Don Bemis – Voiced concerns about a non-conforming business across from his house.

Moved by Kozlik Wall to close the public hearing regarding the Corridor Improvements Authority. Seconded by Patterson.

Voted Yes: All. Motion carried

8. City Council will be asked to consider the approval of an Ordinance to amend the official map of the South Haven zoning ordinance to rezone 16.8 acres from industrial I-1B to industrial I-1.

Background Information: At the June 6, 2013 meeting, the Planning Commission heard public comments relating to a request from the LDFA to rezone 16.8 acres from the I-1B Industrial zoning to I-1 Light Industrial zoning district. The subject properties are located at 220 Aylworth and 1280 Kalamazoo Streets as shown on the attached map.

Following the public hearing where no comments were received, the Planning Commission unanimously approved a resolution recommending adoption of the rezoning to City Council.

Moved by Patterson to approve an Ordinance to amend the official map of the South Haven zoning ordinance to rezone 16.8 acres from industrial I-1B to industrial I-1. Seconded by Fitzgibbon.

Voted Yes: All. Motion carried.

9. City Council will be asked to consider the approval of an Ordinance to amend section 201 of the South Haven zoning ordinance to define easement and private road.

Background Information: At the August 19, 2013 City Council meeting, staff was asked to make a clarification to the draft amendment to zoning ordinance section 201 regarding easements. Staff subsequently made the clarification by including the provision that the easements must be recorded to be considered valid.

Moved by Fitzgibbon to approve an Ordinance to amend section 201 of the South Haven zoning ordinance to define easement and private road. Seconded by Patterson.

Voted Yes: All. Motion carried.

10. City Council will be asked to consider the approval of an Ordinance to amend section 2001 and 2008 of the South Haven zoning ordinance to allow for institutional signage in residential zones.

Background Information: At the August 19, 2013 City Council meeting, staff was asked to make a clarification to the draft amendment to zoning ordinance Article XX, Sections 2001 and 2008 as to the number of signs permitted for institutional uses in residential zoning districts. s. Staff subsequently made the clarification by including the provision that, "No establishment may have both a wall sign and a freestanding sign on any street front".

Moved by Fitzgibbon to approve an Ordinance to amend section 2001 and 2008 of the South Haven zoning ordinance to allow for institutional signage in residential zones. Seconded by Kozlik Wall.

Voted Yes: All. Motion carried.

NEW BUSINESS

11. City Council will be asked to consider approval of Resolution 2013-53, a resolution setting a public hearing regarding the American Twisting IFT.

Background Information: The City Council will be asked to schedule a public hearing date to consider an Industrial Facilities Tax Exemption Certificate for American Twisting Company, located at 1675 Stieve Drive.

The tax exemption request, which totals \$540,000, is for personal property acquired by the company. The company plans to acquire new twisting equipment to assist with their paper products assembly. The applicant notes that the company anticipates creating 2 new jobs and plans to retain 39 existing jobs at their facility as a result of the project.

American Twisting Company was founded in 1924. Since 1986 American Twisting has been located in the City of South Haven. American Twisting produces twisted paper bag handles for designer shopping bags found in virtually every shopping mall across the Country. In 1991 American Twisting constructed a second facility in South Haven, across the street from their main building. From these facilities, American Twisting produces between 8 million and 10 million feet of twisted paper products, per day, for use by their customers. The company is an ISO 9001:2008 Manufacturer of Paper Covered Wire and Custom Slitted Products. American Twisting is also recognized by the Forest Stewardship Council (FSC) and is FSC Certified.

The estimated total value of the Industrial Facilities Tax Exemption Certificate for American Twisting Company is \$27,762 over the 12 year life of agreement. The tax exemption does include a "claw-back" provision, which allows the City of South Haven to seek the abated tax amount if the terms of the abatement are not met by the business.

A public hearing will be held on September 16, 2013 prior to final approval of the request.

Moved by Kozlik Wall to approve Resolution 2013-53, a resolution setting a public hearing regarding the American Twisting IFT. Seconded by Fitzgibbon.

Voted Yes: All. Motion carried.

12. City Council will be asked to approve Special Event 2014-01 Summer Art Fair.

Background Information: The special event request for the 2014 Summer Art Fair sponsored by the South Haven Center for the Arts is ready for City Council to approve. As in the past it will be held at Stanley Johnston Park. While the 2014 event is similar to past events in 2014 the organizers are requesting to change the event from a one day event to a two day event (Saturday, July 5 & Sunday, July 6) with set up being on Friday, July 4th.

Overnight security will be provided by the Art Center. An extra dumpster and extra trash containers will be necessary as this event has the potential to draw 20,000 people. The Art Center intends to bring in port-a-johns for this event and place them adjacent to the picnic shelter. This is necessary because the existing restrooms cannot handle the large volume of people that attend the art fair.

The special event application has been provided for your review.

Proof of insurance has been provided.

Moved by Patterson to approve Special Event 2014-01 Summer Art Fair. Seconded by Kozlik Wall.

Voted Yes: All. Motion carried.

13. City Council will be asked to consider approval of Resolution 2013-54, a resolution adopting the 2013 special assessment installment poverty exemption guidelines.

Background Information: The City Council will be asked to consider the 2013 special assessment poverty exemption guidelines for approval and adoption. Should the guidelines be approved, the special assessment poverty exemption guidelines will be used by the Assessing Department when considering relief requests at the annual Board of Review meeting(s).

As part of the Kalamazoo Street Reconstruction Project, Phase 2, the City Council approved a variety of action items, including the approval of a special assessment district (SAD) for the properties adjacent to the construction. As part of the SAD approval, the City Council expressed interest in providing a poverty exemption program, similar to the long established property tax poverty exemption program, for properties included in a SAD.

Several years ago, at a meeting of the City Council, there was debate over the proposed Federal Poverty Guidelines and whether or not they should be adopted. Ultimately the City Council opted not to adopt the guidelines, stating that the proposed levels were set too low, and should be adjusted to a more acceptable level.

In an effort to create a more acceptable local level for the poverty guidelines, staff modified the asset standards to reflect the asset eligibility limitation to not exceed \$5,000 (as opposed to the original \$2,000). Further, the guidelines were modified to reflect that an individual's primary motor vehicle would not be included in the asset calculation. The final adjustment that staff made to the proposed guidelines was to increase the poverty threshold maximum income level by \$5,000 per unit of family. Ultimately the adjustments made by staff were accepted by the City Council and the guidelines were approved and adopted. These modified guidelines have been used since 2009.

For tonight's meeting, the City Council will be asked to approve and adopt the special assessment poverty guidelines. Staff has mirrored the levels set forth in the 2009 property tax poverty exemption guidelines, in an effort to continue the levels offered in the prior years. The proposed 2013 special assessment poverty guidelines, if adopted, will be less restrictive than the Federal poverty guidelines, but appear to be locally acceptable.

Moved by Fitzgibbon to approve Resolution 2013-54, a resolution adopting the 2013 special assessment installment poverty exemption guidelines. Seconded by Patterson.

Voted Yes: All. Motion carried.

14. City Council will be asked to consider approval of Resolution 2013-55, a resolution authorizing the City Manager to effectuate a settlement agreement with DuPont, for damage done to city trees by DuPont fertilizer.

Background Information: The City Council will be asked to consider a resolution which authorizes the City Manager to agree to the terms of the DuPont Imprelis® Claim Resolution Agreement and to sign as the Authorized Property Owner.

There is a Settlement of a class action lawsuit providing money and other compensation for damage to trees and other vegetation that was caused by a weed-control product called Imprelis®.

Imprelis® was an herbicide (weed-killer or weed-control product) approved for use in all states across the country, except California and New York, and was used by lawn care professionals on residential and commercial properties as well as by golf courses and other self-applicators between August 31, 2010, and August 21, 2011. In addition to weeds, the lawsuit claims that Imprelis® also kills and damages certain trees and other non-target vegetation.

The City of South Haven received notice from DuPont that City Hall property was identified as having reported injuries to trees related to the application of Imprelis®, and offered a claims process. The claims process included submitting an Inspection Request Form, a property inspection by a Settlement Claims Process representative, review of the claim, and receipt of a proposed offer detailing the compensation and services available under the Settlement.

In the attached Claim Resolution Agreement, DuPont offers to:

- Remove 8 specified trees from the property or pay \$6,437.50.
- Pay \$27,580.00 for the replacement of those 8 trees.
- Pay \$1,200.00 to provide new tree maintenance for replacement trees.
- Pay \$5,505.00 to purchase tree care for 7 other trees remaining on the property.
- Give a limited warranty for damage (if any) to trees caused by Imprelis® arising in the future.
- Pay an additional \$6,108.38 in compensation.

The City's legal counsel has reviewed this agreement and recommends accepting the terms.

Moved by Fitzgibbon to approve Resolution 2013-55, a resolution authorizing the City Manager to effectuate a settlement agreement with DuPont, for damage done to city trees by DuPont fertilizer. Seconded by Klavins.

Voted Yes: All. Motion carried.

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

16. City Manager's Comments

17. Mayor and Councilperson's Comments

Klavins – Spoke about the bridge and Phoenix Street projects.

Arnold – School is back in session. Please watch out for kids and busses.

Patterson – Remember the Flywheelers event coming up.

Fitzgibbon – Spoke about the successful summer season. Kudos to the City.

Gruber – Spoke about working on Mr. Bemis' concerns.

Kozlik Wall – Kudos to the City on clean up after the weekend events. Also kudos to all the merchants.

Burr – Reminded everyone about the upcoming Myrtle Beach Film Fest.

18. Adjourn

Moved by Kozlik Wall to adjourn. Seconded by Patterson.

Voted Yes: All. Motion carried. Meeting adjourned at 7:39 p.m.

RESPECTFULLY SUBMITTED,



Michelle Coffey
Deputy City Clerk

Approved by City Council: **DRAFT**

**CITY OF SOUTH HAVEN
SEPTEMBER 17, 2013**

	PREPAID	CURRENT	TOTAL
101-GENERAL FUND	\$ 22,584.64	\$ 48,665.49	\$ 71,250.13
202-MAJOR STREET FUND	\$ -	\$ 66.60	\$ 66.60
203-LOCAL STREET FUND	\$ -	\$ 2,470.00	\$ 2,470.00
204-STREET FUND	\$ -	\$ 70,633.25	\$ 70,633.25
226-GARBAGE/REFUSE FUND	\$ 27,126.98	\$ -	\$ 27,126.98
250-DOWNTOWN DEVELOPMENT	\$ 7,965.00	\$ 57,309.17	\$ 65,274.17
251-LDFA #1	\$ -	\$ 14,786.00	\$ 14,786.00
253-LDFA #3	\$ -	\$ -	\$ -
260-BROWNFIELD AUTHORITY	\$ -	\$ 34,739.29	\$ 34,739.29
265-NARCOTICS UNIT	\$ -	\$ -	\$ -
266-POLICE TRAINING	\$ 42.66	\$ -	\$ 42.66
296-RIVER MAINTENANCE	\$ 3,530.67	\$ -	\$ 3,530.67
371-CAPITAL BOND DEBT SERV	\$ -	\$ -	\$ -
372-WATER PLANT FUND	\$ -	\$ -	\$ -
395-DDA DEBT SERVICE	\$ -	\$ -	\$ -
401-CAPITAL PROJECTS	\$ -	\$ 206,115.13	\$ 206,115.13
402-CAPITAL PROJECTS #2	\$ -	\$ -	\$ -
545-BLACK RIVER PARK	\$ 115.78	\$ 616.08	\$ 731.86
577-BEACH FUND	\$ 138.00	\$ 1,164.35	\$ 1,302.35
582-ELECTRIC FUND	\$ 2,240.45	\$ 11,127.18	\$ 13,367.63
591-WATER FUND	\$ 33,080.90	\$ 112,038.17	\$ 145,119.07
592-SEWER FUND	\$ 44,490.66	\$ 31,695.36	\$ 76,186.02
594-MUNICIPAL MARINA	\$ 4,025.81	\$ 5,220.50	\$ 9,246.31
636-INFORMATION SERVICES	\$ 503.35	\$ 4,889.95	\$ 5,393.30
661-MOTOR POOL	\$ 548.28	\$ -	\$ 548.28
677-SELF INSURANCE	\$ 60.85	\$ -	\$ 60.85
703-TAX FUND	\$ 1,061,824.38	\$ -	\$ 1,061,824.38
718-TRUST & AGENCY	\$ -	\$ -	\$ -
750-EMPLOYEE WITHHOLDING	\$ -	\$ -	\$ -
TOTAL	\$ 1,208,278.41	\$ 601,536.52	\$ 1,809,814.93

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank 1 FIFTH THIRD BANK					
08/29/2013	1	45463	000014	ABONMARCHE CONSULTANTS INC	7,061.33
08/29/2013	1	45464	MISC	AIRA LODYGOWSKI	4.00
08/29/2013	1	45465	003184	ALTA EQUIPMENT COMPANY	482.96
08/29/2013	1	45466	UB REFUND	AM & S INVESTMENTS	74.07
08/29/2013	1	45467	UB REFUND	BANK OF AMERICA/BAC FIELD SERVICES	158.62
08/29/2013	1	45468	000519	CONSUMERS ENERGY	245.47
08/29/2013	1	45469	UB REFUND	GOLD STAR REALTY LLC	87.02
08/29/2013	1	45470	000924	GRANT DALY PAINTING	7,375.00
08/29/2013	1	45471	UB REFUND	HART, MARCIA R	3.10
08/29/2013	1	45472	003187	HATHAWAY, RODERICK	42.66
08/29/2013	1	45473	MISC	HOLBEN ENVIRONMENTAL	150.00
08/29/2013	1	45474	001329	LAKE MICHIGAN COLLEGE	69,191.09
08/29/2013	1	45475	001373	LAWN BOYS INC	190.00
08/29/2013	1	45476	001435	LULL, DEBORAH	425.00
08/29/2013	1	45477	MISC	MARI MICHEALS	5.00
08/29/2013	1	45478	001544	MENARDS	30.35
08/29/2013	1	45479	001828	NEXTEL COMMUNICATIONS	40.99
08/29/2013	1	45480	002020	POWER LINE SUPPLY CO	878.89
08/29/2013	1	45481	002415	SOUTH HAVEN PUBLIC SCHOOLS	588,553.76
08/29/2013	1	45482	002757	VAN BUREN COUNTY TREASURER	404,079.53
08/29/2013	1	45483	002792	VERIZON WIRELESS	816.69
08/29/2013	1	45484	002132	RELIABLE DISPOSAL INC #646	33,741.98
09/04/2013	1	45485	000225	BEACHTOWN CREATIVE INC	2,089.67
09/04/2013	1	45486	002494	STATE OF MICHIGAN	590.00
09/04/2013	1	45487	001343	LAKESHORE PAINT & ARTWORKS	885.20
09/06/2013	1	45488	003126	8TH DISTRICT COURT	200.00
09/06/2013	1	45489	000162	ASR HEALTH BENEFITS	60.85
09/06/2013	1	45490	000471	CITY PLUMBING & HEATING CO	1,030.00
09/06/2013	1	45491	000498	COMCAST	119.85
09/06/2013	1	45492	000498	COMCAST	134.85
09/06/2013	1	45493	UB REFUND	DEPARTMENT OF HUMAN SERVICES	90.74
09/06/2013	1	45494	000660	DOMESTIC LINEN-KALAMAZOO	1,817.83
09/06/2013	1	45495	000843	FRONTIER	28.12
09/06/2013	1	45496	000843	FRONTIER	44.15
09/06/2013	1	45497	000967	JODY GUILFORD	180.80
09/06/2013	1	45498	UB REFUND	HEAD, LEEANN D	175.87
09/06/2013	1	45499	001331	LAKE MICHIGAN MAILERS	10,000.00
09/06/2013	1	45500	UB REFUND	MICHAEL BALSITIS INC	396.52
09/06/2013	1	45501	001642	MICHIGAN SECTION AWWA	200.00
09/06/2013	1	45502	001642	MICHIGAN SECTION AWWA	500.00
09/06/2013	1	45503	UB REFUND	MURPHY, GENESIS E	144.85
09/06/2013	1	45504	UB REFUND	NICKEL, RENEE L	36.27
09/06/2013	1	45505	002132	RELIABLE DISPOSAL INC #646	628.95
09/06/2013	1	45506	UB REFUND	SAFEGUARD PROPERTIES	87.96
09/06/2013	1	45507	002424	SOUTH HAVEN/CASCO	75,198.42

1 TOTALS:

Total of 45 Checks:	1,208,278.41
Less 0 Void Checks:	0.00
Total of 45 Disbursements:	1,208,278.41

INVOICE DUE DATES 09/17/2013 - 09/17/2013
 JOURNALIZED OPEN AND PAID
 BANK CODE: 1 - CHECK TYPE: PAPER CHECK

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
09/5/13 34147	7TH DISTRICT COURT-WEST 8 TICKET BOOKS 101-301-741-000	09/05/2013 ksteinman	09/17/2013	52.00	0.00	P	Y 09/10/2013
	OPERATING SUPPLIES			52.00			
107362 34099	ABONMARCHE CONSULTANTS INC VAN BUREN TRAIL 250-729-974-018-0127	08/26/2013 ksteinman	09/17/2013	2,625.95	0.00	P	Y 09/09/2013
	CAPITAL PROJECTS			2,625.95			
107326 34132	ABONMARCHE CONSULTANTS INC TOPO SURVEY FOR 2013 STREET RESURF 204-446-801-000	08/21/2013 ksteinman	09/17/2013	12,767.50	0.00	P	Y 09/10/2013
	PROFESSIONAL/CONSULTING FEES			12,767.50			
107327 34133	ABONMARCHE CONSULTANTS INC MONROE BLVD BLUFF STABILIZATION 101-751-801-000	08/21/2013 ksteinman	09/17/2013	2,243.00	0.00	P	Y 09/10/2013
	PROFESSIONAL/CONSULTING FEES			2,243.00			
107328 34134	ABONMARCHE CONSULTANTS INC PUMP TRACK 101-751-801-000	08/21/2013 ksteinman	09/17/2013	1,525.75	0.00	P	Y 09/10/2013
	PROFESSIONAL/CONSULTING FEES			1,525.75			
107469 34169	ABONMARCHE CONSULTANTS INC SEWER SYSTEM EVALUATION 592-558-801-008	09/06/2013 ksteinman	09/17/2013	19,436.00	0.00	P	Y 09/11/2013
	SANITARY SEWER EVALUATION SURV			19,436.00			
107325 34182	ABONMARCHE CONSULTANTS INC PHOENIX STREET DESIGN ASSITANCE 250-729-974-018	08/21/2013 ksteinman	09/17/2013	2,182.40	0.00	P	Y 09/11/2013
	PHOENIX STREET DESIGN ASSISTANCE			2,182.40			
107121 34183	ABONMARCHE CONSULTANTS INC PHOENIX STREET DESIGN ASSITANCE 250-729-974-018	07/22/2013 ksteinman	09/17/2013	11,740.25	0.00	P	Y 09/11/2013
	CAPITAL PROJECTS			11,740.25			
SCL 10001824 34080	ALEXANDER CHEMICAL CORP DEPOSIT REFUND 592-559-741-000	08/15/2013 ksteinman	09/17/2013	(400.00)	(400.00)	O	Y 09/09/2013
	OPERATING SUPPLIES			(400.00)			

User: ksteinman

DB: South Haven

INVOICE DUE DATES 09/17/2013 - 09/17/2013

JOURNALIZED OPEN AND PAID

BANK CODE: 1 - CHECK TYPE: PAPER CHECK

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
280901 34130	APEX SOFTWARE MAINTENANCE RENEWAL 101-209-802-000	08/28/2013 ksteinman OTHER CONTRACTUAL SERVICES	09/17/2013	310.00 310.00	0.00	P	Y 09/10/2013
1279574 34056	APPROVED FIRE PROTECTION CO ANNUAL FIRE EXTINGUISHER MAINTENAN 101-265-802-000	08/30/2013 ksteinman OTHER CONTRACTUAL SERVICES	09/17/2013	441.10 441.10	0.00	P	Y 09/09/2013
129610 34057	APPROVED FIRE PROTECTION CO ANNUAL FIRE EXTINGUISHER MAINTENAN 202-473-741-000	08/26/2013 ksteinman OPERATING SUPPLIES	09/17/2013	66.60 66.60	0.00	P	Y 09/09/2013
127953 34135	APPROVED FIRE PROTECTION CO ANNUAL FIRE EXTINGUISER MAINTENANC 591-559-802-000	08/30/2013 ksteinman OTHER CONTRACTUAL SERVICES	09/17/2013	198.00 198.00	0.00	P	Y 09/10/2013
233-778711 34103	AUTOWARES INC REPAIR/MAINTENANCE SUPPLIES 661-450-741-003	08/30/2013 ksteinman REPAIR & MAINT SUPPLIES	09/17/2013	7.09 7.09	0.00	P	Y 09/09/2013
233-778467 34104	AUTOWARES INC REPAIR/MAINTENANCE SUPPLIES 661-450-741-003	08/28/2013 ksteinman REPAIR & MAINT SUPPLIES	09/17/2013	9.59 9.59	0.00	P	Y 09/09/2013
233-778723 34105	AUTOWARES INC REPAIR/MAINTENANCE SUPPLIES 661-450-741-003	08/30/2013 ksteinman REPAIR & MAINT SUPPLIES	09/17/2013	29.57 29.57	0.00	P	Y 09/09/2013
233-778725 34106	AUTOWARES INC REPAIR/MAINTENANCE SUPPLIES 661-450-748-000	08/30/2013 ksteinman MOTOR FUEL & LUBRICANTS	09/17/2013	3.59 3.59	0.00	P	Y 09/09/2013
860895 34059	B & R MOBILE HOMES INC MOBILE HOME LEASE 401-301-980-000	08/27/2013 ksteinman POLICE/FIRE COMPLEX	09/17/2013	1,793.94 1,793.94	0.00	P	Y 09/09/2013

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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
42244 34089	BRONSINK & BOS EQUIPMENT SUPPLIES FOR MOWERS 661-450-741-003	08/30/2013 ksteinman REPAIR & MAINT SUPPLIES	09/17/2013	480.74 480.74	0.00	P	Y 09/09/2013
245013 34179	CARRIER & GABLE INC TRAFFICE SIGNAL PARTS PER QUOTE #1 250-729-974-018 250-729-974-018 250-729-974-018 250-729-974-018 250-729-974-018 250-729-974-018 250-729-974-018 250-729-974-018 250-729-974-018	08/19/2013 ksteinman ACCESS POINT CARD SERIAL PORT RADIO ISOLATOR BRACKET, MOUNTING AP/REP/SPP RADIO EXTENSION CARD SENSOR, VEHICLE STOP BAR EPOXY, TUBE FOR SENSOR ORANGE POWER SUPPLY CABLE	09/17/2013	13,250.25 1,875.00 1,380.00 750.00 348.00 421.75 7,140.00 600.00 198.50 537.00	0.00	P	Y 09/11/2013
FL32933 34152	CDW GOVERNMENT INC HP OFFICEJET PRINTER CARTRIDGE 636-258-980-001	08/28/2013 ksteinman COMPUTER HARDWARE	09/17/2013	214.55 214.55	0.00	P	Y 09/10/2013
FK12939 34153	CDW GOVERNMENT INC COMPUTER HARDWARE 636-258-980-001	08/26/2013 ksteinman COMPUTER HARDWARE	09/17/2013	124.55 124.55	0.00	P	Y 09/10/2013
298718 34146	CHIEF SUPPLY CORP CLOTHING 101-301-729-000	08/28/2013 ksteinman UNIFORMS	09/17/2013	127.36 127.36	0.00	P	Y 09/10/2013
296413 34148	CHIEF SUPPLY CORP CLOTHING 101-301-729-000	08/23/2013 ksteinman UNIFORMS	09/17/2013	32.08 32.08	0.00	P	Y 09/10/2013
296412 34149	CHIEF SUPPLY CORP CLOTHING 101-301-729-000	08/23/2013 ksteinman UNIFORMS	09/17/2013	208.39 208.39	0.00	P	Y 09/10/2013
023229 34123	CITY PLUMBING & HEATING CO SERVICE MAINTENANCE	08/22/2013 ksteinman	09/17/2013	617.57	0.00	P	Y 09/09/2013

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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
	101-265-802-000 OTHER CONTRACTUAL SERVICES			617.57			
023307							
34165	CITY PLUMBING & HEATING CO LINC SERVICE PREVENTIVE MAINTENANC 101-265-802-000 OTHER CONTRACTUAL SERVICES	08/28/2013 ksteinman	09/17/2013	142.50 142.50	0.00	P	Y 09/11/2013
081329							
34154	COMPTON INC DUNKLEY AVE STORM SEWER INSTALLATI 101-446-802-000 OTHER CONTRACTUAL SERVICES	08/23/2013 ksteinman	09/17/2013	2,176.00 2,176.00	0.00	P	Y 09/10/2013
081316							
34155	COMPTON INC MONROE BLVD STORM DRAIN REPAIR 101-446-802-000 OTHER CONTRACTUAL SERVICES	08/13/2013 ksteinman	09/17/2013	7,175.00 7,175.00	0.00	P	Y 09/10/2013
201220A-01							
34160	CORNELISSE DESIGN ASSOC INC PHOENIX ST DIG IMPROVEMENTS 250-729-727-001 MARKETING/PROMOTIONAL	08/31/2013 ksteinman	09/17/2013	1,750.00 1,750.00	0.00	P	Y 09/11/2013
201220-05CD							
34180	CORNELISSE DESIGN ASSOC INC LANDSCAPE ARCHITECTURE SERVICE 250-729-974-018 CAPITAL PROJECTS	08/31/2013 ksteinman	09/17/2013	5,203.50 5,203.50	0.00	P	Y 09/11/2013
201220-EXTRAS #3 CD							
34181	CORNELISSE DESIGN ASSOC INC LANDSCAPE ARCHITECTURE SERVICE 250-729-974-018 LANDSCAPE ARCHITECTURE SERVICE	07/25/2013 ksteinman	09/17/2013	4,431.25 4,431.25	0.00	P	Y 09/11/2013
3405							
34086	DE BEST INC LANSCAPE SUPPLIES 101-276-741-000 OPERATING SUPPLIES 101-751-741-000 OPERATING SUPPLIES 101-446-741-000 OPERATING SUPPLIES 591-558-741-000 OPERATING SUPPLIES	08/24/2013 ksteinman	09/17/2013	680.00 85.00 198.34 198.33 198.33	0.00	P	Y 09/09/2013
PAY REQ #1							
34167*	DE SAL EXCAVATING INC KALAMAZOO ST RECONSTRUCTIN PHASE I 591-558-802-000-0126 OTHER CONTRACTUAL SERVICES 592-558-802-000-0126 OTHER CONTRACTUAL SERVICES 204-446-801-000-0126 PROFESSIONAL/CONSULTING FEES 204-002-211-133 RETAINAGE-DE SAL EXCAVATING	08/30/2013 ksteinman	09/17/2013	151,912.78 92,630.53 1,851.00 74,310.45 (16,879.20)	0.00	P	Y 09/11/2013

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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
XJ6RXWW28 34076	DELL MARKETING L P COMPUTER HARDWARE 636-258-980-001	08/15/2013 ksteinman COMPUTER HARDWARE	09/17/2013	3,717.40 3,717.40	0.00	P	Y 09/09/2013
3633837 34070	EJ USA INC SUPPLIES 582-558-741-000	08/28/2013 ksteinman OPERATING SUPPLIES	09/17/2013	4,446.00 4,446.00	0.00	P	Y 09/09/2013
117297 34095	ELECSYS INTERNATIONAL CORP MONTHLY MAINTENANCE CHARGE 582-558-802-000 591-558-802-000 592-558-802-000	08/28/2013 ksteinman OTHER CONTRACTUAL SERVICES OTHER CONTRACTUAL SERVICES OTHER CONTRACTUAL SERVICES	09/17/2013	267.00 186.90 40.05 40.05	0.00	P	Y 09/09/2013
575482 34055	ELWOOD STAFFING STAFFING 101-751-802-000	09/04/2013 ksteinman OTHER CONTRACTUAL SERVICES	09/17/2013	1,605.80 1,605.80	0.00	P	Y 09/06/2013
573116 34077	ELWOOD STAFFING STAFFING 101-751-802-000	08/28/2013 ksteinman OTHER CONTRACTUAL SERVICES	09/17/2013	2,516.00 2,516.00	0.00	P	Y 09/09/2013
PP #4 FINAL 34100	JD FISHER BUILDERS ELKENBURG PARK RECONSTRUCTION 101-751-975-000-0146	08/28/2013 ksteinman BUILDINGS/ADDITIONS IMPROVE	09/17/2013	9,818.60 9,818.60	0.00	P	Y 09/09/2013
09/07/13 34126	FRONTIER TELEPHONE 269-637-3251-010165-5 101-265-850-000 101-001-070-002	09/07/2013 ksteinman TELEPHONE DUE FROM L H B MUSEUM	09/17/2013	127.55 29.95 97.60	0.00	P	Y 09/10/2013
09/07/13 34127	FRONTIER TELEPHONE 269-637-5493-070711-5 591-559-850-000	09/07/2013 ksteinman TELEPHONE	09/17/2013	131.20 131.20	0.00	P	Y 09/10/2013
09/07/13 34128	FRONTIER TELEPHONE 616-040-1864-120202-5 582-558-850-000	09/07/2013 ksteinman TELEPHONE	09/17/2013	29.00 14.50	0.00	P	Y 09/10/2013

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	GL Distribution						
	591-558-850-000	TELEPHONE		7.25			
	592-558-850-000	TELEPHONE		7.25			
1324301							
34161	FUEL MANAGEMENT SYSTEM	08/31/2013	09/17/2013	8,314.42	0.00	P	Y
	FUEL	ksteinman					09/11/2013
	101-301-748-000	MOTOR FUEL		2,760.38			
	101-728-748-000	MOTOR FUEL		59.10			
	101-371-748-000	MOTOR FUEL		56.06			
	582-558-748-000	MOTOR FUEL		1,063.88			
	101-751-748-000	MOTOR FUEL		983.67			
	101-276-748-000	MOTOR FUEL		82.36			
	582-558-748-000	MOTOR FUEL		132.05			
	591-558-748-000	MOTOR FUEL		37.14			
	592-558-748-000	MOTOR FUEL		37.14			
	101-446-748-000	MOTOR FUEL		408.99			
	577-751-748-000	MOTOR FUEL		124.55			
	592-559-748-000	MOTOR FUEL		587.54			
	204-447-748-000	MOTOR FUEL		101.17			
	591-558-748-000	MOTOR FUEL		33.72			
	592-558-748-000	MOTOR FUEL		33.72			
	591-558-748-000	MOTOR FUEL		386.65			
	592-558-748-000	MOTOR FUEL		386.65			
	661-450-748-000	MOTOR FUEL & LUBRICANTS		1,039.65			
000848225							
34175	GALLS	08/01/2013	09/17/2013	121.99	0.00	P	Y
	MICHAELA	ksteinman					09/11/2013
	101-301-729-000	UNIFORMS		121.99			
3161							
34060	GLOBAL ENVIRONMENTAL CONSULTING	09/03/2013	09/17/2013	600.00	0.00	P	Y
	CHRONIC TOXICITY TESTING	ksteinman					09/09/2013
	592-560-802-000	OTHER CONTRACTUAL SERVICES		600.00			
9217240556							
34082	GRAINGER	08/14/2013	09/17/2013	451.52	0.00	P	Y
		ksteinman					09/09/2013
	592-569-933-000-0062	REPAIRS/MAINTENANCE - EQUIP		451.52			
9222863301							
34083	GRAINGER	08/20/2013	09/17/2013	62.94	0.00	P	Y
	SUPPLIES	ksteinman					09/09/2013
	592-559-727-000	OFFICE SUPPLIES		62.94			

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9231171027 34137	GRAINGER EQUIPMENT 592-559-933-000	08/29/2013 ksteinman	09/17/2013	270.83	0.00	P	Y 09/10/2013
	REPAIRS/MAINTENANCE - EQUIP			270.83			
9224715848 34138	GRAINGER SUPPLIES 592-559-729-001	08/22/2013 ksteinman	09/17/2013	143.18	0.00	P	Y 09/10/2013
	OTHER CLOTHING & SUPPLIES			143.18			
20130711 34158	GRP ENGINEERING INC SERVICES 7/1/13 TO 8/4/13 250-729-974-018-0150	08/05/2013 ksteinman	09/17/2013	4,000.00	0.00	P	Y 09/10/2013
	CAPITAL PROJECTS			4,000.00			
8450177 34140	HACH COMPANY LAB SUPPLIES 591-559-741-000	08/23/2013 ksteinman	09/17/2013	300.51	0.00	P	Y 09/10/2013
	OPERATING SUPPLIES			300.51			
09/01/13 34066	HERALD PALLADIUM PRINTING/PUBLISHING 101-101-900-000	09/01/2013 ksteinman	09/17/2013	1,561.52	0.00	P	Y 09/09/2013
	PRINTING/PUBLISHING			1,561.52			
2894130069 34159	HOME CITY ICE COMPANY, THE ICE 545-776-802-000	08/29/2013 ksteinman	09/17/2013	125.00	0.00	P	Y 09/11/2013
	OTHER CONTRACTUAL SERVICES			125.00			
S-0086812 34078	HULL LIFT TRUCK INC PARTS 661-450-741-003	06/13/2013 ksteinman	09/17/2013	43.22	0.00	P	Y 06/30/2013
	REPAIR & MAINT SUPPLIES			43.22			
S-0090177 34117	HULL LIFT TRUCK INC PARTS 661-450-741-003	08/30/2013 ksteinman	09/17/2013	81.73	0.00	P	Y 09/09/2013
	REPAIR & MAINT SUPPLIES			81.73			
0029994-IN 34141	HYDRO DESIGNS INC CROSS CONNECTION CONTROL PROGRAM 591-559-802-000	08/31/2013 ksteinman	09/17/2013	995.00	0.00	P	Y 09/10/2013
	OTHER CONTRACTUAL SERVICES			995.00			

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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
271203567 34062	IDEXX DISTRIBUTION INC OPRATING SUPPLIES 591-559-741-000	08/27/2013 ksteinman OPERATING SUPPLIES	09/17/2013	1,005.53 1,005.53	0.00	P	Y 09/09/2013
271237623 34136	IDEXX DISTRIBUTION INC SUPPLIES 591-559-741-000	08/28/2013 ksteinman OPERATING SUPPLIES	09/17/2013	131.74 131.74	0.00	P	Y 09/10/2013
1901801006431 34150	INTERSTATE ALL BATTERY CENTER BATTERIES 101-301-741-000	08/27/2013 ksteinman OPERATING SUPPLIES	09/17/2013	479.40 479.40	0.00	P	Y 09/10/2013
2628 34088	J & B LANDING RED BEACH FLAGS 577-751-741-000	08/29/2013 ksteinman OPERATING SUPPLIES	09/17/2013	305.00 305.00	0.00	P	Y 09/09/2013
17288 34125	J & L ORCHARD SUPPLY LLC SUPPLIES 591-558-741-000	08/27/2013 ksteinman OPERATING SUPPLIES	09/17/2013	50.50 50.50	0.00	P	Y 09/09/2013
17212 34129	J & L ORCHARD SUPPLY LLC PVC 592-558-741-000	08/22/2013 ksteinman OPERATING SUPPLIES	09/17/2013	31.68 31.68	0.00	P	Y 09/10/2013
S. HAVEN 34178	JIM & TONI'S DRYCLEANERS LAUNDRY SERVICE 101-301-801-021	09/01/2013 ksteinman LAUNDRY & DRYCLEANING	09/17/2013	282.25 282.25	0.00	P	Y 09/11/2013
10037011 34085	JOHN'S STEREO INC SUPPLIES 592-559-727-000	08/20/2013 ksteinman OFFICE SUPPLIES	09/17/2013	214.97 214.97	0.00	P	Y 09/09/2013
PP #6- FINAL 34067	KALIN CONSTRUCTION CO, INC KALAMAZOO STREET RECONSTRUCTION PH 101-101-860-000	09/06/2013 ksteinman TRAVEL/CONFERENCES/TRAINING	09/17/2013	1,000.00 1,000.00	0.00	P	Y 09/09/2013

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
PAY REQ #6- FINAL							
34168	KALIN CONSTRUCTION CO, INC	08/07/2013	09/17/2013	1,000.00	0.00	P	Y
	KALAMAZOO ST RECONSTRUCTION PHASE	ksteinman					09/11/2013
	204-446-801-000-0126	PROFESSIONAL/CONSULTING FEES		333.33			
	591-558-802-000-0126	OTHER CONTRACTUAL SERVICES		333.33			
	592-558-802-000-0126	OTHER CONTRACTUAL SERVICES		333.34			
548000							
34101	KENNEDY INDUSTRIES INC	08/13/2013	09/17/2013	1,139.04	0.00	P	Y
	MAINTENANCE EQUIPMENT	ksteinman					09/09/2013
	592-569-933-000	REPAIRS/MAINTENANCE - EQUIP		1,139.04			
1103							
34176	KIWANIS CLUB OF SOUTH HAVEN	08/25/2013	09/17/2013	129.00	0.00	P	Y
	4TH QUARTER DUES AND MEALS	ksteinman					09/11/2013
	101-301-958-000	SUBSCRIPTIONS/MEMBERSHIPS		129.00			
223786							
34065	KREIS, ENDERLE, HUDGINS & BORSOS PC	08/31/2013	09/17/2013	1,166.00	0.00	P	Y
	LABOR AND EMPLOYMENT MATTERS	ksteinman					09/09/2013
	101-210-801-000	PROFESSIONAL/CONSULTING FEES		1,166.00			
2012-2013							
34171	LAGO BLUE, LLC	09/10/2013	09/17/2013	27,793.66	0.00	P	Y
	CENTRAL LOFTS 500 ERIE ST BROWNIE	ksteinman					09/11/2013
	260-622-802-061	OTHER CONTRACTUAL-CENTRAL LOFT		27,793.66			
232733							
34079	F D LAKE COMPANY	08/06/2013	09/17/2013	205.39	0.00	P	Y
	NYLON WEB SLINGS	ksteinman					09/09/2013
	582-558-933-000	REPAIRS/MAINTENANCE - EQUIPM		205.39			
113851							
34116	LAKESHORE PAINT & ARTWORKS	08/02/2013	09/17/2013	29.50	0.00	P	Y
	PAINT	ksteinman					09/09/2013
	101-751-741-000	OPERATING SUPPLIES		29.50			
PAY APP #2							
34166*	LAKWOOD INC	07/25/2013	09/17/2013	203,163.00	0.00	P	Y
	PUBLIC SAFETY BUILDING	ksteinman					09/11/2013
	401-301-980-000-0145	POLICE/FIRE COMPLEX		240,781.00			
	401-002-211-114	CONT RETAINAGE-LAKWOOD		(37,618.00)			
PP #2- FINAL							
34058	LINEAR ELECTRIC	09/06/2013	09/17/2013	14,786.00	0.00	P	Y
	BOHN LIGHTING	ksteinman					09/09/2013
	251-901-802-000	OTHER CONTRACTUAL SERVICES		14,786.00			

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22470 34162	MAINTENANCE CONNECTION INC ASP SERVICE 592-570-802-000 592-562-802-000 592-569-802-000	08/01/2013 ksteinman	09/17/2013	398.00 95.52 59.70 242.78	0.00	P	Y 09/11/2013
22826 34163	MAINTENANCE CONNECTION INC ASP SERVICE 592-570-802-000 592-562-802-000 592-569-802-000	09/01/2013 ksteinman	09/17/2013	398.00 95.52 59.70 242.78	0.00	P	Y 09/11/2013
17663 34087	METRON-FARNIER, LLC SUPPLIES 591-558-741-000	08/16/2013 ksteinman	09/17/2013	8,020.82 8,020.82	0.00	P	Y 09/09/2013
PP #11- FINAL 34068	MILBOCKER & SONS INC WILLIAMS STREET RECONSTRUCTION PRO 250-002-211-121	09/06/2013 ksteinman	09/17/2013	5,000.00 5,000.00	0.00	P	Y 09/09/2013
85761 34075	NORTH SHORE PEST CONTROL INC PEST CONTROL 577-751-802-000	08/26/2013 ksteinman	09/17/2013	50.00 50.00	0.00	P	Y 09/09/2013
9608 34074	NORTHERN FIRST AID SUPPLIES 101-265-802-000	08/27/2013 ksteinman	09/17/2013	68.46 68.46	0.00	P	Y 09/09/2013
9609 34096	NORTHERN FIRST AID SUPPLIES 592-559-729-001	08/27/2013 ksteinman	09/17/2013	78.59 78.59	0.00	P	Y 09/09/2013
11377865934 34115	OKUN BROTHERS SHOES BOOTS JOE ZMUDA 661-450-729-001	08/30/2013 ksteinman	09/17/2013	104.96 104.96	0.00	P	Y 09/09/2013
3958-8 34157	OMM ENGINEERING INC ENGINEERING SERVICES	08/30/2013 ksteinman	09/17/2013	870.00	0.00	P	Y 09/10/2013

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	591-002-255-002	OTHER CUSTOMER DEPOSITS		870.00			
S71183 34124	OVERISEL KITCHEN & HOME CENTER SUPPLIES 545-776-741-000	08/13/2013 ksteinman OPERATING SUPPLIES	09/17/2013	41.23 41.23	0.00	P	Y 09/09/2013
PSI-1571221 34097	PAC-VAN PAC-VAN MODULAR BUILDING 401-301-980-000	08/29/2013 ksteinman POLICE/FIRE COMPLEX	09/17/2013	1,158.19 1,158.19	0.00	P	Y 09/09/2013
65693 34173	PARKWAY ELECTRIC & TROUBLESHOOT DRIVE/PUMP 591-559-933-000	09/05/2013 ksteinman REPAIRS/MAINTENANCE - EQUIPM	09/17/2013	210.00 210.00	0.00	P	Y 09/11/2013
06/27/13 34112	PAT'S PRONTO PRINT TROUBLE CALL PADS 582-558-727-000	06/27/2013 ksteinman OFFICE SUPPLIES	09/17/2013	285.95 285.95	0.00	P	Y 06/30/2013
09/04/13 34151	PAT'S PRONTO PRINT DIG SOHA FACT SHEET 250-729-727-001	09/04/2013 ksteinman MARKETING/PROMOTIONAL	09/17/2013	105.00 105.00	0.00	P	Y 09/10/2013
824747 34102	POLYDYNE INC CLARIFLOC 592-559-741-000	08/20/2013 ksteinman OPERATING SUPPLIES	09/17/2013	3,105.00 3,105.00	0.00	P	Y 09/09/2013
824275 34143	POLYDYNE INC FLO FOAM D625 592-559-741-000	08/16/2013 ksteinman OPERATING SUPPLIES	09/17/2013	598.00 598.00	0.00	P	Y 09/10/2013
5759936 34090	POWER LINE SUPPLY CO MAINTENANCE SUPPLIES 582-558-988-000	08/30/2013 ksteinman ELECTRICAL SYSTEM CONSTR	09/17/2013	3,475.18 3,475.18	0.00	P	Y 09/09/2013
5758417 34091	POWER LINE SUPPLY CO MAINTENANCE SUPPLIES 582-558-988-000	08/27/2013 ksteinman ELECTRICAL SYSTEM CONSTR	09/17/2013	633.32 633.32	0.00	P	Y 09/09/2013

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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
5758418 34092	POWER LINE SUPPLY CO MAINTENANCE SUPPLIES 582-558-933-000	08/27/2013 ksteinman REPAIRS/MAINTENANCE - EQUIPM	09/17/2013	53.10 53.10	0.00	P	Y 09/09/2013
5758421 34093	POWER LINE SUPPLY CO MAINTENANCE SUPPLIES 582-558-933-000	08/27/2013 ksteinman REPAIRS/MAINTENANCE - EQUIPM	09/17/2013	434.85 434.85	0.00	P	Y 09/09/2013
5758414 34094	POWER LINE SUPPLY CO MAINTENANCE SUPPLIES 582-558-933-000	08/27/2013 ksteinman REPAIRS/MAINTENANCE - EQUIPM	09/17/2013	48.72 48.72	0.00	P	Y 09/09/2013
42666 34174	PRI MAR PETROLEUM INC CARS WASHED 101-301-941-000	09/11/2013 ksteinman MOTOR POOL FEES	09/17/2013	42.50 42.50	0.00	P	Y 09/11/2013
490-011096 34119	RIDGE AND KRAMER AUTO PARTS MAINTENANCE SUPPLIES 661-450-741-003	08/27/2013 ksteinman REPAIR & MAINT SUPPLIES	09/17/2013	75.96 75.96	0.00	P	Y 09/09/2013
490-011252 34120	RIDGE AND KRAMER AUTO PARTS MAINTENANCE SUPPLIES 661-450-741-003	09/04/2013 ksteinman REPAIR & MAINT SUPPLIES	09/17/2013	72.47 72.47	0.00	P	Y 09/09/2013
9/10/13 34170	ROLAND J PETERSON, LLC 1070 INDIANA, NATIONAL MOTORS BROW 260-622-802-060	09/10/2013 ksteinman OTHER CONTRACTUAL-1070 INDIANA	09/17/2013	6,945.63 6,945.63	0.00	P	Y 09/11/2013
30239 34111	ROME'S STANDARD SERVICE INC ABS MODULE 661-450-935-000	08/23/2013 ksteinman REPAIRS/MAINTENANCE - VEHICLES	09/17/2013	898.98 898.98	0.00	P	Y 09/09/2013
30254 34118	ROME'S STANDARD SERVICE INC ALIGNMENT 661-450-935-000	08/27/2013 ksteinman REPAIRS/MAINTENANCE - VEHICLES	09/17/2013	76.00 76.00	0.00	P	Y 09/09/2013

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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
INVO53366 34063	SECANT TECHNOLOGIES REACTIVE SUPPORT 636-258-801-000 636-258-933-000 636-258-850-002	08/31/2013 ksteinman	09/17/2013	1,164.00	0.00	P	Y 09/09/2013
	PROFESSIONAL/CONSULTING FEES			910.00			
	REPAIRS/MAINTENANCE - EQUIP			125.00			
	INTERNET FEES			129.00			
08-29-13 34064	SKIDMORE'S PATCHING 101-446-802-000	08/29/2013 ksteinman	09/17/2013	8,450.00	0.00	P	Y 09/09/2013
	OTHER CONTRACTUAL SERVICES			8,450.00			
08/15/13 34107	SKIDMORE'S ASPHALT 203-463-802-000	08/15/2013 ksteinman	09/17/2013	2,470.00	0.00	P	Y 09/09/2013
	OTHER CONTRACTUAL SERVICES			2,470.00			
7105041911-000001 34071	STAPLES ADVANTAGE SUPPLIES 101-202-727-000 101-227-727-000 101-215-727-000 101-265-727-000	08/28/2013 ksteinman	09/17/2013	137.20	0.00	P	Y 09/09/2013
	OFFICE SUPPLIES			87.86			
	OFFICE SUPPLIES			36.27			
	OFFICE SUPPLIES			4.09			
	OFFICE SUPPLIES			8.98			
7105041911-000001 34072	STAPLES ADVANTAGE SUPPLIES 101-215-727-000	08/28/2013 ksteinman	09/17/2013	24.44	0.00	P	Y 09/09/2013
	OFFICE SUPPLIES			24.44			
7104064210-000002 34144	STAPLES ADVANTAGE SUPPLIES 591-558-741-000 592-558-741-000 101-446-741-000 101-447-741-000 582-558-741-000	08/08/2013 ksteinman	09/17/2013	42.39	0.00	P	Y 09/10/2013
	OPERATING SUPPLIES			8.48			
	OPERATING SUPPLIES			8.47			
	OPERATING SUPPLIES			8.48			
	OPERATING SUPPLIES			8.48			
	OPERATING SUPPLIES			8.48			
7105235666-000001 34156	STAPLES ADVANTAGE SUPPLIES 591-558-741-000 592-558-741-000 582-558-741-000 101-446-741-000	09/03/2013 ksteinman	09/17/2013	94.23	0.00	P	Y 09/10/2013
	OPERATING SUPPLIES			3.90			
	OPERATING SUPPLIES			3.89			
	OPERATING SUPPLIES			3.90			
	OPERATING SUPPLIES			3.89			

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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
	582-558-727-000	OFFICE SUPPLIES		14.96			
	591-558-727-000	OFFICE SUPPLIES		14.95			
	592-558-727-000	OFFICE SUPPLIES		14.95			
	101-446-727-000	OFFICE SUPPLIES		14.95			
	101-447-741-000	OPERATING SUPPLIES		14.95			
	101-447-741-000	OPERATING SUPPLIES		3.89			
13-003343							
34177	STATE OF MICHIGAN RADIO'S 8/1/13- 9/30/13	08/23/2013 ksteinman	09/17/2013	459.96	0.00	P	Y 09/11/2013
	101-301-802-000	OTHER CONTRACTUAL SERVICES		459.96			
014315							
34109	STEEL CENTER SUPPLY CO MAINTENANCE SUPPLIES	08/06/2013 ksteinman	09/17/2013	22.90	0.00	P	Y 09/09/2013
	101-446-741-000	OPERATING SUPPLIES		22.90			
014288							
34110	STEEL CENTER SUPPLY CO MAINTENANCE SUPPLIES	08/01/2013 ksteinman	09/17/2013	5.54	0.00	P	Y 09/09/2013
	591-558-741-000	OPERATING SUPPLIES		5.54			
014352							
34139	STEEL CENTER SUPPLY CO MAINTENANCE SUPPLIES	08/13/2013 ksteinman	09/17/2013	7.04	0.00	P	Y 09/10/2013
	592-559-933-000	REPAIRS/MAINTENANCE - EQUIP		7.04			
383922-00							
34069	THAYER INC SUPPLIES	08/23/2013 ksteinman	09/17/2013	1,369.60	0.00	P	Y 09/09/2013
	101-751-741-000	OPERATING SUPPLIES		684.80			
	577-751-741-000	OPERATING SUPPLIES		684.80			
122659							
34084	TRACE ANALYTICAL LAB INC CHEMICAL ANALYSIS	08/26/2013 ksteinman	09/17/2013	183.00	0.00	P	Y 09/09/2013
	592-559-802-000	OTHER CONTRACTUAL SERVICES		183.00			
10/01/13							
34061	U S BANK DEBT SERVICE- INTEREST	10/01/2013 ksteinman	09/17/2013	6,425.00	0.00	P	Y 09/09/2013
	591-905-995-000	DEBT SERVICE - INTEREST		6,425.00			
130089							
34081	USA BLUE BOOK LAB SUPPLIES	08/20/2013 ksteinman	09/17/2013	108.38	0.00	P	Y 09/09/2013
	592-559-741-000	OPERATING SUPPLIES		108.38			

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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
129925 34142	USA BLUE BOOK LAB SUPPLIES 592-559-741-000	08/20/2013 ksteinman OPERATING SUPPLIES	09/17/2013	526.02 526.02	0.00	P	Y 09/10/2013
142307 34172	USA BLUE BOOK LAB SUPPLIES 592-559-741-000	09/04/2013 ksteinman OPERATING SUPPLIES	09/17/2013	519.17 519.17	0.00	P	Y 09/11/2013
PP #9 FINAL 34054	VANDER MEULEN BUILDERS INC MEDC FACADE PROJECT JANNY'S BEACH 250-729-880-000	07/31/2013 ksteinman FACADE GRANTS	09/17/2013	7,020.57 7,020.57	0.00	P	Y 09/06/2013
013750-10507 34073	VANDERZEE MOTORPLEX REAR VIEW MIRROR 661-450-741-003	08/29/2013 ksteinman REPAIR & MAINT SUPPLIES	09/17/2013	22.99 22.99	0.00	P	Y 09/09/2013
16384 34098	WAGNER'S PLUMBING & HEATING SUPPLIES 545-776-741-000	08/28/2013 ksteinman OPERATING SUPPLIES	09/17/2013	193.84 193.84	0.00	P	Y 09/09/2013
16231 34164	WAGNER'S PLUMBING & HEATING REPAIRED STALL SLOAN VALVE 545-776-741-000	08/28/2013 ksteinman OPERATING SUPPLIES	09/17/2013	256.01 256.01	0.00	P	Y 09/11/2013
390261 34108	RON WASHEGESIC ROD SEWER FROM CLEANOUT IN PARKWAY 582-558-802-000	08/28/2013 ksteinman OTHER CONTRACTUAL SERVICES	09/17/2013	120.00 120.00	0.00	P	Y 09/09/2013
390257 34131	RON WASHEGESIC CAMERA SEWER 89 NORTH SHORE DR 592-558-802-000	08/22/2013 ksteinman OTHER CONTRACTUAL SERVICES	09/17/2013	120.00 120.00	0.00	P	Y 09/10/2013
3233 34145	WINKEL'S COMMUNICATION INC RADIO MAINTENANCE 661-450-802-000	09/01/2013 ksteinman OTHER CONTRACTUAL SERVICES	09/17/2013	390.00 390.00	0.00	P	Y 09/10/2013

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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
C136006 34113	WOODHAMS, INC , DON INSTALLED POWER WINDOWS 661-450-935-000	08/02/2013 ksteinman	09/17/2013	677.95	0.00	P	Y 09/09/2013
	REPAIRS/MAINTENANCE - VEHICLES			677.95			
C136529 34114	WOODHAMS, INC , DON REPAIR FRONT DAMAGE/BUMPER 661-450-935-000	08/26/2013 ksteinman	09/17/2013	755.07	0.00	P	Y 09/09/2013
	REPAIRS/MAINTENANCE - VEHICLES			755.07			
C136048 34121	WOODHAMS, INC , DON FOUR WHEEL ALIGNMENT 661-450-935-000	08/05/2013 ksteinman	09/17/2013	62.41	0.00	P	Y 09/09/2013
	REPAIRS/MAINTENANCE - VEHICLES			62.41			
C136429 34122	WOODHAMS, INC , DON FIXED BRAKES 661-450-935-000	08/21/2013 ksteinman	09/17/2013	57.98	0.00	P	Y 09/09/2013
	REPAIRS/MAINTENANCE - VEHICLES			57.98			
# of Invoices:	129	# Due:	0	Totals:	601,536.52	0.00	
# of Credit Memos:	1	# Due:	1	Totals:	(400.00)	(400.00)	
Net of Invoices and Credit Memos:					601,136.52	(400.00)	
* 2 Net Invoices have Credits Totalling:					(54,497.20)		

User: ksteinman

DB: South Haven

INVOICE DUE DATES 09/17/2013 - 09/17/2013

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
GL Distribution							
--- TOTALS BY FUND ---							
	101 - GENERAL FUND			48,665.49	0.00		
	202 - MAJOR STREET FUND			66.60	0.00		
	203 - LOCAL STREET FUND			2,470.00	0.00		
	204 - STREET FUND			70,633.25	0.00		
	250 - DOWNTOWN DVLP AUTHORITY			57,309.17	0.00		
	251 - LOCAL DVLP FINANCE ATHR DIS			14,786.00	0.00		
	260 - BROWNFIELD AUTHORITY			34,739.29	0.00		
	401 - CAPITAL PROJECTS FUND 1			206,115.13	0.00		
	545 - BLACK RIVER PARK FUND			616.08	0.00		
	577 - BEACH FUND			1,164.35	0.00		
	582 - ELECTRIC FUND			11,127.18	0.00		
	591 - WATER FUND			112,038.17	0.00		
	592 - SEWER FUND			31,295.36	(400.00)		
	636 - INFORMATION SERVICES FUND			5,220.50	0.00		
	661 - MOTOR POOL FUND			4,889.95	0.00		
--- TOTALS BY DEPT/ACTIVITY ---							
	001 - ASSETS			97.60	0.00		
	002 - LIABILITIES			(48,627.20)	0.00		
	101 - CITY COUNCIL			2,561.52	0.00		
	202 - CITY TREASURER			87.86	0.00		
	209 - ASSESSOR			310.00	0.00		
	210 - LEGAL & PROFESSIONAL			1,166.00	0.00		
	215 - CITY CLERK			28.53	0.00		
	227 - PERSONNEL			36.27	0.00		
	258 - DATA PROCESSING			5,220.50	0.00		
	265 - BUILDINGS & GROUNDS			1,308.56	0.00		
	276 - CEMETERY DEPARTMENT			167.36	0.00		
	301 - POLICE			248,428.44	0.00		
	371 - BUILDING INSPECTIONS			56.06	0.00		
	446 - HIGHWAYS & STREETS			105,869.82	0.00		
	447 - ENGINEERING			128.49	0.00		
	450 - EQUIPMENT MAINTENANCE			4,889.95	0.00		
	463 - ROUTINE MAINTENANCE			2,470.00	0.00		
	473 - BRIDGES			66.60	0.00		
	558 - OPERATIONS			135,202.51	0.00		
	559 - TREATMENT			8,976.64	(400.00)		
	560 - IPP PROGRAM			600.00	0.00		
	562 - LIFTSTATIONS- CASCO TOWNSHI			119.40	0.00		
	569 - LIFSTATIONS - SOUTH HAVEN T			2,076.12	0.00		

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DB: South Haven

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
--- TOTALS BY DEPT/ACTIVITY ---							
	570 - LIFTSTATIONS - CITY			191.04	0.00		
	622 - ENVIRONMENTAL CLEANUP			34,739.29	0.00		
	728 - ECONOMIC DEVELOPMENT			59.10	0.00		
	729 - DOWNTOWN DEVELOPMENT			52,309.17	0.00		
	751 - PARK DEPARTMENT			20,769.81	0.00		
	776 - OPERATIONS			616.08	0.00		
	901 - INDUSTRIAL DEVELOPMENT			14,786.00	0.00		
	905 - DEBT SERVICE			6,425.00	0.00		



City of South Haven

Department of Public Works

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

MEMORANDUM

To: Brian Dissette, City Manager

Cc: Roger Huff, PE, DPW Director
Wendy Hochstedler, Finance Director

From: Larry Halberstadt, PE, City Engineer

Date: September 9, 2013

RE: FY 2013-14 Street Resurfacing Projects

Background Information

As part of the budgeting process for the 2013-14 fiscal year, Council recommended that funds be allocated for street repaving. A total of \$470,000 was budgeted for street repaving and rehabilitation. Typically, this work consists of removing and replacing the surface course to improve ride quality, installing barrier free ramps for compliance with the Americans with Disabilities Act, and performing other minor repairs.

At the time that budgets were developed, the streets selected for repaving included:

- Center Street from Superior Street to Huron Street
- Wilson Street from Prospect Street to Blue Star Highway
- Conger Street from Prospect Street to Bailey Avenue
- Hubbard Street from Wilson Street to Conger Street

In addition to these streets, a one block segment of Cook Street from Cherry Street to Jones Avenue was included in the bid package due to a request by a homeowner on this street concerned about the paving condition near her home.

On September 5, bids were opened for the paving project. A total of three bids were received. The bid tabulation and engineer's estimate is attached. The low bid is from Northern Construction Services, Corp. in the amount of \$385,966.43. Approximately \$30,768.54 is needed to complete the unbudgeted paving on Cook Street.

The bid includes an alternate for a Fiberglass Grid Interlayer. This product is utilized when placing a new asphalt surface over an older concrete pavement. The fiberglass grid reinforces the asphalt and reduces reflective cracking that often occurs over joints and cracks in the old concrete pavement, extending the life cycle of the asphalt surface. This product was utilized for repaving of a one block segment of Lyon Street in 2011 and has limited the amount of reflective cracking that has occurred. Northern Construction Services, Corp. bid \$79,778.25 for this alternate.

Memorandum

September 9, 2013

FY 2013-14 Street Resurfacing Projects

Page 2 of 2

Recommendation

It is recommended that Council take action at its September 16, 2013 regular meeting authorizing the City Manager to award the contract to Northern Construction Services, Corp in the amount of \$465,744.68, including the bid alternate. This will allow construction to begin on September 23, 2013 and be completed by mid-November.

Attachments

Bid Tabulation

Abonmarche Award Recommendation

Owner: City of South Haven
 Project Name: 2013 Street Resurfacing
 Project Number: 13-0513
 Date and Time: Thursday, September 5, 2013@ 2:00 pm

Legend: Correction

Bid Tabulation

Item	Unit	Estimated Quantity	Engineer's Estimate		Northern Construction Services, Corp.		Michigan Paving & Materials, Co.		Rieth-Riley Construction Co., Inc.		
			Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	
1	Mobilization, Max \$20,000	LS	1	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 9,487.06	\$ 9,487.06
2	Curb, Rem	FT	869	\$ 10.00	\$ 8,690.00	\$ 10.00	\$ 8,690.00	\$ 6.00	\$ 5,214.00	\$ 7.09	\$ 6,161.21
3	Guardrail, Rem	FT	13	\$ 50.00	\$ 650.00	\$ 10.00	\$ 130.00	\$ 45.00	\$ 585.00	\$ 53.17	\$ 691.21
4	Sidewalk, Rem	SYD	588	\$ 10.00	\$ 5,880.00	\$ 10.00	\$ 5,880.00	\$ 9.00	\$ 5,292.00	\$ 10.63	\$ 6,250.44
5	Pavt, Rem	SYD	386	\$ 10.00	\$ 3,860.00	\$ 5.00	\$ 1,930.00	\$ 10.00	\$ 3,860.00	\$ 11.81	\$ 4,558.66
6	Sign, Rem	EA	2	\$ 100.00	\$ 200.00	\$ 25.00	\$ 50.00	\$ 250.00	\$ 500.00	\$ 295.37	\$ 590.74
7	Erosion Fabric	SYD	1481	\$ 2.00	\$ 2,962.00	\$ 1.00	\$ 1,481.00	\$ 1.95	\$ 2,887.95	\$ 2.30	\$ 3,406.30
8	Embankment, CIP	CYD	120	\$ 10.00	\$ 1,200.00	\$ 12.00	\$ 1,440.00	\$ 30.00	\$ 3,600.00	\$ 35.44	\$ 4,252.80
9	Structure Adjust, Case 1	EA	49	\$ 300.00	\$ 14,700.00	\$ 500.00	\$ 24,500.00	\$ 310.00	\$ 15,190.00	\$ 366.26	\$ 17,946.74
10	Structure Cover, EJ 1040, Water w/City Logo	EA	1	\$ 500.00	\$ 500.00	\$ 450.00	\$ 450.00	\$ 625.00	\$ 625.00	\$ 738.42	\$ 738.42
11	Structure Cover, EJ 1040, Storm w/City Logo	EA	6	\$ 500.00	\$ 3,000.00	\$ 450.00	\$ 2,700.00	\$ 625.00	\$ 3,750.00	\$ 738.42	\$ 4,430.52
12	Structure Cover, EJ 1040, Sanitary w/City Logo	EA	16	\$ 500.00	\$ 8,000.00	\$ 450.00	\$ 7,200.00	\$ 625.00	\$ 10,000.00	\$ 738.42	\$ 11,814.72
13	Structure Cover, EJ 7045	EA	27	\$ 750.00	\$ 20,250.00	\$ 650.00	\$ 17,550.00	\$ 750.00	\$ 20,250.00	\$ 886.11	\$ 23,924.97
14	Structure Cover, EJ 5100	EA	1	\$ 750.00	\$ 750.00	\$ 550.00	\$ 550.00	\$ 694.00	\$ 694.00	\$ 819.94	\$ 819.94
15	Structure Cover, EJ 7065	EA	1	\$ 750.00	\$ 750.00	\$ 650.00	\$ 650.00	\$ 765.00	\$ 765.00	\$ 903.82	\$ 903.82
16	Cold Milling Pavement Surface	SYD	17,975	\$ 2.00	\$ 35,950.00	\$ 0.75	\$ 13,481.25	\$ 1.49	\$ 26,782.75	\$ 1.76	\$ 31,636.00
17	HMA, 4C	TON	1,720	\$ 75.00	\$ 129,000.00	\$ 68.06	\$ 117,063.20	\$ 68.06	\$ 117,063.20	\$ 68.19	\$ 117,286.80
18	HMA, 13A	TON	1,088	\$ 65.00	\$ 70,720.00	\$ 68.06	\$ 74,049.28	\$ 68.06	\$ 74,049.28	\$ 65.68	\$ 71,459.84
19	Curb Sloped, HMA	FT	520	\$ 2.00	\$ 1,040.00	\$ 2.00	\$ 1,040.00	\$ 10.00	\$ 5,200.00	\$ 1.18	\$ 613.60
20	Conc Base Cse, Nonreinf, 7 inch	SYD	312	\$ 30.00	\$ 9,360.00	\$ 16.50	\$ 5,148.00	\$ 29.25	\$ 9,126.00	\$ 34.56	\$ 10,782.72
21	Conc Pavt, Misc, Nonreinf, 9 inch	SYD	80	\$ 60.00	\$ 4,800.00	\$ 64.00	\$ 5,120.00	\$ 58.50	\$ 4,680.00	\$ 69.12	\$ 5,529.60
22	Curb and Gutter, Conc, Det F4	FT	1,031	\$ 21.00	\$ 21,651.00	\$ 19.00	\$ 19,589.00	\$ 16.00	\$ 16,496.00	\$ 18.90	\$ 19,485.90
23	Detectable Warning Plates, C.I.	FT	190	\$ 80.00	\$ 15,200.00	\$ 80.00	\$ 15,200.00	\$ 60.00	\$ 11,400.00	\$ 70.89	\$ 13,469.10
24	Sidewalk Ramp, ADA, 6 inch	SFT	3,387	\$ 4.00	\$ 13,548.00	\$ 3.50	\$ 11,854.50	\$ 5.32	\$ 18,018.84	\$ 6.29	\$ 21,304.23
25	Sidewalk, Conc, 4 inch	SFT	2,850	\$ 3.00	\$ 8,550.00	\$ 3.10	\$ 8,835.00	\$ 3.72	\$ 10,602.00	\$ 4.40	\$ 12,540.00
26	Fertilizer	LB	152	\$ 5.00	\$ 760.00	\$ 1.00	\$ 152.00	\$ 8.00	\$ 1,216.00	\$ 9.45	\$ 1,436.40
27	Seed	LB	152	\$ 5.00	\$ 760.00	\$ 3.00	\$ 456.00	\$ 8.00	\$ 1,216.00	\$ 9.45	\$ 1,436.40
28	Topsoil Surface, Furn, 4 inch	SYD	1,641	\$ 5.00	\$ 8,205.00	\$ 1.00	\$ 1,641.00	\$ 2.00	\$ 3,282.00	\$ 2.36	\$ 3,872.76
29	Valve Box Adjust	EA	1	\$ 300.00	\$ 300.00	\$ 200.00	\$ 200.00	\$ 150.00	\$ 150.00	\$ 177.22	\$ 177.22
30	Line Mrkg, Ovly Cold Plastic, White, 24 inch Stop Bar	FT	37	\$ 15.00	\$ 555.00	\$ 11.80	\$ 436.60	\$ 11.80	\$ 436.60	\$ 13.94	\$ 515.78
31	Line Mrkg, Ovly Cold Plastic, White 12 inch Crosswalk	FT	54	\$ 8.00	\$ 432.00	\$ 5.90	\$ 318.60	\$ 5.90	\$ 318.60	\$ 6.97	\$ 376.38
32	Line Mrkg, Ovly Cold Plastic, White, 4 inch	FT	128	\$ 1.00	\$ 128.00	\$ 2.00	\$ 256.00	\$ 2.00	\$ 256.00	\$ 2.36	\$ 302.08
33	Line Mrkg, Ovly Cold Plastic, Yellow, 4 inch	FT	510	\$ 1.00	\$ 510.00	\$ 2.00	\$ 1,020.00	\$ 2.00	\$ 1,020.00	\$ 2.36	\$ 1,203.60
34	Legend Mrkg, Ovly Cold Plastic, White, Thru and Lt Turn Arro	EA	2	\$ 150.00	\$ 300.00	\$ 240.00	\$ 480.00	\$ 240.00	\$ 480.00	\$ 283.56	\$ 567.12
35	Legend Mrkg, Ovly Cold Plastic, White, Only	EA	1	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 177.22	\$ 177.22
36	Legend Mrkg, Ovly Cold Plastic, White, Rt Turn Arrow Sym	EA	1	\$ 150.00	\$ 150.00	\$ 125.00	\$ 125.00	\$ 125.00	\$ 125.00	\$ 147.68	\$ 147.68
37	Structure Adjust, Additional Depth	FT	20	\$ 200.00	\$ 4,000.00	\$ 50.00	\$ 1,000.00	\$ 250.00	\$ 5,000.00	\$ 295.37	\$ 5,907.40
38	Temporary Traffic Control	LS	1	\$ 5,000.00	\$ 5,000.00	\$ 7,950.00	\$ 7,950.00	\$ 18,225.00	\$ 18,225.00	\$ 17,674.74	\$ 17,674.74
39	Stairs, Rem	LS	1	\$ 3,000.00	\$ 3,000.00	\$ 950.00	\$ 950.00	\$ 2,000.00	\$ 2,000.00	\$ 2,362.95	\$ 2,362.95
40	Stairs, Conc, w/ Handrails	LS	1	\$ 8,000.00	\$ 8,000.00	\$ 6,000.00	\$ 6,000.00	\$ 14,450.00	\$ 14,450.00	\$ 12,582.71	\$ 12,582.71
41	Silt Fence	FT	250	\$ 4.00	\$ 1,000.00	\$ 1.00	\$ 250.00	\$ 3.00	\$ 750.00	\$ 3.54	\$ 885.00
Total Base Bid:				\$	434,461.00	\$	385,966.43	\$	435,706.22	\$	449,710.78
						% of Eng. Est.	88.84%	% of Eng. Est.	100.29%	% of Eng. Est.	103.51%

ALTERNATE BID

Item	UNIT	Quantity	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	
42	Fiberglass, Grid Interlayer, 8501	SYD	11,925	\$ 6.75	\$ 80,493.75	6.69	\$ 79,778.25	6.69	\$ 79,778.25	8.60	\$ 102,555.00
Total Alternate Bid:				\$	80,493.75	\$	79,778.25	\$	79,778.25	\$	102,555.00
						% of Eng. Est.	99.11%	% of Eng. Est.	99.11%	% of Eng. Est.	127.41%

Total Amount w/ Alternate Bid	\$	514,954.75	\$	465,744.68	\$	515,484.47	\$	552,265.78
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September 6, 2013

Mr. Larry Halberstadt, P.E.
City of South Haven
1199 8th Avenue
South Haven, MI 49090

RE: City of South Haven
2013 Resurfacing Project
Recommendation for Award

Dear Larry:

On September 5, 2013, we received three (3) bids for the 2013 Resurfacing Project.

A summary of the attached bid tabulation is provided below. The Base Bid and Alternate Bid have been listed.

BID SUMMARY

BASE BID

<u>Prepared By:</u>	<u>Total Amount</u>
Northern Construction Services, Corp.	\$385,966.43
Michigan Paving & Materials, Co.	\$435,706.22
Rieth-Riley Construction Co., Inc.	\$449,710.78

ALTERNATE BID – Fiberglass, Gridlayer

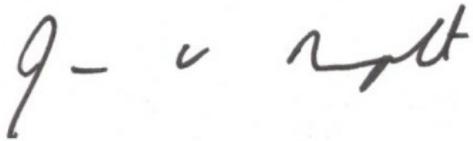
<u>Prepared By:</u>	<u>Total Amount</u>
Northern Construction Services, Corp.	\$79,778.25
Michigan Paving & Materials, Co.	\$79,778.25
Rieth-Riley Construction Co., Inc.	\$102,555.00

After review, we have found all bidders to be qualified and their bids to be properly prepared and responsive. Abonmarche recommends that the city award to the low bidder of Northern Construction Services, Corp.

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

Sincerely,

ABONMARCHE

A handwritten signature in black ink, appearing to read "J. W. Marquardt". The signature is written in a cursive, slightly slanted style.

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

JWM/jkr



City of South Haven Road & Bridge Projects Fall 2013



Lake Michigan

Bridge Detour Route

Bridge Closure:
October 1, 2013
through April 30, 2014

Phase 2
Phoenix St West of Welcome Island
Nov. 1, 2013 - May 15, 2014

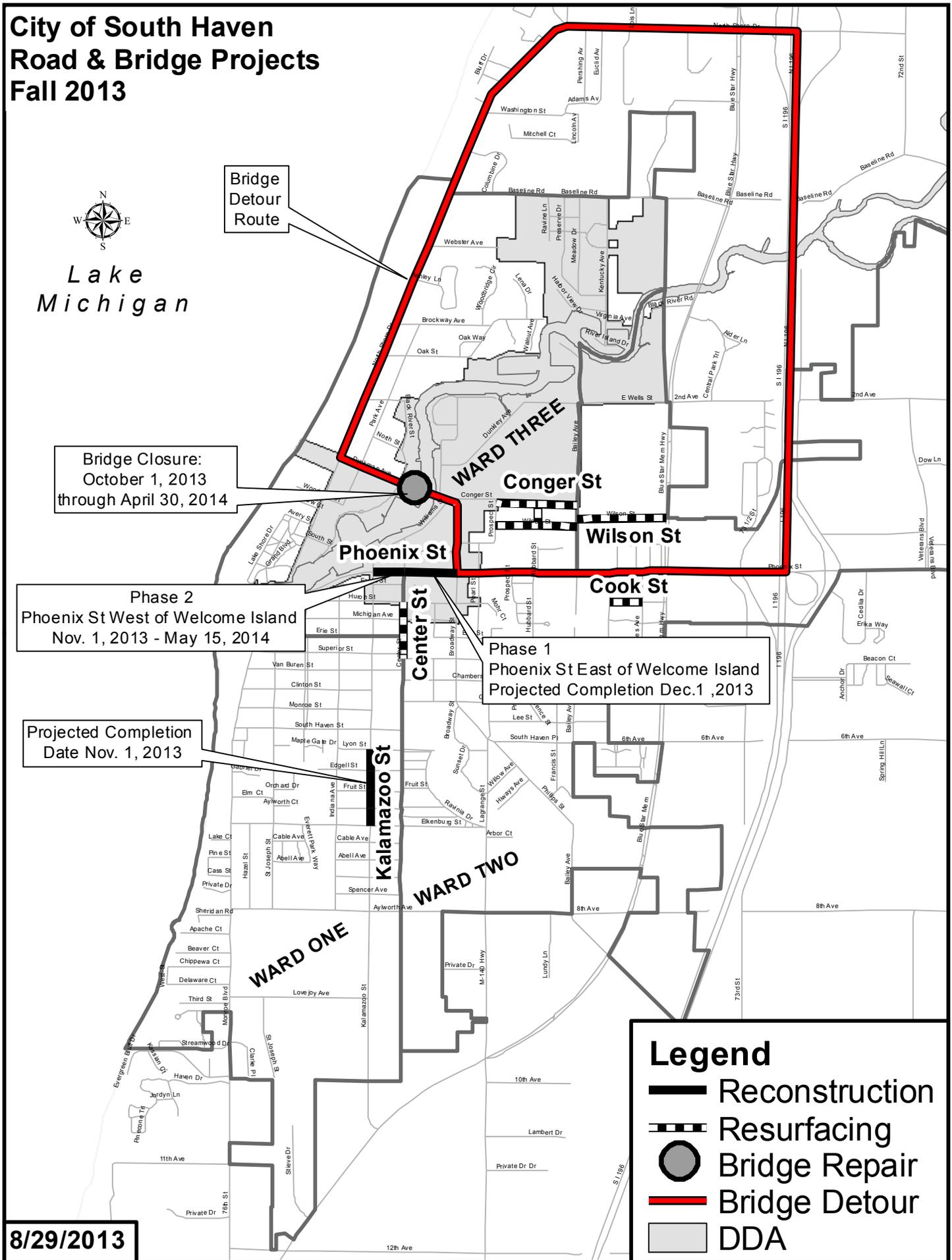
Phase 1
Phoenix St East of Welcome Island
Projected Completion Dec. 1, 2013

Projected Completion
Date Nov. 1, 2013

Legend

-  Reconstruction
-  Resurfacing
-  Bridge Repair
-  Bridge Detour
-  DDA

8/29/2013



September 5, 2013

To: City Council

Cc: Brian Disette

From: Tom Martin

Re: Fleet Vehicle Purchase

INTRODUCTION

The motor pool needs to replace two of the existing marked police vehicles currently being used by the police department's staff. Funds are budgeted for the replacements and this is a regular vehicle retirement.

The vehicles to be replaced are both 2009 Ford Crown Victoria's with mileage of 135,000 and 109,000. Both have outlived their expected service life. I am recommending the purchase of two 2014 Ford Interceptor Utility Vehicles from Woodhams Ford. Woodhams is a local vendor and has provided pricing that is below or comparable to available state bids.

VEHICLE SPECIFICATIONS

2014 Ford Interceptor Utility Vehicle

- Equipped like present 2013 Interceptor Utility
- All Wheel Drive
- Cloth front/rear vinyl seating
- Dark car feature – courtesy lamp disable
- Rear door handles inoperable/locks operable
- Rear power window delete
- Noise suppression bonds
- Dual LED spot lamps
- Keyed alike 1435X
- Front Headlamp Pkg – includes grill wiring
- Light controller package - includes grill lamp, siren and speaker wire, electronics tray w/o fan, rear console plate, trunk circulation fan wiring overlay harness w/siren and lighting interface, Whelan light controller PCC8R, Whelan PCC8R relay center, Light controller/relay jumper harness, Whelan specific control cable (trunk to front), vehicle engine wiring harness for lighting

2014 Utility Police Interceptor Standard Equipment

Powertrain/Functional

- 3.7LV6 Ti-VCT w/true dual exhaust/6 speed automatic transmission
- 220 Amp alternator/HD 78A/750 CCA battery
- Brakes-4 wheel Heavy Duty Disc – anti lok w/ HD front and rear calipers

with large mass rotors for high thermal capacity

All Wheel Drive

Engine Hour Meter

Cooling System- Heavy duty w/ high volume radiator, engine oil cooler and transmission oil cooler

Electric Power assist steering- heavy duty

Interior

Column Shifter

Air conditioning

Heavy duty vinyl flooring

Power adjustable pedals

Seats –Police grade cloth 6 way power adjustable, manual lumbar, and seatback designed to accommodate a utility belt, 2nd row Police grade vinyl

Certified Speedometer

Overhead console w/ 1st row task lights

Power windows

Power door locks

Universal equipment tray atop instrument panel

Halogen projector Headlamps/LED tail lamps

Speed control/tilting steering column

AM/FMCD Radio MP3 capable

Exterior

Tinted Solar Glass- Privacy in windows behind driver

Power mirrors w/ blind spot mirror

P245/55R18 All Season tires w/ full size spare 18"X 8" steel wheels

Safety & Security

Advance Trac w/roll stability control – police tuned

Anti Lok brakes w/ traction control

Airbags – front side & safety canopy

Tire pressure monitoring system

Net price -\$28,982

RECOMMENDATION

It is my recommendation that the City Council approve the purchase of two 2014 Ford Interceptor Utility Vehicles at a cost of \$28,982 each, as a replacement for the marked patrol vehicles. These vehicles provide all wiring and partial emergency lighting which will reduce the cost of emergency equipment and vehicle up fitting.

SOUTH HAVEN AREA REGIONAL AIRPORT AUTHORITY MINUTES

August 21, 2013

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

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

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

Public Comments: John Vanderven thanked the Authority for their cooperation with the Yankee Air Museum bringing the B-25 to the Fly In.

Todd Jensen moved and Jon Woodhams seconded to approve the Consent Agenda:

- A. Minutes of the July 17, 2013 Authority meeting be approved.
 - B. Bills from July 18, 2013 through August 21, 2013 totaling \$58,540.86 be approved.
 - C. Manager's report dated August 21, 2013 be approved.
- A roll call vote was taken; Yeas: Rose, Jensen, Orr, Woodhams, and Johnson.
Nays: None.

Committee Reports: None.

Old Business: None.

New Business: None.

Member Comments: Barbara Rose brought the board up to date on the Tax Tribunal. Todd Jensen commented on the Fly In and how well it was planned and executed. Dave Johnson thanked those that volunteered and participated. The Rotary sold 1,877 breakfasts.

David Orr moved to adjourn the meeting at 7:50 pm, seconded by Todd Jensen, approved, meeting adjourned.



Agenda Item 6

American Twisting IFT Consideration

Background Information:

The City Council will be asked to consider approval of an Industrial Facilities Tax Exemption Certificate for American Twisting Company, located at 1675 Stieve Drive.

The tax exemption request, which totals \$540,000, is for personal property acquired by the company. The company plans to acquire new twisting equipment to assist with their paper products assembly. The applicant notes that the company anticipates creating 2 new jobs and plans to retain 39 existing jobs at their facility as a result of the project.

American Twisting Company was founded in 1924. Since 1986 American Twisting has been located in the City of South Haven. American Twisting produces twisted paper bag handles for designer shopping bags found in virtually every shopping mall across the Country. In 1991 American Twisting constructed a second facility in South Haven, across the street from their main building. From these facilities, American Twisting produces between 8 million and 10 million feet of twisted paper products, per day, for use by their customers. The company is an ISO 9001:2008 Manufacturer of Paper Covered Wire and Custom Slitted Products. American Twisting is also recognized by the Forest Stewardship Council (FSC) and is FSC Certified.

The estimated total value of the Industrial Facilities Tax Exemption Certificate for American Twisting Company is \$27,762 over the 12 year life of agreement. The tax exemption does include a "claw-back" provision, which allows the City of South Haven to seek the abated tax amount if the terms of the abatement are not met by the business.

Recommendation:

The City Council should consider approval of Resolution 2013-56: which, if approved, grants an Industrial Facilities Tax Exemption Certificate for American Twisting Company, located at 1675 Stieve Drive.

Support Material:

Staff report: American Twisting IFT
Resolution 2013-56

MEMORANDUM

DATE: September 4, 2013

TO: Brian Dissette, City Manager

FROM: Connie Phillips, Deputy Assessor

SUBJECT: Resolution to Approve Industrial Facilities Tax Exemption Application for American Twisting Company

American Twisting Company has filed an application for an Industrial Facilities Tax Exemption Certificate on August 1, 2013 with a location of 1675 Stieve Drive. The application listed the estimated cost of acquisition and installation of machinery and equipment at \$540,000.

American Twisting Company expects to retain 39 jobs (of this number 2 jobs have already been added to date) and create 2 additional jobs at this facility as a result of this project.

\$27,762 is the estimated tax savings of the IFT for the duration of 12 years.

CITY OF SOUTH HAVEN
VAN BUREN AND ALLEGAN COUNTIES, MICHIGAN

RESOLUTION NO. 2013-56

A RESOLUTION APPROVING AN APPLICATION FOR
ISSUANCE OF INDUSTRIAL FACILITIES EXEMPTION CERTIFICATE
AS REQUESTED BY AMERICAN TWISTING COMPANY

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 September 16, 2013 at 7:00 p.m. local time.

PRESENT: _____

ABSENT: _____

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

WHEREAS, the City of South Haven has, on August 1, 2013 received an application from American Twisting Company, for issuance of an Industrial Facilities Exemption Certificate pursuant to Act 198, Public Acts of 1974, as amended; and

WHEREAS, the application is for personal property acquisition and installation consisting of machinery and equipment at an estimated cost of \$540,000 with a project location of 1675 Stieve Drive in the City of South Haven; and

WHEREAS, pursuant to Act 198, P.A. 1974, M.C.L. 207.551 et seq., after a duly- noticed public hearing held on September 19, 1994 the City of South Haven by resolution established Industrial Development District No. 94-01 within which the applicant's project is located; and

WHEREAS, American Twisting Company, has filed an application for an Industrial Facilities Exemption Certificate with respect to new facility project for personal property within Industrial Development District No. 94-01; and

WHEREAS, before acting on said application, the City of South Haven conducted a public hearing on this date, September 16, 2013, in the City Council Chambers at 539 Phoenix Street during the Council meeting which commenced at 7:00 p.m. local time, and the assessor and affected taxing units were given written notice and were afforded an opportunity to be heard; and

WHEREAS, the Applicant has reported to the City that project construction and installation of machinery and equipment had not begun earlier than six (6) months before August 1, 2013, the date of receipt by the City of the application for the Industrial Facilities Exemption Certificate; and

WHEREAS, completion of the project is calculated to and will at the time of issuance of the certificate have the reasonable likelihood to retain, create, or prevent the loss of employment in the City of South Haven; and

WHEREAS, the aggregate SEV of real and personal property exempt from ad valorem taxes within the City of South Haven is estimated to be less than five (5) percent of an amount equal to the sum of the SEV of the City of South Haven plus the SEV of real and personal property thus exempted.

BE IT THEREFORE RESOLVED, that:

1. The City Council of the City of South Haven finds and determines that the granting of the requested Industrial Facilities Exemption Certificate considered together with the aggregate amount of certificates previously granted and currently in force under Act 198, Public Acts of 1974 and Act 255, Public Acts of 1978, will not have the effect of substantially impeding the operation of the City of South Haven or impairing the soundness of a taxing unit which levies taxes in the City of South Haven.

2. The application and Agreement as to terms and conditions, of American Twisting Company, for the Industrial Facilities Exemption Certificate with respect to the project which the certificate is applied for on the following described parcel of real property situated within Industrial Development District No. 94-01, to wit:

Real property as described in Attachment A hereto, an integral part hereof (Tax Parcel Number 80-53-220-102-11) be and the same is hereby approved.

3. The Industrial Facilities Exemption Certificate when issued shall be and remain in force and effect for a period of twelve (12) years; and

BE IT FURTHER RESOLVED, that the application shall be forwarded to the Michigan Department of Treasury, State Tax Commission, for review and approval; and

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

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

RECORD OF VOTE:

Yeas: _____

Nays: _____

RESOLUTION DECLARED ADOPTED.

Robert G. Burr, Mayor

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council at a meeting held on the 16th day of September, 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



Agenda Item 7

East Jordan Plastics IFT Consideration

Background Information:

The City Council will be asked to schedule a public hearing date to consider an Industrial Facilities Tax Exemption Certificate for East Jordan Plastics, Inc., located at 1600 Stieve Drive.

The company has filed two applications for Industrial Facilities Tax Exemption Certificates for personal property additions at their locations at 100 Veterans Blvd. and 1600 Stieve Drive. The tax exemption requests total \$1,846,000. The company desires to make improvements to their building, located at 100 Veterans Blvd., which will allow storage and shipping options at the site. The company plans to create two new jobs at the 100 Veterans Blvd. location. The company desires to make improvements to their building, located at 1600 Stieve Drive, which will allow an increase in production and shipping capabilities. The company plans to create two new jobs, and retain five existing jobs, at their facility at 1600 Stieve Drive.

East Jordan Plastics, Inc. purchased the former Noble International building on Stieve Drive on December 30, 2008. Recently, the company purchased the second former Noble International building on Veterans Blvd. The company performs plastic recycling operations at their South Haven location. In addition to recycling, the company performs onsite manufacturing of horticultural containers and other products into new plastic containers. With the acquisition of the building on Veterans Blvd., the company will create a logistics center, to handle shipping of their products.

East Jordan Plastics, Inc. owns several facilities, all of which are located in the State of Michigan, and employs approximately 250 salaried and hourly employees. The business focuses on the manufacturing of various plastic products for the horticulture industry. Attached are images of the company's products.

The estimated total value of the Industrial Facilities Tax Exemption Certificate for East Jordan Plastics, Inc., is \$93,825 over the 12 year life of agreement. The tax exemption does include a "claw-back" provision, which allows the City of South Haven to seek the abated tax amount if the terms of the abatement are not met by the business.

A public hearing will be held on October 7, 2013 prior to final approval of the request.

Recommendation:

The City Council should consider approval of Resolution 2013-57: which, if approved, sets a public hearing date to consider an Industrial Facilities Tax Exemption Certificate for East Jordan Plastics, Inc., located at 1600 Stieve Drive.

Support Material:

Staff report: East Jordan Plastics IFT
Resolution 2013-57

[East Jordan Plastics, Inc. Product Guide](#)

MEMORANDUM

DATE: September 4, 2013

TO: Brian Dissette, City Manager

FROM: Connie Phillips, Deputy Assessor

SUBJECT: Resolution to Set Public Hearing Dates for Industrial Facilities Tax Exemption Applications (2) for East Jordan Plastics, Inc.

East Jordan Plastics, Inc. has filed two (2) applications for Industrial Facilities Tax Exemption Certificates on August 21, 2013 with locations of 100 Veterans Boulevard and 1600 Stieve Drive. Since the projects are located in two separate Industrial Development Districts, East Jordan Plastics Inc. was required to file two separate applications for each development district.

The applications listed the estimated cost of acquisition and installation of machinery and equipment located at 100 Veteran's Boulevard @ \$51,000 and the estimated cost of acquisition and installation of machinery and equipment located at 1600 Stieve Drive @ 1,795,000.

East Jordan Plastics, Inc. expects to create 2 new additional jobs at the facility located at 100 Veterans Boulevard as a result of that project and expects to retain 5 existing jobs and create 2 new additional jobs at the facility located at 1600 Stieve Drive as a result of that project.

\$93,825 is the estimated tax savings of the combined IFT applications for the duration of 12 years.

CITY OF SOUTH HAVEN
VAN BUREN AND ALLEGAN COUNTIES, MICHIGAN

RESOLUTION NO. 2013-57

A RESOLUTION SETTING A PUBLIC HEARING DATE
FOR CONSIDERATION OF TWO (2) APPLICATIONS FOR
INDUSTRIAL FACILITIES EXEMPTION CERTIFICATES REQUESTED BY
EAST JORDAN PLASTICS, INC

Minutes of a regular meeting of the City Council of the City of South Haven, Van Buren and Allegan Counties, Michigan, held in the City Hall, 539 Phoenix Street, South Haven, Michigan 49090 on September 16, 2013 at 7:00 p.m. local time.

PRESENT: _____

ABSENT: _____

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

WHEREAS, on August 21, 2013, the City of South Haven received two (2) applications from East Jordan Plastics, Inc, PO Box 575, East Jordan, MI 49727 for issuance of Industrial Facilities Exemption Certificates pursuant to Act 198, Public Acts of 1974, as amended, the Plant Rehabilitation and Industrial Development Districts Act, for industrial development projects located at 100 Veterans Boulevard and 1600 Stieve Drive, and;

WHEREAS, Industrial Development Districts, known as Industrial Development District No. 95-02 and No. 94-01, within which the projects are located have been previously established by the City of South Haven; and

WHEREAS, the City is required to schedule, provide notice of, and conduct public hearings for consideration of the applications:

BE IT THEREFORE RESOLVED, that public hearings for consideration of the applications for the Industrial Development Exemption Certificates submitted by East Jordan Plastics on August 21, 2013, shall be conducted by the City Council on October 7, 2013 during the regular City Council meeting which begins at 7:00 p.m. local time in the City Council Chambers at 539 Phoenix Street in the City of South Haven; and

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

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

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

RECORD OF VOTE:

Yeas: _____

Nays: _____

RESOLUTION DECLARED ADOPTED.

Robert G. Burr, Mayor

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council at a meeting held on the 16th day of September, 2013, at which meeting a quorum was present, and that this resolution was ordered to take immediate effect. Public notice of said meeting was given pursuant to and in compliance with the Open Meetings Act, Act No. 167 of the Public Acts of Michigan 1976 (MCL 15.261 et seq).

Amanda Morgan, City Clerk



City of South Haven

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

MEMORANDUM

Date: September 10, 2013
To: Brian Dissette, City Manager
From: Wendy Hochstedler, Finance Director
Subject: Updated Building Permit Fees

Linda Anderson & I have been working on upgrading the software in the building department to the BS&A .Net version throughout the budget process and will implement the upgrade next month. The staff in the building department will receive thorough training during the process and will be able to easily adapt to the new software.

We have also discussed an increase in the building permit fees to try to offset more of the department's expenses. Linda prepared a comparison of fees charged in some of the surrounding units. South Haven Township was not included in this comparison because their rates are set by their contractor, Michigan Township Services.

The City of South Haven charges less than the surrounding units, with the exception of the City of Holland, and would like to have the City Council consider an increase of 10% for projects less than \$100,000 and a 15% increase for projects over \$100,000. Staff intends to revisit the issue later in 2014.

The attached resolution Exhibit A includes building permit, planning & zoning fees. We are not seeking any changes to the planning and zoning fees at this time.

Please let us know if you need any other information.

CITY OF SOUTH HAVEN
VAN BUREN AND ALLEGAN COUNTIES, MICHIGAN

RESOLUTION NO. 2013-58

A RESOLUTION ESTABLISHING THE SCHEDULE
FOR BUILDING PERMITS, PLANNING & ZONING
FEES FOR RESIDENTIAL, COMMERCIAL AND
INDUSTRIAL PROPERTIES

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 September 16, 2013 at 7:00 p.m. local time.

PRESENT: _____

ABSENT: _____

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

WHEREAS, permit fee schedules have not been changed for nearly 10 years; and

WHEREAS, permit fees have not been generating enough revenue to cover the cost of providing inspection services; and

WHEREAS, the City of South Haven permit fees are generally lower than comparison communities of St. Joseph, Grand Haven, Benton Township, Berrien Township, Sodus/Pipestone Township, Bainbridge Township and the State of Michigan; and

WHEREAS, municipal code requires a fee schedule to be adopted by resolution.

THEREFORE, BE IT RESOLVED, that the City of South Haven adopts a fee schedules as attached in Exhibit A, effective September 26, 2013.

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 16th day of September, 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
BUILDING DEPARTMENT FEES

539 Phoenix Street, South Haven, Michigan. Phone: (269) 637-0760 Fax (269) 637-5319

SCHEDULE OF BUILDING PERMIT, PLANNING & ZONING FEES

RESIDENTIAL, COMMERCIAL, AND INDUSTRIAL

<u>IF VALUE IS</u> <u>MORE THAN:</u>	<u>BUT NOT</u> <u>MORE THAN:</u>		<u>BUILDING</u> <u>PERMIT FEE:</u>
\$ 1.00	\$ 1,000.00		\$30.00
1,000.00	2,000.00		42.00
2,000.00	3,000.00		51.00
3,000.01	25,000.00	51.00 + 6.50 PER 1,000	
25,000.00			213.00
25,000.01	50,000.00	213.00 + 6.00 PER 1,000	
50,000.00			378.00
50,000.01	75,000.00	378.00 + 3.00 PER 1,000	
75,000.00			461.00
75,000.01	100,000.00	461.00 + 2.75 PER 1,000	
100,000.00			568.00
100,000.01	125,000.00	568.00 + 2.75 PER 1,000	
125,000.00			646.00
125,000.01	150,000.00	646.00 + 2.75 PER 1,000	
150,000.00			727.00
150,000.01	200,000.00	727.00 + 2.75 PER 1,000	
200,000.00			884.00
200,000.01	250,000.00	884.00 + 2.75 PER 1,000	
250,000.00			1,000.00
250,000.01	500,000.00	1,000.00 + 2.75 PER 1,000	
500,000.00			1,833.00
500,000.01	1,000,000.00	1,833.00 + 2.50 PER 1,000	
1,000,000.00			3,271.00
1,000,000.01	and up	3,271.00 + 2.50 PER 1,000	

Homeowners who perform work on their own property that they alone own and occupy as their homestead shall not be required to pay a permit fee when such work performed does not exceed \$1,000.00 for the total cost of the project, and provided that such work does not involve any structural alterations, adding on to a structure or accessory structure, or the removal of an addition to a structure or an accessory structure.

Additional fees as follows:

1 & 2 Family Residential Fences	\$ 15.00
All other fence permits	20.00
Sign Permits	35.00
Swimming pool permits; Above ground	15.00
In ground	25.00
Hot tubs	10.00
Residential radio-TV towers 14' in height or greater	30.00
House moving: fee plus all costs incurred by city personnel assisting in the move.	30.00
Demolition – per structure Residential	35.00

Accessory structures	25.00
Commercial/Industrial	60.00
New Sidewalks	5.00
New Driveways and Curb Cuts	15.00
Plan Review - Minimum \$100.00	
1 & 2 Family Residential >3,500 sq. ft. and	
Commercial/Industrial	60% of permit fee
Additional/revisions	\$50 per hour
Consulting Fee -	\$50 per hour

SCHEDULE OF PLANNING AND ZONING FEES

	<u>Projects Under \$100,000 Value</u>	<u>Projects \$100,000 Value and Over</u>
Planned Unit Development	\$200 + \$4 per D.U.	\$300 + \$8 per D.U.
Site Plan Review (other than PUD)		
1. Multiple Residential	\$200 + \$4 per D.U.	\$300 + \$8 per D.U.
2. Commercial, Industrial, Institutional	\$200	\$300
3. Additions to No. 2	\$100	\$150
4. Change of Use	\$100	\$150
5. Special Use	\$150	\$200
6. Other	\$100	\$150
	<u>Regular</u>	<u>Special</u>
Ordinance Amendment/Rezoning	\$200	\$250
Zoning Board of Appeals	150	\$300
Construction Board of Appeals		\$125

Up to an additional \$500 may be charged to recover additional costs incurred in connection with attorney fees, engineering fees, or planning consultant fees.

BUILDING PERMIT FEE COMPARISON

Staff in the building department recently reviewed the building permit fees charged by the city and surrounding communities. As expected, it was found that the fees charged by the city are considerably less than most surrounding communities.

With an increase of 20% for projects of less than \$100,000 and 30% increase for projects over \$100,000, the city could have increased department revenue by almost \$10,000 since 2010. The amount is based on an average 25% increase in fees (20% increase for projects of less than \$100,000 and 30% increase for projects over \$100,000).

The following table shows the fee comparison. The figures in parentheses in the South Haven column show the fees with the correlating increase. Even with the fees increased, the city would be charging less than the surrounding communities with the exception of the City of Holland.

Value Base	City of South Haven	City of St. Joseph	City of Grand Haven	City of Holland	Benton Twp ¹	Berrien Twp	Sodus/Pipestone Twp	Bainbridge Twp
\$25,000	194 (233)	432	361	195	401	200	323	351
\$50,000	344 (413)	1124	583	339	651	450	419	580
\$75,000	419 (503)	1412	733	439	826	735	531	736
\$100,000	494 (593)	1680	887	535	999	985	639	895
\$125,000	562 (731)	1936	1012	585	1139	1135	752	1020
\$150,000	632 (822)	2187	1137	633	1279	1285	964	1145
\$200,000	769 (1000)	2680	1187	935	1559	1585	1090	1395

It is suggested that the city consider at least a minor increase when the fee schedule for the department is again reviewed.

¹ South Haven Township was not included as their fees are established by their contractor, Michigan Township Services.

Memo

To: Brian Dissette
City Manager

From: Brandy Gildea
Parks and Recreation Supervisor

Date: September 11, 2013

Re: Fall Fest
Special Event 2013-30

This special event request is ready for City Council's approval. The event is being organized by the South Haven Area Chamber of Commerce. The event is scheduled for October 11 -12, 2013. The event centers around a harvest hoe-down theme with fun activities/events for people of all ages. Many of the events are the same as last year. Please see special event application for a list of all of their activities/events. One additional event is to have a beer tent on Saturday evening. They are requesting use of the Huron Street Pavilion/parking lot, Riverfront Park, and to close Huron Street from School St. to Center St on Saturday from 11:00am 3:30 pm for the outhouse races. They also have a special request to be allowed to have 2-3 food vendors, which are not businesses from the Central Business District, set up under the pavilion during their "Taste of Fall" and "Dance" events.

The event has requested a temporary liquor license. 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.

Proof of insurance has already been provided.

Special Event # _____

Date Received _____

CITY OF SOUTH HAVEN

Special Events & Festivals Application

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

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

A new application must be submitted each year.

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

Initial

8-19-13
Date

CONTACT INFORMATION

Event Title: Fall Fest

Sponsoring Organization: S.H. Area Chamber of Commerce

Applicants Name: Kathy Waganan

Telephone #: 269-637-5171 Phone # During Event: 269-214-6178

E-mail Address: director@southhavenmi.com

Other contacts for/during event

Name: Krissy Garland Telephone: 269-208-2774

Name: Susan Diepen Telephone: 269-906-0722

EVENT SPECIFIC INFORMATION

Event Location: Downtown S.H., Pavilion, Huron St., RFP

Date(s) Requested: Oct 11-12-2013 Alternative Date(s): _____

Start Time: Oct 11, 2013 6p.m. End Time: Oct 12, 2013 11p.m.

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

Number of people expected to attend: 7-8,000 guests

EVENT DESCRIPTION

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

see attached

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 Huron st. between center st and entrance to Pavilion for outhouse race

Entertainment, dance, tent or stage. Mark locations on maps. approx 11am to 3:30pm

Event Command Post. Mark location on maps.

Dumpsters and/or trash containers. The Mark location on maps. Event Boxes (20)

Portable toilet facilities. Mark locations on maps. How many? 6
The City requires the use of portable facilities for events expecting over 500 attendants.

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

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

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

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

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

Fireworks/pyrotechnics site. Mark location on maps.

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

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

Name: Kathy Waganan Telephone: 269-214-6178

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

ADDITIONAL EVENT INFORMATION

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

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

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

2-3:30 p.m on sat. sound system for outhouse races
4:00 pm - 11:00 pm music at pavilion.

Date: 10-11-13 pavilion Time: 7p - 9:30p square dance

Date: 10-12-13 pavilion Time: 2p - 3:30p outhouse race

Date: 10-12-13 pavilion Time: 3:30 - 11:00 p live music

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

CITY SERVICES

Are you requesting any utility services to be provided: Yes No
 If yes, explain: use of electricity in pavilion

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

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

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

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

Additional fire information: Mark all that apply

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

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

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

INSURANCE

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

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

REMINDERS

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

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

INDEMNIFICATION AGREEMENT

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



Applicants Signature

9-7-13
Date

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

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

**SOUTH HAVEN AREA CHAMBER OF COMMERCE
FALL FESTIVAL AND OUTHOUSE RACES
OCTOBER 11 – 12, 2013**

All weekend long, local Bars, Wineries, and Restaurants will participate in the “Pub RunZ”. This event will be one that encourages attendees to enjoy various entertainment and fall drink specials.

Friday evening we will hold a special square dance at the Pavilion from 7-9:30pm.

Saturday from 8a – 2p, enjoy the Fall Harvest at the Farmers Market – Huron Street Pavilion, with a wide array of squash, pumpkins, gourds, baked goods, coffee, donuts, and a lot more!

Saturday at noon, the Pumpkin Launch will take place at the South Marina, with participants selecting a small to mid-size pumpkin to launch from shore in hopes of sinking the pumpkin into a bright orange innertube anchored just offshore. Prizes will be presented for those getting a “hole in one”. This is crazy fun!

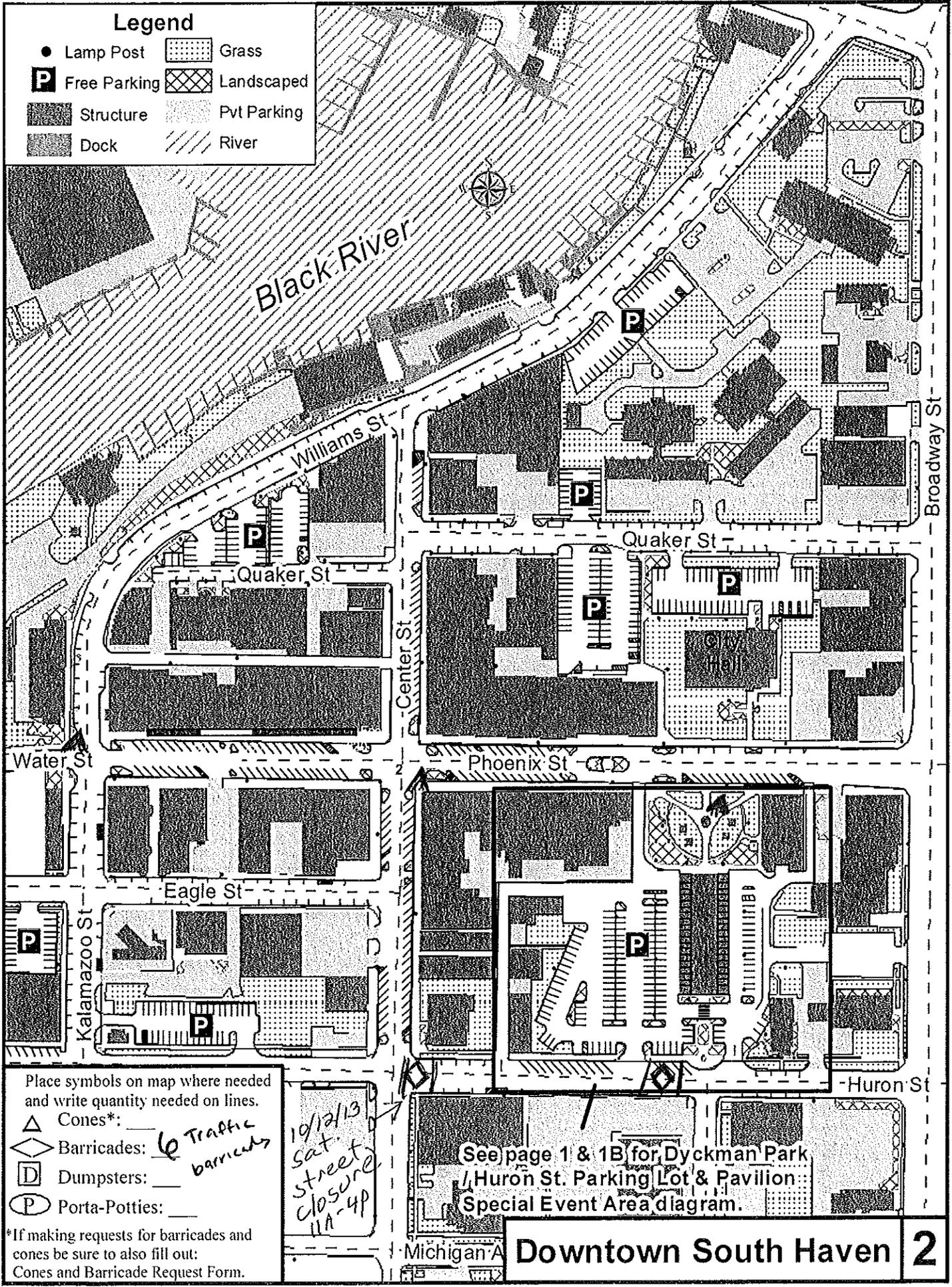
Contests for largest pumpkin, and weirdest vegetables, will take place throughout the afternoon with times to be announced.

KIDDIE FUN LAND 10a – 4p, at the Huron Street Parking area next to the Pavilion, will give the kiddies’ a chance to celebrate Fall in a fun way!! Pony Rides, “Lasso the Harvest Moon” game, Mummy Bowling, Candy Corn Toss, Needle in a Haystack game, Make and Take Art, photo backdrops, mechanical bull, big purple people eater, and more.

On Saturday at 2pm, the Outhouse Races will begin with a “parade” of participating outhouses, and then the actual race taking place immediately following. This consists of a team of 2 – 5 “runners” racing down the ¾ block track (located on Huron Street between School Street and Center Street. Racers will make either one or two “runZ” depending on their times. **YOU’VE GOT TO SEE IT TO BELIEVE IT!** Lots of Laughs for all!

Taste of Fall and the Hoe-Down Street Dance will begin at 3p at the Huron Street Pavilion, with local restaurants selling Fall Fare. Live music will entertain during the Hoe-Down Street Dance from 6 – 10p. There will be fun contests during the dance like fanciest boots, craziest hat, best dancers, etc.

tent signs



Legend

- Lamp Post
- ▭ Grass
- P** Free Parking
- ▭ Landscaped
- ▭ Structure
- ▭ Pvt Parking
- ▭ Dock
- ▭ River

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

- △ Cones*: _____
- ◊ Barricades: *6 Traffic barricades*
- ▭ Dumpsters: _____
- Ⓟ Porta-Potties: _____

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

10/12/13 Sat. street closure 11A-4P

See page 1 & 1B for Dyckman Park / Huron St. Parking Lot & Pavilion Special Event Area diagram.

Legend

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

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

△ Cones: _____

○ Barrels: *traffic barrels*

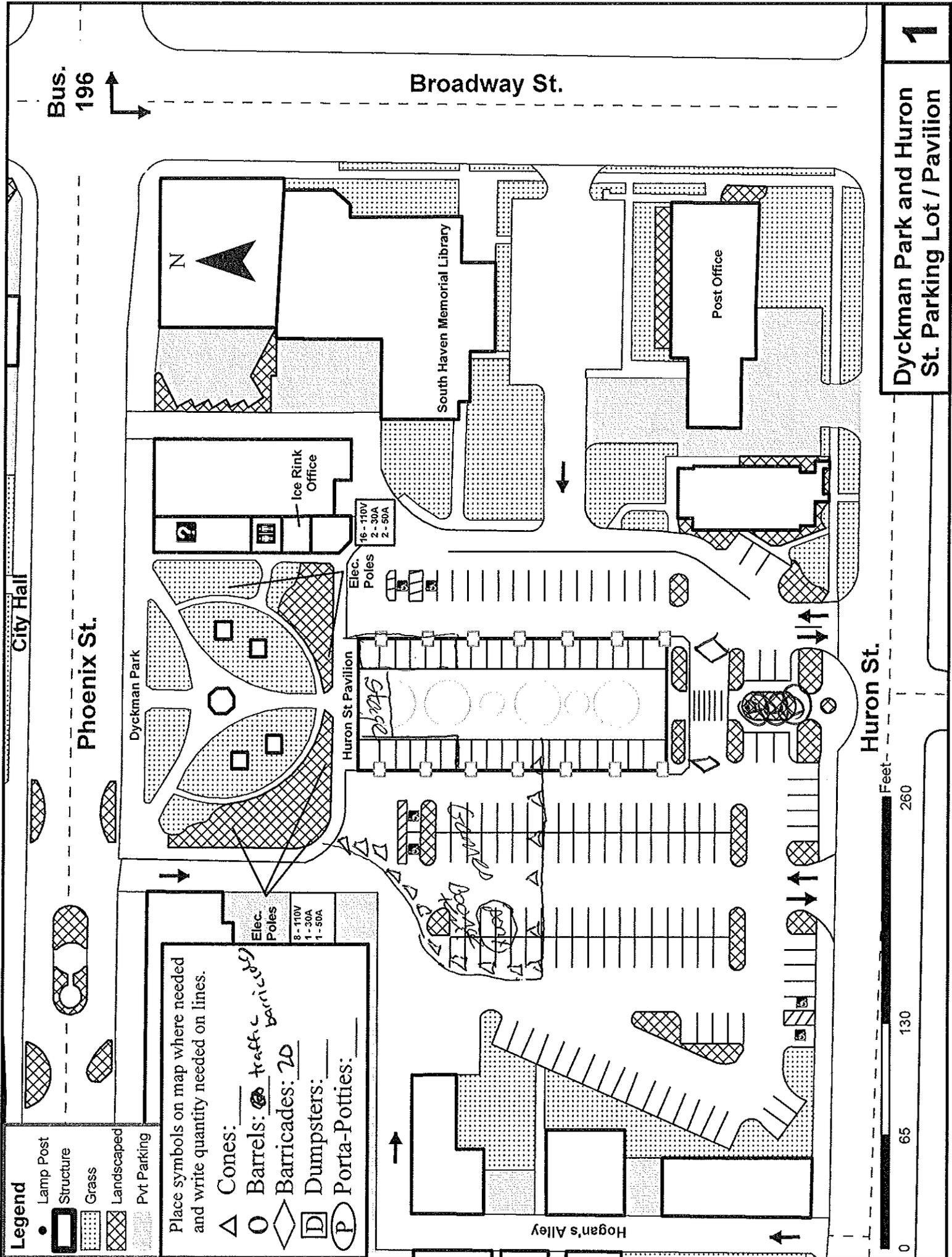
◊ Barricades: *20*

▣ Dumpsters: _____

⊖ Porta-Potties: _____

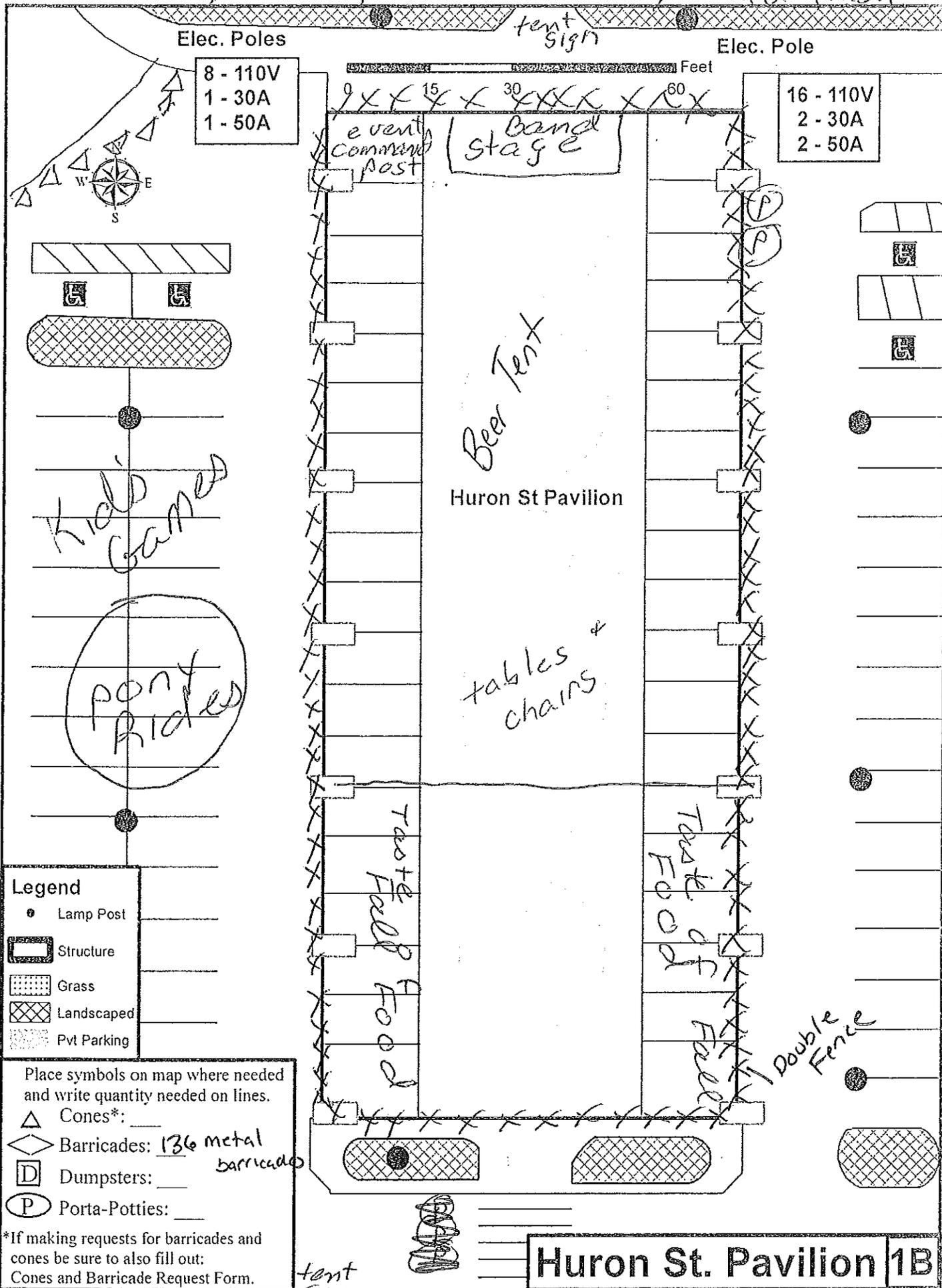
Elec. Poles
8 - 110V
1 - 30A
1 - 50A

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



Dyckman Park and Huron St. Parking Lot / Pavilion **1**

X Fencing around pavilion / 20 event boxes for trash



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

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

- △ Cones*: _____
- ◇ Barricades: 136 metal barricades
- Ⓛ Dumpsters: _____
- Ⓟ Porta-Potties: _____

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

Huron St. Pavilion 1B

▲ tent sign

* Pumpkin Launch

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

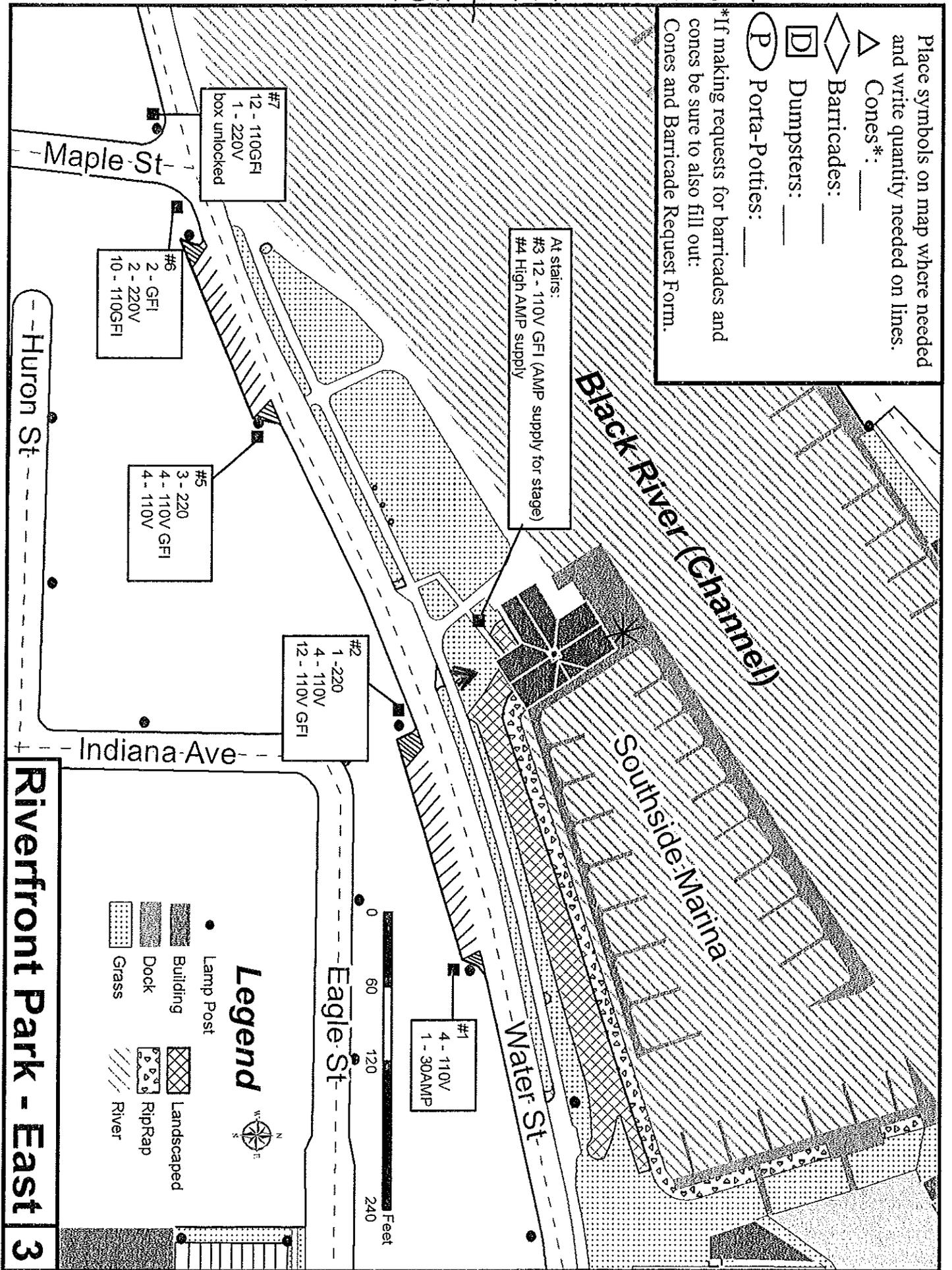
△ Cones*: _____

◇ Barricades: _____

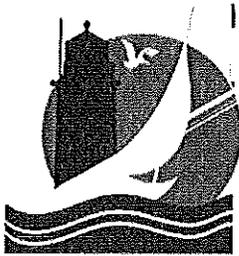
D Dumpsters: _____

P Porta-Potties: _____

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



Riverfront Park - East 3



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

Cones and Barricades Request Form

Requester's Name Kathy Wajama
 Date Requested 9-7-13
 Organization/Committee Chamber of Commerce
 Mailing Address 606 Phillips St
SH. MI 49090
 Office/Main Phone 269-637-5171
 Cell Phone 269-214-6178

EVENT: Fall Fest

DATE of EVENT: 10-11-12-2013

CONES	Quantity	Who will pick up cones (Please Print Legibly)	Cell Phone	Pick Up Date/Time	Return Date/Time
	500 50	Kathy Wajama	269-214-6178	8/11/13 NOON AM PM	8/14/13 9:00 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
	26	Huron St. at Wolverine Hardware parking lot	Kathy Wajama 269-214-6178	8/11/13 NOON AM PM	8/13/13 Anytime 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: Kathy Wajama
Chamber of Commerce

Authorized
by: BAB



CERTIFICATE OF LIABILITY INSURANCE

01/24/00(Y/N) 5/16/2013

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PROXIMER: Kenrick Corporation, 1300 Opdyke Court, Auburn Hills, MI 48326, B0775RAK00112. CONTACT NAME: Kenrick Corporation, PHONE: 248-650-2736, FAX: 248-650-2740, EMAIL: rbucko6067@aol.com. INSURER(S) PROVIDING COVERAGE: Lloyd's of London.

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

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

Table with columns: POLICY NO., TYPE OF INSURANCE, POLICY NUMBER, POLICY EFF. DATE, POLICY EXP. DATE, LIMITS. Includes sections for General Liability, Automobile Liability, and Workers Compensation.

THIS INSURANCE HAS BEEN PLACED WITH AN INSURER THAT IS NOT LICENSED BY THE STATE OF MICHIGAN IN CASE OF INSOLVENCY, PAYMENT OF CLAIMS MAY NOT BE GUARANTEED.

DESCRIPTION OF OPERATIONS (LOCATIONS, VEHICLES) (Attach ACORD 101, Additional Remarks, Schedule, if more space is required) The certificate holder is considered an additional insured with respects solely to the Fall Festival held October 11-13, 2013. A 30 day notice of cancellation applies. Fall Festival is held on property owned by certificate holder.

CERTIFICATE HOLDER: City of South Haven, 539 Phoenix Street, South Haven, MI 49090. CANCELLATION: SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE: [Signature]

Fall Fest

South Haven, Michigan

October 11 & 12

Sampling of Events

- Pub RunZ featuring drink specials and entertainment all weekend long!
- Tour outhouses at local businesses to win prizes!
- Kiddie Funland: Pony Rides, mechanical bull, games, activities and prizes!
- Outhouse Races 2—3p Huron Street near Pavilion
- Pumpkin Launch—win cash!
- Beer Tent and Wine Tasting
 - Square Dance
 - Taste of Fall Food Fest
- Pumpkin Carving Contest



Plan Now
to Have a
HOOT of a
Good
Time!

For more information call 269.637.5171

Presented by:

