

City Council

Special Meeting Minutes

Monday, August 26, 2013
7:00 p.m., Conference Room B



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

2. Roll Call

Present: Fitzgibbon, Gruber, Klavins, Kozlik Wall, Patterson, Burr
Absent: Arnold

Moved by Gruber to excuse Arnold for personal reasons. Seconded by Kozlik Wall.

Voted Yes: All. Motion carried.

3. City Council will be asked to consider the following regarding the Phoenix Street Improvements:

- A. Hold public hearing on Phoenix Street proposed grant amendment.
- B. Approve Resolution 2013-51 a resolution authorizing the execution of Grant Amendment No. 1.
- C. Approve a construction contract with Milbocker and Sons in the amount of \$2,875,101.80.
- D. Approve a professional services proposal from Cornelisse Design Associates for Landscape Architecture services in the amount of \$39,500.
- E. Approve a professional services proposal from Abonmarche for engineering support services in the amount of \$40,000.
- F. Approve a professional services proposal from Midwest Civil Engineers for construction staking services in the amount of \$33,042.
- G. Approve a professional services proposal from NTH Consultants for materials testing services in the amount of \$37,141.
- H. Approve a professional services proposal from Abonmarche for payroll enforcement services in the amount of \$33,300.
- I. Approve Resolution 2013-52, a resolution authorizing the issuance of 2013 downtown development bonds, in the amount of \$2,950,000, for the construction of improvements to Phoenix Street.

Background Information: The City Council will be asked to consider awarding contracts and authorizing bonds related to the reconstruction of Phoenix Street, between Broadway and Williams.

The City of South Haven has received a conditional commitment from the Michigan Economic Development Corporation (MEDC) Downtown Improvement Grant program, to provide grant

funding to assist with the reconstruction of Phoenix Street. Once constructed, the street will feature new driving lanes, updated infrastructure, upgraded water services, bicycle racks, pedestrian walkways, and a variety of streetscape improvements. The project costs will be funded through contributions from the Downtown Development Authority (DDA), using downtown development bonds, and a \$750,000 MEDC grant.

The DDA has approved a resolution which formally requests the City of South Haven to issue downtown development bonds. In so doing, the DDA has pledged its tax increment revenues as security for the bonds. The DDA has agreed that the bonds should be issued in the amount of \$2,950,000, and has budgeted an annual amount that is committed to fund the bond debt service.

The low bid received for the project came from Milbocker & Sons Inc., with a bid of \$2,875,101.80. The total project cost, which includes professional services, construction services, and project contingencies, is \$3,463,825. Milbocker & Sons Inc. has completed several projects for the City of South Haven. Two recent projects constructed by the company are the improvements on Black River Street and the improvements on Williams Street.

Should the City Council wish to proceed with authorizing the project, the Council will need to consider award of the professional services contract and award of the construction bid.

Item A: Hold public hearing on Phoenix Street proposed grant amendment.

Moved by Kozlik Wall to open the public hearing regarding the Phoenix Street grant amendment. Seconded by Patterson.

A Roll Call Vote was taken:

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

Nays: None

Motion carried.

Public Comment: None

Moved by Fitzgibbon to close the public hearing regarding the Phoenix Street grant amendment. Seconded by Kozlik Wall.

Voted Yes: All. Motion carried.

Item B: Approve Resolution 2013-51 a resolution authorizing the execution of Grant Amendment No. 1.

Moved by Kozlik Wall to approve Resolution 2013-51 authorizing the execution of Grant Amendment No. 1. Seconded by Fitzgibbon.

Voted Yes: All. Motion carried.

Item C: Approve a construction contract with Milbocker and Sons in the amount of \$2,875,101.80.

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.

Moved by Kozlik Wall to approve construction contract with Milbocker and Sons in the amount of \$2,875,101.80. Seconded by Patterson.

Voted Yes: All. Motion carried.

Item D: Approve a professional services proposal from Cornelisse Design Associates for Landscape Architecture services in the amount of \$39,500.

Moved by Gruber to approve a professional services proposal from Cornelisse Design Associates for Landscape Architecture services in the amount of \$39,500. Seconded by Kozlik Wall.

Voted Yes: All. Motion carried.

Item E. Approve a professional services proposal from Abonmarche for engineering support services in the amount of \$40,000.

Moved by Fitzgibbon to approve a professional services proposal from Abonmarche for engineering support services in the amount of \$40,000. Seconded by Patterson.

Voted Yes: All. Motion carried.

Item F: Approve a professional services proposal from Midwest Civil Engineers for construction staking services in the amount of \$33,042.

Moved by Kozlik Wall to approve a professional services proposal from Midwest Civil Engineers for construction staking services in the amount of \$33,042. Seconded by Klavins.

Voted Yes: All. Motion carried.

Item G: Approve a professional services proposal from NTH Consultants for materials testing services in the amount of \$37,141.

Moved by Patterson to approve a professional services proposal from NTH Consultants for materials testing services in the amount of \$37,141. Seconded by Kozlik Wall.

Voted Yes: All. Motion carried.

Item H: Approve a professional services proposal from Abonmarche for payroll enforcement services in the amount of \$33,300.

Moved by Kozlik Wall to approve a professional services proposal from Abonmarche for payroll enforcement services in the amount of \$33,300. Seconded by Fitzgibbon.

Voted Yes: All. Motion carried.

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Item I: Approve Resolution 2013-52, a resolution authorizing the issuance of 2013 downtown development bonds, in the amount of \$2,950,000, for the construction of improvements to Phoenix Street.

Moved by Kozlik Wall to approve Resolution 2013-52 authorizing the issuance of 2013 downtown development bonds, in the amount of \$2,950,000, for the construction of improvements to Phoenix Street. Seconded by Klavins.

A Roll Call Vote was taken:

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

Nays: None

Motion carried.

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

5. City Manager's Comments

6. Mayor and Councilperson's Comments

Patterson – Commends staff on hard work with this project.

Klavins – No comment.

Gruber – Good to read about this meeting on Facebook.

Fitzgibbon – Spoke of her concern about the scheduled Ice Breaker Festival and how attendees will manage the torn up road and sidewalks for the Phoenix Street reconstruction.

Kozlik Wall – No comment.

Burr – Congrats to the engineering department. A bidder stopped him on the street and said it was the best bidding process he has seen.

7. Adjourn

Moved by Patterson to adjourn. Seconded by Fitzgibbon.

Voted Yes: All. Motion carried. Meeting adjourned at 7:43 p.m.

RESPECTFULLY SUBMITTED,



Michelle Coffey
Deputy City Clerk

Approved by City Council: **DRAFT**