

# City Council

## Regular Meeting Agenda

Monday, February 17, 2014  
7:00 p.m., Council Chambers



### 1. Call to Order

### 2. Invocation

- Pastor Jeffrey Dick – First Congregational

### 3. Roll Call

### 4. Approval of Agenda

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

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

#### A. Council will be requested to approve the following City Council Minutes:

- 1) Regular Meeting Minutes: February 3, 2014.
- 2) Workshop Meeting Minutes: February 10, 2014.

#### B. Bills totaling \$801,841.49 for the period ending February 18, 2014 be approved and forwarded to the Clerk and Treasurer for payment.

#### C. Council will be asked to approve a 2014 employment agreement with the City Manager, Brian Dissette.

#### D. Council will be asked to receive the following administrative reports and approved minutes to be placed on file:

- 1) 09-09-2013 BRA Minutes
- 2) 11-25-2013 BPU Minutes
- 3) 12-05-2013 Planning Commission Minutes
- 4) 12-17-2013 Harbor Commission Minutes
- 5) 01-09-2014 Planning Commission Minutes

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

### NEW BUSINESS

#### 6. Council will be asked to consider Resolution 2014-06, a resolution authorizing the City Manager to apply for a Michigan Department of Natural Resources grant for Optimist Tot Lot Improvements.

#### 7. Council will be asked to consider the approval of a grant amendment and budget adjustment for the Elkenburg Park grant.

- 8. Council will be asked to consider the following items regarding SHAES:**
  - A. Resolution 2014-07, a resolution to amend ambulance rates and charges.**
  - B. Resolution 2014-08, a resolution to amend fees for fire fighting operations.**
- 9. City Council will be asked to consider adopting Fiscal Year 2014/2015 Priorities.**
- 10. City Council will be asked to consider the approval of the SHARP farm lease.**
- 11. Interested Citizens in the Audience Will be Heard on Items Not on the Agenda**  
*(You will be given up to 5 minutes to address your concerns.)*
- 12. City Manager's Comments**
- 13. Mayor and Councilperson's Comments**
- 14. Adjourn**

RESPECTFULLY SUBMITTED,

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

Brian Dissette, City Manager

# City Council

## Regular Meeting Minutes

Monday, February 03, 2014  
7:00 p.m., Council Chambers



### 1. Call to Order

### 2. Invocation

- Moment of silence

### 3. Roll Call

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

### 4. Approval of Agenda

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

Voted Yes: All. Motion Carried.

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

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

- A. Council will be requested to approve the City Council Minutes of January 20, 2014.
- B. Bills totaling \$489,018.78 for the period ending February 4, 2014 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) 10-08-2013 Parks Commission Minutes
  - 2) 11-26-2013 SHARA Minutes
  - 3) 12-17-2013 LHBM Minutes

A Roll Call Vote was taken:

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

Voted Yes: All. Motion Carried.

## NEW BUSINESS

6. **Council will be asked to approve Resolution 2014-04, a resolution appointing a Board of Review and establishing a rate of compensation and a meeting schedule for tax year 2014.**

Moved by Patterson, to approve Resolution 2014-04, a resolution appointing a Board of Review and establishing a rate of compensation and a meeting schedule for tax year 2014. Seconded by Fitzgibbon.

Voted Yes: All. Motion Carried.

7. **Council will be asked to approve Resolution 2014-05, a resolution to enter into Michigan Municipal Electric Association ("MMEA") Mutual Aid Agreement and designate persons authorized to request or approve requests for assistance thereunder.**

*Background Information:* Since 2009, the City of South Haven has participated in Southern Rebel Mutual Aid Meetings. This is a loosely organized group consisting of Chelsea, Clinton, Coldwater, Dowagiac, Hillsdale, Marshall, Niles, Paw Paw, South Haven, Sturgis, and Union City. By working agreement, the Electric Departments of the above-named members, have agreed to furnish mutual aid in the form of equipment, labor and materials to other member cities in times of emergencies and disasters.

In 2013, this group discussed the need to have standardized requirements, obligations, and conditions for the furnishing of emergency assistance to one another; and sought the assistance of the Michigan Municipal Electric Association (MMEA). MMEA has crafted this standardized written agreement and has agreed to act as a coordinating agent to help promote the purposes of this agreement. MMEA Participating Members consist of Bay City, Chelsea, Clinton, Coldwater, Croswell, Dowagiac, Eaton Rapids, Escanaba, Gladstone, Grand Haven, Harbor Springs, Hillsdale, Holland, L'Anse, Lansing, Lowell, Marquette, Marshall, Negaunee, Niles, Norway, Paw Paw, Petoskey, Portland, St. Louis, Sebawaing, South Haven, Stephenson, Sturgis, Traverse City, Union City, Wyandotte, and Zeeland.

The proposed agreement specifies standardization and requirements of contact information procedures; insurance and liability requirements; requesting assistance; response; training; equipment; invoicing and payment for services; lodging, meals, and transportation; damage to equipment; and the role of MMEA.

This agreement shall extend for a period of 30 years, unless sooner terminated by mutual agreement; and a participating member may withdraw from this agreement at any time as authorized by resolution of its governing body.

City staff feels it is advisable and in the best interests of the City of South Haven to have standardized requirements, obligations and conditions under which emergency assistance will be furnished or requested, and recommends approval.

On January 27, 2014, the Board of Public Utilities reviewed and provided unanimous approval of a recommendation to City Council to enter into the Michigan Municipal Electric Association ("MMEA") Mutual Aid Agreement.

Moved by Fitzgibbon, to approve Resolution 2014-05, a resolution to enter into Michigan Municipal Electric Association (“MMEA”) Mutual Aid Agreement and designate persons authorized to request or approve requests for assistance thereunder. Seconded by Patterson.

Voted Yes: All. Motion Carried.

**8. Council will be asked to consider the approval of the Jet Ski license agreement with LJ Agency.**

*Background Information:* Linda VanDerZee, doing business as LJ Agency, Inc., is requesting to renew the license agreement for a Jet Ski excursion business from a floating dock attached to the deck at the South Side Marina.

The agreement is a three year agreement, which may be terminated by either party each year. LJ Agency will pay \$1,650 for the right to place the floating dock and operate its excursion business.

There are a number of requirements on the business, including an insurance requirement, a training requirement, no operation during unsuitable weather, and compliance with all safety rules. LJ Agency will allow emergency services to use a jet ski when needed.

The proposed Jet Ski excursion will provide an interesting attraction to downtown South Haven and will create approximately 10 part time jobs. Participants in the excursions will park in the downtown area and the excursion will bring more people on foot into the downtown.

Moved by Patterson, to approve a Jet Ski license agreement with LJ Agency. Seconded by Klavins.

Voted Yes: All. Motion Carried.

**9. Council will be asked to approve Special Event 2014-08, Festival of Cars.**

*Background Information:* This special event request is ready for City Council’s approval. This year the festival of Cars is again requesting to use the Huron St. parking lot & pavilion and west side of Huron St. The event is to be held on Saturday, June 7, 2014 from 5:30am to 4:00 pm. The Festival of Cars has already communicated with the two businesses that could be effect by the partial closure of Huron St and neither business had an issue with the closure. The Farmers Market will need to make arrangements to move from the Huron St. Pavilion to Dyckman Park just like they do during the Blueberry Festival. City staff has reviewed the proposal and has no objections to the proposed event.

Moved by Kozlik Wall, to approve the Special Event 2014-08, Festival of Cars. Seconded by Patterson.

Voted Yes: All. Motion Carried.

**10. Council will be asked to consider approval of a Customer Service Policy for Shut Off for Nonpayment for Services.**

*Background Information:* Over the past several months, staff has been working on creating a policy regarding the shut-off of utility services for non-payment.

While there is no written policy in place, staff has been working under a set of unofficial “best practices” when dealing with shut-off situations. The proposed policy blends state law, utility policy and portions of these best practices. Further, the proposed policy provides clear guidelines and expectations for both staff and customers. Following are some of the items that the policy addresses.

- Section 3 of the policy clarifies that customers will be given a minimum of seven days to make payment before shutting of the service.
- State law requires that both customers and occupants are provided with notice of the impending shut off. Section 4 of the policy provides for notification to the tenants.
- State law also requires customers be given an opportunity to appeal the shut off. The policy provides an opportunity to appear before the Finance Director to appeal the shut off notice. Section 5 specifically states the reasons that would qualify for appeal. Inability to pay is not cause for an appeal.
- Section 6 of the policy allows customers to request two 14-day extensions of the due date on their shut off notice. The requests must be made in writing by the customer.
- Section 8 of the policy states that the City will not perform shut-offs for non-payment of services for residential customers from November 1 to April 15 of each year as dictated by State law.
- Section 10 states that the entire delinquent balance, including late fees and turn on fees, must be paid before service will be restored.

The proposed policy was reviewed by the City’s attorney. The policy was presented and approved by the Board of Public Utilities at their January 27, 2014 meeting.

Moved by Fitzgibbon, to approve a Customer Service Policy for Shut Off for Nonpayment for Services. Seconded by Patterson.

Voted Yes: All. Motion Carried.

**11. Council was asked to schedule workshop sessions for February 10<sup>th</sup> and 17<sup>th</sup> 2014, to begin the annual priority setting process.**

There were no objections to the proposed dates.

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

No Public Comment

**13. City Manager’s Comments**

**14. Mayor and Councilperson’s Comments**

Kozlik Wall – No Comment

Gruber – Spoke about how City staff works 24/7.

Fitzgibbon – Spoke about fun had at Icebreaker.

Patterson – Thanked people who volunteer to help out, not only during events but also with snow removal and checking on neighbors and elderly.

Arnold – No Comment.

Klavins – Look out for people walking in the roads.

Burr – Thanks to Kathy Wagaman and all who helped with Icebreaker. Great job!

**15. City Council will be asked to go into closed session pursuant to the Michigan Open Meetings Act; Public Act No. 267 of 1978; 15.268; Section 8(a) for annual personnel evaluation for the City Manager.**

Moved by Kozlik Wall, to go into closed session pursuant to the Michigan Open Meetings Act; Public Act No. 267 of 1978; 15.268; Section 8(a) for annual personnel evaluation for the City Manager. Seconded by Fitzgibbon.

A Roll Call was taken:

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

Nays: None

Motion carried. Council adjourned into closed session at 7:38 p.m.

Moved by Kozlik Wall return to open session. Seconded by Patterson.

Voted Yes: All. Motion carried. Council returned to open session at 7:57 p.m.

**16. Adjourn**

Moved by Arnold to adjourn. Seconded by Klavins.

Voted Yes: All. Motion carried. Meeting adjourned at 7:57 p.m.

RESPECTFULLY SUBMITTED,



Michelle Coffey,  
Deputy City Clerk

Approved by City Council: **DRAFT**

DRAFT

## City Council

### Workshop Minutes

Monday, February 10, 2014  
6:00 p.m., City Hall, Conference Room B



City of South Haven

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

#### 2. Roll Call

Present: Arnold, Fitzgibbon, Gruber, Klavins, Kozlik Wall, Patterson (arrived late), Burr  
Absent: None

#### 3. City Council will begin the 2014/2015 Annual Priority Setting Process.

City Manager Dissette began by reviewing the progress made on the previous year's priorities and presented City Council with some proposed priorities for the coming year.

Council continued the priority setting session by discussing additional items to the proposed items as presented by the City Manager. After the list was assembled, City Council had an opportunity to indicate the order they felt the priorities should be placed. The results were tallied, resulting in the following ranking of priority categories:

1. Street Repairs
2. Economic Development
3. Parks & Public Spaces
4. City Code & Charter Review
5. Infrastructure Maintenance & Improvements
6. Building Improvements & Construction
7. Bicycle & Pedestrian Pathways
8. Central Business District Maintenance & Improvements
9. Budget Controls
10. Land Acquisition
11. Customer Service
12. Explore Youth Services Programs

The final draft will be presented to City Council for adoption at an upcoming meeting.

#### 4. Adjourn

RESPECTFULLY SUBMITTED,



Amanda Morgan, CMC  
City Clerk

**CITY OF SOUTH HAVEN  
FEBRUARY 18, 2014**

	PREPAID	CURRENT	TOTAL
101-GENERAL FUND	\$ 218,301.41	\$ 43,570.52	\$ 261,871.93
202-MAJOR STREET FUND	\$ -	\$ 6,333.11	\$ 6,333.11
203-LOCAL STREET FUND	\$ -	\$ -	\$ -
204-STREET FUND	\$ 58.69	2697.50	\$ 2,756.19
226-GARBAGE/REFUSE FUND	\$ -	\$ -	\$ -
250-DOWNTOWN DEVELOPMENT	\$ 5.37	\$ 6,715.22	\$ 6,720.59
251-LDFA #1	\$ -	\$ -	\$ -
253-LDFA #3	\$ -	\$ -	\$ -
260-BROWNFIELD AUTHORITY	\$ -	\$ -	\$ -
265-NARCOTICS UNIT	\$ 36.30	\$ -	\$ 36.30
266-POLICE TRAINING	\$ -	\$ 1,864.77	\$ 1,864.77
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	\$ 3,056.00	\$ 17,002.90	\$ 20,058.90
402-CAPITAL PROJECTS #2	\$ -	\$ -	\$ -
466- PAVILION AND ICE RINK	\$ -	\$ -	\$ -
545-BLACK RIVER PARK	\$ 192.82	\$ 844.50	\$ 1,037.32
577-BEACH FUND	\$ 131.49	\$ -	\$ 131.49
582-ELECTRIC FUND	\$ 6,881.30	\$ 4,649.81	\$ 11,531.11
591-WATER FUND	\$ 43,189.98	\$ 8,190.28	\$ 51,380.26
592-SEWER FUND	\$ 56,043.79	\$ 3,766.96	\$ 59,810.75
594-MUNICIPAL MARINA	\$ 13,232.21	\$ 3,209.06	\$ 16,441.27
636-INFORMATION SERVICES	\$ 5,435.44	\$ 1,678.93	\$ 7,114.37
661-MOTOR POOL	\$ 4,155.77	\$ 39,320.50	\$ 43,476.27
677-SELF INSURANCE	\$ 74.25	\$ -	\$ 74.25
703-TAX FUND	\$ 310,202.61	\$ -	\$ 310,202.61
718-TRUST & AGENCY	\$ 1,000.00	\$ -	\$ 1,000.00
750-EMPLOYEE WITHHOLDING	\$ -	\$ -	\$ -
<b>TOTAL</b>	\$ 661,997.43	\$ 139,844.06	\$ 801,841.49

User: ksteinma  
DB: South Haven

BANK CODE: 1 CHECK DATE: 02/18/2014 INVOICE PAY DATE FROM 02/18/2014 TO 02/18/2014

Check Date	Bank	Check #	Vendor Code	Vendor Name	Amount	# Invoices
02/18/2014	1	46846	000014	ABONMARCHE CONSULTANTS INC	11,627.02	6
02/18/2014	1	46847	003232	ADVANCED ANALYTICAL SOLUTIONS	287.30	1
02/18/2014	1	46848	000039	AGILE SAFETY	809.41	2
02/18/2014	1	46849	003233	ALLEGAN COUNTY LAND INFORMATION SER	350.00	1
02/18/2014	1	46850	000107	AMWAY GRAND PLAZA HOTEL	191.77	1
02/18/2014	1	46851	003074	APX INC	120.06	1
02/18/2014	1	46852	000145	ARISTA TRUCK SYSTEMS, INC	531.82	2
02/18/2014	1	46853	000177	AUTOWARES INC	57.42	1
02/18/2014	1	46854	000247	BENTLEY SYSTEMS INC	2,337.00	1
02/18/2014	1	46855	000309	A.D. BOS OFFICE COFFEE SERVICE	38.46	1
02/18/2014	1	46856	000346	BRUSH ENTERPRISES	1,408.91	3
02/18/2014	1	46857	000351	BS&A SOFTWARE INC	1,606.00	1
02/18/2014	1	46858	003145	CANNEY'S WATER TREATMENT	16.99	1
02/18/2014	1	46859	000418	CDW GOVERNMENT INC	629.97	2
02/18/2014	1	46860	000422	CENTER MASS, INC	1,673.00	4
02/18/2014	1	46861	000453	CHIEF SUPPLY CORP	278.25	1
02/18/2014	1	46862	000502	COMMUNITY ANSWERING SERVICE	988.20	1
02/18/2014	1	46863	000505	COMPTON INC	420.00	1
02/18/2014	1	46864	000604	DE BEST INC	6,652.50	1
02/18/2014	1	46865	000622	DELL MARKETING L P	1,129.78	3
02/18/2014	1	46866	000637	DICKINSON WRIGHT	19,870.00	3
02/18/2014	1	46867	003209	DOUBLEDAY OFFICE PRODUCTS	14,540.40	1
02/18/2014	1	46868	000718	ELECSYS INTERNATIONAL CORP	267.00	1
02/18/2014	1	46869	003201	ESTEEM ELECTRICAL SYSTEMS, INC.	316.11	1
02/18/2014	1	46870	003178	EXTERIOR SITE SERVICES/COTTAGE CARE	1,689.00	1
02/18/2014	1	46871	003215	FALCON ASPHALT REPAIR EQUIPMENT	32,451.00	1
02/18/2014	1	46872	000837	FREIGHTLINER OF KALAMAZOO	130.00	1
02/18/2014	1	46873	000846	FTC & H, INC	4,545.00	2
02/18/2014	1	46874	000872	GEMPLER'S	130.00	1
02/18/2014	1	46875	000922	GRANICUS, INC	150.00	1
02/18/2014	1	46876	001007	HARDESTY & HANOVER, LLP	7,391.42	1
02/18/2014	1	46877	001067	HI TEC BUILDING SERVICES	365.00	1
02/18/2014	1	46878	003198	HOFFMAN BOOTS	49.90	1
02/18/2014	1	46879	001107	HULL LIFT TRUCK INC	40.63	2
02/18/2014	1	46880	001120	HYDRO DESIGNS INC	995.00	1
02/18/2014	1	46881	001161	INTERSTATE ALL BATTERY CENTER	159.95	1
02/18/2014	1	46882	001162	INTERSTATE BATTERY SYSTEMS	108.95	1
02/18/2014	1	46883	001186	JENSEN'S EXCAVATING INC	1,584.00	1
02/18/2014	1	46884	001189	JIM & TONI'S DRYCLEANERS	276.75	1
02/18/2014	1	46885	001196	JOHN'S STEREO INC	114.94	1
02/18/2014	1	46886	001288	KONE INC	267.30	1
02/18/2014	1	46887	003236	KRENZ & COMPANY INC	304.01	1
02/18/2014	1	46888	001350	LAMBRIX DESIGN AND COMPANY	325.00	1
02/18/2014	1	46889	001467	MARK A MANNING	3,750.00	1
02/18/2014	1	46890	001550	MERLE NORMAN STUDIO	550.00	1
02/18/2014	1	46891	001616	MICHIGAN MARITIME MUSEUM	360.00	1
02/18/2014	1	46892	001619	MICHIGAN MUNICIPAL LEAGUE	500.00	2
02/18/2014	1	46893	001853	NORTHERN FIRST AID	88.64	1
02/18/2014	1	46894	001881	OFFICE MAX INC	614.67	3
02/18/2014	1	46895	002020	POWER LINE SUPPLY CO	2,258.48	32
02/18/2014	1	46896	002033	PRI MAR PETROLEUM INC	15.00	1
02/18/2014	1	46897	002110	RAPA ELECTRIC INC	389.44	1
02/18/2014	1	46898	002114	RATHCO SAFETY SUPPLY INC	60.59	1
02/18/2014	1	46899	002132	RELIABLE DISPOSAL INC #646	82.70	1
02/18/2014	1	46900	002155	RIDGE AND KRAMER AUTO PARTS	61.32	1
02/18/2014	1	46901	002155	RIDGE AND KRAMER AUTO PARTS	83.88	1
02/18/2014	1	46902	003093	RIDGE AUTO PARTS	88.16	1
02/18/2014	1	46903	002166	RIVER RUN PRESS	848.79	1

User: ksteinma

BANK CODE: 1

CHECK DATE: 02/18/2014 INVOICE PAY DATE FROM 02/18/2014 TO 02/18/2014

DB: South Haven

Check Date	Bank	Check #	Vendor Code	Vendor Name	Amount	# Invoices
02/18/2014	1	46904	003143	ROLAND ELECTRIC LLC	396.94	1
02/18/2014	1	46905	002188	ROME'S STANDARD SERVICE INC	1,081.92	1
02/18/2014	1	46906	003124	RPM MACHINERY	258.74	1
02/18/2014	1	46907	002217	SAFARILAND, LLC	100.50	1
02/18/2014	1	46908	003237	SETON IDENTIFICATION PRODUCTS	86.60	2
02/18/2014	1	46909	002312	SHULTS EQUIPMENT INC	74.00	1
02/18/2014	1	46910	002361	SMITH'S CONCRETE CUTTING	325.00	1
<del>02/18/2014</del>	<del>1</del>	<del>46911</del>	<del>002395</del>	<del>SOUTH HAVEN COMMUNITY HOSPITAL</del>	<del>12.00</del>	<del>1</del>
02/18/2014	1	46912	002418	SOUTH HAVEN SMALL ENGINES	1,460.50	5
<del>02/18/2014</del>	<del>1</del>	<del>46913</del>	<del>002425</del>	<del>SOUTH HAVEN VISITORS BUREAU</del>	<del>876.04</del>	<del>1</del>
02/18/2014	1	46914	002439	SOUTHWESTERN MICHIGAN TOURIST	110.00	1
02/18/2014	1	46915	002453	SPENCER MANUFACTURING, INC	1,751.00	3
02/18/2014	1	46916	002478	STAPLES ADVANTAGE	1,546.60	13
02/18/2014	1	46917	002494	STATE OF MICHIGAN	61.50	1
02/18/2014	1	46918	002513	STEEL CENTER SUPPLY CO	190.57	4
02/18/2014	1	46919	002589	TERMINIX PROCESSING CENTER	41.00	1
02/18/2014	1	46920	003234	THEODORE ST JAMES	830.50	1
02/18/2014	1	46921	002644	TRACE ANALYTICAL LAB INC	110.00	1
02/18/2014	1	46922	002660	TRANSOFT SOLUTIONS INC	430.00	1
02/18/2014	1	46923	002728	USA BLUE BOOK	571.54	2
02/18/2014	1	46924	002746	VAN BUREN CONSERVATION DISTRIC	659.95	1
02/18/2014	1	46925	002815	VREDEVELD HAEFNER LLC	1,368.68	1
02/18/2014	1	46926	002822	WAGNER'S PLUMBING & HEATING	326.86	1
02/18/2014	1	46927	002883	WEST MICHIGAN DOCUMENT	135.00	2
02/18/2014	1	46928	003102	WEST MICHIGAN INTERNATIONAL	61.73	1

Num Checks: 83

Num Invoices: 160

Total Amount: 139,844.06

INVOICE REGISTER REPORT FOR CITY OF SOUTH HAVEN  
 INVOICE DUE DATES 02/18/2014 - 02/18/2014  
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID  
 BANK CODE: 1 - CHECK TYPE: PAPER CHECK

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
108271 36669	ABONMARCHE CONSULTANTS INC MONROE BLUFF RESTORATION DESIGN PE 101-751-801-000	01/28/2014 ksteinman	02/18/2014	1,560.75 1,560.75	0.00	P	Y 02/06/2014
107680 36673	ABONMARCHE CONSULTANTS INC PUBLIC SAFETY RENOVATION 401-301-980-000-0145	10/09/2014 ksteinman	02/18/2014	2,462.50 2,462.50	0.00	P	Y 02/06/2014
108273 36829	ABONMARCHE CONSULTANTS INC PAYROLL REVIEW SERVICES 250-729-974-018-0150	01/28/2014 ksteinman	02/18/2014	2,674.50 2,674.50	0.00	P	Y 02/12/2014
108272 36830	ABONMARCHE CONSULTANTS INC BAILEY/CHERRY STREET DRAINAGE REVI 101-447-801-000	01/28/2014 ksteinman	02/18/2014	1,098.00 1,098.00	0.00	P	Y 02/12/2014
108247 36890	ABONMARCHE CONSULTANTS INC DREDGE PERMITTING SERVICES 594-776-802-000	01/22/2014 ksteinman	02/18/2014	991.59 991.59	0.00	P	Y 02/12/2014
108325 36891	ABONMARCHE CONSULTANTS INC VAN BUREN TRAIL CONNECTION PROJECT 250-729-974-018-0127	01/29/2014 ksteinman	02/18/2014	2,839.68 2,839.68	0.00	P	Y 02/12/2014
13821 36661	ADVANCED ANALYTICAL SOLUTIONS SUPPLIES 591-559-802-000	01/28/2014 ksteinman	02/18/2014	287.30 287.30	0.00	P	Y 02/06/2014
24032 36854	AGILE SAFETY GAS ALERT MICRO CLIP 592-559-741-000	01/31/2014 ksteinman	02/18/2014	555.53 555.53	0.00	P	Y 02/12/2014
24116 36888	AGILE SAFETY SUPPLIES 592-559-729-001	02/07/2014 ksteinman	02/18/2014	253.88 253.88	0.00	P	Y 02/12/2014

INVOICE REGISTER REPORT FOR CITY OF SOUTH HAVEN  
 INVOICE DUE DATES 02/18/2014 - 02/18/2014  
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID  
 BANK CODE: 1 - CHECK TYPE: PAPER CHECK

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
2401							
36665	ALLEGAN COUNTY LAND INFORMATION SER	01/16/2014	02/18/2014	350.00	0.00	P	Y
	AERIAL IMAGERY	ksteinman					02/06/2014
	101-447-802-000	OTHER CONTRACTUAL SERVICES		70.00			
	582-561-802-000	OTHER CONTRACTUAL SERVICES		70.00			
	591-561-802-000	OTHER CONTRACTUAL SERVICES		105.00			
	592-561-802-000	OTHER CONTRACTUAL SERVICES		105.00			
GUEST NO. 109363							
36847	AMWAY GRAND PLAZA HOTEL	02/06/2014	02/18/2014	191.77	0.00	P	Y
	LODGING MACP CONFERENCE- TOM MARTI	ksteinman					02/12/2014
	266-301-861-000	POLICE TRAINING		191.77			
2352							
36687	APX INC	12/31/2013	02/18/2014	120.06	0.00	P	Y
	ENERGY OPT SERVICES	ksteinman					02/06/2014
	582-561-802-001	ENERGY OPTIMIZATION SERVICES		120.06			
28753							
36797	ARISTA TRUCK SYSTEMS, INC	02/04/2014	02/18/2014	426.00	0.00	P	Y
	CUTTING EDGE KIT	ksteinman					02/10/2014
	661-450-741-003	REPAIR & MAINT SUPPLIES		426.00			
28752							
36798	ARISTA TRUCK SYSTEMS, INC	02/04/2014	02/18/2014	105.82	0.00	P	Y
	BEARING KIT	ksteinman					02/10/2014
	661-450-741-003	REPAIR & MAINT SUPPLIES		105.82			
233-795535							
36784	AUTOWARES INC	02/06/2014	02/18/2014	57.42	0.00	P	Y
	REPAIR/MAINTENANCE SUPPLIES	ksteinman					02/07/2014
	661-450-748-000	MOTOR FUEL & LUBRICANTS		57.42			
47569759							
36672	BENTLEY SYSTEMS INC	01/26/2014	02/18/2014	2,337.00	0.00	P	Y
	ON DEMAND BENTLEY LEARN	ksteinman					02/06/2014
	204-447-741-000	OPERATING SUPPLIES		1,437.00			
	582-558-958-000	SUBSCRIPTIONS/MEMBERSHIPS		300.00			
	591-558-958-000	SUBSCRIPTIONS/MEMBERSHIPS		300.00			
	592-558-958-000	SUBSCRIPTIONS/MEMBERSHIPS		300.00			
48063							
36708	A.D. BOS OFFICE COFFEE SERVICE	01/30/2014	02/18/2014	38.46	0.00	P	Y
	COFFE SUPPLIES	ksteinman					02/06/2014
	101-265-741-000	OPERATING SUPPLIES		38.46			

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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						
5876 36741	BRUSH ENTERPRISES REPAIRS 661-450-935-000	01/30/2014 ksteinman	02/18/2014	853.36 853.36	0.00	P	Y 02/07/2014
	REPAIRS/MAINTENANCE - VEHICLES						
5839 36789	BRUSH ENTERPRISES REPAIRS 661-450-741-003	01/21/2014 ksteinman	02/18/2014	443.89 443.89	0.00	P	Y 02/10/2014
	REPAIR & MAINT SUPPLIES						
5900 36825	BRUSH ENTERPRISES REPAIRS 661-450-741-003	02/05/2014 ksteinman	02/18/2014	111.66 111.66	0.00	P	Y 02/11/2014
	REPAIR & MAINT SUPPLIES						
094790 36832	BS&A SOFTWARE INC BUILDING DEPARTMENT MODULE 101-371-980-000	02/01/2014 ksteinman	02/18/2014	1,606.00 1,606.00	0.00	P	Y 02/12/2014
	OFFICE EQUIPMENT & FURNITURE						
88435TD 36838	CANNEY'S WATER TREATMENT BOTTLE WATER 101-301-802-001	01/23/2014 ksteinman	02/18/2014	16.99 16.99	0.00	P	Y 02/12/2014
	SERVICE CONTRACTS						
JG66109 36679	CDW GOVERNMENT INC MOUSE 101-301-727-000	01/16/2014 ksteinman	02/18/2014	80.82 80.82	0.00	P	Y 02/06/2014
	OFFICE SUPPLIES						
JR65001 36850	CDW GOVERNMENT INC HP LJ PRO 636-258-980-001	02/12/2014 ksteinman	02/18/2014	549.15 549.15	0.00	P	Y 02/12/2014
	COMPUTER HARDWARE						
29019 36839	CENTER MASS, INC NATIONAL PATROL RIFLE CONFERENCE- 266-301-861-000	01/27/2014 ksteinman	02/18/2014	329.00 329.00	0.00	P	Y 02/12/2014
	POLICE TRAINING						
29038 36840	CENTER MASS, INC ADVANCED RIFLE SCHOOL- KYLE GRIFFI 266-301-861-000	01/30/2014 ksteinman	02/18/2014	448.00 448.00	0.00	P	Y 02/12/2014
	POLICE TRAINING						

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29039 36841	CENTER MASS, INC ADVANCED PATROL RIFLE SCHOOL- PATR 266-301-861-000	01/30/2014 ksteinman POLICE TRAINING	02/18/2014	448.00 448.00	0.00	P	Y 02/12/2014
29061 36842	CENTER MASS, INC ADVANCED PATROL RIFLE SCHOOL 266-301-861-000	02/03/2014 ksteinman POLICE TRAINING	02/18/2014	448.00 448.00	0.00	P	Y 02/12/2014
379534 36692	CHIEF SUPPLY CORP FLARES 101-301-741-000	01/20/2014 ksteinman OPERATING SUPPLIES	02/18/2014	278.25 278.25	0.00	P	Y 02/06/2014
475302032014 36837	COMMUNITY ANSWERING SERVICE ANSWERING SERVICES 101-350-802-000	02/03/2014 ksteinman OTHER CONTRACTUAL SERVICES	02/18/2014	988.20 988.20	0.00	P	Y 02/12/2014
011416 36823	COMPTON INC INSTALL FRAME OVER COVER AT EAGLE 592-558-741-000	01/14/2014 ksteinman OPERATING SUPPLIES	02/18/2014	420.00 420.00	0.00	P	Y 02/11/2014
16740203 36799	DE BEST INC SNOW REMOVAL 101-446-802-000	01/31/2014 ksteinman OTHER CONTRACTUAL SERVICES	02/18/2014	6,652.50 6,652.50	0.00	P	Y 02/10/2014
XJ8W73DK3 36662	DELL MARKETING L P COMPUTER HARDWARE 636-258-980-001	12/05/2013 ksteinman COMPUTER HARDWARE	02/18/2014	978.20 978.20	0.00	P	Y 02/06/2014
XJ8W89FD5 36663	DELL MARKETING L P COMPUTER HARDWARE 636-258-980-001	12/05/2013 ksteinman COMPUTER HARDWARE	02/18/2014	69.99 69.99	0.00	P	Y 02/06/2014
XJ8WD5WX2 36664	DELL MARKETING L P COMPUTER HARDWARE 636-258-980-001	12/05/2013 ksteinman COMPUTER HARDWARE	02/18/2014	81.59 81.59	0.00	P	Y 02/06/2014

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
906274 36892	DICKINSON WRIGHT ATTORNEY FEES 101-210-801-000	01/27/2014 ksteinman	02/18/2014	8,100.00 8,100.00	0.00	P	Y 02/12/2014
905763 36893	DICKINSON WRIGHT ATTORNEY FEES 101-210-801-000	01/23/2014 ksteinman	02/18/2014	10,470.00 10,470.00	0.00	P	Y 02/12/2014
905773 36894	DICKINSON WRIGHT ATTORNEY FEES 101-210-801-000	01/23/2014 ksteinman	02/18/2014	1,300.00 1,300.00	0.00	P	Y 02/12/2014
148838 36887	DOUBLEDAY OFFICE PRODUCTS OFFICE FURNISHINGS PUBLIC SAFETY B 401-301-980-000-0145 401-301-980-000-0145 401-301-980-000-0145	01/31/2014 ksteinman	02/18/2014	14,540.40 925.00 13,370.40 245.00	0.00	P	Y 02/12/2014
FEBRUARY 36814	ELECSYS INTERNATIONAL CORP MONTHLY MAINTENANCE FEES 582-558-802-000 591-558-802-000 592-558-802-000	02/01/2014 ksteinman	02/18/2014	267.00 186.90 40.05 40.05	0.00	P	Y 02/11/2014
7294 36740	ESTEEM ELECTRICAL SYSTEMS, INC. INSPECTION ON ESTEEM MODEM 591-559-933-000	11/19/2013 ksteinman	02/18/2014	316.11 316.11	0.00	P	Y 02/07/2014
12334B 36686	EXTERIOR SITE SERVICES/COTTAGE CARE TRANSPLANT TREES 101-751-802-000 545-776-802-000	12/31/2013 ksteinman	02/18/2014	1,689.00 844.50 844.50	0.00	P	Y 02/06/2014
05202 36788	FALCON ASPHALT REPAIR EQUIPMENT HOT BOX TRAILER PER QUOTE OZ110713 661-450-981-000	02/04/2014 ksteinman	02/18/2014	32,451.00 32,451.00	0.00	P	Y 02/10/2014

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
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36822	FREIGHTLINER OF KALAMAZOO PIPE 661-450-741-003	02/06/2014 ksteinman REPAIR & MAINT SUPPLIES	02/18/2014	130.00 130.00	0.00	P	Y 02/11/2014
300367							
36671	FTC & H, INC WATER SYSTEM RELIABILITY STUDY 591-558-801-000 591-563-801-000 591-564-801-000 591-565-801-000	01/27/2014 ksteinman CITY CASCO SH TOWNSHIP COVERT	02/18/2014	2,280.00 570.00 570.00 570.00 570.00	0.00	P	Y 02/06/2014
298854							
36827	FTC & H, INC ENGINEERING 591-002-202-001	02/07/2014 ksteinman ACCOUNTS PAYABLE-OTHER	02/18/2014	2,265.00 2,265.00	0.00	P	Y 02/12/2014
1019943444							
36696	GEMPLER'S HAT/MASK FLEECE 101-446-729-001 591-558-729-001 592-558-729-001	01/14/2014 ksteinman OTHER CLOTHING & SUPPLIES OTHER CLOTHING & SUPPLIES OTHER CLOTHING & SUPPLIES	02/18/2014	130.00 43.34 43.33 43.33	0.00	P	Y 02/06/2014
51518							
36844	GRANICUS, INC MONTHLY MANAGED SERVICE 101-294-802-000	01/15/2014 ksteinman OTHER CONTRACTUAL SERVICES	02/18/2014	150.00 150.00	0.00	P	Y 02/12/2014
2885.00							
36670	HARDESTY & HANOVER, LLP HUBBARD/DYCKMAN BRIDGE INSPECTIONS 101-446-801-000 202-473-802-000	01/10/2014 ksteinman HUBBARD ST BRIDGE INSPECTION DYCKMAN BRIDGE INSPECTION	02/18/2014	7,391.42 1,058.31 6,333.11	0.00	P	Y 02/06/2014
006724							
36682	HI TEC BUILDING SERVICES JANITORIAL SERVICE 592-559-802-000	01/30/2014 ksteinman OTHER CONTRACTUAL SERVICES	02/18/2014	365.00 365.00	0.00	P	Y 02/06/2014
146933							
36824	HOFFMAN BOOTS LEATHER TOE CAPS 582-558-802-000	02/06/2014 ksteinman OTHER CONTRACTUAL SERVICES	02/18/2014	49.90 49.90	0.00	P	Y 02/11/2014

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S-0096481 36701	HULL LIFT TRUCK INC PARTS 661-450-741-003	01/24/2014 ksteinman	02/18/2014	37.15	0.00	P	Y 02/06/2014
	REPAIR & MAINT SUPPLIES			37.15			
S-0096501 36702	HULL LIFT TRUCK INC PARTS 661-450-741-003	01/27/2014 ksteinman	02/18/2014	3.48	0.00	P	Y 02/06/2014
	REPAIR & MAINT SUPPLIES			3.48			
FEBRUARY 36815	HYDRO DESIGNS INC CROSS CONNECTION CONTROL PROGRAM 591-559-802-000	02/01/2014 ksteinman	02/18/2014	995.00	0.00	P	Y 02/11/2014
	OTHER CONTRACTUAL SERVICES			995.00			
1901801007938 36706	INTERSTATE ALL BATTERY CENTER BATTERIES 582-558-741-000	01/28/2014 ksteinman	02/18/2014	159.95	0.00	P	Y 02/06/2014
	OPERATING SUPPLIES			159.95			
10039180 36709	INTERSTATE BATTERY SYSTEMS BATTERY 661-450-741-003	01/31/2014 ksteinman	02/18/2014	108.95	0.00	P	Y 02/06/2014
	REPAIR & MAINT SUPPLIES			108.95			
29488 36831	JENSEN'S EXCAVATING INC SAND FILL, CRUSHED CONCRETE 591-558-741-000 592-558-741-000 582-558-741-000	01/31/2014 ksteinman	02/18/2014	1,584.00	0.00	P	Y 02/12/2014
	OPERATING SUPPLIES			384.00			
	OPERATING SUPPLIES			816.00			
	OPERATING SUPPLIES			384.00			
FEBRUARY 36848	JIM & TONI'S DRYCLEANERS LAUNDRY SERVICE 101-301-801-021	02/01/2014 ksteinman	02/18/2014	276.75	0.00	P	Y 02/12/2014
	LAUNDRY & DRYCLEANING			276.75			
10039293 36803	JOHN'S STEREO INC SUPPLIES 592-559-727-000	02/05/2014 ksteinman	02/18/2014	114.94	0.00	P	Y 02/10/2014
	OFFICE SUPPLIES			114.94			
221374448 36685	KONE INC ELEVATOR MAINTENANCE 101-265-802-000	01/01/2014 ksteinman	02/18/2014	267.30	0.00	P	Y 02/06/2014
	OTHER CONTRACTUAL SERVICES			267.30			

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33776 36705	KRENZ & COMPANY INC MOTOR 582-558-741-000	01/27/2014 ksteinman OPERATING SUPPLIES	02/18/2014	304.01 304.01	0.00	P	Y 02/06/2014
3809 36684	LAMBRIX DESIGN AND COMPANY DIG SOHA WEBSITE UPDATES 250-729-727-001	01/30/2014 ksteinman MARKETING/PROMOTIONAL	02/18/2014	325.00 325.00	0.00	P	Y 02/06/2014
299 36674	MARK A MANNING ATTORNEY SERVICES 101-210-801-000	02/02/2014 ksteinman PROFESSIONAL/CONSULTING FEES	02/18/2014	3,750.00 3,750.00	0.00	P	Y 02/06/2014
14-0016 36703	MERLE NORMAN STUDIO APPRAISAL SERVICES FOR 738 HIWAYS 101-209-801-000	01/22/2014 ksteinman PROFESSIONAL/CONSULTING FEES	02/18/2014	550.00 550.00	0.00	P	Y 02/06/2014
1 36707	MICHIGAN MARITIME MUSEUM FGW COOKBOOK 101-101-727-000	01/24/2014 ksteinman OFFICE SUPPLIES	02/18/2014	360.00 360.00	0.00	P	Y 02/06/2014
CAPITAL CONFERENCE 36805	MICHIGAN MUNICIPAL LEAGUE BRIAN DISSETTE, ROBERT BURR, PAUL 101-101-860-000	02/10/2014 ksteinman TRAVEL/CONFERENCES/TRAINING	02/18/2014	300.00 300.00	0.00	P	Y 02/10/2014
CAPITAL CONFERENCE 36806	MICHIGAN MUNICIPAL LEAGUE VICKY KOZLIK WALL, SISOE FITZGIBBO 101-101-860-000	02/10/2014 ksteinman TRAVEL/CONFERENCES/TRAINING	02/18/2014	200.00 200.00	0.00	P	Y 02/10/2014
9958 36697	NORTHERN FIRST AID FIRST AID SUPPLIES 101-265-802-000	01/15/2014 ksteinman OTHER CONTRACTUAL SERVICES	02/18/2014	88.64 88.64	0.00	P	Y 02/06/2014
916480 36678	OFFICE MAX INC SUPPLIES 101-301-727-000	01/10/2014 ksteinman OFFICE SUPPLIES	02/18/2014	84.79 84.79	0.00	P	Y 02/06/2014

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268673 36690	OFFICE MAX INC SUPPLIES 101-301-727-000	01/22/2014 ksteinman	02/18/2014	339.16	0.00	P	Y 02/06/2014
		OFFICE SUPPLIES		339.16			
261906 36691	OFFICE MAX INC SUPPLIES 101-301-727-000	01/22/2014 ksteinman	02/18/2014	190.72	0.00	P	Y 02/06/2014
		OFFICE SUPPLIES		190.72			
5797690 36855	POWER LINE SUPPLY CO MAINTENANCE SUPPLIES 582-558-933-000	01/28/2014 ksteinman	02/18/2014	17.19	0.00	P	Y 02/12/2014
		REPAIRS/MAINTENANCE - EQUIPM		17.19			
5797689 36856	POWER LINE SUPPLY CO MAINTENANCE SUPPLIES 582-558-933-000	01/28/2014 ksteinman	02/18/2014	210.00	0.00	P	Y 02/12/2014
		REPAIRS/MAINTENANCE - EQUIPM		210.00			
5797275 36857	POWER LINE SUPPLY CO MAINTENANCE SUPPLIES 582-558-933-000	01/27/2014 ksteinman	02/18/2014	346.27	0.00	P	Y 02/12/2014
		REPAIRS/MAINTENANCE - EQUIPM		346.27			
5795962 36858	POWER LINE SUPPLY CO MAINTENANCE SUPPLIES 582-558-729-001	01/21/2014 ksteinman	02/18/2014	44.00	0.00	P	Y 02/12/2014
		OTHER CLOTHING & SUPPLIES		44.00			
5795904 36859	POWER LINE SUPPLY CO MAINTENANCE SUPPLIES 582-558-933-000	01/21/2014 ksteinman	02/18/2014	158.46	0.00	P	Y 02/12/2014
		REPAIRS/MAINTENANCE - EQUIPM		158.46			
5795981 36860	POWER LINE SUPPLY CO MAINTENANCE SUPPLIES 582-558-741-000	01/21/2014 ksteinman	02/18/2014	133.00	0.00	P	Y 02/12/2014
		OPERATING SUPPLIES		133.00			
5795963 36861	POWER LINE SUPPLY CO MAINTENANCE SUPPLIES 582-558-729-001	01/21/2014 ksteinman	02/18/2014	60.00	0.00	P	Y 02/12/2014
		OTHER CLOTHING & SUPPLIES		60.00			

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5795964 36862	POWER LINE SUPPLY CO MAINTENANCE SUPPLIES 582-558-729-001	01/21/2014 ksteinman	02/18/2014	180.50	0.00	P	Y 02/12/2014
		OTHER CLOTHING & SUPPLIES		180.50			
5795965 36863	POWER LINE SUPPLY CO MAINTENANCE SUPPLIES 582-558-729-001	01/21/2014 ksteinman	02/18/2014	195.50	0.00	P	Y 02/12/2014
		OTHER CLOTHING & SUPPLIES		195.50			
5795961 36864	POWER LINE SUPPLY CO MAINTENANCE SUPPLIES 582-558-729-001	01/21/2014 ksteinman	02/18/2014	33.00	0.00	P	Y 02/12/2014
		OTHER CLOTHING & SUPPLIES		33.00			
5794034 36865	POWER LINE SUPPLY CO MAINTENANCE SUPPLIES 582-558-988-000	01/14/2014 ksteinman	02/18/2014	127.96	0.00	P	Y 02/12/2014
		ELECTRICAL SYSTEM CONSTR		127.96			
5794033 36866	POWER LINE SUPPLY CO MAINTENANCE SUPPLIES 582-558-933-000	01/14/2014 ksteinman	02/18/2014	279.21	0.00	P	Y 02/12/2014
		REPAIRS/MAINTENANCE - EQUIPM		279.21			
5792565 36867	POWER LINE SUPPLY CO MAINTENANCE SUPPLIES 582-558-729-001	01/07/2014 ksteinman	02/18/2014	120.50	0.00	P	Y 02/12/2014
		OTHER CLOTHING & SUPPLIES		120.50			
5795983 36868	POWER LINE SUPPLY CO MAINTENANCE SUPPLIES 582-558-933-000	01/21/2014 ksteinman	02/18/2014	120.00	0.00	P	Y 02/12/2014
		REPAIRS/MAINTENANCE - EQUIPM		120.00			
5796210 36869	POWER LINE SUPPLY CO MAINTENANCE SUPPLIES 582-558-933-000	01/21/2014 ksteinman	02/18/2014	16.63	0.00	P	Y 02/12/2014
		REPAIRS/MAINTENANCE - EQUIPM		16.63			
5795966 36870	POWER LINE SUPPLY CO MAINTENANCE SUPPLIES 582-558-729-001	01/21/2014 ksteinman	02/18/2014	177.50	0.00	P	Y 02/12/2014
		OTHER CLOTHING & SUPPLIES		177.50			

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
5792484 36871	POWER LINE SUPPLY CO MAINTENANCE SUPPLIES 582-558-933-000	01/07/2014 ksteinman	02/18/2014	172.94	0.00	P	Y 02/12/2014
	REPAIRS/MAINTENANCE - EQUIPM			172.94			
5792485 36872	POWER LINE SUPPLY CO MAINTENANCE SUPPLIES 582-558-933-000	01/07/2014 ksteinman	02/18/2014	36.80	0.00	P	Y 02/12/2014
	REPAIRS/MAINTENANCE - EQUIPM			36.80			
5792494 36873	POWER LINE SUPPLY CO MAINTENANCE SUPPLIES 582-558-933-000	01/07/2014 ksteinman	02/18/2014	74.16	0.00	P	Y 02/12/2014
	REPAIRS/MAINTENANCE - EQUIPM			74.16			
5792564 36874	POWER LINE SUPPLY CO MAINTENANCE SUPPLIES 582-558-729-001	01/07/2014 ksteinman	02/18/2014	60.00	0.00	P	Y 02/12/2014
	OTHER CLOTHING & SUPPLIES			60.00			
5792563 36875	POWER LINE SUPPLY CO MAINTENANCE SUPPLIES 582-558-729-001	01/07/2014 ksteinman	02/18/2014	199.50	0.00	P	Y 02/12/2014
	OTHER CLOTHING & SUPPLIES			199.50			
5791929 36876	POWER LINE SUPPLY CO MAINTENANCE SUPPLIES 582-558-933-000	01/03/2014 ksteinman	02/18/2014	86.60	0.00	P	Y 02/12/2014
	REPAIRS/MAINTENANCE - EQUIPM			86.60			
5792559 36877	POWER LINE SUPPLY CO MAINTENANCE SUPPLIES 582-558-729-001	01/07/2014 ksteinman	02/18/2014	74.00	0.00	P	Y 02/12/2014
	OTHER CLOTHING & SUPPLIES			74.00			
5792562 36878	POWER LINE SUPPLY CO MAINTENANCE SUPPLIES 582-558-729-001	01/07/2014 ksteinman	02/18/2014	113.00	0.00	P	Y 02/12/2014
	OTHER CLOTHING & SUPPLIES			113.00			
5799532 36879	POWER LINE SUPPLY CO MAINTENANCE SUPPLIES 582-558-729-001	02/04/2014 ksteinman	02/18/2014	153.00	0.00	P	Y 02/12/2014
	OTHER CLOTHING & SUPPLIES			153.00			

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
5799533 36880	POWER LINE SUPPLY CO MAINTENANCE SUPPLIES 582-558-729-001	02/04/2014 ksteinman	02/18/2014	62.50	0.00	P	Y 02/12/2014
		OTHER CLOTHING & SUPPLIES		62.50			
5799261 36881	POWER LINE SUPPLY CO MAINTENANCE SUPPLIES 582-558-933-000	02/04/2014 ksteinman	02/18/2014	45.62	0.00	P	Y 02/12/2014
		REPAIRS/MAINTENANCE - EQUIPM		45.62			
5794052 36882	POWER LINE SUPPLY CO MAINTENANCE SUPPLIES 582-558-933-000	01/14/2014 ksteinman	02/18/2014	(2,799.77)	0.00	P	Y 02/12/2014
		REPAIRS/MAINTENANCE - EQUIPM		(2,799.77)			
5797663 36883	POWER LINE SUPPLY CO MAINTENANCE SUPPLIES 582-558-933-000	01/28/2014 ksteinman	02/18/2014	443.75	0.00	P	Y 02/12/2014
		REPAIRS/MAINTENANCE - EQUIPM		443.75			
5792486 36884	POWER LINE SUPPLY CO MAINTENANCE SUPPLIES 582-558-933-000	01/07/2014 ksteinman	02/18/2014	406.07	0.00	P	Y 02/12/2014
		REPAIRS/MAINTENANCE - EQUIPM		406.07			
5792961 36885	POWER LINE SUPPLY CO MAINTENANCE SUPPLIES 582-558-933-000	01/08/2014 ksteinman	02/18/2014	308.40	0.00	P	Y 02/12/2014
		REPAIRS/MAINTENANCE - EQUIPM		308.40			
5797792 36886	POWER LINE SUPPLY CO MAINTENANCE SUPPLIES 582-558-933-000	01/28/2014 ksteinman	02/18/2014	602.19	0.00	P	Y 02/12/2014
		REPAIRS/MAINTENANCE - EQUIPM		602.19			
43173 36845	PRI MAR PETROLEUM INC CARS WASHED 101-301-941-000	01/31/2014 ksteinman	02/18/2014	15.00	0.00	P	Y 02/12/2014
		MOTOR POOL FEES		15.00			
RO111174 36851	RAPA ELECTRIC INC REPAIRS 591-559-933-000	01/21/2014 ksteinman	02/18/2014	389.44	0.00	P	Y 02/12/2014
		REPAIRS/MAINTENANCE - EQUIPM		389.44			

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
144956 36800	RATHCO SAFETY SUPPLY INC SIGNS 101-446-741-000	01/30/2014 ksteinman OPERATING SUPPLIES	02/18/2014	60.59 60.59	0.00	P	Y 02/10/2014
0646-000831776 36680	RELIABLE DISPOSAL INC #646 DISPOSAL SERVICES 101-301-802-001	02/04/2014 ksteinman SERVICE CONTRACTS	02/18/2014	82.70 82.70	0.00	P	Y 02/06/2014
490-013951 36698	RIDGE AND KRAMER AUTO PARTS MAINTENANCE SUPPLIES 661-450-741-000	01/30/2014 ksteinman OPERATING SUPPLIES	02/18/2014	83.88 83.88	0.00	P	Y 02/06/2014
490-014032 36796	RIDGE AND KRAMER AUTO PARTS MAINTENANCE SUPPLIES 661-450-741-003	02/04/2014 ksteinman REPAIR & MAINT SUPPLIES	02/18/2014	61.32 61.32	0.00	P	Y 02/10/2014
120323 36689	RIDGE AUTO PARTS MAINTENANCE SUPPLIES 661-450-741-003	01/20/2014 ksteinman REPAIR & MAINT SUPPLIES	02/18/2014	88.16 88.16	0.00	P	Y 02/06/2014
115259 36786	RIVER RUN PRESS MARINA BROCHURES 594-776-964-000	02/05/2014 ksteinman MARKETING	02/18/2014	848.79 848.79	0.00	P	Y 02/07/2014
123 36802	ROLAND ELECTRIC LLC HARDWIRE EQUIPMENT 101-265-802-000	01/27/2014 ksteinman OTHER CONTRACTUAL SERVICES	02/18/2014	396.94 396.94	0.00	P	Y 02/10/2014
9502 36742	ROME'S STANDARD SERVICE INC POLICE DEPARTMENT TIRES 661-450-741-003	01/08/2014 ksteinman REPAIR & MAINT SUPPLIES	02/18/2014	1,081.92 1,081.92	0.00	P	Y 02/07/2014
P04725 36699	RPM MACHINERY WIPER ARM AND BLADE 661-450-741-003	01/13/2014 ksteinman REPAIR & MAINT SUPPLIES	02/18/2014	258.74 258.74	0.00	P	Y 02/06/2014

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
14-009774 36835	SAFARILAND, LLC SUPPLIES 101-301-741-000	01/24/2014 ksteinman OPERATING SUPPLIES	02/18/2014	100.50 100.50	0.00	P	Y 02/12/2014
93223494264 36817	SETON IDENTIFICATION PRODUCTS HAZMAT SIGN 101-804-931-000	02/03/2014 ksteinman REPAIRS/MAINT-BUILDS & STRUCTR	02/18/2014	32.35 32.35	0.00	P	Y 02/11/2014
9323359627 36818	SETON IDENTIFICATION PRODUCTS HAZMAT SIGN 101-804-931-000	01/21/2014 ksteinman REPAIRS/MAINT-BUILDS & STRUCTR	02/18/2014	54.25 54.25	0.00	P	Y 02/11/2014
0031056-IN 2 36700	SHULTS EQUIPMENT INC FREIGHT 661-450-741-000	01/02/2014 ksteinman OPERATING SUPPLIES	02/18/2014	74.00 74.00	0.00	P	Y 02/06/2014
8082 36666	SMITH'S CONCRETE CUTTING MONROE ST 591-558-802-000	02/02/2014 ksteinman OTHER CONTRACTUAL SERVICES	02/18/2014	325.00 325.00	0.00	P	Y 02/06/2014
0100720026 36849	SOUTH HAVEN COMMUNITY HOSPITAL MARK CODDINGTON 101-301-801-000	12/15/2013 ksteinman PROFESSIONAL/CONSULTING FEES	02/18/2014	12.00 12.00	0.00	P	Y 02/12/2014
1/9/14 36710	SOUTH HAVEN SMALL ENGINES 12.5 HP ENGINE 661-450-741-003	01/09/2014 ksteinman REPAIR & MAINT SUPPLIES	02/18/2014	579.00 579.00	0.00	P	Y 02/06/2014
21729 36743	SOUTH HAVEN SMALL ENGINES REPAIRS 661-450-935-000	02/07/2014 ksteinman REPAIRS/MAINTENANCE - VEHICLES	02/18/2014	172.83 172.83	0.00	P	Y 02/07/2014
040961 36790	SOUTH HAVEN SMALL ENGINES EQUIPMENT MAINTENANCE 661-450-935-000	02/10/2014 ksteinman REPAIRS/MAINTENANCE - VEHICLES	02/18/2014	90.19 90.19	0.00	P	Y 02/10/2014

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
040999 36791	SOUTH HAVEN SMALL ENGINES NEW PULLEY 661-450-935-000	02/10/2014 ksteinman	02/18/2014	98.43	0.00	P	Y 02/10/2014
		REPAIRS/MAINTENANCE - VEHICLES		98.43			
02/12/14 36826	SOUTH HAVEN SMALL ENGINES POLE SAW 582-558-741-000	02/12/2014 ksteinman	02/18/2014	520.05	0.00	P	Y 02/12/2014
		OPERATING SUPPLIES		520.05			
1/30/14 36804	SOUTH HAVEN VISITORS BUREAU 2013 SHARED ELECTRIC EXPENSE- PUBL 250-729-921-000	01/30/2014 ksteinman	02/18/2014	876.04	0.00	P	Y 02/10/2014
		UTILITIES - ELECTRIC		876.04			
1608 36816	SOUTHWESTERN MICHIGAN TOURIST MEMBERSHIP DUES 101-804-958-000	02/01/2014 ksteinman	02/18/2014	110.00	0.00	P	Y 02/11/2014
		SUBSCRIPTIONS/MEMBERSHIPS		110.00			
9722 36783	SPENCER MANUFACTURING, INC REPAIRS 661-450-935-000	02/04/2014 ksteinman	02/18/2014	60.00	0.00	P	Y 02/07/2014
		REPAIRS/MAINTENANCE - VEHICLES		60.00			
9702 36801	SPENCER MANUFACTURING, INC WARNING LIGHT 661-450-741-003	01/30/2014 ksteinman	02/18/2014	89.00	0.00	P	Y 02/10/2014
		REPAIR & MAINT SUPPLIES		89.00			
9724 36828	SPENCER MANUFACTURING, INC LED LIGHTS 661-450-741-000	02/04/2014 ksteinman	02/18/2014	1,602.00	0.00	P	Y 02/12/2014
		OPERATING SUPPLIES		1,602.00			
7112347415-000001 36675	STAPLES ADVANTAGE SUPPLIES 101-301-741-000	01/25/2014 ksteinman	02/18/2014	144.40	0.00	P	Y 02/06/2014
		OPERATING SUPPLIES		144.40			
7111988818-000004 36676	STAPLES ADVANTAGE SUPPLIES 101-301-741-000	01/17/2014 ksteinman	02/18/2014	44.97	0.00	P	Y 02/06/2014
		OPERATING SUPPLIES		44.97			

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
7111988818-000003							
36677	STAPLES ADVANTAGE SUPPLIES	01/25/2014 ksteinman	02/18/2014	44.97	0.00	P	Y 02/06/2014
	101-301-741-000	OPERATING SUPPLIES		44.97			
7111988818-000001							
36681	STAPLES ADVANTAGE SUPPLIES	01/18/2014 ksteinman	02/18/2014	110.13	0.00	P	Y 02/06/2014
	101-301-741-000	OPERATING SUPPLIES		110.13			
7111647631-000001							
36683	STAPLES ADVANTAGE SUPPLIES	01/18/2014 ksteinman	02/18/2014	50.98	0.00	P	Y 02/06/2014
	101-253-727-000	OFFICE SUPPLIES		50.98			
7111917506-000003							
36693	STAPLES ADVANTAGE SUPPLIES	01/25/2014 ksteinman	02/18/2014	219.29	0.00	P	Y 02/06/2014
	582-558-727-000	OFFICE SUPPLIES		219.29			
7112722063-000001							
36695	STAPLES ADVANTAGE SUPPLIES	01/31/2014 ksteinman	02/18/2014	157.30	0.00	P	Y 02/06/2014
	101-172-727-000	OFFICE SUPPLIES		16.99			
	101-202-727-000	OFFICE SUPPLIES		25.96			
	101-209-727-000	OFFICE SUPPLIES		114.35			
7112447028-000001							
36787	STAPLES ADVANTAGE SUPPLIES	01/27/2014 ksteinman	02/18/2014	50.05	0.00	P	Y 02/07/2014
	101-371-727-000	OFFICE SUPPLIES		50.05			
7113091295-000001							
36819	STAPLES ADVANTAGE SUPPLIES	02/07/2014 ksteinman	02/18/2014	173.32	0.00	P	Y 02/11/2014
	591-558-727-000	OFFICE SUPPLIES		19.07			
	592-558-727-000	OFFICE SUPPLIES		19.07			
	101-446-727-000	OFFICE SUPPLIES		19.07			
	101-447-727-000	OFFICE SUPPLIES		19.07			
	582-558-727-000	OFFICE SUPPLIES		19.07			
	591-558-741-000	OPERATING SUPPLIES		15.60			
	592-558-741-000	OPERATING SUPPLIES		15.60			
	101-446-741-000	OPERATING SUPPLIES		15.59			
	101-447-741-000	OPERATING SUPPLIES		15.59			
	582-558-727-000	OFFICE SUPPLIES		15.59			

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
7113091295-000002							
36820	STAPLES ADVANTAGE SUPPLIES	02/07/2014 ksteinman	02/18/2014	5.49	0.00	P	Y
	582-558-727-000	OFFICE SUPPLIES		5.49			02/11/2014
7112949025-000001							
36821	STAPLES ADVANTAGE SUPPLIES	02/05/2014 ksteinman	02/18/2014	185.11	0.00	P	Y
	591-558-727-000	OFFICE SUPPLIES		18.14			02/11/2014
	592-558-727-000	OFFICE SUPPLIES		18.14			
	101-446-727-000	OFFICE SUPPLIES		18.15			
	101-447-727-000	OFFICE SUPPLIES		18.15			
	582-558-727-000	OFFICE SUPPLIES		18.15			
	591-558-741-000	OPERATING SUPPLIES		18.88			
	592-558-741-000	OPERATING SUPPLIES		18.88			
	101-446-741-000	OPERATING SUPPLIES		18.88			
	101-447-741-000	OPERATING SUPPLIES		18.87			
	582-558-741-000	OPERATING SUPPLIES		18.87			
7113134180-000001							
36833	STAPLES ADVANTAGE SUPPLIES	02/07/2014 ksteinman	02/18/2014	60.28	0.00	P	Y
	101-265-727-000	OFFICE SUPPLIES		60.28			02/12/2014
7112735041-00000							
36836	STAPLES ADVANTAGE SUPPLIES	01/31/2014 ksteinman	02/18/2014	300.31	0.00	P	Y
	101-301-727-000	OFFICE SUPPLIES		300.31			02/12/2014
2014							
36704	STATE OF MICHIGAN ABOVEGROUND STORAGE TANKS ANNUAL C	02/01/2014 ksteinman	02/18/2014	61.50	0.00	P	Y
	591-559-803-000	LICENSE & FEES		61.50			02/06/2014
014899							
36792	STEEL CENTER SUPPLY CO MAINTENANCE SUPPLIES	01/03/2014 ksteinman	02/18/2014	46.35	0.00	P	Y
	661-450-741-000	OPERATING SUPPLIES		46.35			02/10/2014
014994							
36793	STEEL CENTER SUPPLY CO MAINTENANCE SUPPLIES	02/03/2014 ksteinman	02/18/2014	95.35	0.00	P	Y
	661-450-741-000	OPERATING SUPPLIES		95.35			02/10/2014

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
014995 36794	STEEL CENTER SUPPLY CO MAINTENANCE SUPPLIES 661-450-741-000	02/03/2014 ksteinman OPERATING SUPPLIES	02/18/2014	5.12 5.12	0.00	P	Y 02/10/2014
014997 36795	STEEL CENTER SUPPLY CO MAINTENANCE SUPPLIES 661-450-741-000	01/31/2014 ksteinman OPERATING SUPPLIES	02/18/2014	43.75 43.75	0.00	P	Y 02/10/2014
11907407086 36846	TERMINIX PROCESSING CENTER EXTERMINATING SERVICE 101-301-802-001	02/05/2014 ksteinman SERVICE CONTRACTS	02/18/2014	41.00 41.00	0.00	P	Y 02/12/2014
4595 36667	THEODORE ST JAMES COMPENSATION FOR AUTOMOBILE DAMAGE 204-446-802-000-0126	02/04/2014 ksteinman OTHER CONTRACTUAL SERVICES	02/18/2014	830.50 830.50	0.00	P	Y 02/06/2014
124862 36889	TRACE ANALYTICAL LAB INC CHEMICAL ANALYSIS 592-559-741-000	02/11/2014 ksteinman OPERATING SUPPLIES	02/18/2014	110.00 110.00	0.00	P	Y 02/12/2014
69379 36895	TRANSOFT SOLUTIONS INC AUTOTURN MAP RENEWAL 204-447-741-000	02/10/2014 ksteinman OPERATING SUPPLIES	02/18/2014	430.00 430.00	0.00	P	Y 02/12/2014
257001 36852	USA BLUE BOOK LAB SUPPLIES 592-559-741-000	01/30/2014 ksteinman OPERATING SUPPLIES	02/18/2014	516.67 516.67	0.00	P	Y 02/12/2014
256664 36853	USA BLUE BOOK LAB SUPPLIES 592-559-741-000	01/30/2014 ksteinman OPERATING SUPPLIES	02/18/2014	54.87 54.87	0.00	P	Y 02/12/2014
1308 36688	VAN BUREN CONSERVATION DISTRICT HOUSEHOLD HAZARDOUS WASTE 101-622-959-004	01/23/2014 ksteinman VBC HAZARDOUS WASTE	02/18/2014	659.95 659.95	0.00	P	Y 02/06/2014

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Inv Ref#	Description	Entered By					Post Date
3017							
36785	VREDEVELD HAEFNER LLC SOUTH HAVEN MARINA PROCEDURES 594-776-801-000	01/31/2014 ksteinman	02/18/2014	1,368.68 1,368.68	0.00	P	Y 02/07/2014
16584							
36668	WAGNER'S PLUMBING & HEATING SUPPLIES 591-558-802-000	01/13/2014 ksteinman	02/18/2014	326.86 326.86	0.00	P	Y 02/06/2014
40356							
36834	WEST MICHIGAN DOCUMENT SHREDDING SERVICE 101-265-802-000	01/31/2014 ksteinman	02/18/2014	45.00 45.00	0.00	P	Y 02/12/2014
40357							
36843	WEST MICHIGAN DOCUMENT SHREDDING SERVICE 101-301-802-000	01/31/2014 ksteinman	02/18/2014	90.00 90.00	0.00	P	Y 02/12/2014
1046113W							
36694	WEST MICHIGAN INTERNATIONAL REPAIRS & SERVICE 661-450-741-003	01/14/2014 ksteinman	02/18/2014	61.73 61.73	0.00	P	Y 02/06/2014
# of Invoices:	159	# Due:	0	Totals:	142,643.83	0.00	
# of Credit Memos:	1	# Due:	0	Totals:	(2,799.77)	0.00	
Net of Invoices and Credit Memos:					139,844.06	0.00	

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Inv Ref#	Description	Entered By					Post Date
GL Distribution							
--- TOTALS BY FUND ---							
	101 - GENERAL FUND			43,570.52	0.00		
	202 - MAJOR STREET FUND			6,333.11	0.00		
	204 - STREET FUND			2,697.50	0.00		
	250 - DOWNTOWN DVLP AUTHORITY			6,715.22	0.00		
	266 - POLICE TRAINING FUND			1,864.77	0.00		
	401 - CAPITAL PROJECTS FUND 1			17,002.90	0.00		
	545 - BLACK RIVER PARK FUND			844.50	0.00		
	582 - ELECTRIC FUND			4,649.81	0.00		
	591 - WATER FUND			8,190.28	0.00		
	592 - SEWER FUND			3,766.96	0.00		
	594 - MARINA FUND			3,209.06	0.00		
	636 - INFORMATION SERVICES FUND			1,678.93	0.00		
	661 - MOTOR POOL FUND			39,320.50	0.00		
--- TOTALS BY DEPT/ACTIVITY ---							
	002 - LIABILITIES			2,265.00	0.00		
	101 - CITY COUNCIL			860.00	0.00		
	172 - CITY MANAGER			16.99	0.00		
	202 - CITY TREASURER			25.96	0.00		
	209 - ASSESSOR			664.35	0.00		
	210 - LEGAL & PROFESSIONAL			23,620.00	0.00		
	253 - FINANCE			50.98	0.00		
	258 - DATA PROCESSING			1,678.93	0.00		
	265 - BUILDINGS & GROUNDS			896.62	0.00		
	294 - CATV BROADCASTING			150.00	0.00		
	301 - POLICE			21,121.13	0.00		
	350 - INFORMATION CENTER			988.20	0.00		
	371 - BUILDING INSPECTIONS			1,656.05	0.00		
	446 - HIGHWAYS & STREETS			8,716.93	0.00		
	447 - ENGINEERING			3,106.68	0.00		
	450 - EQUIPMENT MAINTENANCE			39,320.50	0.00		
	473 - BRIDGES			6,333.11	0.00		
	558 - OPERATIONS			8,211.75	0.00		
	559 - TREATMENT			4,020.24	0.00		
	561 - ADMINISTRATION			400.06	0.00		
	563 - OPERATIONS - CASCO TOWNSHI			570.00	0.00		
	564 - OPERATIONS - SOUTH HAVEN TW			570.00	0.00		
	565 - OPERATIONS - COVERT			570.00	0.00		
	622 - ENVIRONMENTAL CLEANUP			659.95	0.00		
	729 - DOWNTOWN DEVELOPMENT			6,715.22	0.00		
	751 - PARK DEPARTMENT			2,405.25	0.00		
	776 - OPERATIONS			4,053.56	0.00		

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INVOICE REGISTER REPORT FOR CITY OF SOUTH HAVEN

INVOICE DUE DATES 02/18/2014 - 02/18/2014

BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID

BANK CODE: 1 - CHECK TYPE: PAPER CHECK

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
---	TOTALS BY DEPT/ACTIVITY ---						
	804 - MUSEUMS			196.60	0.00		

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank 1 FIFTH THIRD BANK					
01/29/2014	1	46776	UB REFUND	CORSTANGE, JILL D	100.00
01/29/2014	1	46777	UB REFUND	EVANS, SETH M	340.00
01/29/2014	1	46778	UB REFUND	JOHNSTON, REBECCA	318.61
01/29/2014	1	46779	UB REFUND	PLEASANT VIEW MHP - SH	94.98
01/29/2014	1	46780	UB REFUND	QSP - SH MOBILE HOME PARK	38.96
01/29/2014	1	46781	UB REFUND	REDMON, KRISTY L	122.19
01/29/2014	1	46782	UB REFUND	TURANZAS, RAFAEL	75.02
01/29/2014	1	46783	MISC	BERRIEN RESA ARTS IN THE SCHOOL	1,000.00
01/29/2014	1	46784	000162	ASR HEALTH BENEFITS	74.25
01/29/2014	1	46785	003111	BAVARIAN INN LODGE AND	220.50
01/29/2014	1	46786	003195	BLUE CARE NETWORK	55,276.12
01/29/2014	1	46787	003180	COPS HEALTH TRUST	10,045.17
01/29/2014	1	46788	003213	DALE CLAYTON	78.20
01/29/2014	1	46789	MISC	DAN MAZZELLO	150.00
01/29/2014	1	46790	000624	DELTA DENTAL OF MICHIGAN	4,443.54
01/29/2014	1	46791	000994	HAPA LLC	10,416.70
01/29/2014	1	46792	001286	KNOX, JARED	78.20
01/29/2014	1	46793	001405	LINCOLN NATIONAL LIFE INS CO	2,816.21
01/29/2014	1	46794	001552	MERS	500.00
01/29/2014	1	46795	001601	MICHIGAN DEPT OF STATE	52.00
01/29/2014	1	46796	001610	MICHIGAN GAS UTILITIES	14,249.05
01/29/2014	1	46797	001619	MICHIGAN MUNICIPAL LEAGUE	150.00
01/29/2014	1	46798	001752	MULAC, DAVID	562.39
01/29/2014	1	46799	003047	ERIC SMITH	75.67
01/29/2014	1	46800	002416	SOUTH HAVEN ROTARY CLUB	138.00
01/29/2014	1	46801	MISC	TED PLOUGHMAN	200.00
01/29/2014	1	46802	003226	WASHEGESIC, RONALD J. III	7.84
01/29/2014	1	46803	002958	GARY WOZNIAK	200.00
01/30/2014	1	46804	000519	CONSUMERS ENERGY	161.97
01/30/2014	1	46805	003180	COPS HEALTH TRUST	409.34
01/30/2014	1	46806	000843	FRONTIER	68.22
01/30/2014	1	46807	001544	MENARDS	507.13
01/30/2014	1	46808	002724	UPS STORE #5080	11.20
01/30/2014	1	46809	002792	VERIZON WIRELESS	2,273.68
01/30/2014	1	46810	002949	WOLVERINE HARDWARE	70.42
01/30/2014	1	46811	002410	SOUTH HAVEN MEMORIAL LIBRARY	118,449.90
02/05/2014	1	46812	UB REFUND	BLAIR, OSCAR JR	101.13
02/05/2014	1	46813	UB REFUND	BROWER, RACHEL L	161.86
02/05/2014	1	46814	UB REFUND	CORSTANGE, JILL D	96.00
02/05/2014	1	46815	UB REFUND	EVANS, SETH M	149.15
02/05/2014	1	46816	UB REFUND	LEWIS, JOSHUA E	157.62
02/05/2014	1	46817	003230	58TH DISTRICT COURT	100.00
02/05/2014	1	46818	000048	AL VAN HUMANE SOCIETY	900.00
02/05/2014	1	46819	000097	AMERICAN PUBLIC WORKS ASSOC	20.00
02/05/2014	1	46820	003127	ADAM DE BOER	12.27
02/05/2014	1	46821	000843	FRONTIER	2,390.06
02/05/2014	1	46822	000967	JODY GUILFORD	217.52
02/05/2014	1	46823	003231	SPRINT	40.99
02/05/2014	1	46824	003229	VAN BUREN COUNTY SHERIFFS OFFICE	95.00
02/05/2014	1	46825	003076	KEVIN WILDEY	74.20
02/07/2014	1	46826	000059	ALLEGAN COUNTY TREASURER	718.49
02/07/2014	1	46827	003213	DALE CLAYTON	75.67
02/07/2014	1	46828	000994	HAPA LLC	1,739.78
02/07/2014	1	46829	001286	KNOX, JARED	78.20
02/07/2014	1	46830	001544	MENARDS	796.94
02/07/2014	1	46831	001584	MICHIGAN ASSOC OF MAYORS	85.00
02/07/2014	1	46832	003047	ERIC SMITH	78.20
02/07/2014	1	46833	002395	SOUTH HAVEN COMMUNITY HOSPITAL	191.50
02/07/2014	1	46834	002417	SOUTH HAVEN SENIOR SERVICES	144.85
02/07/2014	1	46835	002424	SOUTH HAVEN/CASCO	85,473.00
02/07/2014	1	46836	002758	VAN BUREN INTERMEDIATE	3,460.83
02/07/2014	1	46837	002949	WOLVERINE HARDWARE	112.00
02/07/2014	1	46838	003227	FIFTH THIRD BANK	35,064.77
02/10/2014	1	46839	001329	LAKE MICHIGAN COLLEGE	796.75
02/10/2014	1	46840	002395	SOUTH HAVEN COMMUNITY HOSPITAL	10,523.86
02/10/2014	1	46841	002410	SOUTH HAVEN MEMORIAL LIBRARY	263.27
02/10/2014	1	46842	002415	SOUTH HAVEN PUBLIC SCHOOLS	5,263.61
02/10/2014	1	46843	002417	SOUTH HAVEN SENIOR SERVICES	7,960.55
02/10/2014	1	46844	002757	VAN BUREN COUNTY TREASURER	90,662.03
02/10/2014	1	46845	002758	VAN BUREN INTERMEDIATE	190,216.87

1 TOTALS:

Total of 70 Checks:	661,997.43
Less 0 Void Checks:	0.00
Total of 70 Disbursements:	661,997.43

**EMPLOYMENT AGREEMENT  
(City Manager)**

This Employment Agreement is made between the City of South Haven, a Michigan municipal corporation (the "City"), and Brian C. Dissette, an individual ("Employee").

IN CONSIDERATION OF the following terms conditions and covenants, the parties agree:

1. EMPLOYMENT. The City employs Employee as the City Manager of the City. Employee accepts such employment/appointment and agrees to work with and be responsible to the City Council. Employee understands and acknowledges that under the City Charter, Employee shall serve in the office at the pleasure of the majority of the City Council.
2. TERM. Pursuant to the City Charter, Employee's period for employment shall be for an indefinite term. The parties anticipate that Employee's tenure as City Manager will be for a period of five (5) years or longer. However, there is no agreement or commitment for any definite minimum term of employment in that Employee is an at-will employee and can be terminated at any time under the terms of Items 13 and 14 in this agreement.
3. DUTIES. Employee shall perform all duties specified in Section 4.7 of the City Charter, all duties specified by ordinances, and all such other proper duties as assigned by the City Council from time to time. Employee agrees to devote full time to his duties as City Manager. Employee shall not directly engage in or carry on any other business activity for compensation for his own benefit or for the benefit of any other person, entity, firm or corporation without the prior consent of the City Council. Employee agrees to carry out his duties in an efficient and conscientious manner, and to exercise his discretion and judgment in the best interests of the City at all times.
4. SALARY. The City shall pay Employee as compensation for services rendered, an annual salary of \$96,628.83 payable in accordance with the payroll schedule applicable to other employees of the City. A performance bonus of four thousand dollars (\$4,000) will be paid with the first pay period following the execution of this agreement. Subsequent adjustments in Employee's salary shall be made in conjunction with the annual performance review/evaluation of Employee conducted by the City Council. If, due to general budget cutbacks, a reduction is made to Employee's and City department directors' salaries, Employee's salary shall not be reduced by a larger percentage than the average percentage reduction for department directors. Salary adjustments during Employee's employment will be based upon relevant factors including without limitation, Employee's formal performance review, City Charter requirements, budget limits, availability of funds, provisions of state law, and compensation adjustments for other City employees under any plan/policy adopted by the City Council. Any such future adjustments of Employee's annual salary shall take effect as of the employee's anniversary date in current position.
5. PERFORMANCE REVIEW/EVALUATION.
  - A. The City Council shall conduct an annual performance review/evaluation of Employee, which shall be completed prior to the City Council's approval of the City's budget for the next fiscal year. The method of evaluation shall be formulated by the City Council in consultation with Employee.

- B. Promptly after the annual performance review, the City Council and Employee shall establish performance goals and objectives for the following fiscal year.
6. RESIDENCY. It is the express desire of the City Council that Employee shall reside within the City limits during Employee's employment, although the Council recognizes that residency cannot be required according to State Statute.
7. VACATION. For the purpose of determining the vacation benefit, Employee shall be credited with ten years of employment and thus shall receive twenty (20) work days of vacation leave credits. Such vacation leave credits will accrue for each year in the manner provided in the Personnel Policy and Procedures adopted, and as may be modified from time to time, by the City, applicable to all full-time management employees. Vacation leave credits not used during the calendar year in which they accrue may not be carried over into the following calendar year(s), except as provided by the City's Personnel Policy. Employee shall obtain prior approval of the City Council for use of vacation leave credits. Upon resignation, Employee is not entitled to use the balance of his accrued vacation to fulfill the 30 day notice requirement. Employee is entitled to be paid for any accrued but unused vacation in the event of resignation, retirement, termination, or vacancy in the office under 13D.
8. PAID TIME OFF. Employee shall receive 60 hours of paid time off (PTO) days at the commencement of each year of employment and shall accumulate paid time off according to the provisions of the Personnel Policy and Procedures as adopted, and as may be amended from time to time, by the City applicable to all full-time management employees. Use of such PTO days shall be subject to and governed by the City's Personnel Policy and Procedures.
9. COMPUTER AND CELL PHONE. Employee's duties require that Employee may find it necessary to work at home after normal working hours, so the City shall provide Employee with a reasonably up-to-date laptop computer and software to be maintained and repaired by City. Employee shall use that computer in accordance with City policies and shall adhere to generally accepted standards for the care of such equipment. The City shall provide and pay operating charges for a cell phone for Employee for business and personal use.
10. HOLIDAYS. Employee shall receive paid holidays in accordance with those uniformly provided to the City's full-time management employees.
11. BENEFITS – INSURANCE.
- A. Term Life Insurance. The City shall pay the full costs for a term life insurance policy on Employee in the amount of \$50,000.00, provided by an insurance company approved by the City. Employee shall designate the beneficiary of such life insurance. Such insurance shall continue during Employee's service under this Agreement.
- B. Health Insurance. The City shall provide Employee with family coverage for health insurance benefits in the types and amounts and under the terms provided for other full-time non-represented employees of the City. If employee chooses to opt out of the City provided health insurance, an annual payment in lieu of insurance in the amount of \$4,000 shall be paid.
- C. Disability Insurance. Employee shall receive short-term disability and long-term disability benefits as provided to other full-time management employees of the City.

- D. Other Insurance. Commencing on the date Employee commences service as City Manager, Employee shall receive the protection and benefits under the requirements of Michigan law for workers' compensation and for unemployment compensation and coverage under all liability and errors and omissions insurance maintained by the City as applicable to its full-time management employees.

12. BENEFITS - OTHER.

- A. Membership Dues. The City shall pay the dues for Employee's membership in the International City Council Management Association and the Michigan Local Government Management Association upon presentation of dues statements/invoices for such organizations. Employee may request the City Council to approve payment of membership dues for other professional or service organizations. If in its discretion the City Council determines that membership in such a professional or service organization is beneficial to the interests of the City and beneficial to Employee's performance of Employee's duties, and that payment of such membership dues is otherwise customary and appropriate under the circumstances, the City may approve payment of such membership dues upon Employee presenting a proper invoice or statement of the dues. Except for the two organizations specified above, approval of payment of dues for membership in a professional organization for one (1) year membership period shall not be deemed a commitment for dues payments for succeeding year's membership periods: a new/separate request and approval must be made and obtained.
- B. Professional Development. Employee may recommend and the City Council may approve in the City's annual budget, an amount to be budgeted to pay/reimburse Employee for tuition registration, fees, materials, meals, lodging and travel involving educational courses to be taken and/or seminars, workshops or conferences to be attended by Employee that are directly related to Employee's duties as City Manager. Employee shall obtain advance approval from the City Council prior to including any professional development expenses for which Employee will seek to use the budgeted funds. Which approval may be either as a specified item in the approved budget or as a separate request for approval if not a specific budget item.
- C. Automobile. Employee's duties require that Employee shall have an automobile available at all times during employment. The City shall pay Employee a car allowance of \$6,000 per year. The Car Allowance shall not be considered part of the gross salary when calculating retirement account contributions described in Section 12D of this Agreement. Employee shall be responsible for the automobile, its maintenance, repair, replacement, fuel and all necessary insurance required under Michigan law. When Employee is required to travel a distance greater than forty (40) miles from the city limits on City related business, Employee shall be reimbursed at the then current Internal Revenue Service business mileage reimbursement rate.
- D. Retirement.

The pension plan for the City Manager shall be administered by Municipal Employee Retirement System of Michigan (MERS). The benefits of the plan will be B-3 with the F50 (25) waiver. Employee will contribute to the retirement system the amount required of non-represented employees. The number of accumulated leave hours includable in the pension calculation will be capped at 240.

E. Business Expenses. Employee may recommend and the City Council may approve in the annual budget an amount to be budgeted for routine business expenses directly related to the performance of Employee's official duties as City Manager. Employee shall be reimbursed for such routine business expenses upon presenting appropriate receipts or vouchers for such expenses to the City Finance Department and receiving appropriate payment approvals, subject to the budget limitations. Any use by Employee of City credit cards or other charge accounts shall be done in strict compliance with the policies and practices established by the City.

13. TERMINATION. This Agreement and Employee's employment as City Manager may be terminated as follows:

A. Upon the agreement of the parties, which agreement shall be in writing and shall specify the effective date of termination.

B. Immediately upon the decision of the City Council to terminate this Agreement at any time after February 17, 2014. As the City Manager serves at the pleasure of the City Council, the decision to terminate may be with or without just cause.

C. By written resignation of Employee submitted to the City not less than thirty (30) days prior to the effective date of the resignation.

D. Immediately upon the occurrence of any event which by law creates a vacancy in the office or otherwise terminates the employment and/or, upon entry of an order of a court of competent jurisdiction which effectively terminates the employment.

14. SEVERANCE BENEFITS. Employee shall receive severance benefits from the City if the City terminates this Agreement under Section 13B, and such termination is not for the reasons listed in Section 14B. Employee shall receive no severance benefits if the Agreement is terminated by the City for a reason in Section 14B, if the Employee resigns, or if this Agreement is terminated under Section 13D. If this Agreement is terminated by agreement of the parties according to Section 13A, Employee's severance benefits, if any, shall be specified in that agreement.

Prior to the effective date of termination of this Agreement for one or more of the reasons listed in Section 14 B, the City Council shall notify Employee in writing of the reasons for its determination about Employee, and provide a description of the information upon which the City Council's decision to terminate this Agreement is based. Employee may respond in writing and may request, within ten working days of his receipt of this notice, a meeting with the City Council. If a meeting is requested, it will be set at a time and place determined by the City Council. To the extent allowed by law, this meeting shall be a closed session if Employee so requests. Employee may be represented at this meeting by a person chosen and compensated by Employee. At this meeting, Employee and/or his representative may present any information Employee believes appropriate in response to this notice. If Employee does not respond or request a meeting within ten working days after Employee receives City Council's notice, the Agreement shall be terminated effective the eleventh working day after Employee's receipt of the City Council's notice.

A. Severance benefits shall be:

1. Payment of an amount equal to six months of Employee's current salary payable as a continuation of salary payroll for such period and subject to all withholdings required by law.
  2. Continuation of the Employee's current coverage under the City's current health and dental insurance, if that is possible, or reimbursement of the Employee for the amounts he pays in COBRA premiums for six months. If, prior to the expiration of the six months, the Employee starts another position that provides comparable health and dental insurance, the City's obligation under this provision 2 shall cease.
  3. Payment of the value of vacation leave credits accrued and unused by Employee as of the date of termination. It is acknowledged that, even if Employee is not otherwise entitled to severance benefits under this Section, Employee shall receive payment of such accrued and unused vacation leave credits. The City shall pay such amount within thirty (30) days from the date of termination.
  4. Payment of the value of unused PTO calculated and paid in accordance with the provisions of the City's Personnel Policy and Procedures applicable to retirees.
- B. For purposes of Section 13 and this Section, Employee shall not receive severance benefits if terminated for any of the following reasons:
1. Conviction or a plea of no contest to a Felony;
  2. Misconduct, whether during or outside the course of employment, which substantially impairs Employee's ability to function effectively as City Manager or which brings disrepute to the office of City Manager;
  3. Gross negligence in the performance of duties;
  4. Fraud or embezzlement;
  5. Dishonesty, intentional falsification of records or documents, financial improprieties, misuse of position of personal gain, or deliberate misrepresentation of material facts to the City Council;
  6. Willful neglect or abandonment of Employee's duties;
  7. Drug test confirming the use of illegal substances, or intoxication while working;
  8. Violations of federal or state laws, the City Charter and the Code of Ordinances of the City which would expose the City to civil liability and/or affect the validity and enforceability of City actions;
  9. Material breach of this Agreement.
- C. For purposes of this Section and except as may otherwise be agreed by the parties, a resignation by Employee in lieu of termination, shall be treated as a termination of this Agreement by the City under Section 13 B, for which Employee may receive severance benefits, if all of the following conditions are met:

1. The City informs Employee of its intent to bring the termination of Employee to the City Council for formal action and offers Employee the opportunity to resign and sign a release in lieu of such action, or alternatively, after being advised of such intention, Employee offers to resign and sign a release and the City agrees and accepts such resignation in lieu of formal final action for termination by the City Council; and
2. The City's termination would not have been for reasons of just cause, in whole or in part.

D. This Section shall not, and is not intended to, preclude the parties from negotiating other terms regarding severance benefits, upon mutual written agreement.

15. MISCELLANEOUS. This Agreement shall inure to the benefit of and be binding upon the parties and their respective heirs, personal representatives, officers, successors and assigns. This Agreement has been executed in Michigan and shall be governed by Michigan law. All parties to this Agreement submit to the jurisdiction of the state courts of Michigan. This Agreement may only be amended pursuant to a written document executed by both parties. The waiver by either party of a breach of any provision of this Agreement shall not be a waiver of any subsequent breach of same or any other provision of this Agreement. If any provision of this Agreement is unenforceable for any reason, the unenforceability thereof shall not impair the remainder of this Agreement, which shall remain in full force and effect. It is contemplated that this Agreement shall be executed in multiple counterparts, all of which together shall be deemed to be one agreement. This Agreement represents the entire understanding and agreement between the parties and supersedes any prior oral or written understandings and agreements between the parties with regard to the matters addressed by this Agreement. The captions of this Agreement are for convenience only and shall not affect its interpretation.

IN WITNESS WHEREOF, the parties have executed this Agreement to be effective as of February 17, 2014.

CITY OF SOUTH HAVEN

BRIAN C. DISSETTE

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

\_\_\_\_\_

Date signed: \_\_\_\_\_, 2014

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

Date signed: \_\_\_\_\_, 2014

# Brownfield Redevelopment Authority

## Regular Meeting Minutes

Monday, September 9, 2013  
4:00 p.m., Council Chambers



City of South Haven

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

### 2. Roll Call

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

### 3. Approval of Agenda

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

All in favor. Motion carried.

### 4. Approval of Minutes – February 11, 2013

Motion by Kerber, second by Klavins to approve the February 11, 2013 Regular Meeting Minutes as written.

All in favor. Motion carried.

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

None at this time.

### 6. Financial Report

VandenBosch reviewed the Financial Report.

### 7. Brownfield Report and Reimbursements

VandenBosch reviewed the Brownfield Report and Reimbursements data.

Varney requested more information on Lago Blue and who will receive the Brownfield reimbursement. VandenBosch reviewed the various steps that have transpired since the original Brownfield Plan was written, and why Lago Blue will receive the reimbursement.

Motion by Erdmann, second by Klavins to reimburse \$27,793.66 to Lago Blue, LLC and \$6,945.63 to Roland J. Peterson, LLC.

All in favor. Motion carried.

**8. General Comments**

There were none.

**9. Adjourn**

Motion by Klavins to adjourn at 4:33 p.m.

Bolt declared the meeting adjourned.

RESPECTFULLY SUBMITTED,

Marsha Ransom  
Recording Secretary

# Board of Public Utilities

## Regular Meeting Minutes

Monday, November 25, 2013

4:00 p.m., DPW Conference Room, 1199 8<sup>th</sup> Avenue



City of South Haven

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

### 2. Roll Call

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

Winkel arrived late due to road conditions and was excused.

Also present: Wendy Hochstedler, Finance Director; Bill Conklin, Engineer; Larry Halberstadt, City Engineer; Robert Shelley, P. E., Electrical Engineer, GRP Engineering, Inc.

### 3. Approval of Agenda

Motion by Winkel, second by Burr to approve the November 25, 2013 Regular Meeting Agenda as presented.

All in favor. Motion carried.

### 4. Acceptance of Minutes for the Record - October 28, 2013

Motion by Burr, second by Winkel to accept the October 28, 2013 Special Meeting Minutes as written.

All in favor. Motion carried.

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

Rahul Patel, Baymont Inn, expressed dissatisfaction with the response time and determination of the City's insurance carrier in regards to his claim against the City due to the power outage in August. Patel thinks the City's insurance should cover this bill, or the City should cover it as a courtesy, since he is up-to-date on paying his utilities and taxes, etc. Responding to questions, Patel noted that on August 8 a ground fault caused the elevator to stop working. Patel was charged \$1800.00 for re-activation of the elevator.

Stickland explained that utilities do not guarantee continuous of service; things happen, systems break down. We cannot cover a claim like that because too many things can happen to cause failure of the system. Stickland clarified that this was not negligence by the City which would be what the City's liability insurance would cover.

Burr noted that he does not know of any utility he has ever worked for that would honor that claim.

Rahul said he is very disappointed with all this, at least if we had gotten the answer in good time, without back and forth from city.

Huff noted that he contacted our insurance carrier due to the slow response time; informed the board that response time is not usually delayed like this, and was told by the City's insurance company's representative that the claim "fell through the cracks." Huff apologized for the long delay.

Stickland also apologized for the slow response time.

Rahul stated that he has \$2500 deductible so he cannot get help from his insurance carrier.

Stickland expressed that he knows this is not the answer Patel was seeking but that historically, utilities cannot guarantee continuous of service.

## 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
- F. JUNE 2013 Water Fund Financial Statement
- G. JUNE 2013 Sewer Fund Financial Statement
- H. JUNE 2013 Electric Fund Financial Statement

### **8. Indian Grove Infrastructure Project**

- A. Sewer Study Progress Report

Huff updated the board that Abonmarche is finishing things up on schedule and the board will see it before it is submitted to anyone. Huff noted the plan is submitted to the Department of Environmental Quality (DEQ) for funding. The board discussed repairs and replacement of seals in man hole covers as well as rebuilding chimneys.

### **9. Unresolved Issues Report**

Huff reviewed the action taken by the board to increase the cost of street lights. Huff located the file Stickland referred to at the last meeting and tried to estimate actual cost for unmetered street lights. Huff concluded that the utility is not losing any money.

Huff reminded that in February 2012 there was an item included in an Abonmarche contract that was already approved but there were questions regarding the language. Huff noted that our construction contracts do not include limiting our liability to the amount of the contractor's insurance. It is standard practice that the City has a contract with a contractor, not with the subs; the contractor is liable for the work done by the subcontractors.

Huff sent a letter to Meijer, as requested, asking that Meijer's consider installing an electric vehicle charging station.

Burr noted that there is a charging station at the Consumers Conference Center.

### NEW BUSINESS

#### **10. Board will continue discussion concerning the 10% penalty rate for late utility payments and be requested to make a recommendation.**

Huff noted there is no staff report but he has provided comparisons of late fees from a number of municipalities. Stickland explained the difference in late fees based on which services the municipality provides. Burr said he thinks they are trying to follow the Public Service Commission recommendations. Burr prefers charging 2%. Stickland said if we change to 2% it would be charged every month to which Finance Director Hochstedler agreed. Hochstedler requested that the board please do not split the fees along utility lines, as some municipalities do.

Motion by Burr to revise the utility policy to change the late payment penalty rate to two percent (2%) per month to be compounded monthly on all utilities with no waivers. Second by Winkel.

All in favor. Motion carried.

### NEW BUSINESS

#### **11. Board will be requested to approve award of the Phoenix Road Transformer Procurement Bid.**

Shelley noted that the various transformers are all roughly the same on load and the impedances are within industry standard.

Huff noted the Delta Star comes in \$60,000 cheaper than ABB/Kuhlman and \$22,000 cheaper than SPX/Waukesha. Halberstadt noted that if we pay on their payment schedule, we would pay more money up front and more often, and Delta Star will give us a two percent (2%) break on the total cost. Shelley said the City should consider this payment plan. Shelley confirmed that the terms result in two percent (2%) off the final invoice.

Huff asked if Shelley has experience with Delta Star to which Shelley said, "Yes, I have had experience with Delta Star using both financing options." Shelley recounted a recent

transformer purchase in Traverse City, noting that even though Delta Star had all of the city's money, they still sent out a crew out to do repairs when there was a problem.

Stickland asked for confirmation of his understanding that payments were thirty percent (30%); twenty-five percent (25%); twenty-five percent (25%) and the final twenty percent (20%) due on shipment.

Motion by Burr to purchase from Delta Star the 12-16-20MVA transformer as recommended by our electric consultant, who will negotiate a payment plan to include splitting the final twenty percent (20%) payment and to include one bushing each for the primary and secondary. Second by Winkel.

All in favor. Motion carried.

**12. Board will be requested to approve a consulting contract with GRP Engineering, Inc. for Phoenix Road Substation Transformer #2 design and construction observation services.**

Discussion ensued regarding what the consulting contract includes.

Motion by Burr to approve recommendation to City Council to enter into consulting contracts with GRP Engineering, Inc. 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. Second by Winkel.

All in favor. Motion carried.

**13. Board will be requested to establish a schedule for Regular Meeting Dates for the 2014 Calendar Year.**

Motion by Winkel, second by Burr to approve the suggested schedule for Regular Meetings Dates for the 2014 Calendar Year, changing the March 24 meeting to March 31 as noted below:

January 27, 2014  
February 24, 2014  
March 31, 2014  
April 28, 2014  
May 19, 2014 (Moved forward one week due to Memorial Day on May 26)  
June 30, 2014  
July 28, 2014  
August 25, 2014  
September 29, 2014  
October 27, 2014  
November 24, 2014

All meetings will begin at 4:00 pm. Meetings will be held in the Department of Public Works Conference Room.

All in favor. Motion carried.

**14. Next meeting is scheduled for Monday January 27, 2014 at 4:00 p.m. in the DPW Conference Room, 1199 8<sup>th</sup> Avenue, South Haven, Michigan.**

**15. Director's Comments**

Huff distributed copies of APPA report on average revenue per kilowatt hours for Michigan. If board is interested he will send spreadsheets for all states.

**16. Board Member Comments**

Winkel: apologized for being late.

**17. Adjourn**

Motion by Winkel, second by Burr to adjourn at 5:47 p.m.

All in favor. Motion carried.

RESPECTFULLY SUBMITTED,

Marsha Ransom  
Recording Secretary

# Planning Commission

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



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

### 2. Roll Call

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

Motion by Smith, second by Webb to excuse Miles and Wall.

All in favor. Motion carried.

### 3. Approval of Agenda

Paull noted that each year the Planning Commission is required to approve a meeting calendar for the upcoming year; approval of the agenda should include the addition of such approval in place of the current Item #7.

Motion by Smith, second by Frost to approve the December 5, 2013 regular Planning Commission agenda as amended.

All in favor. Motion carried.

### 4. Approval of Minutes – November 7, 2013

Motion by Frost, second by Heinig to approve the November 7, 2013 minutes as written.

All in favor. Motion carried.

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

Elaine Herbert, 140 No. Shore Drive. Expressed concerns regarding allowing single family residential homes in the B-3 waterfront business district and adding Old Harbor Village into the Central Business District.

Paull noted that the Planning Commission will be discussing B-3 at the January 9, 2014 meeting.

## 6. New Business – PUBLIC HEARINGS

### A. Taste Restaurant – Special Use Permit, Outdoor Dining

**Joel Gesiakowski, representing Taste Restaurant at 402 Phoenix Street requests a special use permit to allow outdoor seating at the restaurant, per zoning ordinance section 601-3. The property number for the subject parcel is 80-53-001-008-00 and the owner of record is JWILCO Properties, LLC of South Haven.**

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

All in favor. Motion carried.

Joel Gesiakowski, owner of Taste, explained his request as outdoor service for food and/or alcohol, with seating for twelve (12) to twenty (20) people, wrought iron seating with umbrella tables with service provided by Taste's wait staff from inside the restaurant.

In response to a query by Frost regarding the liquor license, Gesiakowski explained that there will just be an extension of the existing license and there will not be an outdoor bar.

There were no public comments made.

Motion by Heinig, second by Peterson to close the public hearing.

All in favor. Motion carried.

Paull expressed his concern about outdoor sound and music. Gesiakowski stated that Taste does have two (2) outdoor speakers and they will be no louder, explaining "We are a restaurant first, a bar second; we will have the same hours, the same philosophy as the restaurant, the same dinner music."

Peterson noted that 11:00 p.m. is the closing time stipulated in the regulations and thinks outdoor dining is a great idea; it is all spelled out as far as how it will be done, what can and cannot be out there.

Smith questioned the railings and snow removal. Anderson said railings located on public property will have to come down during the winter to facilitate snow removal. Discussion ensued regarding who will install railings initially, the property owner or the city.

Heinig stated his concern about wait staff and patrons using the same doorway for ingress and egress as well as wait staff crossing the pedestrian pathway. Gesiakowski said he will be offering a limited menu out there and staff will not seat more than four (4) people at one table which limits the size of trays coming out.

Anderson read a letter from Keith Huffman of 323 Eagle Street expressing concerns about additional speakers and increased volume. Gesiakowski assured that they do

not plan to add speakers or turn up the existing volume, which is dinner music for atmosphere.

Paull noted this special use permit is conditional on traffic issues, noise, etc. so advised that applicants keep that in mind as this permit can be revoked if there are problems.

Paull noted that the city's limit of ninety (90) decibels at the property line is quite loud. Smith felt noise issues could easily become a problem.

Motion by Smith, second by Heinig to approve the special use permit, as requested for 402 Phoenix Street, contingent upon approval of the proposed furniture by the Downtown Development Authority, recommending that City Council approve the license agreement for seating on public property.

All in favor. Motion carried.

#### **B. Black River Tavern Restaurant – Special Use Permit, Outdoor Dining**

**Scott Maxwell, representing Black River Tavern at 401 Phoenix Street, requests a special use permit to allow outdoor seating at the restaurant, per zoning ordinance section 601-3. The property number for the subject parcel is 80-53-123-008-00 and the owner of record is BPO Elks #1509 of South Haven.**

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

All in favor. Motion carried.

Joel Gesiakowski, representing Black River Tavern at Scott Maxwell's request. Gesiakowski noted that Black River Tavern is a bar as well as a restaurant, so it is a little different concept. In response to questions, Gesiakowski stated that as far as he knows Maxwell has no intention of piping live performances outdoors.

There was no public comment offered.

Motion by Smith, second by Frost to close the public hearing.

All in favor. Motion carried.

Smith asked whether live entertainment will be permitted on the street and whether they may add speakers. Anderson noted that those items are not included in the license agreement. An amendment to the license agreement would be required if a live performer were requested.

Paull noted that the special use requirements limit outdoor speaker systems. Upon questions, Anderson noted that the Planning Commission may make approval contingent on the establishment not installing additional speakers or increasing the current volume.

Peterson asked if there is a capacity rule to which Anderson responded that the fire marshal will set the capacity limit and that will have to be adhered to.

Motion by Heinig, second by Smith to approve the special use permit for Black River Tavern at 401 Phoenix Street contingent on having no additional speakers and no additional volume and on the Downtown Development Authority's approval of the proposed furniture. He also recommended that City Council approve the license agreement allowing outdoor seating on public property.

Frost clarified that the restriction of additional speakers does not disallow installation of new speakers in the case of the present speakers breaking, but again, to be no louder than the current level of music. Smith noted that live music can be piped outside but at the same volume level.

All in favor. Motion carried.

**7. Meeting calendar for 2014.**

Anderson noted that the January and July meetings were moved a week to avoid meetings conflicting with holidays. Anderson noted that sometimes there will need to be a change in the date of the meeting and that can be done as long as it is posted.

Discussion regarding the timing of spring break April 7 through 11; there will not be a conflict with meeting on the regularly scheduled first Thursday of the month.

(Generally, the Planning Commission meets on the first Thursday of the month.)

January	9*
February	6
March	6
April	3
May	1
June	5
July	10*
August	7
September	4
October	2
November	6
December	4

\* Due to holiday conflicts, these meetings will not take place on the first Thursday of the month. (SHPS spring break is April 7-11 in 2014.)

Motion by Heinig, second by Frost to approve the calendar as presented for 2014.

All in favor. Motion carried.

**8. Commissioner Comments**

Webb: none  
Heinig: none

Frost: none

Smith and Peterson: happy holidays

Paul: The Central Business District designation recommended for Old Harbor Village is rather restrictive and essentially recognizes what is already there. In the 1980s Old Harbor Village was given a dispensation for parking by buying into a now defunct parking program; they already do not provide parking for their guests. Incorporating Old Harbor Village into the Central Business District will probably encourage business development.

## **9. Adjourn**

Motion by Smith, second by Frost to adjourn at 7:34 p.m.

All in favor. Motion carried.

RESPECTFULLY SUBMITTED,  
Marsha Ransom  
Recording Secretary

# Harbor Commission

## Regular Meeting Minutes

Tuesday, December 17, 2013  
5:30 p.m., City Hall Council Chambers  
South Haven City Hall



City of South Haven

### 1. Call to Order by Arnold at 5:30 p.m.

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

### 2. Approval of Agenda

Motion by Pyle, second by Stephens to approve the December 17, 2013 regular meeting agenda with the following amendment:

Move Item 8, Fishing Charter License Agreement, to follow Item 4.

All in favor. Motion carried.

### 3. Approval of Minutes: October 15, 2013 Regular Meeting

Motion by Stephens, second by Strong to approve the October 15, 2013 regular meeting minutes. Motion carried.

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

None at this time.

#### 4a. Fishing Charter License Agreement

VandenBosch noted there have been no complaints about the charter fishing business which helped the city's South Marina revenue. VandenBosch suggested that the commission consider a three year contract with either party having the ability to cancel at the end of any season. The license agreement would stand if neither party initiated a cancellation.

Strong supported recommending that City Council make the license agreement a three year contract.

Stephens questioned changing the verbiage to which VandenBosch responded that the city attorney will be drafting the language to include the three year clause.

Motion by Stephens to recommend that city council approve the license agreement for a three year period, with a three year term which can be canceled by either party at the end of any season.

Second by Pyle.

All in favor. Motion carried.

## **5. Marina Reports**

VandenBosch reviewed the Marina Reports. VandenBosch noted that having the state manage reservations costs the city fourteen percent (14%) and explained how that revenue flow works.

VandenBosch noted that most of the dredging expenses have come out of the river maintenance fund so there will be some budget adjustments once the dredging is complete. Pointed out that the marina funds will be in a rebuilding phase for a few years due to the expenses of the dredging.

Across West Michigan, according to Michigan's Central Reservation system, we do not see much lowering of overnight or transient marina numbers, according to VandenBosch; "South Haven has an issue with transient revenues going down."

VandenBosch updated the board regarding the audits being done on the marinas, along with all other city finances. There was an issue with cash handling and record keeping which the auditors want to see changed; they did not find that cash was missing, but do require daily cash out and deposit reports. VandenBosch expects to have that report for the next meeting.

Sullivan asked whether the revenue reports just show the income side to which VandenBosch responded that is correct, those reports are just revenue. VandenBosch noted that the city has not audited the state's payments to us, but maybe that should be done. In future, VandenBosch said, "We are going to have to have a daily report of the name and length of each boat in the harbor on a daily basis so the auditors can do what they need to do."

## **6. Fish Cleaning Station**

VandenBosch said the questions facing the Harbor Commission are: "How much of this is going to be built and how much of it can the city get a grant for." VandenBosch recommended focusing on the fish cleaning station and the new drives; to apply for a grant we are in need of a concept plan and a budget. VandenBosch would like to see a \$200,000 to \$300,000 project, of which our match would typically be one-third (1/3) to one-half (1/2). Pyle asked whether a restroom could be added onto the fish cleaning station and

VandenBosch explained that the plan does allow for a restroom by the new fish cleaning station.

According to VandenBosch, he will ask Abonmarche to put together an itemized plan. Depending on the cost of the initial plan, additional items to consider adding on might be the larger parking lot by Dunkley and walkways within the park. If the numbers are too high, something might have to be scratched, and an itemized plan makes that simpler.

Stephens asked about who the grantor would be; VandenBosch believes it would be a fisheries grant but staff will look for any other grants that might be available. Stephens feels that if we could view the St. Joseph and Holland grants it would help determine what to include; VandenBosch responded that Abonmarche did those plans and he is counting on them to indicate what is best to request.

VandenBosch pointed out some berm work and tree transplanting has been done. There was discussion regarding when the large pile of spoils will be moved.

## **7. Weather Buoy**

VandenBosch introduced the subject by noting that we are applying for a grant for fifty thousand (\$50,000) dollars; forty thousand (\$40,000) dollars of that goes toward the buoy. The LimnoTech Company sold this project at a Steelheader's meeting; the buoys give wave height, wind speed and direction from three (3) miles out instead of in the middle of the lake. There are temperature sensors at various levels as well as current sensors available although those are an additional cost. There is an annual maintenance cost and while we are trying to get more accurate numbers, City Council has committed five thousand (\$5,000) dollars per year and the county committed another five thousand (\$5,000) dollars. The Steelheaders have been acquiring letters of support and are hoping to get more financial commitments.

Arnold asked some questions regarding maintenance; VandenBosch said he is trying to nail down the details because the next step after this pre-proposal is to put together an operating agreement.

VandenBosch compared the NDBC (National Data Buoy Center) Buoy, which is located in the middle of the lake, gives an average of several readings over time, whereas the local buoy gives you an accurate real time reading. Sullivan asked where the information would be transmitted to; VandenBosch said it would be transmitted to NOAA (National Oceanic and Atmospheric Administration). Strong noted that there are phone numbers direct to the buoy.

Pyle explained the long process they use to try to come up with averages for people who contact their place of business asking for wave height, temperatures, wind direction, and "should we come fish?" Pyle said it would benefit a lot of people. VandenBosch noted that NOAA is where the city gets the readings for putting up the red flags on the beaches. Pyle can see this increasing revenue.

VandenBosch noted a resolution is included in the packet provided.

Motion by Pyle, second by Sullivan to support Resolution No. 01-2013 to support the grant application and to commit to operation and maintenance costs for a period of five years for a near shore weather buoy to be installed.

VandenBosch noted that the revenue portion will be worked out during the budget process.

All in favor. Motion carried.

## **8. Fishing Charter License Agreement**

See 4A above.

## **9. 2014 Meeting Schedule**

VandenBosch noted the list provided in the packet for Resolution No. 2013-2:

January 21  
February 18  
March 18  
April 15  
May 20  
June 17  
July 15  
August 19  
September 16  
October 21  
November 18  
December 16

Motion by Sullivan, second by Stephens to accept the resolution No. 2013-2 setting meeting dates for 2014.

## **Member and Staff Comments**

VandenBosch – Merry Christmas!

Strong – Merry Christmas!

Sullivan – What are we anticipating for the January and February meetings? VandenBosch said we will be preparing for the budget, the audit, and working on the Black River Park.

Stephens – Were questionnaires sent out to the seasonal boaters? VandenBosch asked Marple to do that, but does not know if he did it. Stephens said it is an important aspect of customer services.

December 17, 2013  
Harbor Commission Minutes

**Adjourn**

Motion by Strong, second by Stephens to adjourn at 6:14 p. m.

All in favor. Motion carried.

RESPECTFULLY SUBMITTED,

Marsha Ransom  
Recording Secretary

# Planning Commission

## Regular Meeting Minutes Thursday, January 9, 2014 7:00 p.m., Council Chambers



City of South Haven

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

### 2. Roll Call

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

Motion by Wall, second by Smith to excuse Peterson.

All in favor. Motion carried.

### 3. Approval of Agenda

Motion by Smith, second by Heinig to approve the agenda as presented.

All in favor. Motion carried.

### 4. Approval of Minutes – December 5, 2013

Motion by Wall, second by Smith to approve the December 5, 2013 minutes as written.

All in favor. Motion carried.

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

None at this time.

### 6. New Business – PUBLIC HEARINGS

#### A. A zoning ordinance text amendment to add One Family Detached Dwellings to the list of uses permitted in the B-3, Waterfront Business Zone.

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

All in favor. Motion carried.

Anderson introduced the proposed zoning ordinance amendment. Single family homes are permitted at present in the B-3 zone but only as part of a planned development; this amendment would allow an individual single family home on an individual lot.

The sub-committee added this proposal after doing a study; driving around to see the uses in the B-3 zone. It was noted that there are several lots that are large enough for single family homes but not for any commercial use. There are currently existing, non-conforming single family homes, which means the owners of those properties may have difficulty getting a variance to expand or improve their property or even experience difficulties acquiring insurance.

This amendment would allow people who own those lots to come in and ask for a dimensional variance to put that single family home in.

Anderson read the specific caveats of the above referenced amendment:

1. One family detached dwellings on existing lots when it is documented that the development of any other permitted use is not possible due to lot size or configuration.
2. Conversion of an existing permitted use to single family homes on individual lots is not permitted without a special use permit from the planning commission.
3. In addition to the standards found in Section 1502 of this ordinance, the applicant shall demonstrate that the conversion is of substantial benefit to the city of South Haven and the waterfront business community.

Those would be requirements before anything could be taken out of a current permitted use and put into a single family residential use.

Paull requested public comments.

**Elaine Herbert, 140 N. Shore Drive.** Thanked Anderson for putting her comments in the packet and the board for reading them. Noted that B-3 Waterfront Business is a restrictive zone for many serious reasons and does not feel the Planning Commission should be backing into such areas as Zoning Ordinance uses. The Waterfront Business district is precious to this town. Herbert requested that such changes be left to the Zoning Board of Appeals and that the Planning Commission should not let there be a gaping exception to the existing uses and zoning.

**John Marple, 515 Williams Street #9.** Noted the resolution from Old Harbor Village Condominium Association. Stated that when the resolution was drafted Marple did not understand this particular subject. Anderson and Marple had not spoken, so Marple wants to inform the commission that paragraph four (4) of our resolution could be stricken from the record.

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

All in favor. Motion carried.

Paull asked that all hearings be held prior to any decisions. All members agreed.

**B. A request from the City of South Haven Planning Commission to amend the official zoning map to rezone the following properties from B-3, Waterfront Business Zone to the CBD, Central Business Zone:**

**519 Williams Street (C299A)  
519 Williams Street (C299A1)  
521 Williams Street (C299B)  
423 Williams Street, Units #1-8  
515 Williams Street, Units #1-9; #30-38, and #61-62  
425 Williams Street, Units #20-29 and #39-60**

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

All in favor. Motion carried.

Anderson explained that this request came about when there was interest in expanding a dock for outdoor dining. One of the planning commissioners suggested taking that area, including Old Harbor Village and rezoning it into the Central Business District (CBD), removing one hurdle for such development. There is a map included showing the properties that would be included. Anderson noted one correction; the Key West Parking lot should not be part of the area being considered for rezoning.

Anderson pointed out that the resolution from the Old Harbor Village Association and a letter from John Marple about this proposal is in the packet along with a series of emails from Elaine Herbert. Anderson also addressed this within her comments on Item A.

Paull opened the meeting for public comment.

**Mike Poll, 244 Oak Street.** Owner and part-owner of three (3) retail stores, about 15% of the Old Harbor Village Association. Stated that he and the other store owners are in favor of this; noted that the former Nichols dock is not part of the association, but is adjacent to it. Poll stated that he would love to see the dock expanded and made safe. Presently, "it is an eyesore and a safety hazard." Poll wanted to go on record for the owners of those shops to support this rezoning.

**Elaine Herbert, 140 North Shore Drive.** "The question is what this is about? What makes the City want to add a big chunk of Old Harbor Village to the CBD. What is the motivation? There is obviously a back story to what is happening here. This property does not 'kind of' belong in the Central Business District (CBD); it belongs in the B-3 Waterfront Business zone."

Herbert stated that zoning goes with property forever. Reminded the commission about the pizza place on the North Side peninsula requesting to add a table and chairs. Also recalled a time when someone suggested zoning of "Mixed Resort Use". Do not take the North Shore Drive peninsula out of the residential zone. You do not know all the things that can get a foot in the door if you change this zoning. Let these people go to the Zoning Board of Appeals (ZBA) to accommodate their use.

**Joe Wiltgen, 518 Virginia Avenue.** Stated that he has bought that dock (former Nichols dock) and plans to make that dock into a waterfront restaurant. Wants to build a nice

restaurant and have boat dockage. Feels that parking should not be an issue because people are used to walking; "if anything else is going to happen on the river, we need to change this zoning."

**Ron Wiser, 96 Chicago Avenue.** President of Old Harbor Inn Condo Association. Stated that the executive committee of the association strongly objects to the change in the zoning. They have sixty-two (62) units in there, pretty much all the condo owners and a good share of the retail owners are against it and feel it just adds more confusion. People are already hauling luggage two (2) to three (3) blocks to our place of business. Wiser noted that future development of the Hale's building and Foundry Hall will make parking a complete dilemma for us. The situation we already have is bad; three (3) bars in close proximity; noise, smells, garbage sitting on the street every day until the garbage trucks come along. We are first a hotel that has three (3) bars in it and it is becoming a dilemma for us. "We have music, loud talking, hollering and a certain amount of lights already; we don't need any more of that down there."

**John Marple, 515 Williams Street, Unit 9.** Asked that the Planning Commission review the resolution from Old Harbor Inn Association as drafted because the board of directors is against the rezoning.

Motion by Smith, second by Miles to close the public hearing.

All in favor. Motion carried.

**C. A zoning ordinance text amendment to limit the height of buildings and structures in the previous amendment to 35 feet or 2.5 stories.**

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

All in favor. Motion carried.

Anderson explained that even though Item B and Item C are both amendments, one is a text change and one is a map change, so they could not be combined into the same amendment. Item C would only take affect if Item B takes place. This would place two (2) conditions on properties in that area should the rezoning take place.

Amplified sound would be restricted after eleven (11) p. m. at night in addition to the already-in-effect city ordinance. In the case of conflict the stricter of the two shall apply.

Height restriction; Structures in the B-3 Waterfront Business zone are allowed to be thirty-five (35) feet or 2.5 stories, whichever is less. The Central Business District allows building heights of forty-five (45) feet or 3.5 stories; this amendment would limit height to that permitted in the B-3 Waterfront Business zone.

**Elaine Herbert, 140 North Shore Drive.** Understands that if you change the zoning you have the option of restricting 4.5 stories; please consider setbacks, signage, everything else that is radically different between the B-3 and CBD zones. Zoning goes with the property forever and this is like taking a hammer to something that a little tweak at the Zoning Board of Appeals (ZBA) would remedy. "Don't change the zoning and you won't need this amendment either."

**John Marple, 515 Williams St. #9.** Had a question about noise in the proposed amendment. Requested that it be re-read.

Anderson read the restrictions regarding noise as a separate restriction along with the already existing city ordinance.

Marple stated, "As an individual owner, I am in very much in favor of that. As far as the height regulations, once again I ask you to review the resolution drafted by the board of directors, as it would place a burden upon the Old Harbor Village that would create an unfair disadvantage to us. If the property is rezoned we should have the same rights, duties and responsibilities as every other member of the CBD. Otherwise it would be inequitable and unfair."

**Mike Poll, 244 Oak Street.** Strongly supports the noise ordinance. We have a unique situation; we have stores, retail shops, bars and hotel rooms. There is a constant battle between the fun and the tranquility. Thinks that amendment is a good step; knows it is a tough job.

Paull noted that the noise restrictions in this amendment are stricter than the city ordinance.

Wall pointed out that the new decibel meters used by the bars agree with the police meters and enforcing the ordinance has been much better.

**Ron Wiser, 96 Chicago Avenue.** Stated that decibel readings are all well and good but tell that to our guests. "The only complaint we get from the hotel guests on the website is for bar noise; we have to give free nights, and some people may not come back. Even if it's not music it is noisy, talking, yelling which cannot be enforced." Stated that it will be very harmful to our business, and not good for the city, to have that kind of thing going on.

Wall requested permission from Paull to address that issue. She stated that when looking at South Haven, noise and repeat customers, 'You don't buy a house by a cow farm, if you don't like the smell.' The Idler has been there for a long time, Wall stated, and most of your customers, if they have common sense, look around the area, and see they are next to a bar and across the street from a bar and across the river from a bar. As a lifetime resident and as a boater, we know water amplifies sound.

Frost asked about the closing time. Anderson noted that any outdoor dining is a special use, so when an applicant comes before the Planning Commission there can be conditions placed on any approval.

After comments by Miles, Anderson clarified that the last discussion regarding expanding the former Nichols' dock was with a different applicant.

Smith says personally this is a pretty big change proposed for pretty small issues. Smith would like to see pros and cons on what we should consider regarding these changes.

Anderson said that is good thinking; the commission can consider all comments. This is a larger issue than it seems initially; in view of the comments we know there are a lot of issues and strong feelings.

Wall said this needs more looking into and more details before any decisions are made.

**Elaine Herbert, 140 North Shore Drive.** Stated Ms. Wall brings up not moving next to a cow farm, etc. Herbert would like to see this same thinking brought to bear on our neighborhoods where we seriously did not expect there to be huge rental parties night after night when we purchased our properties.

Motion by Heinig, second by Frost to close the public hearing.  
All in favor. Motion carried.

Paull suggested these items be placed for discussion and clarification at the next Planning Commission meeting.

## **7. Other Business**

**A. None**

## **8. Old Business**

**A. None**

## **9. Commissioner Comments**

**Wall.** We appreciate your comments and hope no offense is taken by my comments. We get that complaint the most, "How do we control the noise?" We are a tourist town and that is what is keeping this town alive, people come here for our harbor and our beaches. I live on a block where there are mega rentals. It can be loud in the summer; then we have five months of quiet and start all over again. We all pay taxes; we live here; we all understand how it works.

Paull mentioned, regarding an ordinance on rentals, a house on Brockway with no driveway because the owner landscaped the front yard, poured a patio and so forth. One winter weekend there were seven (7) vehicles parked on the street. The city needs something in place to regulate occupancy and parking.

## **10. Adjourn**

Motion by Wall, second by Smith to adjourn at 7:44 p. m.

All in favor. Motion carried.

RESPECTFULLY SUBMITTED,

Marsha Ransom  
Recording Secretary

# MEMORANDUM

DATE: February 4, 2014  
TO: Brian Dissette, City Manager  
FROM: Deb Davidson, DDA Director

SUBJECT: Grant application to the Michigan Department of Natural Resources  
Recreation Passport Grant Program for Optimist Tot Lot Improvements

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City Council is being asked to consider application to the Michigan Department of Natural Resources - Recreation Passport Grant Program. The application is a re-submittal of the 2012 application. Staff was informed by the MDNR Grant Analyst shortly after the November announcement, that the City's submission received the most points possible for the project. Staff was told that the decision to award funds is dependant on the number of submissions and the amount the program has to award.

Staff has started the process and one of the required steps is for City Council to pass a resolution supporting the submission of the application. City Council is asked to consider this item at their February 17<sup>th</sup> meeting in order to proceed with the application process and meet the April 1, 2014 deadline.

## Background

Discussions with City Staff, particularly the Parks Department, led to the decision to make improvements to Optimist Tot Lot Park. Users of the park and residents of the neighborhood have voiced the need for a climbing structure at the park. Also, it was suggested that while making improvements to the park, installation of a rubber playground surface underneath the new and existing equipment also be completed. As a result of the improvements, the City of South Haven anticipates a surface that is resilient, attractive, slip-resistant, requires less maintenance, and is ADA compliant. The new surface will allow use of the playground equipment by all users making it universally accessible. Universally-designed projects are a critical factor in MDNR scoring.

The funding request will be \$37,300, and the City's match of \$12,500 (25%) of a total \$49,800 project cost, during the 2014-2015 fiscal year.

The source of funds shall be from the City of South Haven Parks Department Capital Projects Fund.

CITY OF SOUTH HAVEN  
VAN BUREN AND ALLEGAN COUNTIES, MICHIGAN

RESOLUTION NO. 2014-06

A RESOLUTION AUTHORIZING THE CITY MANAGER TO APPLY FOR A  
MICHIGAN DEPARTMENT OF NATURAL RESOURCES GRANT FOR  
PLAYGROUND EQUIPMENT AND SURFACING AT OPTIMIST TOT LOT PARK

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 February 17, 2014 at 7:00 p.m. local time.

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

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

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

WHEREAS, funds have become available to the Michigan Department of Natural Resources through the Recreation Passport Grant Program to provide grants to local units of government for recreational improvements; and,

WHEREAS, the City of South Haven desires to make improvements to Optimist Tot Lot Park by purchasing a climbing structure and installation of rubber mulch playground surfacing in the entire play area; and

WHEREAS, as a result of the improvements, the City of South Haven anticipates a surface that is resilient, attractive, slip-resistant, requires less maintenance, and is ADA compliant; and

WHEREAS, the City of South Haven City Council supports the submission of an application titled "Tot Lot Park Improvements" to the Recreation Passport Program for the development of Tot Lot Park located at E. Wilson and Bailey St. intersection; and,

WHEREAS, the proposed application is supported by the Community's 5-year Approved Parks and Recreation Plan; and,

WHEREAS, the City Parks Department Capital Improvements Fund has made a financial commitment to the project in the amount of \$12,500 matching funds, in cash and/or force account; and,

NOW THEREFORE BE IT RESOLVED, that the City of South Haven does hereby authorize the City Manager to make application of a Recreation Passport Grant application for \$37,300, and further resolves to make available a local match through financial commitment of \$12,500 (25%) of a total \$49,800 project cost, during the 2014-2015 fiscal year.

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 17<sup>th</sup> day of February 2014, at which meeting a quorum was present, and that this resolution was ordered to take immediate effect. Public notice of said meeting was given pursuant to and in compliance with the Open Meetings Act, Act No. 167 of the Public Acts of Michigan 1976 (MCL 15.261 *et seq*).

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

February 4, 2014

TO: Brian Dissette

FR: Paul VandenBosch

RE: Elkenburg Park Project Completion

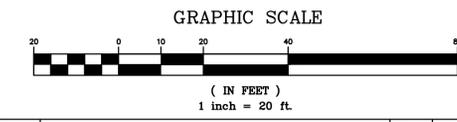
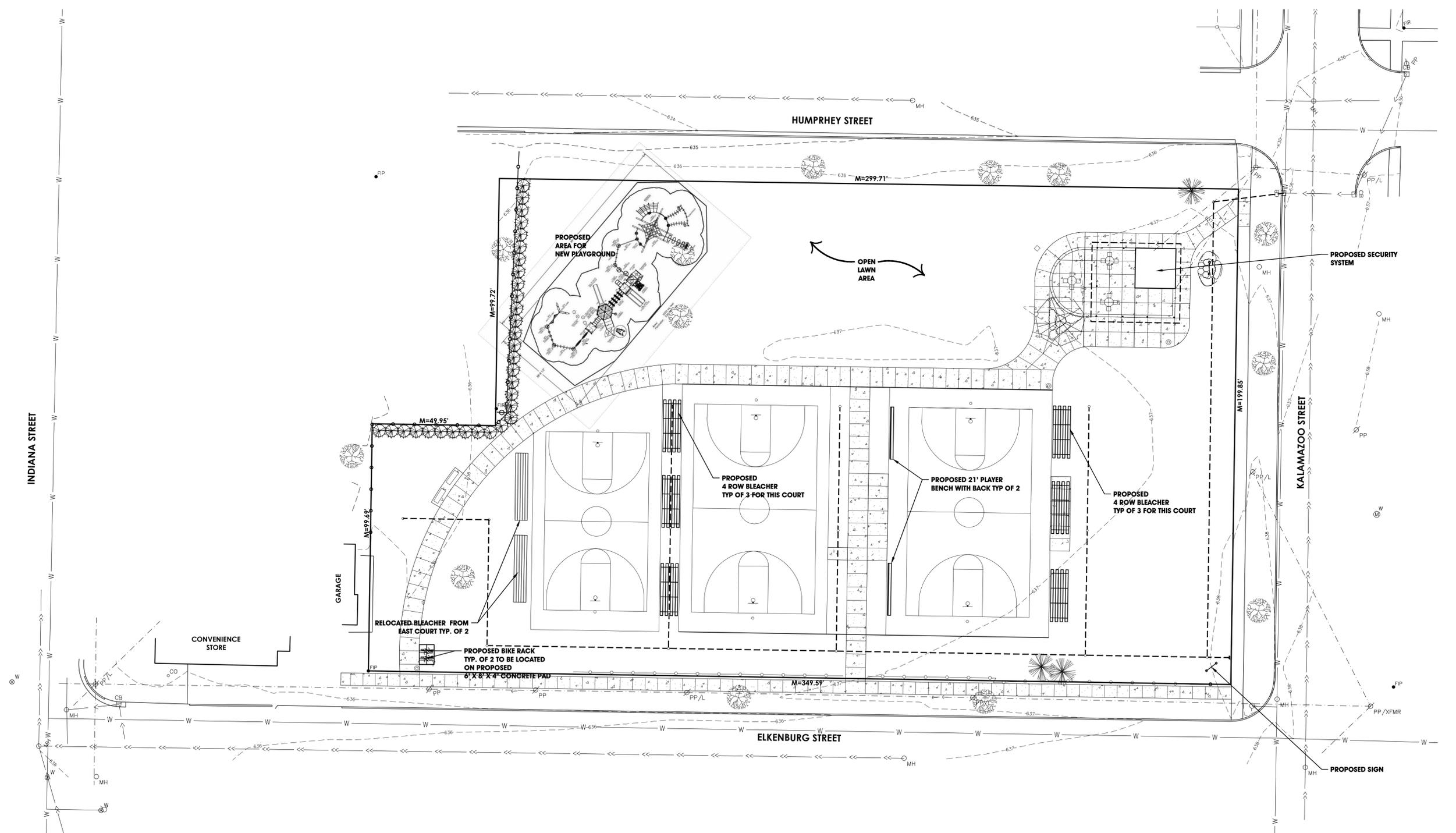
After working with residents and the Parks Commission, staff requested an amendment of the Elkenburg Park grant to add a number of items and use up the remaining grant dollars.

- ✦ Addition of new playground equipment and safety surface to be installed with a community build (no installation fee) with supervision by a Certified Playground Installer.
- ✦ Security Camera System.
- ✦ Bike Racks
- ✦ Additional bleachers – the new basketball court amenities have become very popular and the existing bleachers are not servicing the number of users.
- ✦ Park Decorative Sign
- ✦ Players Benches

Staff is requesting approval of the grant amendment agreement and a budget adjustment to allow for completion of the work items.

Project Name: Elkenburg Park Phase II Improvements  
 Project Number: 13-0391  
 Preliminary Estimate - October 2, 2013  
 MDNRE # TF 11-144

Item	Unit	Qty	Price	Total	Notes
<b>1. Playground Equipment</b>	LS	1	\$ 55,000.00	\$ 55,000.00	Playground includes installation and/or community build
<b>2. Security Camera System</b>	LS	1	\$ 2,600.00	\$ 2,600.00	Includes two (2) cameras
<b>3. Bike Racks</b>	Ea	2	\$ 250.00	\$ 500.00	
<b>4. Trash Receptacles</b>	Ea	2	\$ 1,250.00	\$ 2,500.00	Carnival Receptacle, 42 Gal w/door
<b>5. Bleachers</b>	EA	6	\$ 2,226.57	\$ 13,359.42	4 Row Bleachers, 27 ft (no concrete pad)
<b>6. Sign</b>	SFT	12	\$ 210.00	\$ 2,520.00	2' x 6' Sandblasted Sign (double sided)
<b>7. Player Benches</b>	EA	2	\$ 930.00	\$ 1,860.00	Player Bench, 21 ft w/ backrest
<b>Total</b>				<b>\$ 78,339.42</b>	



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 F 269.927.1017  
 www.abonmarche.com

PROJECT:  
**CITY OF SOUTH HAVEN  
 ELKENBURG PARK  
 IMPROVEMENT PROJECT PHASE II  
 SOUTH HAVEN, MI**

SHEET TITLE:  
**ELKENBURG PARK  
 PHASE II  
 SITE PLAN**

DRAWN BY:  
**KAB**

DESIGNED BY:  
**KB/JWM**

PM REVIEW:  
**JWM**

QA/QC REVIEW:  
**TRD/DJL**

DATE:  
**DECEMBER 2013**

SEAL:

SIGNATURE:

DATE:

HARD COPY IS INTENDED TO BE 24" X 36" WHEN PLOTTED. SCALE(S) INDICATED AND GRAPHIC QUALITY MAY NOT BE ACCURATE FOR ANY OTHER SIZES.

SCALE:  
 HORZ: **1"=20'**  
 VERT: **N/A**

ACI JOB #  
**13-0391**

SHEET NO.  
**1 of 1**

NO.	REVISION DESCRIPTION:	BY:	DATE:

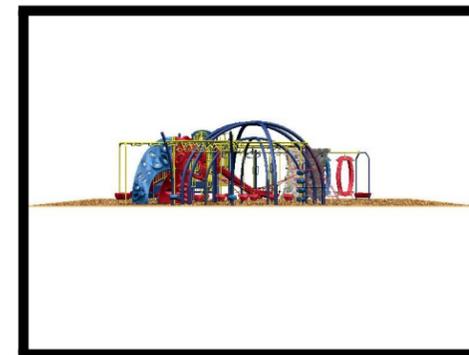
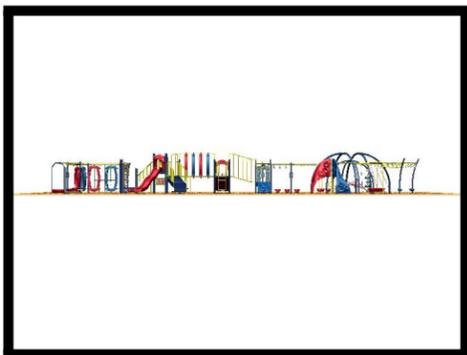
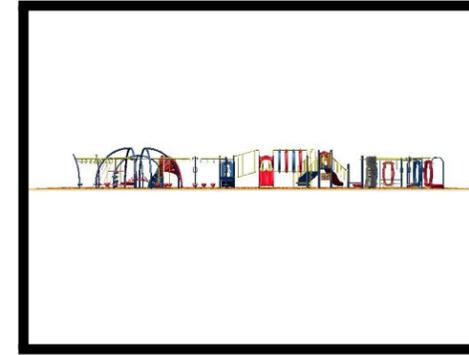
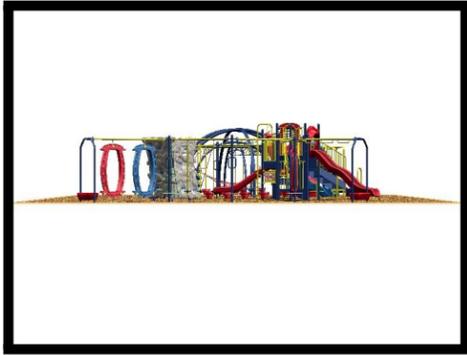
E:\CIVIL\13-0391\13-0391-02-01\13-0391-02-01-01.dwg (13-0391-02-01-01.dwg) 12/13/13 10:55:08 AM jmmammar@abonmarche.com

CITY OF SOUTH HAVEN  
 FY 2013  
 BUDGET ADJUSTMENT

**General Fund (Fund 101):**

<u>Account</u>		<u>Fund</u>	<u>Activity</u>	<u>Description</u>	<u>Rev/Exp</u>	<u>Increase</u>	<u>Decrease</u>	
101-751-975-000-0146	Construction	General Fund	Parks	Elkenburg Park - Phase 1	Expense	9,819		Final Pay #4 to JD Fisher
	Construction	General Fund	Parks	Elkenburg Park - Phase 2	Expense	80,000		Construction Estimates
101-751-801-000-0146	Engineering	General Fund	Parks	Elkenburg Park - Phase 2	Expense	13,400		Abonmarche Engineering
	Other	General Fund	Parks	Elkenburg Park - Phase 1	Expense	3,200		Lawn Boys - Other
						106,419	-	<b>106,419</b> Net Increase in Expense
101-000-543-000	Max. Grant Reimb	General Fund	Revenue	Elkenburg Park - Phase 2	Revenue	81,288		<b>81,288</b> Net Increase in Revenue
<b>Adjust for Elkenburg Park project revenues and expenses not included in original 2014 budget</b>								<b>(25,131)</b> Net Change charged to Fund Balance





Project:  
**Elkenburg Park 2**

Project No.  
LP558\_41508543669\_1  
Drawn: 2013-08-23

Presented By:



**ENGINEERING INTENT**

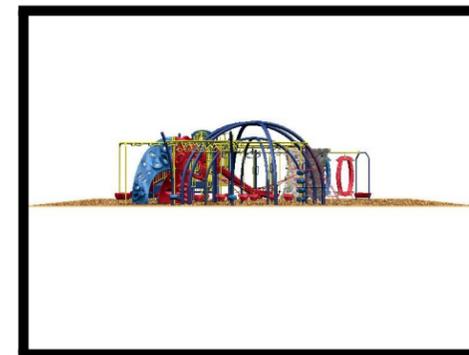
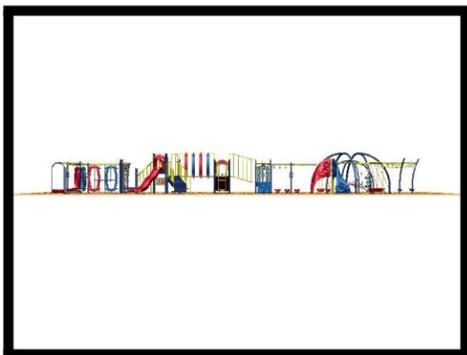
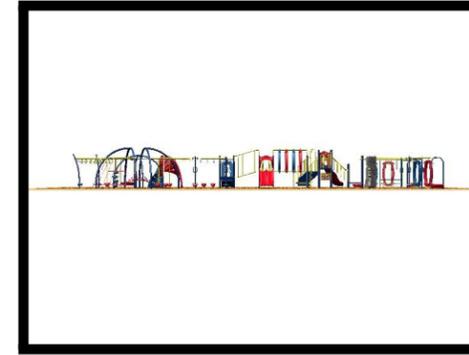
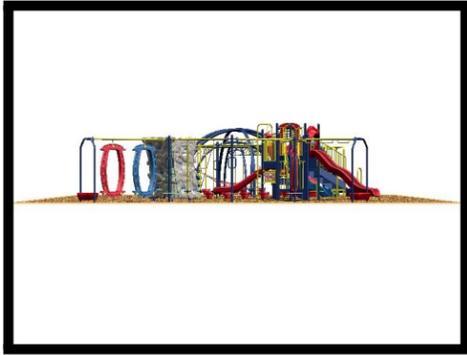
Jill Vander Meulen  
Play Environments Inc.  
616-395-2565



This play equipment complies with the safety performance specifications of ASTM for children 5-12 years old. Not all equipment may be appropriate for all children. Supervision is required.



PlayPower LT Farmington, Inc.  
800-325-8828 [www.ltcps.com](http://www.ltcps.com)



Project:  
**Elkenburg Park 2**

Project No.  
LP558\_41508543669\_1  
Drawn: 2013-08-23

Presented By:



**ENGINEERING INTENT**

Jill Vander Meulen  
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## South Haven Area Emergency Services

---

90 Blue Star Highway South Haven, Michigan 49090  
Phone (269) 637-1813 Fax (269) 637-9346  
[www.shaes.org](http://www.shaes.org)

February 06, 2014

South Haven Area Emergency Services is requesting approval from the City of South Haven, Townships of South Haven, Geneva and Casco to update our fire & ambulance fee schedules.

SHAES Authority board approved Resolution 2014-01 and 2014-02 February 05, 2014 and requires local approval from each municipality to become effective.

**Resolution 2014-01:** A Resolution Amending Ambulance Rates and Charges. The resolution amends rates that were set in 2011. The new rates reflect industry accepted 2014 fee schedule posted by Blue Cross/ Blue Shield of Michigan. Terminology of charges for emergency and non- emergency calls as well as Advanced Life support (paramedic skills) and Basic Life support reflect industry accepted practices. The additions of fees for lift assist that go beyond acceptable limits were implemented to help identify citizens that may need for additional care to be recommended. No Transport Charge is used when paramedics administer advanced skill to resuscitate or stabilize a sick individual and not transport to patient to the hospital. The extrication fee was increased from \$500 to \$750 due to the high cost of extrication equipment.

**Resolution 2014-02:** A Resolution Amending Fee's for Fire Fighting Operations. The resolution amends rates that were set in 1999. The fees will not be applied to the everyday fire calls. The fees are designed to recoup cost for Arsons, hazardous materials, and malicious false alarms. New fees have been addressed for specialized rescues that require allot of resources such as water/ice rescue, confined space rescue, and off road rescues. A fee for down power lines or utility lines after the first hour will now be billed to the utility company. Vehicle extrication fees have been increased to \$750 per vehicle due to high cost of extrication equipment. The extrication fee is listed on both the ambulance and fire resolution to help cover times when SHAES responds to another jurisdiction with a fire truck or an ambulance.

If you have any questions or concerns, please do not hesitate to contact me.

Ronald Wise, Executive Director  
South Haven Area Emergency Services  
269-639-1496-Office  
[rwise@shaes.org](mailto:rwise@shaes.org)

CITY OF SOUTH HAVEN  
VAN BUREN AND ALLEGAN COUNTIES, MICHIGAN

RESOLUTION NO. 2014-07

A RESOLUTION TO AMEND AMBULANCE RATES AND CHARGES

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 February 17, 2014 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 Area Emergency Services Authority provides Basic and Advanced Life Support Transport Emergency Ambulance and Rescue Services.

WHEREAS, the South Haven Area Emergency Services Authority Board adopted a rate adjustment to reflect industry accepted 2014 Fee Schedule posted by Blue Cross/ Blue Shield of Michigan on February 05, 2014.

NOW, THEREFORE BE IT RESOLVED that the Ambulance Service rates will be as follows:

Basic Life Support (Emergency)	\$450.00 /per patient
Basic Life Support (Non-Emergency)	\$425.00 /per patient
Advanced Life Support Emergency	\$700.00 /per patient
Advanced Life Support Emergency II	\$750.00/per patient
Advanced Life Support (Non-Emergency)	\$700.00 /per patient
Transport Mileage Rate	\$15.00 /per mile
Oxygen & Oxygen Supplies	\$45.00 /per patient
Non Transport Charge	\$350.00 /per patient
Intercept with other Ambulances	\$250.00 /per patient
Extrication	\$750.00 /per patient
Lift Assist	\$75.00/per incident
(After 4 incidents/6 months)	
Wait Time	\$ 50.00/ per hour
(After 1 <sup>st</sup> first 30 min.)	

BE IT FURTHER RESOLVED, that any person held in custody, confined or incarcerated by any police agency, including but not limited to: individuals who are i) under arrest, ii)incarcerated, iii) imprisoned, iv) escaped from confinement, v)under supervised release, vi) on medical furlough, vii) residing in a mental health facility or halfway house, viii) living under home detention, ix) or confined completely or partially in any way under a penal statute or rule; shall be solely responsible for the payment of any medical services rendered to, and received by, that person during the course of his or her confinement with the police agency, or at the police agencies or court's direction, including without limitation, transportation to and from a medical treatment facility, and any treatment deemed necessary by his or her treating physician, whether or not

requested by the prisoner, and shall be required to reimburse South Haven Area Emergency Services Authority, in full for any fees or charges incurred for such services, if not paid directly to medical facility or practitioner by the prisoner or his or her insurance carrier.

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

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

RECORD OF VOTE:

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

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

RESOLUTION DECLARED ADOPTED.

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

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council at a meeting held on the 17<sup>th</sup> day of February 2014, at which meeting a quorum was present, and that this resolution was ordered to take immediate effect. Public notice of said meeting was given pursuant to and in compliance with the Open Meetings Act, Act No. 167 of the Public Acts of Michigan 1976 (MCL 15.261 *et seq*).

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

CITY OF SOUTH HAVEN  
VAN BUREN AND ALLEGAN COUNTIES, MICHIGAN

RESOLUTION NO. 2014-08

A RESOLUTION TO AMEND FEES FOR FIRE FIGHTING OPERATIONS.

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 February 17, 2014 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 Area Emergency Services Authority provides a wide range of emergency services and is supported by the City of South Haven, South Haven, Casco and Geneva Townships.

NOW, THEREFORE, BE IT RESOLVED BY THE SOUTH HAVEN AREA EMERGENCY SERVICES AUTHORITY BOARD that the following conditions for fire service fees are as follows:

- Arson or Intentionally Set Fires (Charged to the Arsonist)
- Hazardous Material Incidents (Includes Motor Vehicle Accidents)
- Unintentional False Alarms (Over Four per calendar year)
- Intentional or Malicious False Alarms
- Ice, Water, Confined Space and Off Road Rescue
- Down utility/Power Lines (Stand-by fee after the first hour)

BE IT FURTHER RESOLVED that the following charges be established where a person or persons are removed from a vehicle by the Jaws of Life or other mechanical means:

Vehicle Extrication                      \$750.00 per vehicle

BE IT FURTHER RESOLVED that the following charges be established:

- |                      |  |
|----------------------|--|
| Supplies             | At Cost plus 20%                           |
| Personnel            | At Cost plus 40%                           |
| Ice/Water Rescue     | \$500 per victim                           |
| Confine Space Rescue | \$500 per victim                           |
| Off Road Rescue      | \$250 per victim                           |
| Engine/Pumper        | \$500 initial response then \$100 per hour |
| Ladder/Quint         | \$750 initial response then \$250 per hour |
| Water Tanker         | \$500 initial response then \$100 per hour |
| Rescue Vehicle       | \$500 initial response then \$100 per hour |
| Brush Vehicle        | \$250 initial response then \$50 per hour  |
| Ambulance            | \$500 initial response then \$100 per hour |

ATV/Quad Runner	\$100 initial response then \$50 per hour
Foam Trailer	\$750 initial response then \$250 per hour plus cost of Fire Fighting Foam
Fire Boat	\$500 initial response then \$250 per hour
Dive Trailer	\$250 initial response then \$100 per hour

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

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

RECORD OF VOTE:

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

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

RESOLUTION DECLARED ADOPTED.

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

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council at a meeting held on the 17<sup>th</sup> day of February 2014, at which meeting a quorum was present, and that this resolution was ordered to take immediate effect. Public notice of said meeting was given pursuant to and in compliance with the Open Meetings Act, Act No. 167 of the Public Acts of Michigan 1976 (MCL 15.261 *et seq*).

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

SOUTH HAVEN AREA EMERGENCY SERVICES AUTHORITY  
VAN BUREN AND ALLEGAN COUNTIES, MICHIGAN

**RESOLUTION NO. 2014-01**

**A RESOLUTION AMENDING AMBULANCE RATES AND CHARGES**

Minutes of a regular meeting of the South Haven Area Emergency Services Authority, Van Buren and Allegan Counties, Michigan, held at 90 Blue Star Hwy, South Haven, Michigan 49090 on February 05, 2014 at 8:00 a.m. local time.

PRESENT: Stein, Overhiser, Whaley, Burr, Dissette

ABSENT: None

The following preamble and resolution was offered by Member Brian Dissette and supported by Member Allan Overhiser.

**WHEREAS**, the South Haven Area Emergency Services Authority provides Basic and Advanced Life Support Transport Emergency Ambulance and Rescue Services.

**WHEREAS**, the South Haven Area Emergency Services Authority Board adopted a rate adjustment to reflect industry accepted 2014 Fee Schedule posted by Blue Cross/ Blue Shield of Michigan on February 05, 2014.

**NOW, THEREFORE BE IT RESOLVED**, that the Ambulance Service rates will be as follows:

Basic Life Support (Emergency)	\$450.00 / per patient
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Advanced Life Support Emergency	\$700.00 / per patient
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Transport Mileage Rate	\$ 15.00 / per mile
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Intercept with other Ambulances	\$250.00 / per patient
Extrication	\$750.00 / per patient
Lift Assist	\$ 75.00 / per incident (after 4 incidents/6months)
Wait Time	\$ 50.00/ per hour (after 1 <sup>st</sup> first 30 min.)

**BE IT FURTHER RESOLVED**, that any person held in custody, confined or incarcerated by any police agency, including but not limited to: individuals who are i) under arrest, ii)incarcerated, iii) imprisoned, iv) escaped from confinement,

are i) under arrest, ii) incarcerated, iii) imprisoned, iv) escaped from confinement, v) under supervised release, vi) on medical furlough, vii) residing in a mental health facility or halfway house, viii) living under home detention, ix) or confined completely or partially in any way under a penal statute or rule; shall be solely responsible for the payment of any medical services rendered to, and received by, that person during the course of his or her confinement with the police agency, or at the police agencies or court's direction, including without limitation, transportation to and from a medical treatment facility, and any treatment deemed necessary by his or her treating physician, whether or not requested by the prisoner, and shall be required to reimburse South Haven Area Emergency Services Authority, in full for any fees or charges incurred for such services, if not paid directly to medical facility or practitioner by the prisoner or his or her insurance carrier.

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

**BE IT FURTHER RESOLVED**, that this resolution shall take effect upon the adoption of all member communities and upon the publication of the rates by South Haven Area Emergency Services.

**RECORD OF VOTE:**

**Yeas:** Stein, Overhiser, Whaley, Burr, Dissette

**Nays:** None

South Haven Area Emergency Services Authority

  
Nancy Ann Whaley, Secretary

SOUTH HAVEN AREA EMERGENCY SERVICES AUTHORITY  
VAN BUREN AND ALLEGAN COUNTIES, MICHIGAN

**Resolution No. 2014-02**

**A RESOLUTION AMENDING FEE'S FOR FIRE FIGHTING OPERATIONS**

Minutes of a regular meeting of the South Haven Area Emergency Services Authority, Van Buren and Allegan Counties, Michigan, held at 90 Blue Star Hwy, South Haven, Michigan 49090 on February 05, 2014 at 8:00 a.m. local time.

PRESENT: Stein, Overhiser, Whaley, Burr, Dissette

ABSENT: None

The following preamble and resolution was offered by Member Brian Dissette and supported by Member Allan Overhiser.

**WHEREAS**, the South Haven Area Emergency Services Authority provides a wide range of emergency services and is supported by the City of South Haven, South Haven, Casco and Geneva Townships.

**NOW, THEREFORE, BE IT RESOLVED BY THE SOUTH HAVEN AREA EMERGENCY SERVICES AUTHORITY BOARD** that the following conditions for fire service fees are as follows:

Arson or Intentionally Set Fires (Charged to the Arsonist)  
Hazardous Material Incidents (Includes Motor Vehicle Accidents)  
Unintentional False Alarms (Over Four per calendar year)  
Intentional or Malicious False Alarms  
Ice, Water, Confined Space and Off Road Rescue  
Down utility/Power Lines (Stand-by fee after the first hour)

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Vehicle Extrication                      \$750.00 per vehicle

**BE IT FURTHER RESOLVED** that the following charges be established:

Supplies                                      At Cost plus 20%  
Personnel                                      At Cost plus 40%  
Ice/Water Rescue                              \$500 per victim  
Confine Space Rescue                              \$500 per victim

Ice/Water Rescue	\$500 per victim
Confine Space Rescue	\$500 per victim
Off Road Rescue	\$250 per victim
Engine/Pumper	\$500 initial response then \$100 per hour
Ladder/Quint	\$750 initial response then \$250 per hour
Water Tanker	\$500 initial response then \$100 per hour
Rescue Vehicle	\$500 initial response then \$100 per hour
Brush Vehicle	\$250 initial response then \$50 per hour
Ambulance	\$500 initial response then \$100 per hour
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Fire Boat	\$500 initial response then \$250 per hour
Dive Trailer	\$250 initial response then \$100 per hour

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

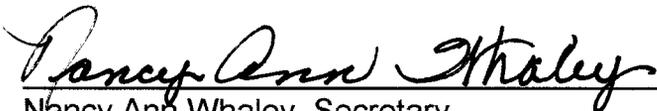
**BE IT FURTHER RESOLVED**, that this resolution shall take effect upon the adoption of all member communities and upon the publication of the rates by South Haven Area Emergency Services.

**RECORD OF VOTE:**

**Yeas: Stein, Overhiser, Whaley, Burr, Dissette**

**Nays: None**

South Haven Area Emergency Services Authority

  
 \_\_\_\_\_  
 Nancy Ann Whaley, Secretary



## Agenda Item

### Annual Priority Setting Approval

#### Background Information:

The City Council will be asked to adopt the annual priorities for the upcoming fiscal year 2014-15.

Attached is a listing of the priorities discussed at the City Council's priority setting workshop session, which was held on February 10, 2014. As part of the workshop session, Council members were asked to provide guidance to staff on their priorities for the City of South Haven. Those goals/priorities were described by the attendees in broad terms and then focused towards the upcoming fiscal year. The list indicates a strong commitment to addressing both the long-term and short-term needs of the community. Some of the highlights of the proposed priorities includes: improved roads and infrastructure, development of bike/pedestrian pathways, building improvements, and economic development.

Council has received a listing of the proposed annual priorities that intends to focus time and resources on for the fiscal year 2014-15.

#### Recommendation:

City Council is encouraged to adopt the set of City Council Priorities for the upcoming fiscal year 2014-15.

#### Support Material:

FY 2014/2015 DRAFT City Council Priorities

## **City Council Priorities Fiscal Year 2014-15**

### **Priority #1; Street Repairs**

- City Council will focus on the planning and execution of as many paving projects as possible, throughout the city. The following tasks will be completed:
  - During the 2014-15 fiscal year Council will work with staff and the Downtown Development Authority to complete the construction of the Phoenix Street reconstruction project.
  - During the 2014-15 fiscal year Council will work with staff and the Downtown Development Authority to plan and complete the reconstruction of Kentucky Avenue.
  - During the 2014-15 fiscal year Council will work with staff to implement the planned repairs for the city's bascule bridge on Dyckman Avenue.
  - During the 2014-15 fiscal year Council will work with staff and consulting engineers on the construction planning and financial planning for the implementation of the Indian Grove infrastructure improvement (e.g. Monroe, Lovejoy, and Kalamazoo Streets) project.
    - Utilizing the grant funding provided by the State of Michigan, through the SRF program, for the Indian Grove infrastructure improvement project, the City will ensure the sanitary sewer system planning is complete and future capital projects will maximize benefit to the sewers.
  - During the 2014-15 fiscal year Council will work with staff to execute paving projects in the 2014 paving season and begin planning for 2015-16 projects.
    - The City will identify a "mix of fixes" and invest in both the resurfacing and the reconstruction of streets. The City will identify the publicly controlled alleys, and will plan and implement necessary maintenance and improvements to those alleyways. As part of these investments, the City will prioritize the street reconstruction of portions of Kalamazoo Street and Kentucky Avenue. And will also prioritize street repair efforts on portions of Brockway Avenue, Francis Street, and Ravinia Drive.

### **Priority #2; Economic Development**

- City Council will seek to participate in Economic Development efforts for the City of South Haven. The following tasks will be completed:

- During the 2014-15 fiscal year Council will work with staff and the Local Development Finance Authority (LDFA) to redevelop the recently acquired industrial site at 220 Aylworth.
- During the 2014-15 fiscal year Council will work with staff, local businesses and stake holders to encourage, attract, and maintain local businesses and opportunities.
  - The City will attempt to attract and develop agriculture based businesses and industry within the South Haven community.
  - The City will review the current special events and consider new special events, in an attempt to ensure that special events generate a positive economic impact for local businesses, and seek to improve the quality of life of community residents and visitors.
- During the 2014-15 fiscal year Council will focus on continuing to explore and enact partnership opportunities with the local units of government which surround the City of South Haven.
- During the 2014-15 fiscal year Council will focus on supporting training initiatives/internships for existing and potential citizens and businesses in the City of South Haven, and will attempt to finalize a partnership with Kinexus/MiWorks, in an attempt to provide local job placement services.
- During the 2014-15 fiscal year Council will refine policies and programs which encourage, whenever fiscally prudent, the purchase of local goods and services.
- During the 2014-15 fiscal year Council will work with staff to develop a plan for the future of the city's dump site, located at Blue Star Hwy and 2<sup>nd</sup> Avenue.
- During the 2014-15 fiscal year Council will work with staff to monitor the Meijer commercial development, along with the potential development of the adjacent properties, and their effects on the surrounding neighborhoods.

### **Priority #3; Parks & Public Spaces**

- City Council will seek to improve, maintain, and seek funding opportunities for the city's parks and public facilities. The City Council will seek to develop new recreation opportunities within the city. The following tasks will be completed:
  - During the 2014-15 fiscal year Council will work with staff to complete the planning and submit grant funding requests for the proposed improvements to the city's North Beach Park.
    - Maintenance of the city's various beach access points will be a priority.

- Complete the planning for the proposed “splash pad” water park and begin financial planning for the project.
- During the 2014-15 fiscal year Council will work with staff to complete the additional improvements to the grant funded capital improvements at Elkenburg Park. Those improvements include the addition of playground equipment, seating, and other amenities.
- During the 2014-15 fiscal year Council will work with staff to seek grant funds to assist with the planning and development of improvements in and near the Black River Park. Those improvements should allow greater access to the Black River and attempt to improve water quality.
  - The Council will seek to fund improvements to the river front at Black River Park.
  - The Council will seek grant funding for the proposed fish cleaning station at Black River Park.
  - The Council will seek grant funding for the proposed parking lot, which is included in the Black River Park plan, and provides additional parking to the park and the Central Business District.
  - The Council will seek to maintain the public infrastructure within the Dunkley Redevelopment Area.
- During the 2014-15 fiscal year Council will work with staff and the regional community stakeholders to assist with planning and development of the SHARP project.
  - Staff will continue to assist with the development of the South Haven Area Recreation Authority (SHARA.) Staff will assist with the restoration of the farm lease agreement for the SHARP property, in Casco Township, in an attempt to develop addition project revenue.
- During the 2014-15 fiscal year Council will work with staff to complete the planning and construction of the proposed BMX/Pump Track park facility.
- During the 2014-15 fiscal year Council will work with staff, along with the impacted organizational stakeholders, to complete capital improvement plans for the buildings and grounds at the South Haven Center for the Arts and the Liberty Hyde Bailey Museum.
  - The Council will seek to begin planning and implementation of the recommended maintenance projects listed in the capital improvement

plans for the South Haven Center for the Arts and Liberty Hyde Bailey Museum buildings.

- During the 2014-15 fiscal year Council will explore new park and public space programs which enhance City revenue and provide greater management oversight.
  - The Council will explore park rental programs, and continued updates to the beach parking program, and other revenue enhancements which could be used to benefit the City's parks and public spaces.

#### **Priority #4; City Code & Charter Review**

- City Council will seek to review and consider possible alterations to the City's Code of Ordinances. The following tasks will be completed:
  - During the 2014-15 fiscal year Council will work with staff to review and consider alterations to the City's Code of Ordinances to ensure best practices. Staff will be expected to prepare a variety of code review reports, with possible alterations, for the City Council's consideration.
    - Included in the review process, the Council will work with staff to review the effect of term limits for local elected officials, and consider whether term limits are beneficial to the City of South Haven.
    - Also included in the review process, the Council will work with the Board of Public Utilities and staff to review the adopted Utility Policy and determine possible updates and improvements to the document.
    - Also included in the review process, the Council will work with staff and the Planning Commission to review the Code of Ordinances, and determine whether updates are needed for the provisions related to the adopted noise ordinance and temporary vending license.

#### **Priority #5; Infrastructure Maintenance & Improvements**

- City Council will seek to maintain the highest quality public infrastructure. The following tasks will be completed:
  - During the 2014-15 fiscal year Council will work with staff and the Board of Public Utilities to explore the city's sanitary sewer system and eliminate inflow and infiltration of storm water connections from flowing to the Waste Water Treatment Plant.

- During the 2014-15 fiscal year Council will work with staff to implement the creation of a Corridor Improvement Authority, which seeks to improve the public infrastructure on portions of Broadway and Phoenix Streets, and develop street improvements plans for Phoenix and Broadway. Those plans will seek input and potential funding from MDOT.

#### **Priority #6; Building Improvements & Construction**

- City Council will seek to construct and/or improve a portion of the city's public buildings and grounds. The following tasks will be completed:
  - During the 2014-15 fiscal year Council will actively explore concession stand proposals for the South Beach. These proposals may include potential partner agencies to assist with the capital cost for the proposed project.
    - As part of the concession stand planning, City Council will explore improvements which provide greater access to restrooms, family restrooms, changing rooms, accessible improvements, and the possible creation of conference space.
  - During the 2014-15 fiscal year Council will work with staff to finalize the planned upgrades to the City Hall façade.
  - During the 2014-15 fiscal year Council will work with staff to plan internal improvements to City Hall which seek to improve the customer service area, improve the safety of the stairways to basement, and improve lighting and conditions in the basement.
  - During the 2014-15 fiscal year Council will work with staff to plan and implement upgrades to the Department of Public Works facility, which may include the development of a cold storage area for electric transformers and the possible expansion of the facility's grounds.

#### **Priority #7; Bicycle & Pedestrian Pathways**

- City Council will seek to plan and construct bicycle paths throughout the city. The following tasks will be completed:
  - During the 2014-15 fiscal year Council will work with staff to complete construction of the partially grant funded Van Buren Trail bicycle pathway project, which connects bicycle riders from the city's downtown to the State of Michigan's Van Buren State Park.

- During the 2014-15 fiscal year Council will work with staff on the planning and development of the Blue Star Highway multi-use trail project.

### **Priority #8; Central Business District Maintenance & Improvements**

- City Council will seek to improve the city's downtown central business district. The following tasks will be completed:
  - During the 2014-15 fiscal year Council will work with staff to plan and implement repairs and maintenance of the downtown public infrastructure.
  - During the 2014-15 fiscal year Council will work with staff to review funding options to make improvements in the city's downtown.
  - During the 2014-15 fiscal year Council will work with staff to plan and implement the development of a public WIFI system in the Central Business District. The proposed WIFI system, if at all possible, should be planned to provide benefits to the city's riverfront and marinas. The proposed WIFI system should be reviewed for the possible creation of a new enterprise fund.
  - During the 2014-15 fiscal year Council will work with staff to plan additions to the decorative lighting systems in the Central Business District, specifically along Broadway, between Phoenix and Williams.

### **Priority #9; Budget Controls**

- City Council will seek to develop policies and procedures which assure budget controls and cost containment are a priority.
  - During the 2014-15 fiscal year Council will work with staff to plan and develop an operating budget which aligns with the decreasing State and local anticipated revenues.
    - During the 2014-15 fiscal year Council will seek to update the City's capital improvement plan. That plan will seek to incorporate and update the adopted Infrastructure Improvement Plan, WWTP Capital Plan, Indian Grove Infrastructure Plan, and Electric System Capital, and seek to guide spending decisions and budget planning for the next ten (10) years.
  - During the 2014-15 fiscal year Council will work with staff to ensure the City of South Haven complies with the requirements of the State of Michigan's Economic Vitality Incentive Program (EVIP) to ensure maximum revenue is returned to the city.

### **Priority #10; Land Acquisition**

- City Council will explore the possible acquisition of property which present specific value (e.g., recreational and/or environmental) to the citizens and guests of the City of South Haven. The following tasks will be completed:
  - During the 2014-15 fiscal year Council will work with staff to seek grant funds to assist with the potential acquisition of the privately owned, undeveloped parcels adjacent to Lake Michigan and/or the Black River.
  - During the 2014-15 fiscal year Council will work with staff to explore space needs for future Black River dredging project spoils, and will research privately owned, undeveloped parcels which could house those spoils.
  - During the 2014-15 fiscal year Council will work with staff and the South Haven Public School system to seek grant funding for the purchase of the Packard Park property.

### **Priority #11; Customer Service**

- City Council will seek to improve customer service and support from the city's various departments. The following tasks will be completed:
  - During the 2014-15 fiscal year Council will work with staff to plan and implement customer service and job training to city staff, focusing on improving the public's impression of and interaction with the city's staff.
  - During the 2014-15 fiscal year Council will work with staff to plan and implement the addition of electronic forms to the city's website. In an effort to improve customer service and expedite requests for city services.

### **Priority #12; Explore Youth Services Programs**

- City Council will explore the possible expansion of services tailored to address the needs of local youth. The following tasks will be completed:
  - During the 2014-15 fiscal year Council will work with staff to explore the possible development of youth services. Staff will seek to develop possible partnerships to develop youth services programs. Staff will seek possible funding sources to offset the service costs.
  - During the 2014-15 fiscal year Council will work with staff to explore potential partnerships with MiWorks, and other agencies, to improve employment opportunities for local youth.



## Agenda Item

### SHARP Farm Lease Agreement

#### Background Information:

The City Council will be asked to authorize the City Manager to issue a farm lease agreement for the city's property in Casco Township.

The City of South Haven owns approximately 96 acres of farmland in Casco Township, located north of 103<sup>rd</sup> Street and 71<sup>st</sup> Street. The property is generally known as the "SHARP Park." The property was purchased by the City of South Haven using community donations for the development of a recreation facility. The SHARP property has been leased to the South Haven Area Recreation Authority "SHARA" for the development of a recreation facility. SHARA has discussed the property and noted that funds are not currently available to construct improvements to the site. As a result, SHARA has expressed support for the property being farmed during the 2014 farming season. The benefits to farming the property are twofold: 1) the farm lease will generate revenue; 2) the farming work will provide maintenance to the property, through the removal of trash/debris from the site, which has accumulated in recent years.

The city's staff has prepared an updated farm lease agreement, with Mr. Matthew Hamlin, which will pay \$160.00 per tillable acre. The lease provides for maintenance of the field, to be deducted from the lease amount. Further, the lease calls for GPS data to confirm the total tillable acreage of the property. The city's staff has met with Mr. Hamlin and found him to be in agreement with the terms of the lease. The city's staff has consulted with SHARA about the farm lease agreement, and found the board to be supportive of the farm lease. Finally, the city's staff has consulted with Casco Township's Assessor and confirmed that the farm lease agreement will force the SHARP site to be added to the township's tax roll. Staff has confirmed that the farm lease revenue should generate approximately \$9,500 in net revenue (after maintenance and tax expenses are paid.)

Should the lease agreement proceed, staff will plan to deposit the lease revenue into the SHARP account. A portion of the lease revenue will be used to pay the taxes for the SHARP property.

#### Recommendation:

Should the City Council wish to allow the farm lease agreement for the SHARP site, the Council should consider a motion to authorize staff to proceed with the lease agreement.

#### Support Material:

DRAFT SHARP Farm Lease

## FARM LEASE

### Section I. Date, Contracting Parties, Description of Property and Terms of the Lease:

1. On the date of January \_\_, 20\_\_ this lease is between the City of South Haven herein called the Landlord, and Matthew Hamlin, 846 64<sup>th</sup> Street, South Haven, MI 49090, (phone: (616) 836-1778) herein called the Renter.
2. The Landlord hereby leases to the Renter to occupy and use for agricultural purposes only, consisting of approximately 96 acres north of 103<sup>rd</sup> Street and 71<sup>st</sup> (referred to as the SHARP Park) in Casco Township in Allegan County, MI.
3. This lease shall be for a period of one growing season, terminating in December 20\_\_.

### Section II. Amount of Rent and Time of Payment:

1. The annual cash rent shall be \$160.00/tillable acre, paid by December 15<sup>th</sup> of the year cropped.
2. The parties agree that if the crop/harvest is interrupted so as to accommodate further development of the property, the City will agree to reimburse the "farmer" for his costs plus a factor, say 10%, or at a discount to the prevailing market rate.
3. The parties agree that the annual cash rent shall be reduced \$30.00/tillable acre for the 2014 growing season, in order to remove trees/shrubbery as part of preparation for the 2014 crop year. Further, the parties agree that the rent reduction will be a one-time deduction to allow maintenance, and that the rent reduction shall be deducted from the gross rental amount.
4. The parties agree that the total tillable acreage of the site shall be verified using GPS to measure the site.

### Section III. The Landowner Agrees To:

1. Furnish the land and the improvements located thereon referred to in Section I.
2. Pay all the taxes and the assessments against the real estate and all taxes on the Landowner's personal property on the farm.

### Section IV. The Renter Agrees To:

1. Follow the farming practices that are generally recommended for and are best adapted type of farm and for this locality unless other practices are agreed upon.
2. Furnish all labor, power machinery, moveable equipment, all operation and maintenance expenses therefore to plant, cultivate, and harvest the crop.
3. Follow generally recommended practices in plowing, planting and cultivating to prevent excessive loss of soil and water through sheet erosion. Control gullies in their early stages.
4. Neither assign this lease to any person or persons nor sublet any part of the real estate for any purpose without notice to the Landowner.
5. Yield peaceable possession of the farm at the termination of this lease.
6. Not burn cornstalks, straw or other crop residue grown upon the property.
7. Hold Landowner harmless against any damages to persons or property sustained while conducting farming activities.

Section V. Rights and Privileges:

1. The Landowner or anyone designated by him shall have the right of entry at any mutually convenient time to inspect his property and/or the farming methods being used.

Section VI. Enforcements of Agreements:

1. Failure of either the Landowner or the Renter to comply with the agreements set forth in this lease shall make him liable for damages to the other party. Any claim by either party for such damages shall be presented, in writing, to the other party, at least 30 days before the termination of this lease.
2. If either or both of the parties to this lease die during the term of the lease, the provisions of this lease shall be binding on the heirs, executors, administrators, and assigns of the party or parties involved.

IN WITNESS WHEREOF, this lease has been signed the date first above written.

**LANDOWNER:** \_\_\_\_\_

**NOTARY:** \_\_\_\_\_

**RENTER:** \_\_\_\_\_

**NOTARY:** \_\_\_\_\_