

City Council

Regular Meeting Agenda

Monday, December 2, 2013
7:00 p.m., Council Chambers



1. Call to Order

2. Invocation

- Pastor Devon Herrell – First United Methodist Church

3. Roll Call

4. Approval of Agenda

5. Consent Agenda: Items A thru I (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 November 18, 2013.
- B. Bills totaling \$2,018,632.08 for the period ending December 3, 2013 be approved and forwarded to the Clerk and Treasurer for payment.
- C. Council will be asked to approve a temporary sign for the Festival of Trees.
- D. Council will be asked to approve a temporary sign for baseball team.
- E. Council will be asked to approve Resolution 2013-69 a resolution removing parcels from confirmed special assessment roll.
- F. Council will be asked to approve the Phoenix Road substation design.
- G. Council will be asked to approve the Phoenix Road transformer procurement.
- H. Council will be asked to approve a motor pool purchase of a hot box trailer.
- I. Council will be asked to receive the following administrative reports and approved minutes to be placed on file:
 - 1) 09-17-2013 LHBM Minutes
 - 2) 10-16-2013 Airport Authority Minutes
 - 3) 10-21-2013 LDFA Special Meeting Minutes
 - 4) 10-23-2013 Housing Commission Minutes
 - 5) 10-28-2013 BPU Special Meeting Minutes
 - 6) 11-08-2013 Library Minutes
 - 7) 11-19-2013 LHBM Minutes

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

UNFINISHED BUSINESS

6. **City Council will be asked to consider the approval of a fireworks ordinance that would make the current City Code compliant with the state law.**

NEW BUSINESS

7. **Council will be asked to approve Resolution 2013-70 a resolution supporting a Brownfield Plan.**
8. **City Council will be asked to approve Resolution 2013-71 establishing the 2014 City Council Meeting dates.**
9. **City council will be asked to approve Special Event 2014-05 Icebreaker 2014.**
10. **City council will be asked to approve Special Event 2014-07 South Beach Fall Fitness Festival.**
11. **Council will be asked to authorize staff to proceed with submission of a joint grant application with the Van Buren County Prosecuting Attorney's Office to the Competitive Grant Assistance Project (CGAP).**
12. **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.)

13. City Manager's Comments

14. Mayor and Councilperson's Comments

15. Adjourn

RESPECTFULLY SUBMITTED,



Brian Dissette, City Manager

City Council

Regular Meeting Minutes

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



1. Call to Order

2. Invocation

- Father Michael Ryan - Episcopal Church of the Epiphany

3. Roll Call

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

4. Proclamation Do-It-Corp

5. Approval of Agenda

Moved by Fitzgibbon to approve the agenda. Seconded by Kozlik Wall.

Voted Yes: All. Motion Carried.

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

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

- A. Council will be requested to approve the City Council Minutes of November 4, 2013.
- B. Bills totaling \$1,109,827.68 for the period ending November 19, 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) 05-31-2013 CBA Minutes
 - 2) 08-13-2013 Library Minutes
 - 3) 09-10-2013 Library Minutes
 - 4) 10-03-2013 Planning Commission Minutes
 - 5) 10-21-2013 LDFFA Special Meeting Minutes

A Roll Call Vote was taken:

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

Motion carried

UNFINISHED BUSINESS

7. City Council will be asked to approve Resolution 2013-64 a resolution to establish the City of South Haven Corridor Improvement Authority.

Background Information: Staff is requesting that City Council consider establishing a Corridor Improvement Authority to address issues related to the I-196 Business Loop and M-43 in the city limits.

A Corridor Improvement Authority is governed by a board of members appointed by the Mayor. A majority of the board should be persons who own property or a business within the development area. At least one of the members should be a resident of the development area or within 1/2 mile from the development area.

A Corridor Improvement Authority is similar to a Downtown Development Authority in that it can receive tax increment financing to manage and implement improvements in the public right of way. Improvements may include streetscaping, beautification, pedestrian crossings and changes to the road configuration. In order to receive this funding, a tax increment financing plan would need to be requested by the Authority and approved by City Council.

The resolution currently under consideration does not establish a tax increment financing plan. It creates an authority (board) which has the legal authority to request such a plan from the City Council.

Staff is currently working with a consultant to do traffic counts and analysis, which will eventually be used to develop plans which would be recommended to MDOT and the Van Buren County Road Commission. Establishing an Authority would help staff ensure that the plans are developed with input from property owners and the public.

Whether or not the Authority decides to request a tax increment financing plan, the Authority will be useful to allow residents, property owners and business owners to participate in discussions with MDOT and the County Road Commission regarding proposed changes and improvements to the corridor district.

The resolution under consideration would establish the Corridor Improvement Authority. The Mayor would then appoint the authority board with approval of the City Council, and the Authority would then begin meeting.

The intent is that the Authority would begin a process of developing engineering plans for all or part of the corridor, in cooperation with MDOT and the County Road Commission.

Moved by Klavins to change the wording from may to shall. Motion seconded.

Voted Yes: All. Motion Carried.

Moved by Fitzgibbon to approve Resolution 2013-64 a resolution to establish the City of South Haven Corridor Improvement Authority. Seconded by Kozlik Wall.

Voted Yes: All. Motion Carried.

NEW BUSINESS

8. City Council will be asked to approve the preparation of bid documents by staff regarding the Van Buren Trail project to send to the MDNR for state approval.

Background Information: The Van Buren Trail project is a grant funded project which will establish a downtown bicycle trailhead at the parking lot on the corner of Kalamazoo and Huron Streets. The project includes trailhead improvements, directional signage, pavement markings, and a rails to trails section of bicycle path. In coordination with the State of Michigan, the trail will connect Downtown South Haven to Van Buren State Park, and will include directional signage to Kal-Haven State Park, North Beach, South Beach and Van Buren State Park.

The bicycle route between the trailhead at Kalamazoo Street and the intersection of Maple Street and South Haven Street will be an on-street signed route with directional signage and pavement markings to indicate how to follow the route. Bicyclists will use the existing roadway; no dedicated bicycle lanes are proposed. Parking will still be allowed where it is currently allowed.

Between South Haven Street and Aylworth Avenue, the City plans to construct a rails to trails, off-street bicycle path which will be paved partly with asphalt and partly with concrete. This will include the pathway which has already been constructed in the Everett Park development.

The project is being done in coordination with the State of Michigan Department of Natural Resources, which is paving the former railroad from Aylworth Avenue near the former Bohn plant in the City to Van Buren State Park.

When the two projects are completed, they will form a bicycle path and on-street route which links Van Buren State Park to Downtown South Haven. There will also be a connection to the Kal Haven Trail, which was previously completed, but will be enhanced with directional signage.

The project is funded with assistance of the Michigan Natural Resources Trust Fund, which will pay 60% of the cost of the project, with a project cost of \$362,400. The City's match is \$145,000. We intend to finalize bid documents over the next two months and bid the project out in February, 2014 (or sooner, if possible). The project should be completed by Memorial Day, 2014.

We have met with adjacent property owners to discuss design details of the project as it affects their property. Staff met with the Downtown Development Authority and held a public information meeting to take comments. The next step in the project is to prepare bid documents and send the bid documents to the state for their approval. Staff is requesting City Council approval to take this next step.

Moved by Patterson to approve the preparation of bid documents by staff regarding the Van Buren Trail. Seconded by Fitzgibbon.

Voted Yes: All. Motion Carried.

9. City Council will be asked to consider the introduction of a fireworks ordinance that would make the current City Code compliant with the state law.

Background Information: The current City Code, last adopted in 1965, prohibits exploding of fireworks, as well as regulating the sale of fireworks.

In 2012, the State of Michigan pre-empted local regulation of fireworks, and established a state-wide regulation of sale and use of fireworks with the Michigan Fireworks Safety Act, which was amended in June of this year.

The Act limits how a local government can regulate the use of fireworks. A local government with a population of less than 50,000 is not permitted to prohibit use of fireworks on the day preceding, the day of, and the day after a national holiday, except between the hours of 1 a.m. and 8 a.m.

The Act also prohibits use of fireworks on public property, subject to a state civil infraction.

The attached draft ordinance would remove city code regulation of the sale of fireworks. It would prohibit the use of fireworks except for the day preceding, the day of and the day after national holidays. It would prohibit the use of fireworks from 1 am to 8am on the day preceding, the day of and the day after national holidays.

The attached draft ordinance would bring the current City Code into compliance with current state law.

Moved by Fitzgibbon to approve the introduction of a fireworks ordinance that would make the current City Code compliant with the state law. Seconded by Kozlik Wall.

Voted Yes: All. Motion Carried.

10. City Council will be asked to approve resolutions related to the collection of delinquent public utility service accounts in Geneva Township and South Haven Charter Township.

A. City Council will be asked to approve Resolution 2013-66 a resolution approving collection of delinquencies for public utility services by Geneva Township.

B. City Council will be asked to approve Resolution 2013-67 a resolution approving collection of delinquencies for public utility services by South Haven Charter Township.

Background Information: The City Council will be asked consider approval of resolutions relating to the collection of delinquencies for electric utility services by Geneva Township and South Haven Charter Township as part of tonight's City Council meeting.

State Law MCL 141.101 et seq. allows delinquent bills to be placed as a lien on the property and collected with usual property tax bills and payments. In compliance with the law, the City's Finance Department has included delinquent utility balances for water, sewer and electric charges for services located within the city limits on the City tax bills as special assessments.

South Haven Charter Township has also assisted the city with the collection of delinquent water & sewer charges for services provided within the township in accordance with the Water & Wastewater service agreement was signed in December, 1994. This agreement does not address delinquent electric services.

City administration requested that South Haven Charter Township and Geneva Township assist the city with the collection of delinquent township electric services by adopting ordinances to allow the placement of liens on township properties for delinquent accounts. In exchange for their efforts, the townships would keep 50% of the electric delinquents collected and remit the balance to the city. This process will facilitate the collection of the outstanding amounts and give the city another mechanism to collect in addition to utilizing collection agencies.

Attached are separate resolutions for Geneva Township & South Haven Charter Township (along with the Exhibit A's – their adopted ordinances relating to the placing of liens, collection of and remittance of delinquent utility accounts to the City.

Item A: Moved by Patterson to approve Resolution 2013-66 a resolution approving collection of delinquencies for public utility services by Geneva Township. Seconded by Fitzgibbon.

Voted Yes: All. Motion Carried.

Item B: Moved by Patterson to approve Resolution 2013-67 a resolution approving collection of delinquencies for public utility services by South Haven Charter Township. Seconded by Fitzgibbon.

Voted Yes: All. Motion Carried.

11. City Council will be asked to approve Resolution 2013-65 a resolution authorizing the City Manager to apply for the MDEQ SAW grant program.

Background Information: The City Council will be asked to consider approval of a resolution which authorizes staff to submit a Stormwater, Asset Management, Wastewater (SAW) grant application. The grant application is a new grant program, administered by the Michigan Department of Environmental Quality (MDEQ) for work related to the storm and sanitary sewer infrastructure improvements.

The SAW grant program is designed to provide funds for infrastructure project planning, engineering design, and infrastructure asset management planning. The MDEQ program has a total of \$450 million available, with \$97 million expected to be awarded in the first funding round. The first round applications are due by December 2, 2013.

The Board of Public Utilities (BPU) met on Monday, October 28, 2013, and reviewed the proposed SAW grant application. The BPU discussed the proposed grant application and approved, by unanimous support, to recommend the city proceed with the grant application.

The city's application seeks \$1,867,996 for design work, capital planning, and construction funds. The grant application seeks to construct improvements on North

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Shore Drive, Dyckman Avenue (west of the bascule bridge,) pump improvements to the Wastewater Treatment Plant, along with a variety of improvements related to the Indian Grove lift station. Should the city apply for the grant, and receive a commitment from the MDEQ, the city will provide a local match of \$317,000. Please note; the SAW grant allows for staff costs to be applied towards the local match. Should the grant be funded, the city's staff anticipates using the Engineering Department staff to assist with the planning work. Using the in-house labor will lower the city's cash contributions to the local matching amount. Staff anticipates that should the SAW grant be awarded, the city's in-kind labor contribution will provide the complete local matching amount requirement.

The SAW grant application appears to be an effective program for the City of South Haven to pursue additional infrastructure planning and construction funding. The BPU has reviewed this program and recommend the City Council authorize staff to proceed with the grant application.

Moved by Patterson to approve Resolution 2013-65 a resolution authorizing the City Manager to apply for the MDEQ SAW grant program. Seconded by Kozlik Wall.

Voted Yes: All. Motion Carried.

12. City Council will be asked to approve Resolution 2013-68 a resolution declaring the Maritime District of the City of South Haven.

Moved by Fitzgibbon to approve Resolution 2013-68 a resolution declaring the Maritime District of the City of South Haven. Seconded by Patterson.

Voted Yes: All. Motion Carried.

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

Michael Ross – voiced concern about renaming Kid's Corner Park to Marilyn Ross Park in honor of his mother who passed away.

14. City Manager's Comments

15. Mayor and Councilperson's Comments

Kozlik Wall – Thanked everyone who re-elected her. Also thanked everyone who made WOW weekend a success.

Gruber – Spoke about Bob McClendon.

Fitzgibbon – Congrats to Council members who were re-elected.

Patterson – Congrats to Council members who were re-elected. Also thanks to Michael Ross for coming out to comment.

Arnold – Thanks to the voters for re-election.

Klavins – Thanks to the electric company for their hard work during last night's storm.

Burr – Special thanks to all who voted for him.

16. Adjourn

Moved by Fitzgibbon to adjourn. Seconded by Patterson.

Voted Yes: All. Motion carried. Meeting adjourned at 7:49 p.m.

RESPECTFULLY SUBMITTED,



Michelle Coffey
Deputy City Clerk

Approved by City Council: **DRAFT**

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

	PREPAID	CURRENT	TOTAL
101-GENERAL FUND	\$ 86,620.75	\$ 50,590.17	\$ 137,210.92
202-MAJOR STREET FUND	\$ 36,274.48	\$ 2,482.12	\$ 38,756.60
203-LOCAL STREET FUND	\$ -	\$ 827.37	\$ 827.37
204-STREET FUND	\$ 219,680.61	30113.66	\$ 249,794.27
226-GARBAGE/REFUSE FUND	\$ 20.00		\$ 20.00
250-DOWNTOWN DEVELOPMENT	\$ 28,682.24	\$ 26,151.56	\$ 54,833.80
251-LDFA #1	\$ -	\$ -	\$ -
253-LDFA #3	\$ -	\$ -	\$ -
260-BROWNFIELD AUTHORITY	\$ -	\$ -	\$ -
265-NARCOTICS UNIT	\$ -	\$ -	\$ -
266-POLICE TRAINING	\$ 109.31	\$ -	\$ 109.31
296-RIVER MAINTENANCE	\$ -	\$ -	\$ -
363- CAPITAL BOND	\$ -	\$ -	\$ -
370- BUILDING AUTHORITY #2	\$ -	\$ -	\$ -
371-CAPITAL BOND DEBT SERV	\$ -	\$ -	\$ -
372-WATER PLANT FUND	\$ -	\$ -	\$ -
395-DDA DEBT SERVICE	\$ -	\$ -	\$ -
396- DDA DISTRICT #2	\$ -	\$ -	\$ -
401-CAPITAL PROJECTS	\$ -	\$ 3,293.94	\$ 3,293.94
402-CAPITAL PROJECTS #2	\$ -	\$ -	\$ -
466- PAVILION AND ICE RINK	\$ -	\$ -	\$ -
545-BLACK RIVER PARK	\$ 154.14	\$ 132.00	\$ 286.14
577-BEACH FUND	\$ -	\$ 13.96	\$ 13.96
582-ELECTRIC FUND	\$ 725,504.41	\$ 10,775.30	\$ 736,279.71
591-WATER FUND	\$ 711,449.82	\$ 23,370.23	\$ 734,820.05
592-SEWER FUND	\$ 3,760.60	\$ 13,522.97	\$ 17,283.57
594-MUNICIPAL MARINA	\$ 11,903.37	\$ 1,200.00	\$ 13,103.37
636-INFORMATION SERVICES	\$ -	\$ 601.32	\$ 601.32
661-MOTOR POOL	\$ 22,925.13	\$ 8,408.27	\$ 31,333.40
677-SELF INSURANCE	\$ 64.35		\$ 64.35
703-TAX FUND	\$ -		\$ -
718-TRUST & AGENCY	\$ -	\$ -	\$ -
750-EMPLOYEE WITHHOLDING	\$ -	\$ -	\$ -
TOTAL	\$ 1,847,149.21	\$ 171,482.87	\$ 2,018,632.08

User: ksteinman

CHECK NUMBERS 46212 - 46261

DB: South Haven

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank 1 FIFTH THIRD BANK					
11/14/2013	1	46212	003099	5TH DISTRICT COURT	500.00
11/14/2013	1	46213	000177	AUTOWARES INC	183.68
11/14/2013	1	46214	000339	BROUSSEAU APPRAISAL SERVICES I	3,690.00
11/14/2013	1	46215	000471	CITY PLUMBING & HEATING CO	1,030.00
11/14/2013	1	46216	000514	CONSTRUCTION ASSOCIATES INC	2,502.50
11/14/2013	1	46217	000843	FRONTIER	3,662.19
11/14/2013	1	46218	000911	GOVERNMENT FINANCE OFFICERS ASSOC	170.00
11/14/2013	1	46219	UB REFUND	HAYES, MELINDA E	65.60
11/14/2013	1	46220	001128	ICMA	757.87
11/14/2013	1	46221	001544	MENARDS	1,128.92 V
11/14/2013	1	46222	003058	NATALIE THOMPSON	109.31
11/14/2013	1	46223	002724	UPS STORE #5080	131.87
11/14/2013	1	46224	002726	US BANK	137.50
11/14/2013	1	46225	002949	WOLVERINE HARDWARE	82.20
11/18/2013	1	46226	000533	CORNELISSE DESIGN ASSOC INC	1,638.90
11/18/2013	1	46227	003043	ENVIROLOGIC	6,990.00
11/18/2013	1	46228	000847	FUEL MANAGEMENT SYSTEM	7,639.07
11/18/2013	1	46229	001373	LAWN BOYS INC	135.00
11/18/2013	1	46230	001544	MENARDS	1,437.64
11/18/2013	1	46231	001852	NORTHERN CONSTRUCTION SERVICES	274,226.36
11/18/2013	1	46232	001985	CONNIE PHILLIPS-THOMPSON	132.21
11/18/2013	1	46233	002645	TRACTOR SUPPLY CREDIT PLAN	159.99
11/18/2013	1	46234	002774	PAUL VANDEN BOSCH	355.10
11/18/2013	1	46235	002949	WOLVERINE HARDWARE	50.17
11/18/2013	1	46236	002953	WOODHAMS, INC , DON	21,302.00
11/18/2013	1	46237	002985	ZMUDA, JOE	43.00
11/22/2013	1	46238	000162	ASR HEALTH BENEFITS	64.35
11/22/2013	1	46239	003195	BLUE CARE NETWORK	49,884.89
11/22/2013	1	46240	000430	CENTURY LINK	15.31
11/22/2013	1	46241	003180	COPS HEALTH TRUST	11,847.95
11/22/2013	1	46242	003127	ADAM DE BOER	65.96
11/22/2013	1	46243	000624	DELTA DENTAL OF MICHIGAN	4,748.79
11/22/2013	1	46244	000843	FRONTIER	458.98
11/22/2013	1	46245	000994	HAPA LLC	4,438.91
11/22/2013	1	46246	003187	HATHAWAY, RODERICK	21.53
11/22/2013	1	46247	003070	WENDY HOCHSTEDLER	86.39
11/22/2013	1	46248	001086	HOME CITY ICE COMPANY, THE	2,063.70
11/22/2013	1	46249	003165	JAMES PEZZUTO	156.33
11/22/2013	1	46250	001286	KNOX, JARED	78.80
11/22/2013	1	46251	001405	LINCOLN NATIONAL LIFE INS CO	2,479.85
11/22/2013	1	46252	001610	MICHIGAN GAS UTILITIES	3,957.62
11/22/2013	1	46253	002132	RELIABLE DISPOSAL INC #646	135.66
11/22/2013	1	46254	003047	ERIC SMITH	78.80
11/22/2013	1	46255	002949	WOLVERINE HARDWARE	157.25
11/22/2013	1	46256	UB REFUND	ALM, RHONDA J	8.89
11/22/2013	1	46257	UB REFUND	BELLA BAY REALTY	79.20
11/22/2013	1	46258	UB REFUND	BRUEMMER, LINDA A	27.52
11/22/2013	1	46259	UB REFUND	DEPARTMENT OF HUMAN SERVICES	77.77
11/22/2013	1	46260	UB REFUND	VICENTENO, DONELLE	45.89
11/25/2013	1	46261	000994	HAPA LLC	5,183.33

1 TOTALS:

Total of 50 Checks:	414,424.75
Less 1 Void Checks:	1,128.92
Total of 49 Disbursements:	413,295.83

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank 1 FIFTH THIRD BANK					
11/12/2013	1	33(E)	003062	MCAAA	21,916.75
11/19/2013	1	34(E)	000087	AMERICAN ELECTRIC POWER	700,997.70
11/19/2013	1	35(E)	002726	US BANK	709,810.01
1 TOTALS:					
Total of 3 Checks:					1,432,724.46
Less 0 Void Checks:					0.00
Total of 3 Disbursements:					1,432,724.46

User: ksteinman
DB: South Haven

BANK CODE: 1 CHECK DATE: 12/03/2013 INVOICE PAY DATE FROM 12/03/2013 TO 12/03/2013

Check Date	Bank	Check #	Vendor Code	Vendor Name	Amount	# Invoices
12/03/2013	1	46262	000014	ABONMARCHE CONSULTANTS INC	22,765.00	3
12/03/2013	1	46263	000043	AIRGAS USA, LLC	123.17	2
12/03/2013	1	46264	000050	ALEXANDER CHEMICAL CORP	1,527.50	2
12/03/2013	1	46265	003073	ALS GROUP USA, CORP	590.00	1
12/03/2013	1	46266	000074	ALTEC INDUSTRIES INC	214.50	1
12/03/2013	1	46267	000103	AMERICAN WATER WORKS ASSOC	127.50	1
12/03/2013	1	46268	000134	APPLIED SPECIALTIES INC	12,928.20	1
12/03/2013	1	46269	000166	ASTRO WOOD STAKE, INC	130.50	1
12/03/2013	1	46270	000177	AUTOWARES INC	101.49	9
12/03/2013	1	46271	003146	B & R MOBILE HOMES INC	1,793.94	1
12/03/2013	1	46272	000229	BEAVER RESEARCH COMPANY	9,882.00	1
12/03/2013	1	46273	000346	BRUSH ENTERPRISES	998.12	4
12/03/2013	1	46274	000418	CDW GOVERNMENT INC	301.34	2
12/03/2013	1	46275	000453	CHIEF SUPPLY CORP	348.79	3
12/03/2013	1	46276	000475	CLARK HILL PLC	8,353.02	1
12/03/2013	1	46277	000505	COMPTON INC	12,122.93	2
12/03/2013	1	46278	000622	DELL MARKETING L P	299.98	1
12/03/2013	1	46279	000716	EJ USA INC	3,177.14	1
12/03/2013	1	46280	003168	ELWOOD STAFFING	1,361.60	2
12/03/2013	1	46281	003201	ESTEEM ELECTRICAL SYSTEMS, INC.	2,011.72	1
12/03/2013	1	46282	003065	FOSTER SWIFT COLLINS & SMITH PC	1,180.00	4
12/03/2013	1	46283	000847	FUEL MANAGEMENT SYSTEM	6,826.39	1
12/03/2013	1	46284	000872	GEMPLER'S	264.66	3
12/03/2013	1	46285	000922	GRANICUS, INC	150.00	1
12/03/2013	1	46286	000963	GRP ENGINEERING INC	6,022.26	4
12/03/2013	1	46287	000974	HACH COMPANY	110.25	2
12/03/2013	1	46288	001046	HERALD PALLADIUM	1,454.09	1
12/03/2013	1	46289	001107	HULL LIFT TRUCK INC	3,393.82	2
12/03/2013	1	46290	001161	INTERSTATE ALL BATTERY CENTER	209.90	1
12/03/2013	1	46291	001196	JOHN'S STEREO INC	33.98	1
12/03/2013	1	46292	001246	KENDALL ELECTRIC INC	57.67	2
12/03/2013	1	46293	001350	LAMBRIX DESIGN AND COMPANY	1,200.00	1
12/03/2013	1	46294	001387	LERMA INC	35.00	1
12/03/2013	1	46295	001523	MC FADDEN FRIENDLY MOTORS INC	197.00	1
12/03/2013	1	46296	001544	MENARDS	2,032.19	11
12/03/2013	1	46297	001561	METRON-FARNIER, LLC	1,500.00	1
12/03/2013	1	46298	001603	MICHIGAN DOWNTOWN ASSOC	500.00	1
12/03/2013	1	46299	001675	MIDWEST CIVIL ENGINEERS INC	13,042.50	2
12/03/2013	1	46300	001863	NTH CONSULTANTS, LTD	6,858.37	1
12/03/2013	1	46301	001881	OFFICE MAX INC	61.62	1
12/03/2013	1	46302	001888	OKUN BROTHERS SHOES	119.96	1
12/03/2013	1	46303	001913	OUDBIER INSTRUMENT CO	496.00	1
12/03/2013	1	46304	003207	PARKMOBILE USA, INC.	13.96	1
12/03/2013	1	46305	001997	PIPELINE SERVICE INC	337.50	1
12/03/2013	1	46306	002002	PLUMBER'S PORTABLE TOILETS	132.00	1
12/03/2013	1	46307	002020	POWER LINE SUPPLY CO	3,789.18	11
12/03/2013	1	46308	003017	PROGRESSIVE/AE	4,304.60	1
12/03/2013	1	46309	002155	RIDGE AND KRAMER AUTO PARTS	14.34	3
12/03/2013	1	46310	002184	ROD'S PRINTS & PROMOTIONS	288.00	2
12/03/2013	1	46311	002361	SMITH'S CONCRETE CUTTING	2,011.20	3
12/03/2013	1	46312	002373	SOIL & MATERIALS ENGINEERS INC	9,851.75	1
12/03/2013	1	46313	002385	SOUTH HAVEN AIRPORT AUTHORITY	7,855.10	1
12/03/2013	1	46314	002447	LINDA SPEARS	30.00	1
12/03/2013	1	46315	002453	SPENCER MANUFACTURING, INC	1,445.00	1
12/03/2013	1	46316	002478	STAPLES ADVANTAGE	386.92	7
12/03/2013	1	46317	002513	STEEL CENTER SUPPLY CO	39.55	1
12/03/2013	1	46318	002589	TERMINIX PROCESSING CENTER	41.00	1
12/03/2013	1	46319	002599	THAYER INC	1,478.59	3

User: ksteinman

BANK CODE: 1

CHECK DATE: 12/03/2013 INVOICE PAY DATE FROM 12/03/2013 TO 12/03/2013

DB: South Haven

Check Date	Bank	Check #	Vendor Code	Vendor Name	Amount	# Invoices
12/03/2013	1	46320	002645	TRACTOR SUPPLY CREDIT PLAN	826.88	4
12/03/2013	1	46321	002698	U S BUSINESS SYSTEMS INC	140.67	1
12/03/2013	1	46322	002728	USA BLUE BOOK	2,913.86	9
12/03/2013	1	46323	002752	VAN BUREN COUNTY DRAIN	8,197.82	1
12/03/2013	1	46324	002798	VILLAGE COIN LAUNDRY	29.40	1
12/03/2013	1	46325	002883	WEST MICHIGAN DOCUMENT	45.00	1
12/03/2013	1	46326	003208	XYLEM	2,406.45	1

Num Checks: 65

Num Invoices: 141

Total Amount: 171,482.87

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
107868							
35495	ABONMARCHE CONSULTANTS INC SEWER SYSTEM EVALUATION 592-558-801-008	11/06/2013 ksteinman	12/03/2013	4,717.53	0.00	P	Y 11/15/2013
	SANITARY SEWER EVALUATION SURV			4,717.53			
107901							
35713	ABONMARCHE CONSULTANTS INC FALL PAVING DESIGN SERVICES PER PR 204-446-801-000 202-447-801-000 203-447-801-000	11/11/2013 ksteinman	12/03/2013	16,547.47	0.00	P	Y 11/26/2013
				13,237.98			
				2,482.12			
				827.37			
107887							
35715	ABONMARCHE CONSULTANTS INC PUBLIC SAFETY RENOVATIONS 401-301-980-000	11/08/2013 ksteinman	12/03/2013	1,500.00	0.00	P	Y 11/26/2013
	POLICE/FIRE COMPLEX			1,500.00			
9914093415							
35513	AIRGAS USA, LLC CYLINDER RENTAL 661-450-741-003	10/31/2013 ksteinman	12/03/2013	48.03	0.00	P	Y 11/15/2013
	REPAIR & MAINT SUPPLIES			48.03			
9021526143							
35546	AIRGAS USA, LLC CYLINDER RENTAL 661-450-802-000	11/07/2013 ksteinman	12/03/2013	75.14	0.00	P	Y 11/19/2013
	OTHER CONTRACTUAL SERVICES			75.14			
SCL 10002823							
35709	ALEXANDER CHEMICAL CORP DEPOSIT REFUND 592-559-741-000	11/08/2013 ksteinman	12/03/2013	(700.00)	0.00	P	Y 11/26/2013
	OPERATING SUPPLIES			(700.00)			
SLS 10011982							
35711	ALEXANDER CHEMICAL CORP CHEMICALS 592-559-741-000	11/15/2013 ksteinman	12/03/2013	2,227.50	0.00	P	Y 11/26/2013
	OPERATING SUPPLIES			2,227.50			
20-1311223-0							
35494	ALS GROUP USA, CORP CHEMICALS 592-560-802-000	11/12/2013 ksteinman	12/03/2013	590.00	0.00	P	Y 11/15/2013
	OTHER CONTRACTUAL SERVICES			590.00			
2758365							
35510	ALTEC INDUSTRIES INC BLACK SOFT VINYL COVER, SWITCH BAS 582-558-933-000	11/01/2013 ksteinman	12/03/2013	214.50	0.00	P	Y 11/15/2013
	REPAIRS/MAINTENANCE - EQUIPM			214.50			

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
0000806261							
35570	AMERICAN WATER WORKS ASSOC STUDY GUIDE 591-559-741-000	10/09/2013 ksteinman	12/03/2013	127.50	0.00	P	Y 11/20/2013
		OPERATING SUPPLIES		127.50			
310431							
35655	APPLIED SPECIALTIES INC AS-4070 591-559-741-000	11/07/2013 ksteinman	12/03/2013	12,928.20	0.00	P	Y 11/25/2013
		OPERATING SUPPLIES		12,928.20			
40595							
35722	ASTRO WOOD STAKE, INC 48" LATH 101-447-741-000	11/14/2013 ksteinman	12/03/2013	130.50	0.00	P	Y 11/26/2013
		OPERATING SUPPLIES		130.50			
233-786309							
35484	AUTOWARES INC REPAIR/MAINTENANCE SUPPLIES 661-450-741-000	11/06/2013 ksteinman	12/03/2013	16.67	0.00	P	Y 11/15/2013
		OPERATING SUPPLIES		16.67			
233-786939							
35485	AUTOWARES INC REPAIR/MAINTENANCE SUPPLIES 661-450-741-003	11/12/2013 ksteinman	12/03/2013	(47.89)	0.00	P	Y 11/15/2013
		REPAIR & MAINT SUPPLIES		(47.89)			
233-786938							
35486	AUTOWARES INC REPAIR/MAINTENANCE SUPPLIES 661-450-741-003	11/12/2013 ksteinman	12/03/2013	53.99	0.00	P	Y 11/15/2013
		REPAIR & MAINT SUPPLIES		53.99			
233-786922							
35487	AUTOWARES INC REPAIR/MAINTENANCE SUPPLIES 661-450-741-003	11/12/2013 ksteinman	12/03/2013	47.89	0.00	P	Y 11/15/2013
		REPAIR & MAINT SUPPLIES		47.89			
233-786975							
35488	AUTOWARES INC REPAIR/MAINTENANCE SUPPLIES 661-450-748-000	11/12/2013 ksteinman	12/03/2013	16.36	0.00	P	Y 11/15/2013
		MOTOR FUEL & LUBRICANTS		16.36			
233-787417							
35568	AUTOWARES INC REPAIR/MAINTENANCE SUPPLIES 661-450-741-000	11/15/2013 ksteinman	12/03/2013	14.47	0.00	P	Y 11/20/2013
		OPERATING SUPPLIES		14.47			

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
233-787937							
35667	AUTOWARES INC	11/21/2013	12/03/2013	(251.25)	0.00	P	Y
	REPAIR/MAINTENANCE SUPPLIES	ksteinman					11/25/2013
	661-450-741-003	REPAIR & MAINT SUPPLIES		(251.25)			
233-786969							
35668	AUTOWARES INC	11/12/2013	12/03/2013	203.16	0.00	P	Y
	REPAIR/MAINTENANCE SUPPLIES	ksteinman					11/25/2013
	661-450-741-003	REPAIR & MAINT SUPPLIES		203.16			
233-787041							
35669	AUTOWARES INC	11/13/2013	12/03/2013	48.09	0.00	P	Y
	REPAIR/MAINTENANCE SUPPLIES	ksteinman					11/25/2013
	661-450-741-003	REPAIR & MAINT SUPPLIES		48.09			
861206							
35663	B & R MOBILE HOMES INC	10/23/2013	12/03/2013	1,793.94	0.00	P	Y
	MOBILE HOME LEASE	ksteinman					11/25/2013
	401-301-980-000-0145	POLICE/FIRE COMPLEX		1,793.94			
0203557-IN							
35662	BEAVER RESEARCH COMPANY	11/06/2013	12/03/2013	9,882.00	0.00	P	Y
	TRANS FLUID	ksteinman					11/25/2013
	250-751-741-001	CHEMICALS		9,882.00			
5554							
35512	BRUSH ENTERPRISES	10/30/2013	12/03/2013	75.55	0.00	P	Y
	REPAIRS	ksteinman					11/15/2013
	661-450-741-003	REPAIR & MAINT SUPPLIES		75.55			
5575							
35547	BRUSH ENTERPRISES	11/12/2013	12/03/2013	167.49	0.00	P	Y
	REPAIRS	ksteinman					11/19/2013
	661-450-741-003	REPAIR & MAINT SUPPLIES		167.49			
5495							
35548	BRUSH ENTERPRISES	10/21/2013	12/03/2013	(131.92)	0.00	P	Y
	REPAIRS	ksteinman					11/19/2013
	661-450-741-003	REPAIR & MAINT SUPPLIES		(131.92)			
5603							
35666	BRUSH ENTERPRISES	11/20/2013	12/03/2013	887.00	0.00	P	Y
	REPAIRS	ksteinman					11/25/2013
	661-450-935-000	REPAIRS/MAINTENANCE - VEHICLES		887.00			

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
GX01589							
35491	CDW GOVERNMENT INC TONER 636-258-980-001	11/06/2013 ksteinman	12/03/2013	65.70	0.00	P	Y 11/15/2013
	COMPUTER HARDWARE			65.70			
GX11654							
35492	CDW GOVERNMENT INC TONER 636-258-980-001	11/06/2013 ksteinman	12/03/2013	235.64	0.00	P	Y 11/15/2013
	COMPUTER HARDWARE			235.64			
338278							
35674	CHIEF SUPPLY CORP SUPPLIES 101-350-729-000	11/05/2013 ksteinman	12/03/2013	36.79	0.00	P	Y 11/25/2013
	UNIFORMS			36.79			
339384							
35675	CHIEF SUPPLY CORP SUPPLIES 101-301-729-000	11/06/2013 ksteinman	12/03/2013	162.00	0.00	P	Y 11/25/2013
	UNIFORMS			162.00			
342307							
35679	CHIEF SUPPLY CORP SUPPLIES 101-301-729-000	11/12/2013 ksteinman	12/03/2013	150.00	0.00	P	Y 11/25/2013
	UNIFORMS			150.00			
517495							
35686	CLARK HILL PLC ATTORNEY SERVICES 101-210-801-000	11/18/2013 ksteinman	12/03/2013	8,353.02	0.00	P	Y 11/25/2013
	PROFESSIONAL/CONSULTING FEES			4,332.00			
	PROFESSIONAL/CONSULTING FEES			4,021.02			
101344							
35511	COMPTON INC U HAUL SIDEWALK REMOVE & REPLACE 101-446-802-000	10/29/2013 ksteinman	12/03/2013	475.00	0.00	P	Y 11/15/2013
	OTHER CONTRACTUAL SERVICES			475.00			
101345							
35661	COMPTON INC MISC SIDEWALK REMOVE/REPLACE 101-446-802-000	10/29/2013 ksteinman	12/03/2013	11,647.93	0.00	P	Y 11/25/2013
	OTHER CONTRACTUAL SERVICES			11,647.93			
XJ8C2X982							
35542	DELL MARKETING L P SUPPLIES 636-258-980-001	11/11/2013 ksteinman	12/03/2013	299.98	0.00	P	Y 11/18/2013
	COMPUTER HARDWARE			299.98			

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
3656066							
35664	EJ USA INC 2890Z TF FRAME 591-558-741-000	11/15/2013 ksteinman	12/03/2013	3,177.14	0.00	P	Y 11/25/2013
		OPERATING SUPPLIES		3,177.14			
598879							
35572	ELWOOD STAFFING STAFFING 101-751-802-000	11/20/2013 ksteinman	12/03/2013	691.90	0.00	P	Y 11/20/2013
		OTHER CONTRACTUAL SERVICES		691.90			
597312							
35660	ELWOOD STAFFING STAFFING 101-751-802-000	11/13/2013 ksteinman	12/03/2013	669.70	0.00	P	Y 11/25/2013
		OTHER CONTRACTUAL SERVICES		669.70			
7277							
35550	ESTEEM ELECTRICAL SYSTEMS, INC. WATER SYSTEM RADIO REPLACEMENT 591-559-973-001 591-559-973-001	11/11/2013 ksteinman	12/03/2013	2,011.72	0.00	P	Y 11/19/2013
		WATER SYSTEM RADIO REPLACEMENT		1,995.00			
		SHIPPING		16.72			
639185							
35687	FOSTER SWIFT COLLINS & SMITH PC ATTORNEY SERVICES 101-209-801-000	10/31/2013 ksteinman	12/03/2013	620.00	0.00	P	Y 11/25/2013
		PROFESSIONAL/CONSULTING FEES		620.00			
639196							
35688	FOSTER SWIFT COLLINS & SMITH PC ATTORNEY SERVICES 101-209-801-000	10/31/2013 ksteinman	12/03/2013	80.00	0.00	P	Y 11/25/2013
		PROFESSIONAL/CONSULTING FEES		80.00			
639186							
35689	FOSTER SWIFT COLLINS & SMITH PC ATTORNEY SERVICES 101-209-801-000	10/31/2013 ksteinman	12/03/2013	320.00	0.00	P	Y 11/25/2013
		PROFESSIONAL/CONSULTING FEES		320.00			
639184							
35690	FOSTER SWIFT COLLINS & SMITH PC ATTORNEY SERVICES 101-209-801-000	10/31/2013 ksteinman	12/03/2013	160.00	0.00	P	Y 11/25/2013
		PROFESSIONAL/CONSULTING FEES		160.00			
1331901							
35691	FUEL MANAGEMENT SYSTEM FUEL 101-301-748-000 582-558-748-000	11/15/2013 ksteinman	12/03/2013	6,826.39	0.00	P	Y 11/25/2013
		MOTOR FUEL		1,823.09			
		MOTOR FUEL		672.64			

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
	591-558-748-000	MOTOR FUEL		301.78			
	592-558-748-000	MOTOR FUEL		301.78			
	101-751-748-000	MOTOR FUEL		346.68			
	101-276-748-000	MOTOR FUEL		162.74			
	582-558-748-000	MOTOR FUEL		163.41			
	591-558-748-000	MOTOR FUEL		45.96			
	592-558-748-000	MOTOR FUEL		45.96			
	101-446-748-000	MOTOR FUEL		434.38			
	591-559-748-000	MOTOR FUEL		81.83			
	592-559-748-000	MOTOR FUEL		240.94			
	204-447-748-000	MOTOR FUEL		87.93			
	591-558-748-000	MOTOR FUEL		29.31			
	661-450-748-000	MOTOR FUEL & LUBRICANTS		2,025.39			
	101-728-748-000	MOTOR FUEL		33.26			
	591-558-748-000	MOTOR FUEL		29.31			
1019824355							
35502	GEMPLER'S	10/31/2013	12/03/2013	128.70	0.00	P	Y
	RAIN JACKET	ksteinman					11/15/2013
	101-446-729-001	OTHER CLOTHING & SUPPLIES		128.70			
1019829275							
35560	GEMPLER'S	11/04/2013	12/03/2013	103.96	0.00	P	Y
	WORK BOOTS	ksteinman					11/19/2013
	101-446-729-001	OTHER CLOTHING & SUPPLIES		103.96			
1019851282							
35649	GEMPLER'S	11/15/2013	12/03/2013	32.00	0.00	P	Y
	SHOVEL	ksteinman					11/25/2013
	582-558-741-000	OPERATING SUPPLIES		32.00			
49926							
35561	GRANICUS, INC	11/15/2013	12/03/2013	150.00	0.00	P	Y
	MONTHLY MANAGED SERVICE	ksteinman					11/19/2013
	101-294-802-000	OTHER CONTRACTUAL SERVICES		150.00			
20130988							
35721	GRP ENGINEERING INC	11/04/2013	12/03/2013	1,000.00	0.00	P	Y
	ENGINEERING SERVICES	ksteinman					11/26/2013
	250-729-974-018-0150	CAPITAL PROJECTS		1,000.00			
20130990							
35723	GRP ENGINEERING INC	11/04/2013	12/03/2013	2,000.00	0.00	P	Y
	ENGINEERING SERVICES	ksteinman					11/26/2013
	582-558-802-000	OTHER CONTRACTUAL SERVICES		2,000.00			

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
20130992	GL Distribution						
35724	GRP ENGINEERING INC ENGINEER LEVEL 6 582-558-802-000	11/04/2013 ksteinman	12/03/2013	1,022.26	0.00	P	Y 11/26/2013
	OTHER CONTRACTUAL SERVICES			1,022.26			
20130989	GL Distribution						
35725	GRP ENGINEERING INC ENGINEERING SERVICES 582-558-802-000	11/04/2013 ksteinman	12/03/2013	2,000.00	0.00	P	Y 11/26/2013
	OTHER CONTRACTUAL SERVICES			2,000.00			
8566274	GL Distribution						
35703	HACH COMPANY LAB SUPPLIES 592-559-741-000	11/11/2013 ksteinman	12/03/2013	46.59	0.00	P	Y 11/26/2013
	OPERATING SUPPLIES			46.59			
8559832	GL Distribution						
35704	HACH COMPANY LAB SUPPLIES 592-559-741-000	11/06/2013 ksteinman	12/03/2013	63.66	0.00	P	Y 11/26/2013
	OPERATING SUPPLIES			63.66			
PERIOD 10	GL Distribution						
35716	HERALD PALLADIUM ADVERTISING 101-101-900-000 101-191-900-000 101-371-900-000 582-558-900-000	11/03/2013 ksteinman	12/03/2013	1,454.09	0.00	P	Y 11/26/2013
	PRINTING/PUBLISHING			468.42			
	PRINTING/PUBLISHING			561.56			
	NEWSPAPER PUBLISHING			253.50			
	PRINTING/PUBLISHING			170.61			
WO-282632	GL Distribution						
35493	HULL LIFT TRUCK INC PARTS 661-450-935-000	10/31/2013 ksteinman	12/03/2013	531.20	0.00	P	Y 11/15/2013
	REPAIRS/MAINTENANCE - VEHICLES			531.20			
WOQ-031259	GL Distribution						
35658	HULL LIFT TRUCK INC PARTS 661-450-935-000	11/05/2013 ksteinman	12/03/2013	2,862.62	0.00	P	Y 11/25/2013
	REPAIRS/MAINTENANCE - VEHICLES			2,862.62			
1901801007210	GL Distribution						
35562	INTERSTATE ALL BATTERY CENTER BATTERIES 582-558-933-000	11/15/2013 ksteinman	12/03/2013	209.90	0.00	P	Y 11/20/2013
	REPAIRS/MAINTENANCE - EQUIPM			209.90			
10038327	GL Distribution						
35697	JOHN'S STEREO INC CANON BLACK INK	11/21/2013 ksteinman	12/03/2013	33.98	0.00	P	Y 11/26/2013

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
	592-559-933-000	REPAIRS/MAINTENANCE - EQUIP		33.98			
S102095707.001							
35509	KENDALL ELECTRIC INC	11/06/2013	12/03/2013	36.00	0.00	P	Y
	SOFT WHITE LAMP	ksteinman					11/15/2013
	582-558-933-000	REPAIRS/MAINTENANCE - EQUIPM		36.00			
S102072736.002							
35708	KENDALL ELECTRIC INC	11/07/2013	12/03/2013	21.67	0.00	P	Y
	NAMEPLATE FOR VAC ENGRAVING	ksteinman					11/26/2013
	592-559-742-000	SMALL TOOLS		21.67			
1							
35710	LAMBRIX DESIGN AND COMPANY	10/14/2013	12/03/2013	1,200.00	0.00	P	Y
	MARINA BROCHURE AND PRINT AD 50% D	ksteinman					11/26/2013
	594-776-900-000	PRINTING/PUBLISHING		1,200.00			
2014							
35677	LERMA INC	11/25/2013	12/03/2013	35.00	0.00	P	Y
	MEMBERSHIP RENEWAL	ksteinman					11/25/2013
	101-350-958-000	SUBSCRIPTIONS/MEMBERSHIPS		35.00			
321163							
35564	MC FADDEN FRIENDLY MOTORS INC	11/20/2013	12/03/2013	197.00	0.00	P	Y
	KEY PROGRAM KEY	ksteinman					11/20/2013
	661-450-741-000	OPERATING SUPPLIES		197.00			
18104							
35544	MENARDS	05/30/2013	12/03/2013	16.95	0.00	P	Y
	MAINTENANCE SUPPLIES	ksteinman					11/19/2013
	250-751-741-000	ICE RINK SUPPLIES		16.95			
29025							
35551	MENARDS	11/11/2013	12/03/2013	967.86	0.00	P	Y
	MAINTENANCE SUPPLIES	ksteinman					11/19/2013
	250-751-741-000	ICE RINK SUPPLIES		967.86			
29264							
35552	MENARDS	11/14/2013	12/03/2013	635.88	0.00	P	Y
	MAINTENANCE SUPPLIES	ksteinman					11/19/2013
	250-751-741-000	ICE RINK SUPPLIES		635.88			
29549							
35569	MENARDS	11/19/2013	12/03/2013	71.67	0.00	P	Y
	MAINTENANCE SUPPLIES	ksteinman					11/20/2013
	591-559-741-000	OPERATING SUPPLIES		71.67			

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
29606							
35671	MENARDS MAINTENANCE SUPPLIES 101-447-741-000	11/20/2013 ksteinman	12/03/2013	6.98	0.00	P	Y 11/25/2013
		OPERATING SUPPLIES		6.98			
29625							
35672	MENARDS MAINTENANCE SUPPLIES 101-301-980-000	11/20/2013 ksteinman	12/03/2013	9.98	0.00	P	Y 11/25/2013
		OFFICE EQUIPMENT & FURNITURE		9.98			
29631							
35685	MENARDS MAINTENANCE SUPPLIES 582-558-741-000	11/28/2013 ksteinman	12/03/2013	119.00	0.00	P	Y 11/25/2013
		OPERATING SUPPLIES		119.00			
29311							
35692	MENARDS MAINTENANCE SUPPLIES 592-559-741-000	11/15/2013 ksteinman	12/03/2013	3.78	0.00	P	Y 11/25/2013
		OPERATING SUPPLIES		3.78			
29104							
35693	MENARDS MAINTENANCE SUPPLIES 592-559-933-000	11/12/2013 ksteinman	12/03/2013	9.98	0.00	P	Y 11/25/2013
		REPAIRS/MAINTENANCE - EQUIP		9.98			
29196							
35694	MENARDS MAINTENANCE SUPPLIES 592-559-933-000	11/13/2013 ksteinman	12/03/2013	34.15	0.00	P	Y 11/25/2013
		REPAIRS/MAINTENANCE - EQUIP		34.15			
29050							
35695	MENARDS MAINTENANCE SUPPLIES 592-559-933-000	11/11/2013 ksteinman	12/03/2013	155.96	0.00	P	Y 11/25/2013
		REPAIRS/MAINTENANCE - EQUIP		155.96			
18022							
35657	METRON-FARNIER, LLC ANNUAL SUPPORT LICENSE 591-558-860-000	11/07/2013 ksteinman	12/03/2013	1,500.00	0.00	P	Y 11/25/2013
		TRAVEL/CONFERENCES/TRAINING		1,500.00			
1314DUES0086							
35545	MICHIGAN DOWNTOWN ASSOC 2013-14 MDA MEMBERSHIP DUES 250-729-958-000	11/19/2013 ksteinman	12/03/2013	500.00	0.00	P	Y 11/19/2013
		SUBSCRIPTIONS/MEMBERSHIPS		500.00			

11/26/2013 11:51 AM
 User: ksteinman
 DB: South Haven

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
05-10018							
35717	MIDWEST CIVIL ENGINEERS INC CONSTRUCTION STAKING FOR KALAMAZOO 204-446-801-000-0126	11/18/2013 ksteinman	12/03/2013	6,936.00	0.00	P	Y 11/26/2013
	CONSTRUCTION STAKING KZOO ST PHASE 2			6,936.00			
05-10019							
35718	MIDWEST CIVIL ENGINEERS INC CONSTRUCTION STAKING PHOENIX ST IM 250-729-974-018-0150	11/18/2013 ksteinman	12/03/2013	6,106.50	0.00	P	Y 11/26/2013
	CONSTRUCTION STAKING PHEONIX ST IMPROV			6,106.50			
591848							
35720	NTH CONSULTANTS, LTD MATERIALS TESTING FOR PHOENIX ST I 250-729-974-018-0150	11/07/2013 ksteinman	12/03/2013	6,858.37	0.00	P	Y 11/26/2013
	CAPITAL PROJECTS			6,858.37			
313123							
35676	OFFICE MAX INC SUPPLIES 101-301-802-001	11/05/2013 ksteinman	12/03/2013	61.62	0.00	P	Y 11/25/2013
	SERVICE CONTRACTS			61.62			
11383741057							
35515	OKUN BROTHERS SHOES BOOTS 591-559-729-001	11/06/2013 ksteinman	12/03/2013	119.96	0.00	P	Y 11/15/2013
	OTHER CLOTHING & SUPPLIES			119.96			
7275							
35506	OUDBIER INSTRUMENT CO CHECKED COVERT RADIO TELEMETERING 591-559-933-000	11/11/2013 ksteinman	12/03/2013	496.00	0.00	P	Y 11/15/2013
	REPAIRS/MAINTENANCE - EQUIPM			496.00			
SI0002474							
35549	PARKMOBILE USA, INC. END USER FEES 577-751-803-000	11/12/2013 ksteinman	12/03/2013	13.96	0.00	P	Y 11/19/2013
	CREDIT CARD FEES			13.96			
13242							
35514	PIPELINE SERVICE INC TV EXISTING STORM SEWER 592-558-802-000	11/07/2013 ksteinman	12/03/2013	337.50	0.00	P	Y 11/15/2013
	OTHER CONTRACTUAL SERVICES			337.50			
247207							
35656	PLUMBER'S PORTABLE TOILETS RENTALS 545-776-802-000	11/12/2013 ksteinman	12/03/2013	132.00	0.00	P	Y 11/25/2013
	OTHER CONTRACTUAL SERVICES			132.00			

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
5778299							
35497	POWER LINE SUPPLY CO MAINTENANCE SUPPLIES 582-558-933-000	11/08/2013 ksteinman	12/03/2013	824.08	0.00	P	Y 11/15/2013
		REPAIRS/MAINTENANCE - EQUIPM		824.08			
5776960							
35500	POWER LINE SUPPLY CO MAINTENANCE SUPPLIES 582-558-933-000	11/05/2013 ksteinman	12/03/2013	64.72	0.00	P	Y 11/15/2013
		REPAIRS/MAINTENANCE - EQUIPM		64.72			
5776961							
35501	POWER LINE SUPPLY CO MAINTENANCE SUPPLIES 582-558-933-000	11/05/2013 ksteinman	12/03/2013	166.52	0.00	P	Y 11/15/2013
		REPAIRS/MAINTENANCE - EQUIPM		166.52			
5779002							
35553	POWER LINE SUPPLY CO MAINTENANCE SUPPLIES 582-558-933-000	11/12/2013 ksteinman	12/03/2013	478.47	0.00	P	Y 11/19/2013
		REPAIRS/MAINTENANCE - EQUIPM		478.47			
5779047							
35554	POWER LINE SUPPLY CO MAINTENANCE SUPPLIES 582-558-729-001	11/12/2013 ksteinman	12/03/2013	40.00	0.00	P	Y 11/19/2013
		OTHER CLOTHING & SUPPLIES		40.00			
5779046							
35555	POWER LINE SUPPLY CO MAINTENANCE SUPPLIES 582-558-729-001	11/12/2013 ksteinman	12/03/2013	192.00	0.00	P	Y 11/19/2013
		OTHER CLOTHING & SUPPLIES		192.00			
5779039							
35556	POWER LINE SUPPLY CO MAINTENANCE SUPPLIES 582-558-933-000	11/12/2013 ksteinman	12/03/2013	62.00	0.00	P	Y 11/19/2013
		REPAIRS/MAINTENANCE - EQUIPM		62.00			
5778999							
35567	POWER LINE SUPPLY CO MAINTENANCE SUPPLIES 582-558-988-000	11/12/2013 ksteinman	12/03/2013	660.66	0.00	P	Y 11/20/2013
		ELECTRICAL SYSTEM CONSTR		660.66			
5781147							
35650	POWER LINE SUPPLY CO MAINTENANCE SUPPLIES 101-446-933-000	11/19/2013 ksteinman	12/03/2013	80.00	0.00	P	Y 11/25/2013
		REPAIRS/MAINTENANCE - EQUIP		80.00			

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
5779001							
35652	POWER LINE SUPPLY CO MAINTENANCE SUPPLIES 582-558-933-000	11/12/2013 ksteinman	12/03/2013	1,180.73	0.00	P	Y 11/25/2013
	REPAIRS/MAINTENANCE - EQUIPM			1,180.73			
5781232							
35682	POWER LINE SUPPLY CO MAINTENANCE SUPPLIES 582-558-729-001	11/19/2013 ksteinman	12/03/2013	40.00	0.00	P	Y 11/25/2013
	OTHER CLOTHING & SUPPLIES			40.00			
00149377							
35714	PROGRESSIVE/AE CORRIDOR ANALYSIS 101-447-801-000	11/13/2013 ksteinman	12/03/2013	4,304.60	0.00	P	Y 11/26/2013
	PROFESSIONAL/CONSULTING FEES			4,304.60			
490-01273							
35498	RIDGE AND KRAMER AUTO PARTS MAINTENANCE SUPPLIES 661-450-741-003	11/02/2013 ksteinman	12/03/2013	(75.96)	0.00	P	Y 11/15/2013
	REPAIR & MAINT SUPPLIES			(75.96)			
490-012648							
35499	RIDGE AND KRAMER AUTO PARTS MAINTENANCE SUPPLIES 661-450-741-003	11/12/2013 ksteinman	12/03/2013	20.40	0.00	P	Y 11/15/2013
	REPAIR & MAINT SUPPLIES			20.40			
490-012655							
35508	RIDGE AND KRAMER AUTO PARTS MAINTENANCE SUPPLIES 661-450-935-000	11/13/2013 ksteinman	12/03/2013	69.90	0.00	P	Y 11/15/2013
	REPAIRS/MAINTENANCE - VEHICLES			69.90			
5426							
35505	ROD'S PRINTS & PROMOTIONS SHIRTS FOR INFORMATION DESK 101-350-729-000	11/14/2013 ksteinman	12/03/2013	104.00	0.00	P	Y 11/15/2013
	UNIFORMS			104.00			
5433							
35543	ROD'S PRINTS & PROMOTIONS BANNERS 250-729-727-001	11/17/2013 ksteinman	12/03/2013	184.00	0.00	P	Y 11/19/2013
	MARKETING/PROMOTIONAL			184.00			
8023							
35653	SMITH'S CONCRETE CUTTING SAW CUT NORTH SHORE DR 591-558-802-000	11/16/2013 ksteinman	12/03/2013	1,098.00	0.00	P	Y 11/25/2013
	OTHER CONTRACTUAL SERVICES			1,098.00			

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
8025							
35681	SMITH'S CONCRETE CUTTING SAW CUT NORTH SHORE DRIVE 591-558-802-000	11/16/2013 ksteinman	12/03/2013	541.20	0.00	P	Y 11/25/2013
	OTHER CONTRACTUAL SERVICES			541.20			
8041							
35683	SMITH'S CONCRETE CUTTING SAW CUT CHERRY ST 591-558-802-000	11/16/2013 ksteinman	12/03/2013	372.00	0.00	P	Y 11/25/2013
	OTHER CONTRACTUAL SERVICES			372.00			
46494							
35719	SOIL & MATERIALS ENGINEERS INC MATERIALS TESTING SERVICES KALAMAZ 204-446-802-000-0126	11/22/2013 ksteinman	12/03/2013	9,851.75	0.00	P	Y 11/26/2013
	OTHER CONTRACTUAL SERVICES			9,851.75			
9636							
35651	SOUTH HAVEN AIRPORT AUTHORITY QUARTERLY CONTRIBUTION 101-895-959-001	11/28/2013 ksteinman	12/03/2013	7,855.10	0.00	P	Y 11/25/2013
	AIRPORT AUTHORITY			7,855.10			
13207							
35678	LINDA SPEARS ALTERATIONS 101-301-729-000	11/18/2013 ksteinman	12/03/2013	30.00	0.00	P	Y 11/25/2013
	UNIFORMS			30.00			
9609							
35654	SPENCER MANUFACTURING, INC LIGHTS, STRIPING, CITY LOGO FOR NE 661-450-935-000	11/20/2013 ksteinman	12/03/2013	1,445.00	0.00	P	Y 11/25/2013
	REPAIRS/MAINTENANCE - VEHICLES			1,445.00			
7108829981-000001							
35503	STAPLES ADVANTAGE SUPPLIES 591-558-741-000 592-558-741-000 101-446-741-000 101-447-741-000 582-558-741-000 591-558-727-000 101-446-727-000 101-447-727-000 582-558-727-000 592-558-727-000	11/13/2013 ksteinman	12/03/2013	183.01	0.00	P	Y 11/15/2013
	OPERATING SUPPLIES			7.88			
	OPERATING SUPPLIES			7.88			
	OPERATING SUPPLIES			7.89			
	OPERATING SUPPLIES			7.89			
	OPERATING SUPPLIES			7.89			
	OFFICE SUPPLIES			28.72			
	OFFICE SUPPLIES			28.72			
	OFFICE SUPPLIES			28.71			
	OFFICE SUPPLIES			28.71			
	OFFICE SUPPLIES			28.72			

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
7107494639-00002							
35504	STAPLES ADVANTAGE SUPPLIES	10/17/2013 ksteinman	12/03/2013	24.99	0.00	P	Y 11/15/2013
	591-558-727-000	OFFICE SUPPLIES		5.00			
	592-558-727-000	OFFICE SUPPLIES		5.00			
	101-446-727-000	OFFICE SUPPLIES		4.99			
	101-447-727-000	OFFICE SUPPLIES		5.00			
	582-558-727-000	OFFICE SUPPLIES		5.00			
7106622514-000002							
35507	STAPLES ADVANTAGE SUPPLIES	10/19/2013 ksteinman	12/03/2013	42.39	0.00	P	Y 11/15/2013
	591-558-741-000	OPERATING SUPPLIES		8.48			
	592-558-741-000	OPERATING SUPPLIES		8.48			
	101-446-741-000	OPERATING SUPPLIES		8.47			
	101-447-741-000	OPERATING SUPPLIES		8.48			
	582-558-741-000	OPERATING SUPPLIES		8.48			
7107677008-000002							
35557	STAPLES ADVANTAGE SUPPLIES	11/09/2013 ksteinman	12/03/2013	19.99	0.00	P	Y 11/19/2013
	101-202-727-000	OFFICE SUPPLIES		19.99			
7107677008-000001							
35558	STAPLES ADVANTAGE SUPPLIES	11/09/2013 ksteinman	12/03/2013	19.99	0.00	P	Y 11/19/2013
	101-202-727-000	OFFICE SUPPLIES		19.99			
7108070558-000001							
35559	STAPLES ADVANTAGE SUPPLIES	11/09/2013 ksteinman	12/03/2013	10.49	0.00	P	Y 11/19/2013
	101-191-727-000	OFFICE SUPPLIES		10.49			
7109121698-000001							
35571	STAPLES ADVANTAGE SUPPLIES	11/19/2013 ksteinman	12/03/2013	86.06	0.00	P	Y 11/20/2013
	101-265-727-000	OFFICE SUPPLIES		40.58			
	101-202-727-000	OFFICE SUPPLIES		28.49			
	101-227-727-000	OFFICE SUPPLIES		16.99			
014662							
35490	STEEL CENTER SUPPLY CO MAINTENANCE SUPPLIES	10/21/2013 ksteinman	12/03/2013	39.55	0.00	P	Y 11/15/2013
	582-558-741-000	OPERATING SUPPLIES		39.55			

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
329689463							
35680	TERMINIX PROCESSING CENTER EXTERMINATING SERVICE 101-301-802-000	11/25/2013 ksteinman	12/03/2013	41.00	0.00	P	Y 11/25/2013
		OTHER CONTRACTUAL SERVICES		41.00			
386674-00							
35659	THAYER INC SUPPLIES 101-265-741-000	11/11/2013 ksteinman	12/03/2013	659.12	0.00	P	Y 11/25/2013
		OPERATING SUPPLIES		659.12			
387032-00							
35670	THAYER INC SUPPLIES 101-265-741-000	11/21/2013 ksteinman	12/03/2013	160.35	0.00	P	Y 11/25/2013
		OPERATING SUPPLIES		160.35			
386674							
35684	THAYER INC SUPPLIES 101-265-741-000	11/11/2013 ksteinman	12/03/2013	659.12	0.00	P	Y 11/25/2013
		OPERATING SUPPLIES		659.12			
153564							
35563	TRACTOR SUPPLY CREDIT PLAN SUPPLIES ACCT#6035 3012 0321 140 582-558-729-001	11/19/2013 ksteinman	12/03/2013	229.98	0.00	P	Y 11/20/2013
		OTHER CLOTHING & SUPPLIES		229.98			
184865							
35565	TRACTOR SUPPLY CREDIT PLAN SUPPLIES ACCT#6035 3012 0321 140 582-558-729-001 591-558-729-001 592-558-729-001	11/11/2013 ksteinman	12/03/2013	119.99	0.00	P	Y 11/20/2013
		OTHER CLOTHING & SUPPLIES		76.79			
		OTHER CLOTHING & SUPPLIES		21.60			
		OTHER CLOTHING & SUPPLIES		21.60			
184892							
35566	TRACTOR SUPPLY CREDIT PLAN SUPPLIES ACCT#6035 3012 0321 140 591-558-729-001	11/11/2013 ksteinman	12/03/2013	366.97	0.00	P	Y 11/20/2013
		OTHER CLOTHING & SUPPLIES		366.97			
186269							
35665	TRACTOR SUPPLY CREDIT PLAN SUPPLIES ACCT#6035 3012 0321 140 661-450-741-003	11/22/2013 ksteinman	12/03/2013	109.94	0.00	P	Y 11/25/2013
		REPAIR & MAINT SUPPLIES		109.94			
IN23013							
35648	U S BUSINESS SYSTEMS INC CONTRACT FEES 101-265-802-000	11/20/2013 ksteinman	12/03/2013	140.67	0.00	P	Y 11/25/2013
		OTHER CONTRACTUAL SERVICES		140.67			

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
195444							
35698	USA BLUE BOOK LAB SUPPLIES 592-559-741-000	11/06/2013 ksteinman OPERATING SUPPLIES	12/03/2013	57.95 57.95	0.00	P	Y 11/26/2013
195521							
35699	USA BLUE BOOK LAB SUPPLIES 592-559-741-000	11/06/2013 ksteinman OPERATING SUPPLIES	12/03/2013	459.05 459.05	0.00	P	Y 11/26/2013
195415							
35700	USA BLUE BOOK LAB SUPPLIES 592-559-741-000	11/06/2013 ksteinman OPERATING SUPPLIES	12/03/2013	201.95 201.95	0.00	P	Y 11/26/2013
198678							
35701	USA BLUE BOOK LAB SUPPLIES 592-559-741-000	11/11/2013 ksteinman OPERATING SUPPLIES	12/03/2013	300.04 300.04	0.00	P	Y 11/26/2013
198763							
35702	USA BLUE BOOK LAB SUPPLIES 592-559-741-000	11/11/2013 ksteinman OPERATING SUPPLIES	12/03/2013	545.45 545.45	0.00	P	Y 11/26/2013
142163							
35705	USA BLUE BOOK LAB SUPPLIES 592-559-741-000	09/04/2013 ksteinman OPERATING SUPPLIES	12/03/2013	97.08 97.08	0.00	P	Y 11/26/2013
143817							
35706	USA BLUE BOOK LAB SUPPLIES 592-559-741-000	09/05/2013 ksteinman OPERATING SUPPLIES	12/03/2013	51.11 51.11	0.00	P	Y 11/26/2013
196594							
35707	USA BLUE BOOK LAB SUPPLIES 592-559-742-000	11/07/2013 ksteinman SMALL TOOLS	12/03/2013	170.97 170.97	0.00	P	Y 11/26/2013
140015							
35712	USA BLUE BOOK LAB SUPPLIES 592-559-933-000	08/30/2013 ksteinman REPAIRS/MAINTENANCE - EQUIP	12/03/2013	1,030.26 1,030.26	0.00	P	Y 11/26/2013

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
2013 DRAIN PROJECTS							
35496	VAN BUREN COUNTY DRAIN	10/31/2013	12/03/2013	8,197.82	0.00	P	Y
	NORTH PHOENIX & PETERSON	ksteinman					11/15/2013
	101-445-801-010	COUNTY DRAIN ASSESSMENT		8,197.82			
139219							
35489	VILLAGE COIN LAUNDRY	11/01/2013	12/03/2013	29.40	0.00	P	Y
	LAUNDRY SERVICE	ksteinman					11/15/2013
	582-558-802-000	OTHER CONTRACTUAL SERVICES		29.40			
39027							
35673	WEST MICHIGAN DOCUMENT	11/08/2013	12/03/2013	45.00	0.00	P	Y
	SHREDDING SERVICE	ksteinman					11/25/2013
	101-301-802-000	OTHER CONTRACTUAL SERVICES		45.00			
538880							
35696	XYLEM	10/24/2013	12/03/2013	2,406.45	0.00	P	Y
	LAB FIELD KIT	ksteinman					11/25/2013
	592-559-973-001	SEWER SYSTEM EQUIPMENT		1,708.58			
	592-566-973-001	SEWER SYSTEM EQUIPMENT		488.51			
	592-567-973-001	SEWER SYSTEM EQUIPMENT		209.36			
# of Invoices:	136	# Due:	0	Totals:	172,689.89	0.00	
# of Credit Memos:	5	# Due:	0	Totals:	(1,207.02)	0.00	
Net of Invoices and Credit Memos:					171,482.87	0.00	

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
--- TOTALS BY FUND ---							
	101 - GENERAL FUND			50,590.17	0.00		
	202 - MAJOR STREET FUND			2,482.12	0.00		
	203 - LOCAL STREET FUND			827.37	0.00		
	204 - STREET FUND			30,113.66	0.00		
	250 - DOWNTOWN DVLP AUTHORITY			26,151.56	0.00		
	401 - CAPITAL PROJECTS FUND 1			3,293.94	0.00		
	545 - BLACK RIVER PARK FUND			132.00	0.00		
	577 - BEACH FUND			13.96	0.00		
	582 - ELECTRIC FUND			10,775.30	0.00		
	591 - WATER FUND			23,370.23	0.00		
	592 - SEWER FUND			13,522.97	0.00		
	594 - MARINA FUND			1,200.00	0.00		
	636 - INFORMATION SERVICES FUND			601.32	0.00		
	661 - MOTOR POOL FUND			8,408.27	0.00		
--- TOTALS BY DEPT/ACTIVITY ---							
	101 - CITY COUNCIL			468.42	0.00		
	191 - ELECTIONS			572.05	0.00		
	202 - CITY TREASURER			68.47	0.00		
	209 - ASSESSOR			1,180.00	0.00		
	210 - LEGAL & PROFESSIONAL			4,332.00	0.00		
	227 - PERSONNEL			16.99	0.00		
	258 - DATA PROCESSING			601.32	0.00		
	265 - BUILDINGS & GROUNDS			1,659.84	0.00		
	276 - CEMETERY DEPARTMENT			162.74	0.00		
	294 - CATV BROADCASTING			150.00	0.00		
	301 - POLICE			5,616.63	0.00		
	350 - INFORMATION CENTER			175.79	0.00		
	371 - BUILDING INSPECTIONS			4,274.52	0.00		
	445 - DRAINS			8,197.82	0.00		
	446 - HIGHWAYS & STREETS			42,945.77	0.00		
	447 - ENGINEERING			7,889.58	0.00		
	450 - EQUIPMENT MAINTENANCE			8,408.27	0.00		
	558 - OPERATIONS			23,783.10	0.00		
	559 - TREATMENT			22,597.53	0.00		
	560 - IPP PROGRAM			590.00	0.00		
	566 - TREATMENT - CASCO TWP			488.51	0.00		
	567 - TREATMENT - SH TWP			209.36	0.00		
	728 - ECONOMIC DEVELOPMENT			33.26	0.00		
	729 - DOWNTOWN DEVELOPMENT			14,648.87	0.00		
	751 - PARK DEPARTMENT			13,224.93	0.00		
	776 - OPERATIONS			1,332.00	0.00		

11/26/2013 11:51 AM

User: ksteinman

DB: South Haven

INVOICE REGISTER REPORT FOR CITY OF SOUTH HAVEN

EXP CHECK RUN DATES 12/03/2013 - 12/03/2013

JOURNALIZED OPEN AND PAID

BANK CODE: 1 - CHECK TYPE: PAPER CHECK

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
--- TOTALS BY DEPT/ACTIVITY ---							
	895 - OTHER FUNCTIONS			7,855.10	0.00		

City of South Haven

Sign Application for Public Property

CONTACT INFORMATION

Business or Event Title: We Care Festival of Trees

Owner: Linda Olsen - Executive Director

Contact Name: Rosalie Plechaty

Telephone: 269-637-4342 x25 Cell Phone: 815-603-2569

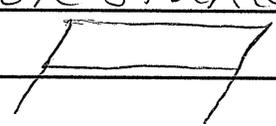
Email Address: rosale @ wecare-inc. org

SPECIFIC INFORMATION

Nature of the business: Festival of Trees

Sign Description (picture of sign showing dimensions **must** be included):

One sided banner sign on pole stakes.

- May we secure in lawn? - 

Location of sign(s) (attach drawing if needed):

North Entrance - South Haven City Hall

Date(s) sign will be displayed: Nov. 25, 2013 - Dec 8, 2013

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

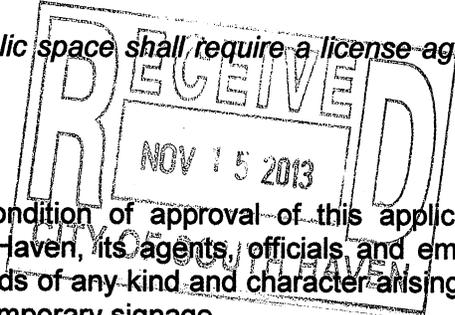
All signs extending over the sidewalk or other public space shall require a license agreement with the city.

INDEMNIFICATION AGREEMENT

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

Rosalie Plechaty
Applicants Signature

11/15/13
Date



Return Application to: the Building Department, at City Hall, 539 Phoenix Street, South Haven, MI 49090

City of South Haven

Sign Application for Public Property

CONTACT INFORMATION

Business or Event Title: South Haven Bark Peckers Vintage Base Ball Team

Owner: Richard Olsen

Contact Name: Richard Olsen

Telephone: 269-208-4433 Cell Phone: 269-208-4433

Email Address: richard.olsen@albenmarle.com

SPECIFIC INFORMATION

Nature of the business: Base Ball Team / Historical Re-created Recreation

Sign Description (picture of sign showing dimensions must be included): 3 foot high x 5 foot wide plywood-painted. Includes information on schedule and contact information

Location of sign(s) (attach drawing if needed): Attach to top part of the backstop behind home plate. Sign would be facing west behind home plate of the ball field in corner of Monroe Blvd + South Haven St.

Date(s) sign will be displayed: May 1st 2014 - October 1st 2014

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

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

INDEMNIFICATION AGREEMENT

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

Richard Olsen
Applicants Signature

11-12-13
Date

Return Application to: the Building Department, at City Hall, 539 Phoenix Street, South Haven, MI 49090

Sign for South Haven Bark Peeler Vintage Base Ball Team Schedule and Contact information to hang on backstop behind home plate of baseball field at Monroe Park.

----- Five ft -----

 3 ft	2014 Bark Peeler Schedule	Monroe Park
	May 17 th - Home vs. Douglas Dutchers, Kalamazoo Continentals	Home of the South Haven Bark Peelers Vintage Base Ball Club
	June 14 th - Home vs. House of David	A Big Thank You to:
	June 21 st - Away vs. Paw Paw Corkers	Historical Association of South Haven
	July 4 th - Away vs. House of David	Albemarle Corporation
	July 26 th - Away vs. Livery Brewers of Benton Harbor	City of South Haven
	August 2 nd - Home vs. Paw Paw Corkers and Livery Brewers	For further information, visit the South Haven Bark Peelers on Facebook
	August 24 th - Away vs. Livery Brewers	
Oct 4 th - Away vs. Livery Brewers		

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

- △ Cones*: _____
- ◇ Barricades: _____
- D Dumpsters: _____
- P Porta-Potties: _____

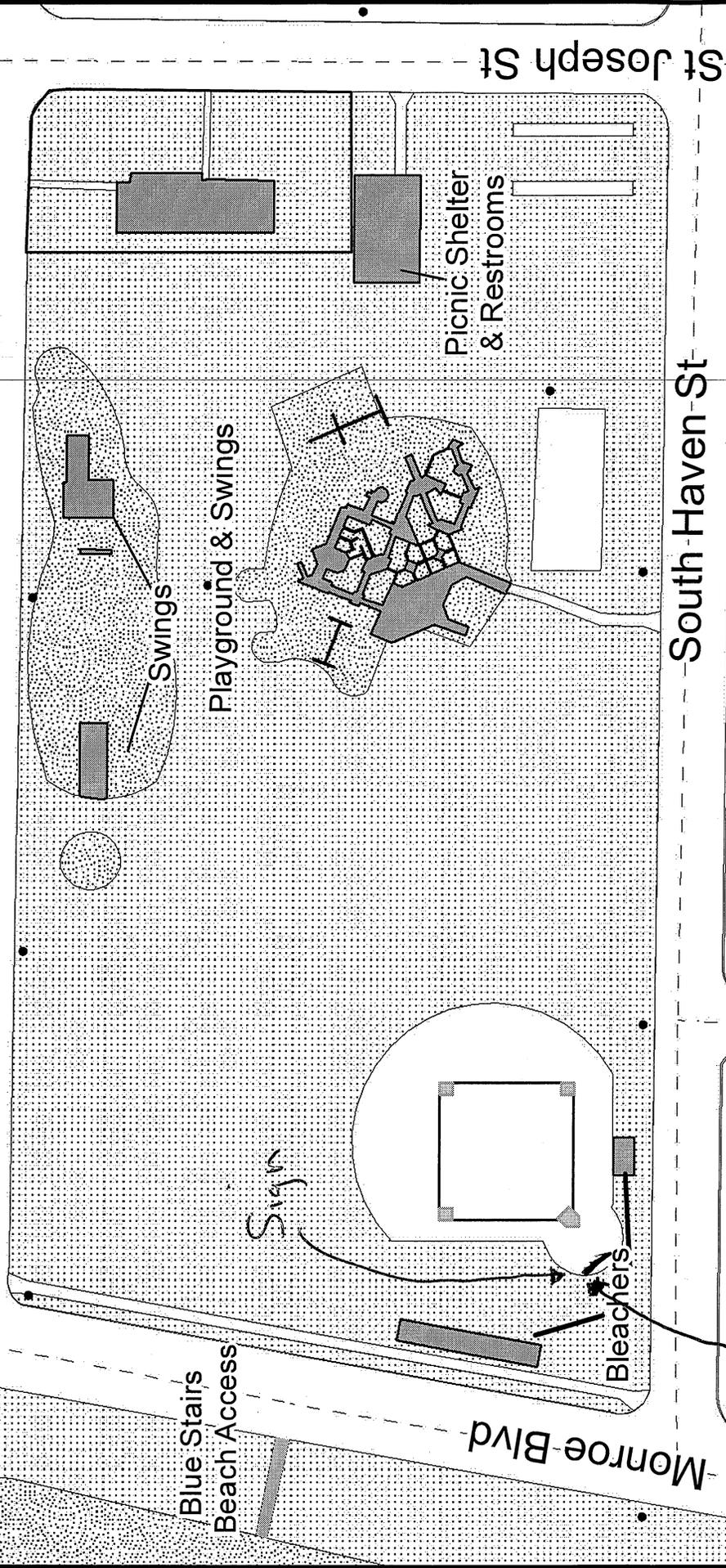
*If making requests for barricades and cones be sure to also fill out: Cones and Barricade Request Form.

Legend

- Lamp Post
- Structure
- ▨ Sand
- ▩ Grass



Monroe St



South Haven St

St Joseph St

Monroe Blvd

Sign on Backstop behind home plate





Agenda Item 5E.

Removal of parcels from Kalamazoo Street Reconstruction, Phase 2 SAD

Background Information:

The City Council will be asked consider the adoption of a resolution approving the removal of three parcels from the confirmed special assessment roll for the Kalamazoo Street Reconstruction Project, Phase Two.

During construction it was discovered that three underground utility connections were found to be configured differently than what had been shown on the project plan and used as the basis for the special assessment roll. The total of original roll was \$84,893.97 which represents approximately 25% of the utility project costs. The total amount to be removed from the roll is \$7,267.26. This amount will not be redistributed to other parcels but will be paid by the City's water & sewer funds, therefore the adjusted special assessment roll will total \$77,626.71.

Recommendation:

The City Council should consider approval of Resolution 2013-69, a resolution approving the removal of parcels from confirmed special assessment roll for the Kalamazoo Street Reconstruction Project, Phase Two.

Support Material:

Resolution 2013-69
Engineering Department Staff Report

CITY OF SOUTH HAVEN
VAN BUREN AND ALLEGAN COUNTIES, MICHIGAN

RESOLUTION NO. 2013-69

KALAMAZOO STREET RECONSTRUCTION PHASE 2 PROJECT
SPECIAL ASSESSMENT DISTRICT

REMOVAL OF PARCELS FROM CONFIRMED SPECIAL ASSESSMENT ROLL

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 December 2, 2013 at 7:00 p.m. local time.

PRESENT: _____

ABSENT: _____

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

WHEREAS, the City Council, pursuant to Ordinance No. 833A, as amended by Ordinance 853, of the City of South Haven (the "City") has resolved its intent to make the public improvements described in Exhibit A hereto (the "Public Improvements"); and

WHEREAS, after notice duly given by publication on June 23, 2013 in the Herald Palladium, by publication on June 23, 2013 in the South Haven Tribune and by first class mail on June 19, 2013, the City Council held a public hearing to consider a proposed special assessment roll and objections thereto for the Kalamazoo Street Reconstruction Phase 2 Project Special Assessment District on the 1st day of July, 2013, at 7:00 p.m., at the City Hall; and

WHEREAS, after hearing all persons interested therein, giving due consideration to any written objections to said special assessment roll filed with the City Clerk, the City Council deems said special assessment roll to be fair, just and equitable, and that each of the assessments contained thereon is relative to the benefits to be derived by the properties assessed; and

WHEREAS, the City Council adopted Resolution 2013-39 confirming the Special Assessment District Roll Number 2013-01; and

WHEREAS, the City staff has identified three parcels that should be removed from the confirmed special assessment roll; and

NOW, THEREFORE, BE IT HEREBY RESOLVED AS FOLLOWS:

1. That the parcels and special assessments, hereby identified as 80-53-143-020-00, 768 Kalamazoo Street, \$1,320.48; 80-53-147-001-00, 828 Kalamazoo Street, \$3,633.63; and 80-53-148-007-00, 829 Kalamazoo Street, \$2,313.15, be removed from the said special assessment roll.
2. That all resolutions or parts of resolutions in conflict herewith shall be and the same are hereby rescinded.

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

RECORD OF VOTE:

Yeas: _____

Nays: _____

RESOLUTION DECLARED ADOPTED.

Robert G. Burr, Mayor

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council at a meeting held on the 2nd day of December 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

Memorandum:

Date: November 6, 2013

To: Brian Dissette, City Manager
Wendy Hochstedler, Finance Director

From: Steve Oosting, Senior Civil Engineer

Re: Special Assessment Corrections for Kalamazoo Street Reconstruction Phase 2

The Kalamazoo Street Reconstruction Phase 2 Special Assessment roll was made final by the City Council on July 15, 2013. The construction work partially funded through this assessment is now substantially complete. However, during construction, three underground utility connections were found to be configured differently than what had been shown on the project plans and used as the basis for the special assessment roll. This memorandum describes each of these three cases and provides recommended actions for each.

Background

In preparing a special assessment roll, a determination must be made as to which parcels should be assessed and which parcels should not be assessed. The basis for that determination for recent city water and sewer reconstruction special assessment projects has been to assess only those properties which have an active water or sewer service line directly connected to the public main which is being reconstructed. In the case of corner lots, if the water service for a particular lot is connected to the newly reconstructed Kalamazoo Street watermain, that lot would be included in the water assessment. If the water service for that same lot were connected to the watermain on the side street, that lot would not be included in the water assessment. (The same method is used for sewer assessments). If this practice is adhered to consistently from project to project, when a future reconstruction project on the side street is undertaken, each corner lot will have been assessed for water and for sewer each only once.

The special assessment roll for the Kalamazoo Street Reconstruction Phase 2 project was prepared based on this practice. The roll shows a complete listing of all lots having frontage on the project, and for those lots which have water or sewer services not connected to the Kalamazoo Street mains, the assessment amounts are zero.

Parcel Number: 80-53-143-020-00

Owner: Deborah J Starling

Address: 768 Kalamazoo Street

This parcel is located at the NW corner of Kalamazoo and Edgell Streets. Originally included on the assessment roll for sewer only, this lot was found during construction to have the sewer service connected to the Edgell Street sewer, and therefore should not have been included in the special assessment. I would recommend canceling this sewer assessment with the understanding that a future sewer reconstruction project on Edgell Street would include this parcel in that future assessment.

Parcel Number: 80-53-147-001-00

Owner: Doreen Maschke

Address: 828 Kalamazoo

This parcel is located at the SW corner of Kalamazoo and Fruit Streets. Originally included on the assessment roll for water and sewer, this lot was found during construction to have the sewer service connected to the Fruit Street sewer, and therefore should not have been included in the sewer special assessment. I would recommend canceling this sewer assessment with the understanding that a future sewer reconstruction project on Fruit Street would include this parcel in that future assessment. The water assessment for this parcel was correct and should not be altered.

.

Parcel Number: 80-53-148-007-00

Owner: Aaron & Dorothy J Cobbs

Address: 829 Kalamazoo

This parcel is located at the SE corner of Kalamazoo and Fruit Streets. Originally included on the assessment roll for water only, this lot was found during construction to have the water service connected to the Fruit Street watermain, and therefore should not have been included in the special assessment. I would recommend canceling this water assessment with the understanding that a future watermain reconstruction project on Fruit Street would include this parcel in that future assessment.

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City of South Haven

Dept. of Public Works

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

MEMORANDUM

To: Brian Dissette, City Manager

From: Roger Huff, PE, DPW Director

RE: Consulting Contract with GRP for Phoenix Road Substation Transformer #2 Design and Construction Observation Services

Date: November 26, 2013

Background Information:

At the July 29, 2013 Regular Meeting of the Board of Public Utilities, GRP Engineering, Inc. presented the Electric Distribution System Study & Five-Year Plan. This study reviewed the City of South Haven's substations and distribution system and provided recommendations for electrical system projects to significantly improve system reliability. The Board directed GRP Engineering to provide proposals for engineering services for four recommended projects, which included Phoenix Road Transformer Procurement and two new circuits and substation exits. These projects have been designed under those contracts. This contract provides the engineering services for completing the substation design construction observation associated with the Phoenix Road Substation.

Overall project scope includes the installation of a second 12/16/20 MVA transformer and two underground substation exits (PR-C and PR-D) at Phoenix Road Substation along with necessary 69kV transmission connections, breakers, bus work, etc.

GRP Engineering, Inc. will provide the engineering design services for a lump sum fee of \$89,000, and the Construction Administration & Start-up services for an hourly fee not-to exceed \$37,000 including expenses and all subcontracted services.

Funds are included in the Fiscal Year 2013-14 Adopted Budget for electrical system improvements.

On November 25, 2013, the Board of Public Utilities reviewed and provided unanimous approval of a recommendation to City Council to approve a consulting contract with GRP Engineering, Inc. for design, construction administration, and start-up for Phoenix Road Substation Transformer # 2.

Recommendation:

Approve a consulting contract with GRP Engineering, Inc. for design, construction administration, and start-up for Phoenix Road Substation Transformer # 2.

Memorandum

November 26, 2013

Consulting Contract with GRP for Phoenix Road Substation Transformer #2 Design and Construction Observation Services

Page 2 of 2

Support Material:

Phoenix Road Substation Proposal

October 28, 2013

Mr. Roger Huff
Public Works Director
City of South Haven
1199 8th Ave.
South Haven, MI 49090

**RE: Engineering Services Proposal
Phoenix Road Substation Transformer #2**

Dear Mr. Huff:

GRP Engineering, Inc. is pleased to present this proposal to the City of South Haven for engineering services associated with the Phoenix Road Substation Transformer #2 project.

Phoenix Road Substation Transformer #2 Project Scope

Overall project scope includes the installation of a second 12/16/20 MVA transformer and two underground substation exits (PR-C and PR-D) at Phoenix Road Substation along with necessary 69kV transmission connections, breakers, bus work, etc. Engineering services for substation transformer procurement and substation exits have been completed under separate proposals. Estimated construction cost is: \$1,350,000.

Scope of Services

Our scope of services for completing the substation design and construction observation services include:

Engineering Design

- Project administration (maintain correspondence & meeting minutes.)
- Project planning & control (design schedules & cost estimates.)
- Project kickoff meeting and preliminary design review with City of South Haven staff.
- Complete substation expansion physical design including equipment, structures, bus, foundations, oil containment and control house revisions.
- Design coordination with AEP.
- Attendance at design review meetings with City of South Haven and AEP as required.
- Prepare and process procurement contracts for City of South Haven furnished substation equipment including 69kV breakers (if necessary), 69kV circuit switcher, 69kV PT/CT's, 69kV & switches, and relay control panels.
- Complete detailed schematics (3-line and DC) and all control panel wiring diagrams.
- Preparation of relay & recloser settings.
- Preparation of one (1) construction contract plus assistance with bid and award.

GRP Engineering, Inc. will provide the engineering design services for the Phoenix Road Substation Transformer #2 Project for a lump sum fee of \$89,000 including expenses and all subcontracted services.

Construction Administration, Start-up & Function Testing

- Project administration (maintain correspondence & meeting minutes.)
- Attend and conduct pre-construction meeting with substation construction contractor.
- Update project schedule after input from successful construction contractor.
- Review & process all material shop drawings.
- Prepare & process contract change orders (if required.)
- Provide on-site construction observation during all critical processes.
- Attend construction progress meeting with City of South Haven and the substation contractor.
- Install relay settings and test all relaying.
- Develop and implement functional test procedures on new relay protective systems to verify proper operation.
- On-site representation during initial energization and transformer loading.
- Review and approve all payment requests submitted by contractor.
- Provide record documents and drawings at the completion of the project.

GRP Engineering, Inc. will provide the Construction Administration & Start-up services for the Phoenix Road Substation Transformer #2 for an hourly fee not-to-exceed \$37,000 including expenses and all subcontracted services.

All services performed for the City of South Haven within this scope will be billed on a monthly basis. Should additional services be required outside the scope of this proposal, we will complete those tasks on an hourly basis based on the attached rate sheet.

We appreciate the opportunity to submit this proposal and look forward to being of service to you. Please contact me should you have any questions.

Sincerely,

GRP Engineering, Inc.



Michael P. McGeehan, P.E.
President

Enclosures

cc/enc: City of South Haven
Mr. Bill Conklin

GRP ENGINEERING, INC.
HOURLY BILLING RATES

Employee Title	Engineer Level	Hourly Rate Range
Senior Project Manager	8	\$125 - \$150
Project Manager	7	\$105 - \$120
Senior Engineer	6	\$90 - \$105
Project Engineer	4 - 5	\$80 - \$90
Engineer	2 - 3	\$70 - \$80
Entry Level Engineer	1	\$50 - \$70
Engineering Technician		\$40 - \$50
Engineering Support		\$30 - \$43
Administrative Support		\$35 - \$50

Expenses will be invoiced at cost including, but not limited to, mileage, meals, lodging, printing and reproduction.

All subcontracted services will be invoiced at cost, with no additional markup.

Rates are valid through December 31, 2014



City of South Haven

Dept. of Public Works

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

MEMORANDUM

To: Brian Dissette, City Manager
From: Roger Huff, PE, DPW Director
RE: Phoenix Road Transformer Procurement
Date: November 26, 2013

Background Information:

At the July 29, 2013 Regular Meeting of the Board of Public Utilities, GRP Engineering, Inc. presented the Electric Distribution System Study & Five-Year Plan. This study reviewed the City of South Haven's substations and distribution system and provided recommendations for electrical system projects to significantly improve system reliability. The Board directed GRP Engineering to provide proposals for engineering services for four recommended projects. Phoenix Road Transformer Procurement is one of those projects.

Overall project scope includes the installation of a second 12/16/20 MVA transformer and two underground substation exits (PR-C and PR-D) at Phoenix Road Substation along with necessary 69kV transmission connections, breakers, bus work, etc. This project phase includes material procurement for the new power transformer only.

On November 5, 2013, bids were opened for the 12/16/20MVA Transformer for the Phoenix Road Substation. A copy of Bid Tabulation prepared by GRP Engineering, Inc. is attached. Three qualified firms were invited to bid and submitted bids. Delta Star submitted the low bid for the transformer in the total amount of \$316,230.00. Delta Star also provided a cost of \$2,101.00 for one spare bushing each for both the 69kV and the 13.8kV terminals. GRP Engineering has reviewed the bids and recommends that the project be awarded to Delta Star in the total amount of \$318,331.00. Copies of the bid evaluation and bid recommendation prepared by GRP Engineering are attached.

Funds are included in the Fiscal Year 2013-14 Adopted Budget for electrical system improvements.

On November 25, 2013, the Board of Public Utilities reviewed and provided unanimous approval of a recommendation to City Council to award Procurement of the Phoenix Road Substation Transformer to Delta Star in the total amount of \$318,331.00.

Recommendation:

Memorandum

November 26, 2013

Phoenix Road Transformer Procurement

Page 2 of 2

Award Procurement of the Phoenix Road Substation Transformer to Delta Star in the total amount of \$318,331.00. Materials to be provided are defined in the contract documents prepared by GRP Engineering.

Support Material:

Bid Tabulation

Bid Evaluation

GRP Engineering Recommendation Letter

BID TABULATION

OWNER:
 SOUTH HAVEN DPW
 1199 8TH AVE
 SOUTH HAVEN, MI 49090

PHOENIX RD SUBSTATION TRANSFORMER PROCUREMENT

ENGINEER:
 GRP ENGINEERING, INC.
 660 CASCADE W PKWY SE
 SUITE 65
 GRAND RAPIDS, MI 49546

BIDDERS	BID SECURITY	BASE BID PRICE	EXTRA BUSHINGS	EVALUATED COST	REMARKS
DELTA STAR	5%	\$316,230.00	\$2,101.00	\$452,574.00	
SPX/WAUKESHA	5%	\$330,224.00	\$3,550.00	\$474,714.00	
ABB/KUHLMAN	5%	\$372,480.00	\$7,200.00	\$518,532.00	

This is to certify that at 10:00a.m., local time on Thursday, November 5, 2013, the bids tabulated herein were publicly opened and read.

GRP Engineering, Inc.

By: 

 Robert A Shelley, P.E.

ONE 12/16/20 MVA TRANSFORMER FOR
PHEONIX RD SUBSTATION
SOUTH HAVEN, MICHIGAN

	DELTA STAR	ABB Kuhlman	WAUKESHA/SPX
ITEM NO.1 (12/16/20 MVA)	\$316,203.00	\$372,480.00	\$330,224.00
ITEM 2 (5 year warranty)	\$0.00	\$0.00	\$0.00
ITEM 3 (Spare 69kV Bushing)	\$1,317.00	\$4,400.00	\$2,244.00
ITEM 4 (Spare 15kV Bushing)	\$784.00	\$2,800.00	\$1,306.00
PLACE OF MANUFACTURE	SAN CARLOS, CA LYNCHBURG, VA	Crystal Springs, MS	Waukesha, WI Goldsboro, SC
DELIVERY TIME	24-28 wks	26 wks	18-22 wks
PROJECTED DELIVERY	6/1/2014	5/15/2014	4/15/2014
BID BOND	Yes	Yes	Yes
KV -BIL of BUSHINGS HV/LV/HOXO	350/110/110	350/150/150	350/110/110
IMPEDANCE: POSITIVE/ ZERO	6.67% / 6.6%	8.0% / 7.6%	8.0% / 7.6%
COIL WINDING MATERIAL:	COPPER	COPPER	COPPER
VACUUM FILL REQUIRED:	YES	Yes	No
LOSSES: NO LOAD	9.30	8.99	8.60
LOAD @10.0 MVA (50% Loading)	27.70	29.90	31.40
TOTAL LOSSES	37.00	38.89	40.00
LOSS COSTS: NO LOAD @ \$5,800/KW *	\$53,940.00	\$52,142.00	\$49,880.00
LOAD @ \$2900/KW +	\$80,330.00	\$86,710.00	\$91,060.00
TOTAL LOSS COST	\$134,270.00	\$138,852.00	\$140,940.00
* Costs Based on \$0.066 kWh for 10 yrs			
+ Costs Based on \$0.066 kWh for 10 yrs w/ 50% use factor			
COOLING CLASS:	ONAN/ONAF/ONAF	ONAN/ONAF/ONAF	ONAN/ONAF/ONAF
COOLING EQUIPMENT:	3 RAD / 12 FANS	10 RAD / 12 FANS	3 RAD / 18 FANS
SOUND LEVELS: 1' / 6'	NA / 72db	69 db / 72 db	NA / 65db
OIL: GALLONS	2,690	2,170	2,485
CORE & COIL WEIGHT: lbs.	33,900	29,100	29,609
TOTAL WEIGHT: lbs	75,100	65,000	67,677
SHIPPING WEIGHT (HEAVIEST PIECE): lbs	69,700	57,000	59,314
OIL PRESERVATION SYSTEM	NITROGEN	NITROGEN	NITROGEN
BASE DIMENSIONS	5'-9" X 9'-11"	Not Given	8'-7" X 5'-1"
PAYMENT TERMS (Net 30)	90%/10%	90%/10%	30%/30%/30%/10%
BID VALID FOR	60 DAYS	60 DAYS	30 DAYS
TOTAL EVALUATED PRICE (12/16/20 MVA)	\$452,574.00	\$518,532.00	\$474,714.00
EVALUATED COST DIFFERENTIAL		\$65,958.00	\$22,140.00

November 6, 2013
13-0618.01

Mr. Roger Huff
South Haven DPW
1199 8th Ave
South Haven, MI 49090

**RE: South Sub Transformer
Bid Recommendation**

Dear Roger:

GRP Engineering, Inc. has completed reviewing the bids submitted for the 12/16/20MVA Transformer for the Phoenix Rd Substation. All three bidders solicited for bids replied to the bid request. Delta Star submitted the low bid for the transformer in the total amount of \$316,230.00. Delta Star also provided a cost of \$2,101.00 for one spare bushing each for both the 69kV and the 13.8kV terminals.

Therefore GRP Engineering, Inc. recommends that South Haven accept the low bid from Delta Star for the transformer and purchase one set of spare bushings from Delta Star for a total amount of \$318,331.00.

Delta Star took no major exceptions to the bid documents however they did issue their standard terms and conditions. It should be noted that Delta Star offers a 2% discount on the purchase price if South Haven agrees to their payment schedule. This should be given some consideration by South Haven. The evaluated bid spreadsheets are attached to this letter.

Please contact me at 616.942.7183 should you have any questions regarding this evaluation.

Sincerely,
GRP Engineering, Inc.



Robert A. Shelley, P.E.
Electrical Engineer



City of South Haven

Dept. of Public Works

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

MEMORANDUM

To: Brian Dissette, Roger Huff, Ron Dotson

From: Larry Halberstadt, PE, City Engineer

Date: November 25, 2013

RE: Motor Pool Purchase, Hot Box Trailer

General Information, Motor Pool Fund

Vehicle purchases are scheduled on a revolving basis. Each department that requires vehicles is required to pay fees from their operating budget into the Motor Pool fund. The annual fees that are paid into the fund cover maintenance and repairs that are required over the service life of the vehicle. In addition, fees are collected to cover the purchase price of a new vehicle at the end of the vehicle's service life. Once beyond this point, vehicles can become unreliable or need excessive maintenance which exceeds the amount budgeted. Police patrol vehicles receive the most use and are scheduled for replacement every three years. As a result, higher fees are contributed into the Motor Pool fund from the police department to cover these expenses. Once a replacement vehicle is purchased, the old vehicle is retired and sold via a public bidding process. Staff will look up the "blue book" value of the vehicle and ensure that a minimum bid level is set. Money obtained from the sale of the old vehicles is returned to the motor pool fund as revenue.

The City has one staff member who spends approximately 95% of his work hours in the Motor Pool. This staff member is responsible for all general maintenance activities on vehicles. The activities typically performed included oil and filter changes, tire rotations and changes, and other manufacturer recommended maintenance. Staff typically does not repair body damage or perform alignments. On occasion, if there is a problem that staff cannot diagnose, the vehicles must be returned to the dealership. In addition, vehicles under manufacturer's warranty would be returned to the dealership for warranty repairs.

Background Information:

The street department is responsible for patching potholes on City operated local and major streets. In addition, patching occurs on portions of BR-196 and M-43 under a maintenance contract with the Michigan Department of Transportation. Staff utilizes a hot box trailer to transport patching materials from the DPW building to the streets requiring patching. The trailer has a built in burner system which can keep asphalt patching material at the proper temperature for placement. The existing hot box trailer was purchased in 2000. It was anticipated to have a service life of 10 years. We have been able to continue using the trailer past the intended replacement date. Recently, the trailer suffered a series of mechanical breakdowns including

Memorandum

November 25, 2013

Motor Pool Purchase, Hot Box Trailer

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failure of the leaf springs, pintle hitch, and surge brakes. Temporary repairs have been completed; however, the time has come to replace the hot box trailer.

Currently, the only patching material used by staff is cold patch. Cold patch is purchased in bulk and stored at the DPW building. The material is heated to a workable condition prior to placement. Often, cold patch does not provide a quality repair and repeated patching is necessary. The alternative to cold patch is hot mix asphalt. Currently, staff does not utilize hot mix asphalt because of limited seasonal availability. In addition, the two hot mix asphalt plants closest to South Haven require a round trip travel time of at least one hour.

In recent years, hot box manufacturers have introduced recycling technology into their product lines. A recycling hot box is able to provide sufficient heat to produce hot mix asphalt from recycled or broken asphalt pieces. Adding additional liquid asphalt to recycled hot mix will produce a new hot mix asphalt material for patching. It is recommended that the City purchase a hot box capable of recycling. This will give staff the capability to patch potholes with a higher quality material. In addition, recycled asphalt can be obtained at minimal or no cost to the City by requiring delivery to the DPW yard during future street resurfacing projects. This may permit a reduction in the quantity of cold patch purchasing. A recycling video can be viewed at <http://falconrme.com/asphalt-hot-box-recycling-video-demonstration/>.

The City of South Haven participates in the MiDEAL purchasing program. MiDEAL allows local units of government to benefit from the State's negotiating and purchasing power. Falcon Asphalt Repair Equipment of Midland, Michigan is the MiDEAL vendor for hot box trailers. Falcon was requested to provide a quotation to the City of South Haven for a hot box trailer with various options, including recycling capability. The MiDEAL price for a 4-ton hot box trailer is \$13,750. A deduction of \$1,750 is provided to reduce the size to 2-tons with a single axle. Thus, the base price is \$12,000. Falcon also provided quotation on a variety of optional equipment, as follows:

Equipment Group	Price
Safety and Convenience Features	\$4,194
Hydraulic Material and Loading Doors	\$4,120
Recycling Options	\$7,480
Tack Options	\$6,625
Compaction Options	\$2,984
Dump Box Option	\$5,793

It is recommended that the Safety and Convenience Features, Recycling Options, Compaction Options, and Dump Box Option be included with the order, for a total price of \$32,451.

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Recommendation:

Award the purchase of one hot box trailer to Falcon Asphalt Repair Equipment of Midland, Michigan in the amount of \$32,451.

Support Material:

Quotations – Falcon Asphalt Repair Equipment



OPTIONS PRICE QUOTE No. OZ110713-617-1

120 Waldo Ave.
 Midland, MI 48642
 Phone: (989) 495 – 9332
 Fax: (989) 495 – 9342

Requested By: South Haven DPW
 1199 8th Avenue
 South Haven, MI 49090

Ship To: Same

Quote Date	Quote Good Through	Freight Terms	Requested By	Payment Terms	
11/07/13	12/17/13	FOB Midland, MI	Larry Halberstadt	Net 30 Days	
Qty	Item No	Description		Price	
		Alternate 1 – Hydraulic Doors: Hydraulic Material and Loading Doors		\$4,120	
		Alternate 2 – Recycling Options: 24-Hour Timer		\$275	
		Heated Rejuvenator Spray System – 30 Gallon Capacity For Spraying Water Based Rejuvenator Only		\$6,450	
		Hose Reel for Heated Rejuvenator Spray System Rated for 1/2” Hoses		\$755	
		Alternate 3 – Tack Options: 30-Gallon Heated / Insulated Tack Tank		\$3,250	
		Spray System for Heated / Insulated Tack Tank For Spraying Water Based Tack Material Only		\$2,750	
		Hose Reel for Tack Tank Spray System Rated for 3/8” Hoses		\$625	
		Alternate 4 – Compaction Options: Vibco GR-1600 Roller		\$1,900	
		Hoist with 12-Volt Electric Winch		\$789	
		Water Tank (15 gallons)		\$295	
		Alternate 5 – Dump Box: Upgrade to Tandem Axle Frame with Hydraulic Dump Box		\$5,250	
		Upgrade From 16” Tires on Single to Tandem Axle Trailer (In addition to the 16” tires option on quote OZ110713-617)		\$333	
		Upgrade From Surge Brakes on Single to Tandem Axle Trailer (In addition to the surge brakes option on quote OZ110713-617)		\$210	
		***Options pricing is based on the purchase of the 2-ton trailer outlined in quote OZ110713-617			

Additional Options:

Shoveling Apron Extension	\$186
Surge Brakes / Free Backing for Single Axle Trailer	\$815
Backup Lights	\$145
Upgrade to 1 Red and 1 Amber Strobe Per Side	\$95
Warning Light / STROBE	\$303
Arrow Stick - LED	\$925
Fire Extinguisher (10 pound) & Mounting Bracket	\$220
Upgrade to 16" Tires for Single Axle Trailer	\$333
Battery Charger Package	\$492
Hour Meter (Primary Burner)	\$145
Hopper Access Step	\$150
Wheel Chocks with Mounting Bracket	\$120
Basket for Mounting Plate Compactor or Roller (id 24" x 24")	\$190
Upgrade to 5-Position Tool Holder	\$75

Total Price with All Options and Deduct

\$16,194

Picture of Single Axle 2-Ton Trailer



Standards For The Falcon Asphalt Recycler & Hot Box:

-Ability to recycle asphalt chunks and millings. Visit Falcon's website at www.falconrme.com for a recycling video.

-A patented heat management system with a burner box combustion chamber constructed of a one-piece, seamless, vacuum formed ceramic fiber that is 1" thick with an insulation rating for temperatures in excess of 2,000 degrees Fahrenheit (required for recycling asphalt millings).
Cross-section of seamless combustion chamber provided.

-Combustion efficiency rating exceeds 90% when tested at 105,000 BTU. Independent, 3rd party test results, on a qualified diesel burner testing facility's letterhead, are provided.

Members Present: Anne Long, Esther Hansen, Robin Reva, Olga Lewis, Joan Hiddema, Clark Gruber, John Linstrom, Lauren Denny
Facilities Manager: Bill Lundy
Excused: Cindy McAlear, David Fenske

Meeting called to order at 7 P.M

Motion to approved August minutes: Joan Hiddema, second Robin Reva, passed.

Treasurer's Report:

Assets: \$35,721.32

Deposits 8/20/13 – 9/17/13 \$1,968.45

Expenses 8/20/13 – 9/17/13 \$4,263.96

Directors' Report:

Evie Kirkwood has been contacted to pursue a strategic planning session for the museum board and other community members.

Masonic Exhibit has ended. Masonic artifacts have been returned and museum collections have been placed into the permanent collections.

New Hours: Wednesday through Saturday, 9-4 in effect. Will use these next year as well.

Summer attendance set a new record: 833 people visited the museum or attended programming.

Lauren Denny has been actively pursuing creating a child-friendly museum exhibit/ space using the following model:

Establish theme: L.H.Bailey encouraged outdoor exploration to develop a child's outlook on the world.

Elements: Wonder, Discovery, Explore.

Recommendations:

Convert carriage barn into family friendly children's space

Renovate closet space in Learning Room into a children's nook

Themed dress-up chest

LHB cardboard cut-out for photo ops

Touch Box

Discovery Box (traveling exhibit box for schools)

John Linstrom reported that our Liberty Hyde Bailey library collection has grown to nearly a complete research library status.

The living collections group will meet this Friday to continue planning.

Fall newsletter to be mailed soon.

New Business:

Discussion of grant opportunities available for the museum that were identified by Grant Helpers through a mini grant awarded to us. Three grants of \$20,000 each are in alignment with the museum's mission. The executive board approached Co-director John Linstrom to continue working on salary through December of this year to pursue this. The executive board asked Co-director Denny to work an additional 67 hours to establish programming, particularly children's programming and have this established for the summer of 2014. Motion to retain John Linstrom through the month of December (2013) on salary and retain Lauren Denny for an additional 67 hours by Joan Hiddema, second by Esther Hansen. Approved.

Proposal to establish honorary membership criteria will be created by Linstrom and Long to be presented at next board meeting.

The annual appeal letter will be created and presented at next board meeting.

Continuing Business:

Board Vacancies: Dr. Melanie Gleiss will be asked to fill township vacancy. Doug Farrell has been asked to replace city vacancy.

Tyco calling list has been expanded for security calling.

Floor:

Clark Gruber has contacted City Manager Dissette. Mr. Dissette will present to the board the engineering report from Abonmarche outlining recommendations for the museum. Tentatively scheduled, Mr. Dissette will meet with the board on November 19 at 6 P.M.

Linstrom reported that the Liberty Hyde Bailey Interpretive Garden Path will meet at the museum on Sept. 26 at 7 P.M. Board member attendance would be appreciated. Additionally, John will be joining the Southwestern Michigan Tourist Council bus tour on October 3. This group will be stopping at a variety of locations that will be endorsed and the museum will be one stop.

Esther Hansen bid a farewell by saying that her time on the board had been fun, exciting and a job! She felt the museum has come a long way. The board thanked her for her dedication and devotion to the museum.

Meeting adjourned at 7:45.

Respectfully Submitted,

Anne Long, Char (acting for secretary McAlear)

SOUTH HAVEN AREA REGIONAL AIRPORT AUTHORITY MINUTES

October 16, 2013

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

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

Agenda: Moved by Clark Gruber, seconded by David Orr to approve the Agenda, approved.

Public Comments: None.

Ken Ratzlaff moved and Clark Gruber seconded to approve the Consent Agenda:

- A. Minutes of the Sep 18, 2013 Authority meeting be approved.
 - B. Bills from Sep 19, 2013 through Oct 16, 2013 totaling \$39,311.91 be approved.
 - C. Manager's report dated Oct 16, 2013 be approved.
- A roll call vote was taken; Yeas: Gruber, Bower, Orr, Woodhams, Ratzlaff, and Johnson.
Nays: None.

Committee Reports: None.

Old Business: None.

New Business: None.

Member Comments: Dave Johnson reported that Steve Johnson from Goshen Helicopter Inc., came to the airport to discuss selling rides at next year's Fly In. Dave Johnson reported about a moisture problem with the runway lights.

David Orr moved to adjourn the meeting at 7:40 pm, seconded by Jon Woodhams, approved, meeting adjourned.

Local Development Finance Authority

Special Meeting Minutes

Monday, October 21, 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: Gawreliuk, Herrera, Klavins, Valentine, Varney, Bolt

Absent: Erdmann, Henry, Kerber, Rainey

3. Approval of Agenda

All in favor to approve the agenda as presented.

Motion carried.

4. Broker Selection

Bolt suggested Klavins introduce the final distillation of the committee's discussion.

Klavins commented on the three presentations, pointing out the pros and cons of each along with some errors in the materials each party distributed to the board. The sub-committee agreed that the easiest presentation to eliminate was the one that asked for money up front.

The committee wants to list it with a broker who can break the project down into its pieces to maximize our potential in other companies, according to Klavins some ideas the committee considered were:

- Separating the back portion of the acreage which has a lane going into it. With overlays that portion could be used as an incubator.
- Selling the office building and the warehouse separately.
- Have Bradley Company provide a virtual model for the overlays; they are the experts in that.

"We would be overseeing their work," Klavins said, noting that his experience with Bradley Company has been positive and their price seemed to be negotiable. The committee agreed that the city will not want to put too much money into the property because we could find a buyer whose needs are entirely different.

Varney asked for reminder of the various presentations, noting that in her mind she thinks of them as Presentation One, Two and Three.

Klavins reminded that the first presenter was with Signature, but noted that they had the property listed before the city bought it so they already had their shot.

The second presenter was Dane Davis, with Bradley Company, who admitted he had not made the time to go through the property, but Klavins noted Bradley has a fresh marketing approach. Their recent transactions include the Family Dollar, the Olive Cart, a building on LaGrange, and involvement in the Meijer deal. Unit wise, Davis' group has done the most local sales by far. They just listed everything in Lighthouse Village and are reviving that project including the commercial potential.

Varney was bothered by the fact that Davis did not take the time to look at the building and yet came in with a one million dollar (\$1M) price. Klavins said none of the presenters was totally on target, but Davis figured his price at \$12 a square foot. Klavins said he recommends Davis' marketing, overlay and modeling, which is the reason he feels Davis is the best of the three.

Varney wondered if, since the presentations are all so weak, whether our request for presentations could be put out again. Klavins said he would guess these are the three best commercial realtors out there and if we got more presentations they would probably be similar.

Valentine stated that the Local Finance Development Authority (LDFA) is not putting money into this up front and that she shares Varney's reservations. Bolt brought up the point that the city is willing to help a buyer with an ironclad contract through negotiations. Klavins said there are no hard dollars going out that he is seeing. Even at a set price, Klavins would like to see what Davis' group does. "By selecting them," Klavins asserted, "we have not signed a listing agreement; we can meet with them and ask them to show us what they think we should do."

Bolt explained that the committee came up with a suggestion for commission structure, adding that there are possible price differentials depending on whether the city or the Davis group finds the buyer.

Bolt asked if we should defer signing a listing agreement for thirty (30) days. Klavins said since we do not know what we are listing we could ask them to show us what would be an aggressive overlay for the back property; there could be several different price points which might attract more buyers. Once we come up with scenarios, then we could do a listing with Bradley.

Varney asked what the strategy would be. Klavins said we want to give them some guidance so they could have an advantage in coming up with a presentation. Varney said she feels leery because of the presentation Dane Davis gave. Klavins noted that Davis has a three-person team; one member of his team is Cindy Compton, who is on my team at Prudential, but she is kind of my independent commercial person. The reason she is on my team is because of the type of presentation she comes up with. In response to another question from Varney, Klavins said that he would not see Compton being involved as a conflict of interest for himself.

Varney thinks the two Ryan's (third presentation) were a reality check for us; Valentine said they had at least read the report. Bolt said most of what they told us was way overblown. Bolt said they were really trying to tell us we had to turn this property into a Cadillac to market it. Valentine responded that she felt they were asserting that the city should do full disclosure. Valentine said they wanted us to at least acknowledge that the place has some problems. Bolt said one of their comments is that there is no gas line; if someone wants to move in there, the gas company will run a line at no cost to the city. Same with the transformers; the Board of Public Utilities would be happy to move some transformers onto that property if they have a customer. Bolt said the sale price has a lot to do with what a buyer is going to do with it.

Valentine noted that the last presentation did correctly identify our mission; that we are not just trying to sell the property but to create jobs.

Bolt asked if Valentine and Varney would feel more comfortable if Bradley Company were asked to come back with another presentation. Varney said, "Yes." Varney feels that we need to see what they can do. Klavins said he can direct them, not so much in numbers, but ask for a breakdown of the various pieces.

Herrera suggested sending out a Request for Proposal (RFP) enumerating issues that are of high concern with the board. ~~Varney said we started there, but what we are trying to do now is get closer to a final agreement; getting a written proposal from Bradley with a better listing price and with Bradley knowing more details of what the city is looking for.~~

Klavins asked if he should schedule them for the next meeting; Valentine said she thinks we should meet with them again. After discussion about the time it would take to comply with the boards' request, Herrera noted that if Bradley wants the business their group will put in the time.

Bolt asked the board if there is consensus and noted that he sees nodding which he will take as consensus.

5. Adjourn

Motion by Klavins to adjourn at 4:34 p.m.

All in favor. Motion carried.

RESPECTFULLY SUBMITTED,

Marsha Ransom
Recording Secretary

SOUTH HAVEN HOUSING COMMISSION
Regular Meeting
South Haven Housing Commission Conference Room
220 Broadway, South Haven, Michigan 49090
October 23, 2013

CALL TO ORDER: The Regular Meeting of the South Haven Housing Commission was called to order at 5:08 p.m. by Chairperson Eugene Ladewski at the South Haven Housing Commission Conference Room, 220 Broadway, South Haven, Michigan.

ROLL CALL: Present: Chairperson Eugene Ladewski, Vice-Chairperson Sandra Seroke, Commissioner Rev. Aaron Cobbs, Commissioner Daniel Mezak, Resident Commissioner Tom Thomson, and City Council Representative Gail Patterson. Absent: None. Also present: Executive Director and Secretary Charles Fullar.

INVOCATION: Commissioner Rev. Aaron Cobbs delivered the invocation.

PUBLIC COMMENTS: None.

CONSENT AGENDA: 1) Minutes of the Regular Meeting September 25, 2013. 2) Current Operating Expenses - \$45,723.39. 3) Homeownership Expenses - \$0.00; 2011 Capital Fund - \$0.00; 2012 Capital Fund - \$4,000.00; and 2013 Capital Fund - \$0.00. 4) Administrative Reports for Approval: Occupancy and Waiting List Reports; Monthly Investment Report; Delinquent Accounts Report; Accounts Receivable Balance Due Report; Income and Expenditures Report for September 2013. 5) Correspondence: FYE 2013 Senior Services Annual Reports. 6) Other Reports: SHASS September 18, 2013, Board Meeting Minutes.

It was moved by Commissioner Mezak to approve the Consent Agenda; Seconded by Vice-Chairperson Seroke. All votes in favor. Motion carried.

UNFINISHED BUSINESS: 1) Status Report 2013 FYE Audit Process: Executive Director Fullar reported the draft 2013 FYE Financial Audit was received this week and will be reviewed.

NEW BUSINESS: 1) Employee Health Insurance Renewal for Calendar Year 2014: Executive Director Fullar provided a medical plan analysis with six medical insurance options for calendar year 2014. Requirements of the Affordable Health Care Act are now to be considered with Housing Commission annual Health Insurance renewal. It was moved by Vice-Chairperson Seroke to approve Option 3 with Priority Health (HMO HAS Silver \$2,000), for a 2% increase over the 2013 annual employee health insurance cost with Priority Health; Seconded by Commissioner Mezak. All votes in favor. Motion carried.

2) Housing Commission Appointment to the HDC Board of Directors: It was moved by Commissioner Mezak to appoint Carol Ouellette and Richard Weber to the HDC Board of

Directors in compliance with the HDC Bylaws allowing the Housing Commission to appoint one third of the HDC Board; Seconded by Vice-Chairperson Seroke. All votes in favor. Motion carried.

3) Report on Local Recognition of Housing America Month: Executive Director Fullar reported that the City Council approved a proclamation on October 21, 2013, declaring October as Housing America Month.

4) Annual Election of Board Chairperson and Vice-Chairperson: It was moved by Commissioner Mezak to elect Eugene Ladewski the Chairperson and Sandra Seroke the Vice Chairperson for the South Haven Housing Commission; Seconded by Commissioner Rev. Cobbs. All votes in favor. Motion carried.

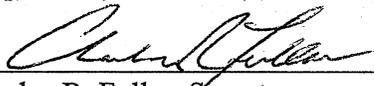
EXECUTIVE DIRECTOR'S REPORT: Executive Director Fullar reported that bids are out for the concrete work needed at both Harbor View and River Terrace. Bids are due November 1, 2013; the next RAB meeting is scheduled for November 21, 2013; homebuyer education classes will be rescheduled; the next CDC meeting is scheduled for November 13, 2013; reported discussions with the Senior Services Director on October 4th and 11th; and a meeting at the request of the Senior Services Director is requested for Friday, October 25, 2013. Vice-Chairperson Seroke plans to accompany Executive Director Fullar to the October 25th meeting.

COMMISSIONER'S COMMENTS: None.

ADJOURNMENT: It was moved by Commissioner Mezak to adjourn; Seconded by Commissioner Seroke. All votes in favor. Motion carried. Meeting adjourned at 6:21 p.m.

Respectfully submitted:

Approved November 20, 2013



Charles R. Fullar, Secretary

Eugene Ladewski, Chairperson

Board of Public Utilities

Regular Meeting Minutes

Monday, October 28, 2013
8:00 a.m., DPW Conference Room, 1199 8th Avenue



1. Call to Order at 8:00 a.m.

2. Roll Call

Present: Burr, Henry, Stein (ex-officio), Winkel
Absent: Overhiser (ex-officio), Rose (ex-officio), Stickland

Also present: Brian Dissette, City Manager; Wendy Hochstedler, Finance Director; Larry Halberstadt, City Engineer; Dave Mulac, Wastewater Supervisor; Abonmarche staff: Christopher J. Cook, PE, President/CEO; Daniel A. Dombos, PE, Senior Project Engineer and Tony McGhee, Business Development Director

2a. Appointment of Temporary Chair.

Motion by Henry, second by Winkel to appoint Burr as temporary chair due to absence of Chair Stickland.

All in favor. Motion carried.

3. Approval of Agenda

Motion by Henry, second by Winkel to approve the agenda as presented.

All in favor. Motion carried.

4. Acceptance of Minutes for the Record - September 30, 2013 - October 16, 2013 Special Meeting

Motion by Henry, second by Winkel to accept the regular meeting minutes of September 30, 2013 and the special meeting minutes of October 16, 2013 for the record.

All in favor. Motion carried.

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

None at this time.

REPORTS

6. Cost of Energy from Indiana-Michigan Power Company (AEP)

- A. 2013 Billings – All Charges
- B. 2012 Billings – All Charges

7. Financial Reports

- A. Water Fund CuFt Comparisons
- B. Water Fund Financial Statement
- C. Sewer Fund Financial Statement
- D. Electric Fund KWH Comparisons
- E. Electric Fund Financial Statement

Burr reviewed the Water Fund and Sewer Fund financials.

Burr noted the consumption, cost and usage of electric and differences between last year and this year; pointed out that last year there was a heavy air conditioning load which we did not have this year. The Energy Optimization charge was questioned by Burr and explained by Hochstedler as an accounting error caught by the auditors.

Burr questioned the administrative cost which Hochstedler stated was due to the way personnel costs are charged and recorded now.

Burr noted that there should be five and a half million dollars (\$5.5M) in cash reserves of which two million dollars (\$2M) are set aside for capital projects planned for this year.

8. Indian Grove Infrastructure Project

- A. Sewer Study Progress Report

Huff informed the board that this item will be incorporated into the discussion of Item #12.

9. Unresolved Issues Report

Huff pointed out that the area on Dyckman from Park Avenue to the bridge have been video tested and shows a number of spots that need some work. In the spring the worst of the problems, such as a collapsed manhole and one other spot, were repaired. Halberstadt noted that the sewer line that goes up Dyckman predates the Waste Water Treatment Plant.

Burr noted a section of that pipe which used to allow water infiltration was replaced near All Seasons. Abonmarche has observed a backwater condition there. Mulac pointed out that during heavy rains there was some back up, and agreed that the section of line that was replaced has improved that area. There are several other places along that line which need repair.

Stein asked whether the charging station at Meijer's could be removed from the unresolved issues report since Meijer's has said they will not be installing a charger for electric cars. Huff noted that Stickland wants Huff to write a letter directly to Meijer, even though Halberstadt had spoken with the engineers who said they would not be installing the car charging station.

10. Electric Outage Report, 3rd Quarter 2013

Burr mentioned that the tree contact item is up due to the area which we are going to focus on this year. The past three years we were at 25% of tree contact and this year it is up to 38%. Burr stated we had a bump this year due to a system wide outage. Burr noted that we should see a dramatic drop on the tree contact once the tree trimming is addressed in that area.

NEW BUSINESS

11. Board will be requested to approve award of Bid Number 2013-11, #102 PR-C Circuit / 2nd Avenue Rebuild.

After a brief discussion of the differences in the bids, Burr called for a motion.

Motion by Henry, second by Winkel to approve a recommendation to City Council to award Contractual services for Electric Distribution System Improvement Project #102 Bid Number 2013011, 2nd Avenue Rebuild, by SKF Electrical Contracting of Williamsburg, Michigan in the amount of \$59,839.60. Labor and materials to be provided are defined in the contract documents prepared by GRP Engineering.

All in favor. Motion carried.

12a. Presentation by Abonmarche, Inc. regarding SAW grant

Huff noted that this item has been added to the agenda due to another grant opportunity. A recommendation from this board to city council is needed giving authority to the city manager to apply for the grant.

Christopher J. Cook, PE, President/CEO, Abonmarche. Gave an overview of the Stormwater, Asset Management, and Wastewater (SAW) grant program; the State came out with a program that will fund sanitary sewers, asset management and wastewater treatment. The grant will cover ninety percent (90%) on the first million dollars, seventy-five percent (75%) on the second million, and one hundred percent (100%) for disadvantaged communities. Additionally, up to five hundred thousand dollars (\$500,000) in grant funds will be available toward design engineering at either ninety thousand dollars (\$90,000) or one hundred thousand dollars (\$100,000) depending on whether the city gets the disadvantaged designation. There is also half a million dollars (\$500,000) toward construction, again tied to the disadvantaged status. Abonmarche has been working on getting this ready for public notice toward the end of November at which time some of the sewer study data, which would be included in the grant app.

Referencing the map in the Power Point presentation, on which SAW and SRF areas are indicated by various colors. Due to upcoming work on the Dyckman Bridge, and to structural defects in the pipes in the Dyckman area adjacent to the bridge this area becomes a priority for the first phase of the projects. North Shore Drive along the lake shore and the Black River Street problem which has been there for quite some time and the main lift station on the north end of town would also be in Phase One of the project combined with the Wells station and the Indian Grove project, which has been improved but there is still work that needs to be done there. Abonmarche is looking at making that fix at Indian Grove to put that

area behind us. Additional metering enabled Abonmarche to remove the ravine area, which was sourced as the main infiltration problem, from the list, while that same metering revealed that we have seven (7) manholes that have tops that need to be brought up out of the flood area; they were causing the infiltration we were metering.

Cook referenced loose catch basins in Center Street area which can be addressed during the construction portion while the asset management portion can finish up any related work of the sewer system. Finally, all of the mapping data can be input to the Geographic Information Systems (GIS) and gives us an opportunity to get the storm sewer system mapped and into the GIS program as you have with the water. Video exam of storm sewer lines plus a little metering for finding trouble spots would also be a part of that project.

Cook enumerated the various grants or loans that the City could apply for, noting that is the sum of Phase 1.

Phase 2, Cook noted, could include identified structural issues in the Kalamazoo area to be undertaken at a later date.

Cook then explained that the SAW program has \$450M in it, the first round award of ninety-seven million dollars (\$97M) will be decided by lottery on Dec. 2 or Day One. If South Haven is not awarded in Round One we could hope that it would qualify for Round 2.

Henry questioned whether this project is for the fiscal year to which Cook responded, "No, over several years." Responding to Henry's question regarding whether this is federal pass-through money, Cook stated that it is state money. Dissette noted that the time frame is unstated; typically there will be up to three (3) years typically to start construction after the design work is done. Dissette has been pushing for North Shore Drive to be in Phase One since it has not had any attention since 2006, when the city did Baseline Road. Dissette's hope would be to immediately target Dyckman to coordinate with the bridge work, which is tentatively scheduled for fall 2014, noting that he could not pick a better time to address that issue, effectively not inconveniencing residents and visitors two separate times.

Abonmarche noted that any costs incurred after January 2013 are eligible; in other words, the city can get the design done now and get reimbursed for it as part of the grant, either December or at some later date. Asset management can use city staff for the match part of the grant; data collection and GIS work could count toward the match as "in kind service." Dissette said anything Ryan, GIS tech and Larry & Steve are doing is attributable to this.

Dissette said the state has heavily marketed this program so it is almost "shame on you" if you don't apply.

Winkel asked about the time frame the lotteries will last to which Cook responded that after Dec. 2, the city is in line; you do not have to resubmit. The merits of your work don't matter; you have to have a technical threshold. Cook noted that the Department of Environmental Quality representative has already been actively calling the city, asking if we are submitting a SAW grant.

Stein asked if there is a timeline for completion to which Dissette responded, "We don't know at this time. We have been focusing on Indian Grove for years." By getting this

application in, the city could have the next project in the queue when the Indian Grove Project is completed. Henry said it is all upside.

Dissette said he anticipates that once you have the funds, engineering would need to begin, which could take two (2) to 3 years to complete engineering and then start construction. Dissette said the state has been very helpful with the SRF and anticipates they will be flexible with the SAW.

Burr asked the extent of the project, would it be done just like Kalamazoo, to which Cook responded, "Yes."

General discussion ensued about what might be done in various areas, including grinder pumps and lift stations. Burr explained the importance of determining where the lift station would be located in relation to the Black River Park Master Plan. Halberstadt agreed you need to get that route defined. Tony McGhee will get the information to the Black River Park Master Plan designer.

Burr questioned whether Kalamazoo Street, shown in red on the map, will undergo any changes in procedure. Cook responded that nothing will change at all. Halberstadt noted that to install the force main the project needs to go all the way to Lovejoy Street.

Burr asked if it is good news that the ravine is not the source of the infiltration problem to which McGhee said, "It is about five million dollars (\$5M) worth of good news."

Discussion ensued regarding what will need to be financed down the road. Abonmarche said our study will have to define that. Henry wondered whether special assessments will be done. Dissette feels that since we are working on Kalamazoo he would like to jump over to another section of the city, specifically North Shore Drive, rather than jumping right into another low-income neighborhood.

Motion by Henry, second by Winkel to recommend that City Council authorize the City Manager to apply for the Stormwater, Asset Management, and Wastewater (SAW) grant.

All in favor. Motion carried.

12b. Next meeting is scheduled for Monday November 25, 2013 at 4:00 p.m. in the DPW Conference Room, 1199 8th Avenue, South Haven, Michigan.

13. Director's Comments

None at this time.

14. Board Member Comments

There were none.

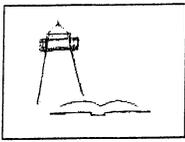
15. Adjourn

Motion by Winkel, second by Henry to adjourn at 9:08 a.m.

All in favor. Motion carried.

RESPECTFULLY SUBMITTED,

Marsha Ransom
Recording Secretary



South Haven Memorial Library
Minutes of the Meeting of the Board of Trustees
October 8, 2013

Members:

Catherine Jarvie -President
Lois Howard -Vice President
Marilyn Bertorelli -Treasurer (Excused absence)

Ida Sledge -Secretary
Robin McAlear -Trustee (Excused absence)
Jean Stein - Trustee

Also Present: James France, Director. Elaine Fluck,

Call to order: The meeting was called to order by president C. Jarvie at 7:00 p.m.

Approval of minutes for September 10, 2013: Motion for approval of minutes with the following correction: (Approval of agenda for **September 2013** not August) by C. Jarvie seconded by J. Stein. Motion carried. A copy will be sent to City Council.

Approval of agenda for October 8, 2013 Motion for approval of agenda by J. Stein, seconded by L. Howard. Motion carried.

Public Comments: none

Treasurer's report:

Current budget amounts were reviewed. Money transferred to checking account with a penalty. Vendors' bills totaled \$26,090.82 for the month. Motion to approve vendor bills by L. Howard, seconded by J. Stein. Motion carried.

Committee/Liason reports:

Jim France presented an initial floor plan for design ideas/expansions/changes from Abonmarche. Discussion and suggestions followed.

Director's Report: Jim updated the board on recent library activities and upcoming events.

Correspondence: None

Old Business: Health insurance plans/cost will be presented at the next meeting. We will compare the current plan with another.

New Business: None

Board Comments: J. Stein suggested we limit our petty cash acceptance amount to no more than \$20.00. J. France will post signs to notify patrons.

Adjournment: Motion to adjourn by I. Sledge, seconded by L. Howard. Motion carried. Meeting adjourned at 8:01 p.m.

Next meeting: November 12, 2013

Respectfully submitted,
Ida Sledge, Secretary

LIBERTY HYDE BAILEY MUSEUM BOARD OF TRUSTEE MEETING MINUTES

Tuesday

November 19, 2013

6 PM

Board Members Present: Anne Long, Olga Lewis, Joan Hiddema, David Fenske, Robin Reva, and Cindy McAlear
No Board Members Absent

City Council Representative Present: Clark Gruber

LHBM Director Present: John Linstrom LHBM Collections Manager Present: Derek Nightingale

Facilities Manager Present: Bill Lundy

Guests: Brian Dissette, Roger Huff, and Jeff Saylor

Anne Long introduced the guests Brain Dissette and Roger Huff from City Hall and Jeff Saylor from Abonmarche.

Brian Dissette explained that the City asked the firm of Abonmarche to conduct a 2013 Facilities Study of LHBM. This is a study of the inside and outside structure of the LHB Museum. Jeff Saylor, representing the firm of Abonmarche, was here to present the report to the board. Jeff explained that the report was broken down into three areas with immediate concerns, long term concerns (2-5 yrs.) and concerns that would come up in the next 10 – 20 years. Jeff will be sending us his power point presentation and some hard copies so the board can further study the report. We will be letting the City know what the board chooses to do with the Abonmarche Study in January after our Board Meeting.

Anne Long, Chair, called the board meeting to order at 7:25 PM. A motion to accept the LHBM Board Meeting minutes from the October 15, 2013 meeting was called for.

It was moved by Joan Hiddema to accept the October 15, 2013 minutes. Seconded by Robin Reva. Motion carried.

Olga Lewis has been appointed Vice Chair because of the resignation of Esther Hansen from the LHBM Board.

LIBERTY HYDE BAILEY MEMORIAL FUND/TREASURER'S REPORT- JOAN HIDDEMA

Assests: \$31,933.72

Deposits: \$182.00

Expenses: \$955.42

Joan also reported that she had found Liability Insurance for the LHBM to meet our requirements for the City's Museum Operating Agreement.

DIRECTOR'S REPORT – JOHN LINSTROM

Old Business

1. John and Derek just returned to South Haven after picking up a car load of LHB books from Sage Place in New York State that Mr. Novarr was donating to the LHBM. There were many more books than they had anticipated. The rest of the books will be shipped to South Haven. Now the work will begin on the restoration of the books, listing them and making a bibliography to put on our website for people to see what we have in our library. With the addition of these books, LHBM should have the most extensive collection of Bailey books available.
2. The opening of the Woodshed Art Show was small but enjoyable.
3. Bailey Outdoor Learning Initiative Program: John dressed up as Bailey and told stories of early days in South Haven, using the wooded setting of the outdoor classroom to paint the picture. Anne Long, Mary Combs and Diane Fox led students in a bulb planting that was organized by Rebecca Linstrom. This was so successful that the fifth grade teachers requested a reprise of the Bailey impersonation for their classes. John has now brought Bailey to every student this year in the fourth and fifth grades of South Haven Public Schools. The next program should be a Kalamazoo Nature Center program. John is working with Pete Strobie to secure a date and time. Everyone is looking forward to it.
4. Textile Conservation: Bailey's baptismal gown and Sarah's night bonnet have both been studied by Frances K. Faile, a textile conservationist from Royal Oak, MI. We have a proposal from her as to the cost for her work. This item was tabled until January, 2014 and after the LHBM Annual Appeal Drive.

New Business

1. Grants for LHBM: There are three grants that John is looking at right now but will start working on the Americana Grant. This is a grant for properties listed on the National Register of Historic Places. The other grants can wait because they will be due later in 2014.
2. Strategic Planning: We haven't heard from Evie Kirkwood so John is recommending that we move forward with another facilitator Skip Nagelvoort, of the Collaboration Center of West Michigan. He is interested in our museum and the Collaboration Center specializes in helping small organizations like ours in taking the next step. Skip has a great wealth of experience. Anne will set up a date for the Executive Board to meet with Skip after Christmas.
3. Donation of Land Deed: Ed Lambole, descendant of Bailey's aunt, donated an original land deed, a picture of which the board has already been sent. Further research has concluded that this is not the original property land deed to the Bailey farm, but one representing a new addition deeded in 1862, about a month and a half before Sarah died. It therefore tells a new chapter of the complicated story of the farm's earliest years, and it is a significant artifact for us. On the professional suggestion of Robin Reva, a high-quality scan was made by our friends at

Do-It Corporation, and the next step will be to contact a professional conservator. We plan to display a reproduction (from the scan) and preserve the original document, after conservation. Robin has compiled a report of recommendations for that work to be done.

4. Contact has been made with a direct descendant of Liberty Hyde Bailey, Jr. His name is Jim B. Page of Des Moines, Iowa, grandson of Annette Page and great-great-grandson of Liberty Hyde Bailey, Jr.
5. De-accessioning the items upstairs that were not considered during the last major de-accessioning: This important in order to open the upstairs bedrooms again. Derek researched proper protocol for de-accession of materials for which no deed of gift was made. Derek is taking all due care that we keep furnishings which would have been appropriate to a house like the Bailey home in the mid-1800s, as per the professional historical study that the museum funded in 2009. Only irrelevant artifacts will be slated for de-accession. He has separated the relevant from the irrelevant.
6. Museum attendance for September/October has exceeded expectations.

NEW BUSINESS

- A. City Report: A discussion on the South Haven City Museum Operating Agreement for LHBM followed. It was moved by Cindy McAlear for the LHBM Board to accept the South Haven City Operating Agreement for LHBM. Seconded by Robin Reva. Motion Carried.
- B. Annual Appeal Letter: Letters and envelopes are ready for addressing and stuffing. There will be a work party at the museum Saturday, November 23 at 9:30 AM.
- C. Fund Raising Brainstorming: Joan will send an email around for all to add their ideas to the list. This item has been tabled for discussion in January 2014 at the board meeting.
- D. December Meeting: Will be held at Anne & Joe Long's home. There will be a meeting and then a pot luck dinner. Date is December 17th at 6 PM.
- E. Change of LHBM Bylaws: The board needs to change our LHBM bylaws because of the outcome of the last city election and the change of city term limits for people on boards. We will need a motion for this at our January 2014 board meeting.

FLOOR

- A. Bill Lundy offered space to store the books that we have received from the Sage Place.
- B. David Fenske got someone to saw a slice off the maple tree stump on the LHBM grounds.
- C. John Linstrom was offered by an Area Map Service for LHBM to advertise our location. It was decided that we will use the South Haven Area Chamber of Commerce because it is local.

It was moved by Olga Lewis to Adjourn. Motion carried.

8:45 PM

Respectfully submitted by, Cindy McAlear

October 15, 2013

TO: Brian Dissette

FR: Paul VandenBosch

RE: Fireworks Ordinance

The current City Code, last adopted in 1965, prohibits exploding of fireworks, as well as regulating the sale of fireworks.

In 2012, the State of Michigan pre-empted local regulation of fireworks, and established a state-wide regulation of sale and use of fireworks with the Michigan Fireworks Safety Act, which was amended in June of this year.

The Act limits how a local government can regulate the use of fireworks. A local government with a population of less than 50,000 is not permitted to prohibit use of fireworks on the day preceding, the day of, and the day after a national holiday, except between the hours of 1 a.m. and 8 a.m.

The Act also prohibits use of fireworks on public property, subject to a state civil infraction.

The attached draft ordinance would remove city code regulation of the sale of fireworks. It would prohibit the use of fireworks except for the day preceding, the day of and the day after national holidays. It would prohibit the use of fireworks from 1 am to 8am on the day preceding, the day of and the day after national holidays.

The attached draft ordinance would bring the current City Code into compliance with current state law.

There does not appear to be a definition of national holiday in the Act. Assuming the legislature meant Federal Holidays, the following 11 holidays would apply:

New Year's Day
January 1

Martin Luther King, Jr. Birthday
Third Monday in January

Inauguration Day
First January 20 following a presidential election

Washington's Birthday
Third Monday in February

Memorial Day
Last Monday in May

Independence Day

July 4

Labor Day

First Monday in September

Columbus Day

Second Monday in October

Veterans Day

November 11

Thanksgiving Day

Fourth Thursday in November

Christmas

December 25

Staff Recommendation:

Approve the ordinance.

CITY OF SOUTH HAVEN
VAN BUREN AND ALLEGAN COUNTIES, MICHIGAN

ORDINANCE NO - ____

AN ORDINANCE TO AMEND SECTION 54-167 OF THE CITY OF SOUTH HAVEN CODE OF ORDINANCES TO REGULATE DISCHARGE OF FIREWORKS.

The City of South Haven Ordains:

SECTION 1. Amendment. Section 54-167, Chapter 54, "Offenses," Article VII, "Offenses Against Public Safety," Division 1, "Generally," of the City of South Haven Code of Ordinances, is amended to read as follows:

Sec. 54-167. Sale, possession and transportation of fireworks; permit for public display.

(a) No person shall explode, or cause to explode any firework as defined in the Michigan Fireworks Safety Act, Michigan Compiled Laws 28.452(j) except on the day preceding, the day of, or the day after a national holiday. On the day preceding, the day of, or the day after a national holiday, no person shall explode or cause to explode any firework between the hours of 1 a.m. and 8 a.m.

(b) A person shall not ignite, discharge, or use consumer fireworks on property owned or controlled by the City of South Haven without permission granted by resolution of the City Council. Property owned or controlled by the City of South Haven includes but is not limited to public right of way, city beaches, parks, city facilities, municipal marinas, vacant land and industrial park property owned by the City or its authorities.

(c) The council may, upon application in writing on forms provided by the Michigan Department of Licensing and Regulatory Affairs and payment of a fee as set by resolution of city council, if any, grant a permit for the use of fireworks within the city, subject to the provisions of the Michigan Fireworks Safety Act. A permit granted under this subsection is not transferable and shall not be issued to a minor.

(d) A violation of this ordinance shall be subject to a civil infraction.

SECTION 2.

SECTION 3. Publication and Effective Date. The City Clerk shall cause a notice of adoption of this ordinance to be published. This ordinance shall take effect 10 days after its adoption or upon publication of the notice of adoption, whichever occurs later.

SECTION 4

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

SECTION 5

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

SECTION 6

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 18th day of November, 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



Agenda Item 7

Van Buren County Brownfield Authority Agreement

Background Information:

The City Council will be asked to consider approval of the Van Buren County Brownfield Redevelopment Authority (VBCBRA) brownfield plan.

The proposed plan is to be placed upon the Meijer project. The plan is being put in place to capture expenses related to an environmental assessment requested by Meijer, and paid for from VBCBRA grant funding. The intent is for the VBCBRA to recover grant funds for reuse on other brownfield redevelopment projects.

The total capture amount for the plan is \$101,466.88 (See paragraph II (a)). This amount includes environmental expenses of \$67,631.25, and \$33,815.63 revenue to the Local Site Remediation Revolving Fund. It is estimated that the plan amount will be captured in full in 2017 (see paragraph II (f)).

Only 50% of the tax revenue will be captured by the brownfield plan. The other 50% will pass through to the taxing entities.

The brownfield plan will be placed on the Meijer project in both the City of South Haven and South Haven Charter Township. The funding coming from the city portion of the site is estimated to be \$47,007.63. The funding estimated to be coming from the township portion of the site is \$66,977.66. The actual amounts will be based on taxable values as determined by the city and township assessor.

The VBCBRA has recently funded a variety of projects within the city. The most recent example of VBCBRA work is the environmental analysis for the 317 Hogan's Alley, Baars Printing, property purchase, in which the VBCBRA funded \$5,000 for environmental testing and reporting. Other examples of the VBCBRA investing funds in the city include: \$21,000 at 201 Elkenburg for environmental analysis, \$38,000 at 708 LaGrange (former Max 10 site) for environmental analysis, \$18,000 at 759 LaGrange (former Clark gas station site) for environmental analysis, \$15,000 at 855 LaGrange (now the Anytime Fitness site) for environmental analysis.

Recommendation:

The City Council should consider approval of Resolution 2013-70, a resolution approving the proposed brownfield plan with the Van Buren County Brownfield Redevelopment Authority for the Meijer site.

Support Material:

Resolution 2013-70
Van Buren County Brownfield Authority Plan Proposal
Van Buren County Staff Memo

CITY OF SOUTH HAVEN
VAN BUREN AND ALLEGAN COUNTIES, MICHIGAN

RESOLUTION NO. 2013-70

A RESOLUTION SUPPORTING A BROWNFIELD PLAN
BY THE CITY COUNCIL OF SOUTH HAVEN
PURSUANT TO AND IN ACCORDANCE WITH
THE PROVISIONS OF ACT 381 OF THE PUBLIC ACTS
OF THE STATE OF MICHIGAN OF 1996, AS AMENDED

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 December 2, 2013 at 7:00 p.m. local time.

PRESENT: _____

ABSENT: _____

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

WHEREAS, the City Council of South Haven, pursuant to and in accordance with the provisions of the Brownfield Redevelopment Financing Act, being Act 381 of the Public Acts of the State of Michigan of 1996, as amended (the "Act"), have formally resolved to participate in the Brownfield Redevelopment Authority (BRA) of Van Buren County (the "Authority") and have designated that all related activities shall proceed through the BRA; and

WHEREAS, the Authority, pursuant to and in accordance with Section 13 of the Act, has reviewed, adopted and recommended for approval by the City Council of South Haven, the Brownfield plan (the "Plan") attached hereto, to be carried out within the City as well as South Haven Township, relating to the redevelopment project proposed by Meijer, Inc. on the commercial property located on Blue Star Highway and Phoenix St. located in the City of South Haven and South Haven Township, (the "Site"), as more particularly described and shown in Figures 1 & 2 and Attachment "A" contained within the attached Plan; and

WHEREAS, the City Council of South Haven have reviewed the Plan, and have been provided a reasonable opportunity to express their views and recommendations regarding the Plan and in accordance with Sections 13(13) of the Act; and

WHEREAS, as a result of its review of the Plan, the City Council of South Haven concur with approval of the Plan.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Plan Support. Pursuant to the authority vested in the City Council of South Haven, by the Act, the Plan is hereby supported in the form attached to this Resolution.

2. Severability. Should any section, clause or phrase of this Resolution be declared by the courts to be invalid, the same shall not affect the validity of this Resolution as a whole nor any part thereof other than the part so declared to be invalid.
3. Repeals. All resolutions or parts of resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

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 2nd day of December, 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



**VAN BUREN COUNTY, MICHIGAN
BROWNFIELD REDEVELOPMENT AUTHORITY**

**BROWNFIELD PLAN
FOR A SITE AT**

**BLUE STAR MEMORIAL HIGHWAY & PHOENIX ST.
CITY OF SOUTH HAVEN & SOUTH HAVEN TOWNSHIP, MICHIGAN**

Prepared for:

**Van Buren County Brownfield Redevelopment Authority
219 Paw Paw St., Suite #302
Paw Paw, Michigan 49079**

Prepared with the assistance of:

**ENVIROLOGIC TECHNOLOGIES, INC.
2960 Interstate Parkway
Kalamazoo, Michigan 49048(269) 342-1100**

Recommended for Approval by the Brownfield Redevelopment Authority on: _____

City of South Haven Resolution of Support on: _____

South Haven Township Resolution of Support on: _____

Approved by the County Commission on: _____

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ATTACHMENT A:	FIGURES <i>Location Map: USGS Topographic Map</i> <i>Site Plan</i>
ATTACHMENT B:	NOTICE OF PUBLIC HEARING
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ATTACHMENT D:	RESOLUTION SUPPORTING A BROWNFIELD PLAN – SOUTH HAVEN TOWNSHIP RESOLUTION SUPPORTING A BROWNFIELD PLAN – CITY OF SOUTH HAVEN RESOLUTION APPROVING A BROWNFIELD PLAN – VAN BUREN COUNTY



BROWNFIELD PLAN

BLUE STAR MEMORIAL HIGHWAY & PHOENIX ST. CITY OF SOUTH HAVEN & SOUTH HAVEN TOWNSHIP, MICHIGAN

I. GENERAL DEFINITIONS AS USED IN THIS PLAN

The General Definitions referenced in this Brownfield Plan have been obtained directly from the statute, 1996 PA 381 Sec. 2, as amended.

(a) "Additional response activities" means response activities identified as part of a brownfield plan that are in addition to baseline environmental assessment activities and due care activities for an eligible property.

(b) "Authority" means a brownfield redevelopment authority created under this act.

(c) "Baseline environmental assessment" means that term as defined in section 20101 of the natural resources and environmental protection act, 1994 PA 451, MCL 324.20101.

(d) "Baseline environmental assessment activities" means those response activities identified as part of a brownfield plan that are necessary to complete a baseline environmental assessment for an eligible property in the brownfield plan.

(e) "Blighted" means property that meets any of the following criteria as determined by the governing body:

(i) Has been declared a public nuisance in accordance with a local housing, building, plumbing, fire, or other related code or ordinance.

(ii) Is an attractive nuisance to children because of physical condition, use, or occupancy.

(iii) Is a fire hazard or is otherwise dangerous to the safety of persons or property.

(iv) Has had the utilities, plumbing, heating, or sewerage permanently disconnected, destroyed, removed, or rendered ineffective so that the property is unfit for its intended use.

(v) Is tax reverted property owned by a qualified local governmental unit, by a county, or by this state. The sale, lease, or transfer of tax reverted property by a qualified local governmental unit, county, or this state after the property's inclusion in a brownfield plan shall not result in the loss to the property of the status as blighted property for purposes of this act.

(vi) Is property owned or under the control of a land bank fast track authority, whether or not located within a qualified local governmental unit. Property included within a brownfield plan prior to the date it meets the requirements of this subdivision to be eligible property shall be

considered to become eligible property as of the date the property is determined to have been or becomes qualified as, or is combined with, other eligible property. The sale, lease, or transfer of the property by a land bank fast track authority after the property's inclusion in a brownfield plan shall not result in the loss to the property of the status as blighted property for purposes of this act.

(vii) Has substantial subsurface demolition debris buried on site so that the property is unfit for its intended use.

(f) "Board" means the governing body of an authority.

(g) "Brownfield plan" means a plan that meets the requirements of section 13 and is adopted under section 14.

(h) "Captured taxable value" means the amount in 1 year by which the current taxable value of an eligible property subject to a brownfield plan, including the taxable value or assessed value, as appropriate, of the property for which specific taxes are paid in lieu of property taxes, exceeds the initial taxable value of that eligible property. The state tax commission shall prescribe the method for calculating captured taxable value.

(i) "Chief executive officer" means the mayor of a city, the village manager of a village, the township supervisor of a township, or the county executive of a county or, if the county does not have an elected county executive, the chairperson of the county board of commissioners.

(j) "Combined brownfield plan" means a brownfield plan that also includes the information necessary to submit the plan to the department or Michigan strategic fund under section 15(25).

(k) "Department" means the department of environmental quality.

(l) "Due care activities" means those response activities identified as part of a brownfield plan that are necessary to allow the owner or operator of an eligible property in the plan to comply with the requirements of section 20107a of the natural resources and environmental protection act, 1994 PA 451, MCL 324.20107a.

(m) "Economic opportunity zone" means 1 or more parcels of property that meet all of the following:

(i) That together are 40 or more acres in size.

(ii) That contain or contained a manufacturing facility that consists or consisted of 500,000 or more square feet.

(iii) That are located in a municipality that has a population of 30,000 or less and that is contiguous to a qualified local governmental unit.



(n) "Eligible activities" or "eligible activity" means 1 or more of the following:

(i) Baseline environmental assessment activities.

(ii) Due care activities.

(iii) Additional response activities.

(iv) For eligible activities on eligible property that was used or is currently used for commercial, industrial, or residential purposes that is in a qualified local governmental unit, that is owned or under the control of a land bank fast track authority, or that is located in an economic opportunity zone, and is a facility, historic resource, functionally obsolete, or blighted, and except for purposes of section 38d of former 1975 PA 228, the following additional activities:

(A) Infrastructure improvements that directly benefit eligible property.

(B) Demolition of structures that is not response activity under section 20101 of the natural resources and environmental protection act, 1994 PA 451, MCL 324.20101.

(C) Lead or asbestos abatement.

(D) Site preparation that is not response activity under section 20101 of the natural resources and environmental protection act, 1994 PA 451, MCL 324.20101.

(E) Assistance to a land bank fast track authority in clearing or quieting title to, or selling or otherwise conveying, property owned or under the control of a land bank fast track authority or the acquisition of property by the land bank fast track authority if the acquisition of the property is for economic development purposes.

(F) Assistance to a qualified local governmental unit or authority in clearing or quieting title to, or selling or otherwise conveying, property owned or under the control of a qualified local governmental unit or authority or the acquisition of property by a qualified local governmental unit or authority if the acquisition of the property is for economic development purposes.

(v) Relocation of public buildings or operations for economic development purposes.

(vi) For eligible activities on eligible property that is a qualified facility that is not located in a qualified local governmental unit and that is a facility, functionally obsolete, or blighted, the following additional activities:

(A) Infrastructure improvements that directly benefit eligible property.

(B) Demolition of structures that is not response activity under section 20101 of the natural resources and environmental protection act, 1994 PA 451, MCL 324.20101.



(C) Lead or asbestos abatement.

(D) Site preparation that is not response activity under section 20101 of the natural resources and environmental protection act, 1994 PA 451, MCL 324.20101.

(vii) For eligible activities on eligible property that is not located in a qualified local governmental unit and that is a facility, historic resource, functionally obsolete, or blighted, the following additional activities:

(A) Demolition of structures that is not response activity under section 20101 of the natural resources and environmental protection act, 1994 PA 451, MCL 324.20101.

(B) Lead or asbestos abatement.

(viii) Reasonable costs of developing and preparing brownfield plans, combined brownfield plans, and work plans.

(ix) For property that is not located in a qualified local governmental unit and that is a facility, functionally obsolete, or blighted, that is a former mill that has not been used for industrial purposes for the immediately preceding 2 years, that is located along a river that is a federal superfund site listed under the comprehensive environmental response, compensation, and liability act of 1980, 42 USC 9601 to 9675, and that is located in a city with a population of less than 10,000 persons, the following additional activities:

(A) Infrastructure improvements that directly benefit the property.

(B) Demolition of structures that is not response activity under section 20101 of the natural resources and environmental protection act, 1994 PA 451, MCL 324.20101.

(C) Lead or asbestos abatement.

(D) Site preparation that is not response activity under section 20101 of the natural resources and environmental protection act, 1994 PA 451, MCL 324.20101.

(x) For eligible activities on eligible property that is located north of the 45th parallel, that is a facility, functionally obsolete, or blighted, and the owner or operator of which makes new capital investment of \$250,000,000.00 or more in this state, the following additional activities:

(A) Demolition of structures that is not response activity under section 20101 of the natural resources and environmental protection act, 1994 PA 451, MCL 324.20101.

(B) Lead or asbestos abatement.

(xi) Reasonable costs of environmental insurance.



(o) Except as otherwise provided in this subdivision, "eligible property" means property for which eligible activities are identified under a brownfield plan that was used or is currently used for commercial, industrial, public, or residential purposes, including personal property located on the property, to the extent included in the brownfield plan, and that is 1 or more of the following:

(i) Is in a qualified local governmental unit and is a facility, historic resource, functionally obsolete, or blighted and includes parcels that are adjacent or contiguous to that property if the development of the adjacent and contiguous parcels is estimated to increase the captured taxable value of that property.

(ii) Is not in a qualified local governmental unit and is a facility, and includes parcels that are adjacent or contiguous to that property if the development of the adjacent and contiguous parcels is estimated to increase the captured taxable value of that property.

(iii) Is tax reverted property owned or under the control of a land bank fast track authority.

(iv) Is not in a qualified local governmental unit, is a qualified facility, and is a facility, functionally obsolete, or blighted, if the eligible activities on the property are limited to the eligible activities identified in subdivision (n)(vi).

(v) Is not in a qualified local governmental unit and is a facility, historic resource, functionally obsolete, or blighted, if the eligible activities on the property are limited to the eligible activities identified in subdivision (n)(vii).

(vi) Is not in a qualified local governmental unit and is a facility, functionally obsolete, or blighted, if the eligible activities on the property are limited to the eligible activities identified in subdivision (n)(ix).

(vii) Is located north of the 45th parallel, is a facility, functionally obsolete, or blighted, and the owner or operator makes new capital investment of \$250,000,000.00 or more in this state. Eligible property does not include qualified agricultural property exempt under section 7ee of the general property tax act, 1893 PA 206, MCL 211.7ee, from the tax levied by a local school district for school operating purposes to the extent provided under section 1211 of the revised school code, 1976 PA 451, MCL 380.1211.

(viii) Is a transit-oriented development.

(ix) Is a transit-oriented facility.

(x) Is located in a qualified local governmental unit and contains a targeted redevelopment area, as designated by resolution of the governing body and approved by the Michigan strategic fund, of not less than 40 and not more than 500 contiguous parcels. A qualified local governmental unit is limited to designating no more than 2 targeted redevelopment areas for the purposes of this section in a calendar year. The Michigan strategic fund may approve no more than 5 redevelopment areas for the purposes of this section in a calendar year.

(p) "Environmental insurance" means liability insurance for environmental contamination and cleanup that is not otherwise required by state or federal law.

(q) "Facility" means that term as defined in section 20101 of the natural resources and environmental protection act, 1994 PA 451, MCL 324.20101.

(r) "Fiscal year" means the fiscal year of the authority.

(s) "Functionally obsolete" means that the property is unable to be used to adequately perform the function for which it was intended due to a substantial loss in value resulting from factors such as overcapacity, changes in technology, deficiencies or superadequacies in design, or other similar factors that affect the property itself or the property's relationship with other surrounding property.

(t) "Governing body" means the elected body having legislative powers of a municipality creating an authority under this act.

(u) "Historic resource" means that term as defined in section 90a of the Michigan strategic fund act, 1984 PA 270, MCL 125.2090a.

(v) "Infrastructure improvements" means a street, road, sidewalk, parking facility, pedestrian mall, alley, bridge, sewer, sewage treatment plant, property designed to reduce, eliminate, or prevent the spread of identified soil or groundwater contamination, drainage system, waterway, waterline, water storage facility, rail line, utility line or pipeline, transit-oriented development, transit-oriented facility, or other similar or related structure or improvement, together with necessary easements for the structure or improvement, owned or used by a public agency or functionally connected to similar or supporting property owned or used by a public agency, or designed and dedicated to use by, for the benefit of, or for the protection of the health, welfare, or safety of the public generally, whether or not used by a single business entity, provided that any road, street, or bridge shall be continuously open to public access and that other property shall be located in public easements or rights-of-way and sized to accommodate reasonably foreseeable development of eligible property in adjoining areas. Infrastructure improvements also include 1 or more of the following whether publicly or privately owned or operated or located on public or private property:

(i) Underground parking.

(ii) Multilevel parking structures.

(iii) Urban storm water management systems.

(w) "Initial taxable value" means the taxable value of an eligible property identified in and subject to a brownfield plan at the time the resolution adding that eligible property in the brownfield plan is adopted, as shown either by the most recent assessment roll for which equalization has been completed at the time the resolution is adopted or, if provided by the brownfield plan, by

the next assessment roll for which equalization will be completed following the date the resolution adding that eligible property in the brownfield plan is adopted. Property exempt from taxation at the time the initial taxable value is determined shall be included with the initial taxable value of zero. Property for which a specific tax is paid in lieu of property tax shall not be considered exempt from taxation. The state tax commission shall prescribe the method for calculating the initial taxable value of property for which a specific tax was paid in lieu of property tax.

(x) "Land bank fast track authority" means an authority created under the land bank fast track act, 2003 PA 258, MCL 124.751 to 124.774.

(y) "Local taxes" means all taxes levied other than taxes levied for school operating purposes.

(z) "Michigan strategic fund" means the Michigan strategic fund created under the Michigan strategic fund act, 1984 PA 270, MCL 125.2001 to 125.2094.

(aa) "Municipality" means all of the following:

(i) A city.

(ii) A village.

(iii) A township in those areas of the township that are outside of a village.

(iv) A township in those areas of the township that are in a village upon the concurrence by resolution of the village in which the zone would be located.

(v) A county.

(bb) "Owned or under the control of" means that a land bank fast track authority has 1 or more of the following:

(i) An ownership interest in the property.

(ii) A tax lien on the property.

(iii) A tax deed to the property.

(iv) A contract with this state or a political subdivision of this state to enforce a lien on the property.

(v) A right to collect delinquent taxes, penalties, or interest on the property.

(vi) The ability to exercise its authority over the property.



(cc) "Qualified facility" means a landfill facility area of 140 or more contiguous acres that is located in a city and that contains a landfill, a material recycling facility, and an asphalt plant that are no longer in operation.

(dd) "Qualified local governmental unit" means that term as defined in the obsolete property rehabilitation act, 2000 PA 146, MCL 125.2781 to 125.2797.

(ee) "Qualified taxpayer" means that term as defined in sections 38d and 38g of former 1975 PA 228, or section 437 of the Michigan business tax act, 2007 PA 36, MCL 208.1437, or a recipient of a community revitalization incentive as described in section 90a of the Michigan strategic fund act, 1984 PA 270, MCL 125.2090a.

(ff) "Response activity" means either of the following:

(i) Response activity as that term is defined in section 20101 of the natural resources and environmental protection act, 1994 PA 451, MCL 324.20101.

(ii) Corrective action as that term is defined in section 21302 of the natural resources and environmental protection act, 1994 PA 451, MCL 324.21302.

(gg) "Specific taxes" means a tax levied under 1974 PA 198, MCL 207.551 to 207.572; the commercial redevelopment act, 1978 PA 255, MCL 207.651 to 207.668; the enterprise zone act, 1985 PA 224, MCL 125.2101 to 125.2123; 1953 PA 189, MCL 211.181 to 211.182; the technology park development act, 1984 PA 385, MCL 207.701 to 207.718; the obsolete property rehabilitation act, 2000 PA 146, MCL 125.2781 to 125.2797; the neighborhood enterprise zone act, 1992 PA 147, MCL 207.771 to 207.786; the commercial rehabilitation act, 2005 PA 210, MCL 207.841 to 207.856; or that portion of the tax levied under the tax reverted clean title act, 2003 PA 260, MCL 211.1021 to 211.1026, that is not required to be distributed to a land bank fast track authority.

(hh) "State brownfield redevelopment fund" means the state brownfield redevelopment fund created in section 8a.

(ii) "Tax increment revenues" means the amount of ad valorem property taxes and specific taxes attributable to the application of the levy of all taxing jurisdictions upon the captured taxable value of each parcel of eligible property subject to a brownfield plan and personal property located on that property, regardless of whether those taxes began to be levied after the brownfield plan was adopted. Tax increment revenues exclude ad valorem property taxes specifically levied for the payment of principal of and interest on either obligations approved by the electors or obligations pledging the unlimited taxing power of the local governmental unit, and specific taxes attributable to those ad valorem property taxes. Tax increment revenues attributable to eligible property also exclude the amount of ad valorem property taxes or specific taxes captured by a downtown development authority, tax increment finance authority, or local development finance authority if those taxes were captured by these other authorities on the date that eligible property became subject to a brownfield plan under this act.

(jj) "Taxable value" means the value determined under section 27a of the general property tax act, 1893 PA 206, MCL 211.27a.

(kk) "Taxes levied for school operating purposes" means all of the following:

(i) The taxes levied by a local school district for operating purposes.

(ii) The taxes levied under the state education tax act, 1993 PA 331, MCL 211.901 to 211.906.

(iii) That portion of specific taxes attributable to taxes described under subparagraphs (i) and (ii).

(ll) "Transit-oriented development" means infrastructure improvements that are located within 1/2 mile of a transit station or transit-oriented facility that promotes transit ridership or passenger rail use as determined by the board and approved by the municipality in which it is located.

(mm) "Transit-oriented facility" means a facility that houses a transit station in a manner that promotes transit ridership or passenger rail use.

(nn) "Work plan" means a plan that describes each individual activity to be conducted to complete eligible activities and the associated costs of each individual activity.

(oo) "Zone" means, for an authority established before June 6, 2000, a brownfield redevelopment



II. ELIGIBLE PROPERTIES

BLUE STAR MEMORIAL HIGHWAY & PHOENIX ST. CITY OF SOUTH HAVEN & SOUTH HAVEN TOWNSHIP VAN BUREN COUNTY, MICHIGAN

Introduction

This Brownfield Plan has been prepared on behalf of the Van Buren County Brownfield Redevelopment Authority (VBCBRA) in order to reimburse the VBCBRA for eligible baseline environmental assessment and due care activities completed with U.S. EPA Brownfield Assessment grant funds. The baseline environmental assessment and due care activities were completed on behalf of Good Will Company, Inc. and Meijer, Inc. in support of their acquisition and redevelopment of property located in both the City of South Haven and South Haven Township, Michigan. Meijer, Inc. intends to develop a 192,214 square foot Meijer retail store and a 2,640 square foot gas station/convenience store. Meijer, Inc. reports an anticipated future combined taxable value of \$3,868,000 for the parcels subsequent to completion of redevelopment activities.

Good Will Company, Inc. and Meijer, Inc. are not seeking reimbursement for any eligible activities as part of this Brownfield Plan. This plan has been prepared in order to reimburse the VBCBRA for eligible activities funded with U.S. EPA Brownfield Assessment grant dollars. The completion of eligible baseline environmental assessment and “due care” activities funded by the VBCBRA was critical to support an evaluation of potential environmental concerns pertaining to redevelopment of the site and also to providing Good Will Company, Inc. and Meijer, Inc. with an exemption to remedial liability for pre-existing contaminant conditions attributable to historic site operations.

The property consists of three separate legal parcels occupying a combined approximately 23.3 acres located east of Blue Star Memorial Highway, north of Phoenix St., and west of I-196. The current parcel configurations are the result of the consolidation/splitting of eight historic parcels. The eligible property is situated within an area of mixed commercial and residential development. The subject property consists of one parcel of land located in the City of South Haven and two parcels located in South Haven Township.



The legal descriptions and identification numbers for the parcels subject to this Plan, as provided by the Van Buren County Equalization Department, are as follows:

03343 Blue Star Memorial Highway (Parcel # 80-17-002-015-15 – South Haven Township)

34-D2 2-1-17 726-233 742-763 1329-490 1450-524 1453-29 1457-170 1479-318
1497-56 1569-181/3/5/7/8 COM AT S 1/4 POST OF SEC, TH N 0 DEG 35'13"E ALG N & S
1/4 L 829.0 FT, TH S 89 DEG 18'00"W PAR WITH S SEC L 200.05 FT TO BEG, TH CON S
89 DEG 18'00"W 460.0 FT, TH S 0 DEG 37'46"W 11.27 FT, TH S 89 DEG 19'18"W
214.94 FT, TH N 1 DEG 13'42"E 270.26 FT, TH S 89 DEG 18'10"W 290.01 FT TO ELY L
OF BLUE STAR HWY, TH N 1 DEG 28'00"E ALG SAID ELY L 228.78 FT TO N L OF SE 1/4
OF SW 1/4 OF SEC, TH N 89 DEG 15'57"E ALG SAID 289.83 FT, TH N 89 DEG 18'00"E
PAR WITH S SEC L 208.89 FT, TH N 0 DEG 35'13"E 321.0 FT, TH N 89 DEG 50'16"E
459.62 FT, TH S 0 DEG 35'13"W PAR WITH N & S 1/4 L 804.53 FT TO BEG. *** SPLIT
ON 24 APRIL 2012 FROM 80-17-002-015-10 AND 80-17-002-014-00 FOR 2013.

73114 CR 388 (Parcel # 80-17-002-013-10 - South Haven Township)

34-B3 2-1-17 871-732/3 809-447 1569-181/2/3/5/8 *** COM AT S 1/4 POST OF SEC,
TH S 88 DEG 07' 07" W ALG S SEC L 200.05', TH N 0 DEG 35' 15" W PAR TO N & S
1/4 L OF SEC 639.56' TO BEG OF DESC, TH CONT N 0 DEG 35' 15" W PAR TO SD 1/4 L
37', TH E 59', TH S 0 DEG 35' 15" E PAR TO SD 1/4 L 29', TH E 130.24', TH S 16
DEG 06' 15" E TO A PT E OF BEG, TH W TO BEG. SUBJ TO EASEMENT FOR INGRESS &
EGRESS.

1223 Phoenix St. (Parcel # 80-53-869-009-40 – City of South Haven)

C909D 2-1-17 616-687 1437-293 1479-318 1569-187 1569-181/3/5/8 COM AT S 1/4
POST OF SEC, TH S 89 DEG 18'00"W ALG S SEC L 200.05 FT, TH N 0 DEG 35'13"E PAR
WITH N & S 1/4 L 149.60 FT TO BEG, TH S 25 DEG 48'00"W ALG WLY L OF I-196 HWY
100.08 FT TO NLY L OF PHOENIX RD, TH S 89 DEG 18'00"W ALG SAID NLY L AND PAR
WITH S SEC L 130.30 FT, TH S 0 DEG 35'13"W ALG SAID NLY L 10.02 FT, TH S 89 DEG
18'00"W ALG SAID NLY L 124.35 FT, TH S 0 DEG 41'52"E ALG SAID NLY L 21.08 FT,
TH ALG SAID NLY L AND THE ARC OF A 5686.28 FT RADIUS CURVE TO THE RIGHT 10.25
FT, SAID CURVE HAS A CHORD BEARING N 88 DEG 25'47"W 10.25 FT, TH N 0 DEG
35'13"E PAR WITH N & S 1/4 L 280.68 FT, TH N 82 DEG 44'16"W 302.17 FT, TH S 89
DEG 19'32"W 100.0 FT, TH N 0 DEG 37'50"E 465.92 FT TO SLY L OF WILSON RD, TH N
89 DEG 19'18"E ALG SAID SLY L 246.91 FT TO ELY L OF SAID RD, TH N 0 DEG 37'46"E
ALG SAID ELY L 11.27 FT, TH N 89 DEG 18'00"E PAR WITH S SEC L 460.0 FT, TH S 0
DEG 35'13"W PAR WITH N & S 1/4 L 152.90 FT, TH S 88 DEG 52'59"E 58.02 FT, TH S
0 DEG 44'38"W 28.89 FT, TH S 88 DEG 54'36"E 130.21 FT, TH S 14 DEG 51'57"E 8.33
FT, TH N 88 DEG 21'56"W 5.93 FT, TH S 25 DEG 40'07"W 435.08 FT, TH S 0 DEG
35'13"W PAR WITH N & S 1/4 L 93.96 FT TO BEG. EXCEPT ANY LAND LYING WITHIN THE
TOWNSHIP OF SOUTH HAVEN. SUBJECT TO AND INCLUDING EASEMENTS. *** COMBINATION OF
80-53-869-009-10, 80-53-869-009-20, 80-53-869-009-30, 80-53-869-021-00 AND
80-53-869-023-00 ON 15 JANUARY 2013 FOR 2013.

Basis of Eligibility

The 03343 Blue Star Memorial Highway parcel is an eligible property based upon its designation as a "facility" as defined by Part 201 of NREPA. The "facility" designation is based upon the identification of xylenes (CAS #1330207) impact to groundwater at a concentration in excess of

the Part 201 Groundwater-Surface Water Interface (GSI) criterion. The identification of xylenes in groundwater is believed to be attributable to historic site use activities including bulk petroleum storage and commercial construction company operations. A Baseline Environmental Assessment (BEA) was completed on behalf of Good Will Company, Inc. and Meijer, Inc. in order to obtain an exemption to remedial liability for pre-existing contaminant conditions (BEA # B2012 01743PL).

The remaining parcels are considered an “eligible property” based upon the fact that they occupy land that is adjacent and contiguous with the “facility” parcel and the proposed redevelopment on the parcels is anticipated to increase the taxable value.

The Plan

(a) A description of the costs of the plan intended to be paid for with tax increment revenues (Section 13(1)(a))

This Brownfield Plan was developed to reimburse the costs incurred by the Van Buren County Brownfield Redevelopment Authority (VBCBRA) for Baseline Environmental Assessment and “due care” (Section 7a Compliance Analysis) activities completed on behalf of Good Will Company, Inc. and Meijer, Inc. in support of their acquisition and redevelopment of the parcels. Goodwill Company, Inc. and Meijer, Inc. are not seeking reimbursement for any eligible activities as part of this Brownfield Plan.

MDEQ environmental costs incurred by the VBCBRA for reimbursement under this Plan include the following:

- Costs of Preparing this Brownfield Plan (\$5,000)
- Costs of Baseline Environmental Assessment & Due Care Activities (\$57,631.25)
- Authority expenses in adoption/implementation of the Brownfield Plan (\$5,000)

These costs were incurred prior to the adoption of the Brownfield Plan and will be reimbursed with non-school tax increment only. This Brownfield Plan anticipates the capture of real property. This Plan does not anticipate the capture of personal property. This Plan provides for the capture of half of the millages from the taxing jurisdictions in order to reimburse the VBCBRA for eligible activities. The remaining half of the millages will be distributed to the taxing jurisdictions.



Upon full reimbursement for these actual eligible costs, the tax increment equal to an amount of \$33,815.63 will be captured for placement in the Local Site Remediation Revolving Fund (LSRRF). Capture for the LSRRF is critical to the maintenance of a sustainable brownfield program for the VCBRA .

This Plan does not intend to pay for interest expense.

(b) A brief summary of the eligible activities that are proposed for each eligible property (Section 13(1)(b))

Eligible activities that have been completed at the site include baseline environmental assessment activities (Phase I Environmental Site Assessment, Phase II Environmental Assessment, BEA), “due care” activities (Section 7a Compliance Analysis), preparation of the Brownfield Plan, and eligible Authority expenses. Refer to Table 1.

(c) An estimate of the captured taxable value and tax increment revenues for each year of the plan from each parcel of eligible property. (Section 13(1)(c))

Refer to Table 2 and Table 2A.

(d) The method by which the costs of the plan will be financed, including a description of any advances made or anticipated to be made for the costs of the plan from the municipality. (Section 13(1)(d))

Costs for completion of baseline environmental assessment and “due care” activities and development of the Brownfield Plan were financed by the Van Buren County Brownfield Redevelopment Authority utilizing U.S. EPA Brownfield Assessment Grant funds. No advances have been made or are anticipated.

Table 5 provides the estimated schedule for repayment to the Van Buren County Brownfield Redevelopment Authority.



(e) The maximum amount of note or bonded indebtedness to be incurred, if any. (Section 13(1)(e))

The Authority has no plans to incur indebtedness to support development of this site.

(f) The duration of the Brownfield Plan, which shall not exceed the lesser of the period authorized under subsections (4) and (5) or 30 years. (Section 13(1)(f))

This Plan anticipates that the investment in the property will occur in 2012-2013. The County intends to implement the Plan the tax year following private investment on the property (i.e., anticipates initiating this Plan in 2014). This Plan will then remain in place until all eligible activities are reimbursed plus tax increment capture for the LSRRF has occurred in an amount \$33,815.63 or 30 years, whichever occurs sooner. At this time it is anticipated that the plan will run through 2017.



TABLE 1



Table 1

Summary of Eligible Costs

Commercial Property
Blue Star Memorial Highway and Phoenix St.
South Haven/South Haven Township, Michigan

Eligible Activities	Cost
<u>BEA Activities</u>	
Phase I ESA (VBCBRA)	\$ 2,676.55
Phase II ESA (VBCBRA)	\$ 51,330.39
Baseline Environmental Assessment (VBCBRA)	\$ 1,999.31
<u>Due Care Activities</u>	
Section 7a Compliance Analysis (VBCRA)	\$ 1,625.00
<u>Additional Response Activities</u>	
Brownfield Plan (VBCBRA)	\$ 5,000.00
TOTAL ELIGIBLE ACTIVITY COSTS	\$ 62,631.25
Financing Costs	\$ -
Administrative Costs of the County Authority	\$ 5,000.00
TOTAL REIMBURSEMENT TO COUNTY BRA	\$ 67,631.25
TOTAL TO LOCAL SITE REMEDIATION REVOLVING FUND (LSRRF)	\$ 33,815.63
TOTAL FROM CAPTURED TAX INCREMENT	\$ 101,446.88

TABLE 2 and 2A

Table 2 and Table 2A

Estimate of Total Captured Incremental Taxes

Commercial Property
 Blue Star Memorial Highway and Phoenix St.
 South Haven/South Haven Township, Michigan

Commercial Property - 1223 Phoenix St. - City Of South Haven

Year	Annual Total Millage*	Initial Taxable Value (Real Property)	Tax Revenues from Initial Taxable Value	Estimated Future Taxable Value	Estimated Future Tax Revenues	Incremental Tax Revenues	Available for Capture
2014	14.8740	\$ 585,900.00	\$ 8,714.65	\$ 1,376,000.00	\$ 20,466.56	\$ 11,751.91	\$ 11,751.91
2015	14.8740	\$ 585,900.00	\$ 8,714.65	\$ 1,376,000.00	\$ 20,466.56	\$ 11,751.91	\$ 11,751.91
2016	14.8740	\$ 585,900.00	\$ 8,714.65	\$ 1,376,000.00	\$ 20,466.56	\$ 11,751.91	\$ 11,751.91
2017	14.8740	\$ 585,900.00	\$ 8,714.65	\$ 1,376,000.00	\$ 20,466.56	\$ 11,751.91	\$ 11,751.91
Total			\$ 34,858.59		\$ 81,866.22		\$ 47,007.63

* Does not include debt millage, school tax, or Special Assessment.

The annual total millage for this Brownfield Plan represents 50% of the actual annual total local millage. The remaining 50% of the annual local millage will go to the taxing jurisdictions.

Commercial Property - CR 388 + 03343 Blue Star Highway - South Haven Township

Year	Annual Total Millage*	Initial Taxable Value (Real Property)	Tax Revenues from Initial Taxable Value	Estimated Future Taxable Value	Estimated Future Tax Revenues	Incremental Tax Revenues	Available for Capture
2014	8.7425	\$ 576,700.00	\$ 5,041.77	\$ 2,492,000.00	\$ 21,786.19	\$ 16,744.41	\$ 16,744.41
2015	8.7425	\$ 576,700.00	\$ 5,041.77	\$ 2,492,000.00	\$ 21,786.19	\$ 16,744.41	\$ 16,744.41
2016	8.7425	\$ 576,700.00	\$ 5,041.77	\$ 2,492,000.00	\$ 21,786.19	\$ 16,744.41	\$ 16,744.41
2017	8.7425	\$ 576,700.00	\$ 5,041.77	\$ 2,492,000.00	\$ 21,786.19	\$ 16,744.41	\$ 16,744.41
Total			\$ 20,167.08		\$ 87,144.74		\$ 66,977.66

* Does not include debt millage, school tax, or Special Assessment

The annual total millage for this Brownfield Plan represents 50% of the actual annual total local millage. The remaining 50% of the annual local millage will go to the taxing jurisdictions.

(g) An estimate of the impact of tax increment financing on the revenues of all taxing jurisdictions in which the eligible property is located. (Section 13(1)(g))

Refer to Tables 3 and 3A, 4 and 4A, and 5. As detailed in the tables, the millages identified as available for capture in this Plan represent 50% of the actual millages for each local taxing jurisdiction. The remaining 50% of the local millages will not be captured as part of this Plan.

(h) A legal description of each parcel of eligible property to which the plan applies, a map showing the location and dimensions of each eligible property, a statement of the characteristics that qualify the property as eligible property and a statement of whether personal property is included as part of the eligible property. (Section 13(1)(h))

The subject property consists of three separate legal parcels of land. The current parcel identification numbers and configurations are the result of parcel consolidation activities completed in support of the redevelopment. The tax identification numbers and legal descriptions for the parcels subject to this Brownfield Plan, obtained from the Van Buren County Equalization Department, are as follows:

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1/4 L 829.0 FT, TH S 89 DEG 18'00"W PAR WITH S SEC L 200.05 FT TO BEG, TH CON S
89 DEG 18'00"W 460.0 FT, TH S 0 DEG 37'46"W 11.27 FT, TH S 89 DEG 19'18"W
214.94 FT, TH N 1 DEG 13'42"E 270.26 FT, TH S 89 DEG 18'10"W 290.01 FT TO ELY L
OF BLUE STAR HWY, TH N 1 DEG 28'00"E ALG SAID ELY L 228.78 FT TO N L OF SE 1/4
OF SW 1/4 OF SEC, TH N 89 DEG 15'57"E ALG SAID 289.83 FT, TH N 89 DEG 18'00"E
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ON 24 APRIL 2012 FROM 80-17-002-015-10 AND 80-17-002-014-00 FOR 2013.

73114 CR 388 (Parcel # 80-17-002-013-10 – South Haven Township)

34-B3 2-1-17 871-732/3 809-447 1569-181/2/3/5/8 *** COM AT S 1/4 POST OF SEC,
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1/4 L OF SEC 639.56' TO BEG OF DESC, TH CONT N 0 DEG 35' 15" W PAR TO SD 1/4 L
37', TH E 59', TH S 0 DEG 35' 15" E PAR TO SD 1/4 L 29', TH E 130.24', TH S 16
DEG 06' 15" E TO A PT E OF BEG, TH W TO BEG. SUBJ TO EASEMENT FOR INGRESS &
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1223 Phoenix St. (Parcel # 80-53-869-009-40 – City of South Haven)

C909D 2-1-17 616-687 1437-293 1479-318 1569-187 1569-181/3/5/8 COM AT S 1/4
POST OF SEC, TH S 89 DEG 18'00"W ALG S SEC L 200.05 FT, TH N 0 DEG 35'13"E PAR

WITH N & S 1/4 L 149.60 FT TO BEG, TH S 25 DEG 48'00"W ALG WLY L OF I-196 HWY 100.08 FT TO NLY L OF PHOENIX RD, TH S 89 DEG 18'00"W ALG SAID NLY L AND PAR WITH S SEC L 130.30 FT, TH S 0 DEG 35'13"W ALG SAID NLY L 10.02 FT, TH S 89 DEG 18'00"W ALG SAID NLY L 124.35 FT, TH S 0 DEG 41'52"E ALG SAID NLY L 21.08 FT, TH ALG SAID NLY L AND THE ARC OF A 5686.28 FT RADIUS CURVE TO THE RIGHT 10.25 FT, SAID CURVE HAS A CHORD BEARING N 88 DEG 25'47"W 10.25 FT, TH N 0 DEG 35'13"E PAR WITH N & S 1/4 L 280.68 FT, TH N 82 DEG 44'16"W 302.17 FT, TH S 89 DEG 19'32"W 100.0 FT, TH N 0 DEG 37'50"E 465.92 FT TO SLY L OF WILSON RD, TH N 89 DEG 19'18"E ALG SAID SLY L 246.91 FT TO ELY L OF SAID RD, TH N 0 DEG 37'46"E ALG SAID ELY L 11.27 FT, TH N 89 DEG 18'00"E PAR WITH S SEC L 460.0 FT, TH S 0 DEG 35'13"W PAR WITH N & S 1/4 L 152.90 FT, TH S 88 DEG 52'59"E 58.02 FT, TH S 0 DEG 44'38"W 28.89 FT, TH S 88 DEG 54'36"E 130.21 FT, TH S 14 DEG 51'57"E 8.33 FT, TH N 88 DEG 21'56"W 5.93 FT, TH S 25 DEG 40'07"W 435.08 FT, TH S 0 DEG 35'13"W PAR WITH N & S 1/4 L 93.96 FT TO BEG. EXCEPT ANY LAND LYING WITHIN THE TOWNSHIP OF SOUTH HAVEN. SUBJECT TO AND INCLUDING EASEMENTS. *** COMBINATION OF 80-53-869-009-10, 80-53-869-009-20, 80-53-869-009-30, 80-53-869-021-00 AND 80-53-869-023-00 ON 15 JANUARY 2013 FOR 2013.

A map showing the location of the property is included in Attachment A.

The 03343 Blue Star Memorial Highway parcel is an eligible property based upon its designation as a "facility" as defined by Part 201 of NREPA. The "facility" designation is based upon the identification of total xylenes in groundwater at a concentration in excess of the Groundwater-Surface Water Interface (GSI) criterion. The remaining parcels are considered an "eligible property" based upon the fact that they occupy land that is adjacent and contiguous with the "facility" parcel and the proposed redevelopment on the parcels is anticipated to increase the taxable value.

Personal property will not be included as part of the eligible property.

(i) Estimates of the number of persons residing on each eligible property to which the plan applies and the number of families and individuals to be displaced. (Section 13(1)(i))

No residences exist on the property.



(j) A plan for establishing priority for the relocation of persons displaced by implementation of the plan. (Section 13(1)(j))

Not applicable.

(k) Provision for the costs of relocating persons displaced by implementation of the plan. (Section 13(1)(k))

Not applicable.

(l) A strategy for compliance with 1972 PA 227, MCL 213.321 to 213.332. (Section 13(1)(l))

Not applicable.

(m) A description of proposed use of the local site remediation revolving fund. (Section 13(1)(m))

The Brownfield Redevelopment Authority's Local Site Remediation Revolving Fund (LSRRF) will capture tax increment after the eligible activities have been reimbursed. Capture to the LSRRF will be in the amount of \$33,815.63. In order to not exceed this amount, capture into the LSRRF in the final year of the plan will consist of 55.9999% of the available local millages; with the remainder going to the appropriate taxing jurisdictions. Capture for the LSRRF is critical to the maintenance of a sustainable brownfield program for the VBCBRA .

(n) Other material that the authority or governing body considers pertinent. (Section 13(1)(n))

Not applicable.

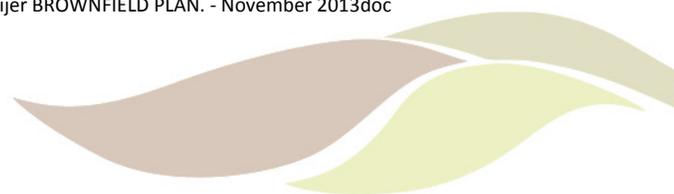


TABLE 3 and 3A



Table 3 and Table 3A

Estimate of Annual Captured Incremental Taxes for Each Affected Taxing Jurisdiction

Commercial Property
Blue Star Memorial Highway and Phoenix St.
South Haven/South Haven Township, Michigan

Commercial Property - 1223 Phoenix St. (Parcel ID # 80-53-869-009-40)

TAXING JURISDICTION - CITY																		
Taxing Jurisdiction		Charter Tax (City Operations)	Garbage Tax	South Haven Library	Drug Enforcement	Lake Michigan College	City Streets	Van Buren County	South Haven Community Hospital	South Haven Senior Services	Van Buren County Ambulance	Van Buren County Public Safety	Van Buren County Roads	Van Buren County Public Transit	Van Buren ISD - Operating	Van Buren ISD - Special Education	Van Buren ISD - Vocational Education	Total
Millage		5.143	0.55	0.2950	0.3399	0.8927	0.79065	2.23595	0.16525	0.12500	0.47010	0.26755	0.48845	0.12400	0.07070	1.66605	1.24965	14.87395
Initial Taxable Value	\$ 585,900.00	\$ 3,013.28	\$ 322.25	\$ 172.84	\$ 199.15	\$ 523.03	\$ 463.24	\$ 1,310.04	\$ 96.82	\$ 73.24	\$ 275.43	\$ 156.76	\$ 286.18	\$ 72.65	\$ 41.42	\$ 976.14	\$ 732.17	\$ 8,714.65
Future Taxable Value	\$ 1,376,000.00	\$ 7,076.77	\$ 756.80	\$ 405.92	\$ 467.70	\$ 1,228.36	\$ 1,087.93	\$ 3,076.67	\$ 227.38	\$ 172.00	\$ 646.86	\$ 368.15	\$ 672.11	\$ 170.62	\$ 97.28	\$ 2,292.48	\$ 1,719.52	\$ 20,466.56
Captured Taxable Value	\$ 790,100.00	\$ 4,063.48	\$ 434.56	\$ 233.08	\$ 268.55	\$ 705.32	\$ 624.69	\$ 1,766.62	\$ 130.56	\$ 98.76	\$ 371.43	\$ 211.39	\$ 385.92	\$ 97.97	\$ 55.86	\$ 1,316.35	\$ 987.35	\$ 11,751.91

Does not include School Tax, Special Assessments, or Debt millages

The annual total millage for this Brownfield Plan represents 50% of the actual annual total local millage. The remaining 50% of the annual local millage will go to the taxing jurisdictions.

Commercial Property - Aggregate of: 03343 Blue Star Memorial Highway (Parcel ID # 80-17-002-015-15) & 73114 CR 388 (Parcel ID # 80-17-002-013-10)

TAXING JURISDICTION - TOWNSHIP																
Taxing Jurisdiction		Van Buren County Allocated	Lake Michian Community College	South Haven Twp. - General	South Haven Twp. - Police	South Haven Twp. - Library	Senior Services	South Haven Hospital	Van Buren County Roads	Van Buren County Ambulance	Van Buren Public Safety	Public Transit	Van Buren ISD - Operating	Van Buren ISD - Special Ed	Van Buren ISD - Vocational	Total
Millage		2.23595	0.8927	0.28020	0.37500	0.33020	0.12500	0.16690	0.48845	0.47010	0.26755	0.12400	0.07070	1.66605	1.24965	8.74245
Initial Taxable Value	\$ 576,700.00	\$ 1,289.47	\$ 514.82	\$ 161.59	\$ 216.26	\$ 190.43	\$ 72.09	\$ 96.25	\$ 281.69	\$ 271.11	\$ 154.30	\$ 71.51	\$ 40.77	\$ 960.81	\$ 720.67	\$ 5,041.77
Future Taxable Value	\$ 2,492,000.00	\$ 5,571.99	\$ 2,224.61	\$ 698.26	\$ 934.50	\$ 822.86	\$ 311.50	\$ 415.91	\$ 1,217.22	\$ 1,171.49	\$ 666.73	\$ 309.01	\$ 176.18	\$ 4,151.80	\$ 3,114.13	\$ 21,786.19
Captured Taxable Value	\$ 1,915,300.00	\$ 4,282.52	\$ 1,709.79	\$ 536.67	\$ 718.24	\$ 632.43	\$ 239.41	\$ 319.66	\$ 935.53	\$ 900.38	\$ 512.44	\$ 237.50	\$ 135.41	\$ 3,190.99	\$ 2,393.45	\$ 16,744.41

Does not include School Tax, Special Assessments, or Debt millages

The annual total millage for this Brownfield Plan represents 50% of the actual annual total local millage. The remaining 50% of the annual local millage will go to the taxing jurisdictions.

TABLE 4 and 4A



Table 4 and Table 4A

Captured Taxable Value and Tax Increment Revenue by Year and Aggregate for Each Taxing Jurisdiction

Commercial Property
Blue Star Memorial Highway and Phoenix St.
South Haven/South Haven Township, Michigan

Commercial Property - 1223 Phoenix St. (Parcel ID # 80-53-869-009-40)

Year	Captured Taxable Value	Charter Tax (City Operations)	Garbage Tax	South Haven Library	Drug Enforcement	Lake Michigan College	City Streets	Van Buren County	South Haven Community Hospital	South Haven Senior Services	Van Buren County Ambulance	Van Buren County Public Safety	Van Buren County Roads	Van Buren County Public Transit	Van Buren ISD - Operating	Van Buren ISD - Special Education	Van Buren ISD - Vocational Education	Total
		5.143	0.55	0.2950	0.3399	0.8927	0.79065	2.23595	0.16525	0.12500	0.47010	0.26755	0.48845	0.12400	0.07070	1.66605	1.24965	14.87395
2014	\$ 790,100.00	\$ 4,063.48	\$ 434.56	\$ 233.08	\$ 268.55	\$ 705.32	\$ 624.69	\$ 1,766.62	\$ 130.56	\$ 98.76	\$ 371.43	\$ 211.39	\$ 385.92	\$ 97.97	\$ 55.86	\$ 1,316.35	\$ 987.35	\$ 11,751.91
2015	\$ 790,100.00	\$ 4,063.48	\$ 434.56	\$ 233.08	\$ 268.55	\$ 705.32	\$ 624.69	\$ 1,766.62	\$ 130.56	\$ 98.76	\$ 371.43	\$ 211.39	\$ 385.92	\$ 97.97	\$ 55.86	\$ 1,316.35	\$ 987.35	\$ 11,751.91
2016	\$ 790,100.00	\$ 4,063.48	\$ 434.56	\$ 233.08	\$ 268.55	\$ 705.32	\$ 624.69	\$ 1,766.62	\$ 130.56	\$ 98.76	\$ 371.43	\$ 211.39	\$ 385.92	\$ 97.97	\$ 55.86	\$ 1,316.35	\$ 987.35	\$ 11,751.91
2017	\$ 790,100.00	\$ 2,275.55	\$ 243.35	\$ 130.52	\$ 150.39	\$ 394.98	\$ 349.83	\$ 989.31	\$ 73.12	\$ 55.31	\$ 208.00	\$ 118.38	\$ 216.12	\$ 54.86	\$ 31.28	\$ 737.15	\$ 552.91	\$ 6,581.06
TOTAL CAPTURED TAXES	\$ 14,466.00	\$ 1,547.02	\$ 829.76	\$ 956.06	\$ 2,510.95	\$ 2,223.90	\$ 6,289.18	\$ 464.81	\$ 351.59	\$ 1,322.28	\$ 752.55	\$ 1,373.89	\$ 348.78	\$ 198.86	\$ 4,686.19	\$ 3,514.96	\$ 41,836.78	

Does Not Include Capture of the Following:

North Phoenix Special Assessment
School Operating = 18.000000
School Debt = 3.420000
State Education Tax (SET) = 6.000000

The annual total millage for this Brownfield Plan represents 50% of the actual annual total local millage. The remaining 50% of the actual total local millage will go to the taxing jurisdictions.

Commercial Property - Aggregate of: 03343 Blue Star Memorial Highway (Parcel ID # 80-17-002-015-15) & 73114 CR 388 (Parcel ID # 80-17-002-013-10)

Year	Captured Taxable Value	Van Buren County Allocated	Lake Michian Community College	South Haven Twp. - General	South Haven Twp. - Police	South Haven Twp. - Library	Senior Services	South Haven Hospital	Van Buren County Roads	Van Buren County Ambulance	Van Buren Public Safety	Public Transit	Van Buren ISD - Operating	Van Buren ISD - Special Ed	Van Buren ISD - Vocational	Total
		2.23595	0.8927	0.28020	0.37500	0.33020	0.12500	0.16690	0.48845	0.47010	0.26755	0.12400	0.07070	1.66605	1.24965	8.74245
2014	\$ 1,915,300.00	\$ 4,282.52	\$ 1,709.79	\$ 536.67	\$ 718.24	\$ 632.43	\$ 239.41	\$ 319.66	\$ 935.53	\$ 900.38	\$ 512.44	\$ 237.50	\$ 135.41	\$ 3,190.99	\$ 2,393.45	\$ 16,744.41
2015	\$ 1,915,300.00	\$ 4,282.52	\$ 1,709.79	\$ 536.67	\$ 718.24	\$ 632.43	\$ 239.41	\$ 319.66	\$ 935.53	\$ 900.38	\$ 512.44	\$ 237.50	\$ 135.41	\$ 3,190.99	\$ 2,393.45	\$ 16,744.41
2016	\$ 1,915,300.00	\$ 4,282.52	\$ 1,709.79	\$ 536.67	\$ 718.24	\$ 632.43	\$ 239.41	\$ 319.66	\$ 935.53	\$ 900.38	\$ 512.44	\$ 237.50	\$ 135.41	\$ 3,190.99	\$ 2,393.45	\$ 16,744.41
2017	\$ 1,915,300.00	\$ 2,398.20	\$ 957.48	\$ 300.53	\$ 402.21	\$ 354.16	\$ 134.07	\$ 179.01	\$ 523.89	\$ 504.21	\$ 286.97	\$ 133.00	\$ 75.83	\$ 1,786.95	\$ 1,340.33	\$ 9,376.86
TOTAL CAPTURED TAXES	\$ 15,245.75	\$ 6,086.84	\$ 1,910.53	\$ 2,556.92	\$ 2,251.46	\$ 852.31	\$ 1,138.00	\$ 3,330.48	\$ 3,205.36	\$ 1,824.28	\$ 845.49	\$ 482.07	\$ 11,359.91	\$ 8,520.70	\$ 59,610.10	

\$ 101,446.88

Does Not Include Capture of the Following:

South Haven School -Operating = 18.000000
South Haven School -Debt = 3.420000
State Education Tax (SET) = 6.000000
South Haven Twp - Fire = 2.700000

The annual total millage for this Brownfield Plan represents 50% of the actual annual total local millage. The remaining 50% of the actual total local millage will go to the taxing jurisdiction.

TABLE 5



Table 5

Reimbursement Schedule
 Commercial Property
 Blue Star Memorial Highway and Phoenix St.
 South Haven/South Haven Township, Michigan

Commercial Property - South Haven/South Haven Township (three parcels in aggregate)

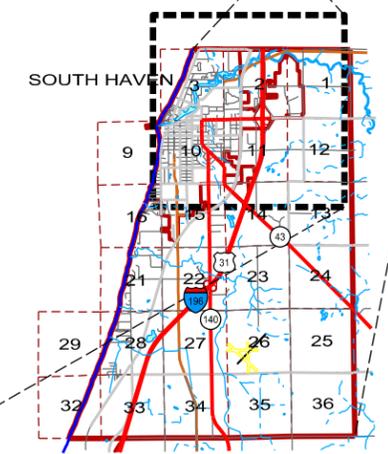
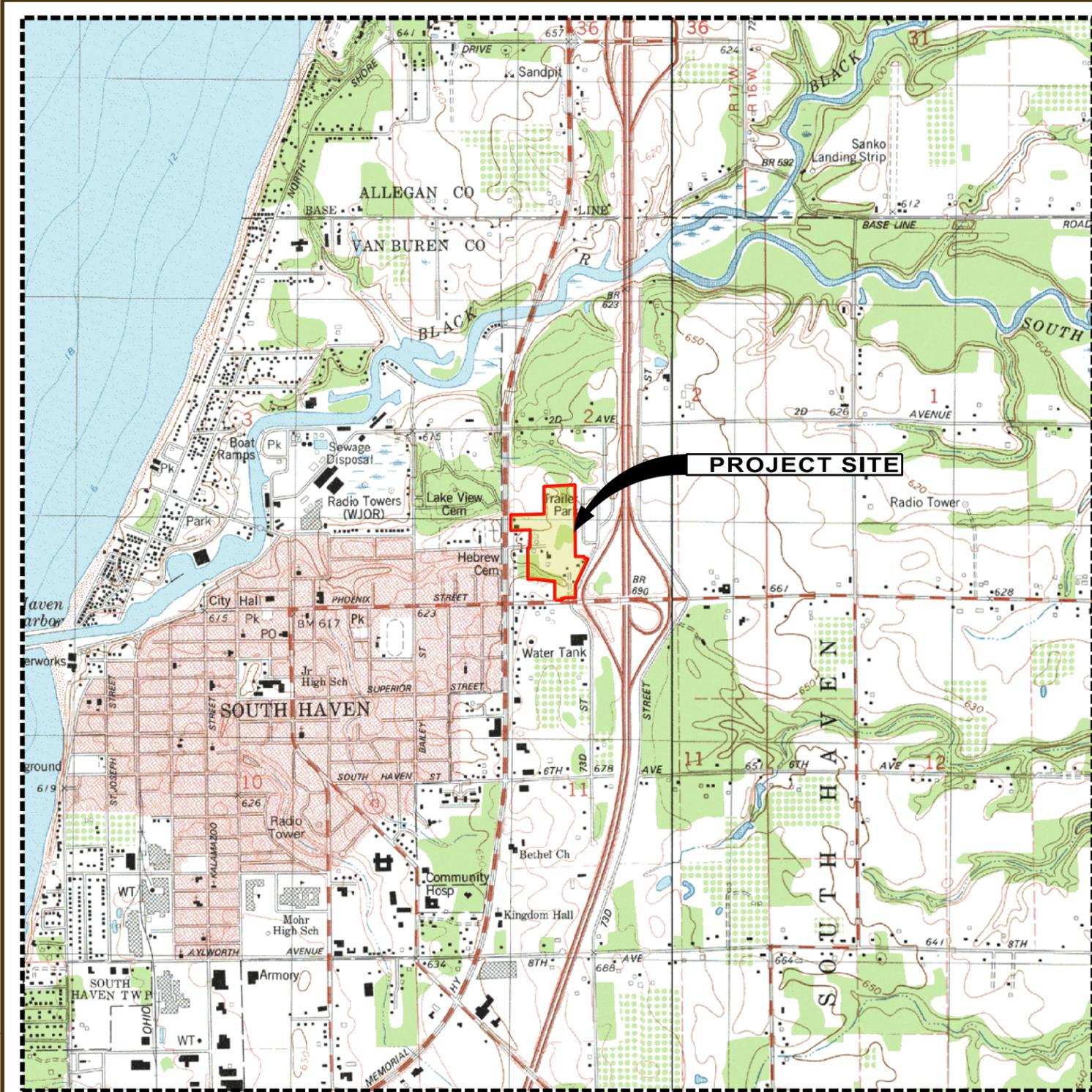
Year	Incremental Taxes Captured	Reimbursement to VCBRA		LSRRF Capture
		Annual	Aggregate	
2014	\$ 28,496.32	\$ 28,496.32	\$ 28,496.32	\$ -
2015	\$ 28,496.32	\$ 28,496.32	\$ 56,992.64	\$ -
2016	\$ 28,496.32	\$ 10,638.61	\$ 67,631.25	\$ 17,857.72
2017	\$ 15,957.91			\$ 15,957.91
Totals	\$ 101,446.88		\$ 67,631.25	\$ 33,815.63

ATTACHMENT A

FIGURES

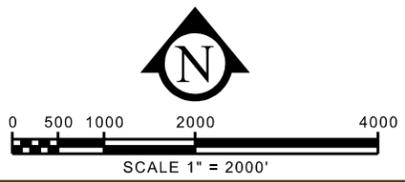
**Location Map: USGS Topographic Map
Site Plans**





T. 1 S., R. 17 W.
CITY OF SOUTH HAVEN
VAN BUREN COUNTY, MICHIGAN

SOURCE: LACOTA AND SOUTH HAVEN MICHIGAN USGS 7.5 MINUTE TOPOGRAPHIC QUADRANGLE MAPS
MAPTECH® U.S. TERRAIN SERIES™ ©MAPTECH®, INC. 606-433-8500



envirollogic
environmental consulting + services
2960 INTERSTATE PARKWAY
KALAMAZOO, MICHIGAN 49048
PH: (269) 342-1100 FAX: (269) 342-4945

COMMERCIAL PROPERTY
CITY OF SOUTH HAVEN & SOUTH HAVEN TOWNSHIP
VAN BUREN COUNTY, MICHIGAN

LOCATION MAP

PROJECT NO.
110200

FIGURE No.
1

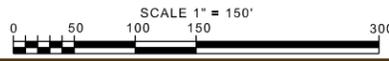
110200 VBCBRA Filler:110200_Site Plan.dgn Site Plan.dgn Moredt Location Map



110200_VBCBRC File: 110200_Site_Plan.dgn Model: Site_Plan B

NOTE:
THIS IS NOT A PROPERTY BOUNDARY SURVEY. PROPERTY BOUNDARIES SHOWN ON THIS MAP
ARE BASED ON AVAILABLE FURNISHED INFORMATION AND ARE APPROXIMATE ONLY AND
SHOULD NOT BE USED TO ESTABLISH PROPERTY BOUNDARY LOCATION IN THE FIELD.

NOTE: AERIAL PHOTOGRAPHY: 2011 COLOR ORTHOPHOTO, OBTAINED FROM THE VAN BUREN
COUNTY GIS DEPARTMENT.




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 environmental consulting + services
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COMMERCIAL PROPERTY
CITY OF SOUTH HAVEN & SOUTH HAVEN TOWNSHIP
VAN BUREN COUNTY, MICHIGAN

SITE PLAN

PROJECT NO.
110200

FIGURE No.
2

ATTACHMENT B
NOTICE OF PUBLIC HEARING



NOTICE OF PUBLIC HEARING

**THE BROWNFIELD REDEVELOPMENT AUTHORITY
OF VAN BUREN COUNTY**

**REGARDING INCLUSION INTO THE COUNTY'S BROWNFIELD PLAN
OF THE COMMERCIAL PROPERTY SITE
LOCATED AT BLUE STAR MEMORIAL HIGHWAY & PHOENIX ST. WITHIN
THE CITY OF SOUTH HAVEN and SOUTH HAVEN TOWNSHIP, IN THE
COUNTY OF VAN BUREN, MICHIGAN**

TO ALL INTERESTED PERSONS IN THE COUNTY OF VAN BUREN

PLEASE TAKE NOTICE that the County Commissioners of the County of Van Buren, Michigan, will hold a Public Hearing on Tuesday, the ____ day of _____ 2013, at approximately 4:00 p.m., Eastern Daylight time in the Commissioners Chambers within the County Building, 219 E. Paw Paw St., Suite 303, Paw Paw, Michigan, to receive public comment on an amendment to the County's Brownfield Redevelopment Plan to include therein portions of the commercial property located at Blue Star Memorial Highway and Phoenix St. The following legal parcels are included in the "eligible property":

Parcel ID Numbers:

80-17-002-015-15;

80-53-869-009-40;

80-17-002-013-10;

The property consists of three parcels of land occupying approximately 23.3 acres, more or less and is commonly described as commercial property at Blue Star Memorial Highway and Phoenix St., South Haven, Michigan. The property is located within the City of South Haven and South Haven Township and generally bound by Blue Star Memorial Highway to the west; Phoenix St. to the south; and I-196 to the east.

The Brownfield Plan, which includes a site map and legal descriptions of the parcels, is available for public inspection at the County Brownfield Redevelopment Authority office, located at 219 E. Paw Paw St., Paw Paw, Michigan 49079-1423. All aspects of the plan are open for discussion at the public hearing.

FURTHER INFORMATION may be obtained from the Brownfield Redevelopment Authority of Van Buren County at (269) 657-8234. THIS NOTICE is given by order of the County Board of Commissioners of the County of Van Buren, Michigan.

Tina Leary, Clerk
County of Van Buren

ATTACHMENT C
NOTICE TO TAXING JURISDICTIONS



NOTICE TO ALL TAXING JURISDICTIONS

The Van Buren County Board of Commissioners propose to approve a Brownfield Plan for the Commercial Property located at Blue Star Memorial Highway & Phoenix St., City of South Haven and South Haven Township, Michigan.

The County of Van Buren has established a Brownfield Redevelopment Authority (the "Authority") in accordance with the Brownfield Redevelopment Act, Act No. 381 Of the Michigan Public Acts of 1996, as amended (the "Act").

The Act was enacted to provide a means for local units of government to facilitate the revitalization of environmentally distressed (and/or functionally obsolete or blighted) areas. The Authority Board has prepared and adopted a Brownfield Plan related to the cleanup (or reuse) of the Commercial Property located at Blue Star Highway & Phoenix St., South Haven/South Haven Township, Michigan. The proposed use of the property is a Meijer retail store and Meijer gas station. One parcel of the property has been identified as a "facility" as defined by Part 201 of NREPA due to the presence of contaminants in groundwater at a concentration in excess of Part 201 cleanup criteria. The remaining parcels are considered an "eligible property" based upon the fact that they occupy land that is adjacent and contiguous with the "facility" parcel and the proposed development on the parcels is anticipated to increase the taxable value. This document serves to notify local taxing units of the intent to approve a Brownfield Plan for the noted property.

The Act permits the use of the tax increment financing in order to provide the Authority with the means of financing the redevelopment projects included in the Brownfield Plan. Tax increment financing allows the Authority to capture tax revenues attributable to increases in the taxable value of real and personal property located on the "eligible property", which may include certain adjacent or contiguous parcels. Increases in taxable value may be attributable to various factors, including new construction, rehabilitation, remodeling, alterations, additions, and the installation of personal property on the eligible site.

The plan will be considered for adopted at the _____, 2013 meeting of the Van Buren County Board of Commissioners held at 4:00 pm in the Van Buren County Building – 219 E. Paw Paw St., Paw Paw, Michigan. If you have any questions or comments concerning the Brownfield Redevelopment Authority or adoption of the Plan you may attend the meeting and express those concerns during the public comment period. You may also direct inquiries to Mr. Edward VanderVries of the Van Buren County Department of Land Services (269) 657-8234.

Dated: _____, 2013

Ms. Tina Leary
Van Buren County Clerk

ATTACHMENT D

RESOLUTION SUPPORTING A BROWNFIELD PLAN – SOUTH HAVEN TOWNSHIP

RESOLUTION SUPPORTING A BROWNFIELD PLAN – CITY OF SOUTH HAVEN

RESOLUTION APPROVING A BROWNFIELD PLAN – VAN BUREN COUNTY



SOUTH HAVEN TOWNSHIP

**RESOLUTION SUPPORTING A BROWNFIELD PLAN
BY THE SOUTH HAVEN TOWNSHIP BOARD OF TRUSTEES
PURSUANT TO AND IN ACCORDANCE WITH
THE PROVISIONS OF ACT 381 OF THE PUBLIC ACTS
OF THE STATE OF MICHIGAN OF 1996, AS AMENDED**

At a regular meeting of the South Haven Township Board of Trustees, South Haven, Michigan, held in the Township Hall, located at 09761 Blue Star Memorial Highway, South Haven, Michigan, on the ____ day of _____, 2013, at ____ p.m.

PRESENT:

ABSENT:

MOTION BY:

SUPPORTED BY:

WHEREAS, the South Haven Township Board of Trustees, pursuant to and in accordance with the provisions of the Brownfield Redevelopment Financing Act, being Act 381 of the Public Acts of the State of Michigan of 1996, as amended (the "Act"), have formally resolved to participate in the Brownfield Redevelopment Authority (BRA) of Van Buren County (the "Authority") and have designated that all related activities shall proceed through the BRA; and

WHEREAS, the Authority, pursuant to and in accordance with Section 13 of the Act, has reviewed, adopted and recommended for approval by the South Haven Township Board of Trustees, the Brownfield plan (the "Plan") attached hereto, to be carried out within the City as well as South Haven Township, relating to the redevelopment project proposed by Meijer, Inc. on the commercial property located on Blue Star Highway and Phoenix St. located in the City of South Haven and South Haven Township, (the "Site"), as more particularly described and shown in Figures 1 & 2 and Attachment "A" contained within the attached Plan; and

WHEREAS, the South Haven Township Board of Trustees have reviewed the Plan, and have been provided a reasonable opportunity to express their views and recommendations regarding the Plan and in accordance with Sections 13(13) of the Act; and

WHEREAS, as a result of its review of the Plan, the South Haven Township Board of Trustees concur with approval of the Plan.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. **Plan Supported.** Pursuant to the authority vested in the South Haven Township Board of Trustees, by the Act, the Plan is hereby supported in the form attached to this Resolution.

2. **Severability.** Should any section, clause or phrase of this Resolution be declared by the courts to be invalid, the same shall not affect the validity of this Resolution as a whole nor any part thereof other than the part so declared to be invalid.
3. **Repeals.** All resolutions or parts of resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

AYES:

NAYES:

ABSTAINED:

RESOLUTION DECLARED ADOPTED.

STATE OF MICHIGAN)

) ss:

SOUTH HAVEN TOWNSHIP)

I, the undersigned, the fully qualified and acting Clerk of South Haven Township, State of Michigan, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the South Haven Township Board of Trustees at a regular meeting held on the 10th day of April, 2013, the original of which resolution is on file in my office.

IN WITNESS WHEREOF, I have hereunto set my official signature this ____ day of _____, 2013.

Brenda Bertorelli
South Haven Township Clerk

CITY OF SOUTH HAVEN

**RESOLUTION SUPPORTING A BROWNFIELD PLAN
BY THE CITY COUNCIL OF SOUTH HAVEN
PURSUANT TO AND IN ACCORDANCE WITH
THE PROVISIONS OF ACT 381 OF THE PUBLIC ACTS
OF THE STATE OF MICHIGAN OF 1996, AS AMENDED**

At a regular meeting of the City Council of the City of South Haven, Michigan, held in the City Hall, located at 539 Phoenix St., South Haven, Michigan, on the ___ day of _____, 2013, at 7:00 p.m.

PRESENT:

ABSENT:

MOTION BY:

SUPPORTED BY:

WHEREAS, the City Council of South Haven, pursuant to and in accordance with the provisions of the Brownfield Redevelopment Financing Act, being Act 381 of the Public Acts of the State of Michigan of 1996, as amended (the "Act"), have formally resolved to participate in the Brownfield Redevelopment Authority (BRA) of Van Buren County (the "Authority") and have designated that all related activities shall proceed through the BRA; and

WHEREAS, the Authority, pursuant to and in accordance with Section 13 of the Act, has reviewed, adopted and recommended for approval by the City Council of South Haven, the Brownfield plan (the "Plan") attached hereto, to be carried out within the City as well as South Haven Township, relating to the redevelopment project proposed by Meijer, Inc. on the commercial property located on Blue Star Highway and Phoenix St. located in the City of South Haven and South Haven Township, (the "Site"), as more particularly described and shown in Figures 1 & 2 and Attachment "A" contained within the attached Plan; and

WHEREAS, the City Council of South Haven have reviewed the Plan, and have been provided a reasonable opportunity to express their views and recommendations regarding the Plan and in accordance with Sections 13(13) of the Act; and

WHEREAS, as a result of its review of the Plan, the City Council of South Haven concur with approval of the Plan.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. **Plan Support.** Pursuant to the authority vested in the City Council of South Haven, by the Act, the Plan is hereby supported in the form attached to this Resolution.

2. **Severability.** Should any section, clause or phrase of this Resolution be declared by the courts to be invalid, the same shall not affect the validity of this Resolution as a whole nor any part thereof other than the part so declared to be invalid.
3. **Repeals.** All resolutions or parts of resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

AYES:

NAYES:

ABSTAINED:

RESOLUTION DECLARED ADOPTED.

STATE OF MICHIGAN)

) ss:

CITY OF SOUTH HAVEN)

I, the undersigned, the fully qualified and acting Clerk of the City of South Haven, State of Michigan, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of South Haven at a regular meeting held on the 15th day of April, 2013, the original of which resolution is on file in my office.

IN WITNESS WHEREOF, I have hereunto set my official signature this ____ day of _____, 2013.

Amanda Morgan
City of South Haven Clerk

VAN BUREN COUNTY, MICHIGAN

**RESOLUTION APPROVING A BROWNFIELD PLAN
BY THE COUNTY OF VAN BUREN
PURSUANT TO AND IN ACCORDANCE WITH
THE PROVISIONS OF ACT 381 OF THE PUBLIC ACTS
OF THE STATE OF MICHIGAN OF 1996, AS AMENDED**

At a regular meeting of the Board of Commissioners of Van Buren County, Michigan, held in the Board of Commissioners Room, County Administration Building located at 219 E. Paw Paw St., Suite 303, Paw Paw, Michigan, on the ____ day of _____, 2013 at 4:00 p.m.

PRESENT:

ABSENT:

MOTION BY:

SUPPORTED BY:

WHEREAS, the Van Buren County Board of Commissioners, pursuant to and in accordance with the provisions of the Brownfield Redevelopment Financing Act, being Act 381 of the Public Acts of the State of Michigan of 1996, as amended (the "Act"), have formally resolved to participate in the Brownfield Redevelopment Authority (BRA) of Van Buren County (the "Authority") and have designated that all related activities shall proceed through the BRA; and

WHEREAS, the Authority, pursuant to and in accordance with Section 13 of the Act, has reviewed, adopted and recommended for approval by the Van Buren County Board of Commissioners, the Brownfield plan (the "Plan") attached hereto, to be carried out within the City of South Haven and South Haven Township, relating to the redevelopment project proposed by Meijer, Inc. on the commercial property located at Blue Star Memorial Highway & Phoenix St., South Haven/South Haven Township, (the "Site"), as more particularly described and shown in Figure 1 and Attachment "A" contained within the attached Plan; and

WHEREAS, the Van Buren County Board of Commissioners have reviewed the Plan, and have been provided a reasonable opportunity to express their views and recommendations regarding the Plan and in accordance with Sections 13(13) of the Act; and

WHEREAS, the Van Buren County Board of Commissioners have noticed and held a public hearing in accordance with Section 13(10,11,12 and 13) of the Act, and

WHEREAS, the City of South Haven has passed a resolution supporting adoption of the Plan;

WHEREAS, the South Haven Township has passed a resolution supporting adoption of the Plan;

WHEREAS, the Van Buren County Board of Commissioners have made the following determinations and findings:

- A. The Plan constitutes a public purpose under the Act;
- B. The Plan meets all of the requirements for a Brownfield plan set forth in Section 13 of the Act;
- C. The proposed method of financing the costs of the eligible activities, as described in the Plan, was feasible and the Authority has the ability to arrange the financing;
- D. The costs of the eligible activities proposed in the Plan are reasonable and necessary to carry out the purposes of the Act;
- E. School taxes will not be captured in accordance with the Plan; and

WHEREAS, as a result of its review of the Plan, the Van Buren County Board of Commissioners concur with approval of the Plan.

NOW, THEREFORE, BE IT RESOLVED THAT:

- 1. **Plan Approved.** Pursuant to the authority vested in the Van Buren County Board of Commissioners, by the Act, the Plan is hereby approved in the form attached to this Resolution.
- 2. **Severability.** Should any section, clause or phrase of this Resolution be declared by the courts to be invalid, the same shall not affect the validity of this Resolution as a whole nor any part thereof other than the part so declared to be invalid.
- 3. **Repeals.** All resolutions or parts of resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

AYES:

NAYES:

ABSTAINED:

RESOLUTION DECLARED ADOPTED.

STATE OF MICHIGAN)
COUNTY OF VAN BUREN) ss:

I, the undersigned, the fully qualified Clerk of Van Buren County, State of Michigan, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the County Board of Commissioners of Van Buren County at a regular meeting held on the 23rd day of April, 2013, the original of which resolution is on file in my office.

IN WITNESS WHEREOF, I have hereunto set my official signature this ____ day of _____, 2013.

Tina Leary, Van Buren County Clerk



DEPARTMENT OF LAND SERVICES

219 PAW PAW STREET, SUITE 302
PAW PAW, MI 49079-1423
PHONE (269) 657-8234 FAX (269) 657-0579

November 26, 2013

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

Re: *Van Buren County Brownfield Redevelopment Authority (VBCBRA), Resolution of Support - Brownfield Plan, Commercial Property, Phoenix St. & Blue Star Highway, South Haven, Michigan.*

Dear Mr. Dissette:

This correspondence has been prepared to address your questions and comments in regards to a Brownfield Plan prepared by the Van Buren County Brownfield Redevelopment Authority (VBCBRA) in association with redevelopment of land at Phoenix St. and Blue Star Highway.

The VBCBRA has prepared the Brownfield Plan in order to provide a mechanism for reimbursement of eligible costs incurred by the VBCBRA associated with the completion of environmental assessment activities in support of redevelopment of the site. The following provides a summary of the Brownfield Plan specifics:

- The Brownfield Plan captures only ½ of the millages from the taxing jurisdictions as opposed to full millage capture permissible under PA 381. Through this approach the Plan will allow taxing jurisdictions to immediately realize increased tax revenue associated with the increased taxable value resulting from the development.
- The Brownfield Plan does not include the capture of school taxes.
- The Plan anticipates total tax capture of \$101,446.88 through the life of the Plan (2014-2018). The total tax capture associated with the City of South Haven parcel will be \$47,007.63 while the total tax capture for the South Haven Township parcels will be \$66,977.66.

The preparation of a Brownfield Plan is a critical tool utilized by Brownfield Redevelopment Authorities to maintain sustainable brownfield programs. The funds generated through the Brownfield Plan will be utilized by the VBCBRA for the completion of environmental related activities to support future redevelopment and investment throughout Van Buren County.



DEPARTMENT OF LAND SERVICES

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Mr. Brian Dissette
September 30, 2013
Page 2 of 4

The following provides a summary of project sites within the City of South Haven that have received funding provided by the VCBRA. The summary includes projects funded at the direct request of the City of South Haven as well as projects completed on behalf of private current or prospective owners/developers. Specific completed activities include Phase I & Phase II Environmental Site Assessments, Baseline Environmental Assessments, Section 7a Compliance Analyses ("Due Care" Plans), asbestos and hazardous substances building surveys, and Underground Storage Tank (UST) removals. The project activities provide additional assessment/understanding of potential contaminant conditions on properties as well as necessary reporting/documentation to support acquisition and redevelopment of the sites.

Projects funded at the direct request of the City of South Haven

201 Elkenburg Avenue – Former Rail Line adjacent to Belgravia site	\$21,000
Phase I ESA	
Phase II ESA	
Baseline Environmental Assessment	
Section 7a Compliance Analysis	
Vacant Land – Blue Star Highway (potential trail head parking)	\$4,700
Phase I ESA	
Geophysical Survey	
317 Hogan's Alley – Former Baars Printing	\$5,000
Phase I ESA	
Baseline Environmental Assessment	



DEPARTMENT OF LAND SERVICES

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Mr. Brian Dissette
September 30, 2013
Page 3 of 4

Projects funded within the City of South Haven

Phoenix St. & Blue Star - Meijer Redevelopment (Includes both City & Township parcels)	\$62,600
Phase I ESA	
Phase II ESA	
Baseline Environmental Assessment	
Section 7a Compliance Analysis	
Brownfield Plan	
708 LaGrange St. – Former Max 10	\$38,000
Phase I ESA,	
Phase II ESA (inclusive of the removal of 5 underground storage tanks),	
Baseline Environmental Assessment,	
Section 7a Compliance Analysis	
Asbestos Survey	
759 LaGrange St. – Former Clark Gas Station	\$18,000
Phase I ESA	
Phase II ESA (resulted in the leveraging of MDEQ funds for limited State cleanup)	
Baseline Environmental Assessment	
Section 7a Compliance Analysis	
Asbestos Survey	
855 LaGrange St. - Anytime Fitness	\$15,000
Phase I ESA	
Phase II ESA	
253, 257, 265 Center St. – Hale Properties	\$3,000
Phase I ESA	
1151 Phoenix St. – Commercial Property	\$3,000
Phase I ESA	
1425 Kalamazoo St. – Industrial Property	\$17,000
Phase I ESA	
Phase II ESA	
Baseline Environmental Assessment	
Section 7a Compliance Analysis	
901 Bailey St. – Commercial Property	\$8,000
Phase I ESA	
Asbestos Survey	
1301 M-43 – Former Canoni Building	\$12,600
Phase I ESA	
Phase II ESA	



DEPARTMENT OF LAND SERVICES

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PHONE (269) 657-8234 FAX (269) 657-0579

Mr. Brian Dissette
September 30, 2013
Page 4 of 4

This history of funding within the City of South Haven is indicative of the VCBRA commitment to supporting economic development within the City of South Haven. The VCBRA anticipates providing further support in the future for the completion of similar environmental related activities at other sites within the City of South Haven. The funding generated through the preparation of Brownfield Plans is a critical tool to providing resources to support future activities.

The VCBRA respectfully requests that the City of South Haven provide a Resolution of Support for the Brownfield Plan. Obtaining a Resolution of Support from the City of South Haven is required by PA 381 prior to the Van Buren County Board of Commissioners being able to approve the Brownfield Plan. Please do not hesitate to contact the Van Buren County Brownfield Redevelopment Authority with any questions or comments you may have regarding the Brownfield Plan.

Sincerely,

Edward K. VanderVries

Mr. Edward K. VanderVries
Project Manager
Van Buren County
219 Paw Paw Street, Suite 302
Paw Paw, MI 49079

CITY OF SOUTH HAVEN
VAN BUREN AND ALLEGAN COUNTIES, MICHIGAN

RESOLUTION NO. 2013-71

A RESOLUTION SETTING MEETING DATES FOR SOUTH HAVEN
CITY COUNCIL FOR THE YEAR 2014

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 December 2, 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 South Haven City Council is scheduled to meet the first and third Monday of each month; and

WHEREAS, the South Haven City Council has one regular meeting date which falls on a National holiday; and

WHEREAS, the South Haven City Council would have a meeting scheduled for Monday, September 1, 2014.

NOW, THEREFORE, BE IT RESOLVED that during 2014, the City Council of the City of South Haven will meet on the first and third Monday of each month except for Monday, September 1, 2014 (Labor Day) for which their regular meeting will be held on Tuesday, September 2, 2014.

BE IT FURHTER RESOLVED, that the regularly scheduled meetings shall begin at 7:00 p.m.

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 2nd day of December, 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

2014 City Council Meeting Dates

January 6
January 20
February 3
February 17
March 3
March 17
April 7
April 21
May 5
May 19
June 2
June 16
July 7
July 21
August 4
August 18
September 2 (Tuesday)
September 15
October 6
October 20
November 3
November 17
December 1
December 15

Memo

To: Brian Dissette
City Manager

From: Brandy Gildea
Parks Supervisor

Date: November 25, 2013

Re: Ice Breaker 2014
Special Event 2014-05

This special event is ready for the City Councils approval. The dates requested are January 31, 2014 - February 2, 2014. The Chamber of Commerce is the primary sponsor and as in the past they are requesting; use of the city sidewalks, increased police presence, parking spaces blocked on center from Phoenix to Eagle and use of the electric. The application appears to be in order and consistent with past applications except they are requesting to be exempt from putting up portable toilets due to lack of use.

They are aware of the construction on Phoenix St. and are will to work around it and with the city. Please see special event application for further details.

Proof of insurance has already been provided

FOR OFFICE USE ONLY

Special Event # _____

Date Received _____

CITY OF SOUTH HAVEN

Special Events & Festivals Application

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

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

A new application must be submitted each year.

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

Initial

Date 11-16-13

CONTACT INFORMATION

Event Title: IceBreaker

Sponsoring Organization: South Haven Area Chamber of Commerce

Applicants Name: Kathy Wagaman, Executive Director

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

E-mail Address: director@southhavenmi.com

Other contacts for/during event

Name: Susan Diepen Telephone: 269-906-0722

Name: Krissy Garland Telephone: 269-208-2774

EVENT SPECIFIC INFORMATION

Event Location: Downtown South Haven

Date(s) Requested: Jan 31-Feb 2, 2014 Alternative Date(s): _____

Start Time: 5pm Friday, Jan 1 End Time: 3pm Sunday, Feb 2

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

Number of people expected to attend: 7,000-9,000

EVENT DESCRIPTION

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

See attached press release.

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

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

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

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

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

Explain closure Ice carvings on city sidewalks - cones will be used to keep crowds back during carving. Center St. parking spaces near

Entertainment, dance, tent or stage. Mark locations on maps. Phoenix for Heat the Streets, close at corner of Eagle & Center

Event Command Post. Mark location on maps. "C" on map.

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

Portable toilet facilities. Mark locations on maps. How many? Wish to be exempt due to lack of The City requires the use of portable facilities for events expecting over 500 attendants. use.

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

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

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

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

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

Fireworks/pyrotechnics site. Mark location on maps.

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

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

Name: _____ Telephone: _____

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

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

Name: _____ Telephone: _____

- Live animal sites. Mark location on maps and describe: Horse-drawn wagon rides will be under drive-through awning on Center St. at Chemical Bank. Wagon rides will go through city.
- Any other item(s) that should be included on maps. Explain: _____

ADDITIONAL EVENT INFORMATION

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

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

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

Date: _____ Time: _____

Date: _____ Time: _____

Date: _____ Time: _____

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

CITY SERVICES

Are you requesting any utility services to be provided: Yes No
If yes, explain: Access to all electrical outlets from traffic islands to light poles for ice carving tools if available at that point during construction.

If electric utilities requested, name of festival person or electrician who will be responsible:
Name: Kathy Wagaman Telephone: 269-214-6178
Shane Draper 386-237-1799

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

Will you require additional police services: Yes No
If yes, explain: Any extra assistance overnight downtown on 2/1 to protect ice sculptures if possible.

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

Additional fire information: Mark all that apply

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

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

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

INSURANCE

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

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

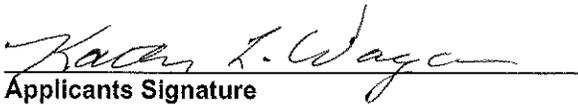
REMINDERS

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

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

INDEMNIFICATION AGREEMENT

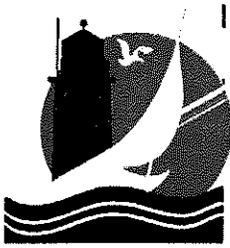
The undersigned agrees and promises, as a condition of approval of this Special Events & Festivals Application to defend, indemnify, and save harmless the City of South Haven, its agents, officials and employees from all suits, claims, damages, causes of action or demands of any kind and character arising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


Applicants Signature

11-16-13
Date

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

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



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

Cones and Barricades Request Form

Requester's Name South Haven Area Chamber of Commerce

Date Requested 11/18/13

Organization/Committee Staff

Mailing Address 606 Phillips St.
South Haven, MI 49090

Office/Main Phone 637-5171

Cell Phone 214-6178

EVENT: Ice Breaker Festival **DATE of EVENT:** 1/31-2/2/14

CONES	Quantity	Who will pick up cones <i>(Please Print Legibly)</i>	Cell Phone	Pick Up Date/Time	Return Date/Time
	75	Please drop off at Wolverine Hardware.	214-6178	1/31/14 11:00 AM PM	2/3/14 7:00 AM PM

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

BARRICADES	Quantity	Drop Off Location <i>(Please Print Legibly)</i>	Contact Person	Drop Off Date/Time	Pick Up Date/Time
			Cell Phone		
4	Corner of Eagle & Center	Kathy	214-6178	1/31/14 11:00AM PM	2/3/14 7:00 AM PM

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

Borrower's Signature: *Kathy Weyer*

Authorized by: _____

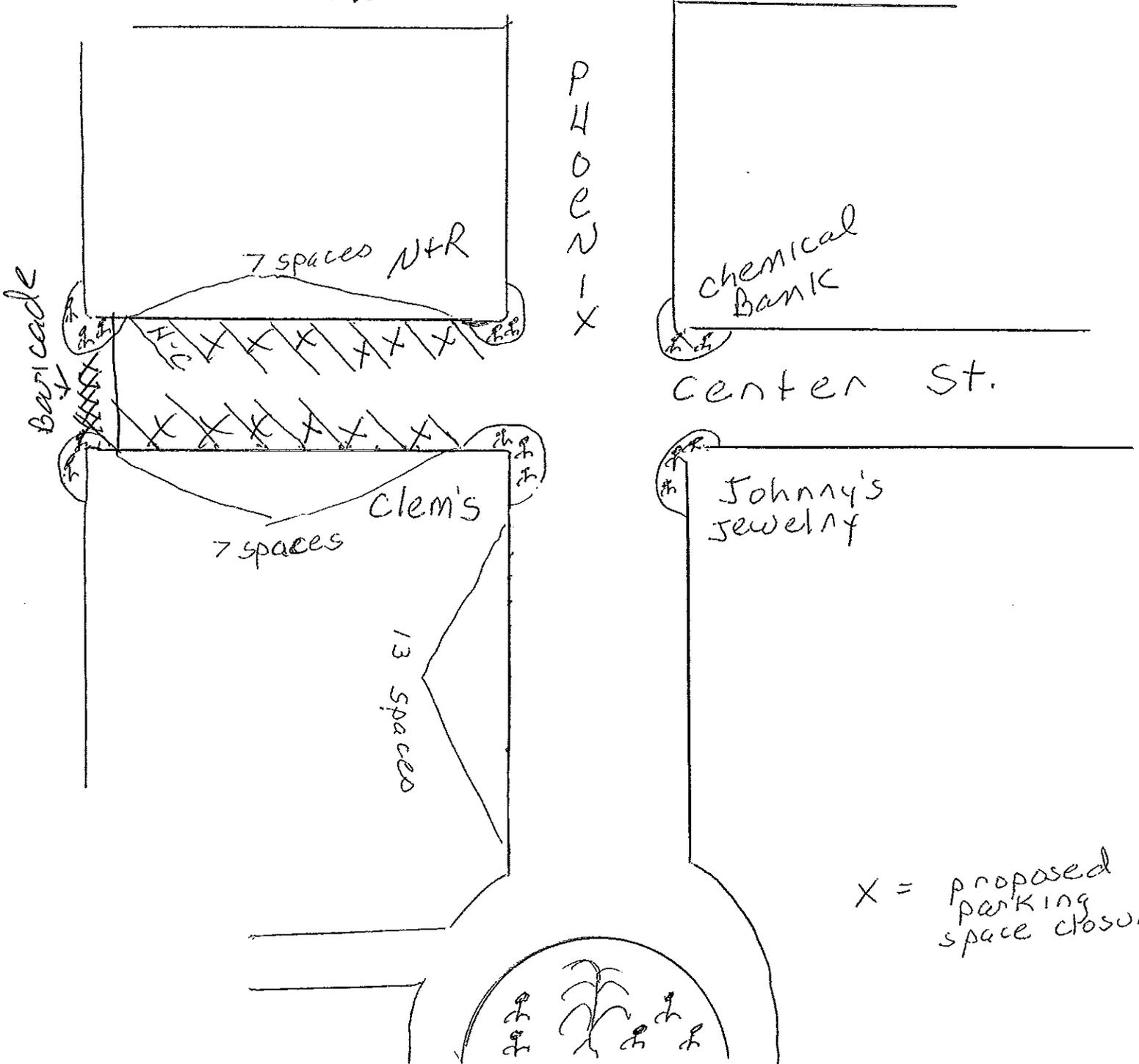


South Haven

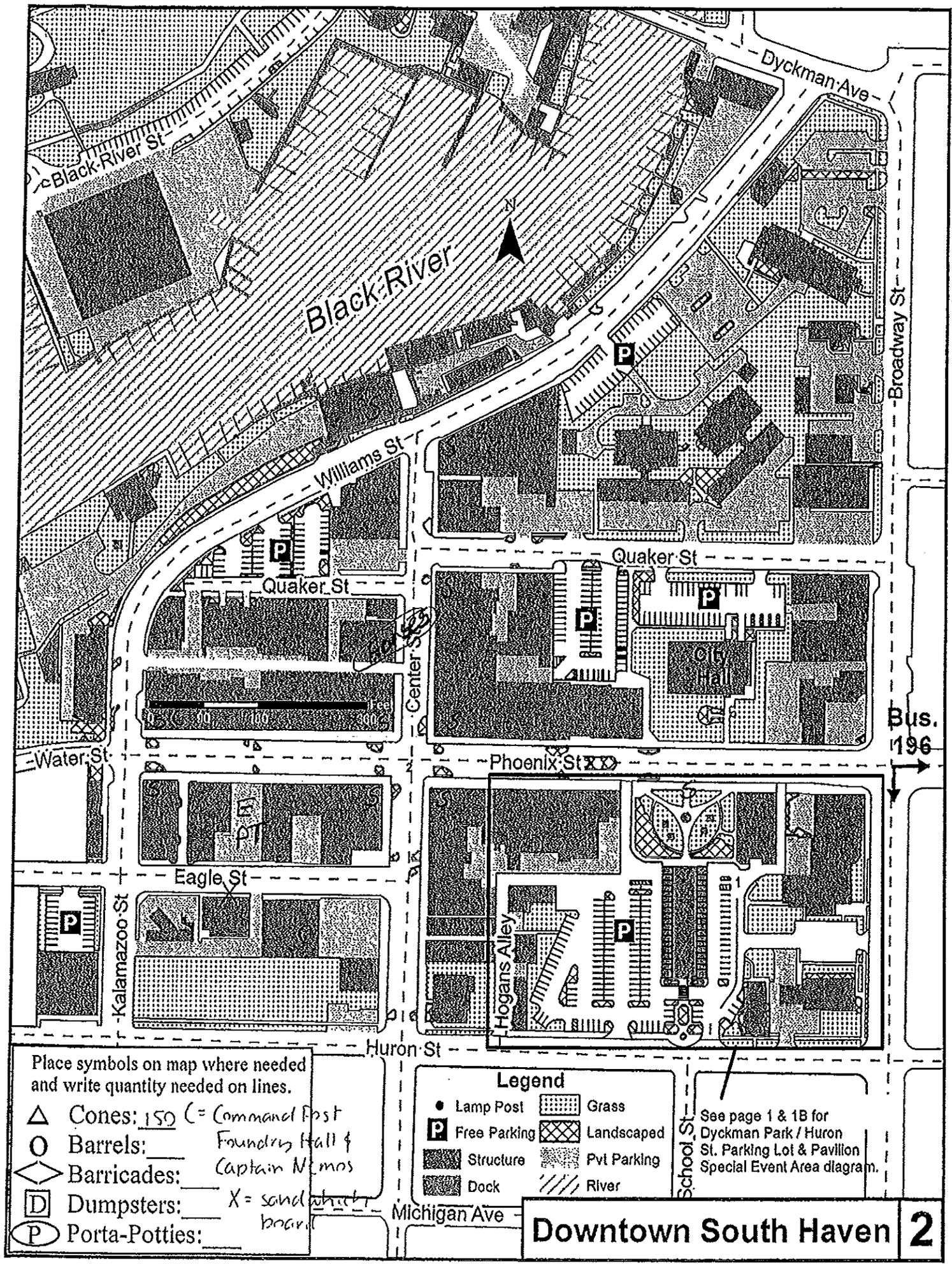
AREA CHAMBER OF COMMERCE
PURE MICHIGAN

parking closures

Kalamazoo



SERVING COMMUNITIES - LAKESIDE & COUNTRYSIDE



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

- △ Cones: 150 C = Command Post
- Barrels: _____ Foundry Hall & Captain Memos
- ◇ Barricades: _____
- ⓓ Dumpsters: _____ X = sand which barrel
- Ⓟ Porta-Potties: _____

Legend	
● Lamp Post	▨ Grass
Ⓟ Free Parking	▩ Landscaped
▒ Structure	▨ Pvt Parking
▒ Dock	▨ River

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



South Haven Area Chamber of Commerce
606 Phillips Street
South Haven, MI 49090
Contact: Susan Diepen
Email: events@southhavenmi.com
Phone: 269.637.5171

FOR IMMEDIATE RELEASE



COOL SOUTH HAVEN HEATS UP FOR ICE BREAKER 2014

South Haven, MI – Now in its 21st year, Ice Breaker Festival (January 31st - February 2nd, 2014) promises winter fun for the whole family. West Michigan's predominant and growing winter festival is showcasing dazzling ice sculptures, Chili Cook-off, Pub Slide, outdoor ice skating, horse drawn wagon rides, kids' crafts and many more exciting activities throughout downtown South Haven.

The not-to-be-missed highlight of this annual event is the sculpting of more than 50 blocks of ice, weighing 300 pounds each, into incredible works of frozen art. The Ice Sculpting competition has three divisions - professional, amateur and student. A map of the ice sculptures will be in your Ice Breaker event brochure, so take the tour to see all of the "cool" designs! While admiring all the amazing ice displays, be sure to enjoy the Pub Slide, with food, drink, and entertainment specials offered at participating bars and restaurants all weekend long.

The streets of South Haven will be blazing on Saturday as the Boy Scouts "Heat the Streets", offering three fire pits open for s'more roasting! Also on Saturday, the Professional Chili Cook-Off provides downtown South Haven restaurants & bars the opportunity to vie for the coveted "Con Carne Trophy". Visitors will be tempted with delicious chili creations, and votes will decide whose chili will win the trophy! Interested restaurants can contact the Chamber of Commerce for an application. Trophies for the Chili Cook-off and Ice Carving competition will be awarded during the Champions of Ice Awards Reception on Saturday evening.

Enjoy horse-drawn wagon rides throughout town, or take the family ice skating at the rink in downtown South Haven. There will also be a great variety of family-fun activities throughout the weekend including make-it and take-it arts and crafts, Grand Valley State University & Western Michigan University Synchronized Skating Performances, and dance performances by the Shoreline Dance Academy "Tide Breakers". Proceeds from Ice Breaker Fest help many local non-profit organizations to generate needed revenue to support local programming. Organizations that hold annual fundraising efforts during Ice Breaker Festival include Harborfest, National Blueberry Festival, Boy Scouts and many more.

Make your plans now to spend the weekend in beautiful South Haven during Ice Breaker 2014, January 31st through February 2nd. For more information contact the South Haven Area Chamber of Commerce at 269.637.5171, e-mail events@southhavenmi.com, visit us on the web at www.southhavenmi.com, or like us on Facebook.

###

SERVING COMMUNITIES - LAKESIDE & COUNTRYSIDE

606 Phillips Street, South Haven, MI 49090 | Ph: 269.637.5171 | Fax: 269.639.1570 | www.southhavenmi.com

Memo

To: Brian Dissette
City Manager

From: Brandy Gildea
Parks and Recreation Supervisor

Date: November 26, 2013

Re: South Beach Fall Fitness Festival
Special Event 2014 -07

This special event request is ready for the City Council's approval.

This past year 3 Disciplines Racing moved the triathlon from June to late September, after the beach paid parking has ended for the season. Although the event was changed from a triathlon to a duathlon due to high waves the event was successful and they would like to continue hosting a triathlon in September. Due to the event being in September and a lack of a ½ marathon in the South Haven area they are requesting to change the event to the South Beach Fall Fitness Festival, with the triathlon on Saturday, September 20th and a ½ marathon on Sunday, September 21st. Sunday's event also includes a kids fun run, 5K run, & 10 K run.

3 Disciplines racing is requesting to have both events start and end at the South Beach Parking lot. Please see the special events application for map of proposed areas. The scheduled date for this event is Saturday, September 20, 2014 & Sunday, September 21, 2014 with no scheduled alternative date. The events would begin around 6:30 A.M. with the races starting at 9:00 A.M. on Saturday and 8:45 am on Sunday. The event would end approximately around 2:00 P.M. on Saturday and 2:30 P.M. on Sunday

Staff will be on site during the events to ensure everything runs smoothly and that the beach parking lot is opened back up in a timely matter following the events.

Proof of insurance will be provided at the beginning of 2014.

FOR OFFICE USE ONLY

Special Event # 7

Date Received _____

CITY OF SOUTH HAVEN

Special Events & Festivals Application

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

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

A new application must be submitted each year.

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

Initial KK

Date 10/4/13

CONTACT INFORMATION

Event Title: South Beach Fall fitness Festival

Sponsoring Organization: 3 Disciplines

Applicants Name: Venny Krell

Telephone #: 231-546-2229 Phone # During Event: 810-577-3160

E-mail Address: info@3disciplines.com or Venny@3disciplines.com

Other contacts for/during event

Name: Becky Willson (office) Telephone: 231-846-2229

Name: Annmarie Kern Telephone: 231-810-577-3160

EVENT SPECIFIC INFORMATION

Event Location: South Beach

Date(s) Requested: 9-20 + 9-21, 2014 Alternative Date(s): _____

Start Time: 9am End Time: 3pm

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

Number of people expected to attend: 500 Athletes each day + spectators

EVENT DESCRIPTION

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

9/20 Triathlon, Kayaki, Aquabike (same as past yrs)

9/21 1/2 marathon, 10K, 5K (maps will be supplied at later date)

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

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

- City property or city park use.** Show locations of fencing, barriers, or barricades. Include streets and/or sidewalks to be closed or barricaded on map(s). To ensure requested items, such as cones or barricades, are reserved and available for the day of the event, please complete the **CONES AND BARRICADE REQUEST FORM** and submit it with the Special Events & Festival Application. Requested items are available Monday through Friday during office hours between 7:00am and 3:30pm; the office is closed during lunch from 12:00pm to 1:00pm. Should you require an alternate time a \$50 After Hour Charge will be assessed. Please note, if the Cones and Barricade Request Form is not submitted, the City of South Haven can not guarantee the requested items will be available for the event, first come - first served, limited quantity available.
- Barricade Request:** Mark locations on maps. Barricades that are damaged or not returned to the Public Works Department will be charged \$25.00 per barricade.
- Cone Request:** Mark locations on maps. Cones that are damaged or not returned to the Public Works Department will be charged \$10.00 per cone.

Explain closure _____

- Entertainment, dance, tent or stage. Mark locations on maps.
- Event Command Post. Mark location on maps.
- Dumpsters and/or trash containers. The Mark location on maps.
- Portable toilet facilities.** Mark locations on maps. How many? _____
The City requires the use of portable facilities for events expecting over 500 attendants.
- Parade.** Mark beginning area, the route* (with arrows) and finish area on maps
*If Business Route I-196 needs to be closed for the Parade you will need to contact Department of Public Works at 269-637-0737 to obtain a MDOT permit for road closure.
- Participants. Mark parking areas, bus locations, and special passengers on maps.
- Relay event. Indicate "hand-off" points and areas of participant equipment impact.
- Aircraft landing / hot air balloons. Mark location on maps.
- Fireworks/pyrotechnics site. Mark location on maps.
- Vendors/General Merchandise concession areas. Mark areas on maps. Name of contact person for vendor(s)

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

Name: _____ Telephone: _____

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

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

Name: Bon Wise Telephone: 269-639-1496
SHEMS

Live animal sites. Mark location on maps and describe: _____

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

ADDITIONAL EVENT INFORMATION

Liquor License

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

City of South Haven Liquor License Application
Michigan Liquor Control Commission Website

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

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

Date: _____ Time: _____

Date: _____ Time: _____

Date: _____ Time: _____

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

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

CITY SERVICES

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

If electric utilities requested, name of festival person or electrician who will be responsible:
Name: _____ Telephone: _____

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

Will you require additional police services: Yes No
If yes, explain: We will work/contact police

Will you require additional fire/ambulance services: Yes No
If yes, explain: EMS onsite
lifeguards for 4th

Additional fire information: Mark all that apply

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

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

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

INSURANCE

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

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

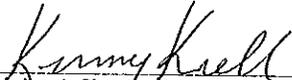
REMINDERS

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

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

INDEMNIFICATION AGREEMENT

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


Applicants Signature

10-4-13
Date

Please return to:
Parks and Recreation Supervisor
Department of Public Works
City of South Haven
1189 8th Ave
South Haven, MI 49010
Phone: 269-637-0772 / Fax: 269-637-4778
Hours: Monday-Friday 7:00a.m. - 3:30p.m.

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

Projected Time Line

Wednesday September 17:

8:00pm – 11:00pm 3D arrives onsite – vehicles parked, CREW walk thru, parking lot closed for setup in morning to begin

Thursday September 18:

9:00am - 12:00pm Setup begins – Transition area, registration, finish, course markings last
Meetings with officials, police etc.

7:00pm crew dinner

Friday September 19:

9:00am Swim course – complete course markings, set up

2:00pm Packet Pickup/Registration Begins

4:00pm Multi-sport 101

5:00pm Registration closes

7:00pm Crew meeting, dinner

Saturday September 20:

6:30am Crew on site

6:45am lead support crew on site

7:00am support crew on site

7:00am Transition area opens

8:00am Phase 2 support crew on site, course coordinator instructions support crew departures for courses

8:30am Lifeguards onsite, EMS on site

8:40am Transition area closed ALL Athletes to beach for course meeting

9:00am Olympic Athletes in water

9:25am First Olympic athlete on bike

9:30am Sprint Athletes in water

9:43am First Sprint athlete on bike

10:15am Last athlete out of water. Swim tear down begins

10:15am Last athlete on bike, First sprint athlete off bike

10:25am First Olympic athlete off bike

10:40am First Sprint finisher

11:05am First Olympic finisher

12:00pm Last sprint athlete finishes

1:15pm Last Olympic finisher

1:00pm Raffle and Awards Ceremony set up of running events begins

2:00pm Tear down and Cleanup Completed, Running set up continues **RUN REGISTRATION OPENS**

5:00pm Parking lot closure begins **RUN REGISTRATION CLOSSES**

6:00pm All vehicles out of parking area, Finish line set up continues

7:00pm Running venue completed, staff dinner & meeting.

Sunday September 21:

6:30am Crew on site

7:00am Registration begins

8:00am Phase 2 support crew on site for aid station distribution

8:45am Kids Fun Run begins / Registration closes

9:00am 13.1 start

9:05am 10k start

9:10am 5k start

9:25am finishers begin to cross

12:00pm final finisher/tear down & award ceremony begins

2:30pm tear down complete, parking lot open.

property of 3 Disciplines LLC.

Proposal and Information: Race South Haven Weekend

Proposed open date: Saturday, Sunday September 20, 21 9:00am

Race Format: Event distances:

Triathlon – 1.5k swim, 40k bike, 10k run

Sprint Triathlon – 500m swim, 20k bike, 5k run

Duathlon – 5k, 20k, 5k

Olympic distance 8:00am, Sprint distance 8:25am. Approximate finish time of 12:00pm.

5K, 10k, 13.1mi. & Kids Fun Run

Race Transition, Start and Finish area: START - To be held at the South Beach Parking Lot

Finish Typically we have a minimum 75m long finish chute which would be placed directly on the beach in front of the transition area/South Beach parking lot. This will consist of a 10x20 post race snack tents, a 10x10 announcing tent, finish structure, fencing, flags, timing equipment. This will start Thursday and finish Friday for both events.

Running Events: Moving the finish on the beach from the triathlons, to finishing in the parking lot for the running events on Sunday morning. So the athletes will head down Water st. for all running events on Sunday into a finish chute in the South Beach Parking lot.

South Beach parking lot will be transformed from a transition & expo area for the triathlon events on Saturday to expo, packet pickup, registration and post race Saturday with finish line being completed at 6:00 pm Saturday evening.

Transition Area: This is the area commonly referred to as "race central" where the athletes have their bikes on racks, where the switch from one event to another takes place. This area will consist of event fencing and steel bike racks along with a bike in/out and run in/out structure, cones and aid station at run in/out. This will be placed in the parking lot for the beach. Basically taking half of the parking lot.

SWIM discipline: 1.5k & 500m – Swim course set up depends greatly on weather that weekend, typically we have a triangle or rectangle course. We typically like to have about 1 lifeguard per 50 athletes for the swim. We get them from area pools, schools, etc. unless the city has beach guards that can be utilized as well. We have 8 ocean paddle rescue paddle boards, kayaks for the guards and wave runners for the swim portion. Local support will also be sought with Sheriffs Dept. and Search and Rescue as well as Coast Guard if available. We will meet with them to go over any concerns, or suggestions they may have. A swim exit structure will be placed on the beach with timing equipment, step stakes with flagging to create a swim chute and landmark for athletes to site for the finish of the swim and to get athletes to the transition area.

****NOTE:** SPECIAL PERMISSION must be made when setting the swim course. This is done at every venue for swim course coordinator and staff to set the swim course buoys when possible. Weather permitting this will be done first thing Saturday morning before beach is heavily used, or at Sun down. Staff will use cinder blocks to hold buoys which are brought to each buoy setter on waverunners. So they will be in swim area to take each buoy out to be set. (This is done at every venue) We are more than versed in the safety of beach patrons with waverunner use at idle speed and engine cut in any area of swimmers. Staff do their best to keep beach users away at all times.

Swim Safety during event: Each and every athlete is counted in one at a time before entering the swim start chute. Swim waves will be kept at 100 athletes or less, USAT requirements are 150, there will be a minimum of 5 minutes between wave starts and 15 minutes between Olympic and Sprint distance waves. Mandatory swim caps, Mandatory pre race meeting are required as well. Emergency instructions are given during mandatory

meeting.

BIKE discipline: 40k & 20k - After switching from swim to bike, athletes will exit the transition area through the bike in/out structure heading out on the course. They will head out of the South beach parking area and make a right onto Monroe/76th following the cones to separate runners and cyclists to the merge onto the Blue Star Highway from this point they will follow this to their turnaround points on Blue Star Highway and simply turnaround and head back the same way. Streets/intersections along this stretch will all be manned with course officials and support crew wearing Orange Safety vests, flaggers. Typical bike courses have 3-5 "high priority" or caution areas where we would require police, etc. This course has three, one at the church on Monroe, one at the entry/exit point of the South Beach driveway and one at the intersection of the Blue Star Highway and 76th. The bike course is open to traffic and rules are given to athletes in the pre race meeting on the beach and pre race confirmations sent out the week leading up to the event.

Bike Course Safety: The bike course coordinator will mark the course on Friday with Spray Chalk, and signs indicating direction and mileage every 5k. He/She will lead out the first cyclist and follow the last cyclist back as well as patrol the course during the cycling portion of the event. The majority of bikes will be off the roads by 10:00am. The Bike course coordinator will train and distribute the various safety equipment needed for the course ie. Safety vests, slow/stop signs, radios. He/She will take each support crew out to his/her spot on the course and pick them up following that last cyclist in. Turnaround points will be approximately state park entry for the sprint turnaround and just before Ryor rd. on Blue Star for Olympic distance. Additional support from the local HAM radio operators will be sought. Sheriff/State Police assistance at the Blue Star Highway merge will be required. A series of cones with turnaround signs will lead up to each turnaround area. Caution Bikes on Road signs will be placed along the route as well on Saturday.

RUN discipline: 10k & 5k – Athletes will make the switch from bike to run and exit under the Run in/out structure taking them around and back up the South Beach parking driveway to the run course. Runners will follow the cones on Monroe street there will be aid stations strategically placed to ensure each runner will get the fluids required. Sprint athletes will turn and head back after completing their loop on Delaware court. Olympic distance athletes will continue to the loop at Bluffwodd and Evergreen Bluff then proceed down to the out and back section on 13th st and 13 ave. before they return straight back. The unique feature that will set this event apart will be our exclusive finish on the beach. Athletes will head down the stairs in front of the church to the beach and follow the cones about 400m down the beach to the finish line in the sand. Water and sponsored eletrolyte energy drink for the athletes will be provided at each aid station.

Running Events: 13.1, 6.2, 3.1 miles & kids fun run - The athletes will follow the same coneage, signage, arrows, etc. for the running events on Sunday as they did on Saturday for the triathlons. Starting at the base of the hill at South Beach and heading straight up Erie to a Left on Kalamazoo crossing Main st. to a Right on Water heading over to Dunkley ave. taking the athletes onto an out and back section on the KalHaven trail. Then they will head down a quick section of Blue Star before a Left on Baseline taking them down to the lake for a loop before heading back on the trail then a shot down Water into the finish at South Beach parking lot. The 10k athletes will just complete an out and back section on the trail. 5K athletes will head straight to the trail, turnaround at the parking lot to the trail and head back to the finish line. Fun Run kids will make a Left on Water heading right back to the finish at South Beach parking lot.

Run Course Safety: The Run Course coordinator will again be in charge of the training of Support crew which will be manning the aid stations as well as handling direction of athletes. Athletes will be required to stay inside the cones set on the Lake Michigan side (West) of 76th/Monroe streets. The Run Course coordinator will lead the first athlete out on a bike, and follow the last athlete in on the 3D Mule. Picking up course equipment and support crew along the way. Each aid station will be equipped with first aid kit and have direct contact badge for communication to all 3D staff and on site EMS at the finish line ensuring athletes and support crew are safe.

In the event that we have extreme heat additional coolers with ice will be delivered to each aid station and if available a mobile EMT on mule or mountain bike will patrol the run course.

Portajohns: Will be placed next to the transition area at the South Beach Parking lot for the expo, registration and pre/post races.

Running Events: portajohns will be placed along the half marathon 13.1 route strategically and based on athlete participation.

Tents & Staging: We use simple 10x20 pole pop-up tents for EMS/EMT emergencies, post race food, post race massage for the athletes, timers, and race announcer. A simple two speaker PA system is used for pre and post race announcements as well as music during the event.

EXPO: the overall goal of the events is not only just adding another “race” but making this an overall health and fitness experience for the entire community and its residents as well as the races participants. We will look to develop this expo into a great overall experience with health and fitness vendors from screenings, to information on products as well as interactive experiences for everyone who attends. This area will require additional space in the parking lot, potentially along the fence line of the water treatment facility initially and seeing additional needs as the overall weekend grows. These tents are kept to a standard 10x10.

Setup – Tear Down: We will *arrive on location Thursday morning before* the event for last minute course markings, meetings and contacts. The South Beach Parking lot must be closed Thursday afterhours to accommodate our arrival Friday afternoon. This is to ensure we are not waiting for vehicles to be moved upon arrival and set up can begin immediately. Event area setup **will begin Thursday**, followed by the rest of course set up on Saturday. This is done by the support crew and event crew. Typically we can get this done in an 8 - 12 hour period if weather is good. Tear down starts immediately after the last person completes each discipline. So swim course tear down will be completed by 10:00am, Bike course 11:00am, and Run course and finish as the final athlete finishes. This can take 2 – 8 hours as well depending on weather and help.

ON SITE Equipment and Security: Event Director and staff will Stay **ON SITE** in the event trailers. These must be positioned so all computer work for each timing station is easily accessible. This is typically within 75m of the finish line. We will need TWO electric outlets to plug into for that. ***This is a must, and is done at ALL 3d produced events. There is thousands of dollars in computer timing equipment that must stay out of the weather at all times.*** In addition to the event staff and management trailers there will be a minimum of two event pickup trucks, event waverunners/trailer, 50’ event equipment trailer, and event mule/trailer.

Additional Event Setup Security ON SITE STAFF information: We arrive on site with Truck and either a 50’ equipment trailer, 30’ equipment trailer, 36’ 1 or 2 management, staff trailers. 2 additional pickups with Waverunner trailer and or event off road 4 wheeler, Race Director and staff will stay ON SITE in the event trailers for the duration of the weekend for security and emergency purposes. There will be between \$150k and \$500k worth of equipment on site depending on size of event. We do all of the computer, logistics, protocol etc. from the trailers. In the event that security is needed we would have security on site beginning at 9:00pm each night. Again the transition area in this case half of the South Beach parking lot must be closed Wednesday evening through the completion of the event to ensure support crew, event crew and athletes safety.

RUNNING EVENTS Set Up: following the completion of the Triathlons we will tear down the transition area from the triathlons. This will now become the registration and post race area for the running events. So the parking area will remain closed. Following the end of the day Saturday the rest of South Beach parking lot will be closed starting at 5:00pm. We will then complete the finish chute and finish line coming into South Beach parking lot. Sunday morning there will be no parking available as this will be for the runners only. As soon as the awards ceremony is completed the rest of tear down will be completed.

Course markings: 3 Disciplines supplies ALL the necessary equipment. Orange cones, flagging, event fencing and professionally printed signage on stakes. CAUTION RACE IN PROGRESS, CAUTION BIKES

ON ROAD, CAUTION RUNNERS ON ROAD. These Signs are 28x22 with a black background and neon orange lettering. At key points we also provide MDOT approved large 5' octogon road signs CAUTION EVENT IN PROGRESS AND TURNAROUND signs for the bike course. Weather permitted we typically use flour for road markings instead of chalk as well as Spray Chalk. This will wash away easier and if used on grassy areas will not harm them.

Race Security & Officials: Will be in the form of volunteer course marshals wearing orange safety vests and official race attire. They will be at road intersections on the course to warn motorists and racers of potential problems. There will be minimal vehicular traffic stoppage. Typically we use what ever is required by local governments. Usually on or off duty police, or sheriff officers in addition to our race officials

Road/ travel: Typically there are 5-6 areas of concern on most courses. Areas of concern for this course are the South Beach entry/exit on Monroe, the church parking lot driveway on Monroe and the Merge on/ off the Blue Star Highway. These intersections will be manned with course officials and police.

Running events: These areas are indicated on the map, with the first .2 of the course lasting only a few minutes as once the athletes have passed those sections on Erie and Kalamazoo crossing Main onto Water they will be open so these are all soft closures just to get the runners past those intersections. Minimal impact if any at all.

Athletes will of course be encouraged to use sidewalks/paths whenever available, especially slower athletes walking or jogging with strollers or pets at the back of the pack. Runners in roads will be directed to stay inside cones along curbs throughout the course. Again ensuring minimal impact on potential residential traffic. This will be done with the volunteers at intersections and turns.

Parking: Initial parking available as recommended by city officials with maps available to all athletes online as well as the 3 athlete emails sent the week of the event. Signs will direct athletes to parking areas as well along streets and behind stores, etc.

Support Crew / Volunteers: Bringing a significant health and fitness event to the city such as this we will ask for cooperation and assistance in attaining a volunteer base for the events. This can be in the form of any and all groups, teams, clubs etc. from within the city.

Charitable organization affiliation: Every event we host has a charitable affiliation yet to be determined for this event.

Proceeds: Portions always go to the support crew as our charitable group affiliation. After the event is closed out and all bills are paid we will make a donation to the group, and charitable affiliation, this is usually between \$1 and \$3 per athlete. First year events are very difficult to predict as the first year costs are typically triple that of future costs.

Estimated athlete participation: The goal of 250 was met for the triathlon events still anticipating 300 + athletes with the new September date which has GREATLY effected those first year numbers of close to 500. We have had over 10 states represented however with family members of course.

Running events: Goals for the running events on Sunday would be 500 plus with growth potential well above that.

Commitment:

With the addition of the running events and our development of this new event for the city we do request a contract be signed making us the official event management company for these events for no less than 5 yrs. If we both agree the events should be canceled or moved then the contract will be torn up. We just cannot develop these events only to have the city allow someone else to come in and take what we have developed and put thousands of dollars into. This shows both the cities and our commitment to making these events great for the community as well as the athletes.

Proposed Course: In order to keep the impact of the event on local resources and agencies as well as local residents and beach users the proposed course keeps the event along Lake Michigan. Which will greatly limit the impact.

Running events: would use the proposed course for the first year until the bridge construction is completed and then make that Right turn over the bridge and then onto Water to the finish line. The out and back section on the trail would just be increased at that point.

Aid Stations: There will be water and sponsored electrolyte replacement stations at each mile on the run course. Also at the swim, bike, and run transition exits. Following the event there will be snacks for the athletes in the post race food tent. Typically this is beverages, fruit, and other donated snacks but can include pizza, and sandwiches. This depends on partners that come on board in support of the event.

Running events: Will be set at each mile on the course

Award ceremony: After the last athlete crosses the finish line there is an award ceremony. Awards are given to the top three overall male and female winners as well as the top three in each age division. We also offer awards to the overall master division winners as well as swim, bike and run primes. Gift certificates, cash prizes, anything can be given in addition to the finishing awards. We will typically have a raffle before the awards ceremony which are donated by partners.

In case of Emergency: The city has done a great job with this for the past triathlons and we will continue to operate both events as they have in the past.

Other course communication: Nextel boost 2-way radios and whenever possible local HAM radio operators are used.

Course Cleanup: We can supply you with any of the past race venue phone numbers for references. Please feel free to contact any of the cities, towns, or state parks which we host events at. We are asked back every year and asked to host more events because of our attention to this detail. Everything will be picked up and disposed of in the proper manor. We would not be able to hold events in their 12th year at the same location in 8 of Michigan's top tourist destinations if we did not do this. The area will be left as we found it and in some cases have been left in better condition. A mule will be following the last runners on all courses completing final clean up duties.

Inclement weather: Being the Race Director we have the authority to cancel the race. From experience both racing and directing, wind and rain are allowable. Once lightning is spotted the race will be suspended if it seems to be a quick hitting storm, if not the race would be canceled. In the event of extreme conditions in the water the swim can be changed, distance decreased or change the swim to a run, making the triathlon a Duathlon. Inclement weather directions are given to athletes in their pre race announcements via email the week leading up to the event as well as mandatory pre-race meeting on the beach. Delays are based on local law enforcement ability to delay, typically this is one hour.

Running events are virtually exempt from cancellations with the exception of lightning or extreme thunderstorm activity.

Economic Impact on Area: Along with our top quality event production, and reputation of leaving a place as we found it or in better condition. We are asked back year in and year out because of the positive effects our events have on an area's economy and community. Typically a family will require lodging for the weekend as well as, dinning out and shopping. Depending on the size of the event the impact can be significant and a very positive boost. Some of our larger events have generated well over a million dollars in economic impact on areas each year. Local schools look forward to the event year after year as they make it an annual fundraising event. This is not a running event which typically will attract a more local athlete where a multi-sport event will bring athletes from all over the state as well as out of state. This event will attract athletes from at least 6

states. With the added running events on Sunday the economic impact would be considerably higher and we would encourage the local restaurants, businesses, etc. to get involved in other creative ways as they have in some of our other cities to encourage and invite athletes into their establishments.

Insurance: Typically we receive the insurance policies about 30 days prior to each event. Additional insured would be the city, and any other entities that require to be added. If there is specific wording that is required by your group as an additional insured we would need that 3-4 months prior to the event. We are charged \$40 per additional insured. Coverage would just be added for the additional running events on Sunday making it a blanket policy for the weekend.

Promotion of event: All advertising of the event is done through ads in Health & Fitness publications, triathlete magazine, as well as national multi-sport magazines, and websites. We will have flyers and posters in bike, run, and other shops. We will also have the event on all the online calendars. Event flyers and posters will be distributed as soon as they are printed after receiving the official word the event is a go. A press release will go out nationally as soon as the event is permitted.

Background on the average multi-sport athlete: (Taken from the 2010 Triathlete magazine reader and website poll) Averages: age 34, Education 96% college graduate, household income \$134,500.00. Typically take the entire family staying the weekend and spend between \$1100 - \$1600 per race on lodging, and traveling expenses.

Running athletes are not of the same high demographic and can tend to be more of a “local” crowd, which running events tend to become a great community builder as well as health and fitness connection making overall communities with great running events healthier overall communities which translates into a much healthier community as a whole.

Background on 3 Disciplines racing: Kenny Krell – owner and race director, 26 years racing experience all over the world as a former USAT All American, and Team USA member and collegiate runner. Annmarie – asst. race director, timing & registration and past NCAA cross country champion team member. 3 disciplines was started to help fund the cross-country and track programs at the high school where he taught and coached. 5 years later it has grown into Michigan’s premiere event management company and one of only 4 companies that can host an event start to finish anywhere in the country. We help out high school programs in several states as well as our charitable affiliations. As of January 2011 we have hosted 397 events in 11 years in Michigan and 7 other states. We have been asked to return every year by the city, park, or town in which we hosted an event. We truly have a passion in hosting events. Seeing the smiles when athletes cross the finish line and reading emails stating we changed someone’s life are what it is all about. 3 disciplines has been featured in several articles in sports & fitness magazines which stated our events are a must do as we focus on the athlete. We have established ourselves as the best in Michigan and consistently regarded as one of the top 5 in the United States. Born and raised in Michigan, attended Eastern Michigan University, and University of Michigan. Annmarie and Kenny call Michigan home residing in the Gaylord, Mi. area.

Community Programs/Charities: 10 years ago 3 Disciplines Racing started the Food From Athletes program. We ask the athletes to bring their used running shoes and non perishable food items for donation. We then deliver the food and shoes to local area shelters in need. We have donated thousands of pounds of food and hundreds of pairs of shoes to date. We also started out Clubs 1st program, focusing on all the various clubs that support our events by giving the clubs discounts into the events. This is just another way we try to give back to the sport, the communities and athletes that participate in our events. We have donated well over \$300k to charities as well as hundreds of pairs of shoes, thousands of event shirts and truck loads of event food to local shelters.

FUTURE: One thing that we do require is that the event be looked at for many years to come from its infancy. It is much to difficult, and costly to host an event for only one or two years. Typically it takes 2-3 years for the event to be profitable. We like to keep venues so we can perfect them, and continue to improve on something that is great for the community. If the event cannot be looked at for the future it is not cost effective to host. We would like to host this event for many years to come to be something the community can become a part of for many years to come. We do ask for a contract to be signed giving us that ability to grow the event and the community involvement as well as to for obvious

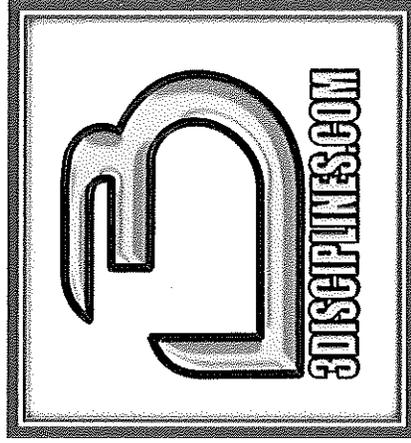
reasons protect our investment and work on the event for the future.

If you have any questions please don't hesitate to contact us, we look forward to working with you and thank you for the opportunity,

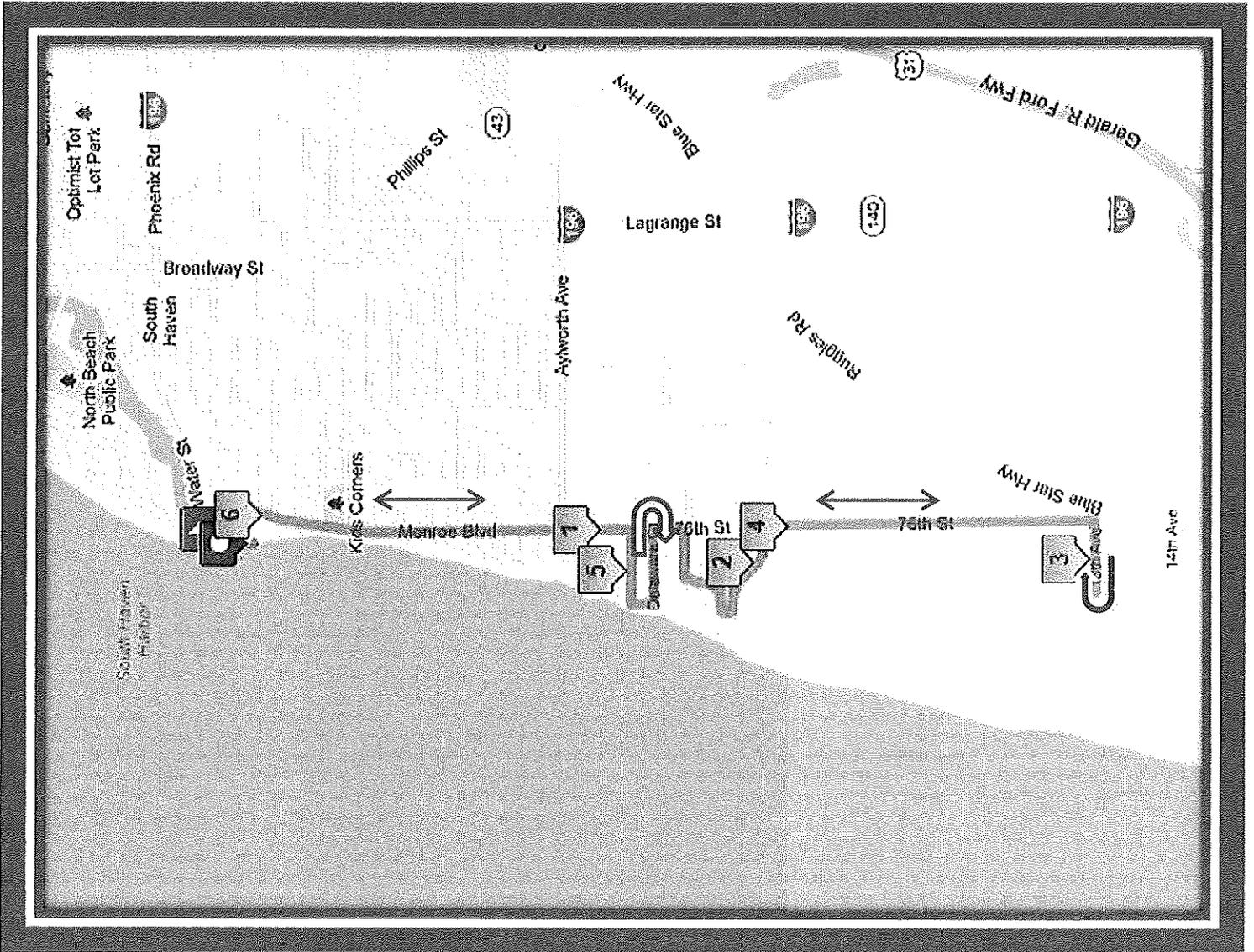
Good Health,

Kenny Krell
3 Disciplines Racing
PO Box 458
Gaylord, Mi. 49734
office-231.546.2229
Kenny@3disciplines.com
www.3disciplines.com
www.1863events.com
www.superkidstry.com
www.racedirectorservices.com

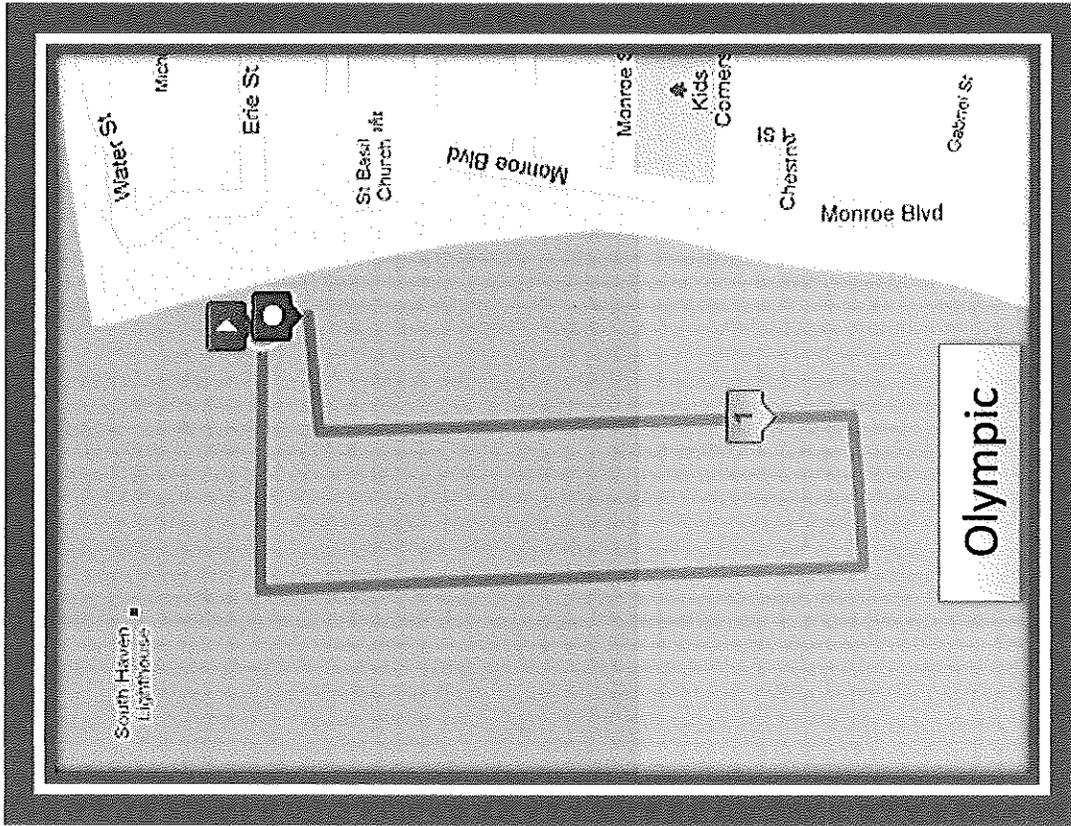
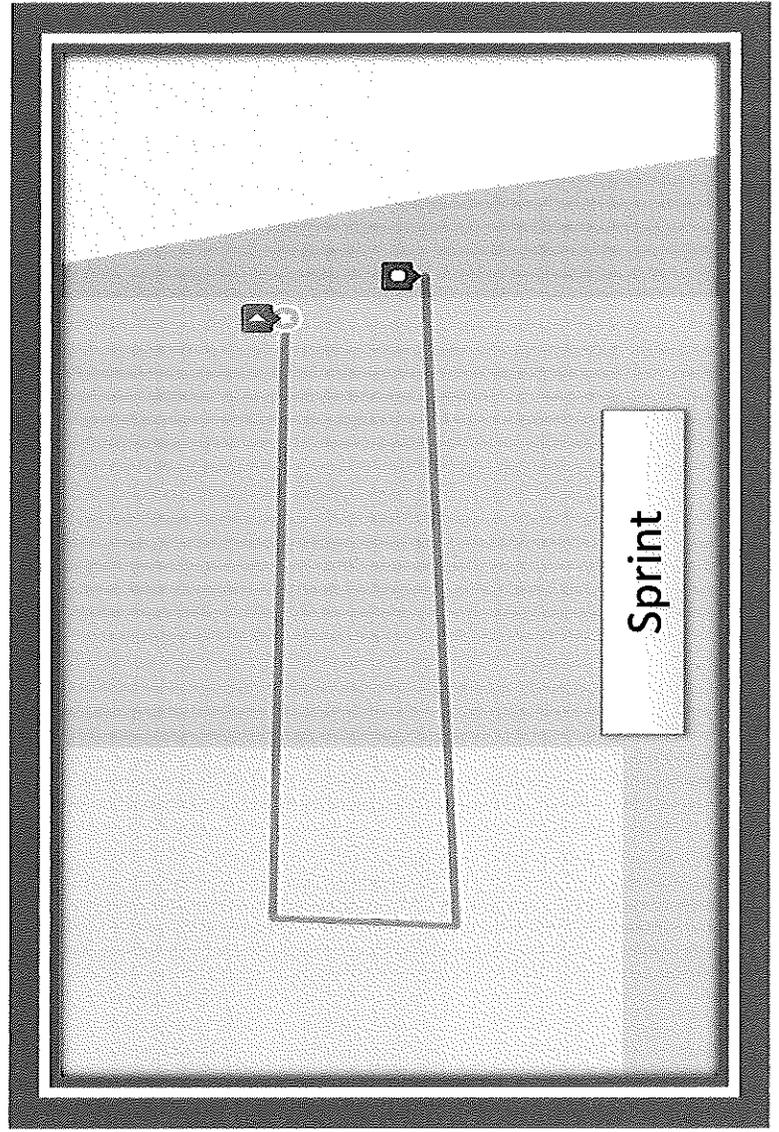
South Beach 5k/10k Run



 5k Turnaround
 10k turnaround
 Mile Marker
 Start
 Finish



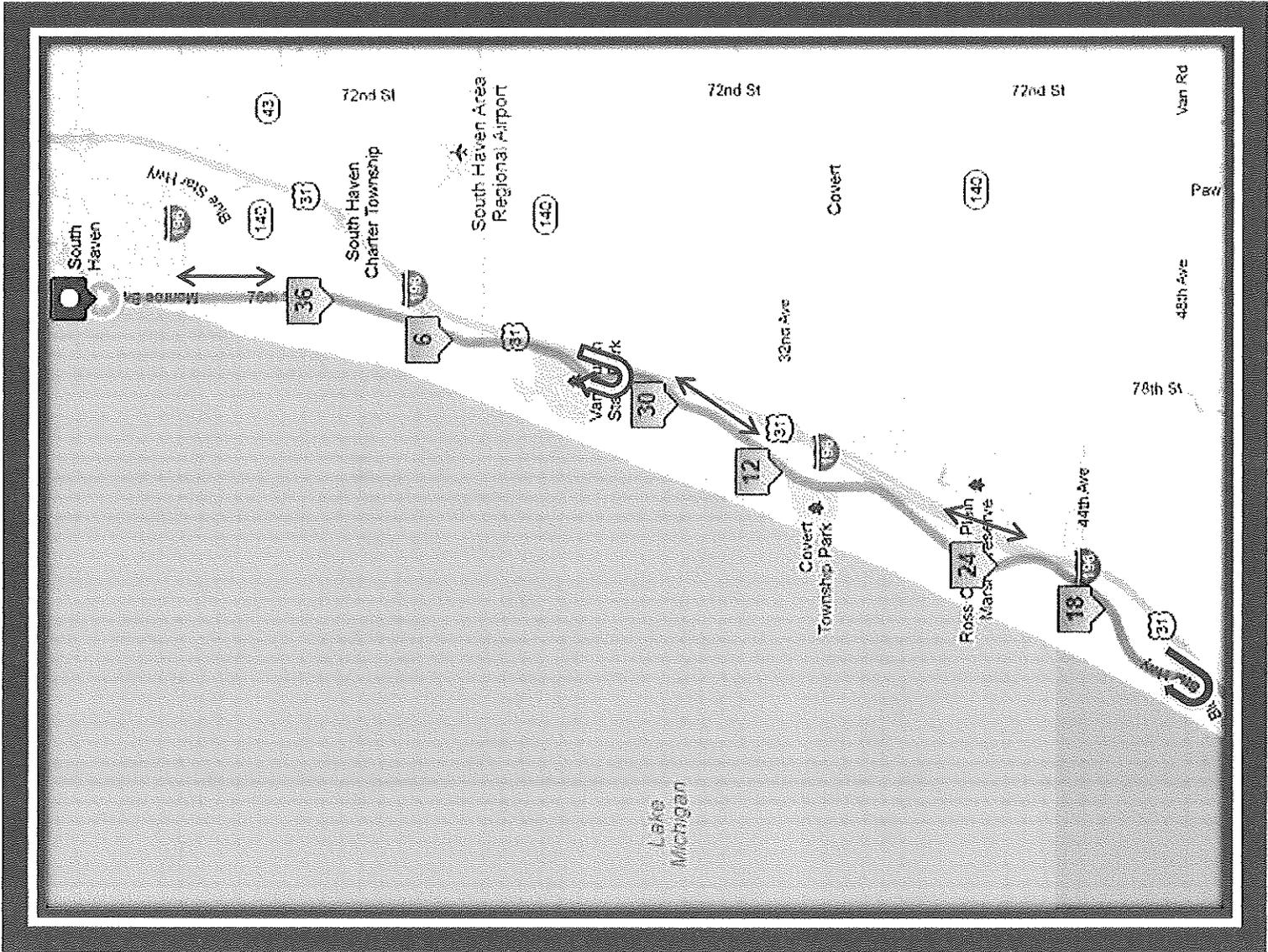
South Beach SWIM



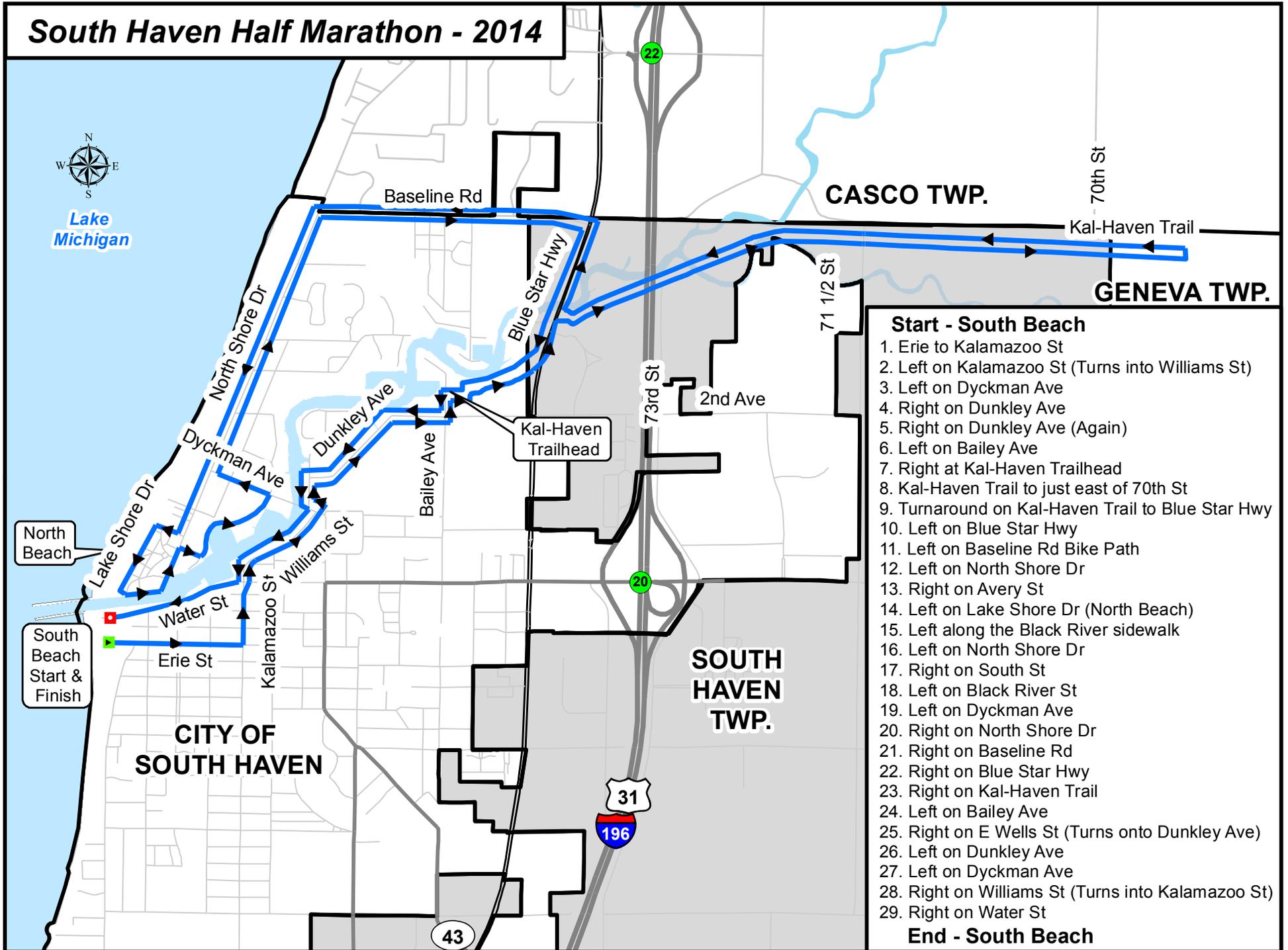
South Beach 20k/40k Bike



 20k Turnaround
 40k turnaround
 Mile Marker
 Start
 Finish



South Haven Half Marathon - 2014



Start - South Beach

1. Erie to Kalamazoo St
2. Left on Kalamazoo St (Turns into Williams St)
3. Left on Dyckman Ave
4. Right on Dunkley Ave
5. Right on Dunkley Ave (Again)
6. Left on Bailey Ave
7. Right at Kal-Haven Trailhead
8. Kal-Haven Trail to just east of 70th St
9. Turnaround on Kal-Haven Trail to Blue Star Hwy
10. Left on Blue Star Hwy
11. Left on Baseline Rd Bike Path
12. Left on North Shore Dr
13. Right on Avery St
14. Left on Lake Shore Dr (North Beach)
15. Left along the Black River sidewalk
16. Left on North Shore Dr
17. Right on South St
18. Left on Black River St
19. Left on Dyckman Ave
20. Right on North Shore Dr
21. Right on Baseline Rd
22. Right on Blue Star Hwy
23. Right on Kal-Haven Trail
24. Left on Bailey Ave
25. Right on E Wells St (Turns onto Dunkley Ave)
26. Left on Dunkley Ave
27. Left on Dyckman Ave
28. Right on Williams St (Turns into Kalamazoo St)
29. Right on Water St

End - South Beach

South Haven 10K - 2014

Start - South Beach

1. Erie St to Kalamazoo St
2. Left on Kalamazoo St (Turns into Williams St)
3. Left on Dyckman Ave
4. Right on Dunkley Ave
5. Right on Dunkley Ave (Again)
6. Left on Bailey Ave
7. Right at Kal-Haven Trailhead
8. Kal-Haven Trail to Blue Star Hwy
9. Left on Blue Star Hwy
10. Left on Baseline Rd Bike Path
11. At North Shore Dr Turnaround on Baseline Rd
12. Right on Blue Star Hwy
13. Right on Kal-Haven Trail
14. Right on Bailey Ave
15. Left on E Wells St (Turns into Dunkley Ave)
16. Left on Dunkley Ave
17. Left on Dyckman Ave
18. Right Williams St (Turns into Kalamazoo St)
19. Right on Water St

End - South Beach



North Beach

South Beach
Start & Finish

Water St

Erie St

Kalamazoo St

Williams St

Dyckman Ave

Dunkley Ave

Bailey Ave

Kal-Haven Trail

Blue Star Hwy

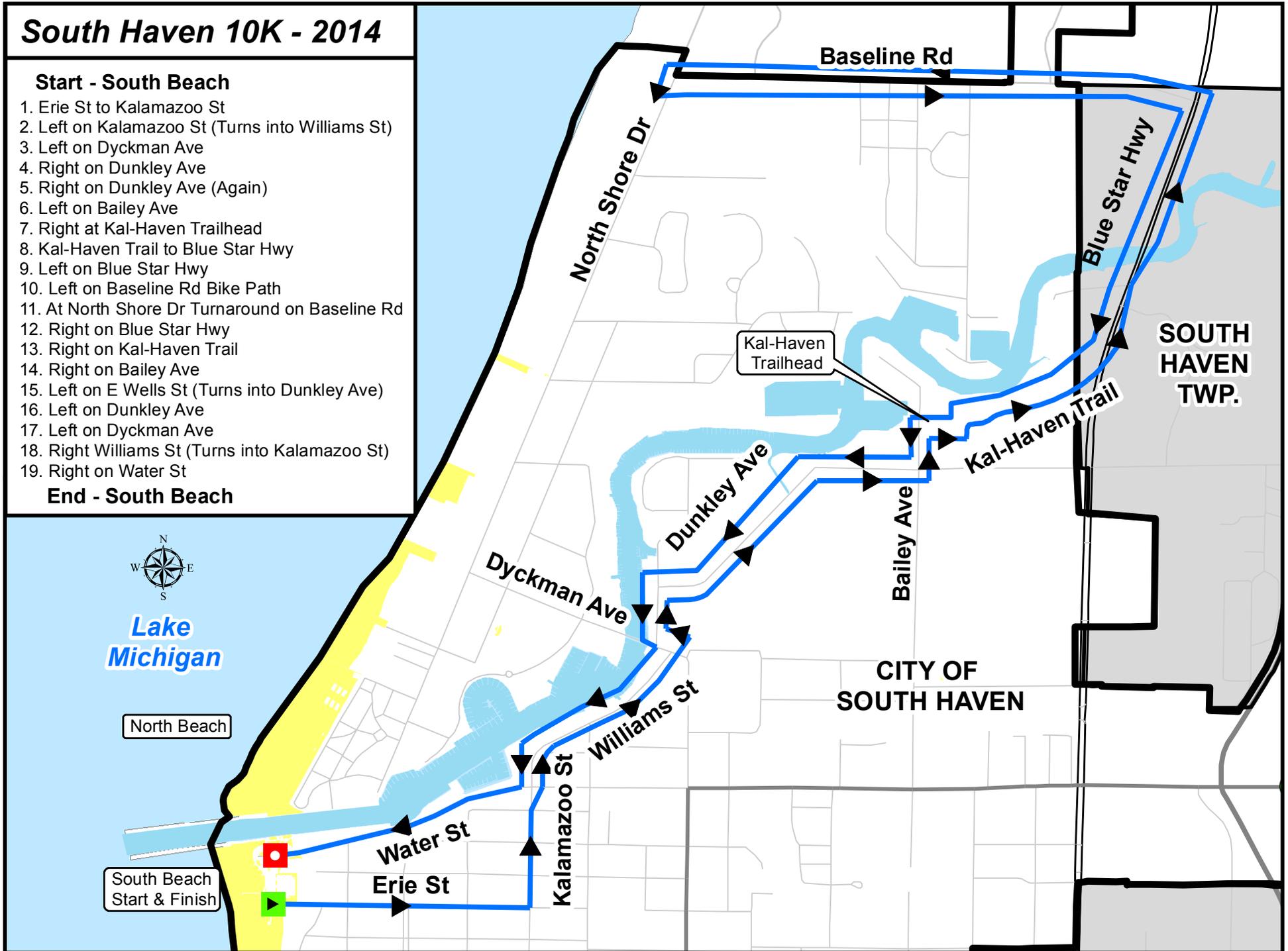
Baseline Rd

North Shore Dr

Kal-Haven
Trailhead

SOUTH
HAVEN
TWP.

CITY OF
SOUTH HAVEN



South Haven 5K - 2014

Start - South Beach

1. Erie St to Kalamazoo St
2. Left on Kalamazoo St (Turns into Williams St)
3. Left on Dyckman Ave
4. Right on Dunkley Ave
5. Right on Dunkley Ave (Again)
6. Left on Bailey Ave
7. Turnaround at Kal-Haven Trailhead
8. Right on E Wells St (Turns into Dunkley Ave)
9. Left on Dunkley Ave
10. Left on Dyckman Ave
11. Right on Williams St
12. Right on Water St

End - South Beach



Lake Michigan

North Beach

South Beach Start & Finish

CASCO TWP.

Baseline Rd

Kal-Haven Trailhead

SOUTH HAVEN TWP.

CITY OF SOUTH HAVEN

Water St

Erie St

Kalamazoo St

Williams St

Dyckman Ave

Dunkley Ave

Bailey Ave

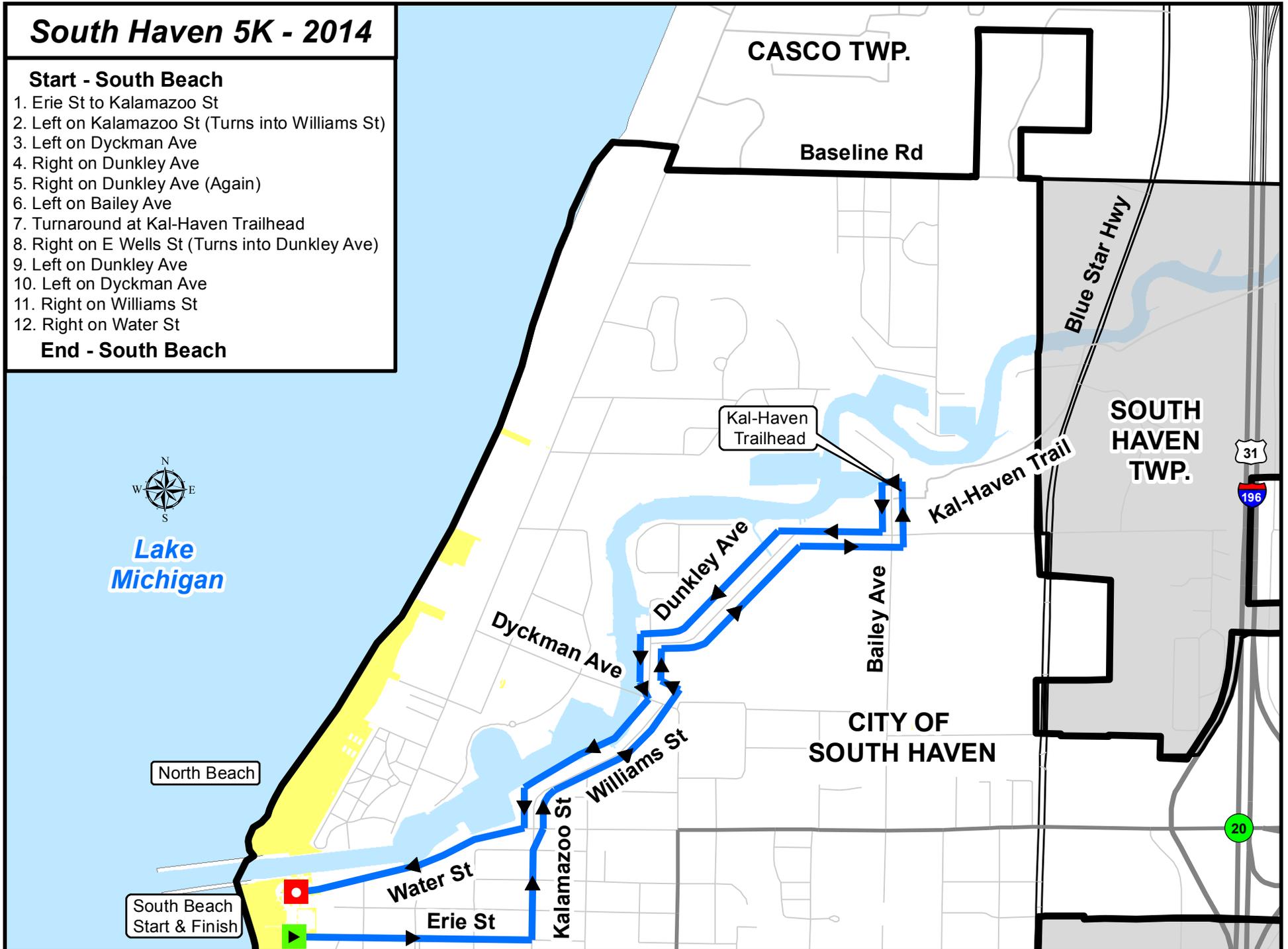
Kal-Haven Trail

Blue Star Hwy

31

196

20





Agenda Item 12

Van Buren County Prosecutor Grant Application

Background Information:

The City Council will be asked to authorize staff to proceed with the submission of a joint grant application, with the Van Buren County Prosecuting Attorney's Office, to the Competitive Grant Assistance Project (CGAP).

The CGAP, formerly known as Economic Vitality Incentive Program, is a grant program that is intended to offset costs for local units of government considering consolidation or sharing of services. The funds are intended to assist in creating efficiencies in service delivery.

The Van Buren County Prosecuting Attorney, Mr. Michael Bedford, has begun discussions with the City of South Haven and other local units of government about pursuing CGAP grant that could fund an additional attorney in the county office. Should the additional attorney be funded by the CGAP, the local units of government could then turn over ordinance violation cases to the county, for enforcement efforts. Should the CGAP be funded, the City of South Haven could save a substantial annual amount in legal fees. Staff notes that over the past three years, the city is averaging approximately \$60,000 in fees related to ordinance enforcement. Should the CGAP be funded, the county would have funding for five years, and the city would enjoy reduced legal fees during that time period.

The CGAP application would seek funding to provide attorney services to the City of South Haven and two other communities for up to five years. Given the potential for savings, it appears to be a worthwhile application for the city.

Recommendation:

The City Council should consider a motion of authorize staff to proceed with the submission of a joint grant application, with the Van Buren County Prosecuting Attorney's Office, to the Competitive Grant Assistance Project.

Support Material:

Van Buren County Prosecutor Correspondence
Van Buren County DRAFT Proposal

VAN BUREN COUNTY PROSECUTING ATTORNEY

MICHAEL J. BEDFORD, PROSECUTOR

KEITH ROBINSON, Chief Asst. Prosecutor
MICHAEL E. ROBIE, Asst. Prosecutor
JAY T. BLAIR, Asst. Prosecutor
MICHAEL MCKAY, Asst. Prosecutor
SUSAN ZUIDERVEEN, Asst. Prosecutor



REPLY TO:

212 Paw Paw Street, Suite 102
Paw Paw, Michigan 49079-1498
PHONE (269) 657-8236
FAX (269) 657-1944

November 26, 2013

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

Re: Grant Description relating to Ordinance Prosecution

Dear Mr. Dissette,

I am writing to confirm our discussions over the last several days regarding grant funding to provide for possible collaboration between Van Buren County and the City of South Haven and other Municipalities. The Competitive Grant Assistance Project (CGAP), formerly known as Economic Vitality Incentive Program, was initially proposed by Governor Snyder in 2011 to help offset costs for municipalities in the consolidation or sharing of services among local units of government. These funds are designed to assist entities in re-designing a model to efficiently and cost-effectively deliver vital services to residents across the state of Michigan. The current grant cycle will provide funding for five-year projects (through 2018) during which time the feasibility and viability of continuing the project will be assessed.

The Van Buren County Prosecutor's Office is requesting funding to support the hiring of one prosecuting attorney who will be responsible for handling all ordinance violations for the following locales: Village of Decatur, City of South Haven, and possibly South Haven Township. At present, these three locales contract with private council to provide these services, which is quite costly. It is anticipated that by hiring one prosecuting attorney to handle these ordinance cases, taxpayer dollars (in each of the three locales) can be saved and the efficiency with which these cases are processed through the court system will increase. Over the course of the five-year grant period, the Van Buren County Prosecutor's Office will need to provide quarterly reports to the Michigan Department of Treasury detailing the activities completed and their associated costs in order to determine whether the proposed model does in fact yield a more efficient process that results in a cost-savings to taxpayers.

Additional information regarding the CGAP is available at:

http://www.michigan.gov/treasury/0,4679,7-121-1751_2197_58826_62422---,00.html

Sincerely,

A handwritten signature in black ink, appearing to read "M. Bedford", with a long horizontal flourish extending to the right.

Michael J. Bedford
Prosecuting Attorney

AGREEMENT FOR PROSECUTION SERVICES

The City of South Haven (City) is a municipal corporation with the responsibility of enforcing municipal ordinances within the City; and

The City is required to prosecute those violations of City ordinances committed within the city limits; and

The Michigan Attorney General has determined that a county prosecuting attorney may act as counsel for the City for the purpose of prosecuting a City's ordinance cases; and

The City desires to contract with the Van Buren County Prosecuting Attorney (Prosecuting Attorney) through the County of Van Buren (County) to prosecute violations of City ordinances committed within the municipal limits of the City; and

The Prosecuting Attorney and County desire to contract with the City to accept the duty and receive the authority to prosecute those violations of City ordinances cited within the municipal limits of the City; and

The City and the Prosecuting Attorney and the County (Parties) have agreed that it is in the best interest of the citizens of South Haven and the County of Van Buren that the Prosecuting Attorney, and the prosecutor's assistant prosecuting attorneys, be empowered by the City to enforce City ordinances;

In consideration of the above recitals and the City's payment to the County of compensation as provided, the Parties agree as follows:

1. PERFORMANCE OF SERVICES

- A. Prosecuting Attorney will prosecute all ordinance violations occurring within the City limits for which an arrest is made, a citation is issued, or a complaint is submitted by an employee of the City, and appeals from a magistrate to district court. In addition, the Prosecuting Attorney will also prosecute all juvenile related offenses occurring within the City limits.
- B. In addition, Prosecuting Attorney agrees to provide the City with the following specific services:
 - (1) Review complaint requests, arrest and search warrants and matters related to the above described offenses or matters.
 - (2) Assist in the preparation of search warrants regarding the above described offenses or matters.

- (3) Prepare for and conduct all court hearings or motions scheduled for a hearing in any case within the scope of this Agreement and any appeal from a magistrate to district court, consistent with local practices and need as determined by the Prosecuting Attorney.
 - (4) Prepare and conduct all trials in any case within the scope of this Agreement, and any appeal.
 - (5) Represent the City, prepare and conduct all procedures, hearings and trials of civil forfeiture entered into by the City regarding the above described offenses or matters.
 - (6) Keep informed of new developments in criminal law and criminal procedure.
- C. The inclusion of any services by specific reference in this Agreement is not intended as an exclusion of other services necessary and proper to the fulfillment of this Agreement.

2. PAYMENT FOR SERVICE

In exchange for the services in this Agreement, the sole compensation to the Prosecuting Attorney be (we will need to include the best language possible to be successful with our grant application, whether it be a percentage of what you collect from the court from these prosecutions or a flat rate to be determined).

3. TERM OF AGREEMENT

This agreement shall be in effect from depends through depends and extend thereafter on a year-by-year basis without the necessity of notice or renewal. Either party may terminate this Agreement upon 60 days written notice.

4. MISCELLANEOUS PROVISIONS

- A. Independent Contractor: The Parties to this Agreement intend that the relationship of the City and the Prosecuting Attorney shall be that of an independent contractor.
- B. Conflict of Interest: If the Prosecuting Attorney determines, in his sole discretion, that prosecution of a City matter creates or will create a potential or actual conflict of interest or may be inconsistent with his duties as Prosecuting Attorney, Michigan Law, State Bar ethics rules,

or that the interest of justice requires it, the Prosecuting Attorney may refuse to prosecute such case and shall promptly notify the City Manager or his designee. The City agrees that it shall arrange and pay for prosecution of that particular case.

- C. Discretion: The Prosecuting Attorney shall have discretion in all charging decisions, plea agreements and disposition of cases prosecuted on behalf of the City, but will consider the requests and input from the Chief of Police (Director of Public Safety) or City Manager or his designee.
- D. Compliance With Law: The Parties shall comply with all federal, state and local laws.
- E. Headings: The headings in this Agreement are inserted for convenience and identification only and are in no way intended to describe, interpret, define or limit the scope, extent or intent of this Agreement or any provisions.
- F. Severability: Every provision of this Agreement is intended to be severable. If any term of provision hereof is deemed invalid or unenforceable by a court of competent jurisdiction, such decision or decisions shall not affect the validity of the remaining portions, which shall continue in full force and effect.

5. ACCEPTANCE

BY THE CITY OF SOUTH HAVEN

Mayor, Bob Burr

City Manager, Brian Dissette

BY VAN BUREN COUNTY

Chair, Van Buren County Board of Commissioners

Michael J. Bedford, Prosecuting Attorney