

City Council

Regular Meeting Agenda

Monday, June 2, 2014
7:00 p.m., Council Chambers



1. **Call to Order**
2. **Invocation**
 - Pastor Eric Jarvis – First Assembly of God
3. **Roll Call**
4. **Approval of Agenda**
5. **Consent Agenda: Items A thru E (Roll Call Vote Required)**

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

 - A. Council will be requested to approve the City Council Minutes of May 19, 2014.
 - B. Bills totaling \$2,240,959.82 for the period ending June 3, 2014 be approved and forwarded to the Clerk and Treasurer for payment.
 - C. Council will be asked to approve the marina budget amendment.
 - D. Council will be asked to award the video upgrade contract to TPC Technologies, Inc.
 - E. Council will be asked to receive the following administrative reports and approved minutes to be placed on file:
 - 1) 03-26-2014 SHARA Minutes
 - 2) 04-08-2014 Library Minutes
 - 3) 04-28-2014 BPU Minutes

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

UNFINISHED BUSINESS

6. **Council will be asked to approve Resolution 2014-24, a resolution approving an Industrial Facilities Tax Exemption Certificate for System Components, Inc.**
7. **Council will be asked to consider the following resolutions regarding the Fiscal Year 2014-15 Budget:**
 - A. **Resolution 2014-25: A Resolution adopting the 2014-15 Fiscal Year Budget for Component Unit Funds of the City of South Haven, Michigan.**

- B. Resolution 2014-26: A Resolution adopting the 2014-15 Fiscal Year Budget for General, Special Revenue, Debt Service, Capital Projects and Fiduciary Funds of the City of South Haven, Michigan.**
- C. Resolution 2014-27: A Resolution adopting the 2014-15 Fiscal Year Budget for Enterprise and Internal Service Funds of the City of South Haven, Michigan.**
- D. Resolution 2014-28: A Resolution setting the 2014 Property Tax Millage.**

NEW BUSINESS

- 8. Council will be asked to consider Special Event 2014-28, Blueberry Festival to be held August 7-10, 2014.**
- 9. Council will be asked to consider introduction of a utility rate ordinance.**
- 10. Council will be asked to hold a public hearing regarding the Williams Street improvement project and the closing of the Downtown Infrastructure Area Benefit Grant.**
- 11. Council will be asked to hold a public hearing regarding the Phoenix Street Façade Improvement Project and the closing of the Michigan Community Development Block Grant.**
- 12. Interested Citizens in the Audience Will be Heard on Items Not on the Agenda**
(You will be given up to 5 minutes to address your concerns.)

13. City Manager's Comments

14. Mayor and Councilperson's Comments

15. Adjourn

RESPECTFULLY SUBMITTED,



Brian Dissette, City Manager

City Council

Regular Meeting Minutes

Monday, May 19, 2014
7:00 p.m., Council Chambers



1. **Call to Order by Mayor Burr at 7:00 p.m.**
2. **Invocation by Pastor Curry Pikkaart – Hope Reformed**
3. **Roll Call**

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

4. **Approval of Agenda**

Moved by Fitzgibbon to approve the agenda. Seconded by Patterson.

Voted Yes: All. Motion carried.

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

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

- A. Council will be requested to approve the City Council Minutes of May 5, 2014.
- B. Bills totaling \$1,209,256.21 for the period ending May 20, 2014 be approved and forwarded to the Clerk and Treasurer for payment.
- C. Council will be asked to approve the contract with Progressive Engineering to complete the traffic study for \$12,470.
- D. Council will be asked to approve a license agreement with 601 Kalamazoo Street to allow the construction of a residential driveway.
- E. Council will be asked to receive the following administrative reports and approved minutes to be placed on file:
 - 1) 02-06-2014 Planning Minutes
 - 2) 02-12-2014 DDA Minutes
 - 3) 03-06-2014 Planning Workshop Minutes
 - 4) 03-19-2014 Airport Authority Minutes
 - 5) 03-31-2014 BPU Minutes

A Roll Call Vote was taken:

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

Motion carried.

BOARD & COMMISSION APPOINTMENTS

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

A. Confirm the Mayor's reappointments as follows:

<u>Name</u>	<u>Board</u>	<u>Term</u>
Dave Paull	Planning Commission	3-year term
Brian Peterson	Planning Commission	3-year term
Sharon Fanger	Community Development Commission	4-year term

B. Reappoint board and commission members as follows:

<u>Name</u>	<u>Board</u>	<u>Term</u>
Robert Stickland	Board of Public Utilities	5-year term
Brian Dissette	Building Authority	4-year term
Mark Dibble	Construction Board of Appeals	5-year term
Cathy Pyle	Harbor Commission	3-year term
Greg Sullivan	Harbor Commission	3-year term
Tom Thomson	Housing Commission	5-year term
Robin Reva	Liberty Hyde Bailey Board	4-year term
Robin McAlear	Library Board	5-year term
Art Bolt	LDFA/BRDA Board	4-year term
Christine Valentine	LDFA/BRDA Board	4-year term
Marilyn White	Parks Commission	3-year term
Patti Reinert- Montgomery	Parks Commission	3-year term

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

Moved by Kozlik Wall seconded by Gruber to confirm Mayor's reappointments as follows:

<u>Name</u>	<u>Board</u>	<u>Term</u>
Dave Paull	Planning Commission	3-year term
Brian Peterson	Planning Commission	3-year term
Sharon Fanger	Community Development Commission	4-year term

Voted Yes: All. Motion carried.

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

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

<u>Name</u>	<u>Board</u>	<u>Term</u>
Robert Stickland	Board of Public Utilities	5-year term
Brian Disette	Building Authority	4-year term
Mark Dibble	Construction Board of Appeals	5-year term
Cathy Pyle	Harbor Commission	3-year term
Greg Sullivan	Harbor Commission	3-year term
Tom Thomson	Housing Commission	5-year term
Robin Reva	Liberty Hyde Bailey Board	4-year term
Robin McAlear	Library Board	5-year term
Art Bolt	L DFA/BRDA Board	4-year term
Christine Valentine	L DFA/BRDA Board	4-year term
Marilyn White	Parks Commission	3-year term
Patti Reinert- Montgomery	Parks Commission	3-year term

Voted Yes: All. Motion carried.

7. Council will be asked to consider the appointment of Judy Stimson to fill a 3-year term on the Planning Commission expiring in 2017.

Judy Stimson – introduced herself and spoke about her qualifications.

Moved by Patterson to appoint Judy Stimson to fill a 3-year term on the Planning Commission expiring in 2017. Seconded by Fitzgibbon.

Voted Yes: All. Motion Carried.

UNFINISHED BUSINESS

8. City Council will be asked to hold a public hearing regarding the FY 2014/2015 Budget.

Background Information: The budget process begins in earnest in January with department heads preparing budget concerns and requests for the city manager's review. The Finance Department will compile and review these requests. As staff works through the various budget projections, a series of reports are distributed for the City Council's review. This year one workshop session was held by the City Council to make sure the budget is reflecting the adopted policy priorities of City Council.

The manager's proposed budget for 2014/15 is complete and is now presented to the City Council for consideration. It is available for the public to review, and can be downloaded from the city's website at <http://www.south-haven.com/> or can be obtained in print form at City Hall.

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

Moved by Patterson to open the public hearing. Seconded by Fitzgibbon.

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

No public comment at this time.

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

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

9. Council will be asked to consider the following Special Events:

- A. Consider Special Event 2014-02, Elkenburg Park Basketball Reunion (July 4-6, 2014).**
- B. Consider Special Event 2014-18, The Session Basketball (June 28-29, 2014).**
- C. Consider Special Event 2014-20, Blueberry Fest Craft Fair (August 9-10, 2014).**
- D. Consider Special Event 2014-21, All Crafts Fair (August 30-31, 2014).**
- E. Consider Special Event 2014-22, North Shore Elementary 5K (June 3, 2014).**
- F. Consider Special Event 2014-25, Summer Kickoff 2014 (June 14, 2014).**
- G. Consider Special Event 2014-26, 2014 Independence Day Fireworks (July 3, 2014).**
- H. Consider Special Event 2014-27, Memorial Day Parade 2014 (May 26, 2014).**

Item A: Special Event 2014-02, Elkenburg Park Basketball Reunion (July 4-6, 2014).

Background Information: W.O.R.D. Impact is requesting to use Elkenburg Park on July 4, 5, & 6, 2014 from 9:00 am to 11:00 pm each day for basketball games. They are also requesting to bring in additional lights from 9:00 pm to 11:00 pm.

Last year the City worked with the organizers of this event to ensure that the event ended and the park was cleared out no later than 11:00 pm, that neighbors were not effected by the noise and lights of the event and that the park was cleaned up following the event. All of these requests from the City were met. The event was successful and the City did not receive complaints about this event.

Moved by Gruber to approve Special Event 2014-02, Elkenburg Park Basketball Reunion (July 4-6, 2014). Seconded by Patterson

Voted Yes: All. Motion carried.

Item B: Special Event 2014-18, The Session Basketball (June 28-29, 2014).

Background Information: The event would be June 28 - 29, 2014. The Session would be using Elkenburg Park for this event. They will begin at 8:00 am on June 28th with a

basketball tournament. They will also have food/vendors on sight along with a live DJ ending at 10:00 pm both nights. They request to have 2 portable toilet facilities on site.

Amad Goodwin – Spoke about the Session basketball event and also the Summer Kickoff event.

Moved by Patterson to approve Special Event 2014-18, The Session Basketball (June 28-29, 2014). Seconded by Klavins.

Voted Yes: All. Motion carried.

Item C: Special Event 2014-20, Blueberry Festival Craft Fair (August 9-10, 2014).

Background Information: As in past years the Blueberry Festival Craft Fair is being run by the South Haven Area Chamber of Commerce. The event is scheduled for August 9-10, 2014. Their requests appear to be in order and consistent with past requests. Including overnight police patrol on both Friday and Saturday nights. Proof of insurance has already been provided.

Moved by Patterson to approve Special Event 2014-20, Blueberry Festival Craft Fair (August 9-10, 2014). Seconded by Fitzgibbon.

Voted Yes: All. Motion carried.

Item D: Special Event 2014-21, All Crafts Fair (August 30-31, 2014).

Background Information: The All Crafts Fair event is scheduled for August 30th and August 31st. It is the same as it has been in the previous years. They are requesting snow fencing to be placed as it has in previous years. They also requested additional police patrols over night on August 30th and August 31st. Proof of insurance has already been provided.

Moved by Fitzgibbon to approve Special Event 2014-21, All Crafts Fair (August 30-31, 2014). Seconded by Klavins.

Voted Yes: All. Motion carried.

Item E: Special Event 2014-22, North Shore Elementary 5K (June 3, 2014).

Background Information: This event will be held at North Shore Elementary and on the north side race route. The event will begin at 9:00 am and will end at 11:00 am.

This event is an end of the school year 5K celebration. This will be the 4th year for this event and will be the same race route and set up as previous years.

Moved by Patterson to approve Special Event 2014-22, North Shore Elementary 5K (June 3, 2014). Seconded by Klavins.

Voted Yes: All. Motion carried.

Item F: Special Event 2014-25, Summer Kickoff 2014 (June 7, 2014).

Background Information: Summer Kickoff is a church organized event for children and adults. Solomon's Temple Ministries is hosting this event and there will be dunk tanks, a bouncer, food, music, relay races, sack races, face painting, etc. This event will be held on June 7th, 2014 between the hours of 12 noon and 6:00 pm.

Moved by Kozlik Wall to approve Special Event 2014-25, Summer Kickoff 2014 (June 7, 2014) contingent on nothing else being scheduled that day. Seconded by Patterson.

Voted Yes: All. Motion carried.

Item G: Special Event 2014-26, 2014 Independence Day Fireworks (July 3, 2014).

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

Public Comment:

Moved by Fitzgibbon to approve Special Event 2014-26, 2014 Independence Day Fireworks (July 3, 2014) with the addition of two more porta-potties. Seconded by Klavins.

Voted Yes: All. Motion carried.

Item H: Special Event 2014-27, Memorial Day Parade 2014 (May 26, 2014).

Background Information: The South Haven American Legion sponsors this event this year which is scheduled for May 26, 2014. The parade is being done in the same way it has been done in the previous years. The parade route is identified on the event application. Usually proof of insurance is required with the City named as co-insured however as in the past they are requesting to waive insurance.

Moved by Kozlik Wall to approve Special Event 2014-27, Memorial Day Parade 2014 (May 26, 2014). Seconded by Fitzgibbon.

Voted Yes: All. Motion carried.

10. Council will be asked to approve Resolution 2014-22, a resolution to set a public hearing for an Industrial Facilities Tax Abatement for System Components.

Background Information: The City Council will be asked to set a public hearing for consideration of an Industrial Facilities Tax Exemption Certificate for System Components, Inc., located at 1635 Stieve Drive.

The tax exemption request, which totals \$531,885, is for new construction and personal property acquired by the company. The applicant notes that the company anticipates creating 3 new jobs at their facility as a result of the project.

System Components, Inc. was founded in the City of South Haven in 1967. System Components, Inc. features a range of standard and custom designed couplings for power transmission applications. The company currently employs 44 full time staff members. Currently, the company is running three shifts to keep pace with production demands.

The estimated total value of the Industrial Facilities Tax Exemption Certificate for System Components is \$17,216 over the 12 year life of agreement if all machinery is included in the certificate. The tax exemption does include a "claw-back" provision, which allows the City of South Haven to seek the abated tax amount if the terms of the abatement are not met by the business.

Moved by Fitzgibbon to approve Resolution 2014-22, a resolution to set a public hearing for an Industrial Facilities Tax Abatement for System Components. Seconded by Patterson.

Voted Yes: All. Motion carried.

11. Council will be asked to approve an outdoor dining license agreement with Taste, 402 Phoenix Street.

Background Information: The City Council will be asked to authorize staff to issue a license agreement, to add outdoor dining along Phoenix Street, to the restaurant owners of Taste.

Taste is a local restaurant, located at 402 Phoenix Street. The owners of Taste, Mr. Joel Gesiakowski and Mrs. Heidi Gesiakowski, are seeking a license agreement to add outdoor dining along Phoenix Street. The Planning Commission approved the special use permit for outdoor dining at their regular meeting on December 5, 2013. Two (2) conditions were placed on the approval: the noise level currently heard outside the building may not increase with the outdoor seating and that the Downtown Development Authority (DDA) approved the outdoor furniture. The DDA approved the outdoor furniture plan at the February 12, 2014 regular meeting. Please note that the City Council originally approved a motion to authorize staff to effectuate an agreement with Taste, at the March 3, 2014 regular meeting of the Council. Staff is requesting an additional approval from the City Council because it was determined that the original Taste license agreement did not include the building owner and liquor license holder, Mr. Joe Wiltgen, JWilco, Inc. As staff worked to complete the original license agreement, it was determined that JWilco should be an included party in the agreement. As a result, the secondary approval is being sought from the City Council.

The draft license agreement for Taste has been actively reviewed by staff, the city's attorney, and the restaurant owners. The license agreement requires a payment of \$250 per year to the City of South Haven. The fee is based on comparison to other lake front communities, and mirrors the fees charged by the City of Grand Haven. The agreement has a variety of requirements. Some of the highlights of the agreement are:

- The agreement allow customer seating to occur until 11:00 p.m.,
- The agreement require the city be provided with certificates of insurance,

- The agreement require that a designated clear path be maintained, to allow pedestrians to use the city's sidewalks,
- The agreement also requires that if alcohol service is to be provided, at the outdoor dining location, and that the owner be in compliance with Michigan Liquor Control Commission rules and regulations.

Moved by Patterson to approve an outdoor dining license agreement with Taste, 402 Phoenix Street. Seconded by Fitzgibbon.

Voted Yes: All. Motion carried.

12. Council will be asked to consider several approvals related to the proposed downtown and public marina Wi-Fi project.

- A. Council will be asked to approve Resolution 2014-23, a resolution to use Marina fund to repay the cost of providing Wi-Fi capability to Marina users.**
- B. Council will be asked to award electrical work to Severance Electric in the amount of \$34,820.**
- C. Council will be asked to award the cable infrastructure to Turn-Key Networks in the amount of \$56,742.**
- D. Council will be asked to award professional services to Secant Technologies in the amount of \$41,550.**
- E. Council will be asked to award the network electronics purchase to Secant Technologies in the amount of \$38,309.31.**

Background Information: The City Council will be asked to consider several approvals related to the proposed downtown and public marina WIFI project.

Over the past several months, the city's staff and information technology consultant, Secant Technologies, have actively worked to finalize plans and to seek bids for the development of a WIFI system for the downtown and public marinas. The project is designed to provide WIFI service which covers portions of the downtown and public marinas. The service is designed to provide internet service for people using computers, laptops, tablets, phones and WIFI enabled devices.

The total project cost, at the time of launch, is estimated at \$212,000 (including a \$25,000 contingency.) Ongoing expenses for bandwidth and system management are estimated at \$2,900 per month. The Downtown Development Authority (DDA) and Marina funds have budgeted the monthly expenses to ensure the system will have bandwidth and support.

The Board of Public Utilities (BPU) reviewed the WIFI project at the board's February 21, 2014 special meeting. At that meeting, the BPU approved a resolution which recommended the use of electric system funds for the construction and development of the WIFI projects in the downtown and at the public marinas. That resolution notes that the DDA and Marina funds will repay the electric system fund over a five year period, beginning 2015. The DDA

adopted a resolution at the board's May 7, 2014 regular meeting. At that meeting, the DDA approved a resolution which confirms the DDA's commitment to repay the cost of providing WIFI service in the downtown.

Item A: Council will be asked to approve Resolution 2014-23, a resolution to use Marina fund to repay the cost of providing Wi-Fi capability to Marina users.

Moved by Patterson to approve Resolution 2014-23, a resolution to use Marina fund to repay the cost of providing Wi-Fi capability to Marina users. Seconded by Fitzgibbon.

Voted Yes: All. Motion carried.

Item B: Council will be asked to award electrical work to Severance Electric in the amount of \$34,820.

Moved by Fitzgibbon to award electrical work to Severance Electric in the amount of \$34,820. Seconded by Klavins.

Voted Yes: All. Motion carried.

Item C: Council will be asked to award the cable infrastructure to Turn-Key Networks in the amount of \$56,742.

Moved by Fitzgibbon to award the cable infrastructure to Turn-Key Networks in the amount of \$56,742. Seconded by Klavins.

Voted Yes: All. Motion carried.

Item D: Council will be asked to award professional services to Secant Technologies in the amount of \$41,550.

Moved by Patterson to award professional services to Secant Technologies in the amount of \$41,550. Seconded by Fitzgibbon.

Voted Yes: All. Motion carried.

Item E: Council will be asked to award the network electronics purchase to Secant Technologies in the amount of \$38,309.31.

Moved by Fitzgibbon to award the network electronics purchase to Secant Technologies in the amount of \$38,309.31. Seconded by Patterson.

Voted Yes: All. Motion carried.

- 13. Council will be asked to approve part three of the Economic Incentive Plan – Unfunded Accrued Liability and authorize staff to submit the plan to the State by the June 1, 2014 deadline.**

Background Information: The State of Michigan has mandated three sets of requirements in its Economic Vitality Incentive Program (EVIP) that cities must comply with in order to continue to receive revenue sharing. Part Three of the Economic Vitality Incentive Program addresses issues related to unfunded accrued liability (UAL) plans for pension and other post-employment benefits (OPEB). Cities must submit a plan to the State by June 1, 2014 that outlines actions taken to address unfunded accrued liabilities in pension and OPEB (retiree insurance) plans. A copy of the City's plan is attached for your reference.

The pension unfunded accrued liability (UAL) as of December 31, 2012 is \$487,123, with a pension funded ratio of 97.9%. Actions taken to address the unfunded accrued liability in the pension plans include:

- Included language in two collective bargaining agreements to increase employee contributions from 3% of gross wages to 5% of gross wages over the life of a four-year contract. While the impact will not result in changes to the UAL it will lower normal pension costs for the employer.
- A bridged benefit was put into place for one employee group which reduced the benefit multiplier from 2.5% to 2.25%. The impact will reduce future liabilities.
- MERS reviews the funding status annually with an Annual Actuarial Valuation (AAV) and employer normal pension costs and amortization of unfunded accrued liability are adjusted based on the AAV. The City of South Haven makes the annual required contribution to the plan based on the information provided by MERS.

Going forward the City will continue to monitor and review its pension plans. As part of the review process the City requested a 25-year projection from MERS which will show the projected actuarial and market values of the assets and funded ratio over the next 25 years. Changes to the pension plans may be recommended based on the information provided.

The other post-employment benefits (OPEB) for retiree insurance UAL as of June 30, 2013 is \$1,087,967, with a funded ration of 0%. The City's practice has been to pay for the retiree insurance liability as it comes due and has not set funds aside to pay for future liabilities. Actions taken to address the unfunded accrued liability in the OPEB plans include:

- Included language in one collective bargaining agreement that employees who retire after June 30, 2016 are not eligible for retiree insurance. The impact will be a significant reduction in the future liability for retiree insurance.

As with the pension plans the City will continue to monitor and review the plans. Future changes to the retiree insurance plans may be recommended based on the results of the review process.

Moved by Patterson to approve part three of the Economic Incentive Plan – Unfunded Accrued Liability and authorize Staff to submit the plan to the State by the June 1, 2014 deadline. Seconded by Klavins.

Voted Yes: All. Motion Carried.

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

15. City Manager's Comments

16. Mayor and Councilperson's Comments

Klavins: Spoke about Memorial Day Parade. Spoke about school field trip to City Hall.

Arnold: Senior Class of 2014 has 3 days left. Congratulations!

Patterson: Congrats Class of 2014. Thanked staff and merchants for getting through Phoenix Street.

Fitzgibbon: Glad Phoenix Street is open. Good job.

Gruber: Spoke about Phoenix Street. Spoke about constituents mailing and emailing. We do listen.

Kozlik Wall: Spoke about Phoenix Street. Kudos to City staff.

Burr: Thanked staff for making Phoenix Street safe.

17. Adjourn

Moved by Patterson to adjourn. Seconded by Fitzgibbon.

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

RESPECTFULLY SUBMITTED,



Michelle Coffey
Deputy City Clerk

Approved by City Council: Draft

CITY OF SOUTH HAVEN

JUNE 3, 2014

	PREPAID	CURRENT	TOTAL
101-GENERAL FUND	\$ 109,351.49	\$ 21,867.25	\$ 131,218.74
202-MAJOR STREET FUND	\$ -	\$ 1,062.80	\$ 1,062.80
203-LOCAL STREET FUND	\$ -	\$ -	\$ -
204-STREET FUND	\$ -	5921.58	\$ 5,921.58
226-GARBAGE/REFUSE FUND	\$ -	\$ -	\$ -
250-DOWNTOWN DEVELOPMENT	\$ -	\$ 139.00	\$ 139.00
251-LDFA #1	\$ -	\$ -	\$ -
253-LDFA #3	\$ -	\$ -	\$ -
260-BROWNFIELD AUTHORITY	\$ -	\$ -	\$ -
265-NARCOTICS UNIT	\$ -	\$ -	\$ -
266-POLICE TRAINING	\$ 329.00	\$ -	\$ 329.00
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	\$ -	\$ -	\$ -
402-CAPITAL PROJECTS #2	\$ -	\$ -	\$ -
466- PAVILION AND ICE RINK	\$ -	\$ -	\$ -
545-BLACK RIVER PARK	\$ 44.86	\$ -	\$ 44.86
577-BEACH FUND	\$ -	\$ -	\$ -
582-ELECTRIC FUND	\$ 856,888.00	\$ 42,688.31	\$ 899,576.31
591-WATER FUND	\$ 5,273.29	\$ 4,869.94	\$ 10,143.23
592-SEWER FUND	\$ 4,556.68	\$ 3,394.25	\$ 7,950.93
594-MUNICIPAL MARINA	\$ 929.54	\$ 537.88	\$ 1,467.42
636-INFORMATION SERVICES	\$ -	\$ -	\$ -
661-MOTOR POOL	\$ 2,276.25	\$ 1,795.29	\$ 4,071.54
677-SELF INSURANCE	\$ 69.30	\$ -	\$ 69.30
703-TAX FUND	\$ 1,166,404.22	\$ -	\$ 1,166,404.22
718-TRUST & AGENCY	\$ 12,560.89	\$ -	\$ 12,560.89
750-EMPLOYEE WITHHOLDING	\$ -	\$ -	\$ -
TOTAL	\$ 2,158,683.52	\$ 82,276.30	\$ 2,240,959.82

User: ksteinman
DB: South Haven

BANK CODE: 1 CHECK DATE: 06/03/2014 INVOICE PAY DATE FROM 06/03/2014 TO 06/03/2014

Check Date	Bank	Check #	Vendor Code	Vendor Name	Invoice Total	Credit Total	Total Amount	# Invoices
Type: CheckStub								
06/03/2014	1	2(S)	000050	ALEXANDER CHEMICAL CORP	2,260.00	2,260.00	0.00	7##
Type: Paper Check								
06/03/2014	1	47762	000014	ABONMARCHE CONSULTANTS INC	2,260.00	0.00	2,260.00	1
06/03/2014	1	47763	MISC	ALL SEASONS MARINE	537.88	0.00	537.88	1
06/03/2014	1	47764	003073	ALS GROUP USA, CORP	590.00	0.00	590.00	1
06/03/2014	1	47765	000085	AMERICAN CEMETERY	49.00	0.00	49.00	1
06/03/2014	1	47766	000136	APPROVED FIRE PROTECTION CO	254.30	0.00	254.30	1
06/03/2014	1	47767	000154	ARNT ASPHALT SEALING INC	106.00	0.00	106.00	1
06/03/2014	1	47768	000505	COMPTON INC	5,010.00	0.00	5,010.00	2
06/03/2014	1	47769	003168	ELWOOD STAFFING	1,328.30	0.00	1,328.30	2
06/03/2014	1	47770	000746	ETNA SUPPLY COMPANY	493.07	0.00	493.07	1
06/03/2014	1	47771	003065	FOSTER SWIFT COLLINS & SMITH PC	855.86	0.00	855.86	4
06/03/2014	1	47772	000847	FUEL MANAGEMENT SYSTEM	7,694.15	0.00	7,694.15	1
06/03/2014	1	47773	000870	LOUIS GELDER & SONS CO	74.46	0.00	74.46	1
06/03/2014	1	47774	MISC	GREEN GIFTZ	139.00	0.00	139.00	1
06/03/2014	1	47775	001004	HARBOUR FAMILY COUNSELING	75.00	0.00	75.00	1
06/03/2014	1	47776	001107	HULL LIFT TRUCK INC	99.00	0.00	99.00	1
06/03/2014	1	47777	001162	INTERSTATE BATTERY SYSTEMS	689.70	0.00	689.70	1
06/03/2014	1	47778	001223	KAL-BLUE	220.00	0.00	220.00	1
06/03/2014	1	47779	001246	KENDALL ELECTRIC INC	3,933.16	0.00	3,933.16	2
06/03/2014	1	47780	001412	LITTLE OSCAR'S SCREEN PRINTS	858.00	0.00	858.00	1
06/03/2014	1	47781	001675	MIDWEST CIVIL ENGINEERS INC	4,402.50	0.00	4,402.50	1
06/03/2014	1	47782	001853	NORTHERN FIRST AID	238.96	0.00	238.96	3
06/03/2014	1	47783	001913	OUDBIER INSTRUMENT CO	468.00	0.00	468.00	1
06/03/2014	1	47784	001948	PAT'S PRONTO PRINT	280.00	0.00	280.00	1
06/03/2014	1	47785	001997	PIPELINE SERVICE INC	742.50	0.00	742.50	1
06/03/2014	1	47786	002020	POWER LINE SUPPLY CO	37,216.45	0.00	37,216.45	13
06/03/2014	1	47787	002158	RIETH-RILEY CONST CO, INC	783.75	0.00	783.75	1
06/03/2014	1	47788	002385	SOUTH HAVEN AIRPORT AUTHORITY	7,855.10	0.00	7,855.10	1
06/03/2014	1	47789	002478	STAPLES ADVANTAGE	231.28	0.00	231.28	2
06/03/2014	1	47790	002529	STRAIN ELECTRIC COMPANY	1,062.80	0.00	1,062.80	2
06/03/2014	1	47791	002634	TOTAL ENERGY SYSTEMS LLC	3,388.00	0.00	3,388.00	1
06/03/2014	1	47792	002698	U S BUSINESS SYSTEMS INC	134.17	0.00	134.17	1
06/03/2014	1	47793	002728	USA BLUE BOOK	70.35	0.00	70.35	1
06/03/2014	1	47794	002800	VILLAGE MARKET #869	135.56	0.00	135.56	1

Num Checks: 33 Num Stubs: 1 Num Invoices: 62 Total Amount: 82,276.30

Denotes that check has vendor credit applied.

05/28/2014 10:53 AM
 User: ksteinman
 DB: South Haven

INVOICE REGISTER REPORT FOR CITY OF SOUTH HAVEN
 INVOICE DUE DATES 06/03/2014 - 06/03/2014
 JOURNALIZED OPEN AND PAID
 BANK CODE: 1 - CHECK TYPE: PAPER CHECK

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
108854 38716	ABONMARCHE CONSULTANTS INC ELKENBURG PARK PHASE II 101-751-801-000-0146	05/27/2014 ksteinman	06/03/2014	2,260.00 2,260.00	0.00	P	Y 05/28/2014
SCL 10001824 34080	ALEXANDER CHEMICAL CORP DEPOSIT REFUND 592-559-741-000	08/15/2013 ksteinman	06/03/2014	(400.00) (400.00)	0.00	Partial	Y 09/09/2013
SLS 10018252 38659	ALEXANDER CHEMICAL CORP CHEMICALS 592-559-741-000	05/13/2014 ksteinman	06/03/2014	1,695.00 1,695.00	0.00	Paid CR	Y 05/27/2014
SLS 10018424 38660	ALEXANDER CHEMICAL CORP CHEMICALS 592-559-741-000	05/16/2014 ksteinman	06/03/2014	965.00 965.00	0.00	Paid CR	Y 05/27/2014
SCL 10004792 38662	ALEXANDER CHEMICAL CORP DEPOSIT REFUND 592-559-741-000	05/15/2014 ksteinman	06/03/2014	(600.00) (600.00)	(440.00)	Partial	Y 05/27/2014
SCL 10004300 38663	ALEXANDER CHEMICAL CORP CHEMICALS 592-559-741-000	04/08/2014 ksteinman	06/03/2014	(800.00) (800.00)	(800.00)	O	Y 05/27/2014
8602 38661	ALL SEASONS MARINE CLEATS 594-776-741-000	05/03/2014 ksteinman	06/03/2014	537.88 537.88	0.00	P	Y 05/27/2014
20-1405329-0 38664	ALS GROUP USA, CORP CHEMICALS 592-560-802-000	05/16/2014 ksteinman	06/03/2014	590.00 590.00	0.00	P	Y 05/27/2014
RENEWAL 38665	AMERICAN CEMETERY SUBSCRIPTION 101-276-860-000	05/19/2014 ksteinman	06/03/2014	49.00 49.00	0.00	P	Y 05/27/2014

05/28/2014 10:53 AM
 User: ksteinman
 DB: South Haven

INVOICE REGISTER REPORT FOR CITY OF SOUTH HAVEN
 INVOICE DUE DATES 06/03/2014 - 06/03/2014
 JOURNALIZED OPEN AND PAID
 BANK CODE: 1 - CHECK TYPE: PAPER CHECK

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
135110 38666	APPROVED FIRE PROTECTION CO EXTINGUISHER INSPECTIONS 592-559-933-000	05/08/2014 ksteinman	06/03/2014	254.30	0.00	P	Y 05/27/2014
	REPAIRS/MAINTENANCE - EQUIP			254.30			
18576 38667	ARNT ASPHALT SEALING INC SET 12 NUMBER KIT 101-446-741-000	05/12/2014 ksteinman	06/03/2014	106.00	0.00	P	Y 05/27/2014
	OPERATING SUPPLIES			106.00			
041436 38668	COMPTON INC CONCRETE REPAIRS BAILEY ST SIDEWAL 101-446-802-000	04/22/2014 ksteinman	06/03/2014	3,560.00	0.00	P	Y 05/27/2014
	OTHER CONTRACTUAL SERVICES			3,560.00			
051408 38714	COMPTON INC CONCRETE REMOVE & REPLACE BROADWAY 204-446-802-000	05/15/2014 ksteinman	06/03/2014	1,450.00	0.00	P	Y 05/28/2014
	OTHER CONTRACTUAL SERVICES			1,450.00			
648342 38669	ELWOOD STAFFING STAFFING SERVICES 101-751-802-000	05/15/2014 ksteinman	06/03/2014	592.00	0.00	P	Y 05/27/2014
	OTHER CONTRACTUAL SERVICES			592.00			
648593 38670	ELWOOD STAFFING STAFFING SERVICES 101-751-802-000	05/22/2014 ksteinman	06/03/2014	736.30	0.00	P	Y 05/27/2014
	OTHER CONTRACTUAL SERVICES			736.30			
S101063132.001 38671	ETNA SUPPLY COMPANY PVC 592-558-741-000	05/07/2014 ksteinman	06/03/2014	493.07	0.00	P	Y 05/27/2014
	OPERATING SUPPLIES			493.07			
648824 38672	FOSTER SWIFT COLLINS & SMITH PC ATTORNEY SERVICES 101-209-801-000	05/13/2014 ksteinman	06/03/2014	177.49	0.00	P	Y 05/27/2014
	PROFESSIONAL/CONSULTING FEES			177.49			
648825 38673	FOSTER SWIFT COLLINS & SMITH PC ATTORNEY SERVICES 101-209-801-000	05/13/2014 ksteinman	06/03/2014	176.48	0.00	P	Y 05/27/2014
	PROFESSIONAL/CONSULTING FEES			176.48			

05/28/2014 10:53 AM
 User: ksteinman
 DB: South Haven

INVOICE REGISTER REPORT FOR CITY OF SOUTH HAVEN
 INVOICE DUE DATES 06/03/2014 - 06/03/2014
 JOURNALIZED OPEN AND PAID
 BANK CODE: 1 - CHECK TYPE: PAPER CHECK

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
648826 38674	FOSTER SWIFT COLLINS & SMITH PC ATTORNEY SERVICES 101-209-801-000	05/13/2014 ksteinman	06/03/2014	375.00	0.00	P	Y 05/27/2014
	PROFESSIONAL/CONSULTING FEES			375.00			
648827 38675	FOSTER SWIFT COLLINS & SMITH PC ATTORNEY SERVICES 101-209-801-000	05/13/2014 ksteinman	06/03/2014	126.89	0.00	P	Y 05/27/2014
	PROFESSIONAL/CONSULTING FEES			126.89			
1413501 38712	FUEL MANAGEMENT SYSTEM FUEL	05/15/2014 ksteinman	06/03/2014	7,694.15	0.00	P	Y 05/28/2014
	101-301-748-000	MOTOR FUEL		2,081.14			
	101-728-748-000	MOTOR FUEL		106.49			
	101-371-748-000	MOTOR FUEL		49.28			
	582-558-748-000	MOTOR FUEL		1,229.49			
	101-751-748-000	MOTOR FUEL		755.48			
	101-276-748-000	MOTOR FUEL		64.48			
	582-558-748-000	MOTOR FUEL		159.16			
	591-558-748-000	MOTOR FUEL		44.77			
	592-558-748-000	MOTOR FUEL		44.77			
	591-558-748-000	MOTOR FUEL		511.74			
	592-558-748-000	MOTOR FUEL		511.75			
	101-446-748-000	MOTOR FUEL		742.01			
	591-559-748-000	MOTOR FUEL		74.59			
	592-559-748-000	MOTOR FUEL		271.73			
	204-447-748-000	MOTOR FUEL		69.08			
	591-558-748-000	MOTOR FUEL		23.03			
	592-558-748-000	MOTOR FUEL		23.03			
	661-450-748-000	MOTOR FUEL & LUBRICANTS		932.13			
IN87638 38683	LOUIS GELDER & SONS CO PARTS 661-450-933-000	05/15/2014 ksteinman	06/03/2014	74.46	0.00	P	Y 05/27/2014
	REPAIRS/MAINTENANCE - EQUIP			74.46			
9857 38717	GREEN GIFTZ 10 X 13 ECO SHOPPER 250-729-727-001	05/23/2014 ksteinman	06/03/2014	139.00	0.00	P	Y 05/28/2014
	MARKETING/PROMOTIONAL			139.00			

INVOICE DUE DATES 06/03/2014 - 06/03/2014

JOURNALIZED OPEN AND PAID

BANK CODE: 1 - CHECK TYPE: PAPER CHECK

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
THOMAS SCHMIER							
38676	HARBOUR FAMILY COUNSELING PSYCHO-SOCIAL ASSESSMENT 101-301-801-011	05/07/2014 ksteinman	06/03/2014	75.00	0.00	P	Y 05/27/2014
		EMPLOYEE PHYSICAL EXAMS		75.00			
S-0101584							
38677	HULL LIFT TRUCK INC PARTS 661-450-933-000	05/13/2014 ksteinman	06/03/2014	99.00	0.00	P	Y 05/27/2014
		REPAIRS/MAINTENANCE - EQUIP		99.00			
10040229							
38678	INTERSTATE BATTERY SYSTEMS BATTERY 661-450-741-003	05/16/2014 ksteinman	06/03/2014	689.70	0.00	P	Y 05/27/2014
		REPAIR & MAINT SUPPLIES		689.70			
6232							
38679	KAL-BLUE TONER 101-447-727-000 101-446-727-000 591-558-727-000 592-558-727-000 582-558-727-000	05/21/2014 ksteinman	06/03/2014	220.00	0.00	P	Y 05/27/2014
		OFFICE SUPPLIES		44.00			
		OFFICE SUPPLIES		44.00			
		OFFICE SUPPLIES		44.00			
		OFFICE SUPPLIES		44.00			
		OFFICE SUPPLIES		44.00			
S102531889.001							
38680	KENDALL ELECTRIC INC CREE LIGHTING 582-558-932-000 582-558-932-000	05/06/2014 ksteinman	06/03/2014	3,784.71	0.00	P	Y 05/27/2014
		BXSPA01GA-US-R CREE LIGHTING		1,967.06			
		BXSPA01HA-US-R CREE LIGHTING		1,817.65			
S102602404.001							
38681	KENDALL ELECTRIC INC LIGHTING GLOBE 582-558-741-000	05/15/2014 ksteinman	06/03/2014	148.45	0.00	P	Y 05/27/2014
		OPERATING SUPPLIES		148.45			
04/25/14							
38682	LITTLE OSCAR'S SCREEN PRINTS JACKET AND TEES 101-751-729-001 101-446-729-001 591-558-729-001 592-558-729-001	04/25/2014 ksteinman	06/03/2014	858.00	0.00	P	Y 05/27/2014
		OTHER CLOTHING & SUPPLIES		214.50			
		OTHER CLOTHING & SUPPLIES		214.50			
		OTHER CLOTHING & SUPPLIES		214.50			
		OTHER CLOTHING & SUPPLIES		214.50			

05/28/2014 10:53 AM
 User: ksteinman
 DB: South Haven

INVOICE REGISTER REPORT FOR CITY OF SOUTH HAVEN
 INVOICE DUE DATES 06/03/2014 - 06/03/2014
 JOURNALIZED OPEN AND PAID
 BANK CODE: 1 - CHECK TYPE: PAPER CHECK

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
05-10158 38715	MIDWEST CIVIL ENGINEERS INC TOPOGRAPHIC SURVEY OF DYCKMAN AVEN 204-446-801-000-0158	05/15/2014 ksteinman	06/03/2014	4,402.50 4,402.50	0.00	P	Y 05/28/2014
10278 38684	NORTHERN FIRST AID SUPPLIES 592-559-933-000	05/13/2014 ksteinman	06/03/2014	32.94 32.94	0.00	P	Y 05/27/2014
10277 38685	NORTHERN FIRST AID SUPPLIES 101-265-802-000	05/13/2014 ksteinman	06/03/2014	117.09 117.09	0.00	P	Y 05/27/2014
10279 38686	NORTHERN FIRST AID SUPPLIES 101-265-802-000	05/13/2014 ksteinman	06/03/2014	88.93 88.93	0.00	P	Y 05/27/2014
7387 38687	OUDBIER INSTRUMENT CO REPROGRAMMED RADIOS AT THE WATER P 591-559-933-000	05/09/2014 ksteinman	06/03/2014	468.00 468.00	0.00	P	Y 05/27/2014
5/19/14 38688	PAT'S PRONTO PRINT ENVELOPES 101-446-727-000 101-447-727-000 591-558-727-000 592-558-727-000 582-558-727-000	05/19/2014 ksteinman	06/03/2014	280.00 56.00 56.00 56.00 56.00 56.00	0.00	P	Y 05/27/2014
5/9/14 38713	PIPELINE SERVICE INC TV EXISTING SANITARY SEWER 592-558-801-000-0158	05/09/2014 ksteinman	06/03/2014	742.50 742.50	0.00	P	Y 05/28/2014
5825246 38689	POWER LINE SUPPLY CO MAINTENANCE SUPPLIES 582-558-933-000	05/13/2014 ksteinman	06/03/2014	186.09 186.09	0.00	P	Y 05/27/2014

INVOICE REGISTER REPORT FOR CITY OF SOUTH HAVEN
 INVOICE DUE DATES 06/03/2014 - 06/03/2014
 JOURNALIZED OPEN AND PAID
 BANK CODE: 1 - CHECK TYPE: PAPER CHECK

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
5825245 38690	POWER LINE SUPPLY CO MAINTENANCE SUPPLIES 582-558-933-000	05/13/2014 ksteinman	06/03/2014	363.88	0.00	P	Y 05/27/2014
		REPAIRS/MAINTENANCE - EQUIPM		363.88			
5827593 38691	POWER LINE SUPPLY CO MAINTENANCE SUPPLIES 582-558-988-000	05/20/2014 ksteinman	06/03/2014	67.92	0.00	P	Y 05/27/2014
		ELECTRICAL SYSTEM CONSTR		67.92			
5827591 38692	POWER LINE SUPPLY CO MAINTENANCE SUPPLIES 582-558-933-000	05/20/2014 ksteinman	06/03/2014	206.43	0.00	P	Y 05/27/2014
		REPAIRS/MAINTENANCE - EQUIPM		206.43			
5825248 38693	POWER LINE SUPPLY CO MAINTENANCE SUPPLIES 582-558-988-000	05/13/2014 ksteinman	06/03/2014	6,797.84	0.00	P	Y 05/27/2014
		ELECTRICAL SYSTEM CONSTR		6,797.84			
5825247 38694	POWER LINE SUPPLY CO MAINTENANCE SUPPLIES 582-558-988-000	05/13/2014 ksteinman	06/03/2014	1,501.20	0.00	P	Y 05/27/2014
		ELECTRICAL SYSTEM CONSTR		1,501.20			
5825244 38695	POWER LINE SUPPLY CO MAINTENANCE SUPPLIES 582-558-933-000	05/13/2014 ksteinman	06/03/2014	1,671.10	0.00	P	Y 05/27/2014
		REPAIRS/MAINTENANCE - EQUIPM		1,671.10			
5825715 38696	POWER LINE SUPPLY CO MAINTENANCE SUPPLIES 582-558-988-000	05/14/2014 ksteinman	06/03/2014	4,540.70	0.00	P	Y 05/27/2014
		ELECTRICAL SYSTEM CONSTR		4,540.70			
5825803 38697	POWER LINE SUPPLY CO MAINTENANCE SUPPLIES 582-558-933-000	05/14/2014 ksteinman	06/03/2014	383.00	0.00	P	Y 05/27/2014
		REPAIRS/MAINTENANCE - EQUIPM		383.00			
5827592 38708	POWER LINE SUPPLY CO MAINTENANCE SUPPLIES 582-558-988-000	05/20/2014 ksteinman	06/03/2014	11,282.06	0.00	P	Y 05/28/2014
		ELECTRICAL SYSTEM CONSTR		11,282.06			

INVOICE DUE DATES 06/03/2014 - 06/03/2014

JOURNALIZED OPEN AND PAID

BANK CODE: 1 - CHECK TYPE: PAPER CHECK

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
5827594 38709	POWER LINE SUPPLY CO MAINTENANCE SUPPLIES 582-558-988-000	05/20/2014 ksteinman ELECTRICAL SYSTEM CONSTR	06/03/2014	7,762.35 7,762.35	0.00	P	Y 05/28/2014
5827590 38710	POWER LINE SUPPLY CO MAINTENANCE SUPPLIES 582-558-933-000	05/20/2014 ksteinman REPAIRS/MAINTENANCE - EQUIPM	06/03/2014	1,483.00 1,483.00	0.00	P	Y 05/28/2014
5828446 38711	POWER LINE SUPPLY CO MAINTENANCE SUPPLIES 582-558-933-000	05/22/2014 ksteinman REPAIRS/MAINTENANCE - EQUIPM	06/03/2014	970.88 970.88	0.00	P	Y 05/28/2014
7169541 38698	RIETH-RILEY CONST CO, INC COLD PATCH 101-446-741-000	05/09/2014 ksteinman OPERATING SUPPLIES	06/03/2014	783.75 783.75	0.00	P	Y 05/27/2014
9832 38699	SOUTH HAVEN AIRPORT AUTHORITY QUARTERLY CONTRIBUTION 101-895-959-001	05/28/2014 ksteinman QUARTERLY CONTRIBUTION	06/03/2014	7,855.10 7,855.10	0.00	P	Y 05/27/2014
7118083495-000001 38700	STAPLES ADVANTAGE SUPPLIES 591-558-727-000 592-558-727-000 101-446-727-000 101-447-727-000 582-558-727-000 591-558-741-000 592-558-741-000 101-446-741-000 101-447-741-000 582-558-727-000	05/15/2014 ksteinman OFFICE SUPPLIES OFFICE SUPPLIES OFFICE SUPPLIES OFFICE SUPPLIES OFFICE SUPPLIES OPERATING SUPPLIES OPERATING SUPPLIES OPERATING SUPPLIES OPERATING SUPPLIES OFFICE SUPPLIES	06/03/2014	157.49 17.16 17.16 17.16 17.15 17.15 13.39 13.39 13.39 13.39 18.15	0.00	P	Y 05/28/2014
7117659106-00002 38701	STAPLES ADVANTAGE SUPPLIES 101-447-727-000 101-446-727-000 591-558-727-000	05/10/2014 ksteinman OFFICE SUPPLIES OFFICE SUPPLIES OFFICE SUPPLIES	06/03/2014	73.79 14.76 14.76 14.76	0.00	P	Y 05/28/2014

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
	592-558-727-000	OFFICE SUPPLIES		14.76			
	582-558-727-000	OFFICE SUPPLIES		14.75			
116531							
38702	STRAIN ELECTRIC COMPANY	05/10/2014	06/03/2014	388.14	0.00	P	Y
	TROUBLESHOOT NEAR SIDE NORTH TRAFFI	ksteinman					05/28/2014
	202-473-802-000	OTHER CONTRACTUAL SERVICES		388.14			
116532							
38703	STRAIN ELECTRIC COMPANY	05/10/2014	06/03/2014	674.66	0.00	P	Y
	TROUBLESHOOT NAVIGATION LIGHTS	ksteinman					05/28/2014
	202-473-802-000	OTHER CONTRACTUAL SERVICES		674.66			
244352							
38704	TOTAL ENERGY SYSTEMS LLC	04/24/2014	06/03/2014	3,388.00	0.00	P	Y
	MAINTENANCE INSPECTION	ksteinman					05/28/2014
	591-559-802-000	OTHER CONTRACTUAL SERVICES		3,388.00			
IN32563							
38706	U S BUSINESS SYSTEMS INC	05/14/2014	06/03/2014	134.17	0.00	P	Y
	CONTRACT BASE RATE CHARGE	ksteinman					05/28/2014
	101-265-802-000	OTHER CONTRACTUAL SERVICES		134.17			
339560							
38705	USA BLUE BOOK	05/07/2014	06/03/2014	70.35	0.00	P	Y
	LAB SUPPLIES	ksteinman					05/28/2014
	592-559-741-000	OPERATING SUPPLIES		70.35			
MAY 12, 2014							
38707	VILLAGE MARKET #869	05/12/2014	06/03/2014	135.56	0.00	P	Y
	FUEL	ksteinman					05/28/2014
	101-446-748-000	MOTOR FUEL		135.56			
# of Invoices:	57	# Due:	0	Totals:	84,936.30	0.00	
# of Credit Memos:	3	# Due:	2	Totals:	(1,800.00)	(1,400.00)	
Net of Invoices and Credit Memos:					83,136.30	(1,400.00)	

05/28/2014 10:53 AM
User: ksteinman
DB: South Haven

INVOICE REGISTER REPORT FOR CITY OF SOUTH HAVEN
INVOICE DUE DATES 06/03/2014 - 06/03/2014
JOURNALIZED OPEN AND PAID
BANK CODE: 1 - CHECK TYPE: PAPER CHECK

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
--- TOTALS BY FUND ---							
	101 - GENERAL FUND			21,867.25	0.00		
	202 - MAJOR STREET FUND			1,062.80	0.00		
	204 - STREET FUND			5,921.58	0.00		
	250 - DOWNTOWN DVLP AUTHORITY			139.00	0.00		
	582 - ELECTRIC FUND			42,688.31	0.00		
	591 - WATER FUND			4,869.94	0.00		
	592 - SEWER FUND			4,254.25	(960.00)		
	594 - MARINA FUND			537.88	0.00		
	661 - MOTOR POOL FUND			1,795.29	0.00		
--- TOTALS BY DEPT/ACTIVITY ---							
	209 - ASSESSOR			855.86	0.00		
	265 - BUILDINGS & GROUNDS			340.19	0.00		
	276 - CEMETERY DEPARTMENT			113.48	0.00		
	301 - POLICE			2,156.14	0.00		
	371 - BUILDING INSPECTIONS			49.28	0.00		
	446 - HIGHWAYS & STREETS			11,539.63	0.00		
	447 - ENGINEERING			214.38	0.00		
	450 - EQUIPMENT MAINTENANCE			1,795.29	0.00		
	473 - BRIDGES			1,062.80	0.00		
	558 - OPERATIONS			45,802.59	0.00		
	559 - TREATMENT			5,419.91	(960.00)		
	560 - IPP PROGRAM			590.00	0.00		
	728 - ECONOMIC DEVELOPMENT			106.49	0.00		
	729 - DOWNTOWN DEVELOPMENT			139.00	0.00		
	751 - PARK DEPARTMENT			4,558.28	0.00		
	776 - OPERATIONS			537.88	0.00		
	895 - OTHER FUNCTIONS			7,855.10	0.00		

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank 1 FIFTH THIRD BANK					
05/15/2014	1	47693	000422	CENTER MASS, INC	329.00
05/16/2014	1	47694	003074	APX INC	864.84
05/16/2014	1	47695	000177	AUTOWARES INC	788.54
05/16/2014	1	47696	000430	CENTURY LINK	70.21
05/16/2014	1	47697	000484	COASTAL LANDSCAPING INC	446.00
05/16/2014	1	47698	UB REFUND	COTTAGE HOME	25.89
05/16/2014	1	47699	003244	D HILL ENVIRONMENTAL	225.00
05/16/2014	1	47700	000637	DICKINSON WRIGHT	29,273.66
05/16/2014	1	47701	000843	FRONTIER	574.88
05/16/2014	1	47702	003070	WENDY HOCHSTEDLER	276.84
05/16/2014	1	47703	001161	INTERSTATE ALL BATTERY CENTER	94.79
05/16/2014	1	47704	001162	INTERSTATE BATTERY SYSTEMS	143.95
05/16/2014	1	47705	001220	KALAMAZOO LAWN & GARDEN	525.95
05/16/2014	1	47706	001544	MENARDS	842.34
05/16/2014	1	47707	003153	BOB MILLER	297.67
05/16/2014	1	47708	003090	JOE MILLER	112.12
05/16/2014	1	47709	001917	OVERISEL LUMBER COMPANY	51.30
05/16/2014	1	47710	002020	POWER LINE SUPPLY CO	213,648.60
05/16/2014	1	47711	002155	RIDGE AND KRAMER AUTO PARTS	37.58
05/16/2014	1	47712	002645	TRACTOR SUPPLY CREDIT PLAN	25.98
05/16/2014	1	47713	002724	UPS STORE #5080	15.28
05/16/2014	1	47714	002949	WOLVERINE HARDWARE	563.64
05/19/2014	1	47715	UB REFUND	DUREN, DOREEN R	113.29
05/19/2014	1	47716	UB REFUND	GALLEGOS, SERGIO	56.92
05/19/2014	1	47717	001018	HARRISON, SUSAN	500.00
05/19/2014	1	47718	UB REFUND	LEWIS, JERLEAN M	66.20
05/19/2014	1	47719	UB REFUND	SMOLKOVICH, JEAN T	77.55
05/19/2014	1	47720	002404	SOUTH HAVEN HIGH SCHOOL	200.00
05/19/2014	1	47721	UB REFUND	TRUE BLUE HOLDINGS	10.91
05/21/2014	1	47722	UB REFUND	BINKLEY, BERNICE J	163.93
05/21/2014	1	47723	UB REFUND	HAZARD, MARGO	226.15
05/21/2014	1	47724	UB REFUND	IGNELZI, TERESA M	201.53
05/21/2014	1	47725	UB REFUND	MATA GARCIA, DUBELSA N	200.00
05/21/2014	1	47726	UB REFUND	RIGOZZI, HEATHER S	463.91
05/21/2014	1	47727	UB REFUND	SPECCHIO, ANTHONY M	500.00
05/21/2014	1	47728	001329	LAKE MICHIGAN COLLEGE	496.16
05/21/2014	1	47729	002395	SOUTH HAVEN COMMUNITY HOSPITAL	29,801.82
05/21/2014	1	47730	002415	SOUTH HAVEN PUBLIC SCHOOLS	24,274.87
05/21/2014	1	47731	002417	SOUTH HAVEN SENIOR SERVICES	22,543.01
05/21/2014	1	47732	002758	VAN BUREN INTERMEDIATE	808,018.76
05/21/2014	1	47733	000463	CITY OF SOUTH HAVEN	11,860.89
05/21/2014	1	47734	003215	FALCON ASPHALT REPAIR EQUIPMENT	1,448.37
05/21/2014	1	47735	000843	FRONTIER	102.68
05/21/2014	1	47736	001610	MICHIGAN GAS UTILITIES	10,136.84
05/21/2014	1	47737	MISC	QUIZNOS	20.00
05/21/2014	1	47738	002792	VERIZON WIRELESS	1,418.46
05/22/2014	1	47739	000162	ASR HEALTH BENEFITS	69.30
05/22/2014	1	47740	000177	AUTOWARES INC	124.89
05/22/2014	1	47741	003195	BLUE CARE NETWORK	53,156.99
05/22/2014	1	47742	000286	BLUE CROSS BLUE SHIELD OF MICHIGAN	85.42
05/22/2014	1	47743	003180	COPS HEALTH TRUST	12,476.12
05/22/2014	1	47744	MISC	CORPORATE CONSTRUCTION SERVICES	300.00
05/22/2014	1	47745	000540	COTTAGE HOME	600.00
05/22/2014	1	47746	000604	DE BEST INC	300.00
05/22/2014	1	47747	000624	DELTA DENTAL OF MICHIGAN	4,832.23
05/22/2014	1	47748	MISC	DON HOYT CONSTRUCTION	600.00
05/22/2014	1	47749	003070	WENDY HOCHSTEDLER	69.22
05/22/2014	1	47750	001405	LINCOLN NATIONAL LIFE INS CO	2,694.53
05/22/2014	1	47751	001544	MENARDS	502.20
05/22/2014	1	47752	002645	TRACTOR SUPPLY CREDIT PLAN	332.96
05/22/2014	1	47753	002757	VAN BUREN COUNTY TREASURER	281,269.60
05/22/2014	1	47754	002802	VILLAGE OF PAW PAW	100.00
05/22/2014	1	47755	002949	WOLVERINE HARDWARE	237.93
05/22/2014	1	47756	UB REFUND	DANIEL, ELAINA L	1.91
05/22/2014	1	47757	UB REFUND	JOHNSON, EDWARD ALLEN	50.45
05/22/2014	1	47758	UB REFUND	PARSELL, CHRISTY	7.19
05/22/2014	1	47759	UB REFUND	QSP - SH MOBILE HOME PARK	539.75
05/22/2014	1	47760	UB REFUND	STRICKLAND, DYAMOND D	44.66
05/22/2014	1	47761	UB REFUND	WHITE, SANDY A	43.55

1 TOTALS:

Total of 69 Checks:	1,520,575.21
Less 0 Void Checks:	0.00
Total of 69 Disbursements:	1,520,575.21

05/28/2014 10:49 AM
User: ksteinman
DB: South Haven

CHECK REGISTER FOR CITY OF SOUTH HAVEN
CHECK DATE FROM 05/22/2014 - 05/22/2014

Page: 1/1

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank 1 FIFTH THIRD BANK					
05/22/2014	1	49(E)	000087	AMERICAN ELECTRIC POWER	<u>638,108.31</u>
1 TOTALS:					
Total of 1 Checks:					638,108.31
Less 0 Void Checks:					<u>0.00</u>
Total of 1 Disbursements:					<u>638,108.31</u>

April 30, 2014

TO: Brian Dissette

FR: Paul VandenBosch

RE: 2013-2014 Marina Budget Amendment

At the time that the 2013-2014 Marina Fund budget was being prepared, we were dealing with a number of uncertainties related to marina expenditures.

- The North Side Marina was under construction
- The Marina and Harbor Dredging project was being bid out
- The marina management was being performed under a new contract for the first season

Because cost and potential grant funding for the North Side Marina and dredging were unclear, staff did not request any capital expenditures for 2013-2014. The intent was to wait and see what funds were remaining after paying for the projects and receiving grant funding.

We have closed out the North Side Marina project, and the dredging project will be finalized by the end of the May. The North Side Marina project total cost was \$1,624,549.82, just under the originally budgeted amount of \$1,628,000. Note that all of North Side Marina Project expenses were budgeted in fiscal year 2012-2013, but a few final expenditures occurred after July 1, 2013 in the next fiscal year.

In order to adjust the budget based on actual expenditures and fund maintenance and marketing of the marinas in fiscal year 2013-2014, I am requesting a Marina Fund budget amendment for the current fiscal year as follows.

Maintenance and Improvements

Maintenance and improvements to be carried out in Spring, 2014:

Museum Marina: \$15,000

Rehab existing restrooms, install deck umbrellas, power wash and seal deck

North Side Marina: \$4,000

Construct dock frame in front of new building, water seal docks

South Side Marina: \$12,000

Refinish bead board, water seal docks, new electrical pedestal at headdock.

North Side Marina Project Completion

Project Completion Items after July 1, 2013: \$9,100

Combination Door Locks, Handicap Ramp: \$7,500

Utility Bills for New Building (Unbudgeted): \$10,000

Marina Marketing

Marketing efforts carried out in 2013 and Spring of 2014:

Attend Strictly Sail and Grand Rapids Boat Shows
Website, advertising, marketing materials and services
Brochure printing and print advertising

Total Marketing: \$15,000

Harbor Dredging

The original plan for dredging was for the municipal marinas. We were able to acquire a dredging grant in the amount of \$296,050, so we expanded the dredging project to include the Turning Basin, Friends Goodwill Channel and Black River. At the time of preparing the 2013-2014 budget, this additional work was not known and was not included in the budget. In order to adjust the budget, the following changes are requested:

Marina Fund: \$20,000
River Maintenance Fund: \$45,000
Black River Park Fund: \$58,644.18

Total Dredging: \$123,644.18

Other Budget Issues

The Finance Director has identified budget lines which are over budget in the current fiscal year. Specifically, Black River Park experienced gate repair and other contractual costs above the budgeted amount.

Black River Park Unbudgeted Contractual Services: \$8,184

Conclusion

By adopting this budget amendment, we are adjusting the budget to reflect completion of two major capital improvements, the North Side Marina Project and the Harbor Dredging Project. The North Side Marina Project came in under budget. The dredging project was expanded to resolve shoaling issues for municipal marinas, the Turning Basin and the Black River.

We are allowing for minor maintenance to bring the marinas into good condition for the upcoming season.

We are marketing the marinas to transient boaters with a focus on attracting people to visit the marinas and South Haven. Our focus will be on showing the downtown, beaches and Maritime District as a desirable destination for boaters. This marketing will also attract others to South Haven as a vacation destination.

We currently have a waiting list for seasonal boaters, so we know we will have good

occupancy and revenue in the upcoming year. Please note that all of the improvements in the marinas are funded by slip rental revenues, not by property tax dollars. We were able to construct a new marina building and dredge the harbor without incurring any debt.

The expenditures included in the current budget adjustment will position the marinas to be in a very competitive and attractive position for the next few years.

Staff Recommendation:

Approve the marina budget amendment.

Marina Fund Maintenance, Marketing and Construction Completion

776-931	15,000	Museum Marina Maintenance
776-932	4,000	North Side Maintenance
776-975-011	9,100	North Side Marina Project, 2013-2014 Completion Items
776-975-011	7,500	North Side Marina Additional Work, combination locks, handicap ramp
	10,000	North Side Marina Operating Expenses – Unbudgeted Utility Costs
776-933	12,000	South Side Maintenance
776-964	12,000	Marketing
776-900	3,000	Brochure and Print Advertising
	72,600	Marina Fund Subtotal (Without Dredging)

Black River Park

8,184	Black River Park Underbudgeted Contractual Services
-------	---

Dredging

10,000	Marina Fund
45,000	River Maintenance Fund
65,000	Black River Park Fund
120,000	Dredging Subtotal

Requested Budget Amendment Total

82,600	Marina Fund
45,000	River Maintenance Fund
73,184	Black River Park Fund
200,784	TOTAL

	Marina Fund	Black River Park Fund	River Maintenance Fund
Net Unassigned Reserves/ Beginning Fund Balance	96,125	161,407	25,508
Original Budgeted Revenues	533,846	151,600	36,880
Original Budgeted Expenditures	524,813	165,243	10,500
Requested Budget Amendment	92,600	66,828	45,000
Proposed Amended Budget Expenditures	617,413	232,071	55,500
Excess of Expenditures Over Revenues	-83,567	-80,471	-18,620
Projected Net Unassigned Reserves June 30, 2014	12,558	80,936	6,888

Memorandum:

Date: May 28, 2014

To: Brian Dissette, City Manager

From: Joe Guilford, Information Technology Director

Re: Bid Number 2014-10 City Council Chambers Audio/Video Upgrade

Bid number 2014-10 is for new high definition cameras, a controller desk, and an upgraded character generator for use during all live meetings. The current system consists of three standard definition cameras, a video mixer, and a basic character generator for titling. Two of the cameras are remote controlled and the third is a stationary camera sitting at the back of the Council Chambers. With the construction of the new Council desk, the existing camera system does not allow for full face view of all the participating members. The existing character generator is very limited as far as titling and presenting lower third information.

The new video upgrade will incorporate 5 new high definition cameras. The existing camera sitting on the tripod will be removed. All the cameras will be mounted on the wall of the Council Chamber and be controlled remotely from the broadcasting control room. The entire system can be operated by a single person. Two cameras will be installed in the back for a wide view of the desk and close up view of seats 4, 5, and 6. One camera will be installed on the east wall with full face view of seats 7, 8, and 9. One camera will be installed on the west wall with full face view of seats 1, 2, and 3, and one camera will be installed on the south wall for view of the podium, staff tables, and the audience. The whole system will run through a new character generator allowing for graphics, such as the City logo, to be added to the title pages and lower thirds. The new system will be incorporated with the existing streaming video system, so there will be no interruption of the website portal. There was a mandatory alternate that included a 5 year extended warranty.

The budget for the entire system is \$45,000. There was only one bidder for this project. It is my recommendation to award this contract to TPC Technologies, Inc in the amount of \$41,998 to include the mandatory alternate. TPC Technologies is our current contractor for all of our audio and video needs. They are very familiar with our existing system and insure us that this upgrade will benefit our current video output. If the City Council wishes to proceed with this project the contract could be awarded at the June 2nd City Council Meeting. This will allow work to be done prior to July 1, 2014.

City of South Haven South Haven, MI

City Council Chambers Audio/Video Upgrade

Bid Number: 2014-10



Your complete Electronic System Contractor and Production Company

Mailing Address 185 Bell Road • Niles, MI 49120

Showroom Address 245 Bell Road • Niles, MI 49120

Voice 269.687.9798 • *Fax* 269.687.9804 • www.tpctechnologies.com

**Bid must be submitted on this Form
CITY OF SOUTH HAVEN, MICHIGAN
PROPOSAL FORM**

ORIGINAL


BID NUMBER: 2014-10

ITEM(S) REQUIRED: Audio/Video Upgrade for City Council Chambers

Section 1. BID PRICES

Having carefully examined the bid specifications contained herein, and having carefully read the "GENERAL CONDITIONS, INSTRUCTIONS TO BIDDERS AND INFORMATION FOR BIDDERS"; the Bidder proposes to provide the specified service(s) at the below listed unit price(s) stated subject to all instructions, conditions, specifications and all attachments hereto.

Section	Description	Quantity	Total
Base System Equipment	All Hardware, Software, Cameras, and Wiring	1	\$ 34,984
Base System Labor	Demolition, Installation, and Training	1	\$ 4,375
Mandatory Alternate	Extended Warranty	1	\$ 2,639
Total Project Cost	(cost without alternate \$39,359)	With Alternate	\$ 41,998

Section 2. VARIANCES

State any variations to specifications, terms, and/or conditions, no matter how slight:

system exactly as specified

Section 3. PAYMENT

Invoices shall be submitted to the City prior to any work completed. The City will pay all invoices within thirty (30) days after job is completed and approved by appropriate City staff member.

Section 4. BONDS/SECURITY

The types and amounts of bonds or security required (if any) are stated in the GENERAL CONDITIONS, INSTRUCTIONS TO BIDDERS AND INFORMATION TO BIDDERS.

Section 5. BIDDER CERTIFICATION

The Bidder certifies the Bid Price is correct and complete and that all information given or furnished is correct, complete and submitted as intended. The Bidder waives any right to refuse to execute the Contract if awarded to him or be relieved from any obligation by reason of any errors, mistakes or omissions, subject to right of withdrawal of Bid.

The undersigned, as Bidder, hereby certifies that they or a qualified designated person in their employ have examined the Contract Documents provided by the City for bidding purposes.

Section 6. ANTI-COLLUSION STATEMENT

The Bidder certifies that this Bid is fair, genuine and not collusive or sham, and has not in any manner, directly or indirectly, agreed or colluded with any other person, firm or association to submit a sham Bid, to refrain from bidding, or in any way to fix the amount of this Bid or that of any other Bidder, or to secure any advantage against the City. If an officer or employee of the City is personally or financially interested, directly or indirectly, in this Bid, notation of such must be made in SECTION 2. VARIANCES.

Furthermore, such Bidder shall file with the City Clerk a statement, under oath, setting forth the nature of such business dealings, and his interest therein. The statement shall be filed with the City Clerk not less than ten (10) days before the date when action may be taken by the City Council upon the matter involved. Failure to comply with this section may be cause for rejection of Bid. NOTE: No premiums, rebates or gratuities are permitted either with, prior to, or after any delivery of materials.

Section 7. ADDRESS

If Purchase Order and/or payment are to be mailed to other than address shown below, please complete the following:

MAIL PURCHASE ORDER TO:

TPC Technologies, Inc.
185 Bell Rd.
Niles, MI 49120

MAIL PAYMENT TO:

TPC Technologies, Inc.
185 Bell Rd.
Niles, MI 49120

Section 8. BID SIGNATURE

This Bid is submitted in the name of: TPC Technologies, Inc.

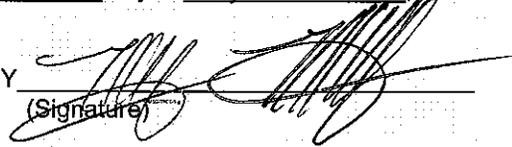
Company

185 Bell Rd. Niles MI 49120 269-687-9798
Street City State Zip Code Phone

For the stated conditions and price(s), the Undersigned submits this Bid:

Signed this 21st day of May, 2014

BY


(Signature)

Martin Golob
(Name Printed)

Sales Manager
(Title)

269-687-9798
(Telephone Number)

Section 2. Base System

2.1 Description

Provide five new HD cameras w/ CCU, production switch and CG unit to replace existing SD cameras in City of South Haven Council Chambers. All Cameras to be wall mounted at owner's direction via 1-gang CAT5-based disconnect panels. Integrate equipment to create complete working system per owner direction.

2.2 Substitutions

See item #5 in General Conditions.

2.3 Site Conditions

Review of facility available upon contacting owner.

2.4 Cabling

All cables shall be riser rated unless otherwise noted.

2.5 Installation Details

2.5.1 Install Owner Furnished Equipment

Owner will provide assorted SD video components from existing SD Video rig. Integrate equipment to create complete working system per owner direction.

2.5.2 Provide & Install Equipment

Contractor shall secure, install & integrate equipment to create complete working system per owner direction.

QTY	Part #	Source	Description
1	Demolition		Remove existing SD cameras and provide to Owner for storage. Abandon existing SD cabling in place.
1	999-5655-000	Vaddio	Production HD-SDI MV Switcher or equal.
1	999-5520-022	Vaddio	TeleTouch 22" HD Touch Screen LCD Monitor with base or equal
5	999-6967-000	Vaddio	WallVIEW CCU HD-22 CAT-5 or equal
1	BMD-CONVMASA	Black Magic	Mini Converter SDI to Analog 4K
1	PCRM-350	DataVideo	PCRM-350 Character Generator 1RU Rack-Mounted CG Workstation or equal
3	RKLCDBK	StarTech	Universal VESA LCD Monitor Mounting Bracket for 19-Inch Rack or equal
As Required	WestPenn 4245 - red	WEST PENN WIRE	CATEGORY 5E CMR 4 PAIR
As Required	WestPenn 4245 - yellow	WEST PENN WIRE	CATEGORY 5E CMR 4 PAIR
As Required	WestPenn 4245 - blue	WEST PENN WIRE	CATEGORY 5E CMR 4 PAIR
15	RJ45 Plug		RJ45 Plug
5	Panduit CJ688TGRD	Panduit	Panduit RED cat5 minicom jack-Panduit CJ688TGRD
5	Panduit CJ688TGYL	Panduit	Panduit YEL cat5 minicom jack-Panduit CJ688TGYL
5	Panduit CJ688TGBU	Panduit	Panduit BLU cat5 minicom jack-Panduit CJ688TGBU
5	Panduit CMBEI-X	Panduit	Panduit CMBEI-X mini-com Blank
5	Panduit CFP4EL	Panduit	Panduit CFP4EL 4 hole 1-gang wall plate
5	3372 2ft red	Monoprice	red patch cord
5	3374 2ft yellow	Monoprice	yellow patch cord
5	3364 2ft blue	Monoprice	blue patch cord
5	3378 5ft green	Monoprice	green patch cord

As Required	Wiremold V700	Wiremold	Wiremold IV 3/4x21/32 Raceway 1' Length
5	Wiremold V5744	Wiremold	Wiremold Single Gang Deep Wall Box
7	HD-SDI BNC Cable		HD-SDI BNC Cable
1	Hall C-HDMI-DVI-2M	HALL RESEARCH	2 Meter DVI to HDMI cable
1	AA DB-DISPLAY	AMERICAN DJ	LED adjustable decibel display. 19" Rack Mount. RCA I/O
1	Misc Supplies		All required cables, connectors & programming for a complete and working system
1	AMX Integration		Must connect to existing AMX system for Preset & Control
1	Existing SD Integration		Integrate new system with Owner's existing SD broadcast and archival systems
1	As-Builts		Provide as-built system riser diagram (PDF and D-Size Hard Copy)
1	Training		Provide 2, 2-hour training sessions at Owner's convenience
1	Basic Warranty		Provide 1 year of Advance Replacement Warranty with 1 additional year of ship & repair coverage... Two Years total Coverage on all Vaddio Products (excluding 18.5" TeleTouch)

Misc. Supplies

Provide miscellaneous supplies as needed for a complete and professional installation.

Testing

Contractor to conduct system test using a check list provided by designer.

Documentation Binders

Provide owner choice of one documentation binder or PDF file.

Training

Provide two 2-hour training sessions on system usage. Coordinate training dates/times with Administration.

Section 3. Mandatory Alternate

3.1 Description

Provide 5-year on-site extended coverage for Vaddio Components

3.2 Site Conditions

Review of facility available upon contacting owner.

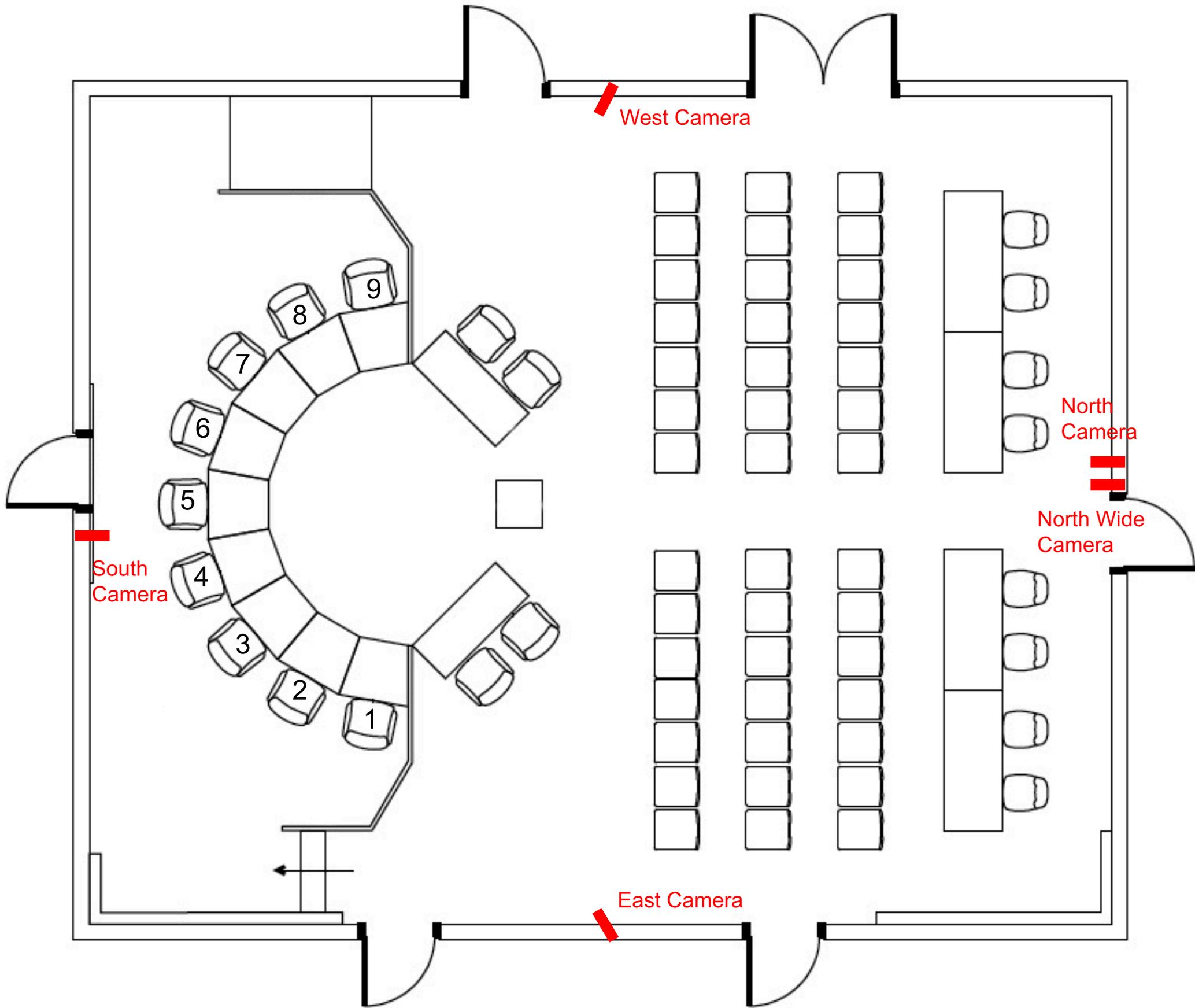
3.3 Cabling

All cables shall be riser rated unless otherwise noted.

Provide Extended Warranty as Follows

Contractor shall secure extended warranty coverage as follows.

QTY	Part #	Source	Description
1	BWG500059995YRO	Bankers Warranty	5-Year On-Site Coverage for Production HD-SDI MV Switcher or equal
1	BWG7509995YRO	Bankers Warranty	5-Year On-Site Coverage for TeleTouch 22" HD Touch Screen LCD Monitor or equal
5	BWG400049995YRO	Bankers Warranty	5-Year On-Site Coverage for WallVIEW CCU HD-22 CAT-5 or equal



**South Haven Area Recreation Authority (SHARA)
Regular Meeting**

**Wednesday, March 26, 2014
7:00 p.m., South Haven Charter Township Hall**

MINUTES

1. Call to Order

Meeting Opened at 7:00 p.m.

2. Roll Call

Members Present: Mr. Ross Stein, Mr. Dennis Fitzgibbon, Mr. Dana Getman,

Absent: Dr. Robert Herrera, Mr. Mark McClendon

Guests: Mr. Brian Dissette, City Manager, City of South Haven
Mr. Ken Peregon, OCBA Landscape Architects
Mr. Peter Ter Louw, Southwest Michigan Land Conservancy
Mr. Geoff Cripe, Southwest Michigan Land Conservancy

3. Approval of Meeting Minutes:

January 21, 2014 Board Meeting: Motion by Getman, seconded by Fitzgibbon to approve the minutes as presented. All in favor, motion carried.

4. Approval of Agenda:

Motion by Fitzgibbon, seconded by Getman to approve the agenda of the March 26, 2014 meeting. All in favor, motion carried.

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

6. Approval of the SHARA Finance Reports:

- a) The board discussed the SHARA Finance Report, noting the SHARA account now has a balance of \$89,089.22. Dissette noted that the report illustrates bank interest has been paid.

Motion by Getman, seconded by Fitzgibbon to approve the SHARA finance report. All in favor, motion carried.

- b) The board was updated on the SHARP account, which now has a balance of \$24,382.26.

7. SHARA Board will be asked to consider a series of actions related to the Pilgrim Haven site, and potential grant applications for the site:

Motion by Fitzgibbon, seconded by Getman to open a public hearing regarding the Michigan Department of Natural Resources grant applications for the Pilgrim Haven site. All in favor, motion carried.

The board was provided an update on the status of the Pilgrim Haven Park planning efforts by Mr. Peter Ter Louw, Southwest Michigan Land Conservancy (SWMLC.) Ter Louw noted that the planning efforts, including habitat planning, for the Pilgrim Haven site had occurred over many months, and featured a series of meeting sessions at the Pilgrim Haven site. Ter Louw noted that one of the site planners, from OCBA Landscape Architects was in attendance to explain the design. Mr. Ken Peregon, OCBA Landscape Architects, explained the site plan to the board members. Peregon noted that the design is split into phases, and that the MDNR grant applications seek to construct the improvements described in Phase 1. Peregon noted that the Phase 1 plans include the development of a parking lot, with space for up to fifty cars, the development of barrier free access to Lake Michigan, and the placement of a gate to control access to the parking lot. Peregon noted that the Phase 1 plans are a small portion of the overall site development plans. Peregon described the overall plans as having space of potential campsites, restrooms, a pavilion, and barrier free walking paths. Peregon noted that those plans are not being sought as part of the current grant application.

The following individuals expressed concerns about the grant application for the Pilgrim Haven site:

- Mr. Jim Bridelstein
- Ms. Genie Insidioso
- Mr. John Mooy
- Mr. Jerry Portman
- Mr. Bruce Cyrus
- Mr. Jim Wilschke
- Ms. Julie Portman

The following individuals expressed support for the grant application for the Pilgrim Haven site:

- Mr. Dick Brunvand
- Ms. Maureen Lewandowski
- Mr. John Lewandowski
- Ms. Maureen Moravec
- Ms. Gail Ohnsman
- Mr. Mark Odland
- Mr. Mike DeGrandchamp
- Ms. Mary Lynn Buggee

Mr. Tom Martin, Police Chief, South Haven Police Department, addressed questions related to police enforcement within South Haven Charter Township. Martin noted that the South Haven Police Department provides police services in South Haven Charter Township. Martin expressed a commitment to provide police services at Pilgrim Haven and other public spaces in South Haven Charter Township.

Motion by Fitzgibbon, seconded by Getman to close the public hearing regarding the Michigan Department of Natural Resources grant applications for the Pilgrim Haven site. All in favor, motion carried.

Motion by Getman, seconded by Fitzgibbon to approve Resolution 2014-01, a motion to authorize Chairman Stein to apply for a Michigan Department of Natural Resources grant for Pilgrim Haven. All in favor, motion carried.

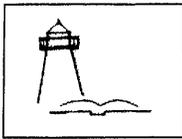
Motion by Getman, seconded by Fitzgibbon to approve Resolution 2014-02, a motion to authorize Chairman Stein to apply for a Michigan Department of Natural Resources grant for Pilgrim Haven. All in favor, motion carried.

10. Adjourn

Motion by Fitzgibbon, seconded by Getman to adjourn the meeting. All in favor, motion carried. The meeting was adjourned at 8:25 p.m.

Respectfully submitted by,

Brian Disette
City Manager, City of South Haven



South Haven Memorial Library
Minutes of the Meeting of the Board of Trustees
April 8, 2014

Members:

Catherine Jarvie –President
Lois Howard –Vice President
Marilyn Bertorelli -Treasurer

Ida Sledge –Secretary
Robin McAlear –Trustee
Jean Stein – Trustee (Excused)
Susan Trabucchi – Trustee (Excused)

Also Present: Elaine Fluck, and James France, Director

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

Approval of minutes for March 11, 2014: Motion for approval of minutes by L. Howard supported by C. Jarvie. Motion carried. A copy will be sent to city council.

Approval of agenda April 8, 2014: Motion for approval by R. McAlear, seconded by L. Howard. Motion carried.

Public Comments: Elaine Fluck commented on the science book series with *Pushing the Limits Program*. She expressed her appreciation to Jim for organizing this discussion group.

Treasurer's report:

Current budget amounts were reviewed. Vendors' bills totaled \$25,494.68 for the month. Motion to approve vendor bills by C. Jarvie, seconded by R. McAlear. Motion carried.

Committee Reports: 2014

Strategic Planning Committee: C. Jarvie reported the committee had one meeting. They will meet next month to continue dialogue.

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

Correspondence: Board members received an invitation to a *volunteer party*, at the library, on April 30th @ 1:00 p.m.

Old Business: None

New Business: None

Board Comments: The question was raised concerning a program entitled: No Child Without a Book. The publication *Beyond the Stacks* is very informative and looks great.

Adjournment: Meeting adjourned at 7:24.

Next regular meeting: May 13, 2014

Respectfully submitted,
Ida Sledge, Secretary

Board of Public Utilities

Regular Meeting Minutes

Monday, April 28, 2014
4:00 p.m., DPW Conference Room
1199 8th Avenue



City of South Haven

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

2. Roll Call

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

Also present: Wendy Hochstedler, Finance Director.

3. Approval of Agenda

Motion by Burr, second by Winkel to approve the April 28, 2014 agenda as presented.

All in favor. Motion carried.

4. Approval of Minutes – March 31, 2014

Motion by Burr, second by Winkel to approve the March 31, 2014 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.

REPORTS

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

- A. 2014 Billings – All Charges
- B. 2013 Billings – All Charges

7. Financial Reports

- A. Electric Fund – Financial Report for period ending March 31, 2014
- B. Electric Fund – Review of Percentage Billed

- C. Water Fund – Financial Report for period ending March 31, 2014
- D. Water Fund – Review of Percentage Billed
- E. Sewer Fund – Financial Report for period ending March 31, 2014

The board discussed the effect of estimated reads and true-ups. Burr noted that usually estimates are done in January and February but due to the weather this year there were three months of estimated reads.

There was discussion regarding flushing, plant usage of water and costs versus budget. Hochstedler noted that one thing that is throwing the figures off is the grants on the SSES (Sanitary Sewer Evaluation Survey).

8. Bond Reports

- A. Fund 370 – 2011 Building Authority General Obligation Limited Tax Refunding Bonds
- B. Fund 371 – 2012 General Obligation Limited Tax Refunding Bonds
- C. Fund 591 – 2001 Water Supply System Revenue Bonds
- D. Fund 591 – 2008/2009 Water Filtration Plant Capital Improvement Bonds
- E. Fund 591 – Amortization of Bond Discounts and Insurance Costs, Water Filtration Plant

Hochstedler noted that she included these reports due to a request from Mayor Burr and reviewed the funds as follows:

Fund 370; percentages used included LDFA (Local Development Finance Authority), DDA (Downtown Development Authority) and the Electric Fund. Initial bonds were issued in 2001.

Fund 371 – Hochstedler noted that LDFA (Local Development Finance Authority) and Sewer each have a fixed amount. These bonds were issued for the Ravines Sewer Rehabilitation and St. Joseph Street project area. Hochstedler explained the way the proceeds were distributed noting that the deficit/overage is finally done.

Fund 591 – Stand Pipe Repayment. Hochstedler noted there is a call schedule in this provision.

Water Fund Amortization. Hochstedler explained the Bond Discounts; there is really no capital outlay. It is just accounting practice to amortize it.

Discussion ensued regarding the debt service and how the rates get adjusted.

9. Quarterly Outage Report

Stickland noted that the number of tree outages should change once the work starts on the secondary tree trimming.

Stickland informed that the city experienced outages in the core city. There will be some trimming work done in the next month; the tree crews will have to pull off for Memorial Day and then commence work again after Labor Day. Burr noted that there has never been major work done on the secondary so some of the infrastructure could be forty (40) years old.

10. Unresolved Issues Report

No new issues per Halberstadt.

NEW BUSINESS

11. Board will be requested to consider a request from Mr. Jack Shapiro for a water and sewer credit at 09704 76th Street, South Haven Township.

Hochstedler noted that staff does not believe that this qualifies as a “hidden leak.” Stickland noted that this is staff interpretation. Halberstadt noted that there is no definition of “hidden leak” in the policy. Stickland said we can let this go to staff to determine whether this is a hidden leak. The board consensus was to issue only a sewer credit since none of the water that flowed from the outdoor faucet went through the sewer.

12. Board will be requested to review Public Act 95 of 2013 and make a recommendation to City Council.

Halberstadt noted this is the low income energy assistance fund. Each year this needs to come back to the board unless you do not want to discuss this annually. Halberstadt noted that he could write a resolution that City Council could pass, to handle this request the same every year.

Stickland noted that he would like to be kept abreast of how staff is handling this.

Burr noted that delinquent balances end up on the tax rolls and the customer must pay it off with their taxes.

Motion by Roberts, second by Winkel to recommend that the City elect to opt out of collecting the low income surcharge as outlined in PA 95 of 2013. Shut offs to residential customers for nonpayment of a delinquent account will need to be suspended from November 1, 2014 to April 15, 2015.

All in favor. Motion carried.

13. Board will be requested to review Bid Number 2014-08: Application of Biosolids to Farmland and make a recommendation of award to City Council.

Stickland noted this is an item that the board has to consider every three years. Halberstadt shared the information he has on the contractor.

After discussion there was a motion by Burr, seconded by Roberts to approve a recommendation to City Council to award Bid Number 2014-08, Application of Biosolids to Farmland to GroAmerica of Grand Rapids, Michigan at the unit prices indicated on their submitted bid.

All in favor. Motion carried.

14. Board will review draft budgets for the Electric, Water, and Sewer funds for the 2014-2015 fiscal year.

Hochstedler noted that the overall utilities cost of living increase is being proposed and it is up to the board what they want to do. Noted there are increases proposed for water and sewer but not electric.

Halberstadt pointed out the figures that indicate what the average customer uses. Burr noted that Covert's is the same as the City of South Haven.

Electric Fund – Hochstedler noted this is for the 2014 to 2015 proposed budget and explained the figures which would be sufficient for the next fiscal year, without knowing what the true-up will be. Hochstedler pointed out the capital outlay items which were moved from 2014 to 2015. That included the expansion of the DPW (Department of Public Works) plant and remodel of some of the offices, both of which did not get done this year, so those figures have been moved over to 2015. Hochstedler pointed out that some of these figures can be adjusted depending on what projects actually get done. There are reserves that can be used for future projects if they are accelerated.

Burr is concerned that there may not be enough budgeted for doing the building and the secondary work.

There was discussion of how much money is actually out there to use; Halberstadt noted he is working with an architect to get a firmed up number, while the number that is indicated in the chart is just a rough number. Burr noted there is a reserve we can draw from. There was discussion of Operations & Maintenance versus Capital work.

Water Fund – Hochstedler explained the proposed rate increase and noted the reserves and capital assets. Stickland suggested that we not recommend a two percent (2%) increase because we are not reducing our net reserves and we have a lot of old water main in town that will be needing replacement and believes that would make it easier to deal with the surcharge we will have to do in the future. Someone needs to come in and do a rate study and help us know what we need to do. Stein commented that if you just increase according to the cost of living it is better than doing it all at once, especially for those on fixed incomes. Burr agreed with Stein regarding the inflationary rate. Burr noted that even if we fund a rate study, he believes we should increase the rates annually. There was discussion of how the money would be used if the rates were raised.

Rose indicated that Covert just had a rate study on sewer and it does not really tell you what you need to know. Stein reiterated that the fixed income seniors are the ones who are really affected by an increase. Burr agreed that a large increase is not fun and noted that Chicago is doing the annual cost of living increase. Roberts asked whether the city could tap federal money; Halberstadt noted it is easier to get grants for road construction because the federal government thinks the utility should just raise rates to cover infrastructure.

Motion by Burr to increase the water rates 2 percent (2%). Second by Roberts.

All in favor. Motion carried.

Sewer Fund. Halberstadt noted we have a very small reserve in the sewer fund. Hochstedler said there are significant expenditures coming in 2016 through 2017 that are a product of the study Abonmarche is doing. Hochstedler explained that she wanted to build up some

reserves. There was discussion regarding approving a rate increase, then going with the rate study. Stein and Rose agreed that they rather see the gradual increases which is in line with the rate of inflation. Hochstedler pointed out the work expected to be done on Dyckman.

Motion by Winkel, second by Roberts to approve a sewer rate increase of four percent (4%).

All in favor. Motion carried.

Hochstedler noted City Council will be updated before their next regular meeting and then be presented the proposed budget at their regular meeting on May 5. Discussion ensued regarding whether the state is pressuring the utility; Halberstadt noted that we are trying to be pro-active and the SAW (Stormwater, Asset Management, and Wastewater) Grant Program requires the city to do the projects for which we accept the money.

Discussion ensued about storm water systems, how they are being detected and what can be done to enforce not having storm water running into sanitary sewers. There are many instances of sump pumps in basements pumping water into the storm sewer.

15. Acting Public Works Director Comments

- A. Next Meeting is scheduled for May 19, 2014, as approved by the board at the November 2013 meeting, due to the Memorial Day Holiday. City Council is also scheduled to meet at 7:00 pm on that day.
- B. Update on Roger Huff.

Halberstadt updated the board on the Huff's progress.

16. Board Member Comments

Rose asked about the valve turning machine; noted that Covert paid for half of that machine and have not had any valve turning done. Rose is concerned with maintenance of the valves. Halberstadt promised they will get it done.

The city has had a complaint from Kathy Wagaman regarding grease in the sewer. There were questions and discussions regarding inspection of grease traps.

17. Adjourn

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

All in favor. Motion carried.

RESPECTFULLY SUBMITTED,

Marsha Ransom
Recording Secretary



Agenda Item 6

System Components IFT

Background Information:

The City Council will be asked to consider approval of an Industrial Facilities Tax Exemption Certificate for System Components, Inc., located at 1635 Stieve Drive.

The tax exemption request, which totals \$531,885, is for new construction and personal property acquired by the company. The applicant notes that the company anticipates creating 3 new jobs at their facility as a result of the project.

The applicant notes that the equipment described in the exemption request is a new Mazak Nexus machining center. The equipment is expected to increase the company's capacity and enhance their machining capabilities.

System Components, Inc. was founded in the City of South Haven in 1967. System Components, Inc. features a range of standard and custom designed couplings for power transmission applications. The company currently employs 44 full time staff members. Currently, the company is running three shifts to keep pace with production demands.

The estimated total value of the Industrial Facilities Tax Exemption Certificate for System Components is \$17,216 over the 12 year life of agreement if all machinery is included in the certificate. The tax exemption does include a "claw-back" provision, which allows the City of South Haven to seek the abated tax amount if the terms of the abatement are not met by the business.

Recommendation:

The City Council should consider approval of Resolution 2014-24: A Resolution which grants approval of an Industrial Facilities Exemption Certificate requested by System Components, Inc.

Support Material:

Staff Report – System Components IFT
Resolution 2014-24

MEMORANDUM

DATE: May 20, 2014

TO: Brian Dissette, City Manager

FROM: Connie Phillips-Thompson, Deputy Assessor

SUBJECT: Resolution to Approve an Industrial Facilities Tax Exemption Application for System Components, Inc.

System Components, Inc. has filed an application for an Industrial Facilities Tax Exemption Certificate on April 11, 2014 with a location of 1635 Stieve Drive. The application listed the acquisition and installation machinery and equipment at an estimated cost of \$531,885.

System Components, Inc. expects to create new 3 jobs within 2 years of completion as a result of this project.

The estimated 12 year tax savings is \$17,216.

CITY OF SOUTH HAVEN
VAN BUREN AND ALLEGAN COUNTIES, MICHIGAN

RESOLUTION NO. 2014-24

A RESOLUTION APPROVING AN APPLICATION FOR
ISSUANCE OF INDUSTRIAL FACILITIES EXEMPTION CERTIFICATE
AS REQUESTED BY SYSTEM COMPONENTS, INC.

Minutes of a regular meeting of the City Council of the City of South Haven, Van Buren and Allegan Counties, Michigan, held in the City Hall, 539 Phoenix Street, South Haven, Michigan 49090 on June 2, 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 City of South Haven has, on April 11, 2014 received an application from System Components, Inc., for issuance of an Industrial Facilities Exemption Certificate pursuant to Act 198, Public Acts of 1974, as amended; and

WHEREAS, the application is for the acquisition and installation of machinery and equipment at an estimated cost of \$531,885 with a project location of 1635 Stieve Drive in the City of South Haven; and

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

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

WHEREAS, before acting on said application, the City of South Haven conducted a public hearing on this date, June 2, 2014, in the City Council Chambers at 539 Phoenix Street during the Council meeting which commenced at 7:00 p.m. local time, and the assessor and affected taxing units were given written notice and were afforded an opportunity to be heard; and

WHEREAS, the Applicant has reported to the City that project construction and installation of machinery and equipment had not begun earlier than six (6) months before April 11, 2014, the date of receipt by the City of the application for the Industrial Facilities Exemption Certificate; and

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

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

BE IT THEREFORE RESOLVED, that:

1. The City Council of the City of South Haven finds and determines that the granting of the requested Industrial Facilities Exemption Certificate considered together with the aggregate amount of certificates previously granted and currently in force under Act 198, Public Acts of 1974 and Act 255, Public Acts of 1978, will not have the effect of substantially impeding the operation of the City of South Haven or impairing the soundness of a taxing unit which levies taxes in the City of South Haven.
2. The application and Agreement as to terms and conditions, of System Components, Inc., for the Industrial Facilities Exemption Certificate with respect to the project which the certificate is applied for on the following described parcel of real property situated within Industrial Development District No. 94-01, to wit:

Real property as described in Attachment A hereto, an integral part hereof
(Tax Parcel Number 80-53-220-102-20) be and the same is hereby approved.

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

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

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

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

RECORD OF VOTE:

Yeas: _____

Nays: _____

RESOLUTION DECLARED ADOPTED.

Robert G. Burr, Mayor

CERTIFICATION

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



Agenda Item 7

Fiscal Year 2014-15; Budget Adoption

Background Information:

The City Council will be asked to consider the adoption of the Fiscal Year 2014-15 Budget, as part of tonight's City Council meeting.

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

The manager's proposed budget for 2014-15 is complete and is now presented to the City Council for consideration. It is available for the public to review, and can be downloaded from the city's website at www.south-haven.com or can be obtained in print form at City Hall.

The City Charter requires a public hearing on the proposed budget, which was conducted at the May 19th regular meeting of the City Council. The City Charter requires adoption of a budget to occur at the first council meeting in June. For tonight's meeting, the City Council is requested to adopt the attached budget document for the Fiscal Year 2014-15.

Recommendation:

Approve the following resolutions:

- Resolution 2014-25: A Resolution adopting the 2014-15 Fiscal Year Budget for Component Unit Funds of the City of South Haven, Michigan.
- Resolution 2014-26: A Resolution adopting the 2014-15 Fiscal Year Budget for General, Special Revenue, Debt Service, Capital Projects and Fiduciary Funds of the City of South Haven, Michigan.
- Resolution 2014-27: A Resolution adopting the 2014-15 Fiscal Year Budget for Enterprise and Internal Service Funds of the City of South Haven, Michigan.
- Resolution 2014-28: A Resolution setting the 2014 Property Tax Millage.

Support Material:

Proposed Resolutions

[Fiscal Year 2014-15 Budget Proposal](#)

CITY OF SOUTH HAVEN
VAN BUREN AND ALLEGAN COUNTIES, MICHIGAN

RESOLUTION NO. 2014-25

A RESOLUTION ADOPTING THE 2014/2015 FISCAL YEAR BUDGET FOR
COMPONENT UNIT FUNDS OF THE CITY OF SOUTH HAVEN, MICHIGAN

Minutes of a regular meeting of the City Council of the City of South Haven, Van Buren and Allegan Counties, Michigan, held in the City Hall, 539 Phoenix Street, South Haven, Michigan 49090 on June 2, 2014 at 7:00 p.m. local time.

PRESENT: _____

ABSENT: _____

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

WHEREAS, pursuant to and in accordance with Chapter 8 of the City Charter, the City Manager has submitted to the City Council a recommended budget for the City of South Haven for the 2014/2015 fiscal year; and

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

WHEREAS, notice of a public hearing on the proposed budget was published in the South Haven Tribune on May 8, 2014; and

WHEREAS, a public hearing on the proposed budget was held on May 19, 2014; and

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

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

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

NOW, THEREFORE, BE IT RESOLVED by the City of South Haven City Council that the 2014/2015 fiscal year budget for the various funds and in the various amounts as summarized on the attached Exhibit A with their incorporated capital outlay programs are hereby adopted by activity level in accordance with the provisions of Public Act 621.

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

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

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

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

RECORD OF VOTE:

Yeas: _____

Nays: _____

RESOLUTION DECLARED ADOPTED.

Robert G. Burr, Mayor

CERTIFICATION

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

EXHIBIT A

CITY OF SOUTH HAVEN
 2014/2015 FISCAL YEAR BUDGET SUMMARY
 COMPONENT UNIT FUNDS

FUND	PROJECTED FUND BALANCE 7/1/2014	REVENUE AND OTHER SOURCES	EXPENDITURES AND OTHER USES	PROJECTED FUND BALANCE 6/30/2015
Component Units:				
Brownfield Authority	1,163,083	153,432	706,271	610,244
Downtown Development Authority	47,224	1,563,254	1,521,591	88,887
Local Dev Finance Authority #1	703,322	221,327	273,356	651,293
Local Dev Finance Authority #2	189,400	34,024	48,878	174,546
Local Dev Finance Authority #3	548,070	54,204	126,423	475,851
TOTAL	2,651,100	2,026,241	2,676,519	2,000,822

CITY OF SOUTH HAVEN
VAN BUREN AND ALLEGAN COUNTIES, MICHIGAN

RESOLUTION NO. 2014-26

RESOLUTION ADOPTING THE 2014/2015 FISCAL YEAR BUDGET FOR
GENERAL, SPECIAL REVENUE, DEBT SERVICE, CAPITAL PROJECTS, AND
FIDUCIARY FUNDS OF THE CITY OF SOUTH HAVEN, MICHIGAN

Minutes of a regular meeting of the City Council of the City of South Haven, Van Buren and Allegan Counties, Michigan, held in the City Hall, 539 Phoenix Street, South Haven, Michigan 49090 on June 2, 2014 at 7:00 p.m. local time.

PRESENT: _____

ABSENT: _____

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

WHEREAS, pursuant to and in accordance with Chapter 8 of the City Charter, the City Manager has submitted to the City Council a recommended budget for the City of South Haven for the 2014/2015 fiscal year; and

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

WHEREAS, notice of a public hearing on the proposed budget was published in the South Haven Tribune on May 8, 2014; and

WHEREAS, a public hearing on the proposed budget was held on May 19, 2014; and

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

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

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

NOW, THEREFORE, BE IT RESOLVED by the City of South Haven City Council that the 2014/2015 fiscal year budget for the various funds and in the various amounts as summarized on the attached Exhibit A with their incorporated capital outlay programs are hereby adopted by activity level in accordance with the provisions of Public Act 621.

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

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

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

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

RECORD OF VOTE:

Yeas: _____

Nays: _____

RESOLUTION DECLARED ADOPTED.

Robert G. Burr, Mayor

CERTIFICATION

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

EXHIBIT A

CITY OF SOUTH HAVEN
2014/2015 FISCAL YEAR BUDGET SUMMARY
GENERAL, SPECIAL REVENUE, DEBT SERVICE,
CAPITAL PROJECTS AND FIDUCIARY FUNDS

FUND	PROJECTED FUND BALANCE 7/1/2014	REVENUE AND OTHER SOURCES	EXPENDITURES AND OTHER USES	PROJECTED FUND BALANCE 6/30/2015
General Fund	2,204,224	6,664,008	6,608,788	2,259,444
Special Revenue Funds:				
Major Street	96,249	323,306	323,306	96,249
Local Street	39,439	178,023	178,023	39,439
Street Fund	675,744	1,150,630	1,502,274	324,100
Garbage/Refuse	22,827	387,650	387,650	22,827
Budget Stabilization	161,658	50,000	0	211,658
Narcotics Unit	66,205	218,203	236,303	48,105
Police Training	307	3,500	3,500	307
Block Grant - Post 1995 Fund	12,753	0	0	12,753
River Maintenance	6,886	36,880	20,500	23,266
Sick Leave Reserve	113,008	0	0	113,008
Debt Service Funds:				
Building Authority #2	30,762	258,925	258,925	30,762
DDA Debt Service #1	413	377,110	377,110	413
DDA Debt Service #2	15,548	207,685	207,685	15,548
2003 Capital Bond Debt Service	32,256	341,438	341,438	32,256
2007 Capital Bond Debt Service	1,315	109,087	109,087	1,315
Capital Project Funds:				
Cemetery Improvements	270,834	12,500	20,000	263,334
Sewer Rehab	(0)	0	0	(0)
Pavilion and Ice Rink	7,656	40,000	40,000	7,656
Capital Projects	340,133	2,840,200	2,679,500	500,833
Fiduciary Funds:				
Cemetery Perpetual Care	269,796	14,000	50	283,746
TOTAL	4,368,013	13,213,145	13,294,139	4,287,019

CITY OF SOUTH HAVEN
VAN BUREN AND ALLEGAN COUNTIES, MICHIGAN

RESOLUTION NO. 2014-27

A RESOLUTION ADOPTING THE 2014/2015 FISCAL YEAR BUDGET FOR
ENTERPRISE AND INTERNAL SERVICE FUNDS
OF THE CITY OF SOUTH HAVEN, MICHIGAN

Minutes of a regular meeting of the City Council of the City of South Haven, Van Buren and Allegan Counties, Michigan, held in the City Hall, 539 Phoenix Street, South Haven, Michigan 49090 on June 2, 2014 at 7:00 p.m. local time.

PRESENT: _____

ABSENT: _____

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

WHEREAS, pursuant to and in accordance with Chapter 8 of the City Charter, the City Manager has submitted to the City Council a recommended budget for the City of South Haven for the 2014/2015 fiscal year; and

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

WHEREAS, notice of a public hearing on the proposed budget was published in the South Haven Tribune on May 8, 2014; and

WHEREAS, a public hearing on the proposed budget was held on May 19, 2014; and

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

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

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

NOW, THEREFORE, BE IT RESOLVED by the City of South Haven City Council that the 2014/2015 fiscal year budget for the various funds and in the various amounts as summarized on the attached Exhibit A with their incorporated capital outlay programs are hereby adopted by activity level in accordance with the provisions of Public Act 621.

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

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

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

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

RECORD OF VOTE:

Yeas: _____

Nays: _____

RESOLUTION DECLARED ADOPTED.

Robert G. Burr, Mayor

CERTIFICATION

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

EXHIBIT A

CITY OF SOUTH HAVEN				
2014/2015 FISCAL YEAR BUDGET SUMMARY				
ENTERPRISE AND INTERNAL SERVICE FUNDS				
FUND	RETAINED EARNINGS 7/1/2014	REVENUE AND OTHER SOURCES	EXPENDITURES AND OTHER USES	RETAINED EARNINGS 6/30/2015
Enterprise Funds:				
Black River Park	538,705	151,500	165,923	524,282
Electric Fund	17,369,381	13,976,404	15,202,839	16,142,946
Water Fund	6,977,466	3,826,439	4,055,778	6,748,127
Sewer Fund	5,364,752	2,385,017	2,497,590	5,252,179
Marina Fund	2,425,084	520,000	558,131	2,386,953
Beach Fund	25,786	219,000	239,307	5,479
Internal Service Funds:				
Information Services	98,451	298,000	298,000	98,451
Motor Pool	2,063,348	817,292	970,308	1,910,332
Self Insurance Fund	749,338	0	301,200	448,138
TOTAL	35,612,311	22,193,652	24,289,076	33,516,887

CITY OF SOUTH HAVEN
VAN BUREN AND ALLEGAN COUNTIES, MICHIGAN

RESOLUTION NO. 2014-28

A RESOLUTION SETTING THE 2014 PROPERTY TAX MILLAGE

Minutes of a regular meeting of the City Council of the City of South Haven, Van Buren and Allegan Counties, Michigan, held in the City Hall, 539 Phoenix Street, South Haven, Michigan 49090 on June 2, 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 City of South Haven, in order to execute the Fiscal Year 2014/2015 Budget, needs to establish millage rates.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of South Haven that the 2014 Summer Tax Millage be set at 14.3371 mills and the 2014 Winter Tax Millage be set at 0.5805 mills as detailed on Exhibit A.

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

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

RECORD OF VOTE:

Yeas: _____

Nays: _____

RESOLUTION DECLARED ADOPTED.

Robert G. Burr, Mayor

CERTIFICATION

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

2014 Tax Rate Request (This form must be completed and submitted on or before September 30, 2014)

MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

Carefully read the instructions on page 2.

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

County(ies) Where the Local Government Unit Levies Taxes Van Buren & Allegan	2014 Taxable Value of ALL Properties in the Unit as of 5-27-14 387,593,282
Local Government Unit Requesting Millage Levy South Haven City	For LOCAL School Districts: 2014 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties.

This form must be completed for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2014 tax roll.

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election Charter, etc.	(5) ** 2013 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2014 Current Year "Headlee" Millage Reduction Fraction	(7) 2014 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(8) Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	(9) Maximum Allowable Millage Levy *	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized
CHARTR	OPER		15.0000	10.28600	1.0000	10.28600	1.0000	10.28600	10.28600		NONE
PA 127	REFUSE		3.0000	2.05680	1.0000	2.05680	1.0000	1.20000	1.20000		NONE
PA 47	HOSP		.40000	.33050	1.0000	.33050	1.0000	.33050		.33050	NONE
PA 1877	LIBRARY	8/1964	1.0000	.82710	1.0000	.82710	1.0000	.82710	.59000		NONE
EX VOTE	NARC	11/2011	.67980	.67980	1.0000	.67980	1.0000	.67980	.67980		11/2016
EX VOTE	SR SERV	8/2010	.25000	.25000	1.0000	.25000	1.0000	.25000		.25000	12/2013
EX VOTE	STREET	2/2008	1.75000	1.58000	1.0000	1.58000	1.0000	1.58000	1.58000		12/2027

Prepared by Wendy J. Hochstedler	Telephone Number 269-637-0714	Title of Preparer Finance Director	Date
--	---	--	------

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

Local School District Use Only. Complete if requesting millage to be levied. See STC Bulletin 3 of 2014 for instructions on completing this section.

<input checked="" type="checkbox"/> Clerk	Signature	Print Name Amanda Morgan, City Clerk	Date
<input type="checkbox"/> Secretary			

<input checked="" type="checkbox"/> Chairperson	Signature	Print Name Robert Burr, Mayor	Date
<input type="checkbox"/> President			

Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)	Rate
For Principal Residence, Qualified Ag, Qualified Forest and Industrial Personal	
For Commercial Personal	
For all Other	

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

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

Memo

To: Brian Dissette
City Manager

From: Jeannine Blair
Special Events Coordinator

Date: May 28, 2014

Re: Blueberry Festival
Special Event 2014-28

The special event application for the Blueberry Festival has been processed and is ready for City Council's approval. This years Blueberry Festival is scheduled for August 7 -10, 2014. The application appears to be in order and consistent with past applications, with an additional request to keep Water St. closed through Sunday evening for the tractor pull and a Sunday afternoon/evening concert. Streets to be closed are identified on the application. Blueberry Festivals insurance, naming the City of South Haven as "additionally insured" proof of insurance has been provided.

CITY OF SOUTH HAVEN

Special Events & Festivals Application

FOR OFFICE USE ONLY

Special Event # 2014-28

Date Received 5/20/14

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

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

A new application must be submitted each year.

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

Initial BJH

Date 5-19-14

CONTACT INFORMATION

Event Title: National Blueberry Festival

Sponsoring Organization: NBF

Applicants Name: Brenda Daggett, Pat Pero, Tom McCreevy

Telephone #: 269-470-1572 Phone # During Event: 214-1437 214-4169

E-mail Address: bdaggett@comcast.com

Other contacts for/during event

Name: Kathy Wagaman ^{Craft Show} 269-214-8692 Telephone: John Deschaine ^{office 637-1121} 269-214-8692
Name: Kim Wise ^{5K Race} 269-214-8692 Telephone: Brian DeBest ^{- Tractor Pull} 616-830-4684
Sandcastle - Mark Holbein 639-9091

EVENT SPECIFIC INFORMATION

Event Location: Huron St. Pavilion, Riverfront Park, North & South Beaches

Date(s) Requested: Aug 7-10, 2014 Alternative Date(s): _____

Start Time: Aug 7th setup & Pavilion End Time: Aug 10th, 8pm
lean

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

Number of people expected to attend: 40,000 approx.

EVENT DESCRIPTION

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

A free family festival which brings thousand of
visitors to South Haven's downtown area, showcasing
our local community and regional agricultural
products.

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

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

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

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

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

Explain closure _____

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

Event Command Post. Mark location on maps.

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

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

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

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

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

Relay 5/10K event. Indicate "hand-off" points and areas of participant equipment impact.

Aircraft landing / hot air balloons. Mark location on maps. - *S.H Regional Airport handles this.*

Fireworks/pyrotechnics site. Mark location on maps.

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

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

Name: Tom McCreery Telephone: *N+R Store* 637-2003, *cell* 269-214-4169

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

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

Name: Brenda Daggett Telephone: 269-470-1572

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

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

ADDITIONAL EVENT INFORMATION

Liquor License

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

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

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

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

Main Stage at Riverbend Park - features Live Music

Thursday August 7th - Sunday August 10th

Date: Thursday - Aug 7th Time: 6pm - 10pm

Date: Friday Aug 8th Time: 12am - 11pm

Date: Saturday Aug 9th Time: 12am - 11pm

Sunday Aug 10th Time: 10am - 8pm

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

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

CITY SERVICES

Are you requesting any utility services to be provided: Yes No

If yes, explain: electric + water at Huron St Pavilion,
electric + water at Water St for Vendors, Riverfront Park
for Main Stage entertainment

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

Name: _____ Telephone: _____

Will vendors be using electric utilities: Yes No

If yes, the city's Electrical Inspector will be making inspections of all vendors using electric during events. A charge of \$10.00 per vendor will be billed to the Sponsoring Organization (NOT the vendor) following the event.

Will you require additional police services: Yes No

If yes, explain: Thursday - Sunday at Riverfront Park, Saturday for
Parade - ? Stanley Johnson Park

Will you require additional fire/ambulance services: Yes No

If yes, explain: ? Medic Unit near Riverfront Park -
? for 5K/10K Race

Additional fire information: Mark all that apply

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

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

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

INSURANCE

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

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

REMINDERS

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

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

INDEMNIFICATION AGREEMENT

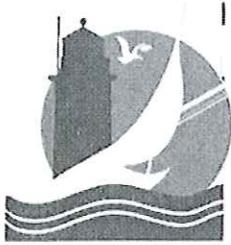
The undersigned agrees and promises, as a condition of approval of this Special Events & Festivals Application to defend, indemnify, and save harmless the City of South Haven, its agents, officials and employees from all suits, claims, damages, causes of action or demands of any kind and character arising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

Brenda Daggett
Applicants Signature

5-19-14
Date

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

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



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

Cones and Barricades Request Form

Requester's Name National Blueberry Festival
 Date Requested Aug 6/7
 Organization/Committee NBF
 Mailing Address _____
 Office/Main Phone CofC - 637-5171, ^{Rathy} Brenda D 269-470-1572
 Cell Phone Tom McCreery 637-2003

EVENT: _____ DATE of EVENT: Aug. 7-10, 2014

CONES	Quantity	Who will pick up cones (Please Print Legibly)	Cell Phone	Pick Up Date/Time	Return Date/Time
	165	Kim Wise Tom McCreery		AM PM	AM PM

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

BARRICADES	Quantity	Drop Off Location (Please Print Legibly)	Contact Person	Drop Off Date/Time	Pick Up Date/Time
			Cell Phone		
50				AM PM	AM PM

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

Borrower's Signature: _____

Authorized by: _____

2018 Blueberry Festival Barricade/Cone Request

TOTAL BARRICADES: 7850

TOTAL CONES: 145165

Blueberry Festival: Water St/Riverfront Park
2 Barricades @ Top of Hill (Water St./Kalamazoo St.)
2 Barricades @ Maple St. & Michigan
2 Barricades @ St. Joseph St. & Michigan
2 Barricades @ South Beach entrance

Contact Person: Brenda Daggett
Cell: 269-470-1572
Other: 269- 637-1572

Blueberry Festival - Huron St. Parking Lot
10 - Barricades
40 - Cones

Contact Person: Tom McCreery
Store: 269-637-2003

Parade Route
269-547-0809
(cell) / 437-1121 office
John Deschaine
e do-it.com

Craft Show - Chamber of Commerce (Stanley Johnston Park)
50 - Cones
~~4 - Barricades~~
1 - Barricade

Contact Person: Kathy Wagaman
Office: 269-637-5171
Cell: 269-214-6178

SHCH -BBF 5K Run/Walk
35 - Cones

Contact Person: ~~Kim Wise~~ Kim Wise
Cell: ~~269-214-8692~~ 269-214-8692
Other: ~~269-637-2805~~ 269-639-2831

Pick up
Cones on
Friday

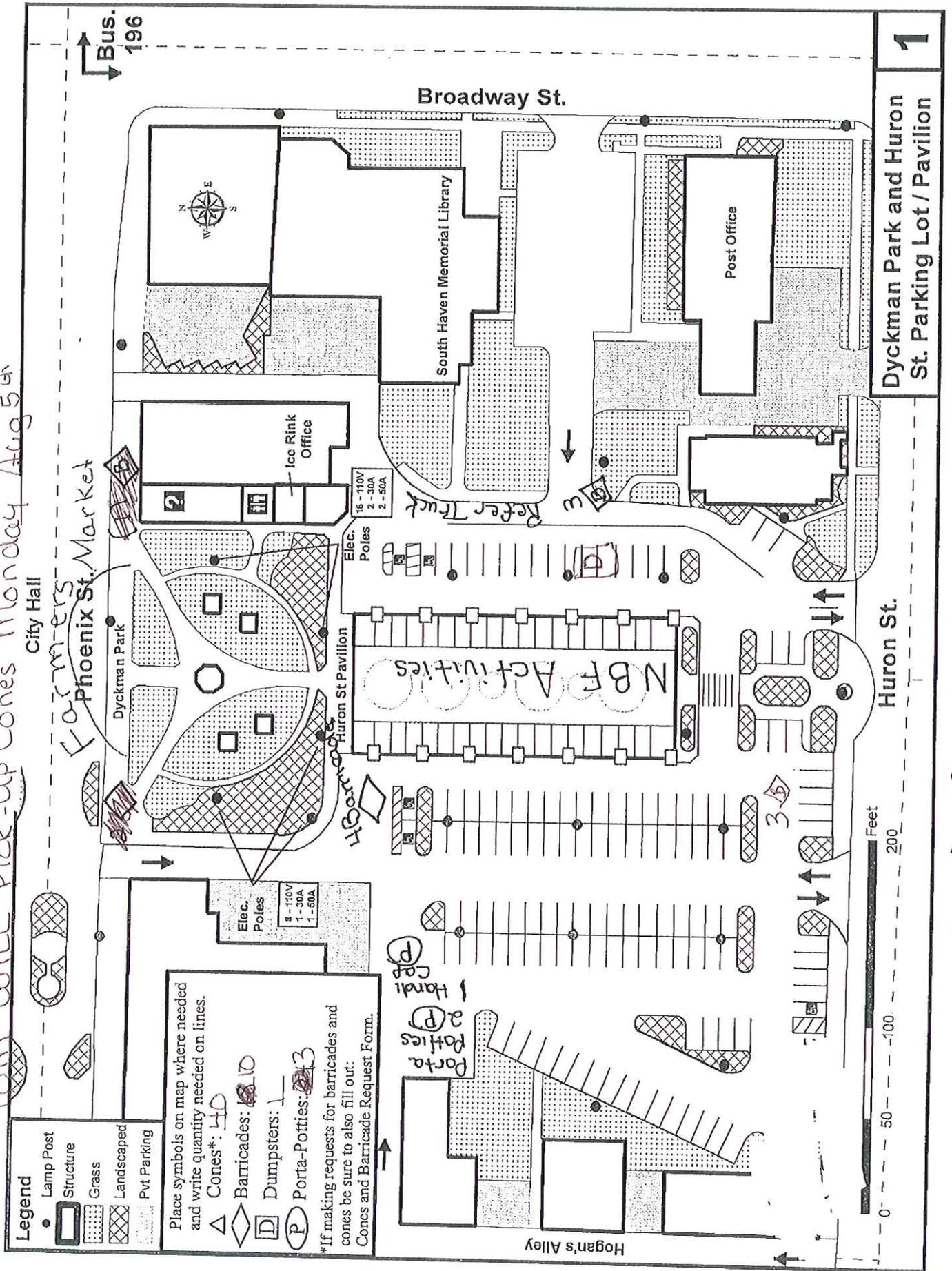
Blueberry Festival Parade 31 barricades, 34 cones

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

- | | | |
|-------------------------|--------------------------|-------------------------|
| 1 @ Elkenburg/ Center | 2 @ Indiana / Erie | 1 @ Center/ Erie |
| 1 @ Cable/Center | 2 @ Kalamazoo / Erie | 2 @ Center/ Superior |
| 1 @ Cable/Kalamazoo | 2 @ Kalamazoo / Michigan | 1 @ Center/ Van Buren |
| 1 @ Cable/Indiana | 2 @ Kalamazoo / Huron St | 1 @ Center/ Chambers |
| 1 @ Indiana/Elkenburg | 2 @ Kalamazoo / Eagle | 1 @ Center/ Green |
| 1 @ Indiana/ Edgell | 4 @ Kalamazoo / Phoenix | 1 @ Center/ South Haven |
| 1 @ Indiana/South Haven | 4 @ Phoenix / Center | 1 @ Center/ Lyons |
| 1 @ Indiana / Monroe | 4 @ Phoenix / Broadway | 1 @ Center/ Fruit |
| 1 @ Indiana / Clinton | 4 @ Broadway/ Huron St. | 1 @ Center/ Humphrey |
| 1 @ Indiana / Van Buren | 2 @ Center/ Huron | |
| 1 @ Indiana / Superior | 2 @ Center/ Michigan | |

Need Barricades Wed Aug 6th Noon +

Tom will Pick-up Cones Monday Aug 5th



NBF Aug 9-12, 2013

Phoenix Street

Elec. Poles

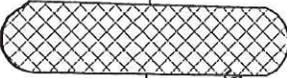
8 - 110V
1 - 30A
1 - 50A

Elec. Pole

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



4 B



Port Potties
& Handicap

NBF Activities

Thursday Aug 9
Blueberry Pie Social

Friday Aug 10
SHS Health Fair
Blueberry Central
Huron St Pavilion

Farmers
First Cong.
Church
Methodist
Church
AL Van
Bark B Que

Saturday Aug 11
Blueberry Pancakes
Break-fast
Farmers
Blueberry Central

Methodist Church
First Cong. Church
Steel headers

Sunday Aug 12
Pancake Breakfast
Blueberry Central
Liberty Hyde Bailey
Museum Ice Cream
Social
additional activities

Refer Truck

3 B

D

Legend

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

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

- △ Cones*: 40 *TOW TO*
- ◊ Barricades: 10 *PICK-UP CONES*
- D Dumpsters: 1 *Monday*
- P Porta-Potties: 3

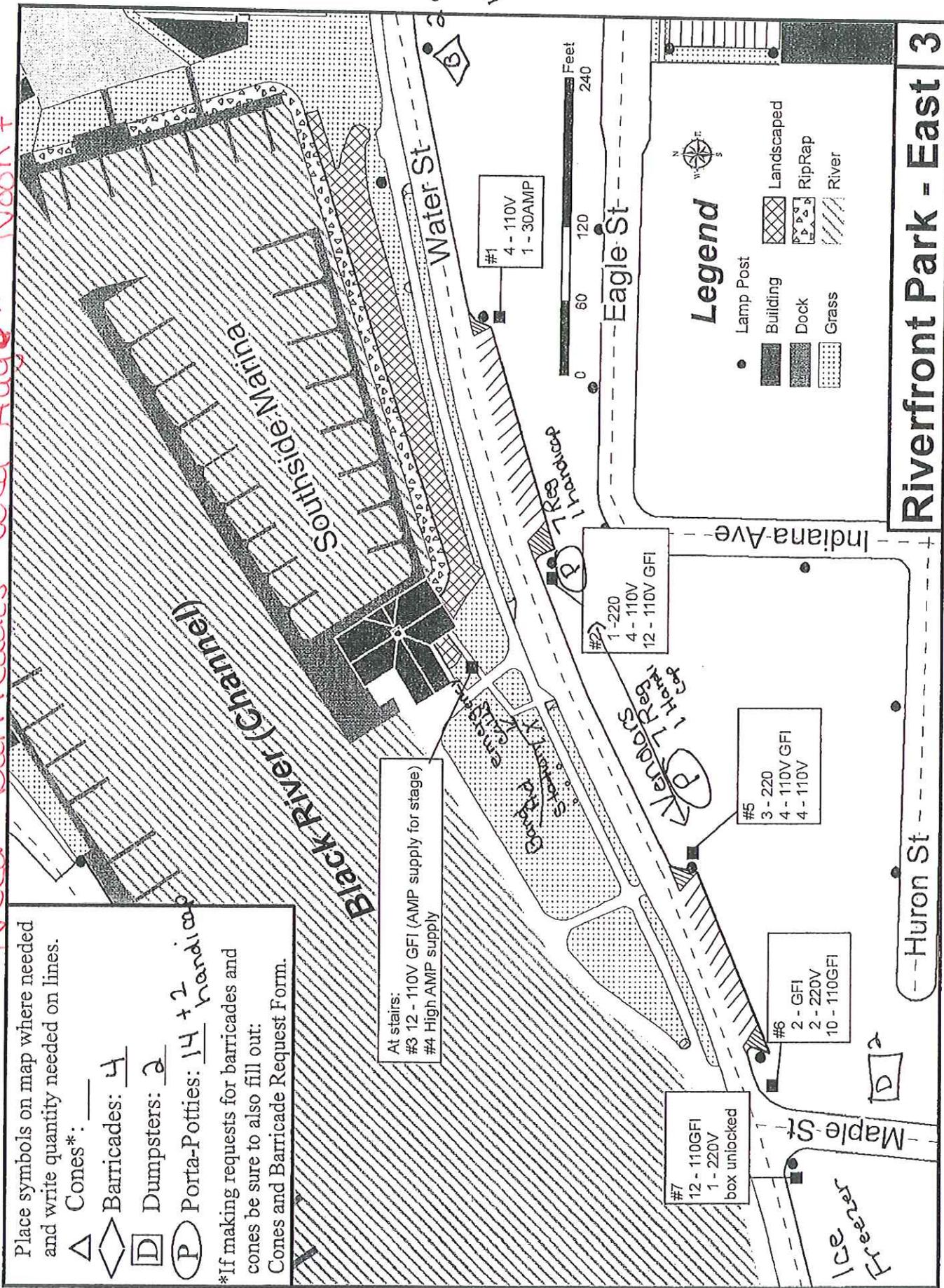
*If making requests for barricades and cones be sure to also fill out: Cones and Barricade Request Form.

NEED BARRICADES WEDNESDAY FOR LOT 3 B

Huron St. Pavilion 1B

Need Barricades Wed Aug 6th Noon +

at top of Hill/2200



Riverfront Park - East 3

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

Δ Cones:
 ◊ Barricades: 4
 D Dumpsters: 2
 P Porta-Potties: 14 + 2 handicapped

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

At stairs:
 #3 12 - 110V GFI (AMP supply for stage)
 #4 High AMP supply

#1
 4 - 110V
 1 - 30AMP

#2
 1 - 220
 4 - 110V
 12 - 110V GFI

#5
 3 - 220
 4 - 110V GFI
 4 - 110V

#6
 2 - GFI
 2 - 220V
 10 - 110GFI

#7
 12 - 110GFI
 1 - 220V
 box unlocked

Legend

- Lamp Post
- Building
- Dock
- Grass
- Landscaped
- RipRap
- River



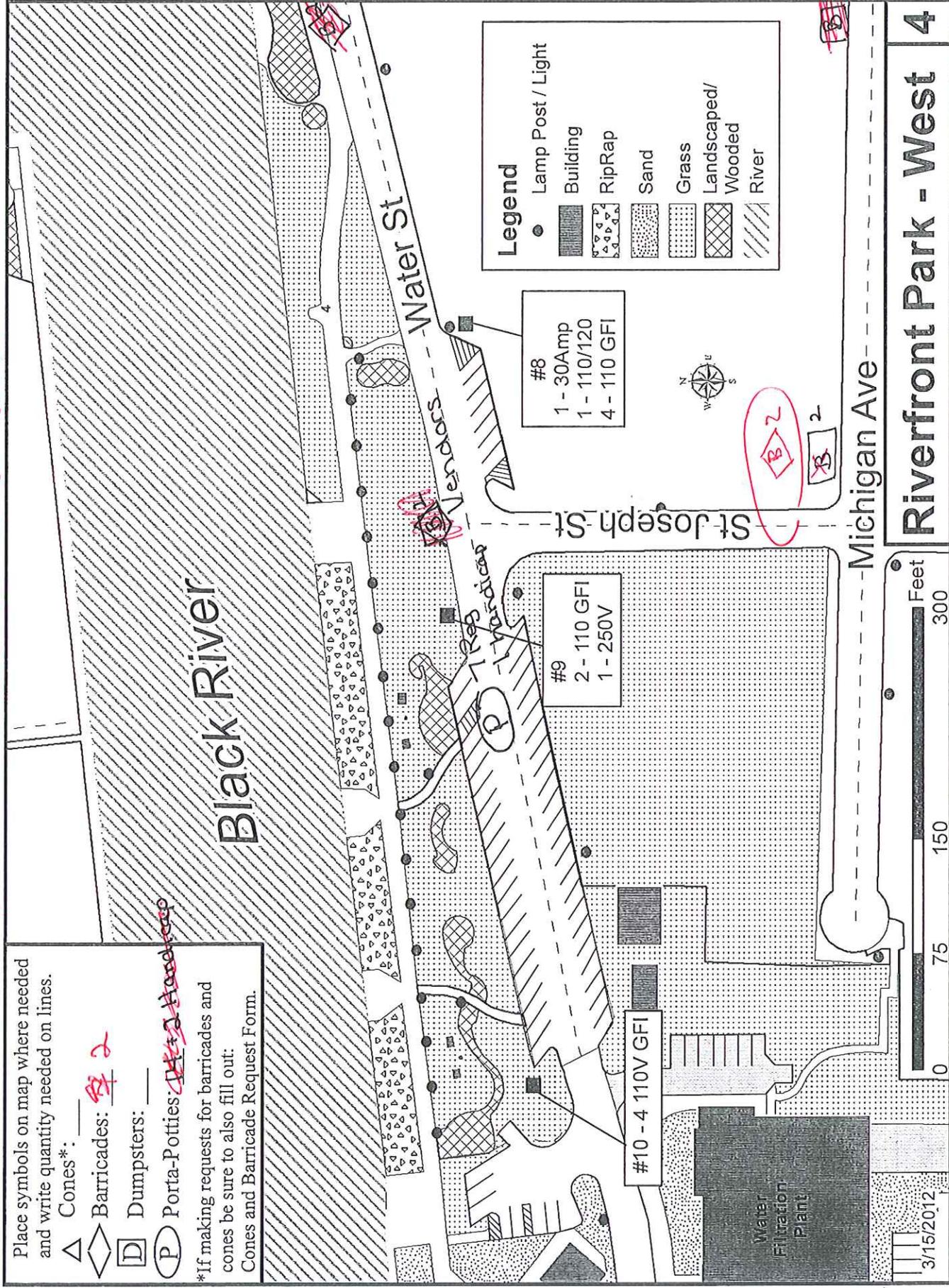
B

Need Barricades wed wood +

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

- △ Cones*: 2
 - ◇ Barricades: 2
 - D Dumpsters:
 - P Porta-Potties: 2
- *If making requests for barricades and cones be sure to also fill out: Cones and Barricade Request Form.

Maple St. D D



Riverfront Park - West 4

3/15/2012

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

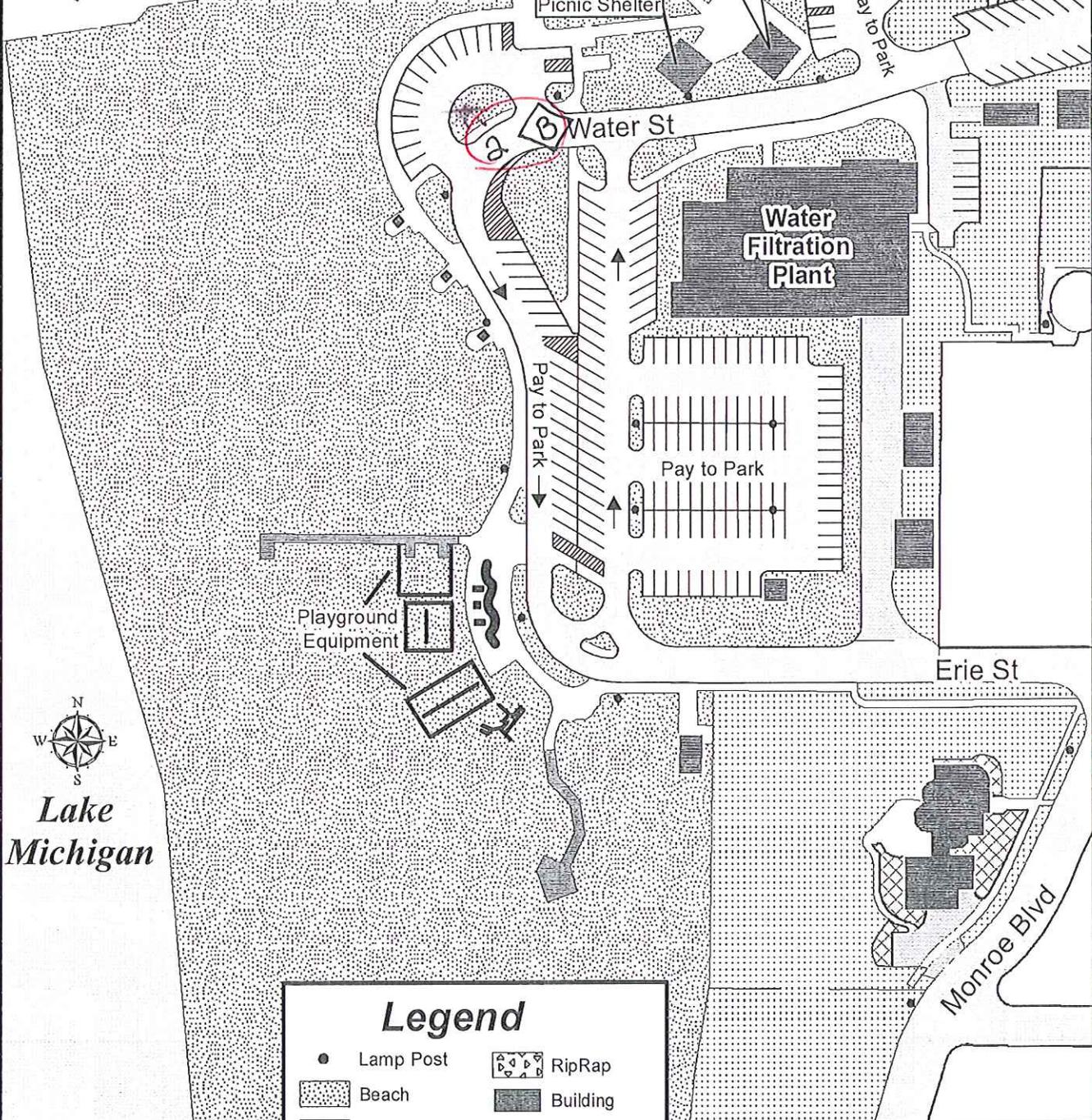
- ▲ Cones*:
- ◊ Barricades: 2
- Dumpsters:
- Ⓟ Porta-Potties:

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



Black River (Channel)

← *South Pier to Lighthouse*



Need barricades west of Water St



Lake Michigan

Legend

- Lamp Post
- ◻ Beach
- ◻ Grass
- ◻ Landscaped
- ◻ RipRap
- Building
- ◻ Pvt Parking
- ◻ River

South Beach 5

- Legend**
- Lamp Post
 - P Paid Parking
 - ▨ Beach
 - ▨ Grass
 - ▨ Landscaped
 - ▨ Structure
 - ▨ Pvt Parking
 - ▨ River

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

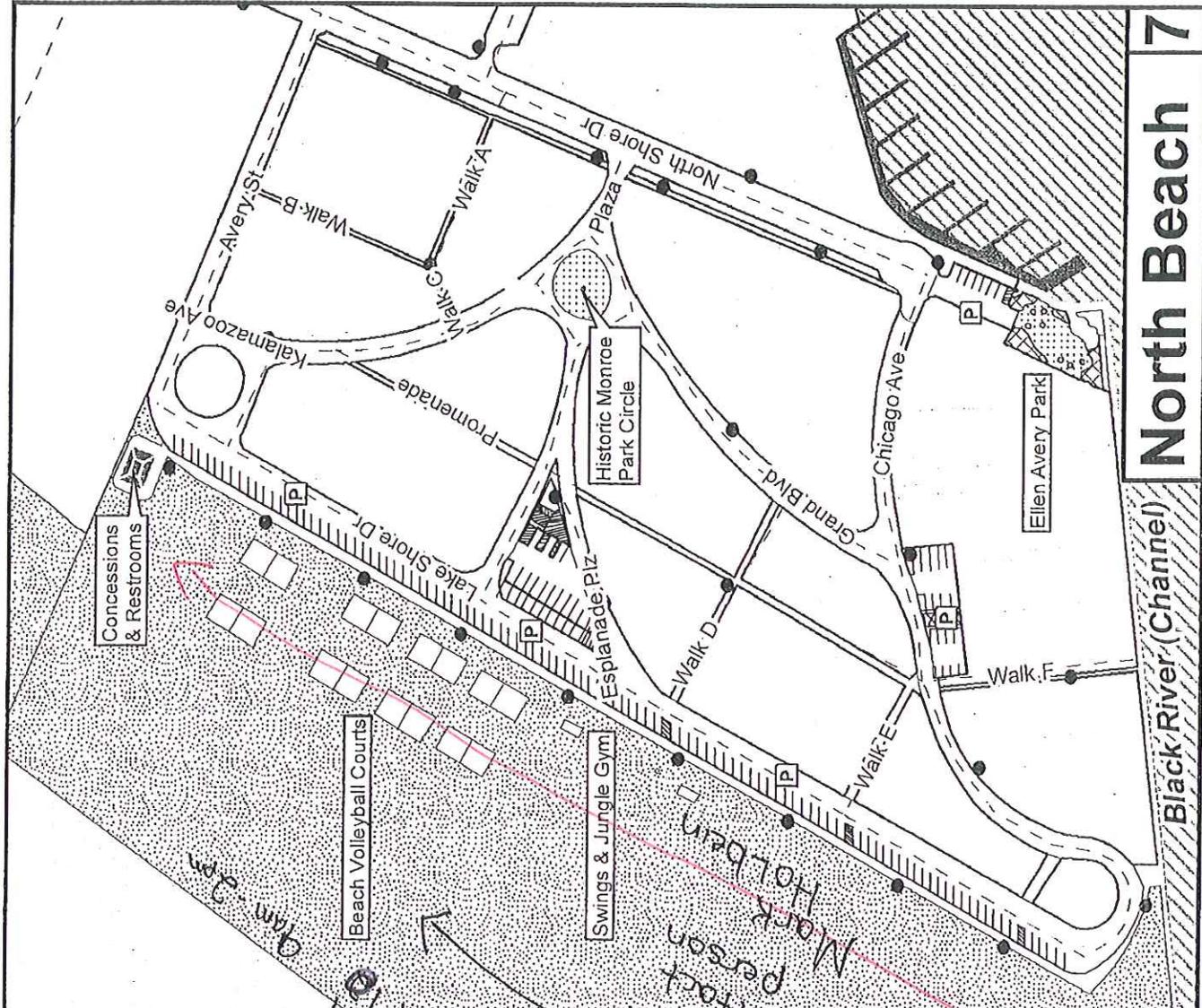
△ Cones*: _____

◇ Barricades: _____

D Dumpsters: _____

P Porta-Potties: _____

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

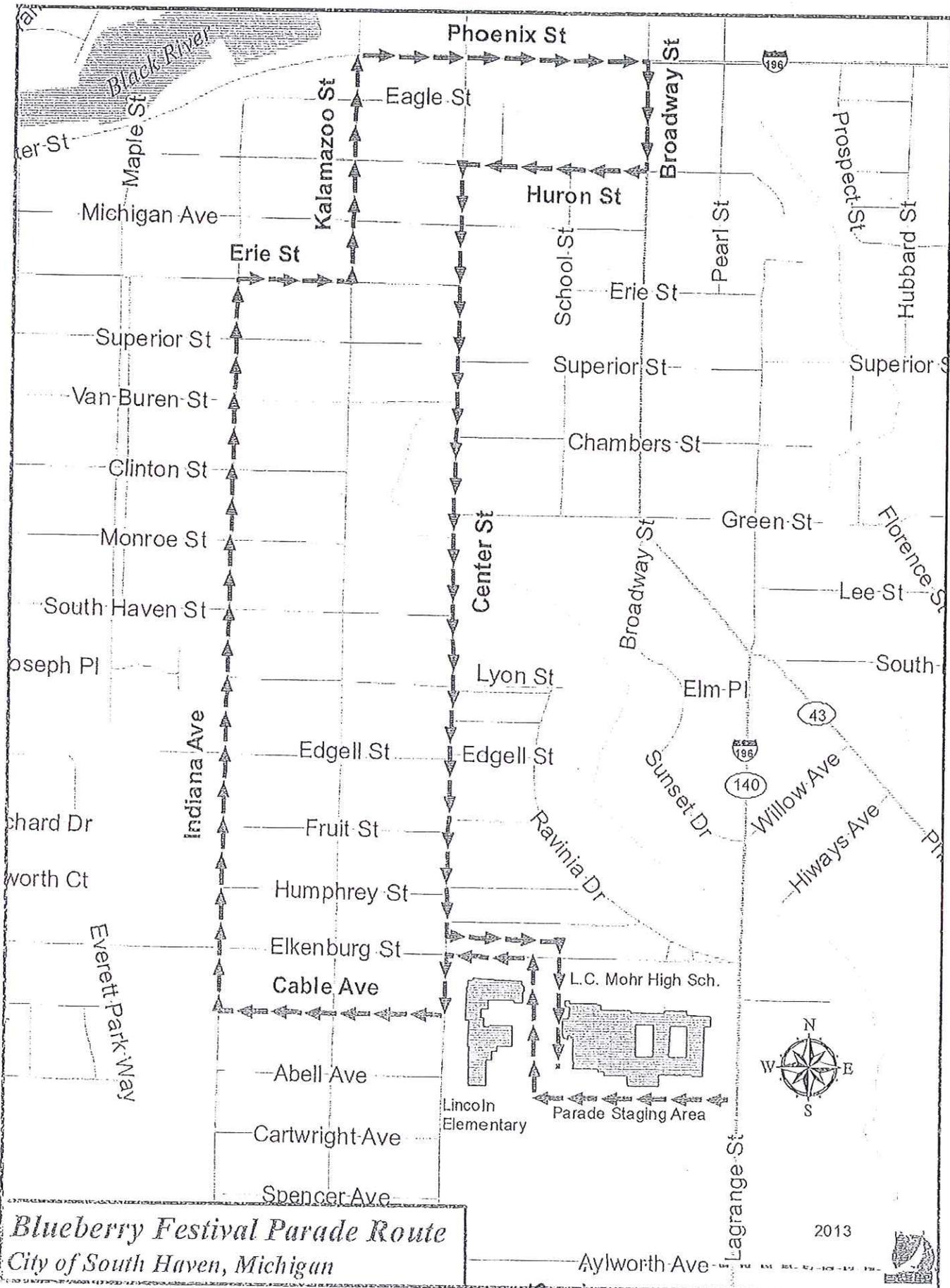


*Beach Volleyball Tournament
Contact: Katie Bate
419-246-2173*

Lake Michigan
Aug. 10 Sat 9am
Girls Double

Aug 11- Sun
Co-Ed High School
Doubles

*Sunday August 10
Sandcastle Contest
Contact Person
Mark Holbein*



Blueberry Festival Parade Route
 City of South Haven, Michigan

☞ barricades

NATIONAL BLUEBERRY FESTIVAL 51st ANN IVERSARY

AUGUST 7-10, 2014

DAILY ACTIVITIES

THURSDAY AUGUST 7th

Huron Street Pavilion

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

MAINSTAGE at Riverfront Park

6:00 pm Opening Ceremonies followed by the NBF Youth Pageant Contest and the presentation of 2014 NBF Queen and her Court

MAINSTAGE ENTERTAINMENT

7:30pm – 8:30pm Entertainment TBA

FRIDAY AUGUST 8th

BLUEBERRY CENTRAL at the HURON PAVILION

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

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

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

RIVERFRONT PARK ON WATER STREET

Kids Day Events – no pre-registration necessary

12 – 4 Children’s Sidewalk Chalk Art, and additional Kids activities

Climbing Wall, Moon Walk, Slide

1pm “Ronald McDonald Magic Show” Sponsored by McDonalds of SH

2pm Kids Blueberry Pie Eating Contest – must be 5 years old, no pre-registration necessary, and no fee! Sponsored by Golden Brown Bakery and True Blue Farms

6pm-11:pm Entertainment TBA

OTHER EVENTS

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

Downtown Sidewalk Sales

SATURDAY August 9th

7:00 NBF 5K/10K Run/Walk Sponsored by SHHC Registration 7am Begins at 8am

10am Diaper Derby

8-5pm Blueberry Central, Kiwanis Blueberry Pancake Breakfast, All things Blueberries

SUNDAY AUGUST 11th

BLUEBERRY CENTRAL AT THE HURON STREET PAVILION

8am – 12pm Kiwanis Blueberry Pancake Breakfast

10am – 2pm Fresh Blueberries, etc.

MAINSTAGE ENTERTAINMENT

11:00am – 8:00pm A variety of entertainment TBA

STANLEY JOHNSTON PARK

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

OTHER EVENTS

7:00am The 42th Annual Rotary Club Fly-In & Classic Car Show and Pancake Breakfast at the South Haven Regional Airport at 73020 CR 380

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

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

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

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

In the event of rain, The Youth Pageant, and Entertainment will take place at South Haven High Schools “ Listiak Auditorium”. Please listen to WCSY Radio

103.7, or check www.blueberry festival, twitter or Facebook.

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

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

PRODUCER AMERICAN FRATERNAL AGENCY 127 W University Drive Rochester, MI 48307	CONTACT NAME: Bob Bucko	FAX (A/C, No): (248) 650-2740
	PHONE (A/C, No, Ext): (248) 650-2736	E-MAIL ADDRESS: RBucko6067@aol.com
INSURER(S) AFFORDING COVERAGE		NAIG#
INSURER A: Lloyd's of London		
INSURER B:		
INSURER C:		
INSURER D:		
INSURER E:		
INSURER F:		

INSURED **National Blueberry Festival**
P.O. Box 482
South Haven, MI 49090

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

VER	TR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	*	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR			MIF-05012014	5-1-14	5-1-15	EACH OCCURRENCE \$ 1,000,000
A	*	D&O GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	*					DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000
	*	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY/AUTO ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS			MIF-05012014	5-1-14	5-1-15	COMBINED SINGLE LIMIT (Ea Accident) \$ 1,000,000
A	*	UMBRELLA LIAB EXCESS LIAB DED RETENTIONS						BODILY INJURY (Per person) \$
		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below: Y/N		N/A				BODILY INJURY (Per accident) \$
								PROPERTY DAMAGE (Per accident) \$
								EACH OCCURRENCE \$
								AGGREGATE \$
								PER STATUTE OTH-ER
								E.L. EACH ACCIDENT \$
								E.L. DISEASE - EA EMPLOYEE \$
								E.L. DISEASE - POLICY LIMIT \$
A		Blanket Bond			MIF-05012014	5-1-14	5-1-15	\$ 10,000.00
A		Crime - Festival			MIF-05012014	5-1-14	5-1-15	\$ 10,000.00

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
The certificate holder is considered an additional insured with respects to the National Blueberry Festival held August 7, 2014 through August 10, 2014 on City property. A 30 day notice of cancellation applies.

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



Agenda Item 9

Utility Rate Ordinance; Introduction

Background Information:

During this year's rate setting process, the Board of Public Utilities (BPU) approved an increase of 2% for the various components of the water utility rate and an increase of 4% for the various components of the sewer rate. There was a reduction in the commercial power electricity use rate from \$0.115/Kwh to \$0.11/Kwh. The average utility customer will see an increase in their monthly utility bill of approximately \$2.94.

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

Regarding the Electric rates, as discussed in last year's rate setting meeting, our contract with American Electric Power (AEP) provides us with competitive pricing per kilowatt hour. However, the contract cannot prevent market forces from impacting the overall cost of power. Over the past several years the City has observed increases in the cost of purchased power from AEP. Staff is pleased to report that although the City was assessed \$121,947 during the annual rate adjustment for calendar year 2013, the charges will be offset by a portion of the credit balance on account with AEP from the previous year. Because of prior year rebate and a slight change in the cost of power, staff and the BPU have recommended no increase in electric rates for the upcoming fiscal year.

Recommendation:

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

Support Material:

- Utility Rate Setting Ordinance
- Utility Bill Comparison Report
- Proposed Water Rates
- Proposed Sewer Rates
- FY 2015 City Residential Utility Bill Comparisons

CITY OF SOUTH HAVEN
VAN BUREN AND ALLEGAN COUNTIES, MICHIGAN

ORDINANCE NO. ____

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

The City of South Haven Ordains:

SECTION 1

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

Sec. 86-36. Electric rate structure.

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

- (1) *Residential customers.* Basic electric charge: \$5.50/month; power usage rate: \$0.100/kWH; energy optimization surcharge \$0.001612/kWH.
- (2) *Commercial customers.* Basic electric charge: \$6.80/month; power usage rate: \$0.11/kWH; energy optimization surcharge \$0.002126/kWH.
- (3) *Commercial power customers.* Power usage rate: .0563/kWH; demand charge: \$11.95/kw; minimum demand: 15 kw/month; primary metered customers: rebate of two percent of kWH usage; energy optimization surcharge \$0.002126/kWH.
- (4) *Industrial and municipal customers.* Power usage rate: .0468/kWH; demand charge: \$11.95/kw; minimum demand: 15 kw/month; primary metered customers: rebate of two percent of kWH usage; energy optimization surcharge \$0.002126/kWH.
- (5) *Unmetered Security/Street Lighting.* 150 Watt Lights - \$9.00/Month. 250 Watt Lights - \$15.00/Month.

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

SECTION 2

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

Section 86-71. Standby charge.

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

	Meter Size Inches	Plant Replacement	City Capital Improvement	Capital Replacement	Ready to Serve	Total
(1)	5/8" or 3/4" meter	\$19.07	\$4.04	\$1.92	\$6.75	\$31.78
(2)	1" meter	\$25.46	\$5.39	\$2.57	\$9.00	\$42.42
(3)	1 1/4" meter	\$36.41	\$7.70	\$3.64	\$12.87	\$60.62
(4)	1 1/2" meter	\$47.41	\$10.03	\$4.76	\$16.75	\$78.95
(5)	2" meter	\$67.73	\$14.34	\$6.79	\$23.94	\$112.80
(6)	3" meter	\$118.73	\$25.08	\$11.90	\$41.90	\$197.61
(7)	4" meter	\$177.85	\$37.64	\$17.89	\$62.85	\$296.23
(8)	6" meter	\$279.42	\$59.12	\$28.09	\$98.76	\$465.39
(9)	8" meter	\$439.16	\$93.02	\$44.09	\$155.24	\$731.51

Section 86-72. Water usage rate.

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

- (1) 1st 2,500 cubic feet: \$2.1700 per 100 cubic feet
- (2) Over 2,500 but not over 25,000 cubic feet \$1.9700 per 100 cubic feet
- (3) Over 25,000 cubic feet \$1.9100 per 100 cubic feet

SECTION 3

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

Section 86-171. Sewer standby service fees.

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

	Meter Size (inches)	Debt Service	Capital Replacement	City Capital Improvement	Ready to Serve	Total
(1)	5/8" or 3/4" meter	\$ 5.73	\$ 2.02	\$ 6.14	\$ 8.39	\$ 22.28
(2)	1" meter	\$ 7.63	\$ 2.68	\$ 8.17	\$ 11.21	\$ 29.69
(3)	1 1/4" meter	\$ 10.95	\$ 3.83	\$ 15.26	\$ 16.05	\$ 46.09

(4)	1 1/2" meter	\$ 14.25	\$ 4.98	\$ 21.81	\$ 20.94	\$ 61.98
(5)	2" meter	\$ 20.36	\$ 7.12	\$ 29.90	\$ 29.85	\$ 87.23
(6)	3" meter	\$ 35.64	\$ 12.49	\$ 38.18	\$ 52.23	\$ 138.54
(7)	4" meter	\$ 53.47	\$ 18.73	\$ 57.27	\$ 78.37	\$ 207.84
(8)	6" meter	\$ 84.01	\$ 29.42	\$ 89.99	\$ 123.15	\$ 326.57

Section 86-172. Sewer usage rate.

(a) In addition to the standby service charge for sewer, a usage charge is levied which is based solely on the amount of water which is registered on the water meter each billing period. This rate is \$2.6800 per 100 cubic feet of water metered.

(b) The sewer usage volume charge for single-family and duplex residential structures for utility bills dated June 1 through September 30 will be based on the average monthly water use billed for the five month period from the November water meter readings through the April water meter readings with a minimum volume charge of 1,000 cubic feet per month. If a month's metered water use is less than the above referenced sewer usage volume calculation, that month's sewer usage volume charge will be based on the metered water use. For new connections with no history of usage, the minimum billing will apply.

SECTION 4

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

SECTION 5

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

SECTION 4

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

INTRODUCED by the City Council of the CITY OF SOUTH HAVEN, MICHIGAN on this 2nd day of June, 2014.

ADOPTED by the City Council of the CITY OF SOUTH HAVEN, MICHIGAN on this 16th day of June, 2014.

Robert G. Burr, Mayor

CERTIFICATION

I, Amanda Morgan, Clerk of the City of South Haven, Van Buren County, Michigan do hereby certify that the above Ordinance was adopted by the South Haven City Council on the 16th day of June, 2014; and the same was published in a paper of general circulation in the City, being the *South Haven Tribune*, on the ____ day of June, 2014.

Amanda Morgan, City Clerk

**COMPARISON OF AVERAGE RATES (IN CENTS PER kWh)
FOR MPSC-REGULATED ELECTRIC UTILITIES IN MICHIGAN**

2014

	RESIDENTIAL				
	kWh	<u>250</u>	<u>500</u>		<u>1,000</u>
<u>INVESTOR OWNED</u>					
ALPENA POWER		15.64	14.59	14.07	
CONSUMERS ENERGY		16.34	14.64	13.79	32% more than South Haven
DTE ELECTRIC		17.40	15.72	15.54	
AEP (I&M) COMBINED		12.75	11.08	10.25	
NORTHERN STATES POWER		13.17	11.52	10.69	
UPPER PENINSULA POWER		23.00	20.80	19.70	
UPPER PENINSULA POWER IRON RIVER		21.53	19.33	18.23	
WISCONSIN ELECTRIC		19.32	16.83	15.59	
WISCONSIN PUBLIC SERVICE		11.59	9.79	8.89	
CITY OF SOUTH HAVEN		12.36	11.26	10.71	
<u>COOPERATIVES</u>					
CLOVERLAND		13.29	11.49	10.59	
CLOVERLAND (EDISON SAULT LEGACY)		10.87	10.19	9.85	
MIDWEST ENERGY		19.27	15.47	13.57	
THUMB		15.64	13.44	12.34	
AVERAGE INVESTOR OWNED		16.75	14.92	14.08	
AVERAGE COOPERATIVE		14.77	12.65	11.59	
AVERAGE ALL COMPANIES		16.14	14.22	13.32	

WATER RATES
FY 2015
PROPOSED CHANGES

WATER STANDBY RATES

Meter Size (Inches)	Current	Proposed	Current	Proposed	Current	Proposed	Current	Proposed	Current	Proposed
	Plant Repl	<i>Plant Repl</i>	Capital Imp	<i>Capital Imp</i>	Capital Repl	<i>Capital Repl</i>	R T S	<i>R T S</i>	Total	<i>Total</i>
		1.02		1.02		1.02		1.02		
5/8" & 3/4"	18.7	19.07	3.96	4.04	1.88	1.92	6.62	6.75	31.16	31.78
1"	24.96	25.46	5.28	5.39	2.52	2.57	8.82	9.00	41.58	42.41
1 1/4"	35.7	36.41	7.55	7.70	3.57	3.64	12.62	12.87	59.44	60.63
1 1/2"	46.48	47.41	9.83	10.03	4.67	4.76	16.42	16.75	77.4	78.95
2"	66.4	67.73	14.06	14.34	6.66	6.79	23.47	23.94	110.59	112.80
3"	116.4	118.73	24.59	25.08	11.67	11.90	41.08	41.90	193.74	197.61
4"	174.36	177.85	36.9	37.64	17.54	17.89	61.62	62.85	290.42	296.23
6"	273.94	279.42	57.96	59.12	27.54	28.09	96.82	98.76	456.26	465.39
8"	430.55	439.16	91.2	93.02	43.23	44.09	152.2	155.24	717.18	731.52

WATER USAGE RATES

	Current	Proposed	
		1.02	
1ST 2,500 cubic feet:	2.13	2.17	per 100 cubic feet
over 2,500 but not over 25,000 cubic feet:	1.93	1.97	per 100 cubic feet
over 25,000 cubic feet:	1.87	1.91	per 100 cubic feet

SEWER RATES
FY 2015
PROPOSED CHANGES

SEWER STANDBY RATES

Meter Size (Inches)	Current	<i>Proposed</i>	Current	<i>Proposed</i>	Current	<i>Proposed</i>	Current	<i>Proposed</i>	Current	<i>Proposed</i>	4.00%
	Debt Service	<i>Debt Service</i>	Capital Repl	<i>Capital Repl</i>	Capital Impr	<i>Capital Impr</i>	R T S	<i>R T S</i>	Total	<i>Total</i>	
		1.04		1.04		1.04		1.04			
5/8" & 3/4"	5.51	5.73	1.94	2.02	5.90	6.14	8.07	8.39	21.42	22.28	
1"	7.34	7.63	2.58	2.68	7.86	8.17	10.78	11.21	28.56	29.70	
1 1/4"	10.53	10.95	3.68	3.83	14.68	15.27	15.43	16.05	44.32	46.09	
1 1/2"	13.71	14.26	4.79	4.98	20.97	21.81	20.13	20.94	59.60	61.98	
2"	19.58	20.36	6.85	7.12	28.75	29.90	28.70	29.85	83.88	87.24	
3"	34.27	35.64	12.01	12.49	36.71	38.18	50.22	52.23	133.21	138.54	
4"	51.41	53.47	18.01	18.73	55.07	57.27	75.36	78.37	199.85	207.84	
6"	80.78	84.01	28.29	29.42	86.53	89.99	118.41	123.15	314.01	326.57	

	Current	<i>Proposed</i>	
SEWER USAGE RATE	2.58	2.68	per 100 cubic feet

Residential Utility Bill Comparison
 PROPOSED RATES EFFECTIVE JULY 1, 2014

4/23/2014

Monthly Usage in Cu. Ft.	1000		
Current Water Rate per 100 Cu. Ft.	2.13		
Proposed Water Rate per 100 Cu. Ft.	2.17	2%	1.02
Current Sewer Rate per 100 Cu. Ft.	2.58		
Proposed Sewer Rate per 100 Cu. Ft.	2.68	4%	1.04
Water Meter Size	5/8"-3/4"		
Monthly Electric Usage - KWH	750		
Current Rate per KWH	0.100		
Proposed Rate per KWH	0.100		

<u>City Customers</u>	<u>Current</u>	<u>Proposed</u>	<u>Change</u>	<u>Percent Change</u>
Water Usage	21.30	21.73	0.43	2.0%
Water Capital Replacement	1.88	1.92	0.04	2.0%
Water Ready-To-Serve	6.62	6.75	0.13	2.0%
Water Capital Improvement	3.96	4.04	0.08	2.0%
Water Plant Debt Service	18.70	19.07	0.37	2.0%
Sewer Usage	25.80	26.83	1.03	4.0%
Sewer Capital Replacement	1.94	2.02	0.08	4.0%
Sewer Ready-To-Serve	8.07	8.39	0.32	4.0%
Sewer Debt Service	5.51	5.73	0.22	4.0%
Sewer Capital Improvement	5.90	6.14	0.24	4.0%
Electric Usage	75.00	75.00	-	0.0%
Basic Electric Charge	5.50	5.50	-	0.0%
Total Utility Bill	180.18	183.12	\$ 2.94	1.6%
Total Water Bill	52.46	53.51	1.05	2.0%
Total Sewer Bill	47.22	49.11	1.89	4.0%
Total Electric Bill	80.50	80.50	-	0.0%



Agenda Item 10

Williams Street Improvement Project, Grant Closeout

Background Information:

The City Council will be asked to hold a public hearing to consider citizen comments on the project closeout of the Downtown Infrastructure Area Benefit Grant, under the Michigan Community Development Block Grant Program, for the Williams Street improvement project.

In March 2011, the Michigan Community Development Block Grant Program awarded the City of South Haven a Downtown Infrastructure Grant in the amount of \$750,000. The grant provided funds to upgrade the infrastructure on Williams Street, located in downtown South Haven. Numerous areas of sidewalk along the street fell outside of ADA compliance standards making the area difficult to use for persons with disabilities. The project resulted in the reconfiguration of Williams Street, enabling multiple forms of traffic (car, bicycle, pedestrian) to efficiently and safely traverse throughout this portion of the downtown. Project work included widening sidewalks, restructuring curbs, burying utilities, reconfiguring parking, and establishing dedicated bicycle lanes.

The Williams Street Improvement project was completed in 2013 and shortly afterwards, the Michigan Economic Development Corporation (MEDC) conducted an onsite monitoring review of the city's records to determine compliance with applicable laws and regulations.

As one of the requirements of the grant closeout, the City Council must hold a public hearing to take citizen comments regarding the project.

Recommendation:

The City Council should consider holding a public hearing regarding the Williams Street improvement project and the closing of the Downtown Infrastructure Area Benefit Grant.

Support Material:

Public Hearing Notice

PUBLIC HEARING NOTICE
CITY OF SOUTH HAVEN
VAN BUREN & ALLEGAN COUNTIES

On June 2, 2014, during the regular meeting of the South Haven City Council which begins at 7:00 p.m. at City Hall, 539 Phoenix Street, South Haven, there will be a public hearing concerning the following grant closeout for Williams Street Improvements (MSC 210034-DIG):

Michigan Economic Development Corporation
Michigan Strategic Fund
Downtown Infrastructure Grant

The City of South Haven will hold a public hearing to consider citizen comments on the project closeout of the Downtown Infrastructure Area Benefit Grant under the Michigan Community Development Block Grant Program for Williams Street improvements. The City of South Haven invites and encourages all interested citizens to attend and comment on the project.

The grant provided funds to upgrade the infrastructure on Williams Street, located in South Haven's downtown. Numerous areas of sidewalk along the street fell outside of ADA compliance standards making the area difficult to use for persons with disabilities. The project resulted in the reconfiguration of Williams Street enabling multiple forms of traffic (car, bicycle, pedestrian) to efficiently and safely traverse throughout this portion of the downtown. Project work included widening sidewalks, restructuring curbs, burying utilities, reconfiguring parking, and establishing dedicated bicycle lanes.

Written comments will be received until June 2, 2014, 5:00 p.m. at South Haven City Hall, 539 Phoenix Street, South Haven, Michigan. All interested parties will be heard.

South Haven City Hall is Barrier-free and the City of South Haven will provide the necessary reasonable auxiliary aids and services for persons with disabilities, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting to individuals with disabilities at the meeting upon seven (7) days notice to the South Haven City Clerk. Individuals with disabilities requiring services should contact the City Clerk by writing or calling South Haven City Hall at (269) 637-0750.



Agenda Item 11

Phoenix Street Façade Improvement Project; Grant Closeout

Background Information:

The City Council will be asked to hold a public hearing to consider citizen comments on the project closeout of the Michigan Community Development Block Grant (CDBG) Program for the Phoenix Street Façade Improvement Project.

In March 2011, the Michigan Community Development Block Grant Program awarded the City of South Haven a Downtown Façade Improvement grant. The grant provided \$148,455.69 in CDBG funds to two (2) property owners, to restore their building facades. The private match totaled \$49,485.23. The city acted as the governmental agency to accept and dispend the funds. No city funds were used on the Phoenix Street Façade Improvement Project.

The Phoenix Street Façade Improvement Project was completed in July 2013 and shortly afterward, the Michigan Economic Development Corporation (MEDC) conducted an onsite monitoring review of the city's records to determine compliance with applicable laws and regulations. Based on the monitoring visit, there were no significant compliance issues.

The project resulted in improvements to two (2) buildings located at 509 and 517 Phoenix Street. Improvements include brick and mortar repairs, window and door replacements, painting, tile replacement, and awning replacement.

As one of the requirements of the grant closeout, the City Council must hold a public hearing to take citizen comments regarding the project.

Recommendation:

The City Council should consider holding a public hearing regarding the Phoenix Street Façade Improvement Project and the closing of the Michigan Community Development Block Grant.

Support Material:

Public Hearing Notice

PUBLIC HEARING NOTICE
CITY OF SOUTH HAVEN
VAN BUREN & ALLEGAN COUNTIES

On June 2, 2014, during the regular meeting of the South Haven City Council which begins at 7:00 p.m. at City Hall, 539 Phoenix Street, South Haven, there will be a public hearing concerning the following grant close out for the Phoenix Street Façade Improvement project (MSC 210045-CDF):

Michigan Economic Development Corporation
Michigan Strategic Fund
Downtown Façade Improvement Grant

The City of South Haven will hold a public hearing to consider citizen comments on the project closeout of Michigan Community Development Block Grant (CDBG) under the Michigan Strategic Fund for Phoenix Street Façade project. The City of South Haven invites and encourages all interested citizens to attend and comment on the project.

The grant provided \$148,455.69 in CDBG funds to two (2) property owners to restore their building facades. The private match totaled \$49,485.23. The city acted as the governmental agency to accept and dispend the funds. No city funds were used on the Phoenix Street Façade project.

The project resulted in improvements to two (2) buildings located at 509 and 517 Phoenix Street. Improvements include brick and mortar repair, window and door replacement, painting, tile replacement, and awning replacement.

Written comments will be received until June 2, 2014, 5:00 p.m. at South Haven City Hall, 539 Phoenix Street, South Haven, Michigan. All interested parties will be heard.

South Haven City Hall is Barrier-free and the City of South Haven will provide the necessary reasonable auxiliary aids and services for persons with disabilities, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting to individuals with disabilities at the meeting upon seven (7) days notice to the South Haven City Clerk. Individuals with disabilities requiring services should contact the City Clerk by writing or calling South Haven City Hall at (269) 637-0750.