

# City Council

## Regular Meeting Agenda

Monday, October 21, 2013  
7:00 p.m., Council Chambers



1. Call to Order
2. Invocation
  - Linda Olson – Director of We Care, I.N.C.
3. Roll Call
4. Proclamation – We Care I.N.C.
5. Proclamation – 2013 Housing America
6. Approval of Agenda
7. **Consent Agenda: Items A thru C (Roll Call Vote Required)**

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

  - A. Council will be requested to approve the City Council Minutes of October 7, 2013.
  - B. Bills totaling \$741,807.87 for the period ending October 22, 2013 be approved and forwarded to the Clerk and Treasurer for payment.
  - C. Council will be asked to receive the following administrative reports and approved minutes to be placed on file:
    - 1) 08-13-2013 Parks Commission Minutes
    - 2) 09-05-2013 Planning Commission Minutes
    - 3) 09-09-2013 LDFA Minutes
    - 4) 09-18-2013 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.*

### NEW BUSINESS

8. City Council will be asked to approve Resolution 2013-63 a resolution authorizing the city manager to purchase the properties at 552 Monroe Blvd., 556 Monroe Blvd., 560 Monroe Blvd., and 568 Monroe Blvd., incorporating Michigan Natural Resources Trust Fund Grant for acquisition of the land.

**9. City Council will be asked to consider the introduction of a zoning ordinance amendment for Corridor Overlay Zoning District for the I-196 Business Loop and M-43 within the city limits of South Haven.**

**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

## PROCLAMATION

WHEREAS, *We Care In The Name of Christ* was created in response to a diminishing role of Federal and State agencies; and

WHEREAS, *We Care In The Name of Christ* volunteers provide individuals with basic assistance such as food, personal care items, transportation, household help, medical needs, financial assistance, or any other needs that may arise; and

WHEREAS, *We Care* partners with 39 member churches representing 21 denominations, partners with over 100 area agencies, has over 900 active volunteers operating 39 pantries and assistance ministries, and served over 35,000 individual needs in 2012; and

WHEREAS, *We Care* operated on a budget of \$128,000 in 2012 and provided over \$2 million dollars worth of services, solely on donations; and

WHEREAS, *We Care* and its dedicated volunteers who serve the communities of South Haven, Bangor, Breedsville, Covert, Glenn, Grand Junction, Lacota, and Pullman are deserving of special honor and recognition for their generous support.

NOW, THEREFORE, BE IT RESOLVED, that the City of South Haven does hereby recognize and honor *We Care In The Name of Christ* as it embarks on its 34th year of ministry.

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Robert Burr, Mayor  
City of South Haven, Michigan  
October 21, 2013

# Proclamation

WHEREAS, for more than 70 years it has been the policy of this nation, under the United States of America Housing Act to promote the general welfare of the nation by employing its funds and credit to assist the states and their political subdivisions to remedy the unsafe and unsanitary housing conditions and the acute shortage of decent, safe and sanitary dwellings for families of lower income; and

WHEREAS, according to the “State of the Nation’s Housing” report, 15.6 million households now pay more than half of their income for housing; and

WHEREAS, according to current estimates, on any given night, there are nearly 750,000 homeless nationwide and up to 3.5 million persons who experience homelessness at some point throughout the year; and

WHEREAS, according to the National Low-Income Housing Coalition’s “Out of Reach” report, minimum wage earners are unable to afford even a one-bedroom home anywhere in the country, and 88% of renters in cities live in areas where the fair market rent for a two-bedroom rental is not affordable even with two minimum wage jobs; and

WHEREAS, according to the National Housing Conference, health care workers and many other working professionals are priced out of homeownership in the majority of U.S. metropolitan areas nationwide; and

WHEREAS, public housing is home to over 2 million people, more than 40 percent of whom are children, and faces an estimate in excess of a \$20 billion backlog in capital repairs; and

WHEREAS, the National Association of Housing and Redevelopment Officials in association with many professional partners are united in an effort to raise public awareness of the importance of affordable housing and community development programs and resources; and

WHEREAS, safe, decent and affordable housing is pivotal in our society, beyond providing basic shelter, it positively impacts the economy and improves the quality of our environment; and

WHEREAS, October is declared Housing America Month, part of a year-long, national campaign to inform the public and decision makers of the critical need to address the nation’s housing and community development concerns; and

WHEREAS, the City of South Haven, which has, through the efforts of the South Haven Housing Commission since its inception in 1967, endeavored to address affordable housing and community development needs and has been successful in doing so using a combination of local, state and federal resources; and

THEREFORE BE IT RESOLVED, that the City of South Haven, endorses the Housing America Campaign locally, regionally and nationally, its goals, objectives and purposes and in so doing recommits itself to meeting the affordable housing and community development needs of the South Haven community and communities throughout the nation.

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Robert G. Burr, Mayor  
City of South Haven, Michigan

Presented this 21<sup>st</sup> day of October, 2013

## City Council

### Regular Meeting Minutes

Monday, October 7, 2013  
7:00 p.m., Council Chambers



#### 1. Call to Order

#### 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 Kozlik Wall seconded by Patterson to approve the Consent Agenda as follows:

- A. Council will be requested to approve the City Council Minutes of September 16, 2013.
- B. Bills totaling \$2,818,382.45 for the period ending October 8, 2013 be approved and forwarded to the Clerk and Treasurer for payment.
- C. Council will be requested to approve purchase of one F-150 4x4 truck from Woodhams Ford in the amount of \$21,287.00 for the motor pool.
- D. Council will be requested to approve purchase of one F-150 4x4 Crew Cab truck from Woodhams Ford in the amount of \$27,224.00 for utilities.
- E. Council will be asked to receive the following administrative reports and approved minutes to be placed on file:
  - 1) 02-11-2013 BRA Minutes
  - 2) 06-06-2013 Planning Minutes
  - 3) 06-10-2013 LDFA Minutes
  - 4) 06-20-2013 Planning Minutes
  - 5) 07-16-2013 Liberty Hyde Minutes
  - 6) 08-01-2013 Planning Minutes
  - 7) 08-08-2013 Planning Minutes
  - 8) 08-13-2013 SH Memorial Library Minutes

- 9) 08-20-2013 Harbor Commission Minutes
- 10) 08-20-2013 Liberty Hyde Minutes
- 11) 08-26-2013 BPU Minutes
- 12) 08-28-2013 Housing Commission Minutes

A Roll Call Vote was taken:

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

Nays: None

Motion carried

### UNFINISHED BUSINESS

**6. City Council will be asked to consider the following items regarding the East Jordan Plastics, Inc. two (2) Industrial Facility Tax Abatements (IFTs):**

- A. Hold public hearing regarding East Jordan Plastics, Inc. two (2) IFTs.**
- B. Approve Resolutions 2013-59 and 2013-60 regarding the approval of the East Jordan Plastics, Inc. two (2) IFTs.**

*Background Information:* The City Council will be asked to consider approval of two Industrial Facilities Tax Exemption Certificates 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 Certificates for East Jordan Plastics, Inc., is \$93,825 over the 12 year life of agreement. The tax exemptions do include "claw-back" provisions, which allow the City of South Haven to seek the abated tax amounts if the terms of the abatement are not met by the business.

**Item A: Hold public hearing regarding East Jordan Plastics, Inc. Two (2) Industrial Tax Abatements (IFTs).**

Moved by Kozlik Wall to open the public hearing regarding East Jordan Plastics, Inc. Two (2) Industrial Tax Abatements (IFTs). Seconded by Klavins.

A Roll Call Vote was taken:

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

Nays: None

Motion carried.

Public Comment: None

Moved by Patterson to close the public hearing regarding East Jordan Plastics, Inc. Two (2) Industrial Tax Abatements (IFTs). Seconded by Fitzgibbon.

Voted Yes: All. Motion carried.

**Item B: Approve Resolutions 2013-59 and 2013-60 regarding the approval of the East Jordan Plastics, Inc. two (2) IFTs.**

Moved by Kozlik Wall to approve Resolutions 2013-59 and 2013-60 regarding the approval of the East Jordan Plastics, Inc. two (2) IFTs. Seconded by Fitzgibbon.

Voted Yes: All. Motion carried.

**NEW BUSINESS**

**7. City Council will receive a report from Senior Services.**

A representative from Senior Services in South Haven gave an annual report.

**8. City Council will be asked to consider Resolution 2013-61 a resolution setting the seasonal and transient slip rates at South Haven municipal marinas.**

*Background Information:* The City Council will be asked to approve the marina rates for the upcoming 2014 boating season.

The Harbor Commission has recommended the rates as presented in Resolution 2013-61. The recommended rates seek no changes to the seasonal slip rental rates. The proposed changes include changes to the transient slips at the South Side Marina, North Side Marina, and the Museum Marina, which will now be priced using the State of Michigan's Waterways Transient Rate Schedule, Column D. Transient slip rates at Black River Park are to be priced using Column C.

The changes to the Waterways Transient Rates are to allow for coordination with the State of Michigan's Reservation System (online dock reservations). There are some price increases, some decreases, depending on boat length. The 2013 Transient Rates may

**DRAFT**

be changed by the Waterways Commission for 2014. The resolution is written so that the Municipal Marina Rates will follow any changes made by the Waterways Commission.

The Marina Manager may request in writing special rates and discounts to improve occupancy, subject to approval of the City Manager.

A Senior Seasonal Boat Launch Pass is now available to persons aged 65 and over for \$75, which is a \$25 discount under the normal rate.

Please note, per the city manager's recommendation, the License Agreement fee and the Motorized Watercraft fee have been removed from the proposed rates. These items have been removed to allow staff time to work with the city's attorney to prepare recommendations to the Harbor Commission and City Council how to better manage license agreement requests, for possible watercraft rental proposals, for the 2014 boating season.

Moved by Patterson to approve Resolution 2013-61 a resolution setting the seasonal and transient slip rates at South Haven municipal marinas. Seconded by Arnold.

Voted Yes: All. Motion carried.

**9. City Council will be asked to consider Resolution 2013-62 a resolution authorizing the City Manager to purchase the property at 317 Hogan's Alley, on behalf of the DDA.**

*Background Information:* The City Council will be asked to authorize the city manager to proceed with purchase of the Baars Printing building and property, located at 317 Hogan's Alley, for \$160,000 on behalf of the Downtown Development Authority (DDA.)

The DDA, at their October 2, 2013 regular meeting, authorized staff to proceed with the purchase of the Baars Printing building and property for \$160,000, using DDA funds. The DDA desires to acquire the property to allow for expansion of the Huron Street parking lot. Through the property purchase, the city's Engineering Department anticipates being able to create an additional 29 parking spaces at the Huron Street parking lot. As a result, the DDA board has agreed to fund the purchase of the property. Once the property is publicly owned, the DDA can then finalize plans for parking expansion.

Moved by Kozlik Wall to approve Resolution 2013-62 a resolution authorizing the City Manager to purchase the property at 317 Hogan's Alley, on behalf of the DDA. Seconded by Klavins.

A Roll Call Vote was taken:

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

Nays: None

Motion carried.

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

Sharon Dryer from the American Association of University Women spoke about their "Meet the Candidates" event on Thursday.

## 11. City Manager's Comments

The City Manager asked Police Chief Tom Martin speak about the recent burglaries and home invasions in the area. Chief Martin wants everyone to know that the Police Department will be holding an informational meeting on Monday, October 14, 2013 at 7:00 p.m. at City Hall regarding ways to protect your home from a burglary or home invasion. Chief Martin also stressed that he wants the public to please call 911 and report any and all suspicious persons or activity.

## 12. Mayor and Councilperson's Comments

Kozlik Wall: Spoke about concerns with Phase 2 of the Phoenix Street Project.

Gruber: No comment.

Fitzgibbon: No comment.

Patterson: Thanked Chief Martin and staff for all their hard work regarding the recent break-ins.

Arnold: Appreciates Chief Martin and Brian's hard work regarding the recent break-ins.

Klavins: Spoke about the triathlon.

Burr: No comment.

## 13. Adjourn

Moved by Fitzgibbon to adjourn. Seconded by Kozlik Wall.

Voted Yes: All. Motion carried. Meeting adjourned at 7:40 p.m.

RESPECTFULLY SUBMITTED,



Michelle Coffey  
Deputy City Clerk

Approved by City Council: **DRAFT**

**CITY OF SOUTH HAVEN  
OCTOBER 22, 2013**

	PREPAID	CURRENT	TOTAL
101-GENERAL FUND	\$ 129,990.06	\$ 81,983.41	\$ 211,973.47
202-MAJOR STREET FUND	\$ 1,237.65	\$ 1,064.96	\$ 2,302.61
203-LOCAL STREET FUND	\$ 412.55	\$ 341.36	\$ 753.91
204-STREET FUND	\$ 6,600.80	\$ 5,525.24	\$ 12,126.04
226-GARBAGE/REFUSE FUND	\$ 30,153.07		\$ 30,153.07
250-DOWNTOWN DEVELOPMENT	\$ 183,725.00		\$ 183,725.00
251-LDFA #1	\$ -		\$ -
253-LDFA #3	\$ -		\$ -
260-BROWNFIELD AUTHORITY	\$ -		\$ -
265-NARCOTICS UNIT	\$ 12.00		\$ 12.00
266-POLICE TRAINING	\$ 51.59		\$ 51.59
296-RIVER MAINTENANCE	\$ -	\$ 709.00	\$ 709.00
371-CAPITAL BOND DEBT SERV	\$ -		\$ -
372-WATER PLANT FUND	\$ -		\$ -
395-DDA DEBT SERVICE	\$ -		\$ -
396- DDA DISTRICT #2	\$ -	\$ 760.00	\$ 760.00
401-CAPITAL PROJECTS	\$ -		\$ -
402-CAPITAL PROJECTS #2	\$ -		\$ -
466- PAVILION AND ICE RINK		\$ 12,000.00	
545-BLACK RIVER PARK	\$ 277.36		\$ 277.36
577-BEACH FUND	\$ -	\$ 1,345.49	\$ 1,345.49
582-ELECTRIC FUND	\$ 25,738.19	\$ 58,636.96	\$ 84,375.15
591-WATER FUND	\$ 6,537.95	\$ 44,181.02	\$ 50,718.97
592-SEWER FUND	\$ 761.55	\$ 38,684.10	\$ 39,445.65
594-MUNICIPAL MARINA	\$ 6,010.91	\$ 13,548.20	\$ 19,559.11
636-INFORMATION SERVICES	\$ 2,998.87	\$ 1,869.57	\$ 4,868.44
661-MOTOR POOL	\$ 65.32	\$ 9,217.59	\$ 9,282.91
677-SELF INSURANCE	\$ -		\$ -
703-TAX FUND	\$ 81,805.00		\$ 81,805.00
718-TRUST & AGENCY	\$ -	\$ -	\$ -
750-EMPLOYEE WITHHOLDING	\$ 7,563.10	\$ -	\$ 7,563.10
<b>TOTAL</b>	<b>\$ 483,940.97</b>	<b>\$ 269,866.90</b>	<b>\$ 741,807.87</b>

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank 1 FIFTH THIRD BANK					
10/03/2013	1	45777	UB REFUND	FRENCH, THOMAS J	594.40
10/03/2013	1	45778	UB REFUND	KROGEL, IONA	46.29
10/03/2013	1	45779	UB REFUND	LANDRETH, MARY D	100.00
10/03/2013	1	45780	UB REFUND	MURPHY, WILL T	82.58
10/03/2013	1	45781	UB REFUND	RAGONA, ANTHONY & MICHELLE	100.20
10/03/2013	1	45782	UB REFUND	RIDGWAY, LEXIE A	148.71
10/03/2013	1	45783	UB REFUND	SCHMITT, HEATHER L	151.90
10/03/2013	1	45784	UB REFUND	SMITH, MARTIN J	169.86
10/03/2013	1	45785	003099	5TH DISTRICT COURT	1,500.00
10/03/2013	1	45786	003197	78TH DISTRICT COURT	345.00
10/03/2013	1	45787	003117	7TH DISTRICT COURT EAST	100.00
10/03/2013	1	45788	003195	BLUE CARE NETWORK	103,104.84
10/03/2013	1	45789	000286	BLUE CROSS BLUE SHIELD OF MICHIGAN	502.34
10/03/2013	1	45790	000430	CENTURY LINK	28.12
10/03/2013	1	45791	000505	COMPTON INC	27,719.00
10/03/2013	1	45792	000660	DOMESTIC LINEN-KALAMAZOO	1,872.62
10/03/2013	1	45793	001331	LAKE MICHIGAN MAILERS	10,000.00
10/03/2013	1	45794	001373	LAWN BOYS INC	97.62
10/03/2013	1	45795	001610	MICHIGAN GAS UTILITIES	757.48
10/03/2013	1	45796	001620	MICHIGAN MUNICIPAL LEAGUE	7,563.10
10/03/2013	1	45797	003046	AMANDA MORGAN	32.77
10/03/2013	1	45798	001948	PAT'S PRONTO PRINT	172.64
10/03/2013	1	45799	002132	RELIABLE DISPOSAL INC #646	82.70
10/03/2013	1	45800	003047	ERIC SMITH	74.47
10/08/2013	1	45801	MISC	AL RUPPERT	5,214.00
10/08/2013	1	45802	000225	BEACHTOWN CREATIVE INC	1,666.67
10/08/2013	1	45803	000648	BRIAN DISSETTE	5.48
10/08/2013	1	45804	002267	SECANT TECHNOLOGIES	342.75
10/08/2013	1	45805	000648	BRIAN DISSETTE	33.90
10/08/2013	1	45806	000843	FRONTIER	58.00
10/08/2013	1	45807	001067	HI TEC BUILDING SERVICES	4,280.00
10/08/2013	1	45808	001373	LAWN BOYS INC	960.00
10/08/2013	1	45809	MISC	LIBERTY PLUMBING SUPPLY CO	59.50
10/08/2013	1	45810	003062	MCAA	21,916.75
10/08/2013	1	45811	002132	RELIABLE DISPOSAL INC #646	661.91
10/08/2013	1	45812	002800	VILLAGE MARKET #869	585.40
10/11/2013	1	45813	UB REFUND	BRYAN, THEODORA	43.92
10/11/2013	1	45814	UB REFUND	DFG SOUTH HAVEN LLC	100.00
10/11/2013	1	45815	UB REFUND	ENDEAVOR BLDG SYSTEMS	118.03
10/11/2013	1	45816	UB REFUND	EQUITY ALLIANCE OF S HAVEN LLC	26.27
10/11/2013	1	45817	UB REFUND	FIRST MERIT BANK	69.75
10/11/2013	1	45818	UB REFUND	GIBSON, PATRICIA J	500.00
10/11/2013	1	45819	UB REFUND	GOLDSTEIN, MYRON	48.48
10/11/2013	1	45820	UB REFUND	HEAD, LEEANN D	21.49
10/11/2013	1	45821	UB REFUND	HILL, ROBERT M	6.59
10/11/2013	1	45822	UB REFUND	HYLTON, TREVOR B	88.65
10/11/2013	1	45823	UB REFUND	MARK, GARY	17.95
10/11/2013	1	45824	UB REFUND	MASTERSON, DILLON J	190.59
10/11/2013	1	45825	UB REFUND	NEIDLINGER, BENJAMIN L	10.63
10/11/2013	1	45826	UB REFUND	SAFEGUARD PROPERTIES	26.76
10/11/2013	1	45827	UB-REFUND	SHEA, JOHN	31.37
10/11/2013	1	45828	MISC	A & R PIPELINE	700.00
10/11/2013	1	45829	000285	BLOOMINGDALE COMMUNICATIONS	2,656.12
10/11/2013	1	45830	000339	BROUSSEAU APPRAISAL SERVICES I	3,690.00
10/11/2013	1	45831	000540	COTTAGE HOME	456.36
10/11/2013	1	45832	000540	COTTAGE HOME	456.36
10/11/2013	1	45833	000665	DOTSON, RON	84.75
10/11/2013	1	45834	001435	LULL, DEBORAH	103.24
10/11/2013	1	45835	001675	MIDWEST CIVIL ENGINEERS INC	1,164.00
10/11/2013	1	45836	MISC	NORTHERN CONSTRUCTION SERVICE	700.00
10/11/2013	1	45837	002132	RELIABLE DISPOSAL INC #646	29,314.00
10/11/2013	1	45838	003076	KEVIN WILDEY	63.59
10/11/2013	1	45839	000059	ALLEGAN COUNTY TREASURER	27,874.27
10/11/2013	1	45840	001329	LAKE MICHIGAN COLLEGE	4,669.50
10/11/2013	1	45841	002132	RELIABLE DISPOSAL INC #646	3,364.74
10/11/2013	1	45842	002415	SOUTH HAVEN PUBLIC SCHOOLS	49,261.23
10/15/2013	1	45843	003107	57TH DISTRICT COURT	1,410.00
10/15/2013	1	45844	000994	HAPA LLC	5,183.33
10/15/2013	1	45845	001640	MICHIGAN RURAL WATER ASSOC	215.00

1 TOTALS:

Total of 69 Checks:	323,797.97
Less 0 Void Checks:	0.00
Total of 69 Disbursements:	323,797.97

10/16/2013 01:31 PM  
User: ksteinman  
DB: South Haven

CHECK REGISTER FOR CITY OF SOUTH HAVEN  
CHECK DATE FROM 10/07/2013 - 10/07/2013

Page: 1/1

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank 1 FIFTH THIRD BANK					
10/07/2013	1	30(E)	002749	VAN BUREN COUNTY ABSTRACT	<u>160,143.00</u>
1 TOTALS:					
Total of 1 Checks:					160,143.00
Less 0 Void Checks:					<u>0.00</u>
Total of 1 Disbursements:					<u>160,143.00</u>

User: ksteinman  
DB: South Haven

BANK CODE: 1 CHECK DATE: 10/22/2013 INVOICE PAY DATE FROM 10/22/2013 TO 10/22/2013

Check Date	Bank	Check #	Vendor Code	Vendor Name	Amount	# Invoices
10/22/2013	1	45846	000014	ABONMARCHE CONSULTANTS INC	14,831.50	5
10/22/2013	1	45847	000043	AIRGAS USA, LLC	48.03	1
10/22/2013	1	45848	000050	ALEXANDER CHEMICAL CORP	4,350.00	3
10/22/2013	1	45849	000177	AUTOWARES INC	417.73	13
10/22/2013	1	45850	000259	BEST-ONE FLEET SERVICE WAYLAND	917.00	1
10/22/2013	1	45851	000290	BLUE STAR SUPPLY	146.96	3
10/22/2013	1	45852	000309	A.D. BOS OFFICE COFFEE SERVICE	77.35	1
10/22/2013	1	45853	000345	JOHN BRUSH BUILDERS INC	300.00	1
10/22/2013	1	45854	000346	BRUSH ENTERPRISES	1,200.40	2
10/22/2013	1	45855	000372	C.C. JOHNSON & MALHOTRA PC	2,695.69	1
10/22/2013	1	45856	000418	CDW GOVERNMENT INC	283.38	1
10/22/2013	1	45857	000453	CHIEF SUPPLY CORP	359.77	3
10/22/2013	1	45858	000471	CITY PLUMBING & HEATING CO	2,774.48	2
10/22/2013	1	45859	000502	COMMUNITY ANSWERING SERVICE	710.20	1
10/22/2013	1	45860	000505	COMPTON INC	815.00	1
10/22/2013	1	45861	000716	EJ USA INC	4,730.43	3
10/22/2013	1	45862	000718	ELECSYS INTERNATIONAL CORP	267.00	1
10/22/2013	1	45863	000723	ELECTRONIC SYSTEMS TECH INC	175.86	1
10/22/2013	1	45864	003168	ELWOOD STAFFING	2,678.80	2
10/22/2013	1	45865	003123	EMERGENCY VEHICLE PRODUCTS F161733	310.00	1
10/22/2013	1	45866	003065	FOSTER SWIFT COLLINS & SMITH PC	1,632.80	3
10/22/2013	1	45867	000847	FUEL MANAGEMENT SYSTEM	6,616.38	1
10/22/2013	1	45868	000913	GRAINGER	147.50	1
10/22/2013	1	45869	001047	HERALD PALLADIUM	4,311.52	1
10/22/2013	1	45870	003198	HOFFMAN BOOTS	325.25	1
10/22/2013	1	45871	001082	HOLLAND SUPPLY INC	275.74	1
10/22/2013	1	45872	001107	HULL LIFT TRUCK INC	1,577.23	3
10/22/2013	1	45873	001108	GORDON HULL	2,264.16	1
10/22/2013	1	45874	001120	HYDRO DESIGNS INC	995.00	1
10/22/2013	1	45875	001130	ICOP	8,080.00	1
10/22/2013	1	45876	001134	IDEXX DISTRIBUTION INC	949.91	1
10/22/2013	1	45877	001161	INTERSTATE ALL BATTERY CENTER	154.51	2
10/22/2013	1	45878	001171	J & L ORCHARD SUPPLY LLC	1,304.54	3
10/22/2013	1	45879	001186	JENSEN'S EXCAVATING INC	1,104.00	1
10/22/2013	1	45880	001189	JIM & TONI'S DRYCLEANERS	315.75	1
10/22/2013	1	45881	001196	JOHN'S STEREO INC	51.21	2
10/22/2013	1	45882	001246	KENDALL ELECTRIC INC	639.26	3
10/22/2013	1	45883	003055	<del>KIESLER'S POLICE SUPPLY INC</del>	<del>262.08</del>	<del>1</del>
10/22/2013	1	45884	001288	KONE INC	257.13	1
10/22/2013	1	45885	001298	KREIS, ENDERLE, HUDGINS & BORSOS PC	110.00	1
10/22/2013	1	45886	001343	LAKESHORE PAINT & ARTWORKS	10.55	1
10/22/2013	1	45887	001544	MENARDS	1,383.33	13
10/22/2013	1	45888	001606	MICHIGAN ELECTION RESOURCES	1,157.37	2
10/22/2013	1	45889	001622	MICHIGAN MUNICIPAL RISK	154,795.50	2
10/22/2013	1	45890	001766	MUZZALL GRAPHICS	1,150.03	1
10/22/2013	1	45891	001853	NORTHERN FIRST AID	56.84	1
10/22/2013	1	45892	001881	OFFICE MAX INC	150.03	1
10/22/2013	1	45893	001917	OVERISEL LUMBER COMPANY	79.80	2
10/22/2013	1	45894	001939	PARKWAY ELECTRIC &	339.86	1
10/22/2013	1	45895	002020	POWER LINE SUPPLY CO	3,405.19	8
10/22/2013	1	45896	003199	PRECISION TRENCING	2,775.20	1
10/22/2013	1	45897	002033	PRI MAR PETROLEUM INC	57.50	1
10/22/2013	1	45898	003017	PROGRESSIVE/AE	2,809.00	1
10/22/2013	1	45899	002155	RIDGE AND KRAMER AUTO PARTS	322.71	7
10/22/2013	1	45900	002188	ROME'S STANDARD SERVICE INC	1,825.18	3
10/22/2013	1	45901	002267	SECANT TECHNOLOGIES	1,414.00	2
10/22/2013	1	45902	003132	SOUTH HAVEN HEALTH SYSTEM	152.32	1
10/22/2013	1	45903	002407	SOUTH HAVEN ICE RINK	12,000.00	1

User: ksteinma  
 DB: South Haven

BANK CODE: 1 CHECK DATE: 10/22/2013 INVOICE PAY DATE FROM 10/22/2013 TO 10/22/2013

Check Date	Bank	Check #	Vendor Code	Vendor Name	Amount	# Invoices
10/22/2013	1	45904	002416	SOUTH HAVEN ROTARY CLUB	154.00	1
10/22/2013	1	45905	002418	SOUTH HAVEN SMALL ENGINES	115.44	1
10/22/2013	1	45906	002447	LINDA SPEARS	8.00	1
10/22/2013	1	45907	002478	STAPLES ADVANTAGE	1,160.57	6
10/22/2013	1	45908	002513	STEEL CENTER SUPPLY CO	833.72	4
10/22/2013	1	45909	002524	STO-AWAY POWER CRANES INC	658.23	1
10/22/2013	1	45910	002589	TERMINIX PROCESSING CENTER	41.00	1
10/22/2013	1	45911	002645	TRACTOR SUPPLY CREDIT PLAN	922.56	7
10/22/2013	1	45912	002724	UPS STORE #5080	24.85	2
10/22/2013	1	45913	002728	USA BLUE BOOK	922.51	4
10/22/2013	1	45914	002777	VANDERZEE MOTORPLEX	617.00	1
10/22/2013	1	45915	003025	A J VENEKLASEN INC	7,454.00	1
10/22/2013	1	45916	002822	WAGNER'S PLUMBING & HEATING	1,542.51	5
10/22/2013	1	45917	002843	RON WASHEGESIC	240.00	2
10/22/2013	1	45918	002883	WEST MICHIGAN DOCUMENT	45.00	1
10/22/2013	1	45919	002953	WOODHAMS, INC , DON	1,779.55	8

Num Checks: 74

Num Invoices: 172

Total Amount: 269,866.90

Post Date GL Number	Journal	Summ/Det	Ref # Description		DR Amount	CR Amount
10/15/2013 594-776-975-011 594-002-202-000	AP	D	#10 NORTH SIDE MARINA UPGRADE ACCOUNTS PAYABLE	NORTH SIDE MARINA	7,454.00	7,454.00
					<u>7,454.00</u>	<u>7,454.00</u>
10/16/2013 101-265-741-000 101-002-202-000	AP	D	46855 OPERATING SUPPLIES ACCOUNTS PAYABLE	CREAMER, SUGAR AND COFFEE	77.35	77.35
					<u>77.35</u>	<u>77.35</u>
10/14/2013 401-301-980-000 401-002-202-000	AP	D	107571 POLICE/FIRE COMPLEX ACCOUNTS PAYABLE	PUBLIC SAFETY BUILDING	760.00	760.00
					<u>760.00</u>	<u>760.00</u>
10/15/2013 204-446-801-000 202-447-801-000 203-447-801-000 204-002-202-000 202-002-202-000 203-002-202-000	AP	D	1076672 PROFESSIONAL/CONSULTING FEES PROFESSIONAL/CONSULTING FEES PROFESSIONAL/CONSULTING FEES ACCOUNTS PAYABLE ACCOUNTS PAYABLE ACCOUNTS PAYABLE	FALL PAVING DESIGN SERVICES PER PROPOSAL	5,461.80 1,024.09 341.36	5,461.80 1,024.09 341.36
					<u>6,827.25</u>	<u>6,827.25</u>
10/15/2013 592-558-801-000 592-002-202-000	AP	D	107673 PROFESSIONAL/CONSULTING FEES ACCOUNTS PAYABLE	MONROE BOULEVARD SANITARY SEWER EXTENSIO	3,526.25	3,526.25
					<u>3,526.25</u>	<u>3,526.25</u>
10/15/2013 592-558-801-008 592-002-202-000	AP	D	107659 SANITARY SEWER EVALUATION SURV ACCOUNTS PAYABLE	SEWER SYSTEM EVALUATION	2,300.00	2,300.00
					<u>2,300.00</u>	<u>2,300.00</u>
10/16/2013 594-776-802-000 296-774-974-006 594-002-202-000 296-002-202-000	AP	D	107582 OTHER CONTRACTUAL SERVICES DREDGING ACCOUNTS PAYABLE ACCOUNTS PAYABLE	DREDGING ENGINEERING	709.00 709.00	709.00 709.00
					<u>1,418.00</u>	<u>1,418.00</u>
10/14/2013 661-450-748-000 661-002-202-000	AP	D	9913112067 MOTOR FUEL & LUBRICANTS ACCOUNTS PAYABLE	CYLINDER RENTAL	48.03	48.03
					<u>48.03</u>	<u>48.03</u>

Post Date GL Number	Journal	Summ/Det	Ref # Description		DR Amount	CR Amount
10/15/2013 594-776-975-011 594-002-202-000	AP	D	SLS10010285 NORTH SIDE MARINA UPGRADE ACCOUNTS PAYABLE	CHEMICALS	2,610.00	2,610.00
					<u>2,610.00</u>	<u>2,610.00</u>
10/15/2013 591-559-741-000 591-002-202-000	AP	D	SLS10010302 OPERATING SUPPLIES ACCOUNTS PAYABLE	CHEMICALS	2,640.00	2,640.00
					<u>2,640.00</u>	<u>2,640.00</u>
10/15/2013 592-559-741-000 592-002-202-000	AP	D	SCL10002134 OPERATING SUPPLIES ACCOUNTS PAYABLE	DEPOSIT REFUND	900.00	900.00
					<u>900.00</u>	<u>900.00</u>
10/14/2013 661-450-741-003 661-002-202-000	AP	D	233-782524 REPAIR & MAINT SUPPLIES ACCOUNTS PAYABLE	REPAIR/MAINTENANCE SUPPLIES	46.39	46.39
					<u>46.39</u>	<u>46.39</u>
10/14/2013 661-450-741-000 661-002-202-000	AP	D	233-782811 OPERATING SUPPLIES ACCOUNTS PAYABLE	REPAIR/MAINTENANCE SUPPLIES	12.38	12.38
					<u>12.38</u>	<u>12.38</u>
10/14/2013 592-559-742-000 592-002-202-000	AP	D	233-782332 SMALL TOOLS ACCOUNTS PAYABLE	REPAIR/MAINTENANCE SUPPLIES	34.68	34.68
					<u>34.68</u>	<u>34.68</u>
10/14/2013 661-450-741-000 661-002-202-000	AP	D	233-783286 OPERATING SUPPLIES ACCOUNTS PAYABLE	REPAIR/MAINTENANCE SUPPLIES	42.38	42.38
					<u>42.38</u>	<u>42.38</u>
10/14/2013 592-559-742-000 592-002-202-000	AP	D	233-783497 SMALL TOOLS ACCOUNTS PAYABLE	REPAIR/MAINTENANCE SUPPLIES	7.18	7.18
					<u>7.18</u>	<u>7.18</u>

Post Date GL Number	Journal	Summ/Det	Ref # Description		DR Amount	CR Amount
10/14/2013 592-559-933-000 592-002-202-000	AP	D	233-783144 REPAIRS/MAINTENANCE - EQUIP ACCOUNTS PAYABLE	REPAIR/MAINTENANCE SUPPLIES	57.55	57.55
					<u>57.55</u>	<u>57.55</u>
10/14/2013 661-450-741-000 661-002-202-000	AP	D	233-783041 OPERATING SUPPLIES ACCOUNTS PAYABLE	REPAIR/MAINTENANCE SUPPLIES	11.97	11.97
					<u>11.97</u>	<u>11.97</u>
10/14/2013 661-450-741-003 661-002-202-000	AP	D	233-783472 REPAIR & MAINT SUPPLIES ACCOUNTS PAYABLE	REPAIR/MAINTENANCE SUPPLIES	18.83	18.83
					<u>18.83</u>	<u>18.83</u>
10/14/2013 661-450-741-003 661-002-202-000	AP	D	233-783388 REPAIR & MAINT SUPPLIES ACCOUNTS PAYABLE	REPAIR/MAINTENANCE SUPPLIES	18.57	18.57
					<u>18.57</u>	<u>18.57</u>
10/14/2013 661-450-977-000 661-002-202-000	AP	D	233-783479 EQUIPMENT - SHOP ACCOUNTS PAYABLE	REPAIR/MAINTENANCE SUPPLIES	61.28	61.28
					<u>61.28</u>	<u>61.28</u>
10/14/2013 661-450-748-000 661-002-202-000	AP	D	233-783473 MOTOR FUEL & LUBRICANTS ACCOUNTS PAYABLE	REPAIR/MAINTENANCE SUPPLIES	27.49	27.49
					<u>27.49</u>	<u>27.49</u>
10/15/2013 202-473-741-000 202-002-202-000	AP	D	233-783691 OPERATING SUPPLIES ACCOUNTS PAYABLE	REPAIR/MAINTENANCE SUPPLIES	40.87	40.87
					<u>40.87</u>	<u>40.87</u>
10/14/2013 661-450-802-000 661-002-202-000	AP	D	400503 OTHER CONTRACTUAL SERVICES ACCOUNTS PAYABLE	PARTS FOR ZAMBONI	917.00	917.00
					<u>917.00</u>	<u>917.00</u>

Post Date GL Number	Journal	Summ/Det	Ref # Description		DR Amount	CR Amount
10/14/2013 661-450-741-000 661-002-202-000	AP	D	14039 OPERATING SUPPLIES ACCOUNTS PAYABLE	LP FILLS	49.90	49.90
					<u>49.90</u>	<u>49.90</u>
10/14/2013 101-446-741-000 101-002-202-000	AP	D	14019 OPERATING SUPPLIES ACCOUNTS PAYABLE	LP FILLS	47.16	47.16
					<u>47.16</u>	<u>47.16</u>
10/14/2013 661-450-741-003 661-002-202-000	AP	D	13902 REPAIR & MAINT SUPPLIES ACCOUNTS PAYABLE	LP FILLS	49.90	49.90
					<u>49.90</u>	<u>49.90</u>
10/14/2013 661-450-935-000 661-450-741-003 661-002-202-000	AP	D	5423 REPAIRS/MAINTENANCE - VEHICLES REPAIR & MAINT SUPPLIES ACCOUNTS PAYABLE	REPAIRS	279.38 909.77	1,189.15
					<u>1,189.15</u>	<u>1,189.15</u>
10/14/2013 661-450-741-003 661-002-202-000	AP	D	10/10/13 REPAIR & MAINT SUPPLIES ACCOUNTS PAYABLE	REPAIRS	11.25	11.25
					<u>11.25</u>	<u>11.25</u>
10/14/2013 592-560-801-000 592-002-202-000	AP	D	8/25-9/21 PROFESSIONAL/CONSULTING FEES ACCOUNTS PAYABLE	PROFESSIONAL SERVICES	2,695.69	2,695.69
					<u>2,695.69</u>	<u>2,695.69</u>
10/14/2013 636-258-727-000 636-002-202-000	AP	D	GB74885 OFFICE SUPPLIES ACCOUNTS PAYABLE	HP TONER DUAL	283.38	283.38
					<u>283.38</u>	<u>283.38</u>
10/14/2013 101-301-729-000 101-002-202-000	AP	D	315777 UNIFORMS ACCOUNTS PAYABLE	RESCUE EQUIPMENT	148.34	148.34
					<u>148.34</u>	<u>148.34</u>

User: ksteinman

Check Run Dates 10/22/2013 - 10/22/2013

DB: South Haven

Post Date GL Number	Journal	Summ/Det	Ref # Description		DR Amount	CR Amount
10/14/2013 101-301-729-000 101-002-202-000	AP	D	307210 UNIFORMS ACCOUNTS PAYABLE	CLOTHING	69.17	69.17
					<u>69.17</u>	<u>69.17</u>
10/14/2013 101-301-729-000 101-002-202-000	AP	D	312091 UNIFORMS ACCOUNTS PAYABLE	CLOTHING	142.26	142.26
					<u>142.26</u>	<u>142.26</u>
10/14/2013 101-301-802-001 101-002-202-000	AP	D	023808 SERVICE CONTRACTS ACCOUNTS PAYABLE	PREVENTIVE MAINTENANCE	1,744.48	1,744.48
					<u>1,744.48</u>	<u>1,744.48</u>
10/16/2013 101-265-802-000 101-002-202-000	AP	D	024142 OTHER CONTRACTUAL SERVICES ACCOUNTS PAYABLE	MAINTENANCE AGREEMENT	1,030.00	1,030.00
					<u>1,030.00</u>	<u>1,030.00</u>
10/14/2013 101-350-802-000 101-002-202-000	AP	D	475309162013 OTHER CONTRACTUAL SERVICES ACCOUNTS PAYABLE	ANSWERING SERVICES	710.20	710.20
					<u>710.20</u>	<u>710.20</u>
10/15/2013 591-565-802-000 591-002-202-000	AP	D	101314 OTHER CONTRACTUAL SERVICES ACCOUNTS PAYABLE	TAP & WATER CONNECTION ON 77 1/2 ST COVE	815.00	815.00
					<u>815.00</u>	<u>815.00</u>
10/14/2013 591-558-741-000 591-002-202-000	AP	D	3655285 OPERATING SUPPLIES ACCOUNTS PAYABLE	SUPPLIES	162.55	162.55
					<u>162.55</u>	<u>162.55</u>
10/14/2013 591-558-741-000 591-002-202-000	AP	D	3648634 OPERATING SUPPLIES ACCOUNTS PAYABLE	SUPPLIES	1,757.20	1,757.20
					<u>1,757.20</u>	<u>1,757.20</u>

Post Date GL Number	Journal	Summ/Det	Ref # Description		DR Amount	CR Amount
10/16/2013 591-558-741-000 591-002-202-000	AP	D	3650272 OPERATING SUPPLIES ACCOUNTS PAYABLE	SUPPLIES	2,810.68	2,810.68
					<u>2,810.68</u>	<u>2,810.68</u>
10/15/2013 582-558-802-000 591-558-802-000 592-558-802-000 582-002-202-000 591-002-202-000 592-002-202-000	AP	D	118215 OTHER CONTRACTUAL SERVICES OTHER CONTRACTUAL SERVICES OTHER CONTRACTUAL SERVICES ACCOUNTS PAYABLE ACCOUNTS PAYABLE ACCOUNTS PAYABLE	MONTHLY MAINTENANCE CHARGE	186.90 40.05 40.05	186.90 40.05 40.05
					<u>267.00</u>	<u>267.00</u>
10/14/2013 591-559-933-000 591-002-202-000	AP	D	7171 REPAIRS/MAINTENANCE - EQUIPM ACCOUNTS PAYABLE	INSPECTION/MINOR REPAIR	175.86	175.86
					<u>175.86</u>	<u>175.86</u>
10/14/2013 101-751-802-000 101-002-202-000	AP	D	585602 OTHER CONTRACTUAL SERVICES ACCOUNTS PAYABLE	STAFFING	1,494.80	1,494.80
					<u>1,494.80</u>	<u>1,494.80</u>
10/15/2013 101-751-802-000 101-002-202-000	AP	D	587445 OTHER CONTRACTUAL SERVICES ACCOUNTS PAYABLE	STAFFING	1,184.00	1,184.00
					<u>1,184.00</u>	<u>1,184.00</u>
10/14/2013 101-301-977-000 101-002-202-000	AP	D	S0007019 EQUIPMENT - SHOP ACCOUNTS PAYABLE	MISC SUPPLIES/LABOR TO INSTALL VAULT	310.00	310.00
					<u>310.00</u>	<u>310.00</u>
10/16/2013 101-209-801-000 101-002-202-000	AP	D	636966 PROFESSIONAL/CONSULTING FEES ACCOUNTS PAYABLE	ATTORNEY SERVICES	20.00	20.00
					<u>20.00</u>	<u>20.00</u>

Post Date GL Number	Journal	Summ/Det	Ref # Description		DR Amount	CR Amount
10/16/2013	AP	D	1327301	FUEL		
101-301-748-000			MOTOR FUEL		2,253.30	
101-728-748-000			MOTOR FUEL		68.70	
101-371-748-000			MOTOR FUEL		61.20	
582-558-748-000			MOTOR FUEL		1,067.97	
101-751-748-000			MOTOR FUEL		687.12	
101-276-748-000			MOTOR FUEL		103.62	
582-558-748-000			MOTOR FUEL		81.27	
591-558-748-000			MOTOR FUEL		22.86	
592-558-748-000			MOTOR FUEL		22.86	
101-446-748-000			MOTOR FUEL		485.03	
591-559-748-000			MOTOR FUEL		88.90	
591-558-748-000			MOTOR FUEL		411.16	
592-558-748-000			MOTOR FUEL		411.16	
204-447-748-000			MOTOR FUEL		63.44	
591-558-748-000			MOTOR FUEL		21.14	
592-558-748-000			MOTOR FUEL		21.14	
592-559-748-000			MOTOR FUEL		341.16	
661-450-748-000			MOTOR FUEL & LUBRICANTS		404.35	
101-002-202-000			ACCOUNTS PAYABLE			3,658.97
582-002-202-000			ACCOUNTS PAYABLE			1,149.24
591-002-202-000			ACCOUNTS PAYABLE			544.06
592-002-202-000			ACCOUNTS PAYABLE			796.32
204-002-202-000			ACCOUNTS PAYABLE			63.44
661-002-202-000			ACCOUNTS PAYABLE			404.35
					<u>6,616.38</u>	<u>6,616.38</u>
10/15/2013	AP	D	OCTOBER	CONTRACTUAL SERVICES		
582-558-802-000			OTHER CONTRACTUAL SERVICES		2,264.16	
582-002-202-000			ACCOUNTS PAYABLE			2,264.16
					<u>2,264.16</u>	<u>2,264.16</u>
10/14/2013	AP	D	9260087870	PROCESS CALIBRATOR		
592-559-742-000			SMALL TOOLS		147.50	
592-002-202-000			ACCOUNTS PAYABLE			147.50
					<u>147.50</u>	<u>147.50</u>
10/14/2013	AP	D	PERIOD 9	PRINTING/PUBLISHING		
101-101-900-000			PRINTING/PUBLISHING		4,242.52	
101-276-900-000			NEWSPAPER PUBLISHING		69.00	
101-002-202-000			ACCOUNTS PAYABLE			4,311.52
					<u>4,311.52</u>	<u>4,311.52</u>
10/14/2013	AP	D	138983	BOOTS		
582-558-729-001			OTHER CLOTHING & SUPPLIES		325.25	
582-002-202-000			ACCOUNTS PAYABLE			325.25
					<u>325.25</u>	<u>325.25</u>

Post Date GL Number	Journal	Summ/Det	Ref # Description		DR Amount	CR Amount
10/14/2013 101-276-741-000 101-002-202-000	AP	D	76352 OPERATING SUPPLIES ACCOUNTS PAYABLE	FLAGS	275.74	275.74
					<u>275.74</u>	<u>275.74</u>
10/14/2013 661-450-748-000 661-002-202-000	AP	D	S-0091722 MOTOR FUEL & LUBRICANTS ACCOUNTS PAYABLE	PARTS	77.72	77.72
					<u>77.72</u>	<u>77.72</u>
10/14/2013 661-450-741-003 661-002-202-000	AP	D	S-0091046 REPAIR & MAINT SUPPLIES ACCOUNTS PAYABLE	PARTS	1,351.46	1,351.46
					<u>1,351.46</u>	<u>1,351.46</u>
10/14/2013 661-450-741-003 661-002-202-000	AP	D	WO-275403-1 REPAIR & MAINT SUPPLIES ACCOUNTS PAYABLE	PARTS	148.05	148.05
					<u>148.05</u>	<u>148.05</u>
10/15/2013 591-559-802-000 591-002-202-000	AP	D	0030239-IN OTHER CONTRACTUAL SERVICES ACCOUNTS PAYABLE	CROSS CONNECTION CONTROL PROGRAM	995.00	995.00
					<u>995.00</u>	<u>995.00</u>
10/14/2013 101-301-977-000 101-002-202-000	AP	D	0005748-IN EQUIPMENT - SHOP ACCOUNTS PAYABLE	EQUIPMENT	8,080.00	8,080.00
					<u>8,080.00</u>	<u>8,080.00</u>
10/14/2013 591-559-741-000 591-002-202-000	AP	D	271964356 OPERATING SUPPLIES ACCOUNTS PAYABLE	SUPPLIES	949.91	949.91
					<u>949.91</u>	<u>949.91</u>
10/14/2013 101-301-741-000 101-002-202-000	AP	D	1901802005390 OPERATING SUPPLIES ACCOUNTS PAYABLE	BATTERIES	82.75	82.75
					<u>82.75</u>	<u>82.75</u>

User: ksteinman

Check Run Dates 10/22/2013 - 10/22/2013

DB: South Haven

Post Date GL Number	Journal	Summ/Det	Ref # Description		DR Amount	CR Amount
10/14/2013 101-301-741-000 101-002-202-000	AP	D	1901801006716 OPERATING SUPPLIES ACCOUNTS PAYABLE	BATTERIES	71.76	71.76
					<u>71.76</u>	<u>71.76</u>
10/14/2013 592-558-741-000 592-002-202-000	AP	D	17614 OPERATING SUPPLIES ACCOUNTS PAYABLE	PIPE	936.00	936.00
					<u>936.00</u>	<u>936.00</u>
10/14/2013 592-558-741-000 592-002-202-000	AP	D	17795 OPERATING SUPPLIES ACCOUNTS PAYABLE	SUPPLY	359.04	359.04
					<u>359.04</u>	<u>359.04</u>
10/14/2013 591-558-741-000 591-002-202-000	AP	D	17860 OPERATING SUPPLIES ACCOUNTS PAYABLE	BOLT CLAMP	9.50	9.50
					<u>9.50</u>	<u>9.50</u>
10/14/2013 591-558-802-000 591-002-202-000	AP	D	29060 OTHER CONTRACTUAL SERVICES ACCOUNTS PAYABLE	INSTALL NEW WATER TAPE 70538 28TH AVE CO	1,104.00	1,104.00
					<u>1,104.00</u>	<u>1,104.00</u>
10/14/2013 101-301-801-021 101-002-202-000	AP	D	10/1/13 LAUNDRY & DRYCLEANING ACCOUNTS PAYABLE	LAUNDRY SERVICE	315.75	315.75
					<u>315.75</u>	<u>315.75</u>
10/15/2013 101-371-801-000 101-002-202-000	AP	D	10/13/13 PROFESSIONAL/CONSULTING FEES ACCOUNTS PAYABLE	INSPECTION CHARGE FOR 229 ELKENBURG	300.00	300.00
					<u>300.00</u>	<u>300.00</u>
10/14/2013 592-559-727-000 592-002-202-000	AP	D	10037668 OFFICE SUPPLIES ACCOUNTS PAYABLE	BLOW OFF DUSTER	41.21	41.21
					<u>41.21</u>	<u>41.21</u>

User: ksteinman

Check Run Dates 10/22/2013 - 10/22/2013

DB: South Haven

Post Date GL Number	Journal	Summ/Det	Ref # Description		DR Amount	CR Amount
10/14/2013 592-559-742-000 592-002-202-000	AP	D	S101950513.003 SMALL TOOLS ACCOUNTS PAYABLE	WALLPLATE SCREW SELL BY THE BOX	54.29	54.29
					<u>54.29</u>	<u>54.29</u>
10/14/2013 592-559-742-000 592-002-202-000	AP	D	S101950513.002 SMALL TOOLS ACCOUNTS PAYABLE	PAN CABLE TIE	53.51	53.51
					<u>53.51</u>	<u>53.51</u>
10/15/2013 592-570-933-000 592-002-202-000	AP	D	S101950513.001 REPAIRS/MAINTENANCE - EQUIP ACCOUNTS PAYABLE	SUPPLIES	531.46	531.46
					<u>531.46</u>	<u>531.46</u>
10/14/2013 101-301-741-000 101-002-202-000	AP	D	0713716 OPERATING SUPPLIES ACCOUNTS PAYABLE	12 GAUGE SHELLS	262.08	262.08
					<u>262.08</u>	<u>262.08</u>
10/14/2013 101-265-802-000 101-002-202-000	AP	D	221302539 OTHER CONTRACTUAL SERVICES ACCOUNTS PAYABLE	ELEVATOR MAINTENANCE	257.13	257.13
					<u>257.13</u>	<u>257.13</u>
10/16/2013 101-210-801-000 101-002-202-000	AP	D	225177 PROFESSIONAL/CONSULTING FEES ACCOUNTS PAYABLE	PROFESSIONAL SERVICES	110.00	110.00
					<u>110.00</u>	<u>110.00</u>
10/14/2013 101-446-741-000 101-002-202-000	AP	D	114470 OPERATING SUPPLIES ACCOUNTS PAYABLE	PAINT	10.55	10.55
					<u>10.55</u>	<u>10.55</u>
10/16/2013 101-301-729-000 101-002-202-000	AP	D	13183 UNIFORMS ACCOUNTS PAYABLE	ALTERATIONS	8.00	8.00
					<u>8.00</u>	<u>8.00</u>

Post Date GL Number	Journal	Summ/Det	Ref # Description		DR Amount	CR Amount
10/14/2013 591-558-741-000 591-002-202-000	AP	D	26871 OPERATING SUPPLIES ACCOUNTS PAYABLE	MAINTENANCE SUPPLIES	38.90	38.90
					<u>38.90</u>	<u>38.90</u>
10/14/2013 101-751-741-000 101-002-202-000	AP	D	26848 OPERATING SUPPLIES ACCOUNTS PAYABLE	MAINTENANCE SUPPLIES	48.92	48.92
					<u>48.92</u>	<u>48.92</u>
10/14/2013 582-558-741-000 582-002-202-000	AP	D	26934 OPERATING SUPPLIES ACCOUNTS PAYABLE	MAINTENANCE SUPPLIES	34.98	34.98
					<u>34.98</u>	<u>34.98</u>
10/14/2013 101-276-741-000 101-002-202-000	AP	D	26626 OPERATING SUPPLIES ACCOUNTS PAYABLE	MAINTENANCE SUPPLIES	74.70	74.70
					<u>74.70</u>	<u>74.70</u>
10/15/2013 591-559-741-000 591-002-202-000	AP	D	26500 OPERATING SUPPLIES ACCOUNTS PAYABLE	MAINTENANCE SUPPLIES	85.95	85.95
					<u>85.95</u>	<u>85.95</u>
10/15/2013 592-559-742-000 592-002-202-000	AP	D	26629 SMALL TOOLS ACCOUNTS PAYABLE	MAINTENANCE SUPPLIES	51.94	51.94
					<u>51.94</u>	<u>51.94</u>
10/15/2013 591-559-741-000 591-002-202-000	AP	D	27035 OPERATING SUPPLIES ACCOUNTS PAYABLE	MAINTENANCE SUPPLIES	41.19	41.19
					<u>41.19</u>	<u>41.19</u>
10/15/2013 101-751-741-000 101-002-202-000	AP	D	27039 OPERATING SUPPLIES ACCOUNTS PAYABLE	MAINTENANCE SUPPLIES	30.97	30.97
					<u>30.97</u>	<u>30.97</u>

User: ksteinman

Check Run Dates 10/22/2013 - 10/22/2013

DB: South Haven

Post Date GL Number	Journal	Summ/Det	Ref # Description		DR Amount	CR Amount
10/16/2013 592-559-741-000 592-002-202-000	AP	D	26576 MAINTENANCE SUPPLIES OPERATING SUPPLIES ACCOUNTS PAYABLE		21.77	21.77
					<u>21.77</u>	<u>21.77</u>
10/16/2013 592-559-931-000 592-002-202-000	AP	D	26433 MAINTENANCE SUPPLIES REPAIRS/MAINT-BUILDS & STRCTRS ACCOUNTS PAYABLE		176.20	176.20
					<u>176.20</u>	<u>176.20</u>
10/16/2013 591-559-741-000 591-002-202-000	AP	D	26619 MAINTENANCE SUPPLIES OPERATING SUPPLIES ACCOUNTS PAYABLE		28.32	28.32
					<u>28.32</u>	<u>28.32</u>
10/16/2013 591-559-741-000 591-002-202-000	AP	D	26918 MAINTENANCE SUPPLIES OPERATING SUPPLIES ACCOUNTS PAYABLE		21.00	21.00
					<u>21.00</u>	<u>21.00</u>
10/14/2013 101-191-727-000 101-002-202-000	AP	D	31665 PRECINT SUPPLY KIT OFFICE SUPPLIES ACCOUNTS PAYABLE		120.87	120.87
					<u>120.87</u>	<u>120.87</u>
10/14/2013 101-191-727-000 101-002-202-000	AP	D	31618 OFFICIAL INSIGHT BALLOTS OFFICE SUPPLIES ACCOUNTS PAYABLE		1,036.50	1,036.50
					<u>1,036.50</u>	<u>1,036.50</u>
10/15/2013 101-851-911-000 582-561-911-000 591-561-911-000 592-561-911-000 101-002-202-000 582-002-202-000 591-002-202-000 592-002-202-000	AP	D	9/19/13 INSURANCE M0001043 PROPERTY/FLEET/LIABILITY INSUR PROPERTY/FLEET/LIABILITY INS PROPERTY/FLEET/LIABILITY INS PROPERTY/FLEET/LIAB INSURANCE ACCOUNTS PAYABLE ACCOUNTS PAYABLE ACCOUNTS PAYABLE ACCOUNTS PAYABLE		43,336.60 46,132.52 26,561.15 23,765.23	43,336.60 46,132.52 26,561.15 23,765.23
					<u>139,795.50</u>	<u>139,795.50</u>

Post Date GL Number	Journal	Summ/Det	Ref # Description		DR Amount	CR Amount
10/15/2013	AP	D	9/19/13	INSURANCE R0001043		
101-851-911-000			PROPERTY/FLEET/LIABILITY INSUR		4,650.00	
582-561-911-000			PROPERTY/FLEET/LIABILITY INS		4,950.00	
591-561-911-000			PROPERTY/FLEET/LIABILITY INS		2,850.00	
592-561-911-000			PROPERTY/FLEET/LIAB INSURANCE		2,550.00	
101-002-202-000			ACCOUNTS PAYABLE			4,650.00
582-002-202-000			ACCOUNTS PAYABLE			4,950.00
591-002-202-000			ACCOUNTS PAYABLE			2,850.00
592-002-202-000			ACCOUNTS PAYABLE			2,550.00
					<u>15,000.00</u>	<u>15,000.00</u>
10/14/2013	AP	D	71556	ENVELOPES		
101-202-727-000			OFFICE SUPPLIES		1,150.03	
101-002-202-000			ACCOUNTS PAYABLE			1,150.03
					<u>1,150.03</u>	<u>1,150.03</u>
10/14/2013	AP	D	9693	FIRST AID SUPPLIES		
101-265-802-000			OTHER CONTRACTUAL SERVICES		56.84	
101-002-202-000			ACCOUNTS PAYABLE			56.84
					<u>56.84</u>	<u>56.84</u>
10/14/2013	AP	D	250051	SUPPLIES		
101-301-741-000			OPERATING SUPPLIES		150.03	
101-002-202-000			ACCOUNTS PAYABLE			150.03
					<u>150.03</u>	<u>150.03</u>
10/14/2013	AP	D	S81029	WOOD LATHE		
582-558-741-000			OPERATING SUPPLIES		10.95	
582-002-202-000			ACCOUNTS PAYABLE			10.95
					<u>10.95</u>	<u>10.95</u>
10/14/2013	AP	D	S79966	FELT		
101-446-741-000			OPERATING SUPPLIES		68.85	
101-002-202-000			ACCOUNTS PAYABLE			68.85
					<u>68.85</u>	<u>68.85</u>
10/14/2013	AP	D	66244	SERVICE ON 75 HP DRIVE		
591-559-933-000			REPAIRS/MAINTENANCE - EQUIPM		339.86	
591-002-202-000			ACCOUNTS PAYABLE			339.86
					<u>339.86</u>	<u>339.86</u>
10/14/2013	AP	D	5767623	MAINTENANCE SUPPLIES		
582-558-933-000			REPAIRS/MAINTENANCE - EQUIPM		344.75	
582-002-202-000			ACCOUNTS PAYABLE			344.75
					<u>344.75</u>	<u>344.75</u>

User: ksteinman

Check Run Dates 10/22/2013 - 10/22/2013

DB: South Haven

Post Date GL Number	Journal	Summ/Det	Ref # Description		DR Amount	CR Amount
10/14/2013 582-558-729-001 582-002-202-000	AP	D	5767685 OTHER CLOTHING & SUPPLIES ACCOUNTS PAYABLE	MAINTENANCE SUPPLIES	185.00	185.00
					<u>185.00</u>	<u>185.00</u>
10/14/2013 582-558-933-000 582-002-202-000	AP	D	5767624 REPAIRS/MAINTENANCE - EQUIPM ACCOUNTS PAYABLE	MAINTENANCE SUPPLIES	457.80	457.80
					<u>457.80</u>	<u>457.80</u>
10/14/2013 582-558-933-000 582-002-202-000	AP	D	5767622 REPAIRS/MAINTENANCE - EQUIPM ACCOUNTS PAYABLE	MAINTENANCE SUPPLIES	552.80	552.80
					<u>552.80</u>	<u>552.80</u>
10/14/2013 582-558-933-000 582-002-202-000	AP	D	5767687 REPAIRS/MAINTENANCE - EQUIPM ACCOUNTS PAYABLE	MAINTENANCE SUPPLIES	620.94	620.94
					<u>620.94</u>	<u>620.94</u>
10/14/2013 582-558-933-000 582-002-202-000	AP	D	5769646 REPAIRS/MAINTENANCE - EQUIPM ACCOUNTS PAYABLE	MAINTENANCE SUPPLIES	684.56	684.56
					<u>684.56</u>	<u>684.56</u>
10/14/2013 582-558-933-000 582-002-202-000	AP	D	5769356 REPAIRS/MAINTENANCE - EQUIPM ACCOUNTS PAYABLE	MAINTENANCE SUPPLIES	493.94	493.94
					<u>493.94</u>	<u>493.94</u>
10/14/2013 582-558-933-000 582-002-202-000	AP	D	5769357 REPAIRS/MAINTENANCE - EQUIPM ACCOUNTS PAYABLE	MAINTENANCE SUPPLIES	65.40	65.40
					<u>65.40</u>	<u>65.40</u>
10/14/2013 594-776-802-000 594-002-202-000	AP	D	2130255 OTHER CONTRACTUAL SERVICES ACCOUNTS PAYABLE	GAS LINE INSTALLATION	2,775.20	2,775.20
					<u>2,775.20</u>	<u>2,775.20</u>

User: ksteinman

Check Run Dates 10/22/2013 - 10/22/2013

DB: South Haven

Post Date GL Number	Journal	Summ/Det	Ref # Description		DR Amount	CR Amount
10/14/2013 661-450-935-000 661-002-202-000	AP	D	42721 REPAIRS/MAINTENANCE - VEHICLES ACCOUNTS PAYABLE	CARS WASHED	57.50	57.50
					<u>57.50</u>	<u>57.50</u>
10/15/2013 101-447-801-000 101-002-202-000	AP	D	00149022 PROFESSIONAL/CONSULTING FEES ACCOUNTS PAYABLE	SOUTH HAVEN BL CORRIDOR ANALYSIS	2,809.00	2,809.00
					<u>2,809.00</u>	<u>2,809.00</u>
10/14/2013 661-450-741-003 661-002-202-000	AP	D	490-011973 REPAIR & MAINT SUPPLIES ACCOUNTS PAYABLE	MAINTENANCE SUPPLIES	79.45	79.45
					<u>79.45</u>	<u>79.45</u>
10/14/2013 661-450-748-000 661-002-202-000	AP	D	490-011957 MOTOR FUEL & LUBRICANTS ACCOUNTS PAYABLE	MAINTENANCE SUPPLIES	70.58	70.58
					<u>70.58</u>	<u>70.58</u>
10/14/2013 661-450-741-003 661-002-202-000	AP	D	490-001986 REPAIR & MAINT SUPPLIES ACCOUNTS PAYABLE	MAINTENANCE SUPPLIES	24.53	24.53
					<u>24.53</u>	<u>24.53</u>
10/14/2013 592-559-742-000 592-002-202-000	AP	D	490-012024 SMALL TOOLS ACCOUNTS PAYABLE	MAINTENANCE SUPPLIES	41.08	41.08
					<u>41.08</u>	<u>41.08</u>
10/14/2013 661-450-741-003 661-002-202-000	AP	D	490-012036 REPAIR & MAINT SUPPLIES ACCOUNTS PAYABLE	MAINTENANCE SUPPLIES	7.28	7.28
					<u>7.28</u>	<u>7.28</u>
10/14/2013 661-450-741-003 661-002-202-000	AP	D	490-011850 REPAIR & MAINT SUPPLIES ACCOUNTS PAYABLE	MAINTENANCE SUPPLIES	30.06	30.06
					<u>30.06</u>	<u>30.06</u>

Post Date GL Number	Journal	Summ/Det	Ref # Description		DR Amount	CR Amount
10/14/2013 661-450-741-003 661-002-202-000	AP	D	490-011867 REPAIR & MAINT SUPPLIES ACCOUNTS PAYABLE	MAINTENANCE SUPPLIES	69.73	69.73
					<u>69.73</u>	<u>69.73</u>
10/14/2013 661-450-935-000 661-002-202-000	AP	D	30214 REPAIRS/MAINTENANCE - VEHICLES ACCOUNTS PAYABLE	STEERING SHAFT	350.23	350.23
					<u>350.23</u>	<u>350.23</u>
10/15/2013 661-450-741-003 661-002-202-000	AP	D	9081 REPAIR & MAINT SUPPLIES ACCOUNTS PAYABLE	PD SNOW TIRES	692.00	692.00
					<u>692.00</u>	<u>692.00</u>
10/14/2013 101-751-802-000 101-002-202-000	AP	D	390266 OTHER CONTRACTUAL SERVICES ACCOUNTS PAYABLE	ROD SEWER STANLEY JOHNSTON PARK	120.00	120.00
					<u>120.00</u>	<u>120.00</u>
10/15/2013 592-558-802-000 592-002-202-000	AP	D	390267 OTHER CONTRACTUAL SERVICES ACCOUNTS PAYABLE	CAMERA DRAIN 802 KALAMAZOO ST	120.00	120.00
					<u>120.00</u>	<u>120.00</u>
10/14/2013 636-258-850-002 636-258-802-000 636-258-802-000 636-002-202-000	AP	D	INVO053722 INTERNET FEES OTHER CONTRACTUAL SERVICES OTHER CONTRACTUAL SERVICES ACCOUNTS PAYABLE	DSL SERVICE	129.00 125.00 910.00	1,164.00
					<u>1,164.00</u>	<u>1,164.00</u>
10/14/2013 636-258-802-000 636-002-202-000	AP	D	INVO53869 OTHER CONTRACTUAL SERVICES ACCOUNTS PAYABLE	REACTIVE SUPPORT	250.00	250.00
					<u>250.00</u>	<u>250.00</u>

User: ksteinman

Check Run Dates 10/22/2013 - 10/22/2013

DB: South Haven

Post Date GL Number	Journal	Summ/Det	Ref # Description		DR Amount	CR Amount
10/14/2013	AP	D	10/7/13	PHYSICALS		
101-202-802-000			OTHER CONTRACTUAL SERVICES		8.93	
582-558-802-000			OTHER CONTRACTUAL SERVICES		63.00	
582-561-802-000			OTHER CONTRACTUAL SERVICES		56.27	
591-561-802-000			OTHER CONTRACTUAL SERVICES		12.06	
592-561-802-000			OTHER CONTRACTUAL SERVICES		12.06	
101-002-202-000			ACCOUNTS PAYABLE			8.93
582-002-202-000			ACCOUNTS PAYABLE			119.27
591-002-202-000			ACCOUNTS PAYABLE			12.06
592-002-202-000			ACCOUNTS PAYABLE			12.06
					<u>152.32</u>	<u>152.32</u>
10/16/2013	AP	D	1	RENT AT SOUTH HAVEN ICE RINK FOR WINTER		
466-751-801-101			ICE RINK OPERATIONS		12,000.00	
466-002-202-000			ACCOUNTS PAYABLE			12,000.00
					<u>12,000.00</u>	<u>12,000.00</u>
10/14/2013	AP	D	2204	MEMBERSHIP DUES/BREAKFAST		
101-728-958-000			SUBSCRIPTIONS/MEMBERSHIPS		154.00	
101-002-202-000			ACCOUNTS PAYABLE			154.00
					<u>154.00</u>	<u>154.00</u>
10/14/2013	AP	D	40676	REPLACED FUEL LINE		
101-446-802-000			OTHER CONTRACTUAL SERVICES		115.44	
101-002-202-000			ACCOUNTS PAYABLE			115.44
					<u>115.44</u>	<u>115.44</u>
10/14/2013	AP	D	7106964018-000001	SUPPLIES		
101-172-727-000			OFFICE SUPPLIES		103.85	
101-002-202-000			ACCOUNTS PAYABLE			103.85
					<u>103.85</u>	<u>103.85</u>

User: ksteinman

Check Run Dates 10/22/2013 - 10/22/2013

DB: South Haven

Post Date GL Number	Journal	Summ/Det	Ref # Description	DR Amount	CR Amount
10/14/2013	AP	D	7107070109-000001		
			SUPPLIES		
591-558-727-000			OFFICE SUPPLIES	10.56	
592-558-727-000			OFFICE SUPPLIES	10.56	
101-446-727-000			OFFICE SUPPLIES	10.55	
101-447-727-000			OFFICE SUPPLIES	10.55	
582-558-727-000			OFFICE SUPPLIES	10.55	
591-558-741-000			OPERATING SUPPLIES	10.85	
592-558-741-000			OPERATING SUPPLIES	10.85	
101-446-741-000			OPERATING SUPPLIES	10.86	
101-447-741-000			OPERATING SUPPLIES	10.86	
582-558-741-000			OPERATING SUPPLIES	10.86	
591-002-202-000			ACCOUNTS PAYABLE		21.41
592-002-202-000			ACCOUNTS PAYABLE		21.41
101-002-202-000			ACCOUNTS PAYABLE		42.82
582-002-202-000			ACCOUNTS PAYABLE		21.41
				<u>107.05</u>	<u>107.05</u>
10/14/2013	AP	D	7106622514-00001		
			SUPPLIES		
582-558-727-000			OFFICE SUPPLIES	20.49	
591-558-741-000			OPERATING SUPPLIES	16.61	
592-558-741-000			OPERATING SUPPLIES	16.61	
101-446-741-000			OPERATING SUPPLIES	16.61	
101-447-741-000			OPERATING SUPPLIES	16.61	
582-558-741-000			OPERATING SUPPLIES	16.60	
582-002-202-000			ACCOUNTS PAYABLE		37.09
591-002-202-000			ACCOUNTS PAYABLE		16.61
592-002-202-000			ACCOUNTS PAYABLE		16.61
101-002-202-000			ACCOUNTS PAYABLE		33.22
				<u>103.53</u>	<u>103.53</u>
10/14/2013	AP	D	7106822323-000001		
			SUPPLIES		
101-276-727-000			OFFICE SUPPLIES	9.98	
101-202-727-000			OFFICE SUPPLIES	9.98	
101-202-727-000			OFFICE SUPPLIES	39.28	
101-371-727-000			OFFICE SUPPLIES	23.99	
101-202-727-000			OFFICE SUPPLIES	24.98	
101-202-727-000			OFFICE SUPPLIES	14.99	
101-265-727-000			OFFICE SUPPLIES	7.49	
101-265-727-000			OFFICE SUPPLIES	10.79	
636-258-727-000			OFFICE SUPPLIES	172.19	
101-202-727-000			OFFICE SUPPLIES	21.98	
101-265-727-000			OFFICE SUPPLIES	14.97	
101-202-727-000			OFFICE SUPPLIES	2.99	
101-002-202-000			ACCOUNTS PAYABLE		181.42
636-002-202-000			ACCOUNTS PAYABLE		172.19
				<u>353.61</u>	<u>353.61</u>

Post Date GL Number	Journal	Summ/Det	Ref # Description		DR Amount	CR Amount
10/14/2013 101-265-727-000 101-191-727-000 101-002-202-000	AP	D	7106686802-000001 OFFICE SUPPLIES OFFICE SUPPLIES ACCOUNTS PAYABLE	SUPPLIES	359.90 20.98	380.88
					<u>380.88</u>	<u>380.88</u>
10/15/2013 101-172-727-000 101-265-727-000 101-191-727-000 101-002-202-000	AP	D	7107226092 OFFICE SUPPLIES OFFICE SUPPLIES OFFICE SUPPLIES ACCOUNTS PAYABLE	SUPPLIES	82.20 13.48 15.97	111.65
					<u>111.65</u>	<u>111.65</u>
10/14/2013 101-446-741-000 101-002-202-000	AP	D	014560 OPERATING SUPPLIES ACCOUNTS PAYABLE	MAINTENANCE SUPPLIES	45.33	45.33
					<u>45.33</u>	<u>45.33</u>
10/14/2013 101-446-741-000 101-002-202-000	AP	D	014527 OPERATING SUPPLIES ACCOUNTS PAYABLE	MAINTENANCE SUPPLIES	597.57	597.57
					<u>597.57</u>	<u>597.57</u>
10/14/2013 661-450-741-003 101-446-741-000 661-002-202-000 101-002-202-000	AP	D	014490 REPAIR & MAINT SUPPLIES OPERATING SUPPLIES ACCOUNTS PAYABLE ACCOUNTS PAYABLE	MAINTENANCE SUPPLIES	28.26 132.03	28.26 132.03
					<u>160.29</u>	<u>160.29</u>
10/15/2013 592-570-933-000-0055 592-002-202-000	AP	D	014512 REPAIRS/MAINTENANCE - EQUIP ACCOUNTS PAYABLE	MAINTENANCE SUPPLIES	30.53	30.53
					<u>30.53</u>	<u>30.53</u>
10/14/2013 661-450-935-000 661-002-202-000	AP	D	5528 REPAIRS/MAINTENANCE - VEHICLES ACCOUNTS PAYABLE	WINCH	658.23	658.23
					<u>658.23</u>	<u>658.23</u>
10/14/2013 101-301-802-001 101-002-202-000	AP	D	11627481186 SERVICE CONTRACTS ACCOUNTS PAYABLE	EXTERMINATING SERVICE	41.00	41.00
					<u>41.00</u>	<u>41.00</u>
					41.00	41.00

Post Date GL Number	Journal	Summ/Det	Ref # Description		DR Amount	CR Amount
10/14/2013 661-450-742-000 661-002-202-000	AP	D	148102 SMALL TOOLS ACCOUNTS PAYABLE	SUPPLIES ACCT#6035 3012 0321 1402	52.98	52.98
					<u>52.98</u>	<u>52.98</u>
10/15/2013 591-558-729-001 592-558-729-001 591-002-202-000 592-002-202-000	AP	D	180434 OTHER CLOTHING & SUPPLIES OTHER CLOTHING & SUPPLIES ACCOUNTS PAYABLE ACCOUNTS PAYABLE	MUCK BOOTS	62.99 63.00	62.99 63.00
					<u>125.99</u>	<u>125.99</u>
10/15/2013 591-558-729-001 592-558-729-001 591-002-202-000 592-002-202-000	AP	D	149032 OTHER CLOTHING & SUPPLIES OTHER CLOTHING & SUPPLIES ACCOUNTS PAYABLE ACCOUNTS PAYABLE	SUPPLIES ACCT#6035 3012 0321 1402	159.99 159.99	159.99 159.99
					<u>319.98</u>	<u>319.98</u>
10/15/2013 592-559-729-001 592-002-202-000	AP	D	149215 OTHER CLOTHING & SUPPLIES ACCOUNTS PAYABLE	SUPPLIES ACCT#6035 3012 0321 1402	12.00	12.00
					<u>12.00</u>	<u>12.00</u>
10/15/2013 592-559-729-001 592-002-202-000	AP	D	148837 OTHER CLOTHING & SUPPLIES ACCOUNTS PAYABLE	SUPPLIES ACCT#6035 3012 0321 1402	265.47	265.47
					<u>265.47</u>	<u>265.47</u>
10/15/2013 101-751-741-000 101-002-202-000	AP	D	149034 OPERATING SUPPLIES ACCOUNTS PAYABLE	SUPPLIES ACCT#6035 3012 0321 1402	2.15	2.15
					<u>2.15</u>	<u>2.15</u>
10/16/2013 591-558-729-001 592-558-729-001 591-002-202-000 592-002-202-000	AP	D	148772 OTHER CLOTHING & SUPPLIES OTHER CLOTHING & SUPPLIES ACCOUNTS PAYABLE ACCOUNTS PAYABLE	SUPPLIES ACCT#6035 3012 0321 1402	71.99 72.00	71.99 72.00
					<u>143.99</u>	<u>143.99</u>
10/15/2013 591-559-855-000 591-002-202-000	AP	D	999941 POSTAGE ACCOUNTS PAYABLE	SHIPPING FEE	9.96	9.96
					<u>9.96</u>	<u>9.96</u>

Post Date GL Number	Journal	Summ/Det	Ref # Description		DR Amount	CR Amount
10/16/2013 591-559-855-000 591-002-202-000	AP	D	888378 SHIPPING FEE POSTAGE ACCOUNTS PAYABLE		14.89	14.89
					<u>14.89</u>	<u>14.89</u>
10/14/2013 592-559-741-000 592-002-202-000	AP	D	168174 LAB SUPPLIES OPERATING SUPPLIES ACCOUNTS PAYABLE		65.73	65.73
					<u>65.73</u>	<u>65.73</u>
10/14/2013 592-559-741-000 592-002-202-000	AP	D	164375 LAB SUPPLIES OPERATING SUPPLIES ACCOUNTS PAYABLE		36.67	36.67
					<u>36.67</u>	<u>36.67</u>
10/14/2013 591-559-741-000 591-002-202-000	AP	D	157216 LAB SUPPLIES OPERATING SUPPLIES ACCOUNTS PAYABLE		298.43	298.43
					<u>298.43</u>	<u>298.43</u>
10/15/2013 592-559-741-000 592-002-202-000	AP	D	159854 LAB SUPPLIES OPERATING SUPPLIES ACCOUNTS PAYABLE		521.68	521.68
					<u>521.68</u>	<u>521.68</u>
10/14/2013 577-751-802-000 577-002-202-000	AP	D	014004-17301 SHRINK WRAP BEACH PARKING METERS AND FLA OTHER CONTRACTUAL SERVICES ACCOUNTS PAYABLE		617.00	617.00
					<u>617.00</u>	<u>617.00</u>
10/14/2013 591-558-802-000 591-002-202-000	AP	D	16455 SUPPLIES OTHER CONTRACTUAL SERVICES ACCOUNTS PAYABLE		264.15	264.15
					<u>264.15</u>	<u>264.15</u>
10/15/2013 591-558-802-000-0150 591-002-202-000	AP	D	16472 548 PHOENIX ST HOOK UP NEW WAER LINE AND OTHER CONTRACTUAL SERVICES ACCOUNTS PAYABLE		501.99	501.99
					<u>501.99</u>	<u>501.99</u>

Post Date GL Number	Journal	Summ/Det	Ref # Description		DR Amount	CR Amount
10/15/2013 591-558-802-000-0150 591-002-202-000	AP	D	16471 OTHER CONTRACTUAL SERVICES ACCOUNTS PAYABLE	546 PHOENIX ST- INSTALL NEW WATER METER	187.57	187.57
					<u>187.57</u>	<u>187.57</u>
10/15/2013 591-558-802-000-0150 591-002-202-000	AP	D	16469 OTHER CONTRACTUAL SERVICES ACCOUNTS PAYABLE	425 PHOENIX ST- INSTALL NEW WATER METER	341.47	341.47
					<u>341.47</u>	<u>341.47</u>
10/16/2013 591-558-802-000 591-002-202-000	AP	D	16468 OTHER CONTRACTUAL SERVICES ACCOUNTS PAYABLE	REMOVED/INSTALL METER PORTHOLE	247.33	247.33
					<u>247.33</u>	<u>247.33</u>
10/15/2013 101-301-802-000 101-002-202-000	AP	D	38579 OTHER CONTRACTUAL SERVICES ACCOUNTS PAYABLE	SHREDDING	45.00	45.00
					<u>45.00</u>	<u>45.00</u>
10/14/2013 661-450-935-000 661-002-202-000	AP	D	C136782 REPAIRS/MAINTENANCE - VEHICLES ACCOUNTS PAYABLE	LEFT FRONT IWE AND SPRING REPAIRS	909.97	909.97
					<u>909.97</u>	<u>909.97</u>
10/14/2013 661-450-741-003 661-002-202-000	AP	D	T64203 REPAIR & MAINT SUPPLIES ACCOUNTS PAYABLE	MOULDING	59.59	59.59
					<u>59.59</u>	<u>59.59</u>
10/14/2013 661-450-741-003 661-002-202-000	AP	D	T64231 REPAIR & MAINT SUPPLIES ACCOUNTS PAYABLE	LIFT ASY - GAS	57.70	57.70
					<u>57.70</u>	<u>57.70</u>
10/14/2013 661-450-935-000 661-002-202-000	AP	D	C136696 REPAIRS/MAINTENANCE - VEHICLES ACCOUNTS PAYABLE	REMOVED/REPLACED ONE-WAY VACUUM VALVE	79.72	79.72
					<u>79.72</u>	<u>79.72</u>

User: ksteinman  
DB: South Haven

Check Run Dates 10/22/2013 - 10/22/2013

Post Date GL Number	Journal	Summ/Det	Ref # Description		DR Amount	CR Amount
10/14/2013 661-450-935-000 661-002-202-000	AP	D	C136788 REPAIRS/MAINTENANCE - VEHICLES ACCOUNTS PAYABLE	REMOVED/REPLACED LEFT SIDE MIRROR	309.52	309.52
					<u>309.52</u>	<u>309.52</u>
10/14/2013 661-450-741-000 661-002-202-000	AP	D	T64252 OPERATING SUPPLIES ACCOUNTS PAYABLE	BATTERY	5.10	5.10
					<u>5.10</u>	<u>5.10</u>
10/14/2013 661-450-935-000 661-002-202-000	AP	D	C136898 REPAIRS/MAINTENANCE - VEHICLES ACCOUNTS PAYABLE	REPLACE L AND R REAR DOOR GLASS	298.00	298.00
					<u>298.00</u>	<u>298.00</u>
10/14/2013 661-450-935-000 661-002-202-000	AP	D	C136815 REPAIRS/MAINTENANCE - VEHICLES ACCOUNTS PAYABLE	ALIGNED FRONT END	59.95	59.95
					<u>59.95</u>	<u>59.95</u>
10/15/2013 204-446-801-000 202-447-801-000 203-447-801-000 204-002-202-000 202-002-202-000 203-002-202-000	ENC	D	1076672 PROFESSIONAL/CONSULTING FEES PROFESSIONAL/CONSULTING FEES PROFESSIONAL/CONSULTING FEES ACCOUNTS PAYABLE ACCOUNTS PAYABLE ACCOUNTS PAYABLE	FALL PAVING DESIGN SERVICES PER PROPOSAL	5,461.80 1,024.09 341.36	5,461.80 1,024.09 341.36
					<u>6,827.25</u>	<u>6,827.25</u>
10/15/2013 592-558-801-000 592-002-202-000	ENC	D	107673 PROFESSIONAL/CONSULTING FEES ACCOUNTS PAYABLE	MONROE BOULEVARD SANITARY SEWER EXTENSIO	3,526.25	3,526.25
					<u>3,526.25</u>	<u>3,526.25</u>
Journal Entries Total:					268,494.50	268,494.50
Encumbrance Total:					10,353.50	10,353.50

Post Date GL Number	Journal	Summ/Det	Ref # Description		DR Amount	CR Amount
10/14/2013 661-450-741-003 661-002-202-000	AP	D	233-782636 REPAIR & MAINT SUPPLIES ACCOUNTS PAYABLE	REPAIR/MAINTENANCE SUPPLIES	38.16	38.16
					<u>38.16</u>	<u>38.16</u>
10/16/2013 101-209-801-000 101-002-202-000	AP	D	636965 PROFESSIONAL/CONSULTING FEES ACCOUNTS PAYABLE	ATTORNEY SERVICES	1,052.80	1,052.80
					<u>1,052.80</u>	<u>1,052.80</u>
10/16/2013 101-209-801-000 101-002-202-000	AP	D	636967 PROFESSIONAL/CONSULTING FEES ACCOUNTS PAYABLE	ATTORNEY SERVICES	560.00	560.00
					<u>560.00</u>	<u>560.00</u>
10/14/2013 661-450-741-000 661-002-202-000	AP	D	10037703 OPERATING SUPPLIES ACCOUNTS PAYABLE	AC CHARGER MINI USB	10.00	10.00
					<u>10.00</u>	<u>10.00</u>
10/15/2013 577-751-741-000 577-002-202-000	AP	D	27118 OPERATING SUPPLIES ACCOUNTS PAYABLE	MAINTENANCE SUPPLIES	728.49	728.49
					<u>728.49</u>	<u>728.49</u>
10/15/2013 661-450-935-000 661-002-202-000	AP	D	30376 REPAIRS/MAINTENANCE - VEHICLES ACCOUNTS PAYABLE	BRAKE PADS, ROTORS, CALIPERS, BRAKE FLUI	782.95	782.95
					<u>782.95</u>	<u>782.95</u>
					<u><u>3,172.40</u></u>	<u><u>3,172.40</u></u>

Post Date GL Number	Journal	Summ/Det	Ref # Description	DR Amount	CR Amount
10/22/2013	CD	S			
				SUMMARY CD 10/22/2013	
101-001-001-001			CASH - 5/3 POOLED SWEEP		81,983.41
101-002-202-000			ACCOUNTS PAYABLE	81,983.41	
202-001-001-001			CASH - 5/3 POOLED SWEEP		1,064.96
202-002-202-000			ACCOUNTS PAYABLE	1,064.96	
203-001-001-001			CASH - 5/3 POOLED SWEEP		341.36
203-002-202-000			ACCOUNTS PAYABLE	341.36	
204-001-001-001			CASH - 5/3 POOLED SWEEP		5,525.24
204-002-202-000			ACCOUNTS PAYABLE	5,525.24	
296-001-001-001			CASH - 5/3 POOLED SWEEP		709.00
296-002-202-000			ACCOUNTS PAYABLE	709.00	
401-001-001-001			CASH - 5/3 POOLED SWEEP		760.00
401-002-202-000			ACCOUNTS PAYABLE	760.00	
466-001-001-001			CASH - 5/3 POOLED SWEEP		12,000.00
466-002-202-000			ACCOUNTS PAYABLE	12,000.00	
577-001-001-001			CASH - 5/3 POOLED SWEEP		1,345.49
577-002-202-000			ACCOUNTS PAYABLE	1,345.49	
582-001-001-001			CASH - 5/3 POOLED SWEEP		58,636.96
582-002-202-000			ACCOUNTS PAYABLE	58,636.96	
591-001-001-001			CASH - 5/3 POOLED SWEEP		44,181.02
591-002-202-000			ACCOUNTS PAYABLE	44,181.02	
592-001-001-001			CASH - 5/3 POOLED SWEEP		38,684.10
592-002-202-000			ACCOUNTS PAYABLE	38,684.10	
594-001-001-001			CASH - 5/3 POOLED SWEEP		13,548.20
594-002-202-000			ACCOUNTS PAYABLE	13,548.20	
636-001-001-001			CASH - 5/3 POOLED SWEEP		1,869.57
636-002-202-000			ACCOUNTS PAYABLE	1,869.57	
661-001-001-001			CASH - 5/3 POOLED SWEEP		9,217.59
661-002-202-000			ACCOUNTS PAYABLE	9,217.59	
				269,866.90	269,866.90
				269,866.90	269,866.90

# Parks Commission

## Regular Meeting Minutes

Tuesday, August 13, 2013  
6:00 p.m., Council Chambers



City of South Haven

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

### 2. Roll Call

Present: Cobbs, Comeau, Fitzgibbon, Moore, Toneman, White, Reinert  
Absent: None

### 3. Approval of Agenda

Motion by Fitzgibbon, second by Moore to approve the agenda as presented.

All in favor. Motion carried.

### 4. Approval of Minutes – July 9, 2013

Motion by Fitzgibbon, second by Toneman to approve the July 9, 2013 regular meeting minutes as written.

All in favor. Motion carried.

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

None at this time.

### NEW BUSINESS

### 6. Black River Park – Proposed Master Plan

VandenBosch, Assistant City Manager. Developing a ten to twenty year plan for Black River Boat launch and marina.

Kathy Burczak, Senior Landscape Artist, Abonmarche. After a review of the process so far, Burczak presented a slide presentation. Improvement of vehicular flow to the boat launch is one area being addressed and has led up to this third iteration of the Black River Park Master Plan. Discussion regarding the area now being used for dredge spoils becoming a secondary parking lot; less conflict of traffic due to changing the main entrance but allowing

the current entrance to become a secondary entrance on the way from the bait shop. Current restroom would need to be upgraded for handicapped access since it is not currently American Disabilities Act (ADA) compliant. Burczak also noted that the plan shows the addition of some ADA compliant parking near the current restroom and also closer to the boat launch to meet the current guidelines.

Burczak suggested, for the future, another restroom at the opposite end of the parking lot with more handicapped spaces. The goal is to create a totally accessible walkway from one end of the parking lot to the other.

Burczak also noted that the grassy area near the river could, at some time, include a picnic shelter and grills. The current canoe/kayak launch would remain and a canoe and kayak drop-off area would be provided as well as some boat trailer spaces, ADA compliant spaces and vehicular parking spaces that are free.

The fish cleaning station received unanimous agreement from the Harbor Commission to be located near the current dredging spoil location. Once the dredging is complete and dredge spoils are removed, this area can be capped with gravel and can provide free parking, a drop-off zone, and room for both trailers and regular vehicular parking.

An example of the fish cleaning station was shown and described by Burczak as attractive, high-function and low maintenance. Burczak suggested the addition of a small unisex restroom/lockable storage area near the station.

Moore's question regarding fish cleaning table size was answered by Burczak, "The facility can be personalized according to the city's needs." The grinder system is contained for safety; hoses have been made longer than the example shown; tables have been designed with a slope for drainage and a Plexiglas divider between the sides of the table has been added. Burczak noted that there continues to be improvement as plans evolve. Moore suggested more than one fish scaler might be needed due to perch fishing, tournaments, etc.

After a question about loss of parking spaces, Burczak pointed out that parking has actually been increased. Burczak noted that since a master plan is being developed it can change over time with more parking being added if needed. The current plans includes one-hundred twenty-four (124) boat trailer parking spaces in the main parking area plus thirty-three (33) boat trailer spaces and forty-three (43) vehicle spaces in the free parking area.

VandenBosch pointed out that there are only a few weekends when the extra parking for boat trailers is needed. There was discussion about the area being a run-off area so keeping porous surfaces is recommended. VandenBosch also pointed out that by only putting gravel as a cap on the free parking area, the area can still be used in winter for piling snow when plowing is being done.

Fitzgibbon asked about the current fish cleaning station; VandenBosch noted that the fish cleaning station is located a long way from the parking and the grinder is a little small for the purpose and tends to get jammed etc.

Comeau said over a year ago we approved a plan for a separate kayak/canoe facility; "Where is that on this plan?" Gildea said the area under discussion at that time was east of

the waste water filtration plant. VandenBosch said the city applied for grants for at least two years, maybe three, and did not get grants. VandenBosch noted that the city is applying again; we do have plans for the stream area, but cannot get into that area currently due to the dredging being done.

Moore asked about playground equipment, picnic tables, etc. in the green area. VandenBosch noted that while the treatment plant expansion area could be made nicer, it still has to be reserved for future expansion. Moore questioned whether the celery pond area is part of this master plan; VandenBosch said the celery is not part of the parks system.

Carol Niffenegger, head of Celery Pond Advocates. The group has been working with the city to keep this area as green as possible. Niffenegger requested that any extra parking be kept gravel or green pavers or some porous material since that is flood-plain.

Moore would like to take the map down to the area and look at it before giving educated suggestions. VandenBosch explained that this proposal will go to the Planning Commission, then the Harbor Commission, before going to City Council for final approval.

Reinert asked what the first step should be. VandenBosch noted the fish cleaning station is going to be used to apply for a grant. There is some capital improvements/maintenance which needs to be done before new improvements are done. Does not know what the second phase would be but the kayak launch and gazebo would improve the park aspect and be low cost. "The walkway we are putting in is to encourage pedestrians use of the park," according to VandenBosch. While boat launch parking is paid, pedestrians and bicyclists will be able to access the area without paying. VandenBosch noted that while this is not a direct access to the downtown, this area provides a scenic route from the Kal-Haven trailhead to the downtown.

## **7. Disc Golf**

Gildea introduced the concept, noting that a committee needs to form to study this and make recommendations to the city, fundraise and focus on disc golf. We already know there is no room within the city park system so we have to look outward. Emphasized that a small focused group can accomplish more than the Parks Commission as a whole can.

Discussion regarding the type of land being important for disc golfers. There should be varied topography, not just a flat area, though it should be able to be mowed. Fitzgibbon said the committee should come to the city with suggestions and a plan. Fitzgibbon said this could eventually be directed through SHARA (South Haven Area Regional Authority), which includes representatives from the city and surrounding townships.

Alex Hayes, 250 Itzen Court. Has been playing disc golf for twenty (20) years with friends and his brother, traveling to Kalamazoo and Grand Rapids. They are hoping for something to happen in South Haven. Feels having the property can make the planning of the course easier. Mentioned vandalism and theft as a downside; someone stole one of their obstacles. Responding to a question, Hayes said Shore Acres was designed by him and his group. Twenty acres is ideal; Shore Acres is an 18-hole course with an extra area for practicing. Disc golf is a growing sport; it is pretty safe and Hayes believes there is a lot of local interest. If it's a place that has good obstacles and draws people in, it can draw people from other areas. Shore Acres has gotten a lot of publicity and is getting quite a bit of traffic. Our

league currently has about seventy-five (75) members. Everything that happened at Shore Acres was privately funded by donations and fundraisers. Noted that the township put in the bike path that goes through the property, so we built obstructions from excess cement from paving the bike paths.

Reinert asked about approximate cost which Hayes responded as in the neighborhood of \$7,500. Much of the work was done by the group, rather than having someone come in and clear things; "you don't want to clear too much." Fitzgibbon asked about restrooms to which Hayes noted that Shore Acres currently has two portable toilets. Noted that there is an annual League Clean-up Day to spruce things up. Fitzgibbon asked who is responsible for the management; Hayes responded that Laketown Township manages the course. Fitzgibbon noted that there will be a lot of excavation being done at SHARP Park that could be used to make obstacles.

Gildea suggests that a committee form and have regular meetings. City can run a public notice in the newspaper, post something on the city website. There was discussion regarding which newspaper it would be posted in.

Motion by Fitzgibbon to form a committee of citizens interested in developing a disc golf course; schedule regular monthly meetings which will be assisted by the City in providing a location to meet and minute-taking; develop a relationship with South Haven Area Recreation Authority; find a location and provide funding through grants, fund-raisers and donations and report to City Council. Second by Moore.

All in favor. Motion carried.

## **8. Commissioner Comments**

Fitzgibbon: "I'm excited about this; I think it is great when committees work together with the city and townships", to accomplish projects for which the public has identified a need.

Moore: "I'm starting to get used to how government works." Heard of an attempt to connect Saugatuck and South Haven to the Kal-Haven Trail. Fitzgibbon noted that Paul VandenBosch is very involved with that project. There is a committee that is working on fundraising. When it is regarding property outside the City's jurisdiction we have to count on private citizens identifying a need and running with it.

Reinert: "Cannot believe that we are this far into August already". Has been visiting the parks and enjoying them and observing how much they are used at this very busy time of year. Commented on how well-kept they are, trash containers are empty, parks are clean and thanked staff for a great job.

Moore: "Went to Elkenburg Park and met some people that expressed some very real needs." Gildea noted that on August 27 there will be a meeting regarding Elkenburg Park; staff mailed out letters to anyone within 1500 feet of the park. Discussion of money available and what to do first. Gildea said we need to make some plans, rate their importance and look for additional grant money, donors, etc.

August 13, 2013  
Parks Commission  
Regular Meeting Minutes

Fitzgibbon: Met with Brandy, Brian and Paul at the park regarding the contractor and the concerns. Gildea said the original contractor is no longer involved and others are being brought in to complete the work.

Reinert asked the effect of the beach being closed during Blueberry Festival. Gildea said it was noticeable that there were not as many people in the water, but town sure was busy, and "it has been a good year for the merchants."

## **9. Adjourn**

Motion by Moore, second by Cobbs to adjourn at 7:00 p.m.

All in favor. Motion carried.

RESPECTFULLY SUBMITTED,

Marsha Ransom  
Recording Secretary

# Planning Commission

## Regular Meeting Minutes Thursday, September 5, 2013 7:00 p.m., Council Chambers



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

### 2. Roll Call

Present: Frost, Smith, Wall, Webb, Peterson, Paull  
Absent: Heinig, Miles

Motion by Smith, second by Frost to excuse members Heinig and Miles.

All in favor. Motion carried.

Paull asked new member Peterson to introduce himself.

### 3. Approval of Agenda

Motion by Wall, second by Smith to approve the Thursday, September 5, 2013 Planning Commission agenda as presented.

All in favor. Motion carried.

### 4. Approval of Minutes – June 6, 2013

June 20, 2013 (special meeting)  
August 1, 2013 (lack of quorum)  
August 8, 2013 (special meeting)

Motion by Wall, second by Smith to approve the June 6, 2013 regular meeting minutes; June 20, 2013 special meeting minutes; August 1, 2013 regular meeting minutes and August 8, 2013 special meeting minutes as written.

All in favor. Motion carried.

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

None at this time.

### 6. New Business

## **A. PUBLIC HEARING – ZONING ORDINANCE AMENDMENT**

**A public hearing to receive comments regarding the adoption of a Corridor Overlay Zoning District for the I-196 Business Loop and M-43 within the city limits of South Haven. The proposed ordinance establishes an overlay zoning district intended to enhance the quality and compatibility of commercial development, to establish consistent design guidelines, to encourage the most appropriate use of lands, to promote the safe and efficient movement of traffic and preserve property values along the M-43/I-196 Business Loop.**

Motion by Smith, second by Wall to open the public hearing.

All in favor. Motion carried.

Paull requested that Anderson explain the amendment.

Smith requested a point of order, noting that he has two pieces of property in the area we will be discussing. Smith's question was whether he should recuse himself from any discussion or motions on this situation.

Anderson explained that, no, the way a corridor overlay zoning district is set up there is no immediate property value change to your property. Anderson stated that she would find it hard to excuse Smith from this discussion.

Anderson gave an overview, for the benefit of new people who have not been here for this whole process, about what overlay zoning is, and how it affects what we have in the city now. Anderson explained what zoning is and what types of zones the city consists of. Within each zone, the Zoning Ordinance needs to explain very clearly what uses are allowed, what special uses are available, what the setbacks distances are. Each zoning district is different depending on a number of factors.

Anderson noted that an overlay zone adds another layer of zoning on top of the existing zoning. An overlay zone generally affects an area of properties which all have something in common. When looking at an overlay zone, the underlying zoning remains the same. There are still the same uses and special uses. An overlay zone provides some standardization of regulations within a specific area.

Anderson displayed a map and explained that when the Master Plan was adopted in 2011, one of the goals for the Planning Commission was to develop an overlay zone which would apply standardization from the interchange near the new Meijers store and Phoenix Square over to the downtown through the main business corridor. Zoning was the same for both areas which are very different. The Planning Commission is also interested in making a more pleasant entrance to the city, both from the entrance from the Meijers/Phoenix Square interchange and southern entrances.

Anderson noted that in looking at the total area, it quickly became apparent that there are three distinct areas in the portion of the city being considered for the overlay. Using the map, Anderson pointed out Areas A, B and C, noting that there is a small additional area of Area C on Blue Star Highway across from the Walgreens.

Anderson explained that in looking at the target area, five different zoning districts are included. Progressive Engineering was contracted to look at the areas, take pictures of areas they considered to be problematic, and coming up with graphics and ideas which were used by a sub-committee of the Planning Commission during several months of work.

One of the things that is important about this amendment, Anderson pointed out, is that if this amendment were approved and went into effect tomorrow, nothing would change. Changes only occur to any of the included areas when there is a major renovation or a tear-down. Anderson also noted that in the amendment there is a chart that indicates at what point these requirements are triggered. If a business takes down a sign, the new sign would have to comply. If the business made an addition to their building, that addition would have to comply. If a business tore up a parking lot, the new parking lot and landscaping would have to comply with the overlay zone. Anderson clearly explained that a change of use does not trigger compliance with the overlay zone, nor does a change of ownership. The overlay zoning is only triggered when a major renovation or change to the building occurs, at which time changes must come into compliance. Anderson noted that not every change requires full compliance; there are many different levels of compliance.

Anderson noted that the majority of the changes are modifications; some don't require much at all while others require a bit more. One of the changes is that monument signs have been added to the area near the Meijers interchange. A monument sign is a larger ground sign, according to Anderson, and the overlay zone allows for a somewhat larger monument sign if it matches the exterior of the building. Pole signs in that area, particularly around Wal-Mart, must be lowered to twenty-five (25) feet from the present thirty-five (35) feet, Anderson noted, just as an example.

In the southern areas where residences often abut the business uses, pole signs will not be allowed; more landscaping is required near back lot lines and other small changes that will protect the residential areas.

Anderson also explained the changes that would be implemented regarding parking if this amendment is approved.

Paull called for questions or comments from the Commissioners and the audience. There were none.

Motion by Wall, second by Scott to close the public hearing.

All in favor. Motion carried.

Paull requested any comments from Commissioners; hearing none, Paull explained that if the Commission feels this amendment is complete, it could recommend this be forwarded to City Council for approval. If the Commission feels it is incomplete or needs more work, it could be delayed until any questionable areas are addressed.

Wall stated she feels it is ready to go to Council; Smith concurred. Paull stated he would entertain a motion.

Motion by Wall, second by Smith to recommend this amendment to City Council for approval.

All in favor. Motion carried.

Paull remarked that the next step will be for this amendment to go before City Council and asked what the procedure would be.

Anderson explained that City Council is required to have two readings. During the first reading, the introduction, any comments or changes may be introduced by City Council. At the second reading, they could approve it or the Council could send it back to the Planning Commission if they feel there are things that need to be changed or studied further.

## **B. REVIEW AND COMMENT – BLACK RIVER PARK IMPROVEMENTS**

**The planning commission is asked to review and offer comments regarding proposed improvements to the Black River Park.**

Paul VandenBosch introduced himself as a representative of the Harbor Commission, and noted that this proposed project started because of the need for a new fish cleaning station was identified. From there, the Harbor Commission wanted to be sure they were putting the station in the right place and continued discussion resulted in the development of a master plan, a long term plan, for Black River Park.

VandenBosch noted that the presentation was in a very early stage and the information being shared was very preliminary. VandenBosch stated that the Harbor Commission is looking for the Planning Commission to review the proposal and make comments at this time.

VandenBosch explained the area under discussion, noting that currently dredge spoil is being placed there and it is somewhat unsightly; the city contracted dredging through the summer and is waiting for the material to dry out. Eventually the dredge spoil site will be flattened; berms will be installed between the waste water treatment plant and the driveway entrance and the site will be capped with gravel as part of our Department of Environmental Quality (DEQ) permit requirement.

VandenBosch explained the process this proposed plan will go through before a final approval from City Council. Once they get final approval city staff will begin to write grants and hope to get some grants to help with this project.

VandenBosch introduced representatives from Abonmarche, Tony McGhee and Kathy Burczak, to talk about the details of the proposed plan.

Ms. Burczak explained the process so far, including presentations for Harbor and Parks Commissions and subsequent revisions. Issues such as traffic flow throughout the boat launch facility and the need for a better fish cleaning station motivated this study. The presentation included discussion of the current amenities and the addition of handicapped accessible restrooms and picnic shelters; better pedestrian and vehicular

access throughout the site and the location of a new fish cleaning station with its own drop-off and parking areas.

An example of a fish cleaning station with good ventilation and easy to clean surfaces was presented along with discussion of several options that can be considered when designing the fish cleaning.

Discussion ensued regarding beautification of the site, green space, future expansion of the wastewater treatment plant and addition of as much greenery and parking areas as possible.

Smith questioned whether any studies had been done to determine if there is a need for overflow parking; VandenBosch explained that the area in question has been used for overflow parking by guests and visitors without the city even indicating that it was meant for parking. VandenBosch referred the Commissioners to the packet, which has an overview of where this is located in relation to the downtown. More than overflow parking for this facility, there is potential for visitors to use this parking facility for visiting the downtown, an art fair or a festival.

Peterson asked whether the riverfront area would remain a soft surface; VandenBosch noted that while the area has been cleaned up it is still not very pedestrian friendly, so that was considered in designing this proposal. Benches, picnic tables and perhaps a picnic shelter may be introduced to that area at some point.

Paull asked for comments from the commissioners. Anderson noted that gravel parking lots are not allowed, however this seems to be a Phase One, so perhaps it will be paved eventually. VandenBosch noted that this area is also used as a place to dump snow from other areas in the winter season so drainage is important as the snow melts. Suggested looking at permeable surfaces, porous paving, "grassphalt" or permeable paving. The dredge spoil area may need a few years to settle before it gets paved. Discussion ensued regarding variances and permitting. Ms. Burczak pointed out the potential for around one hundred parking spaces in that area.

## **7. Commissioner Comments**

Anderson noted there will be a Planning Commission meeting next month with one item on the agenda.

Frost noted school is back in session and we have some great sports teams. He congratulated the middle school boys' cross country team for their win against Lakeview.

## **8. Adjourn**

Motion by Smith, second by Wall to adjourn at 7:42 p.m.

All in favor. Motion carried.

September 5, 2013  
Planning Commission  
Regular Meeting Minutes

RESPECTFULLY SUBMITTED,  
Marsha Ransom  
Recording Secretary

# Local Development Finance Authority

## Regular Meeting Minutes

Monday, September 9, 2013  
4:00 p.m., Council Chambers  
South Haven City Hall



City of South Haven

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

### 2. Roll Call

Present: Erdmann, Gawreliuk, Herrera, Kerber, Klavins, Rainey (4:06 p.m.), Varney, Bolt  
Absent: Henry, Valentine

### 3. Approval of Agenda

Motion by Klavins, second by Erdmann to approve the September 9, 2013 LDFA Agenda as presented.

All in favor. Motion carried.

### 4. Approval of Minutes – June 10, 2013 Regular Meeting

Motion by Herrera, second by Erdmann to approve the June 10, 2013 regular meeting minutes as written.

All in favor. Motion carried.

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

None at this time.

### 6. Financial Report

VandenBosch reviewed the financial report.

Erdmann asked what “other cash and investments” entailed.

Motion by Erdmann, second by Klavins to accept the financial report.

All in favor. Motion carried.

### 7. Invoices for Approval - LDFA 1

**Bohn Property**

**Linear Electric, 08/01/13, Pay Request 1, \$21,380.00**

VandenBosch noted this bill was paid after approval by City Council. We also received the final for that project, \$14,786 which also went to City Council and will need to be paid as well.

Motion by Erdmann, second by Gawreliuk to approve payment of the Linear Electric bill in the amount of \$21,380.00

All in favor. Motion carried.

There was discussion regarding a chain link fence which was not completed. VandenBosch will follow up.

**8. Economic Development Report**

McCloughan gave an overview of activities regarding Economic Development.

**9. General Comments**

VandenBosch added some details of his activities regarding the former Bohn building.

**10. Adjourn**

Motion by Klavins, second by Erdmann to adjourn at 4:21 p.m.

All in favor. Motion carried.

RESPECTFULLY SUBMITTED,

Marsha Ransom  
Recording Secretary

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

September 18, 2013

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

Agenda: Moved by Clark Gruber, seconded by Barbara Rose to approve the Agenda, approved.  
Public Comments: None.

Ken Ratzlaff moved and Jon Woodhams seconded to approve the Consent Agenda:

- A. Minutes of the Aug 21, 2013 Authority meeting be approved.
- B. Bills from Aug 22, 2013 through Sep 18, 2013 totaling \$28,372.77 be approved.
- C. Manager's report dated Sep 18, 2013 be approved.

A roll call vote was taken; Yeas: Rose, Jensen, Gruber, Ratzlaff, Woodhams, Johnson, and Wright.

Nays: None.

Committee Reports: The Executive Committee met today. Chairman Wright appointed a Fly In and Safety Committee to plan next year's Fly In. Appointed: Ren Wright, Jon Woodhams, Todd Jensen, and Dave Johnson. Barbara Rose moved to approve the Committee, seconded by Clark Gruber, approved.

Old Business: None.

New Business: The following resolution was offered by Ren Wright, seconded by Clark Gruber:

Whereas, the authority proposes to enter into contracts for the Rehabilitation Runway 5/23 Airfield Cracksealing and Paint Marking project at the South Haven Area Regional Airport.

Whereas, the authority Chairman Ren Wright and Vice-Chairman Donald R. Woodhams has the authorization to sign for these proceedings and contracts.

A roll call note was taken; Yeas: Rose, Jensen, Gruber, Ratzlaff, Woodhams, Johnson, and Wright. Nays: None. Resolution Declared Adopted.

Todd Jensen moved to accept the bid from deBest, Inc. for snowplowing 2013-2014, Jon Woodhams seconded. A roll call vote was taken; Yeas: Rose, Jensen, Gruber, Ratzlaff, Woodhams, Johnson, and Wright. Nays: None.

Member Comments: Dave Johnson passed out information received from the MAAE fall conference.

Clark Gruber moved to adjourn the meeting at 7:50 pm, seconded by Barbara Rose, approved, meeting adjourned.



## Agenda Item 7

### Monroe Blvd Private Property Purchases

#### Background Information:

The City Council will be asked to authorize the city manager to proceed with purchase of the four (4) private properties located along Monroe Blvd., on behalf of the City. The total purchase price, for the four properties is \$950,000. The purchase will be partially funded using Michigan Natural Resources Trust Fund (MNRTF) grant funding. The MNRTF is providing \$665,000 in grant funding.

The City Council is being asked to consider authorization of staff to proceed with purchasing four parcels along Monroe Blvd. The property purchase coincides with the City Council's adopted priorities. The Council's adopted priorities for fiscal year 2013-14 includes a commitment to seeking grant funds to assist with the acquisition of privately owned, undeveloped parcels adjacent to Lake Michigan. The city's application to the MNRTF was tentatively approved by the State of Michigan in July, 2013. Over the past several months, the city's staff has been actively working to fulfill the grant requirements of the MNRTF. At this time, staff believes that the MNRTF's requirements have been satisfied and that the city can proceed with property purchase.

The four privately-owned, undeveloped parcels along Monroe Blvd. are highly valued due to their offering of unobstructed scenic views of Lake Michigan. The City of South Haven is proposing to acquire the four parcels to 1) add land to the park system; 2) ensure preservation of natural resources; and 3) offer an additional recreation opportunity to the public.

The funding request will be \$665,000 and the City will provide a 30% match of \$285,000 for a total project cost of \$950,000.

The source of funds shall be from the City of South Haven General Fund.

#### Recommendation:

The City Council should consider adoption of Resolution 2013-63, a resolution which authorizes the city manager to proceed with the purchase of the properties located at 552 Monroe Blvd., 556 Monroe Blvd., 560 Monroe Blvd., and 568 Monroe Blvd., in the total amount of \$950,000.

#### Support Material:

Resolution 2013-63  
Monroe Blvd. Property Purchase, Aerial Maps

CITY OF SOUTH HAVEN  
VAN BUREN AND ALLEGAN COUNTIES, MICHIGAN

RESOLUTION NO. 2013-63

A RESOLUTION AUTHORIZING THE CITY MANAGER TO PURCHASE THE PROPERTIES AT  
552, MONROE BLVD., 556 MONROE BLVD., 560 MONROE BLVD., AND 568 MONROE BLVD.,  
INCORPORATING MICHIGAN NATURAL RESOURCES TRUST FUND GRANT FOR  
ACQUISITION OF THE LAND

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 October 21, 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 Fiscal Year 2013-2014 list of City Council Priorities includes exploration of the possible acquisition of undeveloped privately owned property which is adjacent to Lake Michigan; and

WHEREAS, the acquisition of four parcels totaling 240 ft. from north to south on the Lake Michigan bluff along Jay R. Monroe Blvd. supports the City Council priority; and,

WHEREAS, the acquisition supports the preservation of public space, accessibility, and visibility of Lake Michigan; and

WHEREAS, funds have become available from the Department of Natural Resources through the Michigan Natural Resources Trust Fund to provide grants to local units of government for property acquisition as it relates to public outdoor recreation uses or protection of the land for its environmental importance or scenic beauty; and,

WHEREAS, total project cost is estimated to be \$950,000, 70% of which will be funded through the Michigan Natural Resources Trust Fund and 30% would be local match.

NOW, THEREFORE BE IT RESOLVED, that the City of South Haven does hereby authorize the City Manager to proceed with the purchase of the properties at 552 Monroe Blvd., 556 Monroe Blvd., 560 Monroe Blvd., and 568 Monroe Blvd., contingent upon final approval from the Michigan Natural Resources Trust Fund, in the amount of \$665,000 for acquisition of four parcels and commits that the local match of \$285,000 shall be provided through the City General Fund.

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 21st day of October, 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

**South Beach**



ST BASIL CATHOLIC CHURCH  
502 MONROE BLVD

CITY OF SOUTH HAVEN  
VAN BUREN ST R.O.W.

VAN BUREN OVERLOOK

**South Beach  
Park Extension  
Properties - DNR Grant**

552 MONROE BLVD

556 MONROE BLVD

560 MONROE BLVD

568 MONROE BLVD

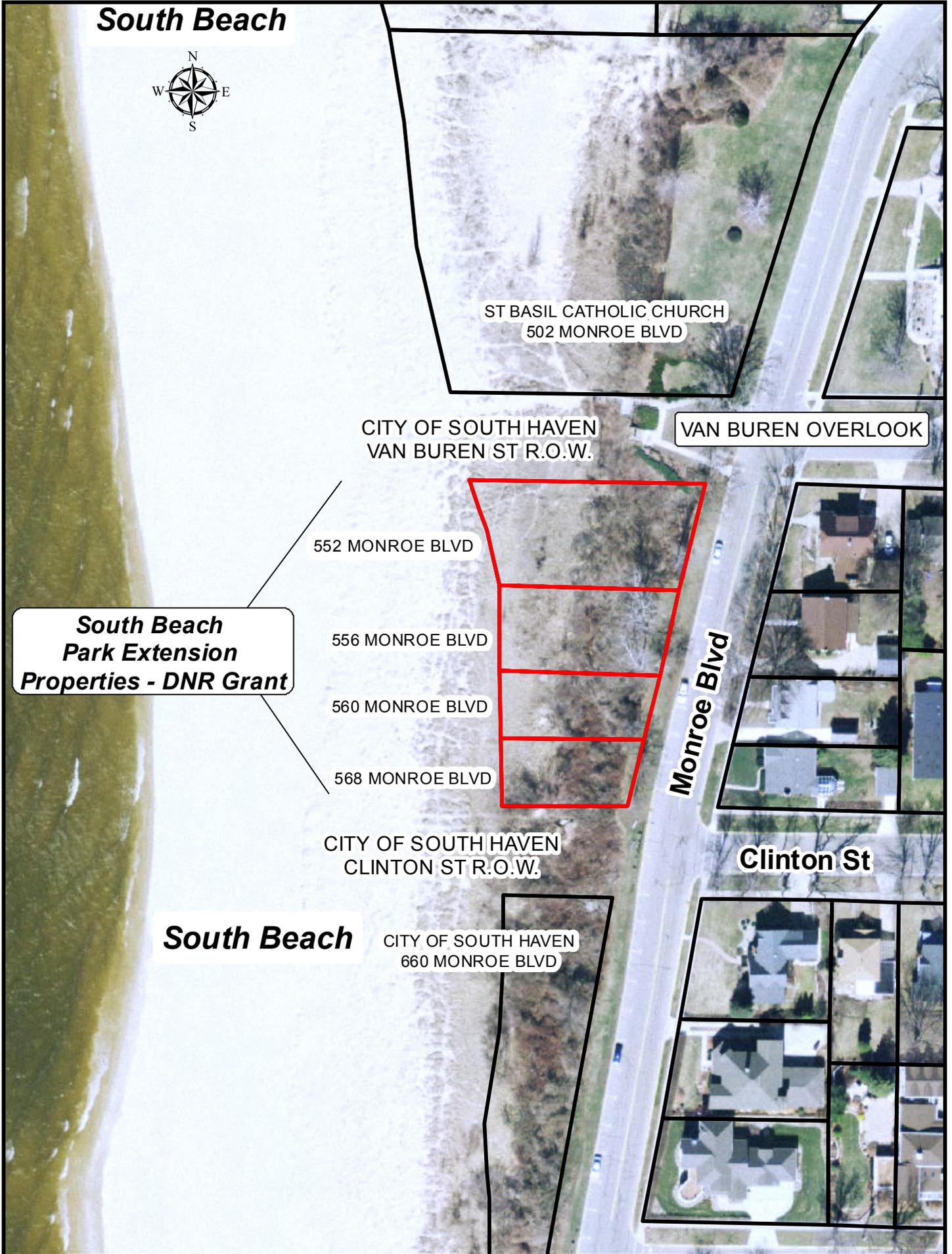
**Monroe Blvd**

CITY OF SOUTH HAVEN  
CLINTON ST R.O.W.

**Clinton St**

**South Beach**

CITY OF SOUTH HAVEN  
660 MONROE BLVD



Boundary Map  
South Beach Property Aquisitions



CHURCH

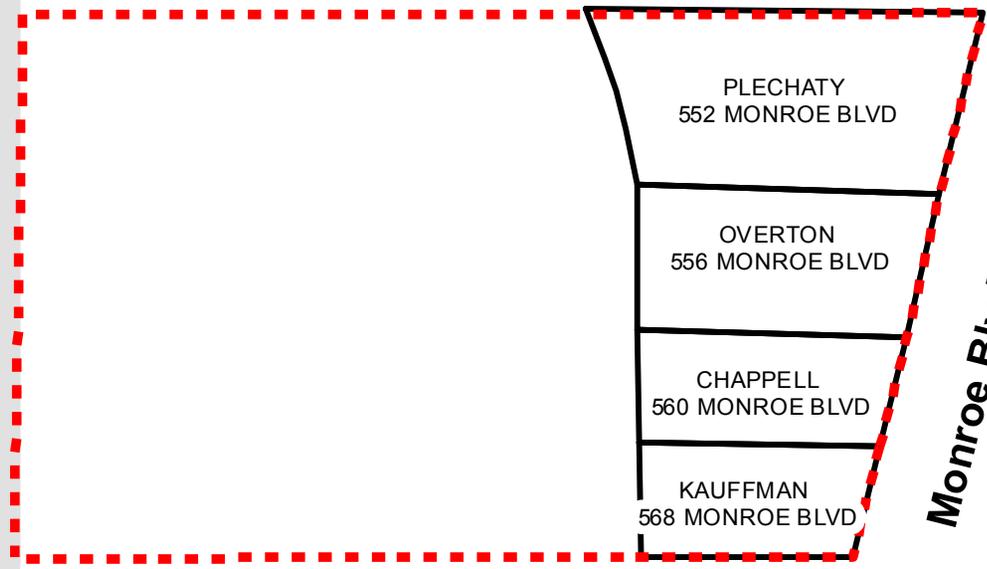
SOUTH BEACH

CITY OF SOUTH HAVEN  
VAN BUREN ST R.O.W.

VAN BUREN  
OVERLOOK

**Van Buren St**

LAKE  
MICHIGAN



PLECHATY  
552 MONROE BLVD

OVERTON  
556 MONROE BLVD

CHAPPELL  
560 MONROE BLVD

KAUFFMAN  
568 MONROE BLVD

**Monroe Blvd**

RESIDENTIAL

SOUTH BEACH

CITY OF SOUTH HAVEN  
CLINTON ST R.O.W.

**Clinton St**

\_\_\_\_\_  
Signature of Authorized Individual

\_\_\_\_\_  
Date

RESIDENTIAL



## **Corridor Overlay Zoning District Amendment to the Zoning Ordinance**

**City of South Haven**

### **Background Information:**

The City of South Haven Planning Commission has been working for the past year to develop the attached draft Corridor Overlay Zoning District for the I-196 Business Loop and M-43 corridor (“corridor”) within the city limits. This effort was prompted by recommendations and goals included in the 2011 Master Plan update (attached). The proposed ordinance establishes an overlay zoning district intended to enhance the quality and compatibility of commercial development, to establish consistent design guidelines, to encourage the most appropriate use of lands, to promote the safe and efficient movement of traffic and preserve property values along the corridor through the City of South Haven, Michigan.

Overlay zoning creates a special zoning district, placed over existing zoning districts, which identify special provisions in addition to those in the underlying zone. The overlay district may share common boundaries with the underlying zone or cut across zone boundaries. Regulations attached to the overlay district are usually designed to protect a specific resource or guide development within a specific area. In this case, the city intends for the overlay zoning to protect residential neighborhoods adjacent to the nonresidential areas of the corridor and to standardize site amenities such as signage, landscaping and building setback requirements. Overlay zones typically provide for a higher level of regulations than the underlying zone such as landscaping and screening between uses, but may also be used to permit less restrictive standards such, as in this case, with less restrictive parking requirements.

This proposed ordinance does not and will not apply to any residences or residentially-zoned properties along the corridor.

The proposed ordinance does not have an immediate effect on any existing uses or properties along the corridor. The same businesses and activities permitted now will be permitted under the overlay zoning. The ordinance will only affect properties undergoing redevelopment or major modification. No changes will be required of any business now operating.

### **Public Involvement:**

A public open house was held on July 27, 2013 to provide information to all property owners affected by the amendment. Staff mailed 230 invitations to nonresidential properties within the corridor overlay area. Planning commissioners and the project consultant, Progressive Engineering, were available to answer questions from the public. While only five (5) property owners attended, staff felt the concerns of the attendees were addressed.

One inquiry was received from a resident unable to attend the open house. The resident requested that the planning commission discuss his concern and make a determination on his request. The concern involved the Honor Credit Union, located at 749 Phillips Street, which the resident wanted removed from the overlay zone. His concern was that including the property would encourage future expansion of the use or a replacement use which would be more disruptive to the neighborhood. The planning commissioners discussed the matter and determined "that the reasons given to take it out (of the overlay zone) are the very reasons it should not be taken out". By unanimous consensus, the commission members determined that no nonresidential property should be taken out of the proposed overlay zone.

A public hearing was held on September 5, 2013 after providing notice in accordance with the Michigan Zoning Enabling Act, 2006 PA 110, as amended, MCL 125.3101 *et seq.* (the "MZEA"), and the City of South Haven Zoning Ordinance Staff mailed notices to all the property owners included in the open house mailing as well as nonresidential owners within 300 feet of the corridor. There were no public comments offered at that hearing.

Prior to the public hearing, staff asked the city attorney to review the draft ordinance and provide comments to the staff. Modifications were made to the draft in accordance with the attorney comments.

**Recommendation:**

At the current meeting, City Council members may introduce the zoning ordinance amendment to the public. No action is required at this time unless Council members have concerns with the amendment which need to be directed back to the planning commission for further consideration.

At the next City Council meeting, the members may elect, through a simple majority vote, to adopt the zoning amendment as presented, deny the amendment or adopt the amendment with some modifications. If the amendment is adopted, it will become effective ten (10) days after the City Council vote. A draft ordinance for the amendment is included in this packet.

**Support Material:**

1. Open House invitation
2. Planning Commission minutes of public hearing
3. Planning Commission Resolution of Support
4. Draft Corridor Overlay Amendment with Resolution
5. Draft Zoning Areas Map
6. Master Plan Policies and Recommendations in support of the Overlay Zone

Respectfully submitted,  
Linda Anderson  
Zoning Administrator



# City of South Haven

City Hall • 539 Phoenix Street • South Haven, Michigan 49090-1499  
Telephone (269) 637-0760 • [landerson@south-haven.com](mailto:landerson@south-haven.com)

July 2, 2013

Good Morning,

The City of South Haven is considering the adoption of a Corridor Overlay Zoning District for the I-196 Business Loop and M-43 within the city limits of South Haven. The proposed ordinance establishes an overlay zoning district intended to enhance the quality and compatibility of commercial development, to establish consistent design guidelines, to encourage the most appropriate use of lands, to promote the safe and efficient movement of traffic and preserve property values along the M-43/I-196 Business Loop through the City of South Haven, Michigan.

Specifically the Overlay Zone is intended to:

1. Accommodate a variety of uses as permitted by the underlying zoning and ensure such uses are designed to achieve an attractive built and natural environment.
2. Provide site design standards that are developed specifically for the areas in order to promote harmonious development and complement the natural characteristics in the City.
3. Ensure safe access for vehicles and pedestrians.
4. Provide landowners with reasonable and safe access via the use of shared driveways, service drives, and access from side streets.
5. Require demonstration that prior to approval of any land divisions, the resultant parcels is accessible through compliance with the access standards herein.
6. Ensure that distractions to motorists are minimized by avoiding blight and clutter while providing property owners and businesses with appropriate design flexibility and visibility.
7. Establish uniform standards to ensure fair and equal application.
8. Address situations where existing development within the Overlay Zone does not conform to the standards of this chapter.
9. As development continues, it is the intent of the city to provide regulations which protect the adjacent residential properties.

**This proposed ordinance does not and will not affect any residences or residentially-zoned properties along the corridor.**

**The proposed ordinance does not have an immediate effect on any existing uses or properties along the corridor. The same businesses and activities permitted now will be permitted under the overlay zoning. The ordinance will affect properties undergoing redevelopment or major modification. No changes will be required of any business now operating.**

With this letter we invite you to an **informational open house** on Thursday, July 25 from 5:30 to 7:00 p.m. in Council Chambers, South Haven City Hall, 539 Phoenix Street, South Haven. This will be an informal meeting where you will learn more about the overlay zoning and ask any related questions you may have.

For more information or to review a copy of the complete proposed ordinance and map, please contact Zoning Administrator Linda Anderson at [landerson@south-haven.com](mailto:landerson@south-haven.com) or 269-637-0760 with any questions.

## Planning Commission

### Regular Meeting Minutes (Excerpt) Thursday, September 5, 2013 7:00 p.m., Council Chambers



City of South Haven

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

#### 2. Roll Call

Present: Frost, Smith, Wall, Webb, Peterson, Paull  
Absent: Heinig, Miles

Motion by Smith, second by Frost to excuse members Heinig and Miles.

All in favor. Motion carried.

Paull asked new member Peterson to introduce himself.

#### 3. New Business

##### A. PUBLIC HEARING – ZONING ORDINANCE AMENDMENT

**A public hearing to receive comments regarding the adoption of a Corridor Overlay Zoning District for the I-196 Business Loop and M-43 within the city limits of South Haven. The proposed ordinance establishes an overlay zoning district intended to enhance the quality and compatibility of commercial development, to establish consistent design guidelines, to encourage the most appropriate use of lands, to promote the safe and efficient movement of traffic and preserve property values along the M-43/I-196 Business Loop.**

Motion by Smith, second by Wall to open the public hearing.

All in favor. Motion carried.

Paull requested that Anderson explain the amendment.

Smith requested a point of order, noting that he has two pieces of property in the area we will be discussing. Smith's question was whether he should recuse himself from any discussion or motions on this situation.

Anderson explained that, no, the way a corridor overlay zoning district is set up there is no immediate property value change to your property. Anderson stated that she would find it hard to excuse Smith from this discussion.

Anderson gave an overview, for the benefit of new people who have not been here for this whole process, about what overlay zoning is, and how it affects what we have in the city now. Anderson explained what zoning is and what types of zones the city consists of. Within each zone, the Zoning Ordinance needs to explain very clearly what uses are allowed, what special uses are available, what the setbacks distances are. Each zoning district is different depending on a number of factors.

Anderson noted that an overlay zone adds another layer of zoning on top of the existing zoning. An overlay zone generally affects an area of properties which all have something in common. When looking at an overlay zone, the underlying zoning remains the same. There are still the same uses and special uses. An overlay zone provides some standardization of regulations within a specific area.

Anderson displayed a map and explained that when the Master Plan was adopted in 2011, one of the goals for the Planning Commission was to develop an overlay zone which would apply standardization from the interchange near the new Meijers store and Phoenix Square over to the downtown through the main business corridor. Zoning was the same for both areas which are very different. The Planning Commission is also interested in making a more pleasant entrance to the city, both from the entrance from the Meijers/Phoenix Square interchange and southern entrances.

Anderson noted that in looking at the total area, it quickly became apparent that there are three distinct areas in the portion of the city being considered for the overlay. Using the map, Anderson pointed out Areas A, B and C, noting that there is a small additional area of Area C on Blue Star Highway across from the Walgreens.

Anderson explained that in looking at the target area, five different zoning districts are included. Progressive Engineering was contracted to look at the areas, take pictures of areas they considered to be problematic, and coming up with graphics and ideas which were used by a sub-committee of the Planning Commission during several months of work.

One of the things that is important about this amendment, Anderson pointed out, is that if this amendment were approved and went into effect tomorrow, nothing would change. Changes only occur to any of the included areas when there is a major renovation or a tear-down. Anderson also noted that in the amendment there is a chart that indicates at what point these requirements are triggered. If a business takes down a sign, the new sign would have to comply. If the business made an addition to their building, that addition would have to comply. If a business tore up a parking lot, the new parking lot and landscaping would have to comply with the overlay zone. Anderson clearly explained that a change of use does not trigger compliance with the overlay zone, nor does a change of ownership. The overlay zoning is only triggered when a major renovation or change to the building occurs, at which time changes must come into compliance. Anderson noted that not every change requires full compliance; there are many different levels of compliance.

Anderson noted that the majority of the changes are modifications; some don't require much at all while others require a bit more. One of the changes is that monument signs have been add to the area near the Meijers interchange. A monument sign is a larger ground sign, according to Anderson, and the overlay zone allows for a somewhat larger monument sign if it matches the exterior of the building. Pole signs in that area, particularly around Wal-Mart, must be lowered to twenty-five (25) feet from the present thirty-five (35) feet, Anderson noted, just as an example.

In the southern areas where residences often abut the business uses, pole signs will not be allowed; more landscaping is required near back lot lines and other small changes that will protect the residential areas.

Anderson also explained the changes that would be implemented regarding parking if this amendment is approved.

Paull called for questions or comments from the Commissioners and the audience. There were none.

Motion by Wall, second by Scott to close the public hearing.

All in favor. Motion carried.

Paull requested any comments from Commissioners; hearing none, Paull explained that if the Commission feels this amendment is complete, it could recommend this be forwarded to City Council for approval. If the Commission feels it is incomplete or needs more work, it could be delayed until any questionable areas are addressed.

Wall stated she feels it is ready to go to Council; Smith concurred. Paull stated he would entertain a motion.

Motion by Wall, second by Smith to recommend this amendment to City Council for approval.

All in favor. Motion carried.

Paull remarked that the next step will be for this amendment to go before City Council and asked what the procedure would be.

Anderson explained that City Council is required to have two readings. During the first reading, the introduction, any comments or changes may be introduced by City Council. At the second reading, they could approve it or the Council could send it back to the Planning Commission if they feel there are things that need to be changed or studied further.

**PLANNING COMMISSION  
CITY OF SOUTH HAVEN**  
Van Buren and Allegan Counties, Michigan

Commissioner Wall, supported by Commissioner Smith, moved the adoption of the following resolution:

**PC RESOLUTION 2013- 0004**

**RESOLUTION APPROVING AND RECOMMENDING CITY COUNCIL  
APPROVAL OF THE ADOPTION OF A ZONING CORRIDOR OVERLAY  
DISTRICT FOR THE M-43/I-196 BUSINESS LOOP THROUGH THE CITY  
("CORRIDOR")**

Whereas, the City of South Haven, Michigan desires to enhance the quality and compatibility of development, establish consistent design guidelines, encourage the most appropriate use of adjacent lands, promote the safe and efficient movement of traffic and preserve property values along the M-43/I-196 Business Loop corridor through the city, and

Whereas, the City of South Haven Planning Commission drafted a Corridor Overlay zoning district to address those desires, and

Whereas, on July 27, 2013, the Planning Commission hosted an open house for all affected property owners along the Corridor, and

Whereas, after providing notice in accordance with the Michigan Zoning Enabling Act, 2006 PA 110, as amended, MCL 125.3101 *et seq.* (the "MZEA"), and the City of South Haven Zoning Ordinance, the Planning Commission held a public hearing on September 5, 2013, to receive and consider public comment on the above stated zoning ordinance amendment, and

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. After hearing comments received at both the open house and the public hearing, in relation to the proposed Corridor Overlay Zone, pursuant to and in accordance with the MZEA and the factors and criteria provided by Section 2501 of the South Haven Zoning Ordinance, the Planning Commission makes the following finding:

The Planning Commission determines that the adoption of the Zoning Corridor Overlay District For The M-43/I-196 Business Loop through the City is consistent with the City of South Haven Master Plan (2011) and that the proposed text will satisfy the recommendations of the Master Plan and will enhance the character and safety along the Corridor.

2. The Planning Commission approves of the zoning ordinance amendment as submitted, (Case No. 2013-0019-REZ) and recommends that the City Council adopt the amendment.

3. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

YEAS: Commissioners: Frost, Smith, Wall, Webb, Peterson, Paull

ABSENT: Heinig, Miles

NAYS: Commissioners: None

**RESOLUTION DECLARED ADOPTED.**

CERTIFICATION

As its Recording Secretary, I certify that this is a true and complete copy of a resolution adopted by the Planning Commission of the City of South Haven, Van Buren and Allegan Counties, Michigan, at a meeting held on September 5, 2013.

Date: September 6, 2013

  
Marsha Ransom  
Marsha Ransom, Recording Secretary

**CITY COUNCIL  
CITY OF SOUTH HAVEN**

Van Buren and Allegan Counties, Michigan

Council member \_\_\_\_\_, supported by Council member \_\_\_\_\_,  
moved the adoption of the following ordinance:

**ORDINANCE NO.** \_\_\_\_\_

**AN ORDINANCE TO AMEND THE ZONING ORDINANCE FOR THE  
CITY OF SOUTH HAVEN TO INCLUDE OVERLAY PROVISIONS FOR  
THE M-43/I-196 BUSINESS LOOP**

The City of South Haven Ordains:

SECTION 1. AMENDMENT. Article XXIV, "M-43/I-196 Business Loop Corridor Overlay Zoning District" sections 2400 through 2410, is added to the South Haven Zoning Ordinance to read as follows:

**ARTICLE XXIV**

**M-43/I-196 BUSINESS LOOP CORRIDOR OVERLAY ZONING DISTRICT**

**SECTION 2400. INTENT**

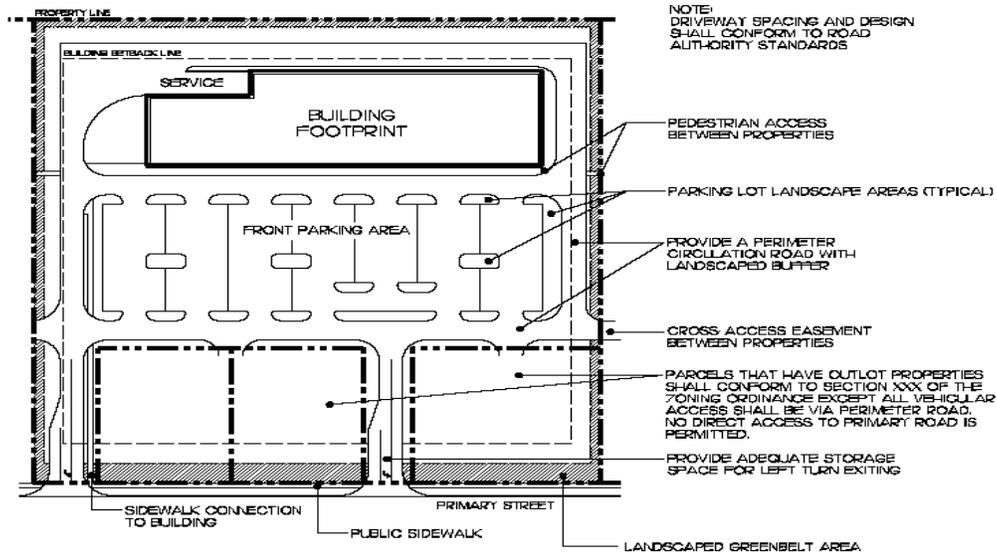
1. The M-43/I-196 Business Loop Corridor Overlay Zoning District (the "Corridor Overlay Zone") is established to enhance the quality and compatibility of development, to establish consistent design guidelines, to encourage the most appropriate use of lands, to promote the safe and efficient movement of traffic and preserve property values along the M-43/I-196 Business Loop through the City of South Haven, Michigan.

Specifically the Corridor Overlay Zone is intended to:

- a. Accommodate a variety of uses as permitted by the underlying zoning, and ensure such uses are designed to achieve an attractive built and natural environment.
- b. Provide site design standards that are developed specifically for the areas in order to promote harmonious development and complement the natural characteristics in the City.
- c. Ensure safe access for vehicles and pedestrians.
- d. Provide landowners with reasonable and safe access via the use of shared driveways, service drives, and access from side streets.
- e. Require demonstration that prior to approval of any land divisions, the resultant parcel is accessible through compliance with the access standards herein.
- f. Ensure that distractions to motorists are minimized by avoiding blight and clutter while providing property owners and businesses with appropriate design flexibility and visibility.

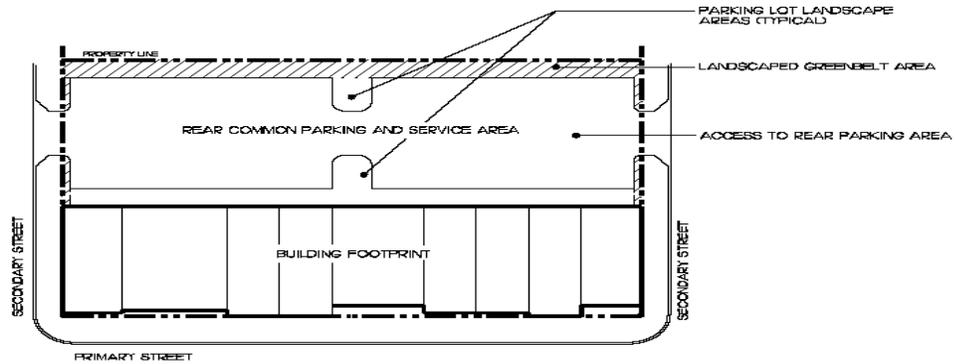


Figure 2



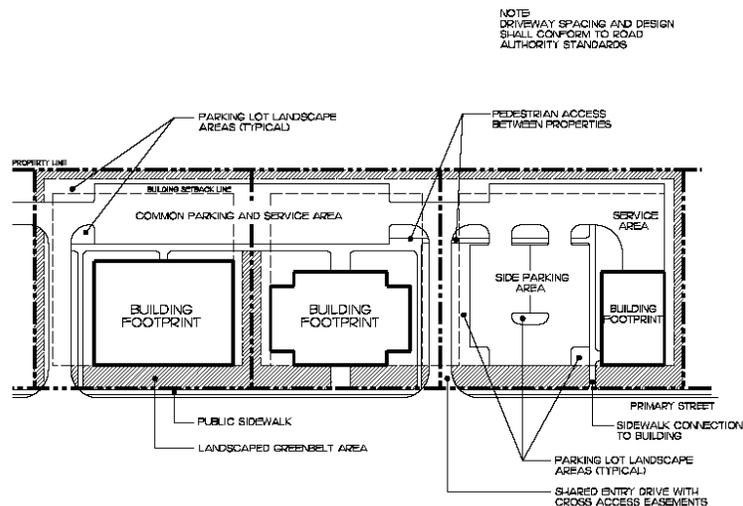
- b. **Area B** includes the non-single family residential (CBD, B-2 and RM-1) parcels from the Phoenix Street and Pearl Street intersection west to Broadway Street and south along Broadway to Superior Street. The area provides for compact development similar to that found in the Central Business District. Walkability and nonmotorized access to this area is critical. (See Figure 3 regarding general site design intent for Area B.)

Figure 3



- c. **Area C** comprises the remainder of the corridor overlay properties including those properties zoned B-2 adjacent to Broadway Street from Superior south to LaGrange, Phillips and Bailey Streets to Aylworth Avenue. Also included are properties along the west side of Blue Star Highway south from Phoenix Street to Superior Street. This is generally an area which is developing with a large number of medical and professional services. The scale of new development and the transportation orientation of this Area are important factors in establishing the site development requirements contained in this Article. (See Figure 4 regarding general site design intent for Area C.)

Figure 4



3. The overlay zoning map graphically depicts the boundaries of the Corridor Overlay Zone.

#### **SECTION 2401. APPLICABILITY**

1. Except as otherwise provided in this Section, the regulations herein apply to all existing or future parcels directly adjacent to or having access on the M-43/I-196 Highway corridor through the City of South Haven, as identified on the overlay zoning map.
2. Single-family dwellings are exempt from these Corridor Overlay Zone regulations, unless the dwelling is later changed to a nonresidential use as permitted in the underlying zone.
3. Where the standards of this Corridor Overlay Zone are more restrictive, as determined by the Zoning Administrator, such standards supersede and replace those that apply to the underlying zoning district. For example, if the underlying zoning district illustrated on the City Zoning Map is B-2, the uses listed as permitted in Section 901 of this chapter are permitted for that lot, but the access, landscaping, setbacks, freestanding signs and building facade must comply with this Corridor Overlay Zone.
4. Proposed planned unit developments (PUD) within the Corridor Overlay Zone shall generally be consistent with the standards herein, but may be modified by the planning commission based upon the requirements and criteria for PUDs located in this chapter and the specifics of the particular site and proposed use(s).

#### **SECTION 2402. APPLICABILITY MATRIX**

The standards described or referenced in this article apply to both new and existing development as listed or exempted in the following table for all parcels in the Corridor Overlay Zone. All development in the Corridor Overlay Zone shall require full compliance with all applicable regulations including reviews, approvals, and permits from the planning commission prior to the start of any project or land disturbance.

Figure 5  
Applicability Matrix

	LANDSCAPING/SIGN IMPROVEMENTS	FASCADE IMPROVEMENTS	DISCRETIONARY IMPROVEMENTS*	FULL COMPLIANCE
	<b>Parking Area Expansion (5% or greater increase in spaces)</b>			
Any New or Expanded Parking Area	X		X	
	<b>Existing Development</b>			
Change in Use – Minor**	X		X	
Change in Use – Major***	X	X	X	
Reoccupation of Principal Building after Extended Vacancy (Greater than 180 consecutive days)	X		X	
Alteration of Existing Principal Building (When site plan review is required and/or the alteration involves a building increase over 20% of the existing building size)	X	X (for expanded portion)	X	
Renovation Due to Disaster (fire, flood, tornado, etc.)		X		
	<b>New Construction</b>			
New Construction (Including tear down redevelopments of 60% or more of existing structure)	X	X		X

\* The planning commission may have discretion in required improvements based upon the circumstances of the property. In determining whether to impose discretionary improvements of the Corridor Overlay Zone, the planning commission shall determine whether those improvements are reasonably necessary to ensure compliance with the standards of Section 1502 of this chapter for Special Land Uses.

\*\* A minor change in use occurs when one permitted land use is replaced by a different permitted land use.

\*\*\* A major change in use occurs when one permitted land use is replaced by a special land use, a special land use is replaced by a different special land use, or the property is rezoned to allow for a different permitted or special land use.

**X** = Compliance with regulations required.

No **X** = Compliance not required.

### **SECTION 2403. PERMITTED AND SPECIAL USES**

1. Permitted and special land uses within the Overlay Zone shall be as regulated in the underlying zoning district (as designated on the Zoning Map) with the following additional provisions:
  - a. To ensure adequate information is provided to evaluate the impact on traffic operations, any permitted use that can be expected to generate 50 peak hour directional trips or 100 peak hour trips (in and out) or 1000 trips during a typical day shall be classified as a special land use. Calculations of trips shall be based on the most recent edition of Trip Generation published by the Institute of Transportation Engineers. The applicant shall be responsible for providing the traffic calculations for review. Where no information is provided, the City shall make the determination. (A guideline that lists typical sizes for various uses where the thresholds are met is available from the zoning administrator.)
  - b. Any site that provides more than the minimum parking required shall be considered a special land use in this chapter.
  - c. The use and site design shall comply with the standards of this section and other applicable regulations of the Corridor Overlay Zone.
  - d. Outdoor cafes and outdoor seating shall be allowed by special use permit in Area B subject to Section 1502 and 1510.34 of this chapter as applicable. Outdoor seating encroaching on public property shall be subject to obtaining a license agreement from city council.
  - e. For special land uses, the following standards shall be considered along with those listed in Section 1502 of this chapter:
    - I. The building and site design will be designed to promote consistency and quality of development within the Corridor Overlay Zone.
    - II. Access spacing from intersections, other driveways, and any median crossovers will meet the standards within the Overlay Zone and will meet

the standards of the applicable road agency (MDOT or the Van Buren County Road Commission), and will be the maximum practical.

- III. Where shared access is proposed or required, provision will be made to share access with adjacent uses, either now or in the future, and shall include written shared access and maintenance agreements to be recorded with the Van Buren County Register of Deeds.
- IV. Traffic impacts associated with the proposed use will be accommodated by the road system without degradation in the level of service<sup>1</sup> below one grade (example from B to C) but in no case shall any movement(s) be projected at a level of service below D, unless improvements are being made to address the impacts.

#### **SECTION 2404. SUBMITTAL INFORMATION**

In addition to the submittal information required for site plan review in Section 1405 of this chapter, the following shall be provided with any application for site plan or special land use review. Additionally, the information listed in items 1-4 below shall be required with any request for a land division.

1. Existing access points within 500 feet of the frontage, on both sides of any adjoining roads, shall be shown on the site plan or on a separate plan sheet.
2. Information on sight distance. The applicant shall submit evidence indicating that the sight distance requirements of the MDOT or Van Buren County Road Commission, as applicable, are met.
3. Dimensions between proposed and existing drives, intersections, and any median crossovers shall be shown.
4. Where shared access is proposed or required, a shared access easement and maintenance agreement shall be submitted for approval. Once approved, this easement shall be recorded with the Van Buren County Register of Deeds.
5. The site plan shall illustrate the route and dimensioned turning movements of any expected truck traffic, tankers, delivery vehicles, waste receptacle vehicles and similar vehicles. The plan should confirm that routing the vehicles will not disrupt operations at the access points nor impede maneuvering or parking within the site. All ingress and egress shall be by forward movement unless waived by the planning commission based on lot size.
6. Traffic impact study. Submittal of a traffic impact study may be required for any special land use that would be expected to generate 100 or more vehicle trips during any peak hour, or 1000 or more vehicle trips daily, or where modifications from the generally applicable access spacing standards are requested. The traffic impact study shall be prepared by a firm or individual that is a member of the Institute of Transportation Engineers with demonstrated experience in production of such studies. The methodology and analysis of the study shall be in accordance with accepted principles as described in the handbook "Evaluating

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<sup>1</sup> As established by the Transportation Research Board, Washington DC.

Traffic Impact Studies, a Recommended Practice for Michigan,” developed by the MDOT and other Michigan transportation agencies.

7. Review coordination. The applicant shall provide correspondence that the proposal has been submitted to the MDOT or Van Buren County Road Commission (“VBCRC”), as applicable, for their information. Any correspondence from the MDOT and VBCRC shall be considered during the site plan review process. The City may request attendance at coordination meetings with representatives of the applicable road agency. An access permit shall not be requested from the road agency until a land division or site plan is approved by the City. The approval of a land division or site plan does not negate the responsibility of an applicant to subsequently secure access permits from the road agency.
8. Building elevations. Elevation drawings shall be submitted illustrating the building design and height, and describing construction materials for all proposed structures. Elevations shall be provided for all sides visible from an existing or proposed public street or visible to a residential district. Color renderings of the building shall be submitted for planning commission review and approval. Proposed materials and colors shall be specified on the plan and color chips or samples shall also be provided at the time of site plan review. These elevations, colors and materials shall be considered part of the approved site plan.
9. Sign Design Details. Information shall be given on all proposed signs, including details on the base materials and sign materials, and on landscaping around the base. Material used for all proposed signs (whether freestanding or ground) is acceptable only if found by the planning commission to be similar to or at least compatible with materials used for the principal building on the lot where the signs are located.
10. Parking Information. A parking study shall be required wherever requested parking or paved areas exceed the minimum required by this chapter.

## **SECTION 2405. DIMENSIONAL STANDARDS**

1. General
  - a. Variable front and rear setback. Upon written request, the planning commission may reduce the required front and rear yard setback by up to 10 feet for the greenbelt and up to 10 feet for the building from that required along the corridor frontage upon a finding that the reduced setback is due to lot depth.
    - I. Front Yard Setback.
      - Area A - Buildings shall be set back a minimum of 50 feet from the right-of-way.
      - Area B – As provided in zoning ordinance Section 603.
      - Area C – Buildings shall be set back a minimum of 25 feet from the right-of-way.
    - II. Side Yard Setback.

- Area A – 30 feet
- Area B – Per zoning ordinance section 603.
- Area C – 20 feet

III. Rear Yard Setback.

- Area A – 30 feet if abutting commercial zone; 50 feet if abutting residential zone.
- Area B – Per zoning ordinance section 603.
- Area C – Buildings shall be setback at least 25 feet from the rear lot line.

## **SECTION 2406. LANDSCAPING, PARKING AND OVERALL SITE DESIGN**

Design elements shall comply with the applicable regulations in the article, with the following additional requirements.

1. Front yard greenbelt.

- a. Area A – A minimum 25 foot greenbelt is required. Plantings shall include a minimum of two (2) shade trees and three (3) ornamental trees for every one hundred (100) linear feet of lot frontage. The number of plants required shall be proportional to the frontage, with fractions rounded up. Plant materials may be clustered. Additional landscaping is encouraged. A mixture of ornamental and shade trees is encouraged. The planning commission may allow a reduction in the number or a variation in the mixture of the tree types. Identification signs may be placed in this greenbelt area.
- b. Area B - As required in Section 1709 of this chapter with the addition of a five (5) foot wide greenbelt consisting of evergreen and ornamental shrubs with a mature height of four (4) feet when the parking lot abuts a public right-of-way.
- c. Area C - A minimum twenty-five (25) foot greenbelt is required. Plantings shall include a minimum of two (2) shade trees and three (3) ornamental trees for every one hundred (100) linear feet of lot frontage. The number of plants shall be proportional to the length of frontage, with fractions rounded up. Plant materials may be clustered. Additional landscaping is encouraged. The planning commission may allow a reduction in the number or a variation in the mixture of the tree types. Identification signs may be placed in this greenbelt area.

2. Side yard greenbelt

a. General

- I. A minimum of forty (40) percent of the required trees shall be deciduous canopy trees, except columnar trees or other vegetation if recommended by the City arborist, may be used in areas with existing overhead utilities;
- II. The minimum width of the side greenbelt is 10 feet, and

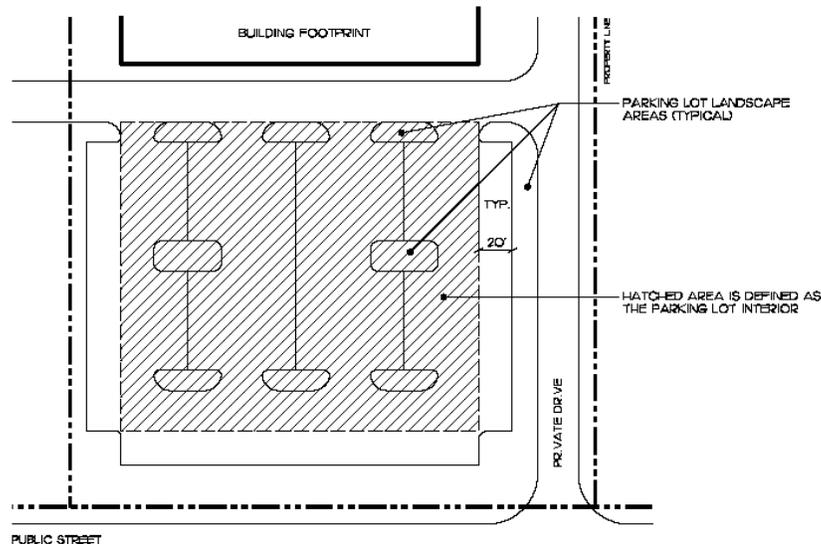
- III. At least fifty (50) percent of the required trees shall be of an evergreen variety.
  - b. Area A – As required in Section 1709-1 of this chapter. Landscaping shall be provided along walls to reduce the visual impact of building mass as viewed from the street or along the property line subject to Section 1709.2a of this chapter.
  - c. Area B – As provided in Section 1709-1 of this chapter
  - d. Area C - As required in Section 1709-1 of this chapter. Landscaping shall be provided along walls to reduce the visual impact of building mass as viewed from the street or along the property line subject to Section 1709.2a of this chapter.
3. Rear yard greenbelt
- a. General
    - I. A minimum of forty (40) percent of the required trees shall be deciduous canopy trees, except columnar trees or other vegetation if recommended by the City arborist, may be used in areas with existing overhead utilities;
    - II. The minimum width of the rear yard greenbelt shall be 10 feet;
    - III. At least fifty (50) percent of the required trees shall be of an evergreen variety; and
    - IV. At least seventy five (75) percent of all shrubs shall be evergreen or a dense variety of deciduous bush that provides year-round screening.
  - b. Area A – As required in Section 1709-1 of this chapter.
  - c. Area B – When abutting residences in this area, both fence and landscaping will be required unless waived by the planning commission based on depth and opacity of existing vegetation.
  - d. Area C - When abutting residences in this Area, both fence and landscaping will be required unless waived by the planning commission based on level and opacity of existing vegetation.

### General Standards

1. The overall design, particularly along the corridor frontage, shall promote the impression of a well-tended landscape.
2. Where practical, existing trees that are in good health and above three inches in caliper along the frontage shall be preserved.
3. Retention, detention and the overall stormwater system shall be designed to use “best management practices” and create the appearance of a natural pond or feature including gentle (5:1) or varying side slopes, irregular shapes, water tolerant grasses and seed mixes at the bottom of the pond/basin; appropriate flowers, shrubs and grasses along the banks based on environment (wet, dry, sedimentation basin v. pond) to improve views, filter runoff and enhance wildlife habitat. This requirement may be waived by the planning commission at the recommendation of the city engineer.

4. For all parking areas that accommodate ten (10) cars or more, the following shall apply:
  - a. Plant material shall be calculated per section 1709.3 of this chapter. Additionally, each landscape feature shall be planted with a minimum of one (1) canopy tree and ground cover and/or grass and will be protected by raised concrete or asphalt curbing.
  - b. Landscape islands shall be calculated on the basis of one (1) landscape island for every ten (10) parking spaces. Landscape islands may be aggregated.
  - c. Landscape islands shall be a minimum of one hundred sixty (160) square feet and a minimum of nine (9) feet wide. Each island should be planted at least three (3) feet from the edge of the island.
  - d. Landscaped islands shall be curbed.
  - e. Landscape features including end islands, peninsulas, and strips shall be installed in the interior of parking lots to delineate on-site circulation, ensure adequate sight distance at the intersection of aisles and interior roadways, and to prevent diagonal vehicular movement through parking lots. Features shall be designed with sufficient radii to ensure drivers are able to make 90 degree right turns without encroaching upon landscaping or adjacent traffic lanes.
  - f. The planning commission may reduce the number of required landscape islands if it finds that adequate relief and shade is provided by other plantings in and around the parking area.
5. At least 40% of the required parking lot landscaping shall be within the interior of the parking lot, not on the edges. Islands shall be located to improve traffic flow and views. Details on islands shall be provided including radii, length two feet shorter than parking space depth, trees, ground cover and any lighting or irrigation in accordance with zoning ordinance section 1709-3a. (See Figure 6 for limits of parking lot interior.)

Figure 6



6. To improve views and reduce impacts on the environment, the amount of parking constructed shall be less than what is typically required for commercial uses as follows: Parking shall be provided at a rate of one space per 200 square feet of useable floor area, unless a parking study demonstrates the need for additional parking to the satisfaction of the planning commission.
7. As a means of avoiding greater amounts of parking spaces and impermeable surface than are reasonably needed to serve a particular use while still ensuring site adequacy, the planning commission may allow deferred construction of some required spaces for any non-residential use if the following conditions are satisfied:
  - a. The applicant submits a site plan including the design and layout of all required parking areas including areas proposed for deferred parking. Such deferred parking area shall not include areas required for setbacks, landscaping or greenspace or land otherwise unsuitable for parking due to environmental or physical conditions.
  - b. The applicant demonstrates, to the satisfaction of the planning commission, that a reduced number of parking spaces will meet the parking needs due to the nature, size, density, location or design of the proposed development. Pedestrian access and use may be considered.
  - c. At any time subsequent to approval, the applicant or city may require the construction of additional parking spaces based on review of the parking needs by the planning commission.
  - d. Any other factors reasonably related to the need for parking for the proposed development as determined by the planning commission.

8. Loading and service bay doors shall not face a public street. Such doors shall be in the rear of the site. Where this is not practical, location on the side may be permitted provided additional walls and landscaping are provided, and/or such areas are recessed, to minimize the negative visual impact.
9. Any proposed fence must be shown on the site plan, including details on materials and color. Fences shall be durable and decorative in nature.
10. Chain link fences shall only be approved for a location not generally visible to the public or neighboring dwelling units. Chain link fencing is not acceptable for screening purposes. Any visible segments of fence will be vinyl coated with additional landscaping provided to screen the view.
11. Non-motorized Trails and Sidewalks. Where the site directly abuts an existing public trail or sidewalk, or is along a segment where a trail or sidewalk within the public right-of-way is proposed by the City and documented in a plan approved by the city a similar trail or sidewalk shall be constructed, in accordance with city ordinances and specifications, along the frontage within the public right-of-way. The planning commission may also require internal safety paths during the site plan review process.
12. Interior Sidewalks. Interior sidewalks shall be constructed, in accordance with city ordinances and specifications, to access buildings in the most efficient location for barrier free access.

## **SECTION 2407. COMMERCIAL, OFFICE AND INSTITUTIONAL EXTERIORS**

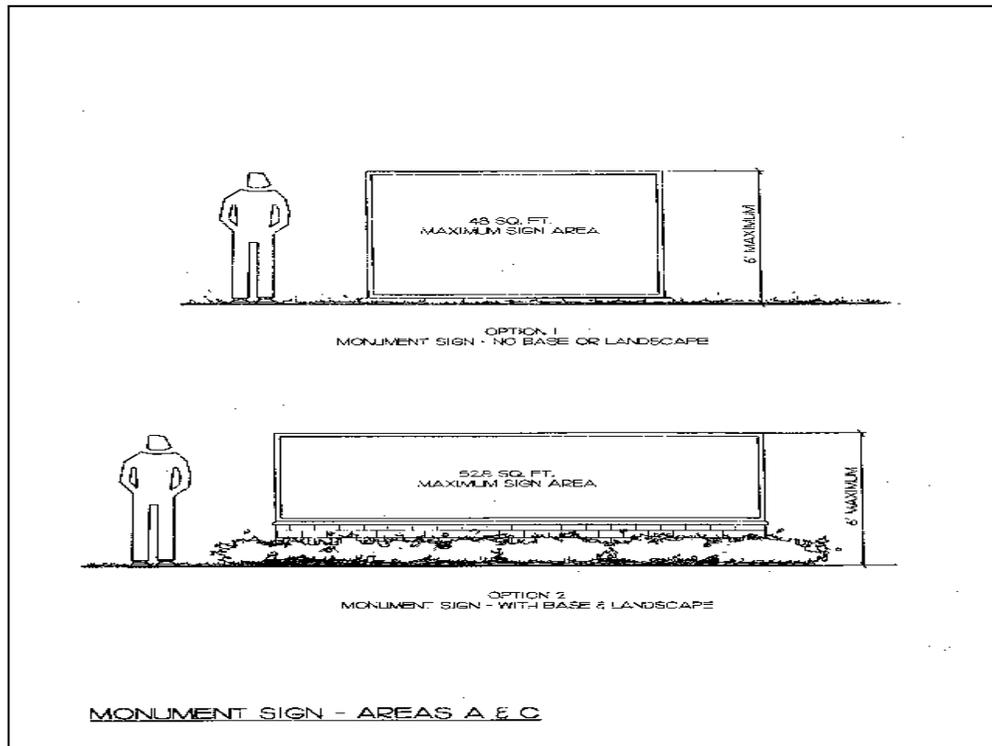
1. The applicant and the applicant's design professionals are encouraged to submit or present design concepts and alternatives at a study session with the planning commission to receive comments on compliance with the guidelines prior to preparation of detailed design drawings. This can include sketches, photographs or other graphic materials.
2. Commercial, office, and institutional building facades shall be reviewed by the planning commission as a part of site plan review under the following criteria:
  - a. Front building facades shall provide a minimum 30% glass windows in Areas A and C and a minimum of 60% glass windows in Area B on the first floor between two (2) and eight (8) feet above the sidewalk but shall not exceed 80% glass overall. Calculations are exclusive of the roof area.
  - b. Florescent colors will not be permitted in any capacity on the site.
  - c. Subtle colors shall be used for roofing material. Metal roofs shall only be permitted if compatible with the overall character of the building.
  - d. Buildings, ground signs and freestanding signs shall be of the same design character and material as the primary structure. The signs shall provide design features, details, or ornaments similar to the primary building.

- e. Building walls over 30 feet in length shall be broken up with items such as varying rooflines, varying building lines, recesses, projections, wall insets, windows, design accents and/or bands of complementary building materials.
- f. Building entrances shall utilize windows, canopies, and/or awnings; provide unity of scale, texture, and color; and provide a sense of place. Outward swinging doors shall not intrude into the ROW and shall be recessed when necessary.
- g. Rooftop equipment shall be illustrated on the plans, and shall be screened from view by parapet walls or other design elements that complement the overall building design.
- h. Building rear and side facades shall be constructed to a finished quality comparable to the front facade where visible to a public street or residential district or use.
- i. Any interior play place associated with a restaurant or lodging facility shall be designed in accordance with the above standards.
- j. Overhead canopies for gas stations or other uses shall be designed to be compatible with the design characteristics of the principal building such as peaked roofs, shingles, support structures that match or simulate materials of the principal building, lighting fixtures shall be full cutoff and fully recessed into the canopy which shall be designed in neutral colors.
- k. Neon lights, excluding signage, is prohibited

#### **SECTION 2408. SIGNS**

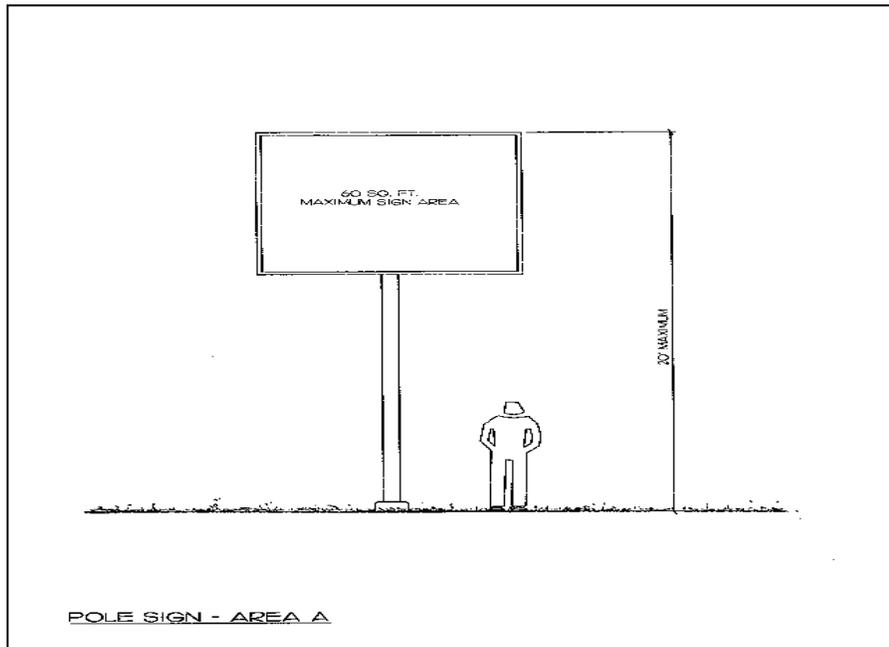
- 1. Area A – As permitted in Section 2008-3 of this chapter except:
  - a. Monument signs may not exceed six (6) feet in height and 48 square feet in area. (See Figure 7, Option 1)

Figure 7



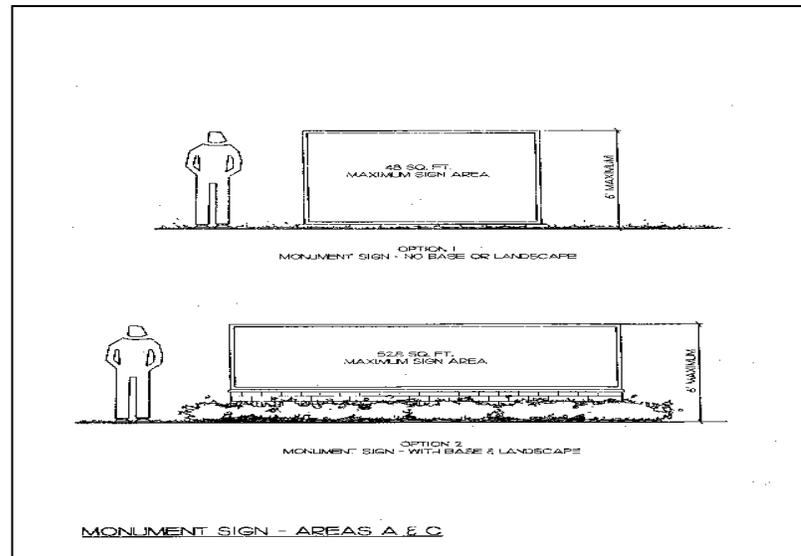
- b. If a monument sign is provided, the size of the sign may be increased 10% above that otherwise permitted if the sign base materials match the building, and foundation plantings are provided around the sign base. (See Figure 7, Option 2)
- c. Pole signs may not exceed 20 feet in height. (See Figure 8)

Figure 8



- d. Pole sign area shall be calculated as one (1) square foot for each foot of front setback plus one (1) square foot for each linear foot of lot frontage. Sign area shall not exceed 60 square feet.
2. Area B - As permitted in Section 2008-2.
3. Area C - As required in Section 2008-3 except as provided herein:
4. Monument signs may not exceed six (6) feet in height and 48 square feet in area. (See Figure 9, Option 1)
5. If a monument sign is provided, the size of the sign may be increased 10% above that otherwise permitted if the sign base materials match the building, and foundation plantings are provided around the sign base. (See Figure 9, Option 2)

Figure 9



6. Pole signs are not permitted.

## **SECTION 2410. APPEALS**

Appeals to this Article shall be in accordance with the requirements of Sections 1410 and 1505 of this chapter.

## **SECTION 2**

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

## **SECTION 3**

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

## **SECTION 4**

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

INTRODUCED by the City Council of the CITY OF SOUTH HAVEN, MICHIGAN on this \_\_\_ day of \_\_\_\_\_, 2013.

ADOPTED by the City Council of the CITY OF SOUTH HAVEN, MICHIGAN on this \_\_\_ day of \_\_\_\_\_, 2013.

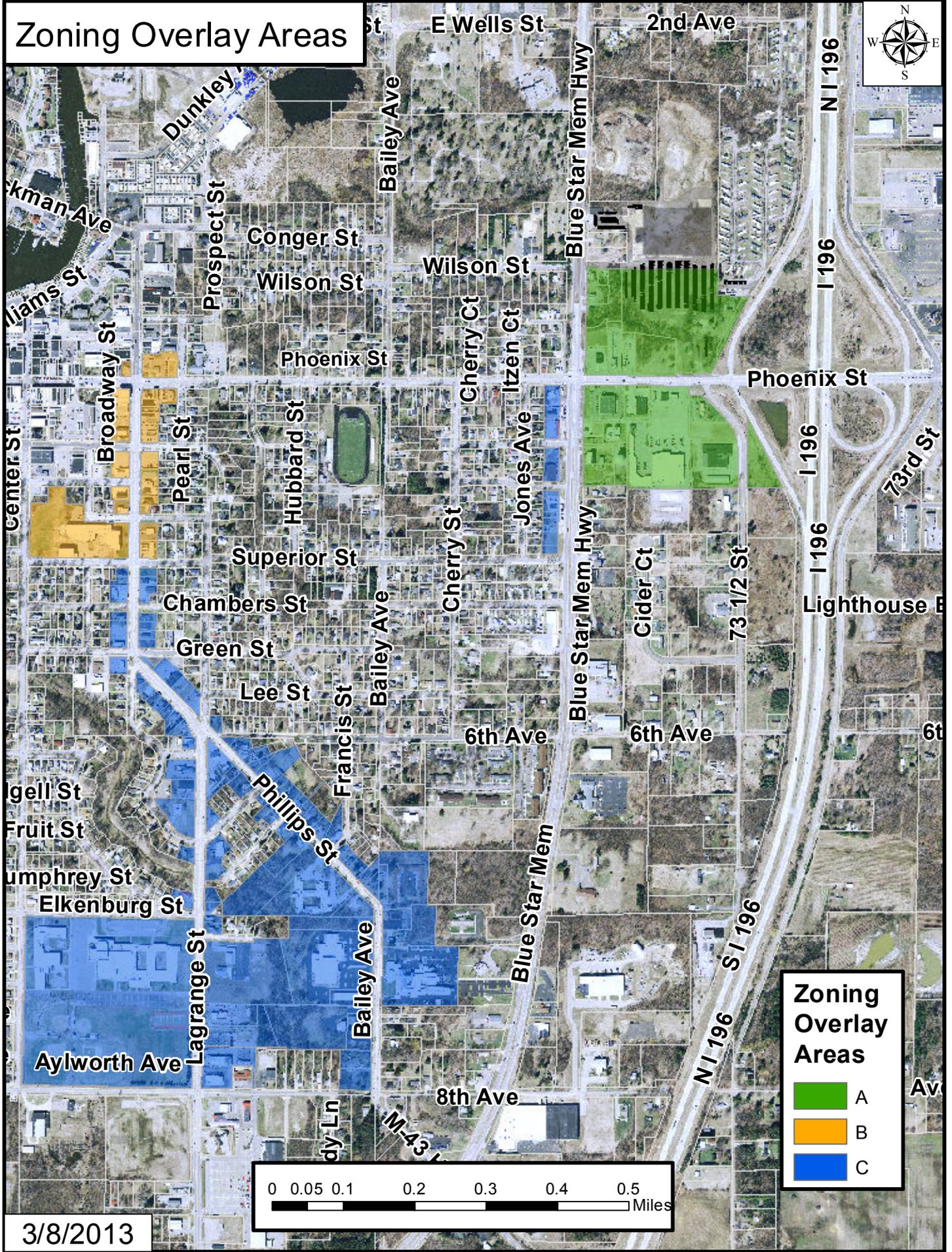
\_\_\_\_\_  
Robert G. Burr, Mayor

CERTIFICATION

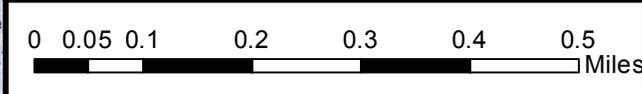
I, Amanda Morgan, Clerk of the City of South Haven, Van Buren County, Michigan do hereby certify that the above Ordinance was adopted by the South Haven City Council on the \_\_\_ day of \_\_\_\_\_, 2013; and the same was published in a paper of general circulation in the City, being the *South Haven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

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

# Zoning Overlay Areas



Zoning Overlay Areas	
	A
	B
	C



3/8/2013

MASTER PLAN 2011 (EXCERPT):  
POLICIES AND RECOMMENDATIONS REGARDING THE  
BROADWAY/LAGRANGE/PHILLIPS CORRIDOR

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**Policy and Goal Statements**

6. *Objective: Maintain and enhance the natural beauty of the City, making its physical assets both accessible and memorable*

a. Create a planting and beautification program. Define specific key roads for beautification. Consider planting flowers in parkway along main roads. (ie: Phoenix St, Broadway St, M-43 etc.)

c. Improve beauty of entrances to the City and welcome signs

POLICY: The Broadway commercial areas should receive attention to encourage improvement of the area, in the form of streetscape, landscaping, signage, curbing and roadway improvements.

POLICY: The City should encourage commercial development fronting on Broadway, with landscape buffering between commercial and adjacent residential properties.

**Recommendations for Corridor Area**

POLICY: The City should research the establishment of a zoning district that encourages and enhances development fronting on Broadway, Phillips and La Grange Streets, with appropriate landscape buffering between commercial and adjacent residential properties. Review screening provisions.

POLICY: Review access management along state business loops.

POLICY: Preservation and conservation of existing neighborhoods will be emphasized as a priority within this area. Support residential neighborhood infill activity (building on individual vacant lots) which is compatible with the scale and density of existing dwellings.

POLICY: Develop new procedures and standards that ensure long term compatibility between existing commercial and residential development including but not limited to lighting, signage and the use of landscape buffers and screens.

POLICY: The Broadway commercial areas should receive attention to encourage improvement of the area, in the form of streetscape, access management, landscaping, signage, curbing and roadway improvements.

POLICY: Phoenix Street east of Broadway and west of Blue Star Hwy should be preserved as a single-family neighborhood.

POLICY: Conversion of property along neighborhood edges should be carefully monitored to ensure that the integrity and residential character of the setting is retained, especially near downtown and along Phoenix Street.

POLICY: Rezoning of properties from residential to commercial use will be avoided in areas surrounded by residential properties.

POLICY: The City recommends limiting the number of access points and curb cuts on state business loops in order to maintain traffic flow.

Other commercial areas, including the Broadway Street corridor, should be planned to maintain a more urban scale which includes height limitations, adequate landscaping, open space between buildings and compatible exterior finishes. An overlay zoning district along the corridor can provide specific design tools while retaining the underlying zoning. The Planning Commission should adopt commercial regulations which place maximum building square footage in areas outside of the Interchange.