



**CITY COUNCIL AGENDA
JANUARY 28, 2019 – 7:00 P.M.**

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. APPROVAL OF MINUTES
 - A. **Regular City Council Meeting of January 14, 2019**
5. MAYOR'S COMMENTS
6. CITY MANAGER'S COMMENTS
7. AGENDA CHANGES (ADDITIONS/DELETIONS)
8. GUEST SPEAKERS:
 - A. **Lt. Brett Ensfield – Allegan Co. Sheriff Department**
9. PUBLIC COMMENT *Agenda Items Only (Limit 3 minutes)*
10. REQUESTS FOR PAYMENT
 - A. **Approval of Accounts Payable**
11. INTRODUCTION OF ORDINANCES:
12. PUBLIC HEARINGS:
 - A. **2019-2023 City of Saugatuck Parks & Recreation Plan**
13. UNFINISHED BUSINESS: **None**
14. NEW BUSINESS
 - A. **Resolution No. 190128-A – Cost Sharing for Master Meter Project (ROLL CALL)**
 - B. **Resolution No. 190128-B – 2019-2023 Parks & Recreation Master Plan (ROLL CALL)**
 - C. **MML Classification & Compensation Study (VOICE VOTE)**
 - D. **Annual Municipal License Renewals (VOICE VOTE)**
 - E. **2019 Boat Slip Management Agreement (VOICE VOTE)**
 - F. **700 Manchester Drainage Improvements (VOICE VOTE)**
15. CONSENT AGENDA: **None**
16. PUBLIC COMMENTS *(Limit 3 minutes)*
17. COMMUNICATIONS:
 - A. **Board of Review Vacancy – accept as information**
 - B. **Non-Traffic Fire Hydrants – accept as information**
18. BOARDS, COMMISSIONS & COMMITTEE REPORTS
 - A. **KLSWA, Harbor Authority, Fire Board,**
19. COUNCIL COMMENTS
20. ADJOURN

NOTICE

This facility is wheelchair accessible with accessible parking spaces available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact Saugatuck City Clerk at 269-857-2603 or monica@saugatuckcity.com for further information.

Proposed Minutes
Saugatuck City Council Meeting
Saugatuck, Michigan, JANUARY 14, 2019

The City Council met in regular session at 7:00 p.m. at City Hall, 102 Butler Street, Saugatuck, Michigan.

1. **Call to Order** by Mayor Trester at 7:00 p.m.
2. **Pledge of Allegiance**
3. **Attendance:**
Present: Spangler, Bekken, Hess, Verplank, Peterson & Trester
Absent: Johnson
Others Present: City Manager Harrier & City Clerk Nagel

A motion was made by Hess, 2nd by Peterson, to excuse Council Member Johnson with prior notification. Upon voice vote the motion carried unanimously.

4. **Approval of Minutes:** A motion was made by Peterson, 2nd by Verplank, to approve the December 26 , 2018 regular meeting minutes as amended to reflect the correct spelling of Richard Donovan. Upon voice vote the motion carried unanimously.
5. **Mayor's Comments:** Mayor Trester announced a vacancy on the Historic District Commission.
6. **City Manager's Report:** City Manager Harrier announced he sent all Council Members an email outlining the latest project priority status.
7. **Agenda Changes: (deletions) 8(A) Kristen Armstrong; 8(B) Lt. Brett Ensfield; 14(A) Resolution No. 190114-A**

A motion was made by Spangler, 2nd by Peterson to approve the amended agenda. Upon voice vote the motion carried unanimously.

8. **Guest Speakers:**
A. ~~Kristen Armstrong — SCA Executive Director~~
B. ~~Lt. Brett Ensfield — Allegan County Sheriff's Department~~
9. **Public Comment:** None
10. **Request for Payment:** A motion was made by Hess, 2nd by Verplank, to approve the accounts payable in the amount of \$63,215.74 . Upon voice vote the motion carried unanimously.
11. **Introductions of Ordinances:** None
12. **Public Hearings:** None
13. **Unfinished Business:** None
14. **New Business:**
A. ~~Resolution No. 190114-A — Cost Sharing for Master Meter Project:~~
B. **Wicks Park Boat Slip Policy:** A motion was made by Peterson, 2nd by Spangler, to approve the Wicks Park Boat Slip Leasing Policy dated January 14, 2019 as presented. Upon voice vote the motion carried unanimously.

C. Schedule of Fees Amendment – Wicks Park Boat Slips: A motion was made by Peterson, 2nd by Hess, to approve the amended City of Saugatuck Schedule of Fees as follows: Wicks Park Boat Slip Lease \$1,400 resident rate, \$1,700 non-resident rate. Upon voice vote the motion carried unanimously.

D. 2019 Saugatuck Public Schools Summer Tax Collection Agreement: A motion was made by Hess, 2nd Spangler, to approve and authorize the Mayor and City Clerk to sign and enter into an Agreement between the City of Saugatuck , Saugatuck Public Schools and the OAISD for the collection of the 2019 Summer Tax levies at a rate of \$2.75 per parcel. Upon voice vote the motion carried unanimously.

E. Saugatuck Township Fire Board – City Representative Reappointment: A motion was made by Hess, 2nd by Peterson, to approve the reappointment of Council Member Jane Verplank to the Saugatuck Township Fire District Administrative Board with said term expiring January 14, 2025. Upon voice vote the motion carried unanimously.

15. **Consent Agenda:** None

16. **Public Comment:** Dan Fox (*resident*) with regards to the new police vehicles, he suggested adding the city logo on the vehicle to help residents identify with the vehicles belonging to the City verses Allegan County.

17. **Communications:** None

18. **Boards, Commissions & Committee Reports:** Council received reports from the following committee(s): HDC, Tree Board

19. **Council Comments:** Council Member Peterson with regards to the new police vehicles, the City of Saugatuck could be more predominant.

Council Member Bekken explained the reasoning behind the removal of agenda item 14(A) in that the KLSWA Board has requested KLSWA Manager Daryl VanDyke to get specific breakdown as to overcharges on the current bids. This item will be brought back to Council at a future meeting.

Council Member Bekken asked Chase Gould of Boy Scout of America Troop #147 to introduce himself. Mr. Gould is currently working on obtaining Eagle Scout status.

20. **Adjournment:** Mayor Trester adjourned the meeting at 7:35 p.m.

Respectfully Submitted,

Monica Nagel, CMC
City Clerk

10A

Vendor Name	Description	Amount
1. ALLEGAN COUNTY SHERIFF	RESERVE DEPUTY	104.00
	DEBT CREW	290.00
	SHERIFF CONTRACT	25,725.72
	TOTAL	26,119.72
2. ALLEGAN COUNTY TREASURER	PROPERTY TAXES	64,400.86
	TAX TRIBUNALS	90.16
	TAX TRIBUNALS	35.60
	TOTAL	64,526.62
3. COMPASS MINERALS AMERICA	ROAD SALT	7,202.88
4. DIANNA MC GREW	ASSESSING SERVICES	2,535.08
5. FLEIS & VANDENBRINK ENGINEERING INC	5 YEAR PARK PLAN	4,410.00
	ENGINEERING FEES	430.48
	STREET IMPROVEMENTS	3,470.08
	SHOPPER DOCK	600.00
	TOTAL	8,910.56
6. HIGH POINT ELECTRIC	ELECTRIC ISSUES	465.20
7. INTERURBAN TRANSIT AUTHORITY	PROPERTY TAXES	19,237.38
8. OTTAWA AREA INTERMEDIATE SCHOOL DIS	PROPERTY TAXES	3,216.77
9. PETTY CASH	TRASH DRUMS	225.00
10. R SMITH & SONS INC	ROAD GRAVEL	1,354.05
11. RATHCO SAFETY SUPPLY CO	SIGNS	454.35
	SCHOOL SIGNS	245.91
	TOTAL	700.26
12. SAUGATUCK DOUGLAS LIBRARY	PROPERTY TAXES	15,917.93
13. SAUGATUCK FIRE	PROPERTY TAXES	77,050.17
14. SAUGATUCK PUBLIC SCHOOLS	PROPERTY TAXES	295,347.80
15. SHELL	GASOLINE & DIESEL	1,362.08
16. STANDARD INSURANCE COMPANY	INSURANCE	311.99
TOTAL - ALL VENDORS		524,483.49
FUND TOTALS:		
Fund 101 - GENERAL FUND		35,429.94
Fund 202 - MAJOR STREETS		8,024.43
Fund 203 - LOCAL STREETS		4,476.53
Fund 661 - MOTOR POOL FUND		1,381.68
Fund 701 - CURRENT TAX FUND		475,170.91



City Council Agenda Item Report

City of Saugatuck

FROM: Kirk Harrier, City Manager
MEETING DATE: January 28, 2019
SUBJECT: Public Hearing: 2019 – 2023 City of Saugatuck Parks & Recreation Plan

PUBLIC HEARING PROCEDURE

- A. Hearing is called to order by the Mayor
- B. Public comment regarding 2019 – 2023 City of Saugatuck Parks & Recreation Plan
 - . Participants shall identify themselves by name and if they are a citizen or non-citizen of the City of Saugatuck
- C. Hearing closed by motion of Council



City of Saugatuck

Allegan County, Michigan

5-Year Parks & Recreation Plan 2019 – 2023

Prepared by



Offices in Michigan & Indiana
2960 Lucerne Drive SE
Grand Rapids, MI 49546
Phone: 616.977.1000 Fax: 616.977.1005

January 2019

PREPARED FOR

City of Saugatuck

City Hall
102 Butler Street, P.O. Box 86
Saugatuck MI, 49453
Phone: 269.857.2603
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City Council

Ken Trester (Mayor)
Jeff Spangler (Mayor Pro-Tem)
Mark Bekken
Bill Hess
Barry Johnson
Chris Peterson
Jane Verplank

Planning Commission

Garnet Lewis (Chair)
Kate McPolin (Vice Chair)
Rich Crawford
Bill Hess
Marsha Casper
Dan Fox
Steffanie Vlasity

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Section A – INTRODUCTION & COMMUNITY DESCRIPTION

Part 1 – Introduction

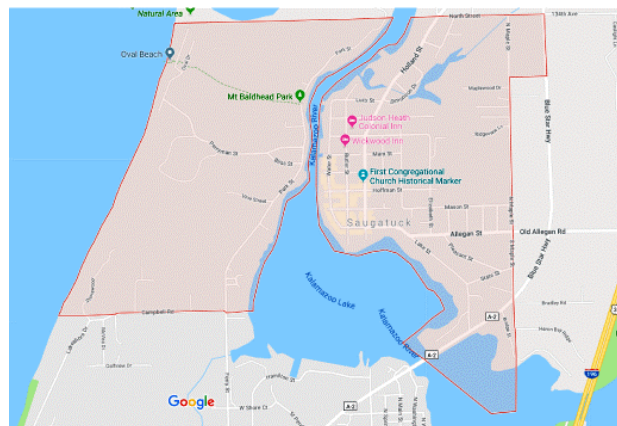
Saugatuck is a city in Allegan County in the U.S. state of Michigan. The population was 945 at the 2016 estimated census. The City is within Saugatuck Township, but is administratively autonomous. Originally a lumber town and port, Saugatuck, along with the adjacent city of Douglas, became a noted art colony and tourist destination in the Arts and Crafts movement of the late 19th century. In the early 20th century, Saugatuck was home to the famous Big Pavilion, a large dance hall that attracted bands and visitors from across the Midwest. The building was a popular destination on Lake Michigan from its construction in 1909. It burned down on May 6, 1960.

Today, tourists are drawn to the art galleries, harbor, marinas, scenery, unique speciality stores, the view from atop Mount Baldhead, and tourist attractions as well as Oval Beach on Lake Michigan, which enjoys a worldwide reputation. Nearby are Saugatuck Dunes State Park, Allegan State Game Area and the City of Holland.

Saugatuck's primary industry is tourism: although only about 1,000 individuals call Saugatuck their year-round home, the population of the town swells to nearly 5,000 in the peak periods of summer. Saugatuck is a prime summer weekend getaway destination for residents of Chicago, Grand Rapids and Detroit areas, some attracted by the many bed and breakfasts in the area. In 2010, Saugatuck came in fourth in Budget Travel magazine's ten coolest towns in America.



Location Map



Map of the City

In town, attractions include the many art galleries (over a dozen), small, independent shops, and restaurants, such as the Butler (named after the founder of the town, William Butler), Marro's Italian Restaurant, The Southerner, Phil's, Walley's, Wicks Inn, Bowdies Chophouse, Coral Gables, and the Mermaid Bar & Grill. The Star of Saugatuck, a large paddle-wheel boat, gives daily tours of the Kalamazoo River and Lake Michigan. The unique Harbor Duck boat tour operation gives visitors tours on both land and water with the same vessel. The municipal owned Saugatuck Chain Ferry, a hand-cranked vessel, departs from Wick's Park and takes tourists from the town side of the river to the other shore for a walk to the beach, the historical museum or to climb the stairs at Mt. Baldhead. In addition to the art and music festivals throughout the year, the Saugatuck Center for the Arts features Equity theatre, world-class concerts, films, art exhibits, educational events, a green market, and is available for event rental.

Other attractions include the nearby town of Douglas. Saugatuck's historic churches contribute to a vibrant community while preserving some of the oldest buildings in town. The oldest of these churches is First Congregational Church, founded in 1860. Since the 1970s, Saugatuck and neighboring Douglas have been popular as a tourist destination for tourists from the Chicago, Detroit, Indianapolis, St. Louis and Grand Rapids areas, as well as other Midwestern urban areas.

Before any recreation plan is adopted and enacted, it is first important to understand the needs of the community and its residents, what recreational opportunities already exist and what future projects and programs are relevant to the residents of the Community. This is based on the age, ability, population, density and the availability of other recreational opportunities in the surrounding communities. This input is a critical component of this plan and the community has united to develop a recreation plan to enhance the quality of life for everyone in the community.

The foundation for the development of the City of Saugatuck Parks and Recreation Plan was based on the following goals:

- Involve the community in the process to develop a Five Year Recreation Master Plan,
- Inventory and map existing City of Saugatuck recreational facilities,
- Build a strong foundation of City of Saugatuck stakeholders in addressing the future recreational needs and priorities of the community based on financial feasibility,
- Enable City of Saugatuck to be eligible for financial assistance based upon the Recreation Plan,
- Facilitate interagency collaboration in establishing recreation goals, objectives, and actions,
- Continue to support and implement improvements for barrier-free, Universal Access to City of Saugatuck parks,
- Consistency with and expansion upon goals and objectives set forth in existing planning documents that deal partially or wholly with recreation based on financial feasibility.

The newly revised Recreation Plan is intended use is to guide City of Saugatuck officials on all future recreational and parks projects within the City as an advisory document. It is a starting point for engineering studies, cost analysis, and to help engage public involvement to determine financial feasibility (tax payer capacity) of projects. Specifically, this plan is developed in accordance with the guidelines for Community Park, Recreation, Open Space and Greenway Plans published by the Michigan Department of Natural Resources (MDNR). A five-year, MDNR-approved Recreation Plan is necessary for the government entities to pursue MDNR-administered grants. This plan is written for the City of Saugatuck and it covers all aspects of park facilities and recreation within the community.

Part 2 – Social Characteristics

Population

The population of City of Saugatuck is estimated to increase by 17 persons to 942 between 2010 and 2016, or 1.8%. A positive increase in numbers, given the economic conditions from 2007 to early 2010. The County as a whole has a 2% increase over the same period.

	2000	2010	2016*	% Change 2000-2016
City of Saugatuck	1,065	925	942	-13%
Allegan County	105,665	111,408	113,666	+7.6%

Source: U.S. Census Bureau 2010 &
* U.S. Census Bureau 2016 estimate

Seasonal Population

A seasonal influx of cottage owners, visitors, and boaters is estimated to virtually double the permanent population of the recreational areas in the summer season (Fall and spring see more of the part time residents too). While it is difficult to be precise on the seasonal population, the next table offers insight into the magnitude of increase during spring, summer, and fall. Note that these figures are only for people who are residents for part of the year but need to be taken into account when looking at the recreational needs of the area as a whole. Day visitors on summer weekends are estimated to add another 4,000 or more to the population. According to 2000 Seasonal Housing data the Saugatuck-Douglas area has roughly 507 transient rooms available for overnight guests, not including the many seasonal/vacation rental homes.

Dwelling Type	Number of Units	Population/Unit	Total Population
Seasonal Homes	733	2*	1,466
Large Boats	498	2	996
Campground Sites	223	4	488**
Church Camp Users	162	1	162
Overnight Lodging	507	2	1,014
Total			4,126

Notes:
* Based on the average persons per household of the project area as secured from the US Census, 2010
**Based on an average 55% campsite occupancy rate.

Median Age

While the overall population is the most important consideration, there are other characteristics to consider when planning for a community's recreation. The age distribution of a community influences the types of facilities and programs needed. Table 2-2 shows that the City's median age (50.3) is higher than the County average. This would indicate that the City has an older age base than the rest of the county due to a lower percentage of persons in the 18 and under age groups. Of course, the City should not ignore the other age groups since they still comprise a large proportion of the overall population.

	2000	2016*
City of Saugatuck	39.5	50.3
Allegan County	39.2	40.0
Michigan	33.5	32.8

* U.S. Census Bureau 2016 estimate

The size of families in the City follows the Allegan County and Michigan in the trend for smaller households but did show a modest increase between 2000 - 2016. The general trend toward smaller family size may be due to many factors including end of the baby boomer generation, divorce, widowed older persons and young people waiting longer to get married.

Table 2-3 Average Household Size in City of Saugatuck, 2000-2016			
	2000	2016	% Change 2000-2016
City of Saugatuck	1.8	2.01	+11%
Allegan County	2.63	2.67	+1.5%
Michigan	2.49	2.18	-12.5%

* U.S. Census Bureau 2016 estimate

Income, Poverty and Employment

Year-around City households had a median income of \$60,870 in 2016 estimates. This compares with \$55,630 for Allegan County and \$49,576 for the State of Michigan.

Source: U.S. Census Bureau 2012-2106 Estimates

Physically Challenged

Subject	Saugatuck city, Michigan					
	Total		With a disability		Percent with a disability	
	Estimate	Margin of Error	Estimate	Margin of Error	Estimate	Margin of Error
Total civilian noninstitutionalized population	942	+/-158	87	+/-27	9.2%	+/-3.3
SEX						
Male	441	+/-91	53	+/-23	12.0%	+/-5.1
Female	501	+/-92	34	+/-16	6.8%	+/-3.6
RACE AND HISPANIC OR LATINO ORIGIN						
White alone	931	+/-157	87	+/-27	9.3%	+/-3.4
Black or African American alone	8	+/-16	0	+/-10	0.0%	+/-87.2
American Indian and Alaska Native alone	0	+/-10	0	+/-10	-	**
Asian alone	0	+/-10	0	+/-10	-	**
Native Hawaiian and Other Pacific Islander alone	0	+/-10	0	+/-10	-	**
Some other race alone	0	+/-10	0	+/-10	-	**
Two or more races	3	+/-6	0	+/-10	0.0%	+/-100.0
White alone, not Hispanic or Latino	864	+/-151	83	+/-27	9.6%	+/-3.6
Hispanic or Latino (of any race)	67	+/-51	4	+/-6	6.0%	+/-9.7
AGE						
Under 5 years	64	+/-37	0	+/-10	0.0%	+/-28.9
5 to 17 years	119	+/-53	4	+/-6	3.4%	+/-5.5
18 to 34 years	107	+/-49	10	+/-9	9.3%	+/-9.9
35 to 64 years	446	+/-86	26	+/-23	5.8%	+/-4.9
65 to 74 years	141	+/-47	28	+/-17	19.9%	+/-10.6
75 years and over	65	+/-27	19	+/-12	29.2%	+/-17.3

Source: U.S. Census Bureau 2016 Estimates

The disability status of a population may be especially significant when considering recreational needs for a community. With 9.2% of the total the City population affected by some form of disability, these individuals may have difficulty participating in recreational programs, accessing facilities or even getting to designated public areas. Understanding the disability status of the City's population may assist decision-makers in determining adequate programs and appropriate locations for recreational activities. With the passage of the Americans with Disabilities Act of 1990 (ADA), all areas of public service and accommodation became subject to barrier-free requirements, including parks and recreation facilities and programs.

Part 3 – Physical Characteristics

Transportation Network

The City of Saugatuck has a well-defined urban grid pattern of streets which is common to mature urban areas. The City of Saugatuck offers shuttle bus service for residents and tourists during the summer. Cars park on the outskirts of town, thus reducing traffic and the need for more in town parking, and people are transported by bus to the downtown area or the beach area.

Sidewalks are found throughout the City of Saugatuck with the exception of the Park Street area and typically at least one side of the "Up on the hill" district. As new development occurs, or with the reconstruction of area streets, sidewalk connections examined for placement to connect area paths and walking routes. It is very important to the area that all densely populated areas, or other areas heavily used by pedestrians, possess adequate sidewalks or non-motorized pathways for purposes of advancing public safety. There are currently 2 non-motorized pathways in the area. One connects the City of Saugatuck to the City of the Village of Douglas and the other connects the City of Saugatuck to Laketown Township and Holland to the North.

Public transportation is available through the services of the Interurban Transit Authority, a bus service provided to the all three communities and school district through tax milages. Interstate US 31 traverses the area running north and south. This is the main route for north/south traffic on the western part of the state. Air and bus service is available in either Muskegon or Grand Rapids. Rail Service (e.g. passenger service), via Amtrak, is available in Grand Rapids, Holland, and Kalamazoo.

Commercial charter boat service and boats for hire are available in the City of Saugatuck. There are several marinas and private boating facilities in Kalamazoo Lake which connects to Lake Michigan. Private boats from around the Great Lakes visit the port of call. Boating on the Great Lakes has made an impact with cruise ships making frequent stops. The waterways are looked at as an asset and life blood of this region. Many forms of recreational opportunities are connected to the water in some way.

Climate

Lake Michigan affects the climate of the City. Summers are warm and humid but slightly cooler than inland areas, while winters are moderate to severe with abundant snowfalls. This causes precipitation levels to be from 36 inches of rain and 78 inches of snow on average each year helping maintain the areas streams, lakes and wetlands.

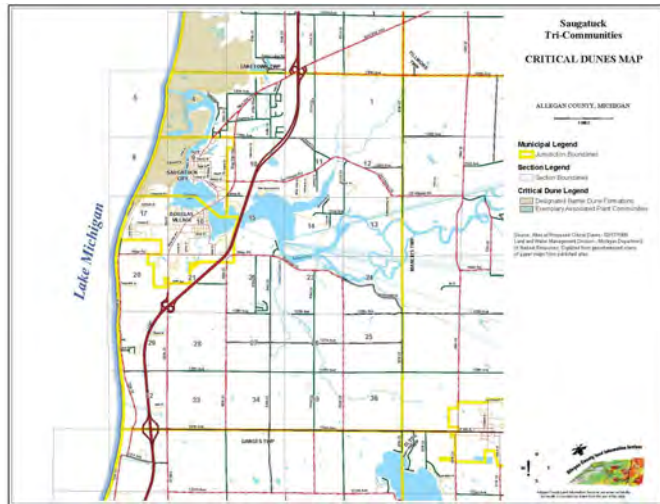
Topography & Land Forms

Most of the region in and around the City of Saugatuck is relatively flat, but local variations in elevation of up to 150 feet exist between uplands and the flood plain of the Kalamazoo River. There are also considerable local differences in elevation in the extreme northwest portions of the City in the sand dunes between the Kalamazoo River and Lake Michigan. The highest point in this area is Mount Baldhead which

risers 310 feet above Lake Michigan. Special features of the area include the Lake Michigan shoreline and beaches, the sand dune area, Kalamazoo River, woodlands, and abundant green space.

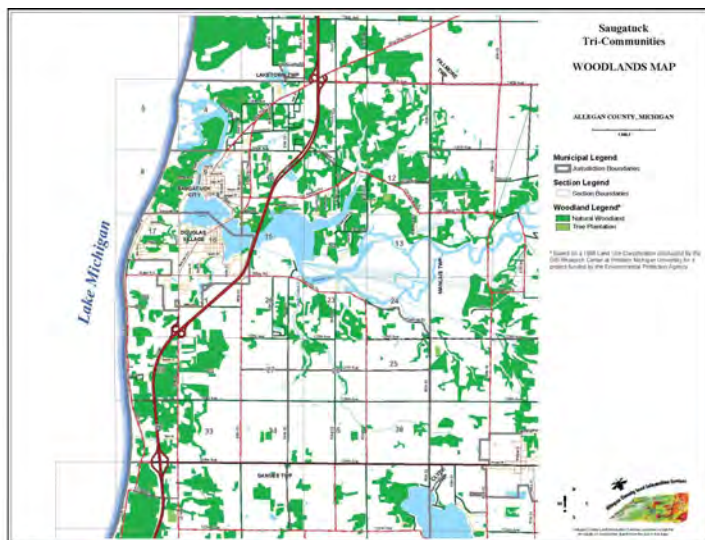
Sand Dunes

The sand dunes along Lake Michigan in the northwest corner of the Township represent a unique and fragile physiographic formation and ecosystem that is very susceptible to wind and water erosion, and destruction due to careless use or development. The dune area which is in the City of Saugatuck has been identified by the Michigan Department of Natural Resources (DNR) as a critical dune area, subject to protection under the Michigan Sand Dune Protection and Management Act, new Part 353, PA 451 of 1994. The designated critical dune area is shown in the shaded region of Map 4-8.



Under this Act, all proposed commercial or industrial uses, multifamily uses of more than 3 acres, and any use which the local planning commission or the DEQ determines would damage or destroy features of archaeological or historical significance must be approved by the State. Single family residential development is to be regulated at the local level. The law prohibits surface drilling operations that explore for or produce hydrocarbons or natural brine as well as mining activities (except in the case of permit renewals). The legislation also imposes certain standards on construction and site design in critical dune areas. Site design and construction standards for sand dunes should be enhanced at the local level to prevent further deterioration of this fragile environment. Areas needing special attention in such standards are vegetation, drainage and erosion protection.

Woodlands



The wooded areas of the region are a mixture of hardwoods and conifers. Large areas of upland hardwoods are found in the sand dune areas, along Lake Michigan, and in the northeast quarter of the Township. Other smaller patches of upland and lowland hardwoods and conifers are scattered throughout the area, as shown on the map below. Mature trees represent a valuable resource in maintaining the aesthetic character of the area, not to mention their overall importance to wildlife and the natural environment. In particular, the wooded sand dunes along the Kalamazoo River and Lake Michigan are

especially important. They should be managed to insure their long term existence.

Wetlands

There are many wetlands in the area. Most are contiguous to or hydrologically connected (i.e. via groundwater) to Lake Michigan, rivers, streams, or creeks. Wetlands are valuable in storing floodwaters,

recharging groundwater, and removing sediment and other pollutants. They are also habitat for a wide variety of plants and animals, including a large rookery of Great Blue Herons along the Kalamazoo River.

Because wetlands are a valuable natural resource, they are protected by Part 303 Public Act 451 of 1994. Part 303 requires that permits be acquired from the Michigan Department of Environmental Quality (DEQ) prior to altering or filling a regulated wetland. The Wetland Protection Act defines wetlands as characterized by the presence of water at a frequency and duration sufficient to support and that under normal circumstances does support wetland, vegetation or aquatic life and is commonly referred to as a bog, swamp, or marsh and is contiguous to the Great Lake, an inland lake or pond or a river or stream.

The wetlands in the City are similar to the County in that wetlands with associated woodlands that existed during the time of large expanses of pre-settlement wetlands have been reduced to small, scattered upland areas or wetlands associated with floodway/floodplain areas. Upland wetlands have been reduced due to filling, subsurface drainage and drain construction undertaken to improve agriculture. Most upland wetlands are forested and are less than 20 acres in size. Both upland and coastal wetlands provide opportunities such as hiking, nature viewing, hunting, and environmental education.

The wetlands map (from MDEQ Wetlands Mapper) shows wetland areas that serve to provide wildlife habitat, stormwater storage, water quality improvement, natural scenery and other benefits. Generally these areas exhibit severe limitations for the use of individual waste disposal systems. A majority of the wetlands are located along the various waterbodies such as rivers, creeks, streams, drainage ditches and other water bodies.



Hydric soils are also identified. These are soils that have formed in the presence of water for sustained periods. They can be used to help locate wetlands, especially those that have been disturbed or altered by fill or excavation. Hydric soils may be unsuitable for certain types of development and can be an indicator of high groundwater levels.

Because they occur where the dry land meets the water, wetlands play a critical role in the management of our water based resources. Acre for acre, wetlands produce more wildlife and plants than any other Michigan habitat type. Wetland species also comprise a critically important segment of these species.

Benefits of wetlands are many. Wetlands help:

- Reduce flooding by absorbing runoff from rain and melting snow and slowly releasing excess water into rivers and lakes - a one acre swamp when flooded to a depth of one foot contains 330,000 gallons of water,
- Filter pollutants from surface runoff, trapping fertilizers, pesticides, sediments, and other contaminants and helping to break some of them down into less harmful substances, improving water clarity and quality,
- Help recharge groundwater supplies when connected to underground aquifers,
- Contribute to natural nutrient and water cycles, and produce vital atmospheric gases, including oxygen,
- Provide commercial or recreational value to our human economy, by producing plants, game birds (ducks, geese) and fur bearing mammals - many fish are directly connected to wetlands, requiring shallow water areas for breeding, feeding and escaping from predators,
- When wetlands occur adjacent to inland lakes or streams, they serve as nutrient traps that then enrich the larger body of water of which they are part.

The last century has seen a greatly increased rate of wetland loss due to filling and drainage by man. Prior to World War II, drainage to expand agricultural lands accounted for most of this loss. Recently, much wetland destruction has been caused by commercial, industrial, and residential expansion. The estimated 11 million acres of Michigan wetlands existing in pre settlement times has now been reduced to less than 3 million acres. Recent legislation has slowed the loss rate somewhat but threats to these habitats, particularly the smaller wetlands, continue in many areas.

The Allegan County Drain Commissioner's Development Standards include a 25' permanent buffer strip, vegetated with native plant species, to be maintained or restored around the periphery of wetlands in development projects. These buffer strips are defined as zones where construction, paving and lawn care chemical applications are prohibited.

Permits are not to be issued if a feasible or prudent alternative to developing a wetland exists in such areas. An inventory of wetlands was developed in 1996. While wetlands are mapped, on-site inspections will be necessary to establish whether a wetland indeed exists, and the extent to which it exists on any site.

Prior to park & recreation development, the Michigan Department of Natural Resources (MDNR) should be consulted to review the results of a wetlands determination. The impacts of development within wetland areas should be carefully considered, and a permit from the MDNR should always be obtained if regulated wetlands are to be impacted.

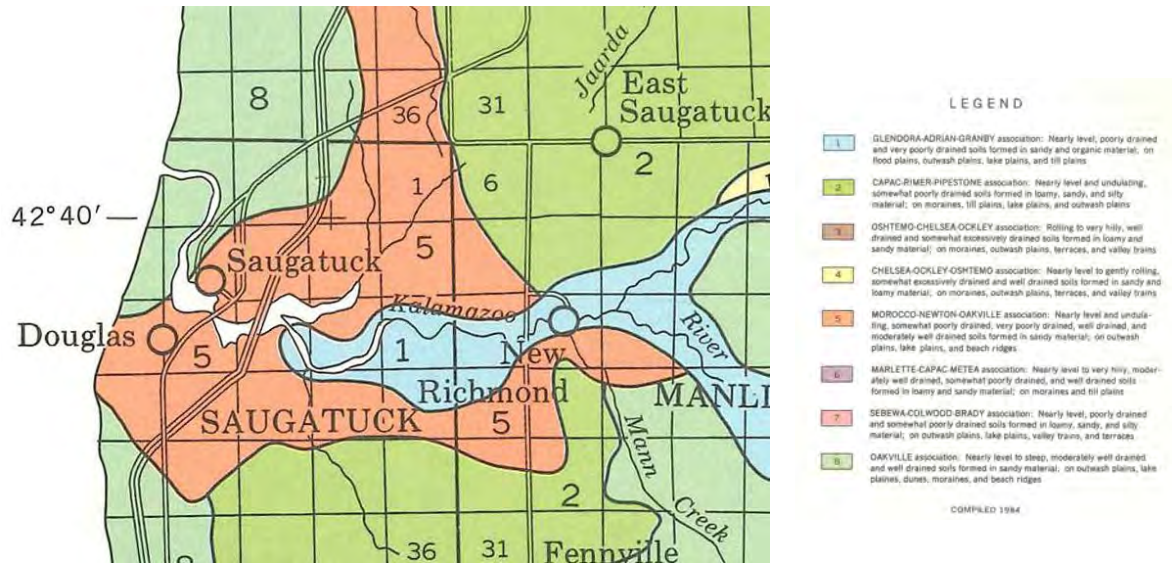
Soils

Much of the region contains poorly drained soils including the Newton-Granby Association and the Nappanee-Blount-Rimer Association. Drainage occurs via creeks, including Peach Orchard Creek, Tannery Creek, Silver Creek and Moore's Creek, all of which flow into the Kalamazoo River and many of which are floodplain areas that can offer recreational amenities.

A network of county drains facilitates movement of water from flat areas in the southern half of the township. Well-drained soils are found in the northwestern corner of the region and northwestern

and southwestern corners. In the study area, bedrock of the Michigan Basin is overlain by 50 to 400 feet of glacial deposit. This gives our beaches a wide variety of beach stones.

The sand dunes along Lake Michigan in the northwest corner of the township form a unique, fragile geological formation and ecosystem that is susceptible to erosion by wind and water, and subject to destruction from careless use or development. The sand dunes are also a key component of the area's character and charm.



Water Resources & Drainage

Special features of the area include the Lake Michigan shoreline and beaches, the sand dune area, Kalamazoo River, woodlands, and abundant green space. The region is home to not one, but two, of the best beaches on Lake Michigan, which makes Saugatuck the place to be during summer in Michigan. Oval Beach encompasses sunny, sandy shores, inviting waters, and some of the best views of the lake. The clean sand and easy access are some of the visitors' favorite features and Oval Beach has received high praise from travel organizations and media in the past. Saugatuck Dunes State Park is a beautiful beach, featuring enormous sand dunes waiting to be explored (via foot or dune ride), along with access to 2.5 miles of beachfront.



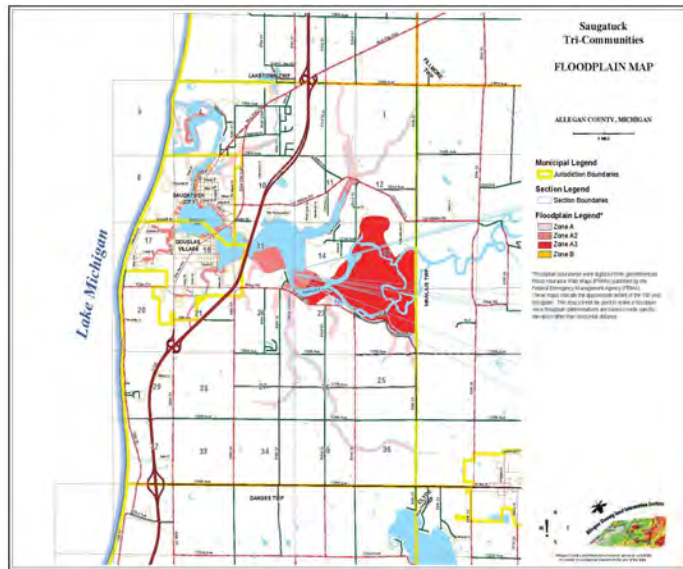
The Kalamazoo River Watershed includes an area of more than two thousand square miles across the Lower Peninsula of Michigan. Flowing 162 miles from its sources south of Jackson through the cities of Albion, Marshall, Battle Creek, Kalamazoo, Otsego, and Allegan, it empties into Lake Michigan near Saugatuck.

Floodplains

Areas adjacent to creeks, streams and rivers are susceptible to periodic flooding that can cause extensive damage to buildings and can pose a substantial threat to public health and safety. The U.S. Army Corps of Engineers has mapped the boundaries of the 100 year floodplain in the Tri-Community area. Those boundaries are denoted by the shaded areas on Map 4-2 and would be inundated during an Intermediate Regional Flood. The Federal Flood Insurance Program of the Federal Emergency Management Agency (FEMA) has established guidelines for use and development of floodplain areas.

Those regulations indicate that development in floodplains should be restricted to open space, recreational or agricultural uses. Installation of public utilities and permanent construction for residential, commercial or industrial uses should not occur in floodplain areas.

Floodway filling or alteration (in watersheds with a drainage area of 2 square miles or more) is not allowed without review and approval by the Allegan County Drain Commissioner and in compliance with the Floodplain Regulatory Authority found in Part 31, Water Resources Protection, of PA 451 of 1994, the Natural Resources and Environmental Protection Act.



Floodplain areas are important natural resource areas that should be protected from development in order to preserve the natural flora and fauna as well as the flood management and recreation potential of these areas. Development should also be limited in floodplains to minimize property damage.

Fish and Wildlife

Although much of the area has been altered due to urbanization and human settlement, there are areas of forested acreage and unique dune ecosystems. In addition there are several types of wetlands and aquatic systems in the study area. The fish stocks range from salmon and walleye in Lake Michigan and the Kalamazoo River to smaller sunfish, bluegill, and other types of pan fish in the inland waters. Also included in the aquatic life are small crustaceans and mollusks. An abundance of waterfowl finds this area attractive for breeding and feeding. It is also located on the Lake Michigan Flyway for migrating ducks, geese and swans. Whitetail deer, opossum, raccoon, squirrels and other small mammals are common to the area.



Even in the more urbanized areas of the study area wildlife is found due to the wooded corridors and parks found throughout the region. Songbirds are found throughout the study area. The forested areas,

dune areas, and open fields all are home to many species of song birds. Because dune, floodplain, wetland and lake ecosystems are in close proximity to one another, the diversity of wildlife viewing and nature study opportunities in the area are fantastic, especially considering they are tucked amongst highly populated areas.

Summary Points

- The area's unique setting along the Lake Michigan shoreline with a major lake, wetland and river system inland makes it a perfect setting for a variety of environmentally based recreational opportunities.
- Water dominates the landscape, local views and is a center for recreational activities.
- Natural features harbor wildlife and natural study opportunities.
- Sand dunes and woodlands frame the community and provide a backdrop for additional recreational activity.
- The area is also home to fragile ecosystems such as sand dunes and protected species.

Water & Sewer

The Kalamazoo Lake Sewer and Water Authority (KLSWA) is a public utility which provides drinking water and sanitary sewer service to the City of Saugatuck, the City of Douglas, and select areas of Saugatuck Township and Laketown Township. The KLSWA is governed by a Board of Commissioners which includes representatives of Saugatuck (2), Douglas (2), and Saugatuck Township (1).

Land Use

Residential Land Use

Residential land use in the region is concentrated in Saugatuck and Douglas and along the Lake Michigan shoreline. In the rest of the area, residential development is scattered along section line roads and overlooking the Kalamazoo River. Many of the homes along Lake Michigan or the Kalamazoo River are cottages or seasonal homes. Approximately 2,812 acres of the available land is in residential use.

Commercial Land Use

Commercial development is centered in Saugatuck, Douglas, and along the Blue Star Highway. Many of the commercial establishments serve the needs of a large tourist community in the summer and a growing year-round economy. Approximately 196 acres of land is in commercial use.

Industrial Land Use

Industrial land use in the region is limited largely to an area south of downtown Douglas extending to the Exit 36 interchange of Interstate 196. Less than 1% of the total land area is devoted to industrial uses. Office furniture manufacturing and food processing are the two major industrial land uses in the area. There are also several small machine shops. There are about eight industrial facilities providing about 490 jobs. Many additional jobs are available during the tourist seasons.

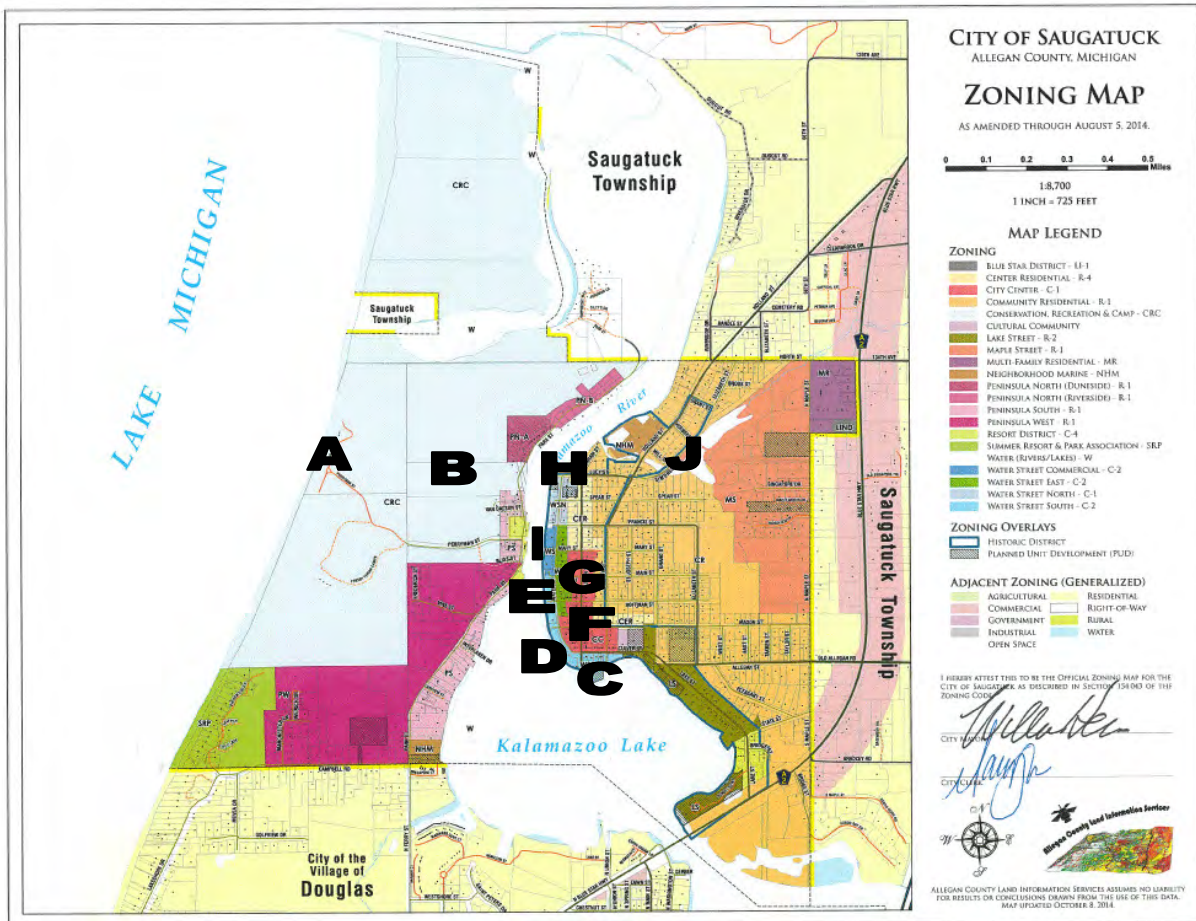
Agricultural Land Use

Agriculture is another important part of the area's economic base. A major portion of the land (57%) in the region can be classified as agricultural or vacant and is located in the Township. The size of farms in Saugatuck Township ranges from over 300 acres to under 10 acres. Agriculture includes orchards of apples, peaches, apricots, and cherries. Some of the less well-drained areas are used for blueberry plantations. Prime farmland is generally concentrated in the south central part of the Township. Corn, wheat, and soybeans are other crops. A few farms provide livestock, including horses, hogs, and cattle.

Zoning and Future Land Use

A review of local land use policies and programs of the City of Saugatuck, the City of the Village of Douglas and Saugatuck Township reveals that the three jurisdictions have closely followed the existing zoning ordinances and Tri-Community Comprehensive Master Plan. In particular is the dune protection area along Lake Michigan.

Public and semi-public uses such as schools and parkland are programmed in locations that support the residents of the area. Heavy use areas along Lake Michigan and in other tourist gathering points receive particular attention because they serve a concentrated year-round population in addition to a large seasonal population. A balance is sought for recreational uses for a wide variety of users while protecting the area’s natural resources.



Zoning Map w/ Park Locations

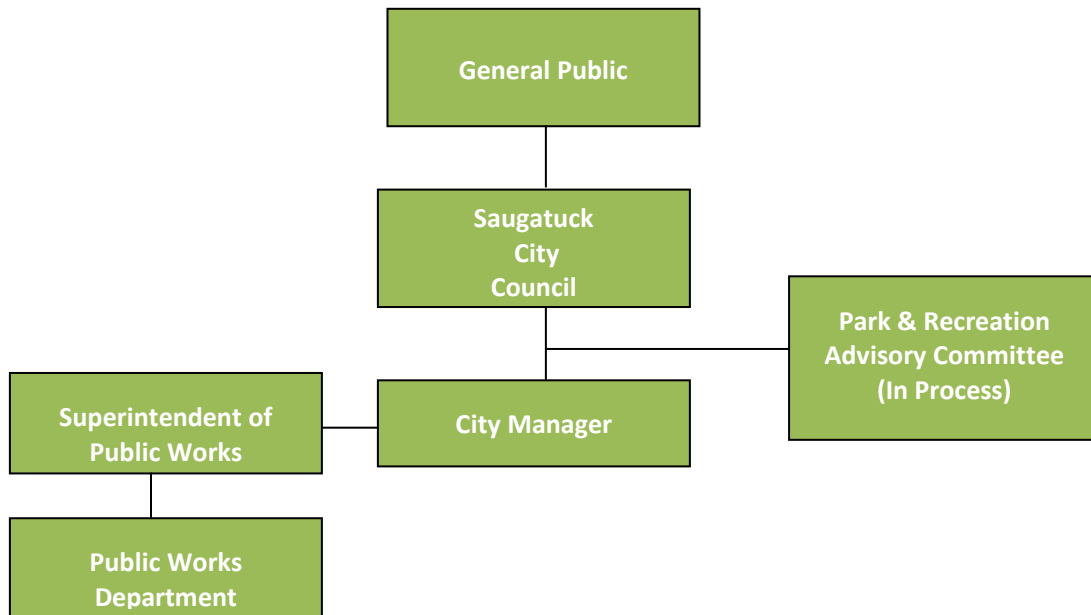
A	Oval Beach	B	Mt. Baldhead	C	Coghlin Park
D	Cook Park	E	Wicks Park	F	Mize Rose Garden
G	Village Square Park	H	Willow Park	I	Spear Street Boat Launch
J	Peterson Preserve & Interurban Trail	n/a	Old Saugatuck Airport		

SECTION B - ADMINISTRATIVE STRUCTURE

Recreation planning is a method for anticipating and arranging recreational improvements so that they may be implemented on a reasonable schedule and without an adverse effect on a community’s administrative and financial structure. An effective recreation plan will recognize the practical relationship between a community’s administrative structure and its ability to follow through on a recommended recreational improvement program.

The City of Saugatuck operates under a Council/Manager form of government. The City Council consists of seven members (serving two year terms) including the Mayor and the Mayor Pro-Tem. The City Council is responsible for adopting and amending city laws and ordinances, determining city policies and standards, and authorizing the annual city budget. The Council also directs the City Manager who is responsible for the day-to-day operations of the city and is the chief policy advisor to the Council.

The chart illustrates the relationship among the various entities involved in recreation within the City. The administrative structure is as follows:



**City Expenditures and Budgets
2015-2018**

Park operation and maintenance (fiscal year ending June 30)	
Year	Expenditures
2015-16	\$251,075
2016-17	\$393,650
2017-18	\$519,725

The annual operation and maintenance funds listed above were used for grounds upkeep, and repairs to park facilities.

SECTION D – EXISTING RECREATIONAL INVENTORY

An essential element of a recreation plan is the inventory of local and regional, public and private recreation facilities that are available to a community's residents. Such an inventory provides a basis from which a comparison can be made of existing recreation opportunities with the community's identified recreation needs. This inventory process also identifies barrier-free facilities. This will ensure that citizens with disabilities will fully enjoy these facilities. Involving advocate organizations and utilizing the knowledge of the City staff will help facilitate this element of the inventory process. Further, this facility inventory establishes the foundation from which a recreational improvement program can be developed and implemented. Additional assessments of City park facilities performed as part of 2016 Park Capital Improvements Plan (CIP) are included in the appendix of this plan.

1 – CITY RECREATIONAL FACILITIES

Coghlin Park contains 0.5 acres with 200' Kalamazoo River frontage. The Park is primarily open space that is utilized for weddings and various festivals such as the annual Venetian Festival. The need for open space to host the event dictates much of the park's character. The existing shelter/gazebo has fixed picnic tables that allow for some seating but overall the structure is not configured for other types of use such as Music in the Park. During special events, a separate temporary stage has been utilized in the south-east corner of the park.

Opportunities for improvements discussed include

- A restroom building in the northeast corner of the park
- Optional restroom location in the public parking lot north of the park
- Expanded floating shoppers dock
- Permanent bandshell.





Village Square – This is a 2.5 acre centrally located park at the three corners of the intersection of Butler and Main Street. The park has both active and passive zones with the northwest corner of the park containing the children’s playground and serves as the site of Memorial Day/Veterans Day festivities. The playground equipment is nearing end of its useful lifecycle and maintenance is becoming increasingly challenging with lack of replacement parts being readily available. The southwest section of the park is more passive in use and contains a walking path, benches and statuary art. The east section of the park contains a tennis court, basketball court, bike racks and a restrooms/drinking fountain. There is also a pedestrian walk connection to Griffith Street. Consensus by stakeholders was that the tennis court and basketball court may be under-utilized and new uses should be explored.

Opportunities for improvements discussed include:

- Relocation of playground from northwest section to east section to improve proximity to restrooms and reduce crossing of street by children
- Adaptive re-use of tennis court area for pickleball and multi-use sport court
- Adaptive re-use of basketball court area
- Landscape maintenance to improve sight lines in southwest quadrant
- Expansion of the Veterans Memorial in northwest quadrant
- Designation of transit stop





Wicks Park - 0.5 acres along Kalamazoo River on the west side Water Street between Mary Street and Main Street. The Saugatuck chain ferry is located just north of the park and a small public parking area is on the south. The park uses are passive in nature with benches, picnic tables and lawn area seating that offers excellent viewing of the Kalamazoo River. The existing restroom has a mural depicting “A Sunday on La Grande Jatte” by Georges Seurat and is a focal feature in the park. However, the restroom building itself is lacking in ADA compliance in multiple areas. Renovation of the existing structure to bring it into compliance is likely far from economical or practical.

The existing gazebo serves as prime location for the Music in the Park series which features popular bands. The gazebo is currently not ADA accessible. Discussion included some possible renovation to improve ADA accessibility or the construction of a new bandshell. Given the proximity to the waterfront, Wicks Park has a high degree of visibility and visitors first impressions of the community are reflected by the park. This park had perhaps the most discussion on the philosophical direction for the parks in general. Stakeholders discussed the balance of maintaining the quaint charm of the parks versus improvements to expand current park uses. Additional stakeholder feedback via workshops, visual preference survey and a written survey are needed.

Opportunities for improvements discussed include:

- Restroom renovation and/or relocation
- Gazebo use and function
- Limiting park to passive versus active uses



Mt. Baldhead Park - 100 acre site on west bank of Kalamazoo River in the heart of a critical dune area that leads down to Oval Beach and Lake Michigan. The 282 wooden steps traverse up 250 feet to observation deck on top of the Mt. Baldhead dune and were reconstructed in 2010. Once at the top, the observation deck offers panoramic views of Kalamazoo River valley and Lake Michigan. At the foot of the steps are an existing restroom, picnic pavilion, gravel parking and tables. On the east side of Park Street, there is an accessible viewing dock for fishing as well as the Saugatuck Douglas Historical Museum. The viewing dock decking and rail are reaching the end of their useful life-cycle and in need of replacement in the near future. The pavilion, restroom building and parking areas as well as access to the viewing dock are very deficient in ADA compliance. The shelter is need of a new roof and is under-utilized.

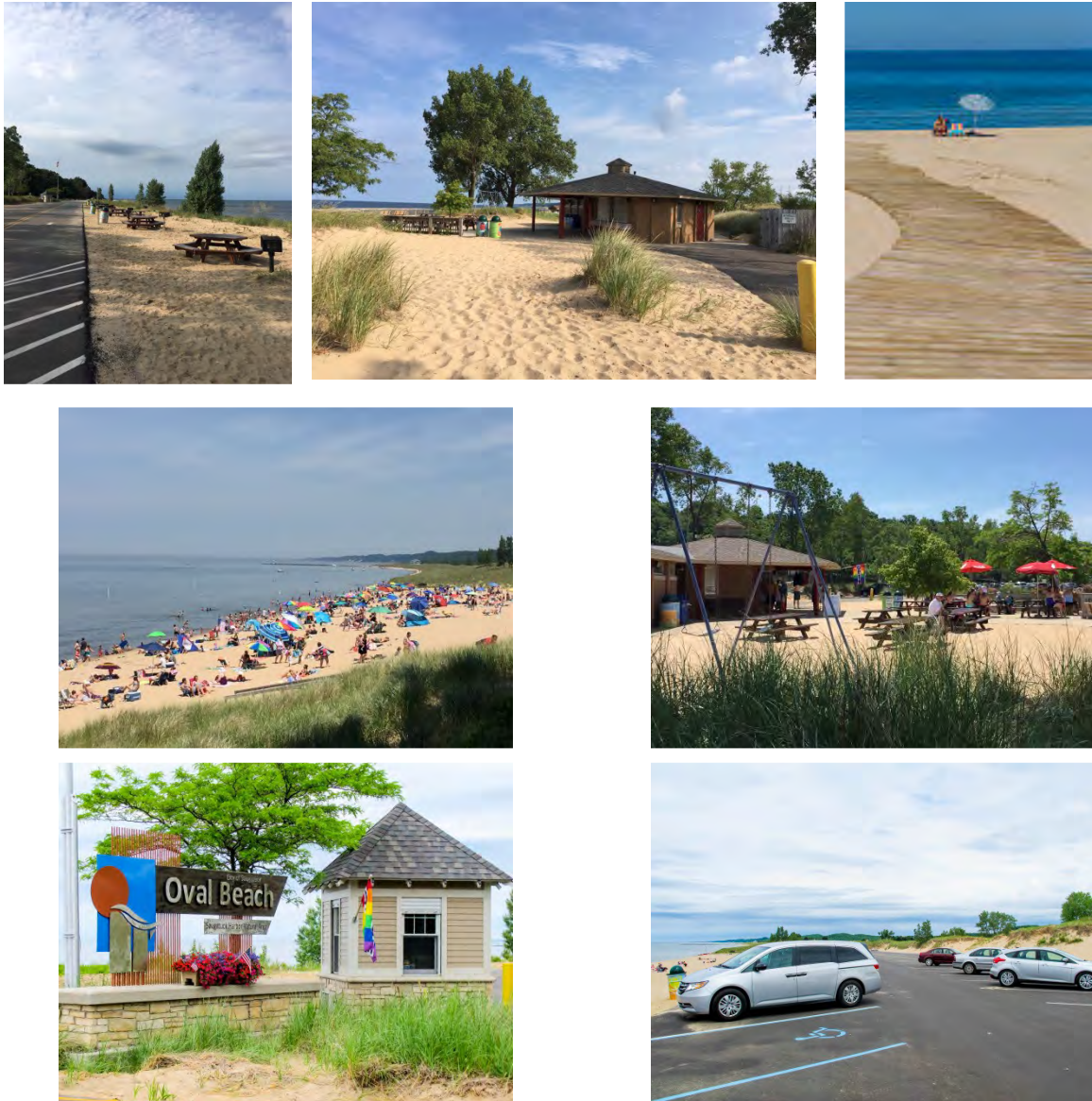
Opportunities for improvements discussed include:

- Restroom renovation and/or relocation
- Removal of pavilion
- Expansion of available parking
- Improve ADA accessibility, picnic tables and grills
- Renovation of viewing dock decking and rails
- Addressing maintenance of radar station tower and adaptive re-use (if any)



Oval Beach - 50 acre park adjacent to Mt. Baldhead on the east and Lake Michigan to the west. Public Access to Lake Michigan as well as wheelchair accessible matt from parking area across beach to the water. Existing amenities include concession stand/restrooms/changing rooms in two hexagon shaped buildings with concrete plaza area with tables and benches, paved parking area 480 +- spaces resurfaced in May 2016, barbeque grills, picnic tables, beach/hiking trails, swing set, storage shed and associated utilities (well & septic) that support the restroom/concession stand.

With approximately 480+- existing parking spaces and a potential expansion to 600 spaces, the maximum daily use of Oval Beach excluding walk-in or trolley users could exceed 1,680 users in peak times given a median car size of 2.8 persons. The International Building Code requires 1 stall/urinal per 125 males and 1 stall per 65 females. This equates to approximately 7 stalls for men and 12 for women. The existing facility offers only about 50% of this total and modifying the existing hexagonal structures in not practical. Also the existing octagon buildings require re-roofing, potential kitchen improvements, additional storage, dry good sales and potential office space for the park manager.



Opportunities for improvements discussed include:

- Restroom/ concession/changing room building with storage and park office
- Well and drainfield improvements to meet increased demand
- Removal of existing swing set and new paly equipment to meet Playground Equipment Safety Act standards
- Expansion of available parking
- Kayak/life vest/chair/umbrella rentals
- Exploration of alternative uses such as overnight campsites
- Exploration of leaving areas in park in existing undeveloped state
- Improve ADA accessibility, picnic tables and grills
- Park cameras to aid in communicating available parking to potential visitors
- Renovation of viewing dock decking and rails

This park had the second most discussion on the philosophical direction for the parks in general. Stakeholders discussed the balance of maintaining the rustic nature of the park versus improvements to

expand current park uses such as additional parking or the possibility of camping. Additional stakeholder feedback via workshops, visual preference survey and a written survey are needed.

Willow Park - 132 feet of frontage on the Kalamazoo River. The existing elevated wooden boardwalk with benches offers fishing opportunities as well as scenic views along the river. The elevated boardwalk decking and rails are reaching end of their effective life-cycle and replacement will be necessary in the near future.



Opportunities for improvements discussed include:

- Deck and rail replacement
- Lower rail sections less than 34" in height for ADA access.

Cook Park - 1 acre green space with overlook to Kalamazoo River used for art fairs/watercraft and fireworks viewing. Lake frontage is leased from city and used for boat mooring by Singapore yacht club. This park is utilized primarily by the City for the Art Fair and its identity as a public park is less than other community parks due to an ambiguous boundary on where the park begins and ends.



Opportunities for improvements discussed include:

- Review options for boardwalk renovation
- Explore addition of walk along Water Street to improve walkability of area.
- Review on-going lease agreement and long-term maintenance needs of sheet wall.

Mildred A. Peterson Nature Preserve and Interurban Trail - Saugatuck is truly fortunate to have a pristine nature preserve tucked away within city limits. Consisting of over 16 acres between the preserve and trail,

this park offers peaceful walks, bird watching and contemplation of wildlife and pond creatures during all seasons of the year. Chips and dust walkway and benches allow viewing on west edge of dammed backwater of Goshorn Creek.



Saugatuck Harbor Natural Area- The Saugatuck Harbor Natural Area (SHNA) is a 173-acre tract of dune land along the Lake Michigan shore north of Oval Beach. It was acquired by the City of Saugatuck in 2011 with the help of the Land Conservancy of West Michigan. The property, accessible from the Oval Beach parking lot, is the site of the original mouth of the Kalamazoo River, which was bypassed by the construction of the present channel in 1906. Much of it is a peninsula bounded by Lake Michigan, the Kalamazoo River and the Oxbow Lagoon. The latter is the original channel of the Kalamazoo River.

The land demonstrates the unique geological and ecological features of Great Lakes dunes, including globally imperiled inter-dunal wetlands, Great Lakes shore and beach, Great Lakes marsh, and riparian shoreline and adjacent marshes. These features, as well as the plants, birds and other animals inhabiting them, are described under Natural Communities. Some of these inhabitants are quite rare in Michigan. To protect these species, dogs are not allowed in the Natural Area.

Trail Guide

You are invited to explore the Saugatuck Harbor Natural Area's wonderful landscape of dunes, forest, and wetlands bordered by miles of natural shoreline. Here is a brief description of what you can expect as you hike.

📍 Oval Beach parking lot to 1:

As you walk up the beach you'll pass by the remnants of the original Kalamazoo River pier. After the new pier was finished in 1986 it took only a few years for sand to blow across the natural river mouth, creating the Oxbow Lagoon.

1 to Dune Overlook 2 & 3:

After crossing the foredune you will be able to see into the Natural Area's interior and the central dune formation around the large interdunal wetland. This dune formation was badly eroded by years of foot traffic on the dune ridge and sunbathing – both of which are no longer permitted.

2 to 3 and loop extension:

Dropping into the interior, the trail skirts the interdunal wetland and central dune formation. The loop trail follows a wooded edge and is a particularly rich habitat for migratory warblers and other birds.

3 to 4:

The trail skirts the back of the highest dune. In the Jack and Black Pines, listen for the buzzy, ascending scale of the Prairie Warbler, listed as "Endangered" by the State.

4 to 5:

A short climb up the back of a smaller dune gives a view of an interdunal wetland. Whether or not these wetlands hold water depends more on Lake Michigan water levels than on seasonal rainfall. In the spring and summer, listen for calling frogs. When the trail nears the "Basin" area, it passes through a sedge meadow – a great place to see butterflies.

5 to the Oxbow Lagoon overlook area:

The trail follows willows and rushes lining the basin area and heads over a low dune to a clearing with a view of the lagoon backed by the forested hills and dome of Mt. Baldhead Park. The marshy shoreline of the lagoon is critical habitat for the tiny State-threatened Blanchard's cricket frog.

6 to 7:

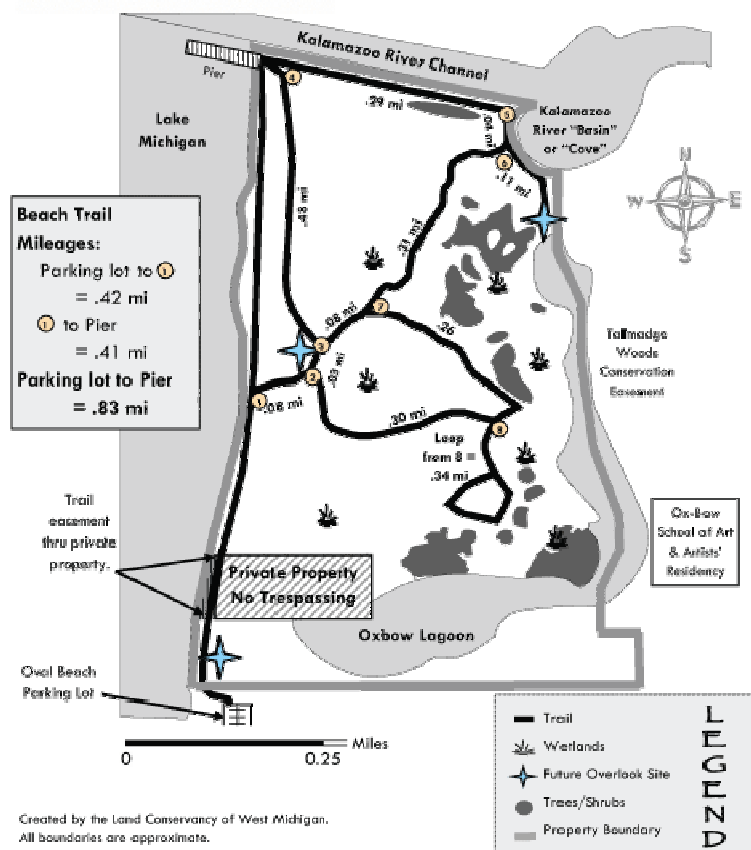
The trail runs parallel to the Kalamazoo River just before it ends its 178-mile westward journey to Lake Michigan from Jackson County in southeast Michigan.

7 to 8:

This trail follows a line of poplars on the foredune. Thick marram/beach grass lining the trail has stabilized the dunes.



Trail Map



The site also has historical significance as the site of the original mouth of the Kalamazoo. Old pilings from the original river opening still extend out into Lake Michigan. A fishing settlement known as Fishtown was located on the north side of what is now the Oxbow Lagoon. The site was abandoned when the original mouth drifted closed soon after the opening of the present channel.

Spear Street Boat Ramp - 66' wide launch site (street end) on Kalamazoo River

- Metal grated docks
- On street parking for trailers/vehicles

Old Saugatuck Airport -154 acres of woods/fields in Saugatuck Township

- No public facilities/used for forestry management
- 1 acre non-wooded area with small clubhouse

Jones Park - is located at the corners of Butler, Water and Culver Streets in downtown Saugatuck. The park is a half-acre park, formerly known as Information Booth Park because of the white building that holds pamphlets and maps about the area. It was renamed after the late Lyle A. Jones, a city police chief for 33 years. The area has brick sidewalks, benches and trees. The plaque dedicated to Chief Jones has a nice picture of the Chief and a scenic view of the Lake Kalamazoo Harbor.

City of Saugatuck - Existing Parks Inventory 2017

Park Name	Acres	Accessibility	Off-street Parking	Gazebo/Shelter	Picnic tables	Grills	Playgrounds	Restroom stalls M/W	Sinks	Public Water Frontage (Ft)	Viewing deck	Wood stairs	Fishing	Open Play Area	Tennis Court	Basketball Court	Benches	Electrical Service Panels
Coughlin Park	0.5	3		1	2					200			1	1			3	2
Cook Park	1	2			16					260			1	1				
Jones Park	0.5	4															2	1
Mt. Baldhead Park	100	1	16	1	5	1		2/2	1/1	170	1	2	1					1
Oval Beach	50	3	400	1	18	3	1	4/4	2/2	1,700	1						3	2
Peterson Nature Preserve/Interurban Trail	15	1																
Rose Garden Park	0.1	4																
Village Square	2.5	3					1	5/4	2/2						1	1	10	1
Wicks Park	0.5	2		1	2			2/2	1/1	205			1	1			4	1
Willow Park	0.1	3			1					132	1		1				2	1

2 – SCHOOL RECREATIONAL FACILITIES

The Saugatuck Public School District serves residents of the City of Saugatuck, the Village of Douglas, and portions of Saugatuck and Laketown Townships—approximately 5,500 people in all. Saugatuck Public Schools is a district of less than 1000 students in grades preschool through 12. The district contains an elementary school (Douglas Elementary School) offering preschool through fifth grade, a middle school (Saugatuck Middle School) housing sixth through eighth grades, and a high school (Saugatuck High School) housing grades nine through twelve.

Douglas Elementary School - School and 8.6 acre play field, located on Randolph Street

- Play field/Kidstuff Park II/outdoor restrooms
- Drinking fountain/picnic facilities
- High school baseball field
- Basketball Court
- Indoor gymnasium available for school and public use and leisure time activities, programming offered by the Community Recreation Program
- Facility is owned by the Saugatuck Public Schools
- Utilized by community organizations/ governmental groups/residential meetings/Public Schools Community Recreation Programs





Saugatuck Middle School/High School -12.7 acre site on Elizabeth Street.

- Lighted football field/track, tennis courts and softball field
- Performing arts center
- 2 indoor gymnasiums/locker rooms/indoor concessions
- Indoor recreation programs include volleyball/basketball/tennis/weight training/ batting cages/pitching machines
- Utilized by parent and community groups/ governmental meetings/ Saugatuck Masonic Lodge/ Public Schools Community Recreation Programs

3 – ADJACENT COMMUNITY & PRIVATE FACILITIES

In addition to a rich base of natural amenities in the City of Saugatuck, adjacent City of the Village of Douglas and Saugatuck Township have many formal recreational facilities which offer opportunities for organized play, active individual recreation and passive recreation. The inventories herein review area recreational assets for planning purposes. Parks are defined as any public land devoted to recreational use. There are more than 334 acres of public land in the tri community area. It is recognized that the cumulative worth of individual

City of the Village of Douglas

Douglas Beach - 1.5 acre site with Lake Michigan public access via stairwell.

- Restrooms/barbeque grills/drinking fountain
- Parking along Lake Shore Drive

Harold Beery Field -1.2 acres on Main Street of Douglas

- Softball diamond with bleachers/storage building/ restrooms/floodlights
- Children’s playground
- Used for youth baseball/ football practice/youth softball

Howard C. Schultz Park - 20.0 acre site on the Kalamazoo River

- Boat launch ramp/parking/fishing sites
- Soccer field/baseball diamond
- Picnic pavilion/restrooms/barbeque grills
- Children’s playground/nature trails
- Adult softball and youth baseball/softball
- Adult/youth soccer

Union Street Launching Site - Narrow strip of land off of Blue Star Highway providing boat access to the Kalamazoo River, with limited parking

Wade's Bayou Memorial Park - 1.8 ACRES

- Gazebo overlook and picnic tables
- Bathrooms
- Dock
- Kayak launch
- Park benches

Alice McClay Park - Less than 1 acre

- Open space
- Nature viewing
- Picnic tables
- Fishing

Veterans Walk Park -Less than 1 acre

- Public access to riverfront boardwalk
- Ample Parking
- Fishing

Tannery Creek Outlook -Less than 1 acre

- East side of Water Street at South Street
- Scenic overlook - wetlands and river

Saugatuck Township

River Bluff Park - 27 acre wooded tract with 0.5 miles Kalamazoo Frontage

- Adequate way finding system from Blue
- Star Highway
- Picnic area/children's playground
- Paved parking lot
- Boat landing with picnic shelter
- Wood chipped trail to river overlook
- Public interpretation center
- .4 mile of kept nature trails including two foot bridges leading from "wood chipped trail to river overlook" to the "boat landing to with picnic shelter."
- Historical marker at entrance of park
- Barbeque grills and picnic tables

134th Street acreage surrounding Tails & Trails Dog Park -39.45 acre site

- 5 acre fenced dog park
- Adequate way finding system to park
- Gravel parking lot
- Gazebo and picnic tables
- Dog-friendly
- Walking trails for leashed dogs with gated entrances around enclosures.
- 1 gazebo and in large dog enclosure and 1 gazebo in small dog enclosure
- Water access

Sundown Park -9,900 square foot parcel with overlook to Lake Michigan

- No beach access
- Street end of 126th Ave.
- Park bench
- Directional signs on M-89 and Lakeshore Drive

63rd Street Public Boat Access - Public launch site south side of Kalamazoo River

- Outhouse
- Owned and operated by DNR
- Sand parking/picnic facilities

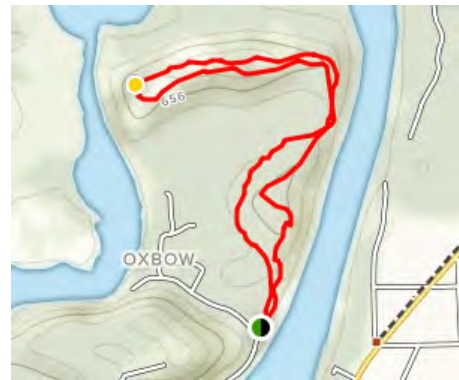
Blue Star Memorial Highway Park -Picnic shelter and barbeque grill

- Owned by the Allegan County Road Commission/maintained by Saugatuck Township
- Small area for off-street parking

Amelanchier Park -4 acre wooded site, north of North Street, with access to Moore’s Creek via a nature trail

Private

Tallmadge Woods - More than 70 acres of dunes and marshes in the Tallmadge Woods property along the Kalamazoo River is preserved with the signing of a conservation easement agreement by Saugatuck, the Ox-Bow School of Art and the Land Conservancy Agency of West Michigan. Tallmadge Woods Trail Loop is a 1.6 mile lightly trafficked loop trail located near Saugatuck, Michigan that features a great forest setting and is good for all skill levels. The trail offers a number of activity options and is accessible year-round.



The city and Ox-Bow gave away development rights and the Land Conservancy now essentially has authority over the land. The Tallmadge Woods property was left to Ox-Bow in 1940 after the death of Thomas Eddy Tallmadge, a Chicago architect, historian and teacher who was a major supporter of the art school.

Saugatuck RV Resort is situated on beautiful Goshorn Lake just north of Saugatuck, Michigan. After many years as a campground, the park is now a condominium resort comprised of individually owned sites and governed by an elected association board.

The park includes a spacious sand beach on Goshorn Lake and other amenities such as water, sewer, electric, cable TV, and telephone service at every site. Located just one mile north of the town of Saugatuck, Michigan, owners have easy access to all of the art and craft fairs, restaurants, shopping, boat and fishing.

Pine Trail Camp - a progressive and transformational camp ministry, pursuing adventure and faith. A ministry of New Life Community Church of Chicago, Pine Trail aims to lead children, families, and Churches into Jesus-centered encounters, outdoor adventures, and an intimate walk with God. Pine Trail offers Christian summer camps for 3rd to 12th grade students, family camps, retreats for churches and ministries, and private cottage rentals for pastors and ministry leaders.

Clearbrook Golf Club - Like a vintage wine, Clearbrook is improving with age. In its 80+ years (founded in 1926) it’s undergone countless updates that have touched literally every hole on this 18 hole course. The traditional close-cut, narrow fairways and smooth, fast, smaller greens are styled after America’s original classic resort courses, and still make Clearbrook the challenge and joy to play that it is. At a ripe-old age, what was once traditional ... has now become classic!

The Ravines - Arnold Palmer, the King, envisioned and built an extraordinary golf course right here in West Michigan. An exception to the ordinary, Ravines Golf Club, in Saugatuck, offers exceptional playing conditions. Once on the property, you'll understand why Arnold Palmer felt this land was meant for championship golf. Few courses come close to such uniqueness, but it's simply what Arnie saw in this property. It starts with stunning natural setting of immense vistas, and astonishing blue skies.

Only 15 minutes from Holland and 30 minutes from Grand Rapids, Ravines Golf Club boasts a freshly designed Pro Shop, and the Grill Room situated in Arnie's Cottage – which overlooks the scenic 18th hole – is the perfect place to begin or end your round with an original Arnold Palmer drink at an Arnold Palmer original golf course.

Saugatuck Dune Rides – located in Saugatuck Township offers dune schooner rides through scenic, privately owned lakeshore dunes near Goshorn Lake.

Harbor Duck - amphibious water taxi that tours Douglas, Saugatuck and Saugatuck Township.

4 –REGIONAL RECREATIONAL FACILITIES

Saugatuck Dunes State Park, 6575 138th Ave. This 1000+ acre natural area is relatively undeveloped and requires an admission fee or State Park sticker. A day-use park with coastal dunes that are over 200 feet tall, and 2.5 miles of Lake Michigan shoreline. The beach is a 0.6 mile hike from the picnic parking area and the terrain is steep slopes and rolling hills. Swimming, cross country skiing, hiking, sensitive habitat, and home to three endangered plant species. The land for Saugatuck Dunes was acquired in 1971 from the Augustinian Order, who used the buildings as a seminary. The state took ownership and the structures were used as a prison and state police offices. Restroom, parking, and leashed dogs allowed.

Blue Star Non-Motorized Linear Trail- On September 25, 2014 Allegan County Board of Commissioners agreed to take ownership, upon completion of construction, of approximately 1.8 miles of the Blue Star Trail. This 1.8 miles is only a phase of a larger project to connect South Haven to Holland. The total project will be completed in approximately six phases and is being spearheaded by the Friends of the Blue Star Trail (FOTBST) organization. The Friends of the Blue Star Trail are raising the funds for construction and have created an endowment to cover future maintenance costs. Currently phase 1 (~1.5 miles) will be owned/operated by the City of Douglas, Phase 2 (~1.8) will be owned by Allegan County, and Phase 3 will be owned/ operated by Saugatuck Township. The Friends of the Blue Star Trail will not be seeking ownership of the Phases 4-6 until they have secured the funding for development and future maintenance.



Allegan State Game Area - is a 50,000-acre forest attracting campers, hikers, bikers snowmobilers, cross-country skiers, horse trail riders and hunters. It is located in west-central Allegan County, Michigan. One gateway is just west of the city of Allegan. It is more commonly referred to as Allegan Forest. The forest is a mixture, but largely hardwood. The Kalamazoo River flows through the northern portion. It is popular with canoeists and fisherman. Behind the Calkins Bridge Dam the Kalamazoo becomes the large, but shallow, Lake Allegan.

It has two primitive campgrounds, one owned by the state of Michigan but operated by Allegan County. **Ely Lake Campground** is on Ely Lake, a small inland lake. **Silver Creek Campground** is owned and operated by Allegan County. They both have picnic tables and fire pits at each campsite and vault toilets and water pump stations. Ely Lake, a non-motorized boat lake has a swimming beach and Silver Creek has a shallow spring-fed creek. They both welcome tent and hammock camping, as they are located in a heavily forested area. There are camping fees and reservations can be made. Silver Creek Campground also has a pavilion for day use with picnic tables and fire pits. Silver Creek Campground is in a good location for road biking as all the roads leading to Silver Creek are paved country roads, even though within the campground the roads are dirt.

West Side Park (Allegan County Parks) - Consists of 11 acres with 630 feet of beautiful beach on Lake Michigan. Picnic areas include plenty of picnic tables, two covered pavilions, two modern restroom buildings, a fenced playground and open field recreation area. It truly is a great place to see a beautiful Lake Michigan sunset.

New Richmond Bridge Park (Allegan County Parks) - Located at the historic village of New Richmond in the northwestern part of the county. The centerpiece of this historic park is a fully restored swing bridge which spans 400' across the Kalamazoo River. This swing bridge, which was originally built in 1879, was restored to its original splendor in 2004. It is listed in the National Register of Historic Places and connects park property on both the north and south sides of the river.

Another interesting feature of the park is that there is a very active railroad bridge that runs parallel to the swing bridge. The railroad bridge, which was built in 1907, is also a historic structure and was originally designed to swing at its center span to allow riverboat traffic to pass.

New Richmond Bridge Park includes five fishing piers, a half mile of boardwalk trails that run along the river and through the surrounding wetland areas, several interpretive signs, a new restroom building, a small picnic area and a completely redeveloped watercraft/boat launch and parking area.

Outdoor Discovery Center - founded in 1999, by Wildlife Unlimited of Allegan & Ottawa Counties, Inc. (a 20 year-old non-profit organization dedicated to restoring and perpetuating wildlife and habitat conservation and education) and the Ottawa Area Intermediate School District (OAISD). Wildlife Unlimited and the OAISD partnered to create the ODC to service outdoor educational and recreational needs in West Michigan.

The 100 acre parcel of land purchased by Wildlife Unlimited was an ideal site because of its diverse ecosystems. Since the land was in a post-agricultural state, being left fallow for 30 years, one of the first projects the ODC undertook was to restore the land to its pre-agricultural, early pre-settled Michigan condition. Thanks to land acquisitions since 1999, the ODC Nature Preserve has six naturally occurring, distinct ecosystems on its 135 acre site including: ponds, remnant dunes, wetlands, meadows, remnant prairies, and lowland hardwood forest.

The most recent land purchase included a 20 acre parcel with 18 acres of blueberry bushes that is along the northeast border of the property. The ODC Nature Preserve now encompasses 155 acres.

A list of other County sites is available at:

http://cms.allegancounty.org/sites/Office/Parks/SitePages/Home.aspx#.W_8PIts3mpo

5 – BARRIER FREE EVALUATION & UNIVERAL ACCESS

The ultimate goal is to provide recreation opportunities that include everyone. With the passage of the Americans with Disabilities Act of 1990 (ADA), all areas of public service and accommodation are subject to barrier-free requirements, including parks and recreation facilities and programs. This planning process should include methods to ensure that the City park and recreation system is accessible to persons with disabilities.

When looking at areas to determine their accessibility to all people, we started by asking these simple questions..... *Can a person who has a sight or hearing disability, uses a wheelchair, uses a walking aid such as crutches or braces, has a mental disability that affects learning and understanding, safely and independently:*

- *Get from the arrival place to the activity area?*
- *Do what others do in the area?*
- *Move around the area?*
- *How can this barrier be removed?*
- *If not, what is getting in the way?*

Universal Access

Another often overlooked category is Universal Access. This practice goes way beyond typical Americans with Disabilities Act (ADA) regulations to practice “common and equal experiences for all.” These concepts should be kept in the forefront as a prime consideration in the 5-year Master Plan and individual parks or projects as they develop and progress.

Type of Recreation Facility	Universal Access Design Considerations:
Archery range	<ul style="list-style-type: none"> ▪ All stations ▪ Route to retrieval area for each target ▪ Targets also usable with cross bows ▪ Arrow back stop to limit retrieval distance ▪ Maneuvering spaces to accommodate archers with shooting assistants
Beach	<ul style="list-style-type: none"> ▪ Routes over the beach and into the water, can be portable/temporary matting if it needs to be taken in and out for beach cleaning/dragging or in the off season ▪ Wide enough for side by side walking/passing ▪ At beach route end have an accessible area at the water’s edge large enough to park multiple chairs while the owners are in the water ▪ A transfer system at the water’s edge so people can get down to the ground level and into the water
Boardwalk wetland and water access	<ul style="list-style-type: none"> ▪ 6 feet min. width so two people can walk side by side or people can pass ▪ Edge treatment to prevent roll/step off ▪ If side rails are used, more than 25% must lowered for easy viewing in various places along the boardwalk ▪ Interpretive information in a variety of alternative formats such as auditory, large print, Braille, pictures, etc.
Campgrounds	<ul style="list-style-type: none"> ▪ All sites and amenities ▪ Accessible surface on all sites, including rustic sites ▪ Larger spaces to accommodate side lifts on campers and vehicles ▪ Accessible tables, grills and fire rings on all sites ▪ Centrally located restrooms on easy routes from each site
Camping Cabins and Yurts	<ul style="list-style-type: none"> ▪ Larger clear space and maneuvering spaces in between all furnishings, including when all are in use (beds, tables/chairs with people seated at the table, shelves within lowered reach ranges, lowered wall hooks, etc.) ▪ Larger clear space thoughtfully located for typical portable items such as coolers, luggage, equipment/food bins/tubs, etc.

Type of Recreation Facility	Universal Access Design Considerations:
Canoe/kayak/boat launch:	<ul style="list-style-type: none"> ▪ Wider route so someone can hand wheel boat on dolly to launch pulling boat next to them if they are in a wheelchair or two person carry down ▪ Accessible surface to water's edge and into water at launch ▪ More gentle slopes for easier entry and exit when hand wheeling a boat ▪ Some type of "rack" to stabilize boat at a transferable height then some type of mechanism/roller system to move, while seated in the boat, into the water Some means of transfer assistance such as overhead bars ▪ Some type of wench system to help pull boat out of water back into the rack to exit/transfer out. ▪ If there is a dock provide a transfer system on the dock so a person can be seated on the dock to transfer over to a boat in the water that is in some type of a stabilizer rack ▪ Adaptive kayaks available for use ▪ Shore station with a platform (instead of "V" rack) with a transfer system on the deck of the shore station, located next to a dock so someone could roll/get on the platform and lower it to the right level to transfer into a boat.
Fishing dock/pier and observation/viewing decks:	<ul style="list-style-type: none"> ▪ More than 25% of the rails are lowered in various locations or no rails at all with only an edge treatment to prevent roll off ▪ Sitting benches (all with backs and arm rests) scattered about so anglers can choose to sit or stand to fish ▪ Tackle box stands next to one bench end (not both) leaving one end clear space for sitting side by side with someone in a wheelchair ▪ A variety of fish landing cutaways strategically placed ▪ Variety of accessible opportunities—over-water fishing, shore fishing, in-water fishing, etc. ▪ Transition plates between access route and deck/pier
Nature center	<ul style="list-style-type: none"> ▪ All interpretive information in a variety of alternative formats such as auditory, large print, Braille, pictures, etc. ▪ Creative use of technology such as mp3 players for auditory descriptions (info. directly to the individual) closed loop assistive listening devices and closed circuit captioning of all interpretive presentations ▪ All displays at lowered heights for sitting or standing viewing ▪ All operating mechanisms that are operable with one hand and do not require tight/pinch/grasp/wrist twist to operate
Parking	<ul style="list-style-type: none"> ▪ More than minimum number of accessible spots ▪ Each connected directly to an accessible route to the park elements and NOT into the traffic flow ▪ Thoughtfully located nearest the activity entrance, which might require multiple lots
Picnic areas and elements: Pavilions, picnic tables, grills, fire rings, water pumps, etc.	<ul style="list-style-type: none"> ▪ All located on accessible routes ▪ All tables, grills, fire rings, water pumps, etc. accessible ▪ Level routes onto pavilions with no changes of level from path to pavilion surface ▪ Wider routes and clear space with firm surface so someone with mobility limits can easily move around the element (table, grill, etc.) ▪ A variety of table styles (clear sitting space on the side, extended table tops on the end) ▪ Some fixed tables to ensure they remain accessible (not moved off into a grassy or sandy area, etc.) ▪ Clear space all around each element so people can approach and use the grill, fire ring, etc. from the front, back and either side ▪ Grills you can lower/raise the cooking surface with one hand ▪ Raised fire building surfaces so you can place wood without learning too far over from a standing or seated position

Type of Recreation Facility	Universal Access Design Considerations:
Playgrounds	<ul style="list-style-type: none"> ▪ Ramps and transfers ▪ Has both ramp and transfer access to all play components ▪ Ramps to every “getting on spot” or “sit/stand & do it spot” of every play component ▪ Transfer system from the ground up to the main deck located near the exits of slides and climbers furthest from the ramp onto the structure ▪ Only unitary safety surface such as poured-in-place or rubber tiles NOT any loose fill materials likes shredded rubber, wood chips, engineered wood fiber, or any other non-unitary surface material ▪ On deck transfer platform at the entry point of every slide ▪ On deck transfer platform with one open transfer side and one side with transfer steps to every entry/exit point of every climber, so kids climbing up can get down to the deck to move to another component, as they may have left an assistive device at the ground ▪ A good variety of things to manipulate that make noise or music, have high contrast/bright colors, games that two kids can play (to foster social interaction), Braille and sign language panels to teach awareness, easy to operate with just one hand with a whole fist (does not require tight/pinch/grasp/wrist twist to operate) ▪ Different high contrast colors for decks versus transfers so kids with low vision can perceive a change in level ▪ Play panels are located at heights so they can be used from a seated position or standing
Restrooms	<ul style="list-style-type: none"> ▪ More than the minimum number of accessible units ▪ Multiple unisex/single user toilet rooms/units so opposite sex care givers can assist; also good for parents of young children of the opposite sex so kids aren’t sent alone into the multi-user restroom ▪ Thoughtfully located near areas of activity such as play areas, beaches, fishing piers, etc. ▪ Accessible door pulls and water faucet handles - all accessible port-a-johns, again big enough for individual use or care giver/parental assistance.
Skiing/sledding hill	<ul style="list-style-type: none"> ▪ Accessible route to top (no steps), possibly using a “magic carpet” lift ▪ Level surface for sled mounting at hill top ▪ If staffed, provide ATV transport or have policy that allows personal ATV use <p style="text-align: center;">Transfer at hill bottom to help transfer</p>
<p>Sports fields/courts</p> <p>Fields: soccer, football, baseball, etc.</p> <p>Courts: tennis, basketball, bocce, horseshoes, etc.</p> <p>Other: skate parks, frisbee golf</p>	<ul style="list-style-type: none"> ▪ Routes to both sides of all fields and courts, not just end zones ▪ Accessible seating spaces both ground level and elevated if risers/bleachers are provided ▪ Accessible seating spaces scattered throughout all viewing areas and levels with companion seating on both sides of the space ▪ All lowered service windows at all concession areas ▪ Wider gate openings into court areas (tennis, bocce, basketball) and skate parks to accommodate wider sports wheelchairs ▪ Routes to both horseshoe pits and along both sides of the route between pits ▪ Level routes onto bocce courts with sitting benches at both ends

Type of Recreation Facility	Universal Access Design Considerations:
Trail: nature trail, walkway, pathway, etc (Con't)	<ul style="list-style-type: none"> ▪ Multi-use trail - 8 feet, with slopes under 2%, wider width so two people can walk side by side or people can pass ▪ Walkways within a site – at least 6 feet wide and have slopes under 2% ▪ Regional trail system - at least 10 feet wide, with 1 foot buffers on either side, with slopes under 2% ▪ Unitary surface like concrete, boardwalk or asphalt, crushed aggregate/screenings that have been “stabilized” or natural soils enhanced with soil stabilizers ▪ Transition plates between trail and pedestrian bridges, decks, etc. ▪ Contrasting color treatment of the surface and textured surface treatments such as brushed concrete at intersections or interpretive stations to cue people who have vision impairments that there is something to pay attention to at that spot ▪ Close to level cross slopes (side to side) and very gentle running slopes, no steep sections, larger (greater than 60” X 60”)level areas at all turns and intersections ▪ Thoughtfully laid out on the site to maximize the experience with minimal difficulty ▪ Accessible amenities such as benches, restrooms, drinking fountains, etc.

Common components that need to be looked at to answer these basic questions include: parking, paths of travel from parking, street or sidewalk to activity areas, the activity areas themselves, signage, support facilities such as restrooms, surfacing, and communications required for recreation programs and general use of a facility or area. The existing parks were evaluated on the following criteria and scored 1-5.

5- Facility is fully accessible. Features and facilities meet and exceed the Uniform Building Code and take into consideration Universal Design principles. Main elements such as the washrooms, entrances, parking, and amenities are barrier free.

4- Majority of the facility is accessible; however there are some accessibility barriers. Some improvements are needed to make the facility fully accessible.

3- Facility is partially accessible. Barriers exist to fully accessing the facility and an alternate facility may be necessary.

2- Facility has limited accessibility. Multiple barriers exist to fully accessing the facility and an alternate facility may be necessary.

1- Facility has poor accessibility. Accessibility barriers may exist at entranceway, recreation area

Summary of Park Accessibility

Based on site visit and observations during the park tours with stakeholders and by staff at F&V, the following improvements will be necessary to improve universal access at the existing facilities:

Oval Beach Park - Facility is partially accessible. Barriers exist to fully accessing the facility and an alternate facility may be necessary to access the Lake Michigan shoreline. Restrooms in need of modifications to toilet stall size to improve universal access. Playground surfacing does not comply with universally accessible surface and playground equipment should be evaluated for current conformance to safety and ADA standards several picnic tables are placed in sand areas and need walks that conform to Universal Access guidelines included in this section. **Overall rating – 3**

Mt. Baldhead - Facility has limited accessibility. Multiple barriers exist to fully accessing the facility and an alternate facility may be necessary. Restrooms are in need of total reconstruction to improve universal access. Universally accessible walks lacking to provide accessible route from parking to the existing pavilion. The viewing dock decking and rail along the Kalamazoo River are reaching the end of their useful life-cycle and in need of replacement in the near future. The pavilion, restroom building and gravel parking areas as well as access to the viewing dock are very deficient in ADA compliance. **Overall rating -1**

Coghlin Park - Facility is partially accessible. Barriers exist to fully accessing the facility and an alternate facility may be necessary. ADA parking is not designated. ADA walks exist on perimeter and connect to existing shelter. **Overall rating -3**

Jones Park – Completed in 2014, the half-acre park was improved with the addition of brick sidewalks, benches, plaque commemoration, landscaping and the refurbished interurban information building. Only general maintenance is expected for the foreseeable future. **Overall rating -4**

Village Square - 2.5 acre centrally located park at the three corners of the intersection of Butler and Main Street. The park has both active and passive zones with the northwest corner of the park containing the Children’s playground and serves as the site of Memorial Day/Veterans Day festivities. The playground equipment is nearing end of its useful lifecycle and maintenance is becoming increasingly challenging with lack of replacement parts being readily available. Playground surfacing does not comply with universally accessible surface and playground equipment should be evaluated for current conformance to safety. The southwest section of the park is more passive in use and contains an accessible walking path, benches and statuary art. The east section of the park contains a tennis court, basketball court, bike racks and accessible restrooms with a drinking fountain. There is also a pedestrian walk connection to Griffith Street. Consensus by stakeholders was that the tennis court and basketball court are under-utilized and new uses should be explored. **Overall rating -3**

Peterson Nature Preserve - Primarily classified as natural area/open space with very few amenities, no recommendations for short term improvements are planned in the near future. **Overall rating -1**

Willow Park - The existing elevated wooden boardwalk with benches offers fishing opportunities as well as scenic views along the Kalamazoo River. The elevated boardwalk decking and rails are reaching end of their effective life-cycle and replacement will be necessary in the near future. The boardwalk has one accessible route while second route has series of wooden steps. ADA parking is located on the adjacent road. **Overall rating -3**

Wicks Park – Existing restroom and Picnic Gazebo require some modification/improvement’s to meet ADA. Restrooms may be modified as unisex single stall restrooms to eliminate non-conforming partitions and fixtures. Picnic Gazebo requires ADA ramp and landings to be in accessible compliance. The gazebo is not very conducive to facilitate music in the park events from an acoustical or logistical stand point. ADA parking is not designated. ADA walks exist on perimeter and along the Kalamazoo River. **Overall rating -2**

Cook Park - Facility has limited accessibility. Multiple barriers exist to fully accessing the facility and an alternate facility may be necessary. ADA parking is not designated and lacks accessible walk to Kalamazoo River. **Overall rating -2**

Rose Garden Park – Located in the heart of the downtown area, the park features an accessible walk that winds through roses and other planted gardens. **Overall rating -4**

Saugatuck Harbour Natural Area - Primarily classified as natural area/open space with very few amenities, no recommendations for short term improvements are planned in the near future. **Overall rating -1**

Park Name	Oval beach	Mt. Baldhead	Coghlin Park	Jones Park	Village Square	Peterson Preserve	Willow Park	Wicks Park	Cook Park	Rose Park	Saugatuck Harbour Natural Area
Accessibility*	3	1	3	4	3	1	3	2	2	4	1

6 – RECREATIONAL PROGRAMS

Recreational programs are handled by the various governmental units and other agencies and organizations. The Community Recreation Programs offered by Saugatuck Public Schools include the following:

- Youth Soccer Leagues U-6
- Youth Soccer Leagues U-8
- Youth Soccer Leagues U-10
- Youth Soccer Leagues U-12
- Youth Soccer Leagues U-14
- Start Smart Soccer
- Youth Baseball Boys Minors
- Youth Baseball Boys Majors
- Youth Baseball Boys Juniors
- Youth Baseball Boys Seniors
- Youth Softball Girls Minors
- Youth Softball Girls Majors
- Youth Softball Girls Juniors
- Youth Softball Girls Seniors
- Start Smart Baseball
- Youth T-Ball
- Men’s Adult Softball Leagues
- Coed Adult Softball Leagues
- Youth Football League Grades 3&4
- Youth Football League Grades 5&6
- Flag Football League Grade K-2
- Summer Swimming Lessons Level 1
- Summer Swimming Lessons Level 3
- Summer Swimming Lessons Level 4
- Youth Tennis Lessons
- Adult Tennis Lessons
- Summer Swimming Lessons Level 2





- Start Smart Multi Sport Program
- Youth Basketball Leagues Grades K&1
- Youth Basketball Leagues Grade 2
- Girls Basketball League Grades 3&4
- Girls Basketball Grades 5&6
- Girls Basketball League Grades 7&8
- Boys Basketball League Grades 3&4
- Boys Basketball League Grades 5&6
- Boys Basketball League Grades 7&8
- Adult Basketball Leagues
- Adult Volleyball Leagues
- Youth Volleyball Clinic
- Volleyball League Grades 5&6
- Youth Cheerleading
- Youth Track Camp
- Baseball Skills Camp
- Softball Skills Camp
- Rocket Football Mini Camp
- Youth Archery
- Martial Arts – Sanchin Ryu Instruction
- Ski Club
- Senior Hiking Club
- Senior Tennis
- Adult Golf Lessons
- Youth Golf Lessons
- Sailing Classes
- Blue Star Bridge Walk

Participation

Saugatuck Public Schools Community Recreation has a high percentage of participation within the school system. In a study done in 2006 to apply for Blue Ribbon School Status it showed that 87% of the entire student body at Douglas Elementary School has participated in at least one Community Recreation Activity in the last two years. It also showed that there are estimated 1,750 total participants annually.

Sample of Programs	Participant # 2002	Participant # 2013
Baseball & Softball	218	244
K-2 Basketball	29	43
Saturday Morning Basketball	65	120
Fall Soccer	102	108
Rocket Football	36	51
Cheerleading	0	30
Tennis Lessons	9	22
Swimming Lessons	93	58 (summer only)
Ski Club	30	108
TOTAL	582	784

7- PAST GRANT STATUS

Following is a Grant Inventory and breakdown of past park development and acquisition projects grant funds and local match.

<u>Funding Program</u>	<u>Grant No.</u>	<u>Status</u>	<u>Description</u>	<u>Award/Match Amount</u>	<u>Year</u>
LWCF	26-01023 J2	Closed	Develop a portion of Mt. Baldhead Park to include: river viewing deck, furniture, graphics, landscaping & permanent LWCF sign.	\$15,110/ N/A	Legacy
MNRTF	BF89-185	Closed	Oval Beach - Demolish existing concession. Construct concession and multi-purpose buildings.	\$62,500/ N/A	1989
MNRTF	BF91-310	Closed	Oval Beach - Enclose roofed area for sale of snack foods and rental of swimming and other beach supplies. Also basketball court and other recreation equipment.	\$41,250/ \$41,250	1991
MNRTF	TF03-115	Withdrawn	Acquire in fee simple title 161 acres of high quality natural dune land and wetlands with 3,650 feet of Lake Michigan frontage, 1600 feet of Kalamazoo River frontage and 4,452 feet of Oxbow Lake frontage. Site includes populations of at least four rare species.	\$900,000/ \$3,763,000	2003
MNRTF	TF04-105	Withdrawn	Denison South - Phase I of three phases to acquire in fee simple 161 acres of high quality natural dune land and wetlands with 3,650 feet of Lake Michigan frontage, 1600 feet of Kalamazoo River frontage and 4,452 feet of Oxbow Lake frontage. Site includes populations of at least four rare species.	\$3,566,700/ \$3,763,000	2004
MNRTF	TF07-036	Closed	Mt. Baldhead Stairway - Improvements to 100-acre park comprised of critical sand dune with 450 feet of frontage on the Kalamazoo River and scenic views of Lake Michigan to include replacement of obsolete dune staircase.	\$63,800/ \$81,200	2007
MNRTF	TF09-001	Closed	Phase I of a three phase project to acquire a 171-acre parcel adjacent to Oval Beach City Park to be managed as a natural area open to non-motorized recreation.	\$3,500,000/ \$2,150,000	2009
MNRTF	TF10-057	Closed	Phase II and III of acquisition of 171-acre Lake Michigan parcel adjacent to Oval Beach City Park to be managed as a natural area open to non-motorized recreation.	\$7,000,000/ 0	2010

LWCF- MDNR Land & Water Conservation Fund

MNRTF- MDNR Michigan Natural Resources Trust Fund

SECTION C – DESCRIPTION OF PLANNING PROCESS

Community recreational facilities cannot be effectively provided without some basis from which the type, quantity, location, need, and priority for that facility have been determined. Several methods for determining a community's recreation needs and priorities have been identified. These include observed use levels for existing facilities, comparisons of recreational facilities between similar communities, unique opportunities for certain types of facilities, guidelines or standards based on quantity per population, and projected population growth.

Existing recreation opportunities can be compared to recreation standards to determine deficiencies. However, great care must be taken to apply common sense and knowledge of the community. These standards will be used only in conjunction with other methods to determine recreation deficiencies and priorities.

It is highly recommended that additional effort be put forth to solicit comments from residents in close vicinity to or who may be negatively impacted by future projects. A draft copy of this plan was placed on file at the City Hall and a public notice was placed in the local newspaper to invite further public comment on the plan. Public review and comment were done when this plan was in its draft stage.

For this Recreation Plan, a public strategic planning workshop and site tour were facilitated by the City, City Staff and planning consultant on August 30, 2016. Numerous community stakeholders also participated in the parks tour. A summary of the site visit observations is included in the appendix.

To further gather input, the City of Saugatuck published an on-line community wide survey from mid-October to November 15, 2017 to further gather community input. The City realizes on-line surveys have great potential for results to be skewed due to the fact anyone, regardless of residence, can complete the on-line survey multiple times or certain special interest groups can load the survey results to achieve a desired outcome. The total number of respondents was 249 for the on-line survey. Typically the number of respondents for a survey for a community the size of roughly 2,000 for Saugatuck & Douglas would rate out to at 90% rating with a 5% margin of error. With this response rate, the intent is to supplement the observations garnered from the stakeholder parks tour to further attempt to verify, validate and to reinforce the community's wants needs and desires based ultimately on financial capacity of the City. A summary of the on-line surveys are included in the appendix.

On January 18, 2017 the City Council held a workshop meeting for the purpose of a strategic planning process to receive direct input from key individuals within the community relative to the identification and ranking of the community's current recreation needs. The issues and needs were identified and discussed at the workshop and are incorporated into this document and the revised site master plans for the respective parks. The information contained in the draft report was presented to the City Council at a public hearing on March 13, 2017 to further allow public comment to discuss the issues and needs of the community.

On January 10, 2019 the City Council held a workshop meeting A, after the 30-day review period, to receive direct input from key individuals within the community relative to the identification and ranking of the community's current recreation needs.

On January 28, 2019 at the regularly scheduled meeting of the City of Saugatuck City Council, the amended 5 year plan was formally adopted. Meeting minutes and resolution are attached (see appendix).

SECTION E – ACTION PROGRAM, CAPITAL IMPROVEMENT SCHEDULE AND RATIONALE

In defining the action program, the formulation of community goals and objectives for the provision of recreation is a vital component. The goals and objectives represent the purposes for a community's role in providing recreation to its residents as well as outlining the direction that the community's effort should take in the long term. Goals are the general targets for which a community aims for, while objectives are the specific steps that can be taken towards that goal. A recreation plan identifies those actions that can be undertaken to implement the objectives and fulfill the community's goals.

The goals and objectives for the City in meeting the recreation needs of residents are outlined below.

GOALS AND OBJECTIVES

Goal 1

Provide comprehensive community based recreation opportunities that improve the overall quality of life for all City of Saugatuck area residents.

Objectives:

The various input received from the community during this planning process has provided many suggestions for improvements in our park facilities and recreational programs. The City of Saugatuck will continue to use these suggestions to guide their planning for the future.

Potential Actions:

- A. Continue to add amenities and support facilities to current City of Saugatuck park facilities based upon community input and current needs of the community.
- B. Provide recreational opportunities for people with disabilities.
- C. Insure, where feasible, improvements and upgrades to existing park facilities are handicap accessible.
- D. Construct restroom facilities, play areas, ADA parking, picnic facilities and other recreational facilities as priority items identified in community workshops.
- E. Promote low impact development practices as well as low water and native planting restoration whenever practical especially in the addition of bioswales, rain gardens and stabilization plantings in areas of erosion.
- F. Look at options for improving educational and interpretive signage in all the parks including signs for persons of various disabilities.

Goal 2

Provide quality leisure time activities with special consideration given to improve health and fitness.

Objectives:

The Community's recreational facilities and programs offer the community an opportunity to enjoy nature and take part in activities that will improve health and fitness. The City of Saugatuck community realizes the importance of providing top quality park facilities and programs and also would like to continue to improve the health and fitness of its residents.

Potential Actions:

- A. Provide both passive and active programming for a variety of ages and abilities of the population.
- B. Add recreational facilities based upon recreation trends and input from the community.
- C. Encourage new “walk-able” residential developments and promote the development of non-motorized transportation facilities within and between new and existing developments.

Goal 3

Provide additional non-motorized trails for recreational and transportation use.

Objectives:

Providing the community with trail system which is our “safe highway” across the community connecting our schools, parks and the downtown district is a high priority in our community.

Potential Actions:

- A. Create an accessible trail system in the City of Saugatuck area with a focus on continuing to connect our existing parks, neighbors and destination points.
- B. Connect a future City of Saugatuck’s trail system to neighboring communities.
- C. Explore cooperative effort with the surrounding communities to promote, manage, oversee, plan and seek joint funding for trails in the regional area and to avoid duplication of efforts and to enhance the connect-ability of the trails and ensure the best regional outcomes.
- D. Develop system of wayfinding signage to aid users in navigating and utilizing park facilities

Goal 4

Provide recreation opportunities that focus and take advantage of City of Saugatuck area water resources.

Objectives:

Many residents have commented on the parks in City of Saugatuck which utilize the Kalamazoo River and Lake Michigan as a focal point. This can be very important to local residents as well as those interested in visiting the community. The waterfront recreational opportunities can be seen as an economic development tool.

Potential Actions:

- A. Develop opportunities with other agencies in our community to educate our residents about our local natural resources.
- B. Enhance access, viewing, picnicking, walking, fishing, canoeing and kayaking opportunities along the Kalamazoo River.
- C. Enhance and expand our use of our natural resources for festivals and special events.
- D. Promote stormwater run-off quality control measures to improve water habitat for fish.
- E. Improve ADA accessibility to all the parks with the addition of ADA accessible pathways and restroom facilities where appropriate.
- F. Explore options for camera surveillance system to reduce vandalism and improve safety.

Goal 5

ACQUIRE AND RETAIN PUBLIC LAND FOR FUTURE GENERATIONS.

Objectives:

As the City of Saugatuck community continues to grow and more land is developed, our local officials need to be conscious of the need for acquiring additional park land as it becomes available.

Potential Actions:

- A. Retain existing parkland and acquire new public lands to meet the future recreational needs of the community.
- B. Preserve and protect open space, wetlands, floodplains, steep slopes, woodlands, environmental quality and other important natural features in the City of Saugatuck area.
- C. Preserve and protect important agricultural lands.
- D. Develop programs for evaluating future land acquisition.
- E. Preserve floodplains and wetlands for recreation purposes whenever possible.
- F. Acquire property adjacent to existing park properties whenever possible to allow for the greatest flexibility and offer economy of sharing infrastructure when expanding or adding recreation activities to existing dedicated parklands.

Goal 6

CREATE COMMUNITY AWARENESS OF CITY OF SAUGATUCK RECREATIONAL OPPORTUNITIES AND PROMOTE THEM TO OUR LOCAL CITIZENS AS WELL AS TO VISITORS OF THE COMMUNITY.

Objectives:

Make residents and visitors aware of all the parks that were available in our local community.

Potential Actions:

- A. Develop additional print and web based media to describe existing recreational opportunities available to the residents of our service area.
- B. Develop additional print and web based media to describe and highlight our existing park facilities.

Goal 7

DEVELOP A SYSTEM OF PARK FACILITIES THAT PROMOTE FOUR SEASON USE.

Objectives:

Provide residents with opportunities for recreation that provide multiple seasons of use within the City and the respective park facilities.

Potential Actions:

- A. Construct compatible yet diverse uses within the parks that promote spring, summer, fall and winter uses.
- B. Explore options for all-season facilities such as warming shelters and restrooms in the parks as appropriate.
- C. Review options for winter ice skating area.
- D. Explore options for recreational programs with the area schools.

Goal 8

CONTINUE THE IMPROVEMENT AND DEVELOPMENT OF UNIVERSAL DESIGN CONCEPTS AT ANY AND ALL CITY PARK LOCATIONS IN ACCORDANCE A SPECIFIC PARK’S DEVELOPMENT MASTER PLAN.

Objectives:

Develop new and expanded facilities and programs at the park including new restrooms, picnic facilities, paved parking, walking paths, new play equipment and lighting.

Potential Actions

- A. Provide for improved restroom facilities at Oval Beach, Mount Baldhead, Wicks Park and Coghlin Park.
- B. Provide for universally accessible play areas, picnic facilities and shelters where appropriate.
- C. Provide for paved parking areas and trails to provide barrier-free access to all areas.
- D. Provide additional non-motorized trails to better connect community destinations and areas.
- E. Improve signage for any visually or physically impaired park users. This would include displays with audio features offered by QR codes that can be accessed by mobile phones and tablets.

Goal 9

TO ENHANCE THE QUALITY OF LIFE IN THE CITY BY PROVIDING MULTI-GENERATIONAL, FULLY ACCESSIBLE AND SAFE RECREATIONAL FACILITIES THAT ARE RESPONSIVE TO THE NEEDS OF ALL RESIDENTS WITH HIGH QUALITY RECREATIONAL FACILITIES THAT EFFICIENTLY UTILIZE AVAILABLE RESOURCES.

Objectives

- A. Develop a variety of recreational facilities that reflect the changing and diverse needs of the City residents.
- B. Improve existing recreational facilities to more effectively fulfill the needs of City residents and to encourage regular use of these facilities.
- C. Develop certain recreational facilities as identified by the survey and needs assessment and establish priorities for their development.
- D. Utilize design, construction, and maintenance practices that maximize the benefits provided for the resources expended.
- E. Plan improvements that offer both active and passive recreation opportunities.
- F. Develop unique recreational opportunities for elderly and physically challenged citizens. Every recreational opportunity should be fully accessible to all individuals whenever possible.
- G. Provide play areas that are in conformance with the “Playground Equipment Safety Act”.

Goal 10

CREATE NEW PARTNERSHIPS AND COLLABORATION.

Objectives:

As Michigan continues to struggle it is important to take advantage of collaborations and partnerships as a cost effective way to offer recreational programs in the community.

Potential Actions:

- A. Coordinate existing recreational projects and programs with the Saugatuck Area School District, City of the Village of Douglas, Saugatuck Township, Allegan County, MDOT, and volunteer groups and look for ways to utilize existing facilities as well as expanding recreational programs as new facilities are developed.
- B. Encourage the cooperation and participation of adjacent communities in reviewing recreational resources to avoid duplication of facilities and services and look for opportunities to share maintenance in an effort to combine resources.
- C. Utilize public and private sector cooperation in the promotion of recreation and the improvement of recreational opportunities.
- D. Encourage the participation of volunteers in the development of recreational facilities.

Goal 11

TO PROVIDE RECREATIONAL OPPORTUNITIES THAT PRESERVE AND PROTECT THE NATURAL AND HISTORICAL FEATURES WITHIN THE CITY.

Objectives

- A. Identify and inventory those natural and historical features that reflect the unique character of the City.
- B. Minimize the impact of recreational activities on the integrity of the City's natural and historical resources.
- C. Take advantage of the extensive Kalamazoo River and Lake Michigan frontage for recreational development and preservation.
- D. Purchase waterfront or green space properties as opportunities arise.

Goal 12

TO CONTINUALLY IMPROVE THE QUALITY OF AND THE OPPORTUNITIES FOR RECREATION IN THE CITY BY REASSESSING COMMUNITY RECREATION NEEDS, TRENDS, AND CHARACTERISTICS.

Objectives

- A. Periodically update this Recreation Plan.
- B. Develop an expanded survey to ensure public needs and desires in areas of parks & recreation.
- C. Expand and develop community park advocates through the ongoing efforts the existing parks & recreation advisory board.
- D. Provide opportunities for the involvement of City residents in the identification, selection, and development of recreational facilities.

- E. Monitor the effectiveness of the City’s efforts in fulfilling identified goals and objectives by providing opportunities for City residents to evaluate the progress of recreational development.
- F. Monitor the effectiveness of the City’s efforts in providing fully accessible opportunities for City residents.
- G. Facilitate regular meetings of a Park & Recreation Advisory Committee.

RECOMMENDED ACTIONS

A variety of factors, including community characteristics, population trends, existing recreation facilities, and identified recreation needs, contribute to the formulation of specific recommendations for plan implementation. These specific recommendations represent the actions that can be undertaken to achieve the objectives that have been directed towards a community’s recreation goals. These recommended actions also represent the substance and purpose of a recreation plan - the development of a strategy for effectively closing the gap between existing recreation opportunities and recreation needs. A general statement can be made that all of the properties currently operated as park facilities in the City should strive to have basic facilities such as paved parking areas, paved walks and restroom facilities. Some areas also ADA accessible walks that is a concern regarding ADA accessibility at the other City owned parks.

Based on workshops, public surveys, City Council and City staff input, the following is a prioritization of park improvements in 2019-2023.

CITY OF SAUGATUCK PARK PROJECT PRIORITIZATION WORKSHEET							
LOCATION	PROJECT DESCRIPTION	EST. COST	Scoring Values (Rate 1 to 5) (Low =1/High =5)				
			1	2	3	4	5
Oval Beach	Restroom, concession, parking expansion, utility improvements	\$1,427,000	1	1	2	2	1
Oval Beach	Free Standing Storage Building	\$30,000	1	1	2	1	2
Mt. Baldhead	Restroom Renovation	\$135,000	1		3	1	2
Mt. Baldhead	Parking lot Site Redevelopment	\$250,000	1	2	1	1	2
Mt. Baldhead	Reconstruct Kalamazoo River Viewing Deck	\$80,000		3	2	2	
Mt. Baldhead	Reconstruct Picnic Pavilion	\$25,000	2	2		3	
Mt. Baldhead	Removal of Radar Building (US Army may be responsible for some cost)	\$145,000	2		2	2	1
Mt. Baldhead	Upper Deck Renovation	\$32,000			2	4	1
Coghlin Park	Shoppers Dock/Kayak Docking Improvements	\$135,000		1	1	1	6
Coghlin Park	Restroom Building	\$135,000	1				2
Village Square	Playground Equipment Replacement	\$175,000		5		1	4
Village Square	Development of New Use Areas	\$250,000	3		1	2	
Wicks Park	Restroom Reconstruction	\$135,000	1	1	2	2	

The highest priorities identified are improvements to Coghlin Park, specifically the upgrades to the shoppers dock boat facility. Second is the Mt. Baldhead Park with the reconstruction of the upper deck as well as potential parking and restroom improvements, third storage building expansion at Oval Beach and fourth the Oval Beach Restroom/Concessions/Shower Building Improvements. As grant opportunities come up, these priorities may need to be adjusted to take advantage of funding opportunities. The keys beyond the specific projects are the parks identified as priorities. They include Coghlin Park, Oval Beach, Mt. Baldhead, Village Square Park and Wicks Park as priorities. These parks were identified as priorities under the community survey as well.

The following recommendation and capital improvement schedule outlines and assigns relative priorities to activities and projects that can be implemented in both the short-term and long-range future to improve recreational opportunities in the City. Those activities and projects that can be undertaken during the five-year planning period (2019-2023) have been summarized in a Capital Improvement Program Schedule (**Table 4**). This schedule includes basic cost estimates as well as possible funding sources for each suggested project.

While these projects are recommended for implementation during the planning period, they are highly dependent upon financial and administrative feasibility. The projects may rise or fall being on unique opportunities for funding and it is not meant to be affixed and rigid sequence. It is also suggested that the City take advantage of any unscheduled opportunities that may arise. Such opportunities can be evaluated and included in this plan as an amendment to the schedule.

TABLE 4
Capital Improvement Schedule**

Year	Project	Est. Cost	Justification	Funding Source
2019	Coghlin Park Shoppers Dock	\$180,000	Goals 1,2,4,7,8	\$90,000 MDNR Waterways \$90,000 Local Match Donations/Foundation
2020	Mt. Baldhead Improvements- Parking, restroom, upper level deck renovations	\$385,000	Goals 1,2,4,6,7,8,9,12	\$150,000 MDNR Passport Program \$150,000 Local Match 85,000 – Other Grant Funding Donations/Foundation
2021	Oval Beach Phase One – Storage Building	\$30,000	Goals 4,6,7,12	\$30,000 local
2022	Oval Beach Phase Two Restroom/Concessions/ Shower Building and playground Improvements	\$600,000	Goals 1,2,4,6,7,8,9,12	\$300,000 MNRTF \$300,000 Local Match Donations/Foundation
2023	Recreation Plan Update	\$4,900	Goal 11	\$4,900 local

Abbreviations

MDNR - Michigan Department of Natural Resources
LWCF - Land and Water Conservation Fund
TAP -Transportation Alternatives Program

MDOT – Michigan Department of Transportation
MNRTF- Michigan Natural Resources Trust Fund

**The above Capital Improvement Schedule is intended to be a guide for the City of Saugatuck officials on all future recreational and parks projects within the City. It is an advisory snapshot to serve as a starting point for engineering studies, cost analysis, and to help engage public involvement. It is not intended a rigid by the numbers list, but to be fluid to take advantage of unique opportunities that may arise and require the above schedule and dollar amounts to be amended. It is dependent on financial feasibility (tax payer capacity) of projects, local available funds and the necessity of successfully obtaining grant funding to aid in development of the CIP.

FINANCING MECHANISMS

The following paragraphs briefly outline existing sources of funds for financing the future recreational improvements in the City.

1. *General Funds*

The City's general fund has been the primary source of funds for operating and maintaining its current facilities. Future site improvements, acquisition, and development will remain dependent on these tax-supported funds, as will the continued operation and maintenance of these facilities. Consequently, recreation planning has to be coordinated with the yearly budgeting process for the City's general funds.

2. *Donations and Gifts*

The availability of donated land, labor, equipment, and funds from individuals and organizations is an attractive and effective way to improve recreational opportunities in The City. Over the past few years, several groups and individuals have contributed significantly. Such support should be encouraged to continue.

3. *Multi-jurisdictional Funding*

One of the primary goals of establishing a trail authority comprised of adjacent communities would be to establish a joint source of funding for acquisition, development and maintenance of multi-jurisdictional trail projects. It is too premature to discuss levels or formulas for financial participation/contribution, but by forming such a coalition, the individual units of government will collectively be in a stronger position in seeking future matching grants than if pursuing projects individually.

4. *Non-local Financial Assistance*

Many communities seek outside sources of funds to supplement their local sources when providing recreational improvements. There are several programs administered by the Michigan Department of Natural Resources (MDNR) that can provide some financial assistance to local recreation projects. Funding amounts available to communities vary from year to year depending on Federal support and State legislative agendas.

The Transportation Alternatives Program (TAP) is a competitive grant program administered by the Michigan Department of Transportation that funds projects such as nonmotorized paths, streetscapes, and historic preservation of transportation facilities that enhance Michigan's intermodal transportation system and provide safe alternative transportation options. These investments support place-based economic development by offering transportation choices, promoting walkability and improving the quality of life. The program uses Federal Transportation Funds designated by Congress for these types of activities. Some key information on the TA program is as follows:

- Funding will be reduced from the current \$23 million a year to \$14-16 million a year. Project funding will be more competitive than previously with the average per capita award in the \$44-50 per person range.
- Minimum match is still 20% however historic average is 34% and the 2011 average was 44% local match to grant. Any project request for over \$2,000,000 total project cost must be 50%-50%. The most favorable grant request will likely be in the \$500,000 range.

- Regional Trails will still be a priority, as will urban area streetscapes. Museums and historic preservation projects will be phased out for funding consideration.
- Preliminary grant application review with regional staff is encouraged to determine competitive nature of project and gather suggestions from TE staff. Project narratives should focus on intermodal transportation opportunities as they relate to the larger picture in the community, traffic calming, improving safety and improving water quality through best management practices.

The **Michigan Natural Resources Trust Fund (MNRTF)** is administered by the MDNR. The MNRTF program utilizes the royalties from oil, gas, and other mineral developments on state-owned lands to help finance the acquisition and the development of outdoor recreation facilities. The CMI program is the result of the passage of Proposal C of 1998.

Any unit of government, including school districts, may apply for grants to develop or acquire land(s) for public recreation or resource protection purposes. Application forms are available on February 1 of each year. The application deadlines are April 1 and September 1, of each year. The MDNR submits a list of recommended projects to the legislature the following January and funds are available after legislative appropriation, usually the following fall.

All local units of government must provide a local match of at least 25 percent of total project costs. For **MNRTF** development projects, the minimum funding request is \$15,000, and the maximum is \$300,000. Proposals must be for outdoor recreation or resource protection purposes. Outdoor recreation support buildings and other facilities are eligible for development funding, as is the renovation of existing recreation facilities.

All applicants must have a current DNR-approved community recreation plan, documenting the need for project proposal.

In addition, any private individual may nominate land for public acquisition under this program. All nominations are reviewed by the MDNR for possible acquisition and the landowner is not required to be the person nominating a parcel of land for public acquisition. Nomination forms are available at any time from the DNR Recreation Division, and may be submitted to the Department year round.

The Federal Land and Water Conservation Fund (**LWCF**) program makes money available to the States for land acquisition and development of outdoor recreation facilities. From 1965 to 1996, the Department of Natural Resources (DNR) received over \$100 million in LWCF assistance for more than 1,500 projects, over 1,100 of which have been grants to local governments. The objective is to provide grants to local units of government and to the State to acquire and develop land for outdoor recreation.

Applications are evaluated on established criteria including project need, capability of applicant, and site and project quality. At least 50 percent match on either acquisition or development projects is required from local government applicants with a \$30,000 minimum and \$100,000 maximum funding limit. The Michigan Department of Natural Resources (MDNR) makes recommendations to the National Park Service (NPS), which grants final approval. Criteria are spelled out in the "Recreation Grants Selection Process" booklet given to all applicants.

PA 32 of 2010 created the Local Public Recreation Facilities Fund to be used for the development of public recreation facilities for local units of government. Money for this fund is derived from the sale of the **Recreation Passport** which replaces the resident Motor Vehicle Permit (MVP) — or window sticker — for state park entrance. The passport will be required for entry to state parks, recreation areas and boating access sites. Ten percent of remaining revenue will be used to fund the **Recreation Passport**

local grant program. A 25% minimum local match is required for the Passport grant program with a maximum grant amount of \$150,000 and a minimum of \$7,500.

The grant program may only be used for local development projects. The program is focused on renovating and improving existing parks, but the development of new parks is eligible. In addition, projects must fulfill the following requirements in order to be eligible:

- Current annual capital improvement plan (CIP) – plan must include the proposed project. If your community does not have a CIP, you must have a current approved recreation plan on file with the DNR.

Organizations with an interest in developing fishing conditions in their areas may be able to get financial assistance from a program established through the ***State Game and Fish Protection Fund***.

This fishing development grant is offered through the MDNR and can be as much as \$200,000 annually, in cash or in-kind services. Projects eligible for funding include: culvert modifications for improved stream flow; livestock or sheet erosion control projects; the development of spawning riffles, fish cover structures, or spawning reefs; and the construction of fishing piers and rough fish barriers.

The MDNR accepts grant proposals from organized fishing groups and local units of government. In all cases, projects are able to approach other sources such as the federal government for additional matching funds.

The ***Historic Preservation Grant Program*** is administered by the Department of State with funds made available through the National Park Service of the Department of Interior. The intent of the program is to conduct surveys of architectural, engineering, archaeological, and historic resources, to identify and nominate eligible properties to the National Register of Historic Places, and to plan for the protection of those cultural/recreational resources.

The funds for this program are apportioned by the National Park Service directly to the State, which, in turn, allocates funds on a project-by-project basis to local governments, organization, and individuals.

In Michigan the Historic Preservation Grant program is administered by the Michigan Department of State. The amount of assistance is up to 50% of the project expenses. Grantees are reimbursed at the completion of the project for work done within the days of a contract between the Department of State and the grantee. EXPENSES INCURRED PRIOR TO THE EXECUTION OF A CONTRACT ARE NOT ALLOWABLE PROJECT COSTS AND WILL NOT BE REIMBURSED.

The ***Inland Fisheries Grant Program*** offers grants up to \$30,000 for projects that enhance the state's aquatic resources. This program may be applicable to the scenic overlook fishing platforms and educational kiosks.

The City's committed to review all available funding sources and prepare the necessary plans, reports, cost estimates, and funding applications, to achieve the goals of this recreation plan.

Waterways Program Grants are funded through the Michigan State Waterways Fund from state marine fuel tax and water craft registrations. By law, administration of the Waterways Program is through the Michigan Department of Natural Resources (DNR) and overseen by the Department's Parks and Recreation Division.

Grants provide funding assistance for design/engineering and construction of public recreational harbor/marina and boating access site/launch facilities throughout the state. Only local units of

government (Township, City, township, or county) and public universities are eligible. Applicants may cooperate with community/sports organizations in the implementation of projects. On-site investigation by DNR, Parks and Recreation Division staff may be required to determine suitability of proposed work. Applicant may also be required to document area boating demand. Greater priority may be given to projects for which a local applicant documents match capabilities equal to or greater than the percentage of project cost they are required to provide. The local match can include in-kind expenses as long as they are well-documented.

Applications, and all required information, must be received by 5:00 p.m, **April 1st**. If April 1st falls on a weekend, the deadline would be the last State working day prior to April 1st. The application review and funding process for projects is from April 1st until an appropriation is approved by the Legislature. This can take up to 18 to 24 months. Notification of approval for engineering and smaller sized construction projects may occur within six months after completed application form and proper documentation are received. Funding for construction is not released until permits are secured.

5. Millage

In an effort to raise matching funds or fund projects with local money, many community leaders have placed ballot proposals before their residents for a dedicated increase in their existing mill property tax to fund park maintenance and repair, including care for new parks and newly acquired parks, compliance with the Americans with Disabilities Act (ADA), as well as safety and security improvements. Establishment of a Park Improvement/Development, Maintenance and Repair Millage will assure that parks and facilities will be maintained at the level of quality expected by park users and that new parkland will have adequate amenities.

APPENDIX

The total number of respondents was 249 for the on-line survey. Typically this number of respondents for a survey for a community the size of roughly 2,000 for Saugatuck & Douglas would rate out to at 90% confidence rating with a 5% margin of error. With this outstanding response rate, the intent is to supplant the observations garnered from the stakeholder parks tour to further attempt to verify, validate and to reinforce the community's wants needs and desires.

The typical survey respondent was an area resident (City, Village, and Township) with over 63% being year-round residents. A mix of seasonal and persons from the adjacent area make up the balance of respondents. Over 66% of the respondents were over the age of 51. Only 4.5% of the respondents were under the age of 35. Recreational programs and facilities that target these more active age groups should not be overlooked and additional discussion with the area schools and non-profit sports organizations would be beneficial to ensure that opportunities are not overlooked in the planning process.

With 55% of respondents indicating preference for more passive primary recreational activities (walking, picnicking, etc.), this tends to favor year round recreational facilities. 76% of the respondents rate the City parks condition as good to excellent. The high frequency of two or more visits per month by over 44% of the respondents indicates a very active user base.

The ranking of parks in order of highest use are as follows:

1. Oval Beach – 33%
2. Wicks – 26%
3. Mt. Baldhead - 17%
4. Village Square – 9%
5. Coghlin – 8.5%
6. Petersen Preserve – 3.5%
7. Cook - 1.5%
8. Willow – 0.5%

Over 69% of the respondents indicated the parks need to explore new uses to meet the changing needs of the community in either lesser or greater levels. Oval beach was ranked as meeting its fullest potential (56%) while Coghlin Park (33%) and Petersen Preserve (31%) were ranked as falling short of their potential.

When asked if the community's needs are currently met by park & recreation facilities/activities listed, those showed a less than favorable (under 50%) rating included:

- Youth soccer (51%)
- parking at (59%)
- modern restrooms (65%)
- transient boating facilities (56%)
- splash pad (75%)
- rollerblading (62%)
- movies in the park (66%)
- fitness stations at (69%)
- concessions (51%)

When the respondents answered questions about the specific parks, the following were key points:

- Wicks Park was favored by over 67% as the preferred venue for special events like music in the park.
- Major improvements identify at Oval Beach Park included of respondents indicating a desire for new restrooms/concessions (27%), for walking trails and pathways(31%), kayak/chair/umbrella rentals (37%) and for playground improvements (23%).
- At Mt. Baldhead Park, the respondents indicated a desire for new restrooms (51%) and for additional parking (31%).
- Respondents indicated that Coghlin Park in favor of new restrooms (56%), transient shoppers dock (28%), a new bandshell (24%) and playground for children (24%).
- Respondents indicated for Village Square, that no improvements are necessary (36%), a potential splash pad (31%) and indicated a multi-use sport court (23%).
- At Wicks Park respondents indicated a need for a new restroom facility (36%), no improvements necessary (36%) and the possibility of a splash pad (20%).

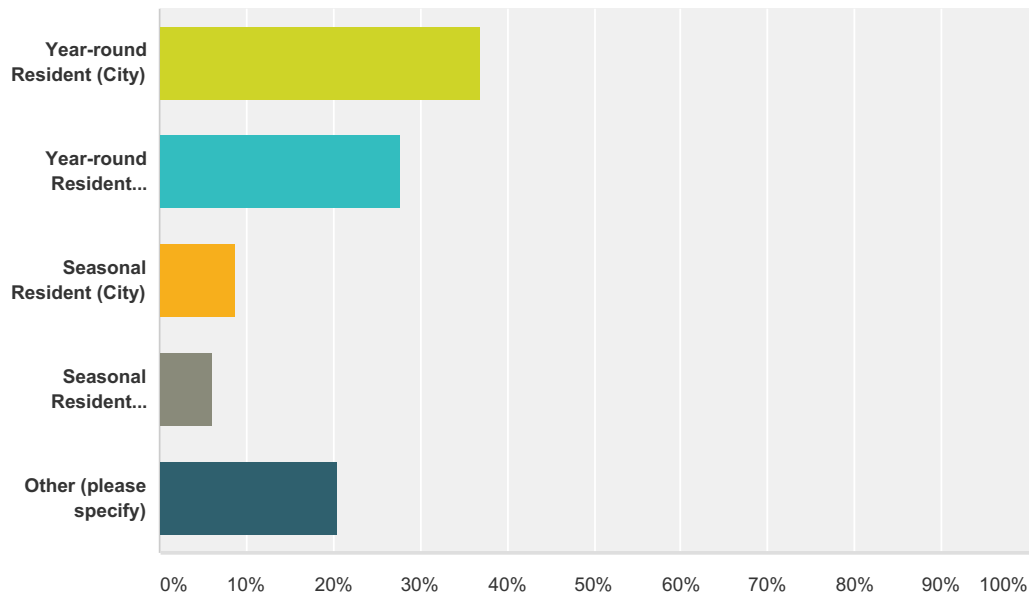
Final Thoughts

The final questions were on ADA accessibility and many of the respondents felt that the city's overall ADA accessibility at the parks is good to excellent (64%) and that over 82% of the respondents believe of the parks meet their needs for overall accessibility. As populations get older however keep in mind that ADA accessibility is always challenging as standards change and facilities age. During the park tours, many examples where ADA accessibility is lacking in current facilities were pointed out and improvements are still necessary to bring the city into better compliance with the basic ADA standards. There's also the issue of universal design. Universal design goes well beyond simple ADA standards to the degree that each person, regardless of physical ability or limitations, should have the same opportunity to experience park & recreation facilities. Not just simply the ability to access them. As park & recreation master planning goes forth, we would recommend that the universal design approach be in the forefront of any park & recreation master plan.

One topic that may warrant more discussion is the issue of non-motorized pathways and trailways in and around the community. The difficulty of this issue however is a pathway system typically covers many jurisdictional boundaries. Also the added complexity of financing, short-term and long-term maintenance and eventual replacement cost, without increasing taxes, is a topic the communities need to address. The formation of a regional trail cooperative would definitely be worth exploration to get all the potential governmental jurisdictions at the table.

Q1 Where do you reside?

Answered: 249 Skipped: 1



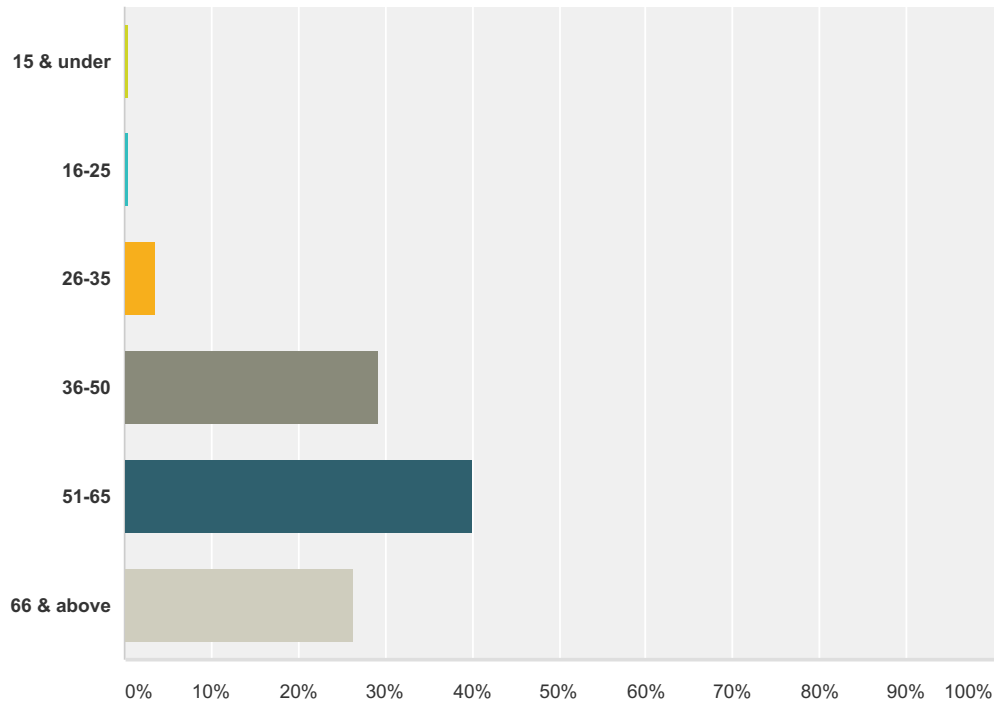
Answer Choices	Responses
Year-round Resident (City)	36.95% 92
Year-round Resident (Township)	27.71% 69
Seasonal Resident (City)	8.84% 22
Seasonal Resident (Township)	6.02% 15
Other (please specify)	20.48% 51
Total	249

#	Other (please specify)	Date
1	Own retail property and business	11/13/2016 1:18 PM
2	Manlius Township Resident	11/10/2016 4:33 PM
3	year round Douglas	11/9/2016 12:33 PM
4	Work in the City	11/9/2016 10:31 AM
5	ganges twp	11/8/2016 3:41 PM
6	Seasonal - Douglas property owner and voter	11/6/2016 11:04 AM
7	Seasonal in Glen for 25 years	11/4/2016 11:49 AM
8	Year-round Ganges	11/4/2016 11:12 AM
9	Fennville	11/3/2016 6:23 PM
10	Year round resident of Ganges township	11/3/2016 5:10 PM
11	Year-round resident - Fennville	11/3/2016 5:07 PM
12	Year round resident Ganges Twp.	11/3/2016 4:43 PM
13	Year round resident adjoining city	11/3/2016 3:20 PM

14	Live in Douglas but have a Saugatuck mailing address	11/1/2016 8:52 PM
15	Year round but live in douglas	11/1/2016 11:02 AM
16	Year-round Allegan County resident	11/1/2016 8:29 AM
17	Year round Douglas	10/29/2016 1:35 PM
18	South part of Park Township	10/29/2016 12:12 PM
19	South Holland area- Also manage cottage rentals nearby and include Saugatuck / Douglas in tourist activity.	10/29/2016 7:53 AM
20	Year round Douglas City	10/27/2016 9:10 PM
21	Work in town full time	10/27/2016 8:03 PM
22	Year round resident Allegan - frequent visitor to Saugatuck	10/27/2016 3:59 PM
23	Laketown Township	10/27/2016 3:56 PM
24	LIVED IN SAUG TOWNSHIP for 50+ years	10/27/2016 3:05 PM
25	Seasonal Business Owner (Township)	10/27/2016 2:33 PM
26	Live in Holland	10/27/2016 1:32 PM
27	I live in the burbs near detroit	10/27/2016 12:42 PM
28	visitor	10/27/2016 12:29 PM
29	have worked in Saugatuck for 20 years	10/27/2016 12:17 PM
30	Seasonal resident of Casco Township	10/27/2016 12:15 PM
31	Douglas	10/27/2016 11:53 AM
32	Douglas year round	10/27/2016 10:56 AM
33	Fennville off Blue Star & own a business in town	10/27/2016 10:43 AM
34	Zeeland	10/27/2016 10:19 AM
35	Year Round Resident - Douglas	10/27/2016 10:07 AM
36	Holland	10/27/2016 10:03 AM
37	Casco Township	10/27/2016 10:03 AM
38	April-October resident (Township)	10/27/2016 9:59 AM
39	year round employee	10/27/2016 9:58 AM
40	Plymouth, MI	10/27/2016 9:41 AM
41	Lakewood, OH (annual visitor)	10/27/2016 9:36 AM
42	Work at SHS - family spends a lot of time here.	10/27/2016 9:32 AM
43	come to the area on vacation	10/27/2016 9:32 AM
44	Douglas,MI	10/27/2016 9:08 AM
45	Douglas	10/26/2016 8:16 PM
46	Laketown twp	10/26/2016 6:50 PM
47	Visitor	10/26/2016 3:03 PM
48	Laketown, but in Saugatuck school district where my kids go to school	10/26/2016 2:52 PM
49	Douglas year-round resident	10/26/2016 1:48 PM
50	Business owner	10/26/2016 12:59 PM
51	Life time resident city	10/26/2016 12:36 PM

Q2 Please identify your age group

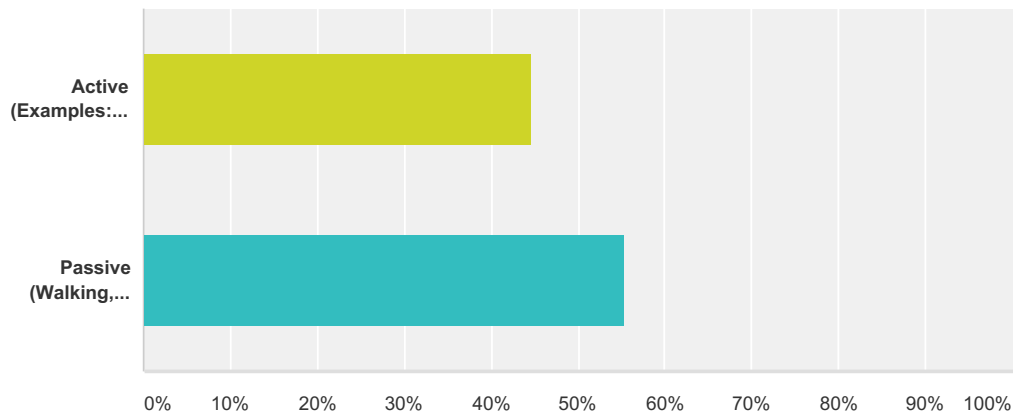
Answered: 247 Skipped: 3



Answer Choices	Responses
15 & under	0.40% 1
16-25	0.40% 1
26-35	3.64% 9
36-50	29.15% 72
51-65	40.08% 99
66 & above	26.32% 65
Total	247

Q3 Are your primary recreational activities passive or active?

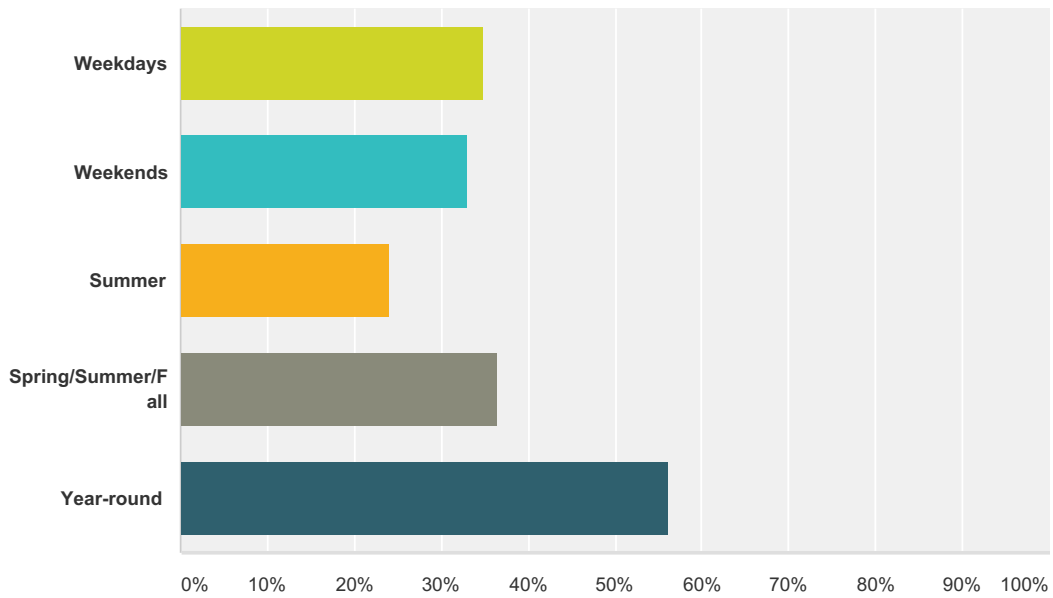
Answered: 248 Skipped: 2



Answer Choices	Responses
Active (Examples: Running, cycling, swimming, tennis)	44.76% 111
Passive (Walking, picnicking, nature/bird watching)	55.24% 137
Total	248

Q4 When do you generally use parks & recreation facilities? (Check all that apply)

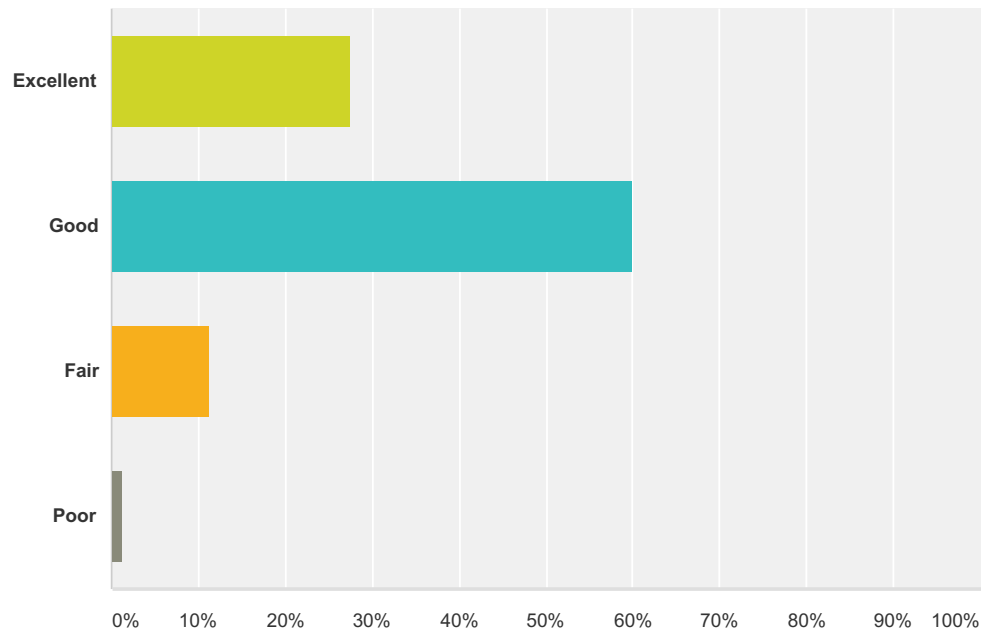
Answered: 249 Skipped: 1



Answer Choices	Responses
Weekdays	34.94% 87
Weekends	32.93% 82
Summer	24.10% 60
Spring/Summer/Fall	36.55% 91
Year-round	56.22% 140
Total Respondents: 249	

Q5 What would you rate the overall condition of the parks in the City?

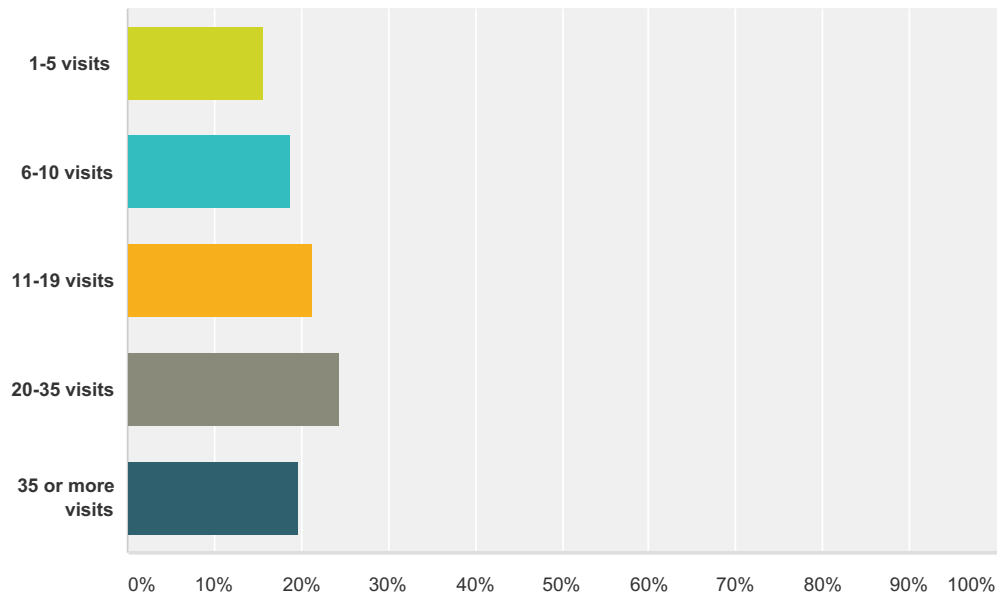
Answered: 247 Skipped: 3



Answer Choices	Responses
Excellent	27.53% 68
Good	59.92% 148
Fair	11.34% 28
Poor	1.21% 3
Total	247

Q6 How often did you utilize the various parks in the City in the past 12 months?

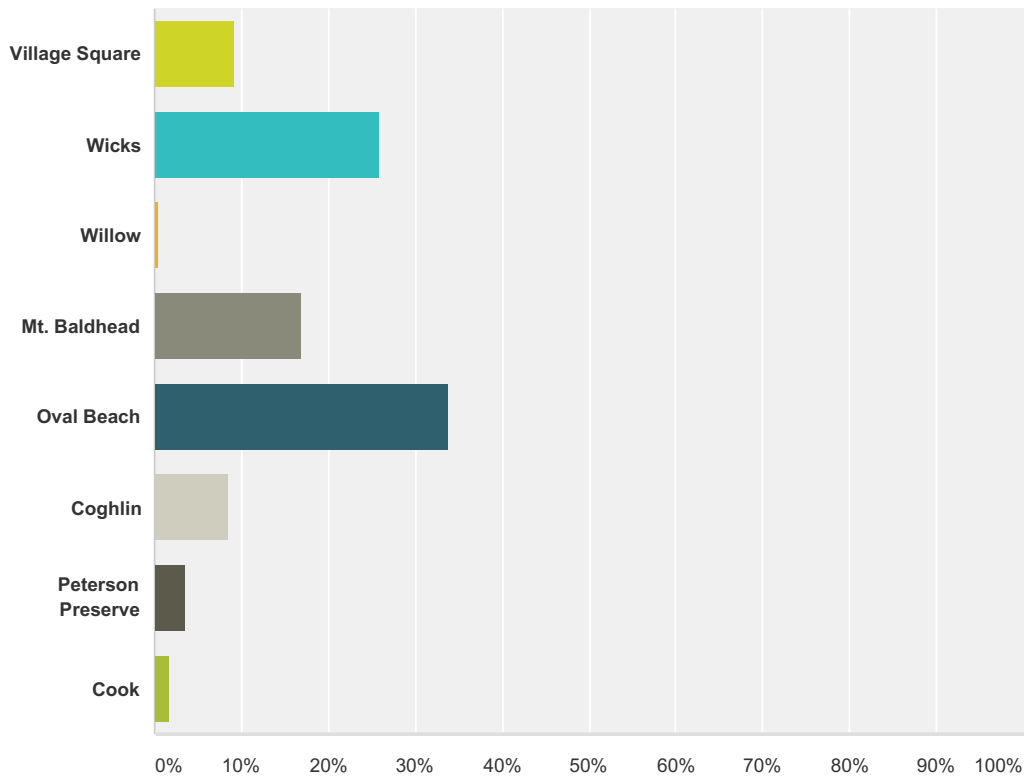
Answered: 249 Skipped: 1



Answer Choices	Responses
1-5 visits	15.66% 39
6-10 visits	18.88% 47
11-19 visits	21.29% 53
20-35 visits	24.50% 61
35 or more visits	19.68% 49
Total	249

Q7 In order of 1st highest use, which park did you attend the most?

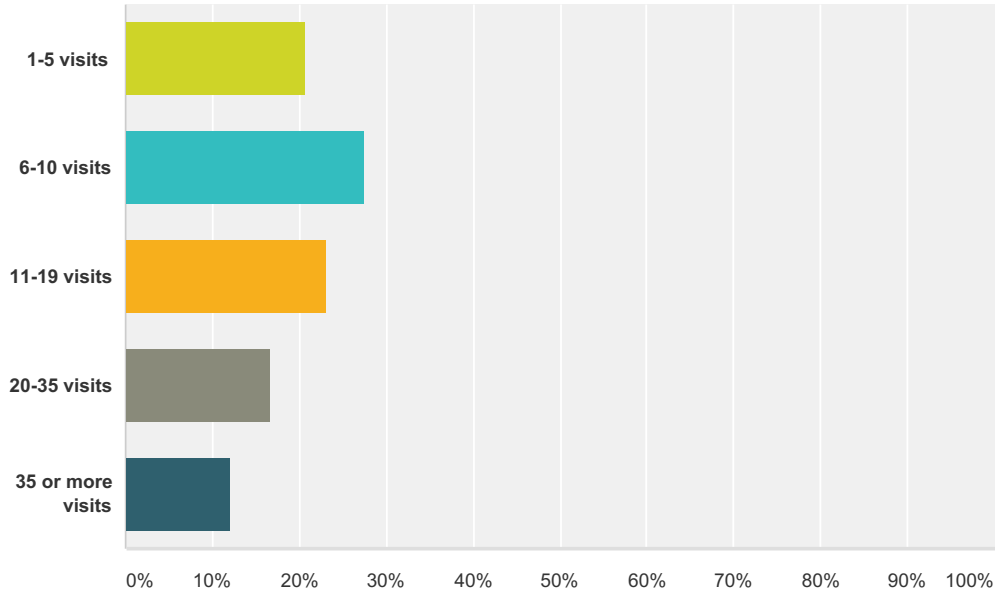
Answered: 248 Skipped: 2



Answer Choices	Responses
Village Square	9.27% 23
Wicks	25.81% 64
Willow	0.40% 1
Mt. Baldhead	16.94% 42
Oval Beach	33.87% 84
Coghlin	8.47% 21
Peterson Preserve	3.63% 9
Cook	1.61% 4
Total	248

Q8 How often did you utilize the park you used most in the City in the past 12 months?

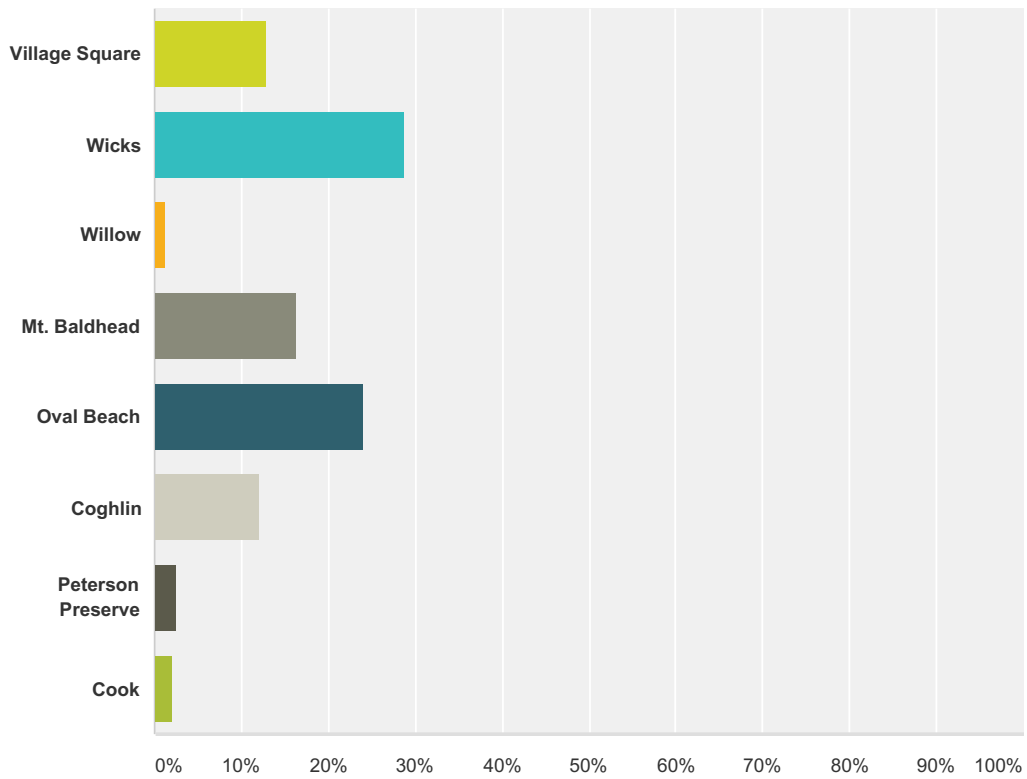
Answered: 247 Skipped: 3



Answer Choices	Responses	Count
1-5 visits	20.65%	51
6-10 visits	27.53%	68
11-19 visits	23.08%	57
20-35 visits	16.60%	41
35 or more visits	12.15%	30
Total		247

Q9 In order of 2nd highest use, which park did you attend the 2nd most?

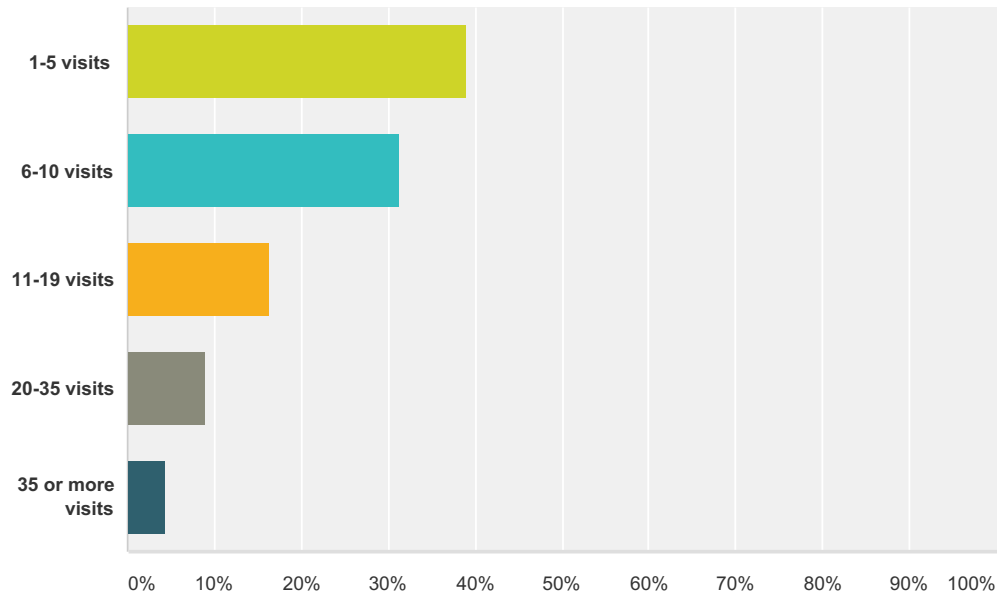
Answered: 246 Skipped: 4



Answer Choices	Responses
Village Square	13.01% 32
Wicks	28.86% 71
Willow	1.22% 3
Mt. Baldhead	16.26% 40
Oval Beach	23.98% 59
Coghlin	12.20% 30
Peterson Preserve	2.44% 6
Cook	2.03% 5
Total	246

Q10 How often did you utilize the park you used 2nd most in the City in the past 12 months?

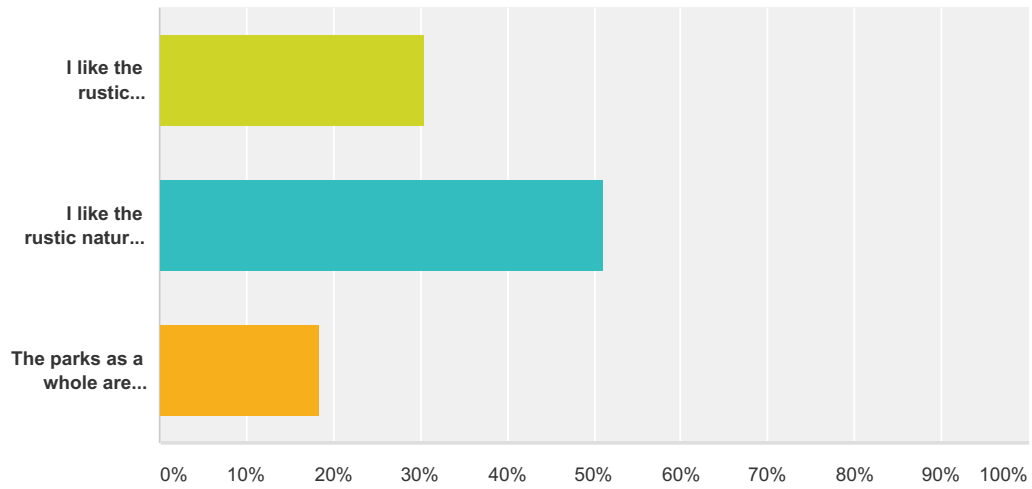
Answered: 246 Skipped: 4



Answer Choices	Responses	
1-5 visits	39.02%	96
6-10 visits	31.30%	77
11-19 visits	16.26%	40
20-35 visits	8.94%	22
35 or more visits	4.47%	11
Total		246

Q11 Which statement most closely reflects your opinion on the park & recreation facilities in the City?

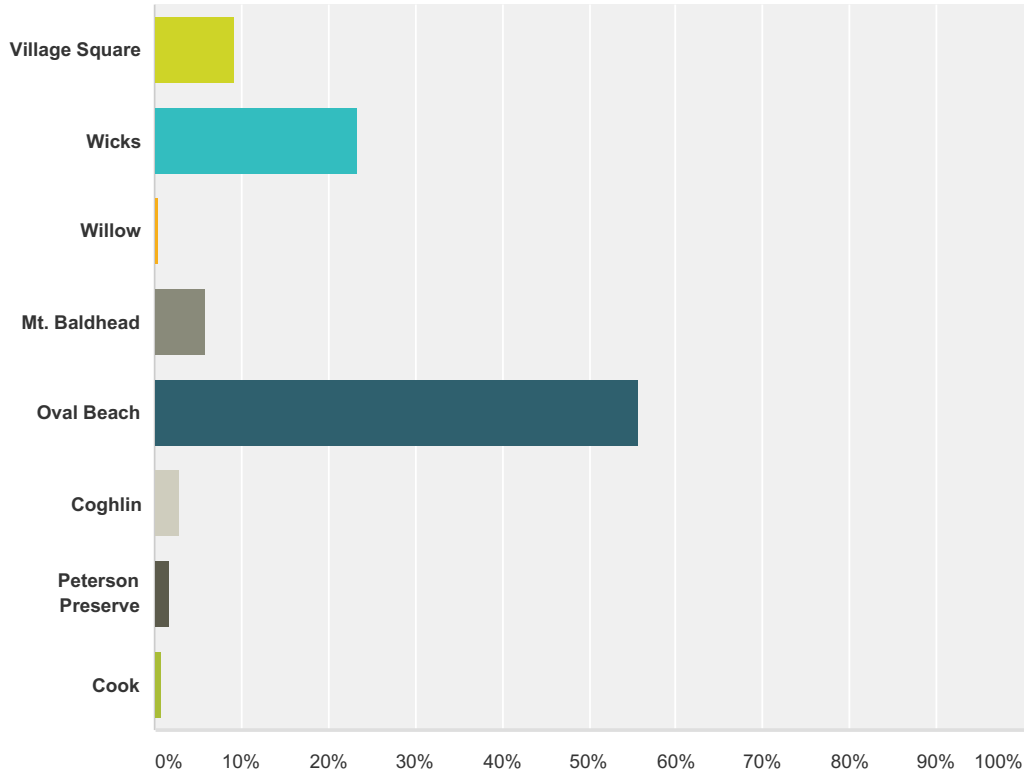
Answered: 240 Skipped: 10



Answer Choices	Responses
I like the rustic character of the parks as a whole and no major improvements are necessary beyond general maintenance.	30.42% 73
I like the rustic nature of the parks as a whole but new uses and amenities need to be developed to meet the changing recreational needs of the community.	51.25% 123
The parks as a whole are under-utilized for the most part and new uses and activities need to be explored an encouraged	18.33% 44
Total	240

Q12 Based on your observations, which park is the best utilized to its fullest potential?

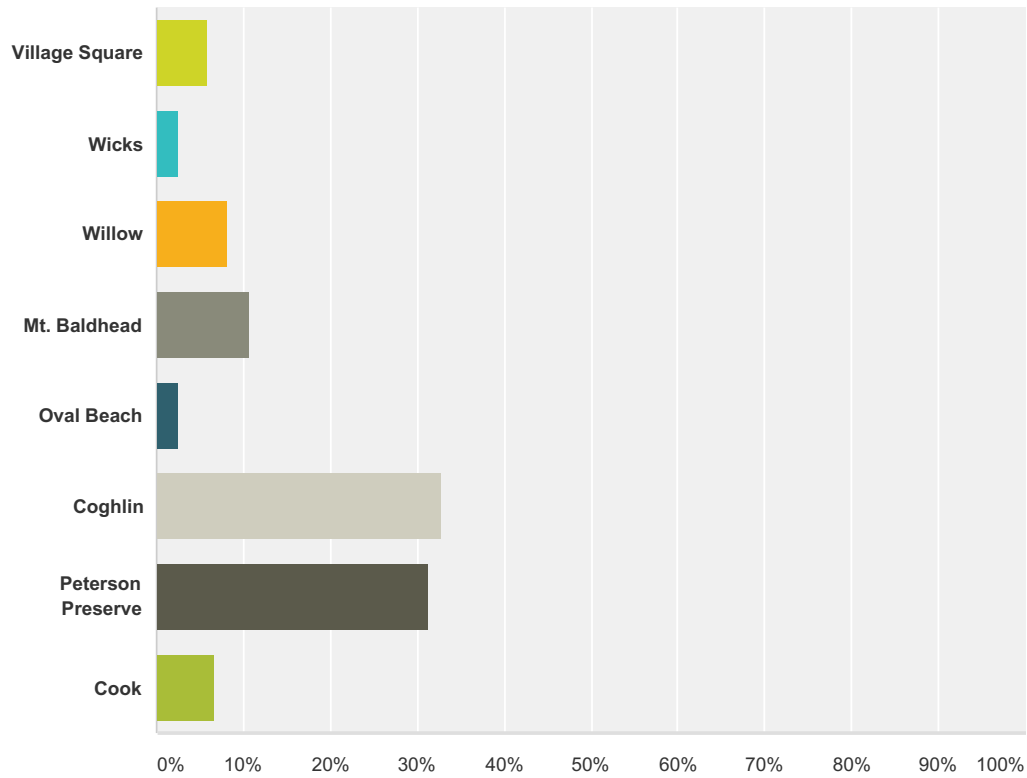
Answered: 239 Skipped: 11



Answer Choices	Responses
Village Square	9.21% 22
Wicks	23.43% 56
Willow	0.42% 1
Mt. Baldhead	5.86% 14
Oval Beach	55.65% 133
Coghlin	2.93% 7
Peterson Preserve	1.67% 4
Cook	0.84% 2
Total	239

Q13 Based on your observations, which park is the most under-utilized and falling short of its potential?

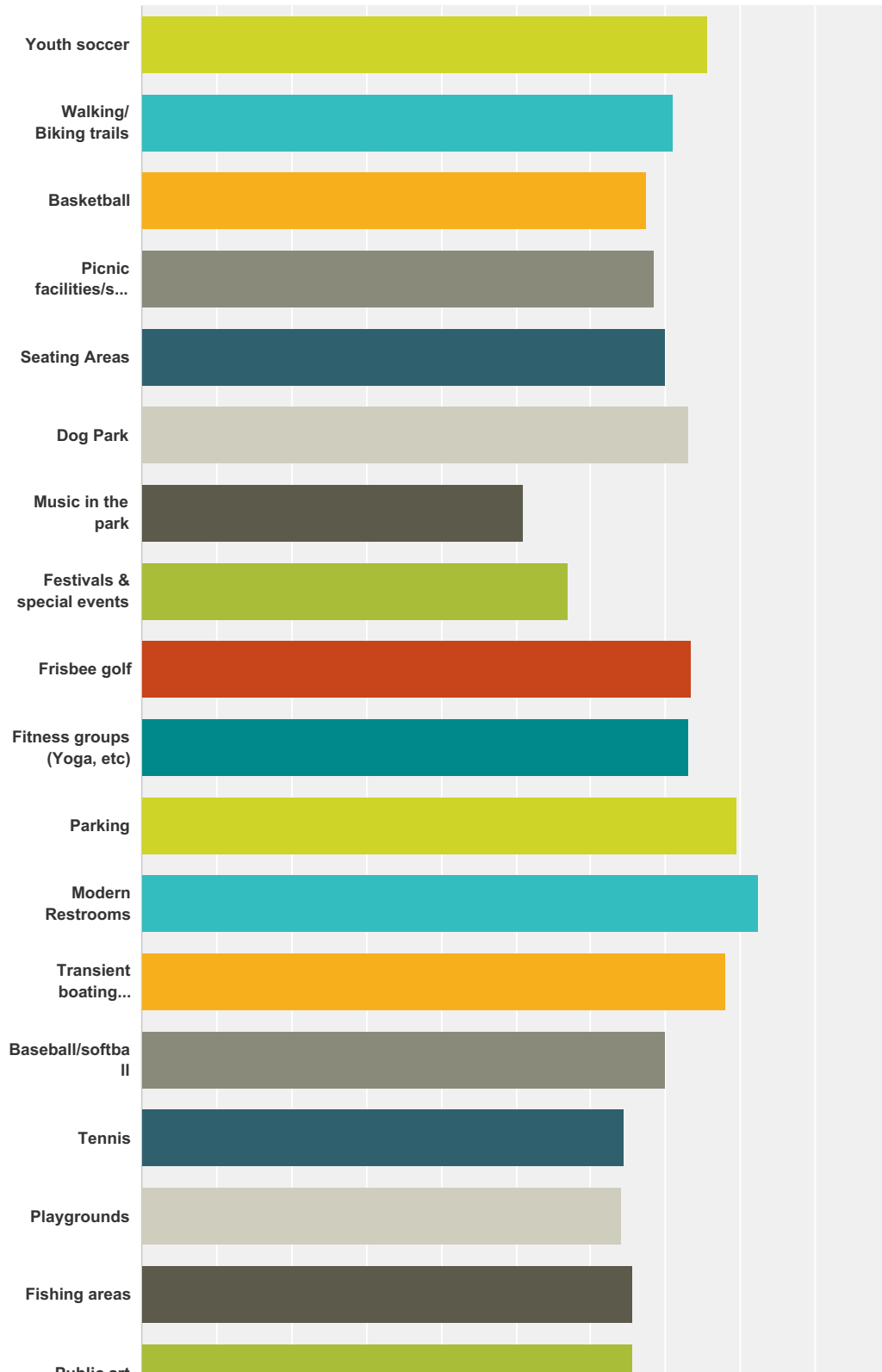
Answered: 208 Skipped: 42

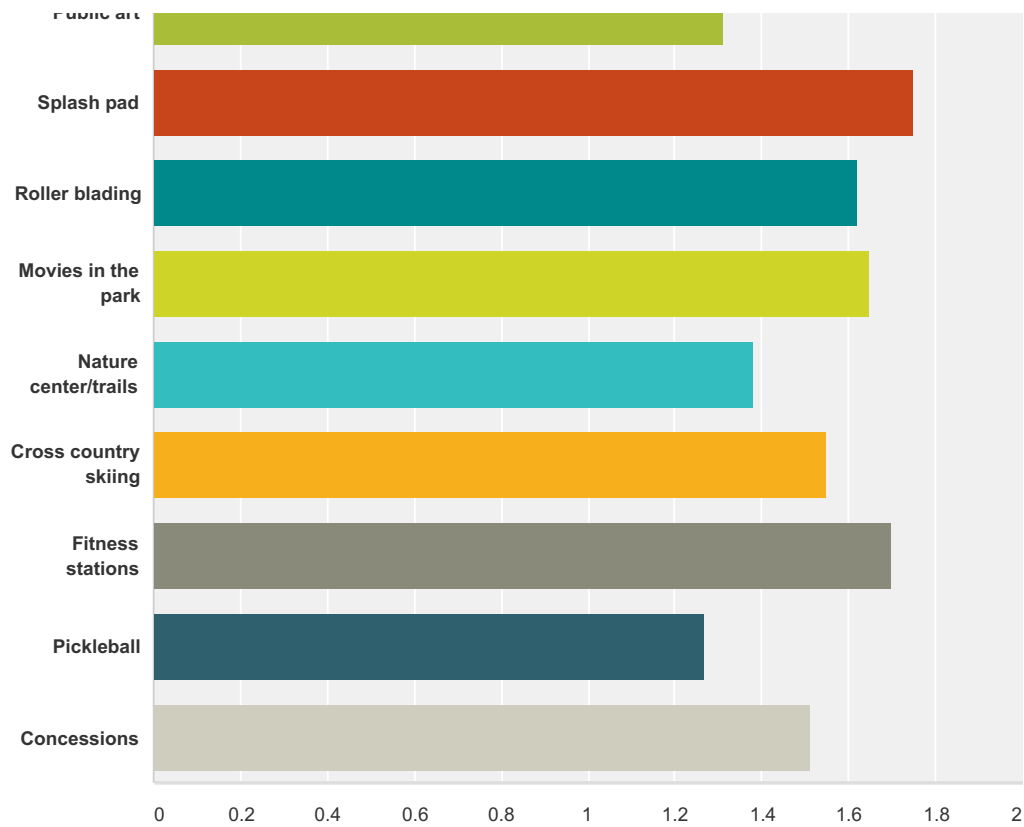


Answer Choices	Responses
Village Square	5.77% 12
Wicks	2.40% 5
Willow	8.17% 17
Mt. Baldhead	10.58% 22
Oval Beach	2.40% 5
Coghlin	32.69% 68
Peterson Preserve	31.25% 65
Cook	6.73% 14
Total	208

Q14 Please indicate if you believe the community's needs are currently met by each of the parks and recreational facilities or activities listed

Answered: 233 Skipped: 17





	Yes	No	Total	Weighted Average
Youth soccer	48.90% 89	51.10% 93	182	1.51
Walking/ Biking trails	57.66% 128	42.34% 94	222	1.42
Basketball	65.00% 117	35.00% 63	180	1.35
Picnic facilities/shelters	62.98% 131	37.02% 77	208	1.37
Seating Areas	59.52% 125	40.48% 85	210	1.40
Dog Park	54.05% 100	45.95% 85	185	1.46
Music in the park	98.11% 208	1.89% 4	212	1.02
Festivals & special events	86.05% 185	13.95% 30	215	1.14
Frisbee golf	53.22% 91	46.78% 80	171	1.47
Fitness groups (Yoga, etc)	54.21% 103	45.79% 87	190	1.46
Parking	41.09% 83	58.91% 119	202	1.59
Modern Restrooms	34.91% 74	65.09% 138	212	1.65

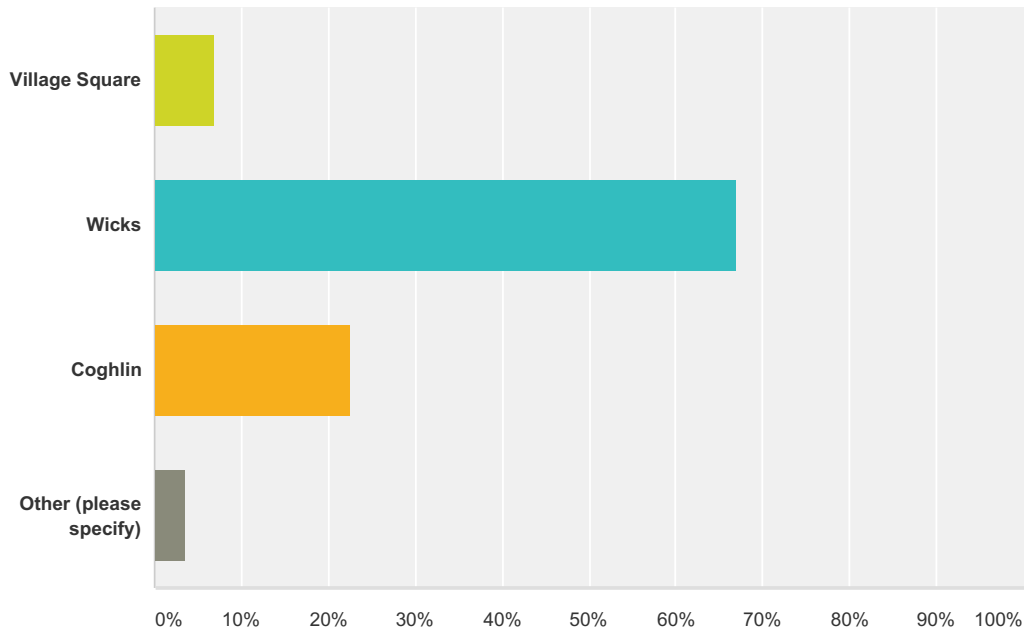
Transient boating facilities	43.75% 84	56.25% 108	192	1.56
Baseball/softball	59.77% 104	40.23% 70	174	1.40
Tennis	70.72% 128	29.28% 53	181	1.29
Playgrounds	72.08% 142	27.92% 55	197	1.28
Fishing areas	68.57% 120	31.43% 55	175	1.31
Public art	69.04% 136	30.96% 61	197	1.31
Splash pad	25.14% 44	74.86% 131	175	1.75
Roller blading	37.80% 62	62.20% 102	164	1.62
Movies in the park	34.64% 62	65.36% 117	179	1.65
Nature center/trails	62.44% 123	37.56% 74	197	1.38
Cross country skiing	44.51% 81	55.49% 101	182	1.55
Fitness stations	30.23% 52	69.77% 120	172	1.70
Pickleball	73.22% 134	26.78% 49	183	1.27
Concessions	49.44% 88	50.56% 90	178	1.51

#	Other (please specify)	Date
1	I would like to see the blue star trail connected and finished through all the beach communities	11/4/2016 11:49 AM
2	Needs of walkers and bikers not being met. Invest in non motorized trails	11/4/2016 11:12 AM
3	I most desire off road linear parks for walking , bicycling, cross country skiing . My family and I fervently hope the Blue Star trail gets completed. We contribute to the fund raising czmpaigns for this desirable and fabulous trail idea. Connecting towns by safe bike trails, what could be better. We regularly plan trips around such facilities, like the pumpkin vine trail in Amish country, the Wisconsin bike trail system, and we know lots of other people who do that too	11/3/2016 5:10 PM
4	Oval beach must be available to everybody for the sunset viewing without the admission fee . It had always been "free" to watch the sunsets.	11/2/2016 5:16 PM
5	Boating isThe key focus of the area. As such, transient ducking, Disney deck expansion, and general maintenance the harbor is the far more important than improvement of the public parks. should be. Transient docking needs to be improved. The harbor use needs	10/28/2016 11:18 AM
6	We need walking trails to Oval Beach and we need to explore walking trails around our waterways	10/28/2016 8:57 AM
7	I would like to see a local opportunity for mountain biking (old airport)	10/27/2016 8:28 PM
8	Pleinair painting classes, educational ops	10/27/2016 5:45 PM
9	Need better online listing. COULDN'T find those listed online	10/27/2016 4:42 PM
10	ADA	10/27/2016 4:01 PM
11	need for handicap accessible play structures and more handicap parking for families with special needs kids	10/27/2016 12:50 PM
12	Need a public pool indoors, and a place to play basketball indoors.	10/27/2016 12:17 PM

13	Need public restrooms near Coghlin	10/27/2016 10:43 AM
14	BATHROOMS!!!!!!	10/27/2016 10:18 AM
15	This survey is a poorly designed, overly blunt instrument that asks the wrong questions the wrong way. You should have engaged with a research professional.	10/27/2016 10:08 AM
16	Need to continue the bike path from Holland Street south. We need a safe facility for four season activity.	10/27/2016 10:03 AM
17	Not familiar with the location of all of these parks, & their functions are	10/27/2016 10:02 AM
18	need more Tai Chi	10/27/2016 9:50 AM
19	Need more walking and cycling from saugatuck to oval beach. Boardwalk paths through the phragmites	10/27/2016 9:50 AM
20	street vendors? Food after 10pm.	10/27/2016 2:17 AM
21	Bike lanes	10/26/2016 10:21 PM
22	Please construct Blue Star Bike Trail!!	10/26/2016 9:48 PM
23	Mountain Bike Trails	10/26/2016 8:16 PM
24	I think its completely rediculos that our children could not use the dugout at beery field because it was flooded. Or that at shultzpark the bathrooms are in another zip code. Not to mention their are only two toilets...	10/26/2016 7:52 PM
25	Need mountain biking trail (old airport property)	10/26/2016 6:50 PM
26	gaga ball arena for kids	10/26/2016 5:03 PM
27	development with playgrounds and a splash pad would be amazing.	10/26/2016 2:22 PM
28	Please consider adding mountain biking trails at old airport property. It would attract locals and tourism	10/26/2016 2:06 PM
29	Non-motorized trails are needed badly.	10/26/2016 1:39 PM
30	The beach concession should be private and more eclectic like Saugatuck	10/26/2016 1:34 PM
31	Need more Rec fields for youth.	10/26/2016 12:37 PM

Q15 Which park would you prefer as a venue for special events like music in the park?

Answered: 231 Skipped: 19

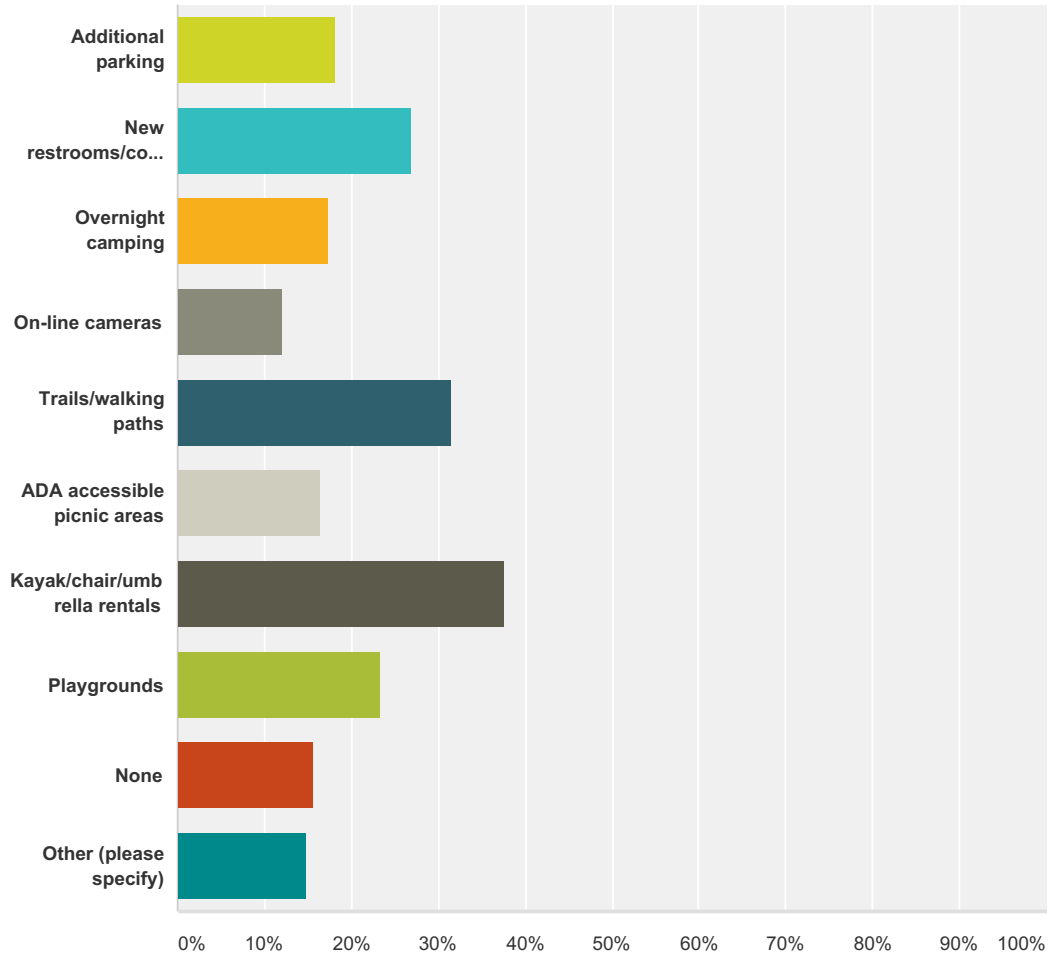


Answer Choices	Responses
Village Square	6.93% 16
Wicks	67.10% 155
Coghlin	22.51% 52
Other (please specify)	3.46% 8
Total	231

#	Other (please specify)	Date
1	bike trails	11/6/2016 8:16 PM
2	Wicks or Coghlin	10/30/2016 12:13 PM
3	I like music in the park where it is, but don't know the names of all the parks off hand.	10/27/2016 8:28 PM
4	oval beach	10/27/2016 10:03 AM
5	Cook	10/27/2016 8:48 AM
6	Cook	10/26/2016 6:38 PM
7	Oval Beach	10/26/2016 2:22 PM
8	Cook	10/26/2016 1:12 PM

Q16 For Oval Beach Park, which of the following improvements should be considered?

Answered: 231 Skipped: 19



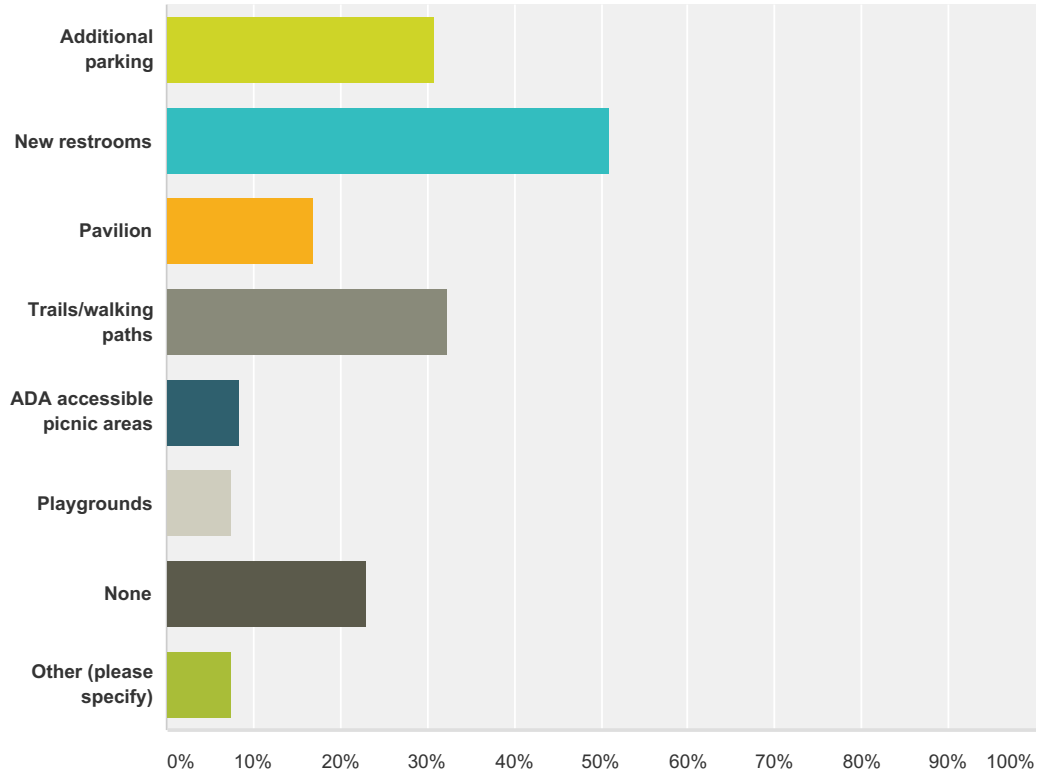
Answer Choices	Responses
Additional parking	18.18% 42
New restrooms/concessions	26.84% 62
Overnight camping	17.32% 40
On-line cameras	12.12% 28
Trails/walking paths	31.60% 73
ADA accessible picnic areas	16.45% 38
Kayak/chair/umbrella rentals	37.66% 87
Playgrounds	23.38% 54
None	15.58% 36
Other (please specify)	14.72% 34

Total Respondents: 231

#	Other (please specify)	Date
1	No ore parking!!!! No over night!!!!!!	11/3/2016 6:23 PM
2	Close ticket booth at 6 so we can enjoy the sunsets and to walk the beach	11/2/2016 5:16 PM
3	havent been there lately	11/1/2016 1:57 PM
4	Beach groomer	10/31/2016 3:19 PM
5	Reduced rates/lift the time restrictions for park entrance with a fee	10/29/2016 7:53 AM
6	Keep it unique, not like everyplace else.	10/28/2016 12:56 PM
7	Please no camping	10/27/2016 8:28 PM
8	We love be Oval Beach just as it is....perfect.	10/27/2016 7:58 PM
9	coffee, food kiosks	10/27/2016 5:45 PM
10	Some kind of sign at Ferry and Perryman indicating when parking lot is full	10/27/2016 2:33 PM
11	Wifi	10/27/2016 1:10 PM
12	better ADA facilities for children as well as adults	10/27/2016 12:50 PM
13	At least buy some new trash cans!	10/27/2016 11:48 AM
14	Wifi	10/27/2016 11:37 AM
15	New BBQ grills and tables please	10/27/2016 11:21 AM
16	Traffic issues need to be considered (people in waiting in line)	10/27/2016 10:54 AM
17	No charge for sunset viewing	10/27/2016 10:07 AM
18	Full time residents-second car pass for lower cost!	10/27/2016 10:02 AM
19	Restrooms at north end of parking lots	10/27/2016 9:59 AM
20	Better walking path to get to oval	10/27/2016 9:50 AM
21	Parking closer to the channel for fishermen.	10/27/2016 8:16 AM
22	food trucks more accesible for locals to own operate	10/27/2016 2:17 AM
23	Better quality food	10/26/2016 9:27 PM
24	pavilion for rental	10/26/2016 5:03 PM
25	Handicap accessible walk (wheelchair) path to the water	10/26/2016 2:52 PM
26	Concession (bold, italic, underline)	10/26/2016 2:22 PM
27	Regular cleaning of the Beach area	10/26/2016 2:20 PM
28	lifeguards	10/26/2016 2:00 PM
29	allowing weddings after 5pm	10/26/2016 1:48 PM
30	Non-motorized trails	10/26/2016 1:39 PM
31	This is the most pristine natural areas in the state. Less is more.	10/26/2016 1:34 PM
32	Wi fi	10/26/2016 1:22 PM
33	paddleboard rental? a dedicated area for kayaks & paddleboards away from swimmers?	10/26/2016 12:49 PM
34	Ferry street to beach walking/bike path	10/26/2016 12:36 PM

Q17 For Mt. Baldhead Park, which of the following improvements should be considered?

Answered: 226 Skipped: 24



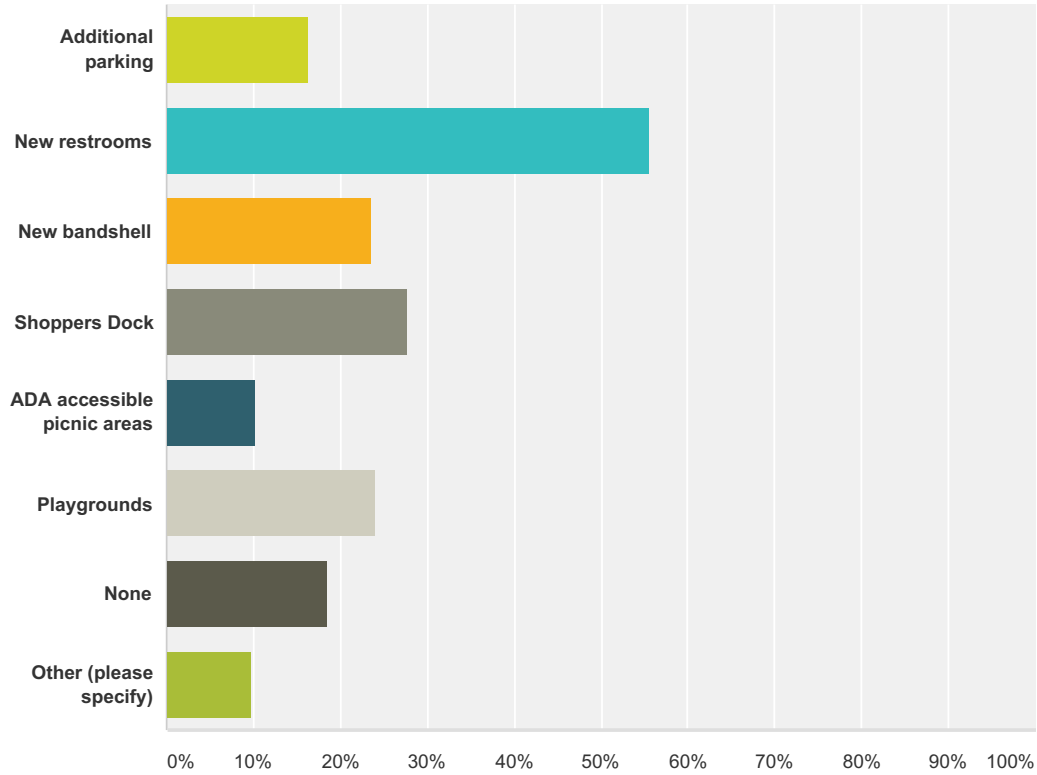
Answer Choices	Responses
Additional parking	30.97% 70
New restrooms	50.88% 115
Pavilion	16.81% 38
Trails/walking paths	32.30% 73
ADA accessible picnic areas	8.41% 19
Playgrounds	7.52% 17
None	23.01% 52
Other (please specify)	7.52% 17
Total Respondents: 226	

#	Other (please specify)	Date
1	Update shelter. Add electric outlet.	11/8/2016 10:57 PM
2	Dont know. Never been there	11/1/2016 1:57 PM
3	Restore original pavilion.	11/1/2016 1:48 PM

4	B	10/27/2016 9:06 PM
5	Pave parking lot	10/27/2016 12:23 PM
6	New BBQ grills and tables please	10/27/2016 11:21 AM
7	more frequent cleanup of leaves and general, natural clutter & some tree trimming for more light	10/27/2016 10:43 AM
8	Better pavement and drainage, reserved parking for museum in season	10/27/2016 10:19 AM
9	Trail maint is an issue. Trimming of low branches.	10/27/2016 10:08 AM
10	Should be able to take the chain ferry more often and for longer stretches in the year.	10/27/2016 9:50 AM
11	Stocked vending machine	10/26/2016 9:27 PM
12	pave the parking lot and improve the appearance. Remove the dead trees	10/26/2016 5:35 PM
13	Replacing the trees that died	10/26/2016 2:52 PM
14	Better signage on trails, and a map that shows how people can get to the Harbor Nature Area.	10/26/2016 2:22 PM
15	repair, replace upper viewing area, maintenance of step railings that have rusted and need painting, blowing off sand on steps	10/26/2016 2:00 PM
16	Non-motorized trails	10/26/2016 1:39 PM
17	Prestine natural areas should only be accessible and no other improvements	10/26/2016 1:34 PM

Q18 For Coghlin Park, which of the following improvements should be considered?

Answered: 216 Skipped: 34



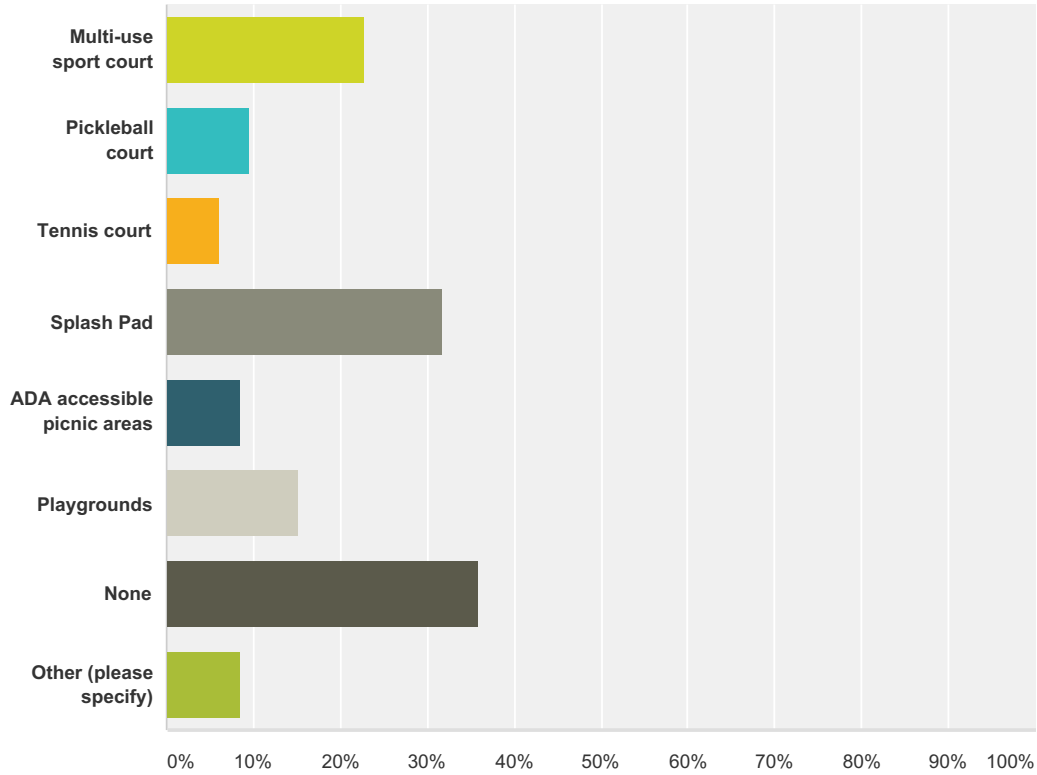
Answer Choices	Responses
Additional parking	16.20% 35
New restrooms	55.56% 120
New bandshell	23.61% 51
Shoppers Dock	27.78% 60
ADA accessible picnic areas	10.19% 22
Playgrounds	24.07% 52
None	18.52% 40
Other (please specify)	9.72% 21
Total Respondents: 216	

#	Other (please specify)	Date
1	Important to leave water view from the city unemcumbered.	11/13/2016 9:37 AM
2	Seating	11/11/2016 12:02 PM
3	Signs telling people there are open restrooms across the street at the SCA	11/3/2016 3:45 PM

4	Dog run	11/2/2016 5:16 PM
5	Splash pad	10/30/2016 8:12 AM
6	Wifi	10/28/2016 8:57 AM
7	Coghlin park has become a dog walk.	10/27/2016 8:44 PM
8	Don't know it	10/27/2016 4:42 PM
9	Splash pad	10/27/2016 4:09 PM
10	Plantings need to be finished! It's bare!	10/27/2016 11:48 AM
11	More seating to enjoy the views	10/27/2016 11:21 AM
12	More slips	10/27/2016 10:08 AM
13	This park is grossly under developed	10/27/2016 9:50 AM
14	This should be our showcase and restrooms should be provided. a cut in the local police department could fund all of these things.	10/27/2016 2:17 AM
15	please preserve green space and water views	10/26/2016 5:03 PM
16	This park would be great for Movies in the park. Place screen closes to the road and that way people can sit at the park and watch or be out in the harbor by boat and watch too!	10/26/2016 2:52 PM
17	Splash pad	10/26/2016 2:06 PM
18	Marina needed	10/26/2016 1:39 PM
19	seating	10/26/2016 12:49 PM
20	Splash pad	10/26/2016 12:37 PM
21	More artwork, it seems like a park with out a purpose	10/26/2016 12:36 PM

Q19 For Village Square Park, which of the following improvements should be considered?

Answered: 198 Skipped: 52



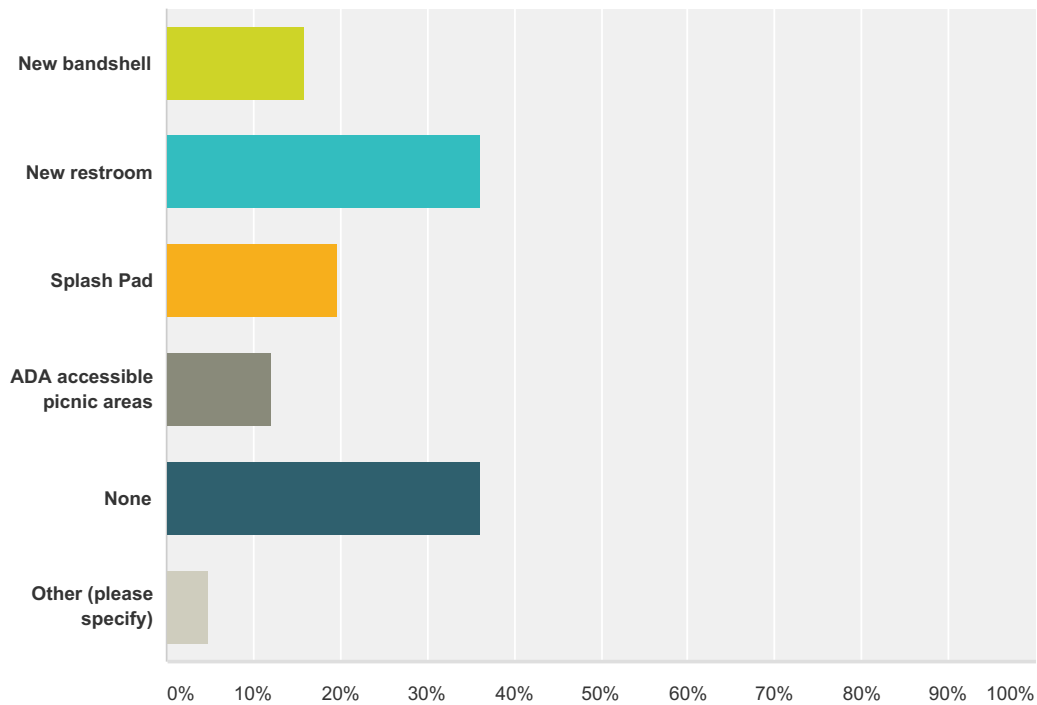
Answer Choices	Responses
Multi-use sport court	22.73% 45
Pickleball court	9.60% 19
Tennis court	6.06% 12
Splash Pad	31.82% 63
ADA accessible picnic areas	8.59% 17
Playgrounds	15.15% 30
None	35.86% 71
Other (please specify)	8.59% 17
Total Respondents: 198	

#	Other (please specify)	Date
1	Really don't know what is possible here so can't answer	11/9/2016 12:33 PM
2	Wifi	10/28/2016 8:57 AM
3	Clean rest rooms.	10/27/2016 8:44 PM

4	We love the playground here!	10/27/2016 8:28 PM
5	food, craft vendors	10/27/2016 5:45 PM
6	IS it the one with playground now?	10/27/2016 4:42 PM
7	ADA playground equipment	10/27/2016 12:50 PM
8	bathroom	10/27/2016 11:41 AM
9	More seating	10/27/2016 11:21 AM
10	Not sure where Village Square Park is ;-(10/27/2016 10:02 AM
11	Cycling parking	10/27/2016 9:50 AM
12	these bathrooms are outstanding.	10/27/2016 2:17 AM
13	Yoga	10/26/2016 7:35 PM
14	Ugh	10/26/2016 3:14 PM
15	Bigger restrooms	10/26/2016 1:12 PM
16	i would hate for this green space to be used for anything sports	10/26/2016 12:56 PM
17	Something to attract more use would be good--not sure what, though	10/26/2016 12:49 PM

Q20 For Wicks Park which of the following improvements should be considered?

Answered: 208 Skipped: 42



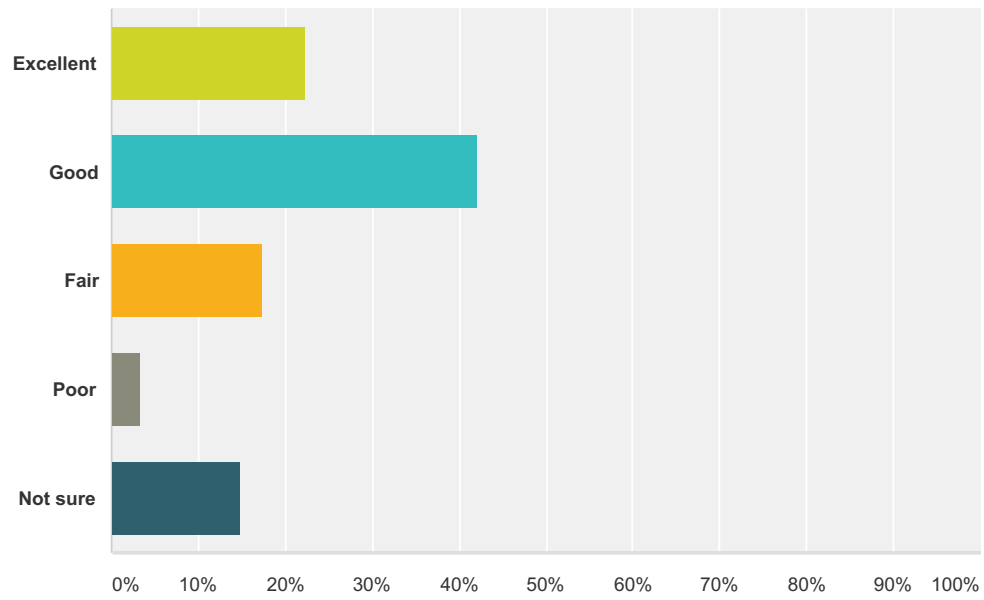
Answer Choices	Responses
New bandshell	15.87% 33
New restroom	36.06% 75
Splash Pad	19.71% 41
ADA accessible picnic areas	12.02% 25
None	36.06% 75
Other (please specify)	4.81% 10
Total Respondents: 208	

#	Other (please specify)	Date
1	MORE benches	10/29/2016 6:01 PM
2	Wifi	10/28/2016 8:57 AM
3	Keep up the general maintenance	10/27/2016 8:44 PM
4	Refurbish the gazebo and leave it alone.	10/27/2016 7:51 PM
5	to	10/27/2016 12:15 PM
6	Wicks has enough going on in a limited space and used frequently	10/27/2016 11:41 AM
7	with the music in the park venue it would be nice if there were docks boaters could pull up to to enjoy to the music.	10/27/2016 10:02 AM
8	I don't know what you mean by new bandshell.	10/27/2016 2:17 AM

9	paint the existing pavilion	10/26/2016 5:03 PM
10	More benches along the river	10/26/2016 1:12 PM

Q21 What is your overall opinion of the barrier-free accessibility at the City parks?

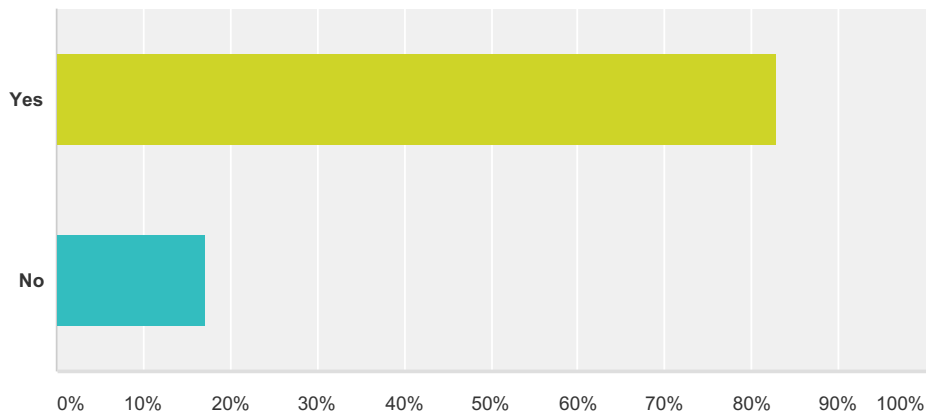
Answered: 237 Skipped: 13



Answer Choices	Responses
Excellent	22.36% 53
Good	42.19% 100
Fair	17.30% 41
Poor	3.38% 8
Not sure	14.77% 35
Total	237

Q22 Do the parks meet your needs for ADA accessibility?

Answered: 192 Skipped: 58



Answer Choices	Responses
Yes	82.81% 159
No	17.19% 33
Total	192

Q23 List your Top 3 priorities in park & recreation improvements or areas of need:

Answered: 144 Skipped: 106

#	Responses	Date
1	keep the chain ferry running every day through the season, it was closed way too often this year.	11/15/2016 4:14 PM
2	Restrooms in/near Coghlin Park Activities for kids	11/13/2016 3:37 PM
3	Restrooms	11/13/2016 1:44 PM
4	We need one more bathroom facility and we need CLEAN bathrooms (more service more often)	11/13/2016 9:37 AM
5	None. Maintain	11/12/2016 6:08 AM
6	No mention of Jones park?	11/11/2016 1:14 PM
7	Tennis court - eliminate the grassy areas between court and fence, its dangerous as the court is too small and players can fall when chasing ball. Resurface court to hard court standards. More back ground fencing would also help. With these improvements court would get much more play. Bald head park needs a complete renovation. Revisit what MSU proposed when stairs were to be replaced.	11/11/2016 12:49 PM
8	Coughlin SO UNDERUTILIZED re seating for performances, picnics, and just gatherings; VILLAGE SQUARE perfect for multi-use sports which is not available elsewhere (except in Douglas for pickleball).	11/11/2016 12:02 PM
9	Improved restrooms and trails at Mt. Baldhead. Improved sports courts at village square. A splash pad at Coughlin park.	11/10/2016 4:33 PM
10	Link bicycle trail from Douglas to 64th Street	11/9/2016 12:54 PM
11	more family friendly events more benches scattered around	11/9/2016 12:33 PM
12	Non-motorized trails for easy access to all parks and parts of town. Youth sports fields.	11/9/2016 10:31 AM
13	Blue Star bike trail through Saugatuck city	11/8/2016 3:41 PM
14	Bathroom in Coghlin	11/7/2016 4:00 PM
15	Safe bike trails	11/6/2016 8:16 PM
16	Bike paths are an essential ingredient for a park system and draws tourist dollars.	11/6/2016 11:04 AM
17	The Blue Star Trail completion through the city of Saugatuck should be a priority. We have donated to the Friends of the Blue Star Trail in the past and plan to do so in the future.	11/6/2016 9:08 AM
18	1. Non-motorized bike trails. 2. Safe bike lanes in town. 3. Safe non-motorized path to Oval Beach.	11/4/2016 8:27 PM
19	My husband and I want to want to see the existing trail from 64th St. to Holland Street extended to the Blue Star Trail in Douglas. We wish a safe route to walk, ride our bikes, and/or cross country ski in and around the City of Saugatuck. Because of this, we donate to the construction of the Blue Star Trail. We believe this will be a perfect addition to our recreational options here in Saugatuck and will be a great connection for communities along the lakeshore. Please include it your Master Plan.	11/4/2016 4:51 PM
20	Please put the Blue Star bike trail in your master plan expansion. My wife and I personally contribute and hope the city will support this vital expansion as the other surrounding cities have done, thank you.	11/4/2016 2:21 PM
21	My husband and I want to want to see the existing trail from 64th St. to Holland Street extended and beyond. We need a safe trail that continues for at least 100 miles. We have personally donated over \$10K to support this cause. We hope you will include it in your Master Plan, thank you.	11/4/2016 2:14 PM
22	My wife and I were disappointed to hear that Saugatuck is the only opposing problem in the potential Blue Star Trail pathway. Please reconsider your stance on this. That connection is vital to the system and will only bring more active people to the community to shop and spend \$'s!!!	11/4/2016 1:16 PM
23	Connectivity of the Blue Star Trail through the communities to give increases access to the aforementioned Parks. Bike safety and accessibility is critical.	11/4/2016 11:49 AM
24	My husband and I want to want to see the existing trail from 64th St. to Holland Street extended. We would love to walk, ride our bikes, and/or cross country ski in and around the City of Saugatuck.	11/4/2016 11:17 AM

25	Support for non motorized trails in general. Busy streets and limited parking create high need for safe alternative trails for both bikers and walkers . Strong supporter of the Blue Star Trail Better restrooms Better parking	11/4/2016 11:12 AM
26	More kids playgrounds More sports fields Nicer restroom facilities	11/4/2016 9:01 AM
27	Bike trails, specifically the Blue Star Trail. Bike trails do so much! They are for wheel chairs, walking, biking , connecting neighborhoods.	11/3/2016 5:10 PM
28	I support the Blue Star Trail. My family and our many guests would enjoy being able to bike to and around Saugatuck and its parks. Parking in the summer season is hard to find. Would like a trail for connectivity, biking and extended walking. It would be a more healthful and environmentally friendly way of getting to Saugatuck's parks and its many attractions.	11/3/2016 5:07 PM
29	We are building a house in Saugatuck and will be full time residents. We would like to see the Blue Star Trail completed and connected to South Haven.	11/3/2016 4:11 PM
30	Walking paths Bike paths Frisbee golf	11/3/2016 3:41 PM
31	Designated Bike paths Restrooms at Coghlin park Oval beach facilities upgrade	11/3/2016 3:20 PM
32	upkeep for cleanliness and safety	11/2/2016 6:02 PM
33	Watch sunsets free of charge, picnic area and lighting	11/2/2016 5:16 PM
34	I would love to see more walking trails to the beaches. I is dangerous walking along the roads with traffic. We do this almost everyday. As we age we really are concerned we need to put in walking trails for the safety because so many more cars are using the road to the Oval and Mt. Balty. We have been lucky that no one has been hit by those using the road.	11/1/2016 8:52 PM
35	A place to relax Definitely better bathrooms Good picnic area	11/1/2016 1:57 PM
36	Flowers instead of so much mulch. Move Indian burial back to original site. The parks look scraggly.	11/1/2016 1:48 PM
37	More biking & walking trails Soccer Field Football Field	10/31/2016 3:19 PM
38	Bike trail connecting Saugatuck and other trails	10/31/2016 12:33 PM
39	Healthy exercise Enjoyment of the landscape clean restrooms	10/30/2016 12:13 PM
40	Mountain Biking Trail Restrooms at Coughlin Park New restroom at Wicks Park	10/30/2016 8:25 AM
41	ADA beach access at the oval, splash pad, more restrooms	10/30/2016 8:12 AM
42	Bathrooms at Coghlin park or close to it	10/29/2016 6:01 PM
43	1. Avoid trap of making all the smaller parks the same. Instead devote one park to kids, one to music, one to fitness, one to nature rather than have many parks that don't do anything very well.	10/28/2016 12:56 PM
44	Boating, boating, boating related improvements. And, restrooms	10/28/2016 11:18 AM
45	Innovative and appealing.	10/28/2016 9:19 AM
46	Walking paths to Oval Beach, around Baldhead and around our waterways	10/28/2016 8:57 AM
47	Bathrooms and fish cleaning station	10/28/2016 7:06 AM
48	Parking, restrooms, concessions	10/27/2016 9:06 PM
49	Support community rec youth fields. Local mountain bike trail (old airport). Continue quality and maintenance of existing parks.	10/27/2016 8:28 PM
50	Splashpad - amenities to draw families Facilities for outdoor concerts + films in Coghlin Park Better hiking/walking trails in parks	10/27/2016 8:03 PM
51	Dog park in the city More seating in Coughlin park. Bathroom in Coughlin park. Mostly we love Saugatuck and all it offers.	10/27/2016 7:58 PM
52	vendors for coffee, food ops.	10/27/2016 5:45 PM
53	Another playground or improve the one off old alegan. BIKE trail along old alegan.	10/27/2016 4:42 PM
54	Bathrooms. Playgrounds parking	10/27/2016 4:09 PM
55	ADA for kids, parking and restrooms	10/27/2016 4:01 PM
56	Heavy use requires constant "sprucing up" and "freshness".	10/27/2016 3:59 PM

57	cleanliness, maintenance, not overly commercial	10/27/2016 2:39 PM
58	more protected hiking trails a splash pad better bike trails that are safe from traffic	10/27/2016 2:29 PM
59	Addl parking	10/27/2016 1:15 PM
60	More doggie bags.	10/27/2016 1:10 PM
61	more bathrooms	10/27/2016 1:09 PM
62	ADA accessibility and ADA equipment for children with special needs Bathroom upgrades Increase family/child friendly events and festivals	10/27/2016 12:50 PM
63	there are too many small children at wicks park that are totally out of control during music concerts and they need to keep them off the bandstand when music is going.	10/27/2016 12:29 PM
64	new bathrooms not a lot of man made stuff - prefer natural nature	10/27/2016 12:17 PM
65	ADA, swimming, attention to middle school and high school age interests	10/27/2016 12:17 PM
66	Unable to be of much assistance as I am not a heavy user of the parks, nor am I a resident of your community. My experiences have always been very pleasant and your facilities have always met our needs to date. Best regards as you continue your decision-making process.	10/27/2016 12:15 PM
67	Restrooms in coughlin park Bandshell in coughlin park Catering kitchen for special events with picnic shelter in coughlin park	10/27/2016 11:48 AM
68	I love the parks, (#1) a splash pad in the most popular upgrade for families (#2) more public bathrooms (#3) Bike lanes. Why can't we ride on the sidewalk on the hill with a blind corner (Holland street south of Riverside drive)?!?! You go on a beautiful path going south on blue star into Saugatuck and then a sign to risk your life on the street...Not friendly or safe to be on the street in that area. I don't care about the sign, I tell my kids to use the sidewalk for safety. Neighbors yell at kids, but don't care. My kids get upset that an adult is angry. Safety should be more of a priority. That sign makes no sense....Maybe it will change after a kid is hit by a car? Makes no sense....	10/27/2016 11:41 AM
69	1. Restrooms are not well maintained. 2.Parking Restrictions are insane. 3. Development of an advertising effort to encourage more use of the facilities.	10/27/2016 11:27 AM
70	1) Maintain balance between high and low use parks. 2) Obvious capability to capture litter/trash 3) Overall cleanliness Thank you!	10/27/2016 11:21 AM
71	More playgrounds, more and updated restrooms, more parking.	10/27/2016 11:13 AM
72	Better cleaning of beach areas at Oval north of boardwalk. More parking and restrooms on north side.	10/27/2016 10:56 AM
73	Restrooms, parking and more activities such as live music, family movies	10/27/2016 10:54 AM
74	1 - restrooms on the Coghlin end of town 2 - a small play area in Coghlin 3 - more awareness of where walking and bike trails are	10/27/2016 10:43 AM
75	Mt. Baldhead: More parking, better pavement, better drainage.	10/27/2016 10:19 AM
76	1. Bathrooms 2. Patrolling of the Dinghy Dock 3. Bathrooms	10/27/2016 10:18 AM
77	I feel that there should be a guard rail at the waterfront at Wicks Park, along with a throwable flotation device.	10/27/2016 10:18 AM
78	We need bathrooms and a stage at Coghlin park. Parking would be nice too but we are just out of room.	10/27/2016 10:13 AM
79	keep clean restrooms	10/27/2016 10:08 AM
80	Go to Chicago and Birmingham and benchmark their parks. Conduct simple, live surveys in the parks during each season with people using them. You will receive better, more actionable data. Our greatest issue is transient boat slips for small to medium sized boats. The natural beauty of our area is our greatest asset. We need to make tremendous improvements toward improving bike accommodations in Saugatuck. The current state is very bad and very dangerous. Needs a thorough overhaul.	10/27/2016 10:08 AM
81	I think the parks and recreation facilities in the tri community area are excellent!!	10/27/2016 10:07 AM
82	More variety of use as entertainment venues Maintain the landscape and plantings to be inviting Be sure that local citizens know the park system and how they can utilize it.	10/27/2016 10:07 AM
83	Shopper dock Rest rooms on the south end of the business district Waterway trail connections (kayak landings, etc.)	10/27/2016 10:05 AM
84	better/more parking, more concession stands, update, more bathrooms	10/27/2016 10:03 AM
85	Connecting bike trail along Blue Star Highway!	10/27/2016 10:03 AM

86	more public bathrooms & multi mega daily cleanings, for all the tourists needs what is a splash pad? I am not familiar with the location of these parks;-(-	10/27/2016 10:02 AM
87	Bike lanes, parking, hiking trails	10/27/2016 10:00 AM
88	More restrooms	10/27/2016 9:59 AM
89	splash pad ada	10/27/2016 9:58 AM
90	Safe bicycling paths and racks to access parks Walking paths Safe crossing of water street to Wicks park	10/27/2016 9:55 AM
91	More over night boat slips.	10/27/2016 9:55 AM
92	Restroom at Coughlin park and improved dinghy dock at Coughlin. Think area needs municipal marina and attention to Harbor in general.	10/27/2016 9:50 AM
93	Walking trail to oval, boardwalks to Douglas through phragmites just like Richard Hereford students proposed last summer and a place for transient boaters to park to enjoy all of it.	10/27/2016 9:50 AM
94	1. new restrooms 2. more playground equipment 3. restroom cleanliness/maintenance	10/27/2016 9:34 AM
95	more soccer/football fields kid friendly playgrounds	10/27/2016 9:32 AM
96	Seating, dog park areas, and restrooms	10/27/2016 9:29 AM
97	More playground equipment More Parking (if possible) Kayak launch pads	10/27/2016 9:08 AM
98	1. Have young children . Enjoy playgrounds. 2. Splash zone would be appreciated. 3. Cook park could be more than it is. Seems to only be used for picnicking and watching fireworks. Splash pad here???	10/27/2016 8:48 AM
99	Parking anywhere in town, fishing access, more ADA accessibility (I do not require it, but would like to see more for others)	10/27/2016 8:16 AM
100	Bathrooms, play equipment, hiking/bike paths.	10/27/2016 3:50 AM
101	use of the unused city property on Gleason road for camping/RV park. There is nowhere for people to camp here. It is unused and appalling that we can't come to some sort of agreement as to the future of it. A barn raising of sorts could clear paths and create a place for people to camp and enjoy our towns if they cannot afford to spend what it costs to stay in a B and B for a busy weekend. there should be a pavilion out there where we could have Easter events concerts etc. It is appalling that some people have entertained the notion of making it into a golf course. A few people with weed eaters and some elbow grease could make this into the best campground in the area. I know the neighbors and I don't believe that they would have a problem. Get rid of the local police, they are hampering our business. Fenneville is bigger and they have two officers and they work banker's hours.	10/27/2016 2:17 AM
102	More for small children	10/26/2016 11:35 PM
103	Restrooms Lighting Seating	10/26/2016 10:21 PM
104	Blue Star Bikepath Update bathrooms	10/26/2016 9:48 PM
105	Better concession Better restrooms Stocked vending machine	10/26/2016 9:27 PM
106	Would love a dedicated space for Mt Biking! Another children's park with a summertime splash pad and possibly a winter time ice rink would be great too.	10/26/2016 9:21 PM
107	Restrooms, and seating, docks for shoppers	10/26/2016 8:48 PM
108	Mountain Bike Trails Splash Pad	10/26/2016 8:16 PM
109	Working facilites. Family friendly. Safe	10/26/2016 7:52 PM
110	Municipal marina Concerts	10/26/2016 7:46 PM
111	Mountain bike trail at old airport property	10/26/2016 6:50 PM
112	1)move the cannon and the veteran's monument to Coughlin's Park 2)talk to Douglas about utilizing Haworth parking lot and shuttle. Fundraiser or just plain free parking! 3)Change parallel parking to perpendicular parking by Coughlin Park with a turnaround	10/26/2016 6:23 PM
113	We need disc golf and more soccer fields	10/26/2016 6:20 PM
114	preserving water views preserving green space maintaining buildings	10/26/2016 5:03 PM
115	Better use of downtown parks Restrooms at Coughlin park Reconfigure Baldhead Park	10/26/2016 4:32 PM
116	safer cross walks in Village Square	10/26/2016 3:57 PM

117	Bike Trails	10/26/2016 3:50 PM
118	Bike paths, sports fields, playgrounds	10/26/2016 3:14 PM
119	Awnings and other shade areas.	10/26/2016 3:03 PM
120	Walk way or bike path to Oval Beach. Or don't let people walk or bike in. It is just too dangerous Better accessibility for handicap to get to the water. Bathrooms at or near Coghlin Park	10/26/2016 2:52 PM
121	access, looks, appeal	10/26/2016 2:34 PM
122	improved play grounds restrooms splash pad	10/26/2016 2:22 PM
123	1) Better concession at oval beach, lunch, dinner, with beer and wine. Improve utilities and add parking. 2) Better signage on hiking trails at Harbor Natural Area, Mt. Baldhead, and Oval Beach. Also a printed map or digital map that shows how you can hike all three of these, perhaps uses gps. 3) Trim trees up in Willow and Wicks parks to open vistas to the water from Water street.	10/26/2016 2:22 PM
124	Keep them Clean, additional walking/hiking paths, restroom facilities near Cooks/ Coghlin Park.	10/26/2016 2:20 PM
125	I worry that the water area (pond, bog, whatever) at the Petersen Preserve is disappearing either due to sediment or plant growth. Wonder if there is an effective way to dredge or otherwise inhibit the plant encroachment to return the southern portion to more of pond or small lake.	10/26/2016 2:19 PM
126	Mountain biking, activities for kids	10/26/2016 2:06 PM
127	maintain beauty and upkeep of areas that look to be deteriorating (beach decking& play area, Baldhead deck, railing and bathrooms...also need recycling container at Baldhead	10/26/2016 2:00 PM
128	allowing local wedding planners and officiant, who I understand the rules and follow them, to perform short wedding ceremonies AND allowing interurban buses and trolleys to drop off/pick-up on North side. Better/more restrooms, especially by Coughlin where there are none. Better kids programs, more variety	10/26/2016 1:48 PM
129	An inexpensive shuttle from Saugatuck to Oval beach that runs throughout the day until dusk. Save on parking and would help keep the beach area lovely without cars parked everywhere	10/26/2016 1:43 PM
130	Non-motorized trails Splash pads Marina with transient boating options	10/26/2016 1:39 PM
131	A trail from the chain ferry to the beach. Otherwise work with the nature conservatory of west mi to maintain and support the natural condition with a developmental focus on access only. It is already accessible and the trails are adequate. Less is more.	10/26/2016 1:34 PM
132	Restroom in Caughlin Park Restroom improvement in Baldhead Park	10/26/2016 1:22 PM
133	Restrooms, more play equipment,	10/26/2016 1:12 PM
134	Restrooms Pickleball court	10/26/2016 1:03 PM
135	Family oriented Over-night camping Promote the arts	10/26/2016 12:59 PM
136	more washrooms and get rid of sports stuff downtown. we have nice facilities up on the hill that are under utilized.	10/26/2016 12:56 PM
137	More parking at Mt. Baldhead, upgraded restrooms at Mt. Baldhead, shoppers dock at Coughlin Park.	10/26/2016 12:51 PM
138	Coghlin and Village Square seem underutilized; would be nice to have transient slips for larger boats, but I can see where that might not be realistic. Perhaps the parks could use more picnic benches to attract tourists who probably haven't brought a picnic blanket, etc, with them.	10/26/2016 12:49 PM
139	The community needs more sports field space. Honestly, even just one or two more fields would make a huge difference. Soccer and baseball in particular have outpaced the available space for games. It isn't age-appropriate for preschool and kindergarten aged children to be playing games until 7:30 at night during the school year under stadium lights. If a few more fields were available this would greatly benefit the community and most likely, boost overall community rec participation. The temporary striping of existing green space to create additional fields and an investment in some portable soccer nets would be an easy first step. Bathrooms are also an issue, the sports fields don't have access to bathrooms in the Township and they've even pulled the port-a-johns so there was nowhere for players to go to the bathroom for the last week and a half of the soccer season. I think our community can do better for our kids and families!	10/26/2016 12:42 PM
140	Opportunities for kids, more ball fields for community rec, splash pad	10/26/2016 12:37 PM
141	Parking times 3	10/26/2016 12:21 PM

142	Oval beach is over crowded and is now full on too many weekend days. It also lacks reasonably clean bathrooms. My Baldhead is under utilized abs the trails could be better used. Parks in town along the water are inconsistently used. Food trucks, picnics, and more are good options. And while there are offsite kayak and paddle rentals it'd be great to see that at the beach itself.	10/26/2016 12:17 PM
143	A dog beach area at Oval Beach	10/26/2016 12:16 PM
144	Rest rooms and stage for Coghlin Park. We have a natural seating area for entertainment with the small hill but we are not using it. Get rid of the gazebo, put in a stage and bathrooms and watch our town grow as an event destination.	10/26/2016 12:09 PM

MARCH 3, 2016

KIRK HARRIER, MANAGER
PO BOX 86
102 BUTLER STREET
SAUGATUCK, MI 49453

RE: Park Inventory and Capital Improvement Plan 2016

DEAR KIRK:

F&V HAS VISITED EACH OF THE FACILITIES LISTED BELOW AND WANTED TO PROVIDE YOU WITH OUR PRELIM FOR EACH OF THE FOLLOWING PARKS. THE FACILITIES OBSERVATIONS ARE AS FOLLOWS:

- **COGLIN PARK** – THE BOUNDARY OF THE PARK AT GRIFFIN AND CULVER STREET HAS WATER AND SAN READILY AVAILABLE FOR A PROPOSED RESTROOM LOCATION IN THE NORTH SECTION OF THE PARK. W. EXTENSIONS WOULD BE REQUIRED IF A RESTROOM BUILDING IS LOCATED IN THE SOUTH PORTION OF T APPROXIMATE BUILDING SIZE WOULD BE APPROXIMATELY 14' X 14' WHICH WOULD INCLUDE TWO UNISEX AND A STORAGE/MECHANICAL AREA. WE UNDERSTAND THAT HEATING THE BUILDING AT THIS POINT WO NECESSARY SINCE THE INTENT WOULD BE TO CLOSE THE RESTROOM DOWN FOR THE WINTER MONTHS. A SEAMLESS METAL ROOF TO REDUCE LONG-TERM MAINTENANCE. ESTIMATED COST OF A BUILDING O WITH ASSOCIATED SITE WORK AND UTILITIES WOULD BE APPROXIMATELY \$135,000 TO \$145,000. FOR A S PROJECT OF THIS TYPE, THE CITY MAY WANT TO CONSIDER AN MDNR PASSPORT GRANT APPLICATION MAXIMUM GRANT AWARD OF \$45,000. OTHER LONG-TERM NEEDS MAY INCLUDE PAVILION AND SCULPTU WITH AN ESTIMATED BUDGET OF \$25,000 TO REFINISH IN-PLACE. UPGRADING THE EXISTING DINGY DOC 20 SLIP SHOPPER'S DOCK WOULD BE APPROXIMATELY \$90,000. WE CAN PREPARE A MORE DETAILED PL COGLIN PARK AS AN ADDITIONAL SERVICE IF DESIRED.

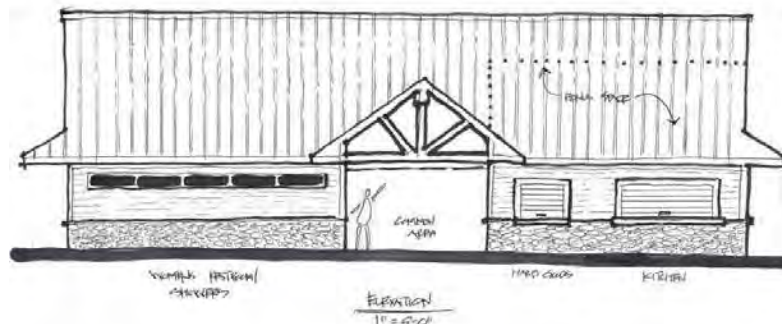


- COOK PARK – PRIMARILY CLASSIFIED AS OPEN SPACE ADJACENT TO THE BUTLER AND THE KALAMAZOO. RECOMMENDATIONS FOR IMPROVEMENTS ARE MADE AT THIS TIME. THE PARK IS CURRENTLY MAINTAINED BY THE SINGAPORE YACHT CLUB. PER THE 2013 LEASE AGREEMENT, THE CITY IS RESPONSIBLE FOR SEAWALL AND BOARDWALK REPAIR IN WITHIN COOK PARK AND ESTIMATES FOR DECK BOARD REPAIR, SAND BACKFILL AND REPAIR ARE ESTIMATED AT APPROXIMATELY \$30,000.
- MT. BALDHEAD PARK – IMPROVEMENTS RECOMMENDED FOR MT. BALDHEAD PARK INCLUDE REMOVAL OF EXISTING PAVILION, DEVELOPMENT OF NEW MASTER PLAN WITH PUBLIC WORKSHOPS AND POTENTIAL EXPANSION OF THE AREA OF (\$25,000), ADA PARKING AND SIDEWALK IMPROVEMENTS (\$10,000) , BATHROOM RECONSTRUCTION/UPGRADE (\$110,000-\$120,000), STAIRWAY MAINTENANCE (\$2,000 ANNUALLY) AND UPPER DECK RENOVATION (\$45,000) TO MATCH WITH THE IMPROVEMENTS COMPLETED IN THE LATE FALL OF 2015.

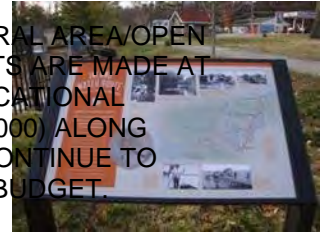
ALSO THE WOOD DECK/VIEWING PLATFORM ON THE EAST SIDE OF PARK STREET WILL LIKELY REQUIRE SIDEWALK, NEW HANDRAIL AND DECKING IN THE NEXT 5-10 YEARS. THESE IMPROVEMENTS, ASSUMING PILES AND STRUCTURAL FRAMING ARE IN GOOD CONDITION, COULD BE IN THE \$20,000 - \$22,000 RANGE IN DOLLARS.

THE RADAR BUILDING AT THE TOP OF MT. BALDHEAD IS IN POOR CONDITION AND SHOULD BE DEMOLISHED. ESTIMATED AT \$135,000 - \$145,000 PER THE 2014 CLEAN-UP ANALYSIS. THE CITY SHOULD EXPLORE THE POSSIBILITY OF BROWNFIELD FUNDS FROM THE COUNTY AND STATE TO AID IN THIS ENDEAVOR. THE RADAR BUILDING IS CURRENTLY IN GOOD CONDITION BUT THE CITY SHOULD BUDGET FUNDS FOR THE FUTURE MAINTENANCE BEYOND THIS 15 YEAR PLAN.

- OVAL BEACH – THE CITY IS CURRENTLY WORKING WITH FV ON PARKING AREA IMPROVEMENTS (CRUSH AND PAVEMENT METHOD - \$400,000) AND PARKING AREA EXPANSION (\$200,000 - \$250,000) AT OVAL BEACH. WITH APPROXIMATELY 490 EXISTING PARKING SPACES AND A POTENTIAL EXPANSION TO 600 SPACES, THE MAXIMUM DAILY USE OF OVAL BEACH EXCLUDING WALK-IN OR TROLLEY USERS COULD EXCEED 1,680 USERS IN PEAK PERIOD. AT A MEDIAN CAR SIZE OF 2.8 PERSONS. THE INTERNATIONAL BUILDING CODE REQUIRES 1 STALL/URINAL PER 15 MALES AND 1 STALL PER 65 FEMALES. THIS EQUATES TO APPROXIMATELY 7 STALLS FOR MEN AND 12 FOR WOMEN. THE EXISTING FACILITY OFFERS ONLY ABOUT 50% OF THIS TOTAL AND MODIFYING THE EXISTING OCTAGON BUILDING IS NOT PRACTICAL. ALSO THE EXISTING OCTAGON BUILDINGS REQUIRE RE-ROOFING, POTENTIAL KITCHEN IMPROVEMENTS, ADDITIONAL STORAGE, DRY GOOD SALES AND POTENTIAL OFFICE SPACE FOR THE PARK MANAGER. WE RECOMMEND THE CITY BUDGET \$485,000 FOR A NEW CONCESSION/ RESTROOM/ SHOWER FACILITY ALSO WITH POTENTIAL DRAINFIELD AND WELL IMPROVEMENTS. THE CITY COULD PURSUE A MDNR MICHIGAN NATURAL RESOURCES FUND GRANT (\$300,000 MAX. GRANT) IN CONJUNCTION WITH THE 110 CAR PARKING EXPANSION TO BETTER MEET THE LONG-TERM NEEDS OF OVAL BEACH AND ITS USERS. IN THE SHORT-TERM, THE CITY SHOULD BUDGET APPROXIMATELY \$20,000 FOR A FREE STANDING STORAGE BUILDING TO ACCOMMODATE STORAGE OF MAINTENANCE EQUIPMENT. THE CITY CAN PREPARE A MORE DETAILED PLAN FOR OVAL BEACH PARK RESTROOM/CONCESSION BUILDING AND OFFICE WITH ADDITIONAL SERVICE IF DESIRED. OTHER IMPROVEMENTS MAY INCLUDE A LIFE JACK RACK WITH OPTICALLY TRANSPARENT UMBRELLA RENTAL KIOSK. WE WOULD RECOMMEND THE CITY BUDGET \$12,000.



- JONES PARK – COMPLETED IN 2014, THE HALF-ACRE PARK WAS IMPROVED WITH THE ADDITION OF BRICK BENCHES, PLAQUE COMMEMORATION, LANDSCAPING AND THE REFURBISHED INTERURBAN INFORMATION SIGNAGE. ONLY GENERAL MAINTENANCE IS EXPECTED FOR THE FORESEEABLE FUTURE.
- PETERSON NATURE PRESERVE - PRIMARILY CLASSIFIED AS NATURAL AREA/OPEN SPACE, NO RECOMMENDATIONS FOR SHORT TERM IMPROVEMENTS ARE MADE AT THIS TIME. LONG-TERM IMPROVEMENTS MAY INCLUDE SOME EDUCATIONAL SIGNAGE DISPLAYS (\$10,000) AND A FLOATING BOARDWALK (\$100,000) ALONG SOME PORTION OF THE WETLANDS. THE CITY SHOULD PLAN TO CONTINUE TO MAINTAIN THE SMALL DAM ON-SITE IN THE 15 YEAR AND BEYOND BUDGET.
- WICKS PARK – EXISTING RESTROOM AND PICNIC GAZEBO REQUIRE SOME MODIFICATION/IMPROVEMENT FOR ADA. RESTROOMS MAY BE MODIFIED AS UNISEX SINGLE STALL RESTROOMS TO ELIMINATE NON-CONFORMING PARTITIONS AND FIXTURES (\$30,000). PICNIC GAZEBO REQUIRES ADA RAMP AND LANDINGS (\$20,000) TO MEET ACCESSIBLE COMPLIANCE. CITY MAY WANT TO CONSIDER RELOCATION OF THE EXISTING GAZEBO TO A MORE ACCESSIBLE LOCATION AND THE CONSTRUCTION NEW BAND PAVILION IN THE SOUTH PORTION OF THE PARK THAT IS MORE SIMILAR TO THE STRUCTURE AT COGHLIN PARK (EST. \$75,000). THE CURRENT GAZEBO IS NOT VERY CONDUCIVE TO FACILITATING THE PARK EVENTS FROM AN ACOUSTICAL OR LOGISTICAL STAND POINT.
- WILLOW PARK – THE WOOD DECK/VIEWING PLATFORM IN WILLOW PARK WILL LIKELY REQUIRE NEW HANDRAILS AND DECKING IN THE NEXT 5-7 YEARS. THESE IMPROVEMENTS, ASSUMING THE WOOD PILES AND STRUCTURE ARE IN GOOD CONDITION, COULD BE IN THE \$25,000 - \$28,000 RANGE IN 2016 DOLLARS.
- VILLAGE SQUARE – LOCATED IN THE HEART OF THE DOWNTOWN AREA, VILLAGE SQUARE PARK IS IN NEED OF SOME MINOR MAINTENANCE IMPROVEMENTS GIVEN THE CURRENT USES. THIS PARK EXPERIENCES SIGNIFICANT WEAR AND TEAR ON PLAYGROUNDS AND PASSIVE SEATING AREAS. THE TENNIS COURT AND BASKETBALL COURT APPEAR TO BE IN NEED OF MAINTENANCE AND THE CITY MAY WANT TO CONSIDER SOME FORM OF ADAPTIVE RE-USE OF THESE FACILITIES GIVEN THE SPACE AVAILABLE IN THE PARK. WE WOULD RECOMMEND A PUBLIC WORKSHOP, POSSIBLE COMMUNITY DEVELOPMENT MASTER PLAN PROCESS TO EXPLORE ALTERNATIVE USES AND RE-PURPOSING FOR THESE UNDER-UTILIZED AREAS. MAINTENANCE ISSUES INCLUDE SETTLING PRECAST PAVERS (\$4,000) AND ADDITIONAL 2”-3” LAYER SAFETY MULCH IN THE EXISTING PLAY AREA (\$4,500). THE 5-10 YEAR BUDGET SHOULD ALSO CONSIDER REPLACING PARKS EXISTING PLAY EQUIPMENT SINCE CHANGING OF SAFETY STANDARDS AND OBTAINING REPLACEMENT EQUIPMENT WILL BE LIKELY BE ISSUES IN THE FORESEEABLE FUTURE. WE WOULD ESTIMATE A REPLACEMENT COST FOR PLAY EQUIPMENT AT \$100,000.
- ROSE GARDEN PARK - MAINTENANCE ISSUES INCLUDE REPAINTING OF EXISTING ORNAMENTAL PERIMETER GATES (\$8,000) OR LONG-TERM REPLACEMENT WITH A CAST ALUMINUM VERSION (\$18,000 IN 2016 DOLLARS).



ONE RECREATIONAL USE WHICH IN THE LAST FEW YEARS IS GAINING IN LEAPS AND BOUNDS IN POPULARITY AMONG COMMUNITIES ACROSS MICHIGAN IS PICKLEBALL. ALTHOUGH NO LOCATION HAS BEEN ANTICIPATED OR PROPOSED FOR EXCAVATION, FENCING, HMA PAVING, COLOR COATING AND NETTING CAN RUN AROUND \$25,000 PER COURT IN 2016 DOLLARS. THIS BUDGETARY NUMBER MAY BE BENEFICIAL TO THE CITY IN LONG RANGE PLANNING, BUDGETING AND FUTURE DISCUSSION ON FUTURE PARK NEEDS. ALSO IF YOU DESIRE, YOU CAN ADD A 25% TO THE ABOVE NUMBERS TO ACCOUNT FOR INFLATION, UNFORESEEN CONDITIONS AND ENGINEERING EXPENSES. FOR THE VARIOUS GRANT PROGRAMS WE WOULD ANTICIPATE A MINIMUM OF 25% LOCAL MATCH AND WE HAVE BEEN SUGGESTING COMMUNITIES SHOULD BUDGET FOR 50% OF LOCAL MATCH TO IMPROVE LIKELIHOOD OF SUCCESSFUL FUTURE APPLICATIONS.

WE HOPE THIS PRELIMINARY EVALUATION GIVES YOU SOME INDICATION ON THE LONG-TERM NEEDS FROM OUR PERSPECTIVE IN THE AREA OF PARK AND RECREATION IN THE CITY. HOPEFULLY THESE PRELIMINARY ESTIMATES CAN BE USED BY YOU IN PROMOTING DISCUSSION WITH YOUR COMMITTEES AND BOARDS LONG TERM CIP PLANNING AND DECISION MAKING.

SINCERELY,

FLEIS & VANDENBRINK

PAUL GALDES, PE

RICK STOUT, LLA

City of Saugatuck - Existing Parks Assessment 2016

Park Name	ADA parking	Gazebo/Shelter	Picnic Areas	Grills	Playgrounds	Restrooms	Public Beach	Viewing deck	Wood stairs	ADA accessible walks	Fishing	Open Play Area	Tennis Court	Basketball Court	Scenic/Natural Features	Electrical Service/Utilities
Coughlin Park	3.5	3.5	3.5							3.5		4			4	4
Cook Park	3									2		4			4	
Mt. Baldhead Park	1	2	3			1		1.5	3.5	1	1.5				4	3
Oval Beach	2	2	2	2	1	2	4			2					4	3
Peterson Nature Preserve	1									3					4	
Rose Garden Park	3.5									3.5					4	
Village Square	3.5				3	3.5				3.5			2.5	2.5		4
Wicks Park	3.5	2				1.5				3					4	4
Willow Park	3							2		2	3				4	4

CONDITION RATING

4 - Very Good : Park Amenity is new or in excellent condition. Meets or exceeds ADA/Universal access considerations and sized to meet future demand.

3 - Good : Park amenity needs some minor repair or maintenance. The feature meets current and foreseeable future demand and is ADA compliant for the most part.

2 -Fair : Amenity is functional but is in need of upgrades or possible replacement to meet current ADA standards and to meet future demand.

1- Poor : Amenity is reaching end of useful life cycle and is in need of total replacement.

City of Saugatuck - Capital Improvements Schedule

Year 1-5	Description	Estimated Cost (2016 dollars)*
All parks	ADA parking signs and pavement marking designations	\$10,000
Oval Beach	Parking Improvements	\$400,000
Cook Park	Sea wall repair and wood deck board replacement	\$30,000
Oval Beach	Free-standing storage building	\$20,000
Oval Beach	Restroom concession/storage building and utility improvements	\$485,000
Mt. Baldhead Park	Proposed restroom building approximately 14' x 14' which would include two unisex restrooms, a storage/mechanical area and utilities.	\$135,000-\$145,000
Coughlin Park	Dingy dock replacement with new 20 slip shoppers dock	\$90,000
Mt. Baldhead Park	Existing pavilion removal and park redevelopment of pavilion area	\$25,000
Mt. Baldhead Park	ADA parking and sidewalk improvements	\$10,000
Mt. Baldhead Park	Stairway maintenance	\$2,000 annually
Wicks Park	Gazebo ADA upgrades and restroom ADA upgrades	\$50,000
Village Square	Play area mulch & brick settlement repair	\$8,500
Oval Beach	Life jacket, chair & umbrella kiosk	\$12,000
Village Square/Mt. Baldhead	Park Master plans for redevelopment of under-utilized areas	\$6,000
Year 5-10		
Coughlin Park	Proposed restroom building approximately 14' x 14' which would include two unisex restrooms, a storage/mechanical area and utilities.	\$135,000-\$145,000
Oval Beach	Proposed non-motorized pathway from Park Street to Oval Beach	\$1,000,000
Mt. Baldhead Park	Wood deck east side of Park Street	\$20,000 - \$22,000
Mt. Baldhead Park	Removal of radar control building, equipment and concrete slab	\$135,000-\$145,000
Oval Beach	Parking expansion	\$200,000 - \$250,000
Village Square	Development of new use areas	\$70,000
Wicks Park	Proposed restroom building approximately 14' x 14' which would include two unisex restrooms, a storage/mechanical area and utilities.	\$135,000 to \$145,000.
Wicks Park	Pavilion replacement with new bandshell	\$75,000
Year 10-15		
Coughlin Park	Pavilion/ sculpture refinishing (in-place)	\$25,000
Mt. Baldhead Park	Wood Deck top of Mt. Baldhead	\$45,000
Mt. Baldhead Park	Radar dome/tower repair	Unknown
Village Square	Playground replacement	\$100,000
Peterson Park	Floating boardwalk & educational signage	\$110,000
Willow Park	Wood deck replacement	\$25,000 - \$28,000
Rose Garden Park	Fence/gate replacement	\$18,000

* Add 3% per year beyond 2016 for inflation

City of Saugatuck - Existing Parks Inventory 2016

Park Name	Acreage	Off-street Parking	Gazebo/Shelter	Picnic tables	Grills	Playgrounds	Restroom stalls M/W	Sinks	Public Water Frontage (Ft)	Viewing deck	Wood stairs	Fishing	Open Play Area	Tennis Court	Basketball Court	Benches	Electrical Service Panels
Coughlin Park	0.5		1	2					200			1	1			3	2
Cook Park	1			16					260			1	1				
Mt. Baldhead Park	100	16	1	5	1		2/2	1/1	170	1	2	1					1
Oval Beach	50	400	1	18	3	1	4/4	2/2	1,700	1						3	2
Peterson Nature Preserve	9																
Rose Garden Park	0.1																
Village Square	2.5					1	5/4	2/2						1	1	10	1
Wicks Park	0.5		1	2			2/2	1/1	205			1	1			4	1
Willow Park	0.1			1					132	1		1				2	1

KEY	DESCRIPTION	CONDITION	NOTES
A	Picnic Pavilion & Sculpture	3.5	May need repainting in next 7-10 years.
B	Parking	3.5	Add ADA accessible parking signs and pavement markings
C	Rain Garden Area	4	
D	Electrical panels	4	
E	Dingy Dock	2	Replace existing dock with 20 slip shoppers dock.
F	Future location of Potential restroom	N/A	

CONDITION RATING
 4— Very Good : Park Amenity is new or in excellent condition. Meets or exceeds ADA/Universal access considerations and sized to meet future demand.
 3— Good: Park amenity needs some minor repair or maintenance. The feature meets current and foreseeable future demand and is ADA compliant for the most part.
 2—Fair: Amenity is functional but is in need of upgrades or possible replacement to meet current ADA standards and to meet future demand
 1—Poor: Amenity is reaching end of useful life cycle and is in need of total replacement.



Parcel Boundaries (Approximate)

Park Assessments
 - Coghlin Park -
 Saugatuck, Michigan

DRAWN BY: SWL
 DATE: 8/24/2015
 PROJECT NO: 3187
 SCALE: 1"=240'
 FILE LOCATION: \\fs01\p\3187\3187.dwg
 DATE OF PLOT: 8/24/2015 10:00 AM
 SOURCE: Landscape Design, Michigan Department of Natural Resources



KEY	DESCRIPTION	CONDITION	NOTES
A	Open Green	4	
B	Walk	4	
C	Seawall	3	Upper 1 1/2' of seawall in need of repairs in random locations. Replace small sections of sheet pile and backfill with sand.
D	Boardwalk	2	Wood decking and limited joists in need of replacement over next 5 years. Backfill seawall with sand to prevent sporadic rusting of seawall.

CONDITION RATING

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1—Poor: Amenity is reaching end of useful life cycle and is n need of total replacement.



Parcel Boundaries
(Approximate)

Park Assessments
- Cook Park -
Saugatuck, Michigan

DRAWN BY: SWL DATE: 8/24/2015
 PROJECT NO: 3187 SCALE: 1:360
 FILE LOCATION: M:\Projects\480028\SAUGOOD\Project\3187-13 Park Assessment\PA\CookPark.pdf
 SOURCES: Oregon County, Michigan Geographic Data Library

KEY	DESCRIPTION	CONDITION	NOTES
A	Jones Park	4	Half-acre park landscaped with the addition of brick sidewalks, benches, plaque commemoration and trees.
B	Information Booth	4	Refurbished as part of park improvements in 2014.

CONDITION RATING

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 3— Good: Park amenity needs some minor repair or maintenance. The feature meets current and foreseeable future demand and is ADA compliant for the most part.
 2—Fair: Amenity is functional but is in need of upgrades or possible replacement to meet current ADA standards and to meet future demand
 1—Poor: Amenity is reaching end of useful life cycle and is in need of total replacement.



Parcel Boundaries
(Approximate)

Park Assessments
- Jones Park -
Saugatuck, Michigan

DRAWN BY: SWL DATE: 2/25/2016
 PROJECT NO: 3187 SCALE: 1"=138'
 FILE LOCATION: M:\Projects\2016\20160225\JonesPark.mxd
 3387-25 Public Assessment.dwg
 R:\Data\GIS\2016\20160225\JonesPark.mxd
 SOURCES: Aerial Photography, Google Earth, etc.

KEY	DESCRIPTION	CONDITION	NOTES
A	Parking	2	Additional parking needed to meet demand. Pavement at end of useful lifecycle.
B	Restroom	2	Restroom undersized to meet current demand. Suggest replacement of restroom/Concession buildings.
C	Storage area	2	Needed to expand to meet storage demand.
D	Outdoor picnic seating	2	Surface and tables does not meet ADA viewing guidelines.
E	Drainfield	2	Undersized to meet current demand. Suggest increase in tank size and absorption field.
F	Playground	1	Does not meet ADA and safety guidelines. Replacement suggested.

CONDITION RATING

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2 - Fair: Amenity is functional but is in need of upgrades or possible replacement to meet current ADA standards and to meet future demand

1 - Poor: Amenity is reaching end of useful life cycle and is in need of total replacement.



KEY	DESCRIPTION	CONDITION	NOTES
A	Pathway	3	
B	Open Natural Area	2	
C	Dam	1.5	

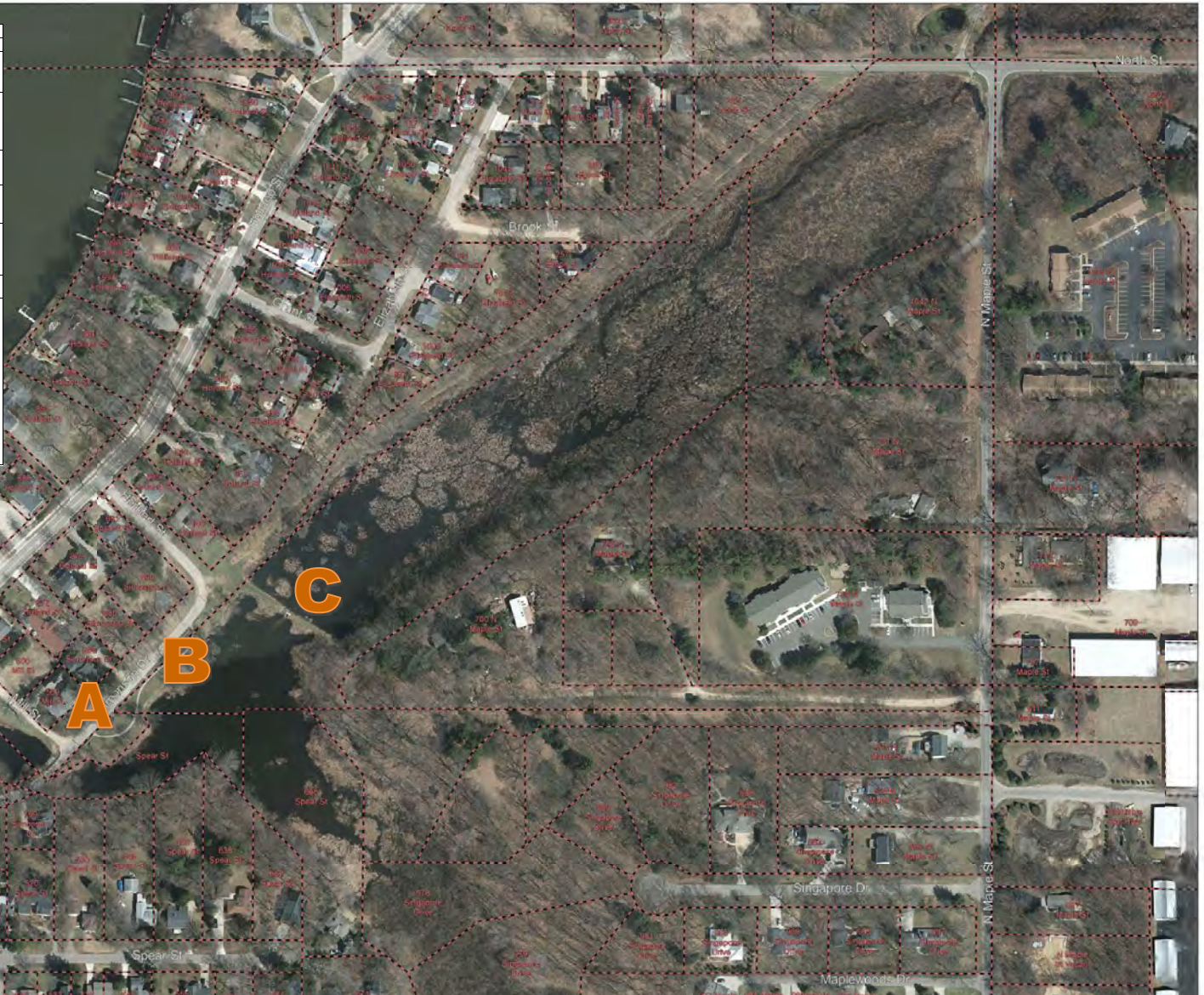
CONDITION RATING

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Parcel Boundaries
(Approximate)

Park Assessments
- Mildred Peterson Nature Preserve -
Saugatuck, Michigan

DESIGNED BY: SWL DATE: 8/24/2015
PROJECT NO: 3187 SCALE: 1:1,200
FILE LOCATION: M:\Projects\2015\3187\3187 Park Assessment\Final\3187 Park Assessment.mxd
SOURCE: Flagler County, Michigan Geographic Data System



KEY	DESCRIPTION	CONDITION	NOTES
A	Picnic Pavilion	2	Difficult to retrofit to meet ADA accessibility. Relocation and replacement suggested.
B	Parking	3.5	Add ADA accessible parking signs and pavement markings
C	Restroom Building	1.5	Difficult to retrofit to meet ADA accessibility. Relocation and replacement suggested
D	Future Bandshell location	N/A	

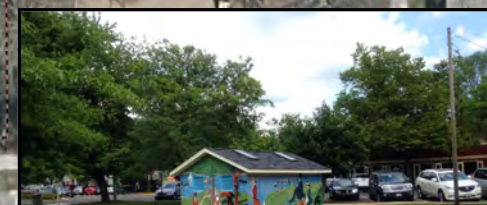
CONDITION RATING

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2—Fair: Amenity is functional but is in need of upgrades or possible replacement to meet current ADA standards and to meet future demand

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Parcel Boundaries
(Approximate)

Park Assessments
- Wicks Park -

Saugatuck, Michigan

DRAWN BY: SWL DATE: 8/24/2015
 PROJECT NO: 3187 SCALE: 1:240
 FILE LOCATION: M:\Projects\3187\3187\3187\GIS\Assess\318715 Park Assessments\Final\Assess.pdf
 SOURCES: Aerial Imagery, Michigan Geographic Data Library

Parcel Boundaries
(Approximate)



**Park Assessments
- Willow Park -**

Saugatuck, Michigan

DRAWN BY: SWL DATE: 8/24/2015
PROJECT NO: 3187 SCALE: 1:240
FILE LOCATION: M:\Projects\3187 Willow Park\3187 Willow Park.dwg
SOURCES: Allman County, Michigan Geographic Data Library

KEY	DESCRIPTION	CONDITION	NOTES
A	Wood deck	2	Wood deck reaching end of useful life. Rail does not meet ADA viewing guidelines. Replacement suggested.
B	Parking	3	Add ADA accessible parking signs and pavement markings
C	Electrical Panel	4	

CONDITION RATING
 4— Very Good : Park Amenity is new or in excellent condition. Meets or exceeds ADA/ Universal access considerations and sized to meet future demand.
 3— Good: Park amenity needs some minor repair or maintenance. The feature meets current and foreseeable future demand and is ADA compliant for the most part.
 2—Fair: Amenity is functional but is in need of upgrades or possible replacement to meet current ADA standards and to meet future demand
 1—Poor: Amenity is reaching end of useful life cycle and is n need of total replacement.



KEY	DESCRIPTION	CONDITION	NOTES
A	Rose garden & pathways	3.5	
B	Ornamental Fence & Gates	2	Due to refinishing, suggest replacement with powder coated aluminum in next 3-5 years.

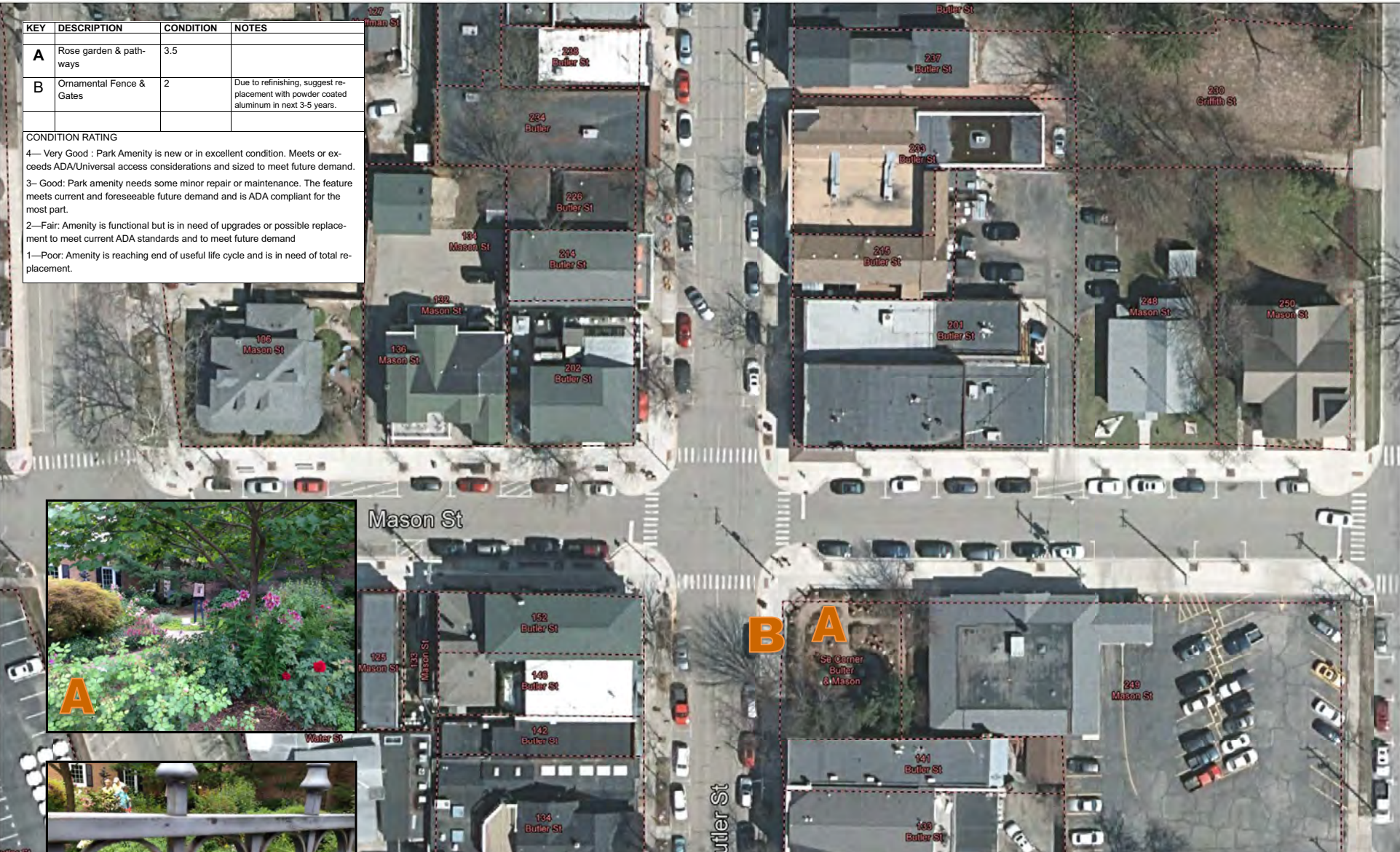
CONDITION RATING

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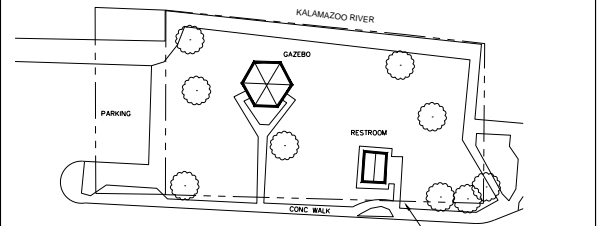


Parcel Boundaries
(Approximate)

Park Assessments
- Rose Garden Park -
Saugatuck, Michigan

DRAWN BY: SWL DATE: 8/24/2015
 PROJECT NO: 3187 SCALE: 1:240
 FILE LOCATION: M:\Projects\2015\20150824\Rose Garden Park - Saugatuck MI
 SOURCE: Finger County, Michigan Geographic Data Service

DIST. DATE: 2/1/2004





PUBLIC NOTICE

City of Saugatuck

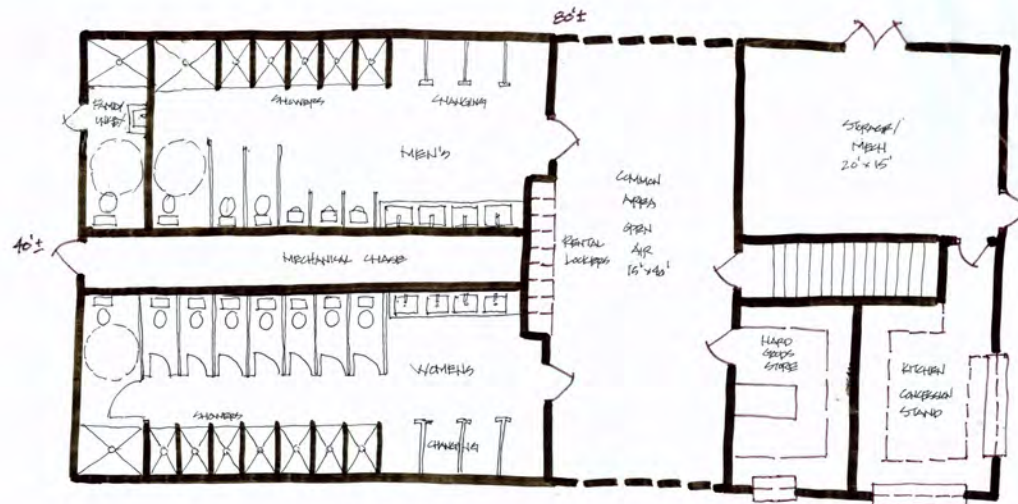
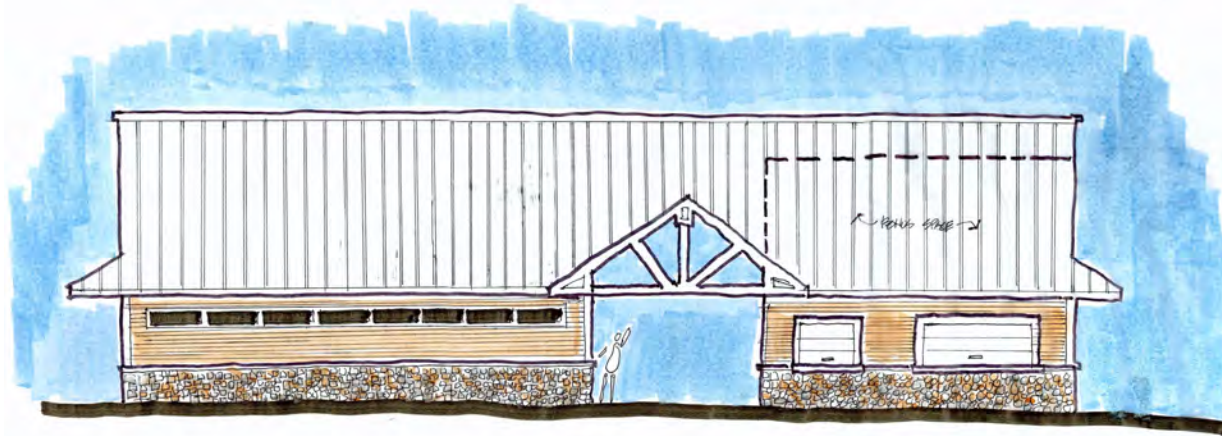
A public hearing will be held on March 13, at 7PM at the Saugatuck City Hall located at 102 Butler St, Saugatuck, MI 49453 to gather public input for submittal for an amendment to the Michigan Department of Natural Resources a proposed 2014-2019 Saugatuck Douglas Area 5 Year Parks & Recreation Plan as it relates to the City of Saugatuck. A draft plan is available for review for a period of 10 days prior to this public hearing at the City Hall during regular office hours. Interested persons may attend the public hearing. Written comments may be addressed to Kirk Harrier, City Manager, at the address noted above.

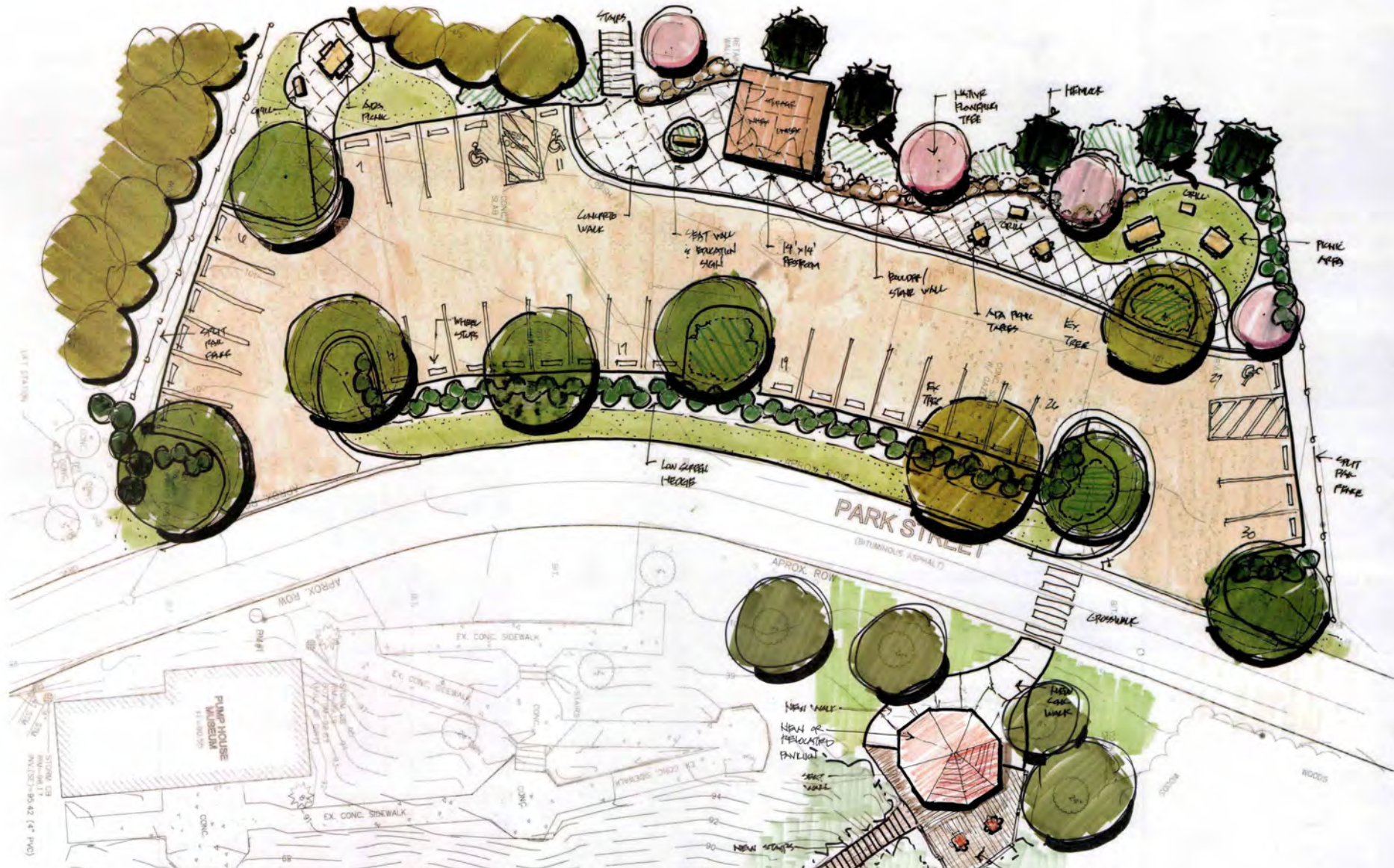
Monica Nagel, Clerk

POSTED: 03-03-2017

Culver St









6 SPACER BRANCHES HOPE
CHIPS & CUST PATH
PLANTING TREES
CONCRETE WALL
ARCH ENTRY
PARK SEATING W/ CANNON
ARCH ENTRY
Main St

SPACE TANK
FENCING
RESOUNDING / SOUND WALL
FIXED TABLE GAME SEATING (AGA)
PARK SEATING

TROLLEY STOP OFF

FIXED TABLE GAME SEATING (AGA)

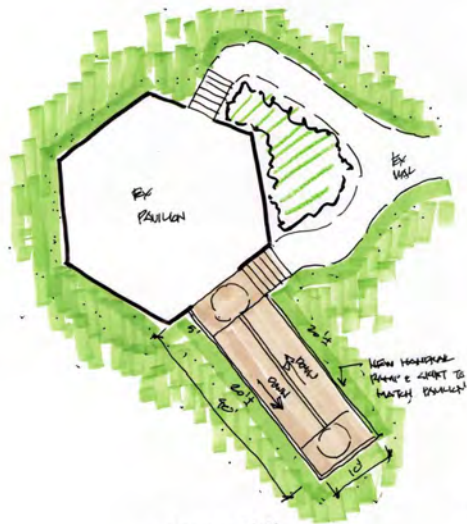
BASKETBALL W/ FENCING BLACK VINYL COATED

24" REINFORCING / SOUND WALL
HALF COURT BASKETBALL W/ FENCING BLACK VINYL COATED

FIX PARKING PARK



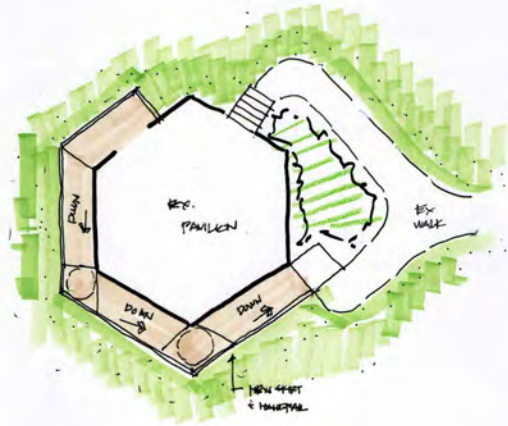




OPTION A RAMP
 $\frac{1}{8}'' = 1'-0''$

RAMP PARAMETERS

- 3' to 3'-6" RAMP
- 16' PLANTING FOR ATTITUDE
- THROW 2'-6" WITHOUT LANDING
- 42' OF RAMP MAY BE NECESSARY
- 36' MIN.



OPTION B RAMP
 $\frac{1}{8}'' = 1'-0''$

Mt Baldhead
Park Improvements
City of Saugatuck
Engineer's Estimate of Construction Costs



JOB: 827910
 BY: RWS
 DATE: 1/30/2017

ITEM NO.	ITEM DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	ESTIMATED TOTAL
1	MOBILIZATION, BONDS & INSURANCE (5% MAX.)	LSUM	1	\$30,000	\$30,000
2	MISC. REMOVAL AND DISPOSAL	LSUM	1	\$25,000	\$25,000
3	SITE PREPARATION AND GRADING	LSUM	1	\$25,000	\$25,000
4	PARKING AREA AGGREGATE BASE	SYD	1500	\$15	\$22,500
5	HANDICAP PARKING SIGNS	EA	2	\$500	\$1,000
6	CONCRETE CURB AND GUTTER	FT	400	\$20	\$8,000
7	MISCELLANEOUS BOULDER WALLS	TON	20	\$300	\$6,000
8	RESTROOM WITH UTILITIES	LSUM	1	\$125,000	\$125,000
9	SIDEWALKS/PICNIC AREA	SFT	2400	\$6	\$14,400
10	BOARDWALK/STAIR REPLACEMENT - KALAMAZOO RIVER	SFT	2000	\$40	\$80,000
11	UPPER LEVEL DECK REPLACEMENT - TOP OF STAIRS	SFT	800	\$40	\$32,000
12	REMOVAL OF RADAR CONTROL BUILDING (ECT REPORT 10/2014)	LSUM	1	\$145,000	\$145,000
13	PAVILION	LSUM	1	\$50,000	\$50,000
14	PARKING BUMPERS	EA	30	\$250	\$7,500
15	SPLIT RAIL FENCE	FT	400	\$15	\$6,000
17	TABLE SEATING	EA	6	\$2,000	\$12,000
18	HMA PAVING - ADA**	TON	40	\$130	\$5,200
19	INFORMATION KIOSK	LSUM	1	\$10,000	\$10,000
20	MISCELLANEOUS LANDSCAPING	LSUM	1	\$20,000	\$20,000
21	NATIVE GRASS SEEDING	SFT	30,000	\$0.20	\$6,000

** DOES NOT INCLUDE HMA PARKING PAVING OR STORM SEWER FOR GENERAL PARKING

Construction Total:	\$631,000	
CONTINGENCY AND UNDEVELOPED DESIGN DETAILS		\$126,000
Subtotal Project Cost:	\$757,000	
SURVEY & ENGINEERING:		\$114,000
Total Project Cost:	\$871,000	

Wicks Park
Park Improvements
City of Saugatuck
Engineer's Estimate of Construction Costs



JOB: 827910
 BY: RWS
 DATE: 1/30/2017

ITEM NO.	ITEM DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	ESTIMATED TOTAL
1	MOBILIZATION, BONDS & INSURANCE (5% MAX.)	LSUM	1	\$20,000	\$20,000
2	TREE REMOVAL, 6" TO 18" CALIPER	EA	3	\$275	\$825
3	MISC. REMOVAL AND DISPOSAL	LSUM	1	\$20,000	\$20,000
4	SITE PREPARATION AND GRADING	LSUM	1	\$25,000	\$25,000
5	PARKING AREA STRIPING	LSUM	1	\$500	\$500
6	HANDICAP PARKING SIGNS	EA	2	\$500	\$1,000
7	SIDEWALK	SFT	2500	\$4	\$10,000
8	BANDSHELL (IF PAVILION IS REPLACED/RELOCATED)	LSUM	1	\$175,000	\$175,000
9	RESTROOM BUILDING WITH UTILITIES	LSUM	1	\$125,000	\$125,000
10	MISCELLANEOUS LANDSCAPING	LSUM	1	\$20,000	\$20,000
11	HYDRO-SEEDING	SFT	125,000	\$0.07	\$8,750

Construction Total: \$406,000
 CONTINGENCY AND UNDEVELOPED DESIGN DETAILS \$81,200
Subtotal Project Cost: \$487,200
 SURVEY & ENGINEERING: \$73,000
Total Project Cost: \$560,200

Willow Park
Park Improvements
City of Saugatuck
Engineer's Estimate of Construction Costs



JOB: 827910
 BY: RWS
 DATE: 1/30/2017

ITEM NO.	ITEM DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	ESTIMATED TOTAL
1	MOBILIZATION, BONDS & INSURANCE (5% MAX.)	LSUM	1	\$9,500	\$9,500
2	MISC. REMOVAL AND DISPOSAL	LSUM	1	\$10,000	\$10,000
3	SITE PREPARATION AND GRADING	LSUM	1	\$5,000	\$5,000
4	PARKING AREA STRIPING	LSUM	1	\$250	\$250
5	HANDICAP PARKING SIGNS	EA	1	\$500	\$500
6	SIDEWALK	SFT	50	\$4	\$200
7	BOARDWALK PROMENADE	SFT	1800	\$40	\$72,000
8	LOWER LEVEL FLOATING FISHING PLATFORM	SFT	1000	\$60	\$60,000
9	PICNIC PLAZA AREA - PLAIN CONCRETE/DYE PATTERN	SFT	800	\$9	\$7,200
10	TABLE SEATING	EA	3	\$2,000	\$6,000
11	MISCELLANEOUS LANDSCAPING	LSUM	1	\$10,000	\$10,000
12	GRASS SEEDING	SFT	5,000	\$0.20	\$1,000

Construction Total:	\$182,000	
CONTINGENCY AND UNDEVELOPED DESIGN DETAILS	<u> </u>	\$36,000
Subtotal Project Cost:	\$218,000	
SURVEY & ENGINEERING:	<u> </u>	\$33,000
Total Project Cost:	\$251,000	

Coghlin Park
Park Improvements
City of Saugatuck
Engineer's Estimate of Construction Costs



JOB: 827910
 BY: RWS
 DATE: 1/30/2017

ITEM NO.	ITEM DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	ESTIMATED TOTAL
1	MOBILIZATION, BONDS & INSURANCE (5% MAX.)	LSUM	1	\$35,000	\$35,000
2	TREE REMOVAL, 6" TO 18" CALIPER	EA	3	\$275	\$825
3	MISC. REMOVAL AND DISPOSAL	LSUM	1	\$3,500	\$3,500
4	SITE PREPARATION AND GRADING	LSUM	1	\$25,000	\$25,000
5	PARKING AREA STRIPING	LSUM	1	\$500	\$500
6	HANDICAP PARKING SIGNS	EA	2	\$500	\$1,000
7	SIDEWALK	SFT	2500	\$4	\$10,000
8	PLAY AREA SEAT WALL	FT	60	\$175	\$10,500
9	PLAY AREA POURED IN PLACE SURFACING	SFT	1500	\$15	\$22,500
10	PLAY AREA CLIMBING STRUCTURE	LSUM	1	\$40,000	\$40,000
11	PLAY AREA SAND SUB-BASE, CIP	CYD	80	\$15.00	\$1,200.00
12	RESTROOM BUILDING WITH UTILITIES	LSUM	1	\$125,000	\$125,000
13	SHOPPERS DOCK WITH KAYAK LAUNCH	LSUM	1	\$135,000	\$135,000
14	KAYAK STORAGE AREA	LSUM	1	\$15,000	\$15,000
15	MISCELLANEOUS LANDSCAPING	LSUM	1	\$20,000	\$20,000
16	HYDRO-SEEDING	SFT	125,000	\$0.07	\$8,750

Construction Total:	\$454,000	
CONTINGENCY AND UNDEVELOPED DESIGN DETAILS	<u> </u>	\$90,800
Subtotal Project Cost:	\$544,800	
SURVEY & ENGINEERING:	<u> </u>	\$82,000
Total Project Cost:	\$626,800	

Oval Beach
Park Improvements
City of Saugatuck
Engineer's Estimate of Construction Costs



JOB: 827910
 BY: RWS
 DATE: 1/30/2017

ITEM NO.	ITEM DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	ESTIMATED TOTAL
1	MOBILIZATION, BONDS & INSURANCE (5% MAX.)	LSUM	1	\$45,000	\$45,000
2	TREE REMOVAL, 6" TO 18" CALIPER	EA	5	\$275	\$1,375
3	MISC. REMOVAL AND DISPOSAL	LSUM	1	\$25,000	\$25,000
4	SITE PREPARATION AND GRADING	LSUM	1	\$25,000	\$25,000
5	PARKING AREA STRIPING	LSUM	1	\$500	\$500
6	HANDICAP PARKING SIGNS	EA	2	\$500	\$1,000
7	SIDEWALK	SFT	4500	\$4	\$18,000
8	RESTROOM/CONCESSION/SOWER BUILDING	LSUM	1	\$450,000	\$450,000
9	MAINTENANCE STORAGE BUILDING (16' X 28')	LSUM	1	\$30,000	\$30,000
10	UTILITY UPGRADE - WATER, DRAINFIELD	LSUM	1	\$60,000	\$60,000
11	PLAY AREA POURED IN PLACE RUBBERIZED SURFACE	SFT	5000	\$12	\$60,000
12	PLAY AREA CLIMBING STRUCTURE/EQUIPMENT	LSUM	1	\$125,000	\$125,000
13	PLAY AREA SAND SUB-BASE, CIP	CYD	80	\$15.00	\$1,200
14	PICNIC PLAZA AREA - PLAIN CONCRETE/DYE PATTERN	SFT	6000	\$9	\$54,000
15	BOARDWALK PROMENADE	SFT	2000	\$40	\$80,000
17	TABLE SEATING	EA	12	\$2,000	\$24,000
18	MISCELLANEOUS LANDSCAPING	LSUM	1	\$20,000	\$20,000
19	ADA PICNIC PADS	LSUM	3	\$10,000	\$30,000
20	DUNE GRASS SEEDING	SFT	30,000	\$0.20	\$6,000

Construction Total:	\$1,056,000	
CONTINGENCY AND UNDEVELOPED DESIGN DETAILS		\$211,000
Subtotal Project Cost:	\$1,267,000	
SURVEY & ENGINEERING:		\$190,000
Total Project Cost:	\$1,457,000	

Village Square
Park Improvements
City of Saugatuck
Engineer's Estimate of Construction Costs



JOB: 827910
 BY: RWS
 DATE: 1/30/2017

ITEM NO.	ITEM DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	ESTIMATED TOTAL
1	MOBILIZATION, BONDS & INSURANCE (5% MAX.)	LSUM	1	\$35,000	\$35,000
2	MISC. REMOVAL AND DISPOSAL	LSUM	1	\$25,000	\$25,000
3	SITE PREPARATION AND GRADING	LSUM	1	\$25,000	\$25,000
4	PARKING AREA STRIPING	LSUM	1	\$500	\$500
5	HANDICAP PARKING SIGNS	EA	2	\$500	\$1,000
6	SIDEWALK	SFT	4500	\$4	\$18,000
7	PLAY AREA SEAT WALL	FT	60	\$175	\$10,500
8	PLAY AREA POURED IN PLACE RUBBERIZED SURFACE	SFT	5000	\$12	\$60,000
9	PLAY AREA CLIMBING STRUCTURE/EQUIPMENT	LSUM	1	\$125,000	\$125,000
10	PLAY AREA SAND SUB-BASE, CIP	CYD	80	\$15.00	\$1,200
11	PICKLEBALL COURT W/ FENCING AND COLOR COATING	LSUM	2	\$40,000	\$80,000
12	BASKETBALL 1/2 COURT - 4 SQUARE W/ COLOR COATING	LSUM	1	\$30,000	\$30,000
13	TABLE SEATING AREA (CONCRETE, 3 ADA TABLES)	LSUM	1	\$15,000	\$15,000
14	MISCELLANEOUS LANDSCAPING	LSUM	1	\$20,000	\$20,000
15	VETERANS PARK - SERVICE BRANCH NODES, WALK & DISPLAYS	LSUM	1	\$250,000	\$250,000
17	HYDRO-SEEDING	SFT	30,000	\$0.07	\$2,100.00

Construction Total: \$698,000
 CONTINGENCY AND UNDEVELOPED DESIGN DETAILS \$140,000
Subtotal Project Cost: \$838,000
 SURVEY & ENGINEERING: \$125,700
Total Project Cost: \$963,700

Saugatuck
Tri-Communities

**Proposed
Bike Paths**

ALLEGAN COUNTY, MICHIGAN



Municipal Legend

Jurisdiction Boundaries

Section Legend

Section Boundaries

Road Legend

- Expressway
- State Highway
- County Primary (Paved)
- County Primary (Unpaved)
- County Local (Paved)
- County Local (Unpaved)
- City Major
- City Minor
- Unclassified

NOTES: Not all public and private roads are shown.
Municipal boundaries are established from 2003 Tax Maps.
The locations of water features may not be aligned with
their current extents according to the most recent
aerial photography.

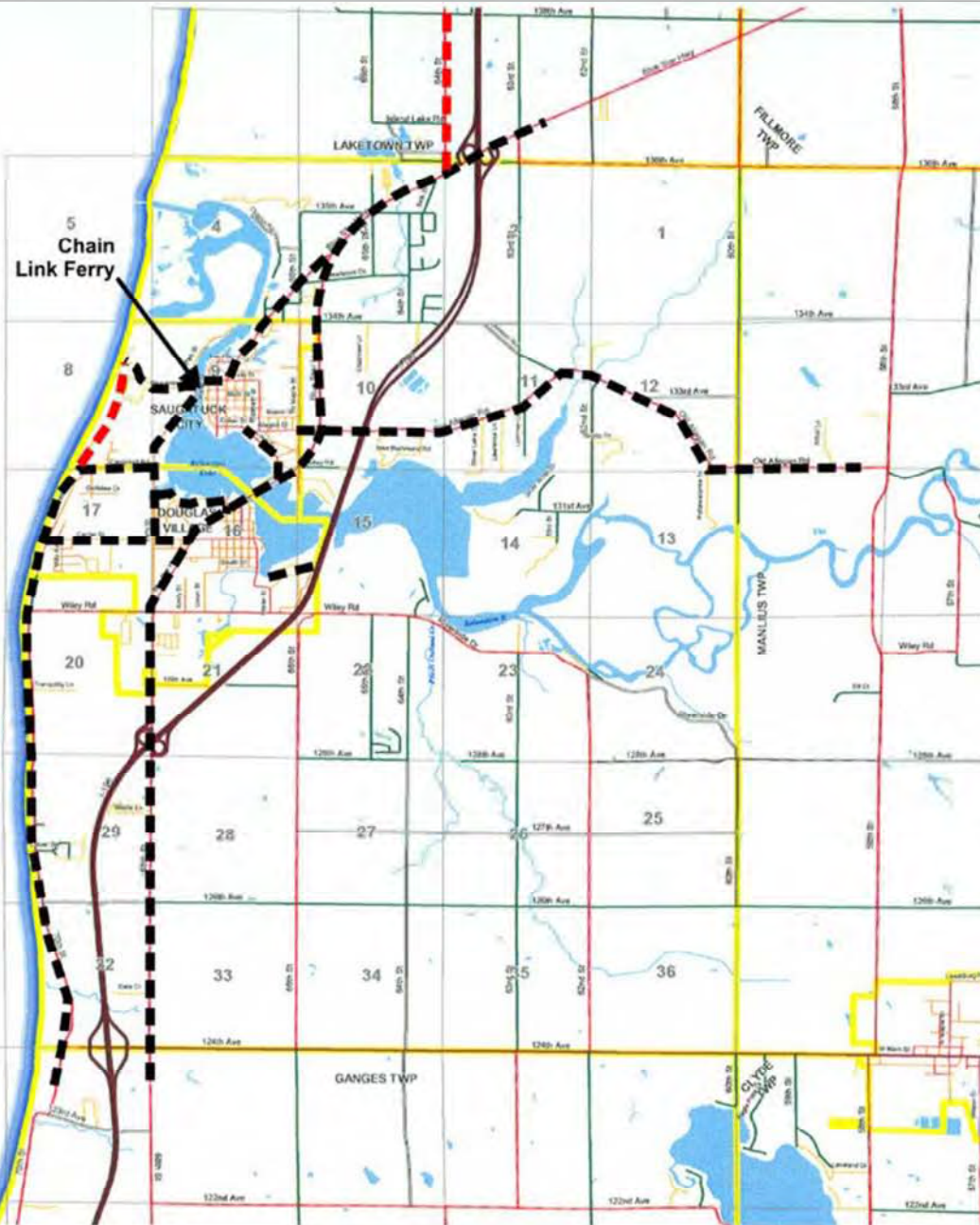
Proposed Bike Paths
(1989 Comprehensive Plan
and 2002 Recreation Plan)

**Additional Potential
Bike Paths**

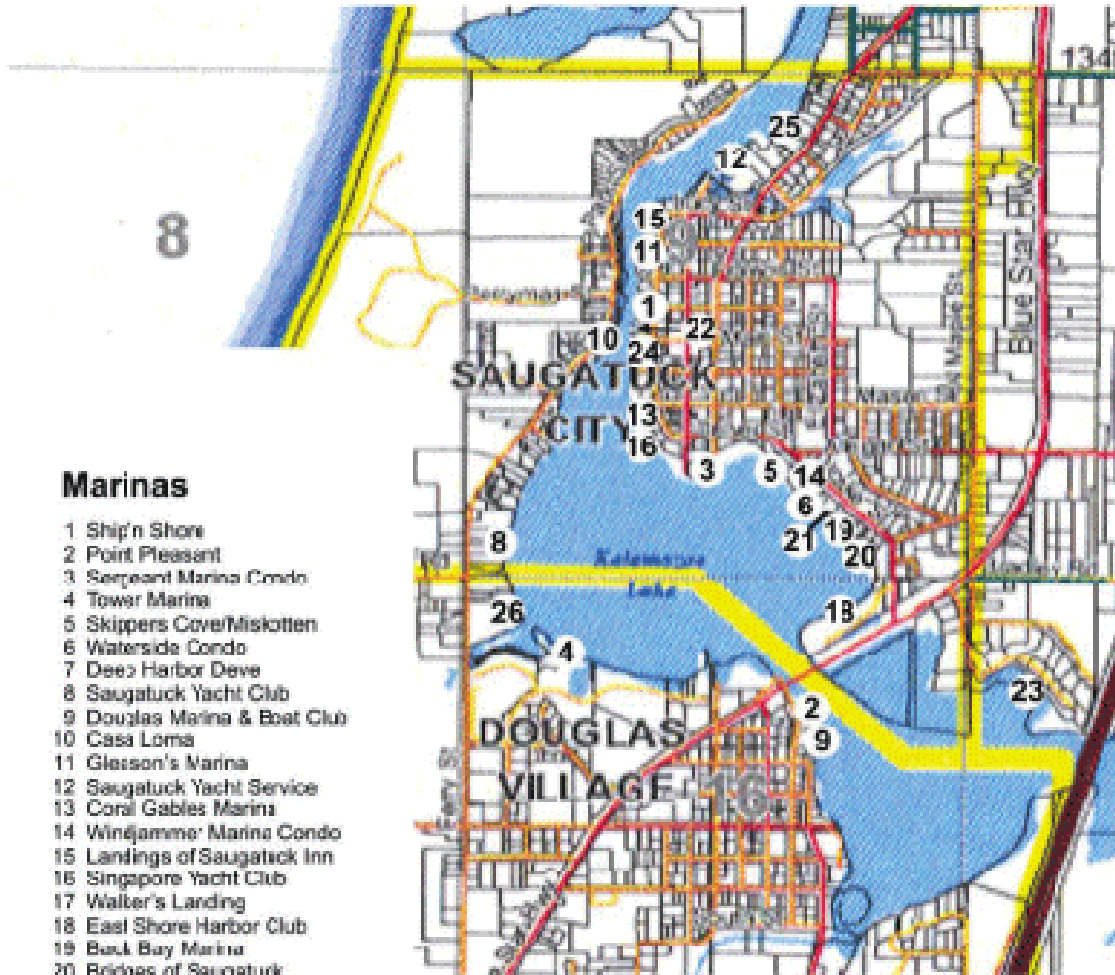


Allegan County Land Information Services assumes no liability
for errors or omissions, other than the use of best data.

Lake Michigan

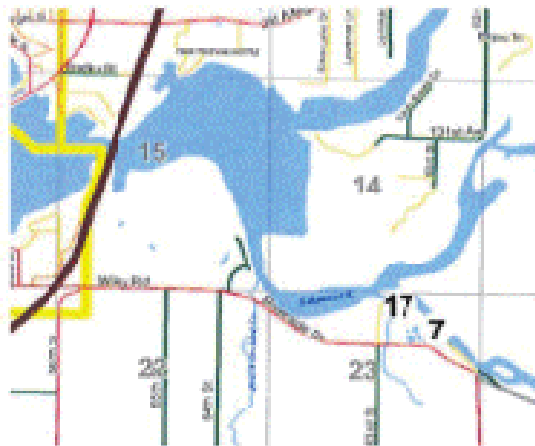


Marina Map



Marinas

- 1 Ship'n Shore
- 2 Point Pleasant
- 3 Serpant Marina Condo
- 4 Tower Marina
- 5 Skippers Cove/Miskotten
- 6 Waterside Condo
- 7 Deep Harbor Deve
- 8 Saugatuck Yacht Club
- 9 Douglas Marina & Boat Club
- 10 Casa Loma
- 11 Gleason's Marina
- 12 Saugatuck Yacht Service
- 13 Coral Gables Marina
- 14 Winjammer Marina Condo
- 15 Landings of Saugatuck Inn
- 16 Singapore Yacht Club
- 17 Walber's Landing
- 18 East Shore Harbor Club
- 19 Buck Bay Marina
- 20 Bridges of Saugatuck
- 21 Saugatuck Shores Condo
- 22 Main Street Docks - City of Saugatuck
- 23 Heron Bay Condo
- 24 Dockside Marketplace
- 25 Riverview Marina
- 26 Tower Harbor Marina Condo





City Council Agenda Item Report

City of Saugatuck

FROM: Kirk Harrier, City Manager

MEETING DATE: January 28, 2019

SUBJECT: Resolution No. 190128-A (Cost Sharing for Master Meter Project)

DESCRIPTION

In October of 2017 the Saugatuck City Council approved a sewer master meter design proposal from Fleis & VandenBrink. The total project cost for this engineering proposal was \$21,000. The City of Saugatuck's portion was \$7,000. The engineering has been completed and the master meter project was bid out for construction. The authorization to bid was granted by the KLSWA Board on December 17, 2018 and bids were due January 7, 2019. Seventeen qualified bidders were contacted. Eight bids were received. Pre-bid cost projections in May of 2017 were \$210,000. When actual bids were received in January 2018 it was \$361,900. The project was reevaluated and re-bid in January 2019 and total project cost is now \$499,022.

The purpose of the sewer master meter project is to determine actual use of the allocated capacity at the wastewater treatment plant; use and capacity of the plant directly influences a community's ability for future development. Sewer master metering is required per the active Sewer Agreement of 2012 under section 11. Measurement of Wastewater Flow; Master Meters. Allocated capacity is currently being calculated using a method that is not as accurate as utilizing multiple meters. Attached to this agenda item report is a copy of the F&V Sewer Flow Metering Study that will assist Council members in better understanding specific details of this project.

The proposed resolution reflects the City of Saugatuck (a constituent municipality in the KLSWA) will be approving participation in and cost-sharing for the project. Based on the January 7, 2018 bids, the City of Saugatuck' upfront share is \$175,344.50. This amount reflects the preliminary 50/50 cost-sharing between the City of Saugatuck and City of Douglas for both master meter No. 1 and 2, subject to adjustment of that cost-sharing by the two cities following two years of metered flow through each meter by KLSWA.

BUDGET ACTION REQUIRED

Funds from the City's sewer/water account will be used to pay for this expenditure.

COMMITTEE/COMMISSION REVIEW

KLSWA Board recommends approval.

LEGAL REVIEW

Municipal attorney Jeff Sluggett has reviewed and approved the attached Resolution as to form and content.

SAMPLE MOTION:

Motion to **approve/deny** Resolution No. 190128-A agreeing to participate with the constituent municipalities of KLSWA in the Master Meter Project as presented.

**CITY COUNCIL
CITY OF SAUGATUCK
COUNTY OF ALLEGAN**

RESOLUTION NO. 190128-A

**RESOLUTION TO APPROVE PARTICIPATION IN AND
COST SHARING FOR MASTER METER PROJECT**

Minutes of a _____ meeting of the City Council of the City of Saugatuck, County of Allegan, State of Michigan, held in the Saugatuck City Hall on _____, 2019.

PRESENT: Members: _____

ABSENT: Members: _____

Member _____ offered and moved the adoption of the following preamble and resolution, seconded by Member _____:

WHEREAS, the City of Saugatuck (the "City"), the City of the Village of Douglas ("Douglas"), and the Township of Saugatuck (together, the "Constituent Municipalities") previously incorporated the Kalamazoo Lake Sewer and Water Authority (the "Authority") pursuant to Act 233 of the Public Acts of Michigan of 1955 ("Act 233"); and

WHEREAS, the Authority provides wastewater treatment service to the Constituent Municipalities and portions of the Township of Laketown ("Laketown Township"); and

WHEREAS, the Authority, the Constituent Municipalities and Laketown Township have determined that it is necessary and in the best interests of the sanitary sewer system and the Constituent Municipalities' and Laketown Township's use of that sewer system to acquire, install and use "master meters," including, but not limited to, Master Meter No. 1 ("Master Meter No. 1") and Master Meter No. 2 ("Master Meter No. 2") to be installed to monitor and measure

the flow from the City and Douglas, so as to determine actual use by the Constituent Municipalities and Laketown Township of the allocated capacity of the sewer system's wastewater treatment plant (the "Project"); and

WHEREAS, the Authority would oversee the acquisition and construction of the Project on behalf of the Constituent Municipalities and Laketown Township; and

WHEREAS, it is necessary and appropriate to set forth the obligations of the City of Saugatuck with respect to the participation in and cost-sharing for the Project.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The City Council, subject to the terms of this Resolution, hereby:
 - a. Approves and agrees to participate with the Constituent Municipalities of the KLSWA and Laketown Township in the Project;
 - b. Approves the City's participation in the Project with respect to Master Meter Nos. 1 and 2;
 - c. Determines that, consistent with the provisions of the City Code allowing the City to bypass competitive bidding under limited circumstances, the public interest is best served by joining with the other Constituent Municipalities and Laketown Township to purchase through KLSWA engineering and construction services and goods for the Project;
 - d. Approves the as-bid cost for Master Meter No. 1 in the amount of \$199,623 on a pro-rata basis with Douglas (plus the pro-rata share, with Douglas, of contingency costs for Master Meter No. 1 in the amount of \$19,962), and approves the as-bid cost for Master Meter No. 2 in the amount of \$119,186 on a pro-rata basis with Douglas (plus the pro-rata share, with Douglas, of contingency costs for Master Meter No. 2 in the amount of \$11,918); and

e. Approves the City's share of the final, as-constructed cost for Master Meter Nos. 1 and 2 at 50% and Douglas' share of the final, as-constructed cost for Master Meter Nos. 1 and 2 at 50%; provided, however, that the final, as-constructed cost for Master Meter Nos. 1 and 2 to be paid by the City and Douglas shall be subject to adjustment based on actual metered flow by KLSWA through both Master Meter Nos. 1 and 2 for a period of two-years from the date that each meter is placed into service by KLSWA. If the average metering data for the two-year period for each meter reflects that the cost sharing between the cities should be other than on a 50%/50% basis for one or both of the meters, the cities agree to and will provide such an adjustment and reimbursement between each other (by way of example only, if the average two-year metering data discloses that the City has 60% of the flow through Master Meter No. 1 and 50% through Master Meter No. 2, the City's share of the final, as-constructed cost of Master Meter No. 1 would be 60% and Douglas' share would be 40%, and Saugatuck City's and Douglas' share of the final, as-constructed cost of Master Meter No. 2 would remain at 50%/50%).

2. The City Council hereby authorizes and directs the KLSWA to:

a. Undertake the Project on the City of Saugatuck's behalf, and

b. Enter into all design, engineering and construction contracts necessary to

construct the Project and place the Project into operation.

3. The City Council hereby authorizes and directs the KLSWA, by and through its manager and consistent with KLSWA's purchasing policy, to:

a. Review and approve necessary change orders for the Project, and

b. Review invoices for the Project.

4. The City Council hereby authorizes the direct payment of invoices for the costs related to Master Meter Nos. 1 and 2 that are submitted by the Project engineer to the City and Douglas for Master Meter Nos. 1 and 2, following review and approval by the KLSWA manager.

5. All resolutions and parts of resolutions in conflict herewith shall be and the same are hereby rescinded.

YEAS: Members: _____

NAYS: Members: _____

RESOLUTION DECLARED ADOPTED

Monica Nagel, Clerk
City of Saugatuck
County of Allegan

I hereby certify that the foregoing is a true and complete copy of a resolution duly adopted by the City Council of the City of Saugatuck, County of Allegan, at a _____ meeting held _____, 201_, said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Monica Nagel, Clerk
City of Saugatuck
County of Allegan



F&Vconstruction

Design-Build | General Contractor | Construction Manager

January 8, 2019

Mr. Daryl VanDyke
Kalamazoo Lake, Sewer & Water Authority
6449 Old Allegan Road
PO Box 789
Saugatuck, MI 49453

RE: Proposal to provide Construction Services for the Installation of Flow Meters

Dear Daryl:

Thank you for the opportunity to submit this proposal for the above referenced work. The following outlines our understanding of the work, scope of work and proposed fee.

STATEMENT OF UNDERSTANDING

The project as designed (F&V plans dated December 2017) and includes installation of four [4] sewer flow meters (Mag Meters) at three [3] locations; two [2] located at the WWTP [16" influent line from Pump Station No. 1 and 8" influent line from Clearbrook Pump Station], one [1] located at Pump Station No. 6 [10" discharge line] and one [1] located at Laketown Pump Station [3" discharge line]. All locations are on active force mains and by-pass pump & haul will be required along with careful coordination with KLSWA staff.

PROPOSED SCOPE OF WORK

1. Installation of required site dewatering for piping modifications at the WWTP.
2. By-pass pumping during installation of flow meters and piping modifications; we are proposing a pump-haul approach.
3. Excavation and installation of meter chambers, piping modifications and valves.
4. Installation of by-pass connection port at Pump Station No. 6.
5. Electrical work for new flow meters.
6. Mission system configuration as required to integrate flow meters.
7. Schedule and supervise the work.
8. Perform start-up operations with engineering and vendor support.
9. Updated drawings to reflect as-built revisions.
10. Provide one-year warranty on the work performed. Manufacturers' warranties and operational manuals will be provided to KLSWA for your files.

Our proposed fee for the above scope of work is a lump sum of **\$499,082.00**. Listed below is the meter location cost breakout.

Meter No. 1 [from Pump Station No. 1 to WWTP]

Meter No. 1 Total \$199,623.00

2960 Lucerne Drive SE, Suite 100
Grand Rapids, MI 49546
P: 616.977.4400
F: 616.977.4800
www.fv-construction.com

Meter No. 3 [from Clearbrook Pump Station to WWTP]

Meter No. 3 Total \$116,807.00

Meter No. 2[pump station No. 6]

Meter No. 2 Total 119,186.00

Meter No. 4[Laketown Pump Station]

Meter No. 4 Total \$63,466.00

SCHEDULE

Authorization is anticipated on January 21, 2019, with mobilization and construction to follow shortly thereafter. The project completion target is March 31, 2019. However, the installation date of the individual meters may be affected by the manufacturer's delivery schedule. System operation will likely need to occur in by-pass mode until the meters are delivered and installed.

If this proposal is acceptable, we will prepare a construction contract for your review. We look forward to working with you on this project. If you have any questions, please contact me.

Sincerely,

F&V CONSTRUCTION MANAGEMENT, INC.



Robert Holmen
Construction Manager

Kalamazoo Lake Sewer & Water Authority
 Sewer Metering Project
 BID TABULATION

Bld Date 1/7/2019
 PM REH
 Project No. 1196



	Contract 1 - Excavation	Contract 2 - Electrical	Contract 3 - By- Pass Pumping	Contract 4 - Mission - Mag Meters		Commits				
Essenburg Electric		\$28,320.00		\$38,650.00						
Windmuller Electric		\$28,900.00		\$32,900.00						
Cicut Electric						could not meet bid date				
DVT Electric						not intrested				
Van Herin Electric						not intrested				
Buist Electric						could not meet bid date				
Grade Eight Services	\$261,620.00									
Effective Excavating	\$288,310.00									
Ron Meyer Excavating						could not meet bid date				
Loadstar Construction						not intrested				
Affordable Excavating						could not meet bid date				
In Depth Excavation						not intrested				
Harris Excavation	\$308,110.00									
Flummer's Disposal			\$29,420.00							
Miller Pumping						not intrested				
Kerkstras Septic						not intrested				
Triad Environmental						not intrested				

EXHIBIT A**FVC**

Job Name: Kalamazoo Lake Sewer & Water

Estimator: REH

Date: 1/08/19

Location: Saugatuck

Design By: FVE

Bid Date: 1/07/2019

Job Number: 1196

Check By: ADC

Description: Installation of [4] Mag Meters at 3 locations

Duration: 62 Days [48 days of construction]

<u>Trade Category / Contract</u>	<u>Subcontractor</u>	<u>Notes</u>	<u>Estimated Bid Amount</u>
Contract No. 1 Excavation	Grade Eight Services	Quote	\$ 261,620.00
Contract #2 Electrical	Steve Essenburg Elect.	Quote	\$ 28,940.00
Contract #3 By-pass pumping	Plummer's Disposal	Quote	\$ 29,420.00
Contract #4 Mission Control	Windemuller	Quote	\$ 32,900.00
Total of Trade Bids			\$ 352,880.00
General Conditions			\$ 11,155.00
Subtotal			\$ 364,035.00
Overhead & Construction Management Fee			\$ 36,403.50
Subtotal			\$ 400,438.50
Construction Engineering			\$ 15,500.00
Basic Services			\$ 37,773.00
Estimated Construction Subtotal			\$ 453,711.50
Construction Contingency (10%)			\$ 45,371.15
Estimated Construction Total			\$ 499,082.65



City Council Agenda Item Report

City of Saugatuck

FROM: Kirk Harrier, City Manager

MEETING DATE: January 28, 2019

SUBJECT: Resolution No. 190128-B (2019 through 2023 City of Saugatuck Parks and Recreation Master Plan)

DESCRIPTION

Fleis & Vandenbrink was engaged to prepare 2019-2023 parks and recreation plan specific to the City of Saugatuck. In the past the City of Saugatuck combined its park plan with the City of Douglas, Saugatuck Township, and the Saugatuck Public Schools. The State of Michigan confirmed it is not a requirement to complete a joint recreation plan any longer and if the City of Saugatuck completed its own 5-Year Plan it will not negatively impact grant applications. Given the context of the three municipalities with each one having a unique and individual culture, it is difficult to capture in a regional type plan. The benefits of a parks and recreation plan specific to the City of Saugatuck are:

- Focused resources and prioritization based on the needs of City of Saugatuck residents and guests.
- Municipal specific plans are easier to amend than multi-jurisdictional plans as one governing body makes the decision.
- Municipal specific plans can provide much greater detail based on resources and location specific conditions.
- Less internal conflict when it comes to the matching grants for large projects.
- Improved personal buy in for residents. This is why larger cities use sub area plans based on neighborhoods. Once you get outside of a person's geographic reference, you have decreased buy in for plans.
- Municipal specific plans will still look at public facilities within other municipalities, so this component will not be lost for more regional projects.

BUDGET ACTION REQUIRED

N/A

COMMITTEE/COMMISSION REVIEW

N/A

LEGAL REVIEW

N/A

SAMPLE MOTION:

Motion to **approve/deny** Resolution No. 190128-B adopting the 2019 through 2023 City of Saugatuck Parks and Recreation Master Plan.

**CITY OF SAUGATUCK
COUNTY OF ALLEGAN
STATE OF MICHIGAN**

RESOLUTION NO. 190128- B

**A RESOLUTION TO ADOPT THE 2019 THROUGH 2023 CITY OF SAUGATUCK PARKS
AND RECREATION MASTER PLAN**

At a regular meeting of the City Council for the City of Saugatuck, Michigan, held at Saugatuck City Hall, Saugatuck, Michigan, on the 28th day of January, 2019 at 7:00 p.m.

PRESENT:

ABSENT:

The following Resolution was offered by Councilperson _____ and supported by Councilperson _____.

RESOLUTION

WHEREAS, The City of Saugatuck has undertaken a planning process to determine the recreation and natural resource conservation needs and desires of its residents during a five year period covering the years 2019 through 2023, and

WHEREAS, The City of Saugatuck began the process of developing a Parks and Recreation Plan in accordance with the most recent guidelines developed by the Department of Natural Resources and made available to local communities, and

WHEREAS, residents of The City of Saugatuck were provided with a well-advertised opportunities during the development of the plan to express opinions, ask questions, and discuss all aspects of the recreation and natural resource conservation plan, and

WHEREAS, the public was given a well-advertised opportunity and reasonable accommodations to review the final draft plan for a period of at least 30 days, and

WHEREAS, a public hearing was held on January 28, 2018 at Saugatuck City Hall to provide an opportunity for all residents of the planning area to express opinions, ask questions, and discuss all aspects of the City of Saugatuck Parks & Recreation Plan 2019 – 2023, and

WHEREAS, The purpose of this plan is to guide Saugatuck City officials on future recreational and parks projects as an advisory document, and

WHEREAS, the plan is a starting point for engineering studies, cost analysis, and to help engage public involvement to determine financial feasibility (tax payer capacity) of projects, and

WHEREAS, after the public hearing, The City of Saugatuck voted to adopt said Parks & Recreation Plan 2019 – 2023.

NOW, THEREFORE BE IT RESOLVED The City of Saugatuck hereby adopts the Saugatuck Douglas Area Parks & Recreation Plan 2019 – 2023.

YEAS: Council Members:

NAYS: Council Members:

ABSTAIN: Council Members:

ABSENT: Council Members:

ADOPTED this 28th day of January, 2019

CITY OF SAUGATUCK

BY: _____
Ken Trester, Mayor

BY: _____
Monica Nagel, City Clerk

CERTIFICATION

I, Monica Nagel, the duly appointed Clerk of the City of Saugatuck, do hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the Saugatuck City Council at a regular meeting held on Monday, January 28, 2019 in compliance with the Open Meetings Act, Act No. 267 of the Public Acts of Michigan, 1976, as amended, the minutes of the meeting were kept and will be or have been made available as required by said Act.

CITY OF SAUGATUCK

BY: _____
Monica Nagel, City Clerk



City Council Agenda Item Report

City of Saugatuck

FROM: Kirk Harrier, City Manager
MEETING DATE: January 28, 2019
SUBJECT: MML Classification and Compensation Study

DESCRIPTION

In 2006 the City of Saugatuck contracted with the Michigan Municipal League (MML) to create a customized survey of pay and benefits using similar public sector comparables for market analysis for all City of Saugatuck positions. As part of this process, the MML also created detailed accurate job descriptions for each position. At the time the report was completed the MML suggested a review of the pay/benefits and job descriptions take place every 6 years in order to keep the data accurate with market conditions and actual job duties. The City contracted with the MML in 2013 to perform an updated classification and compensation review. Staying consistent with a 6 year review period, the MML was contacted for a proposal to complete a updated classification and compensation study and that proposal is attached for Council consideration.

BUDGET ACTION REQUIRED

N/A

COMMITTEE/COMMISSION RECOMMENDATION

On December 26, 2018 the Ad-hoc Personnel Compensation Committee recommended to City Council to direct the City Manager to obtain a proposal from the MML that would be presented to City Council for approval to perform a compensation review as has been done in previous years.

LEGAL REVIEW

N/A

SAMPLE MOTION:

Motion to **approve/deny** the professional services proposal from the MML to complete a classification and compensation study for the City of Saugatuck as presented.

CITY OF SAUGATUCK Proposal to Complete a Classification and Compensation Study

The Michigan Municipal League is committed to strengthening the quality of municipal government and administration in Michigan. We recognize the importance of well-designed human resources systems, including classification and compensation systems, in supporting organizational success. Accordingly, we work closely with our clients to customize each project to best meets their needs.

A well-designed classification and compensation system enhances an employer's ability to recruit, retain and motivate quality employees. The League is happy to assist the City of Saugatuck in conducting a thorough update and review of its existing classification and compensation system by performing the tasks outlined below.

PROJECT TASKS

Task 1: Initiate the Project & Orient Employees

As a first step in the project, we will consult with the City to review the objectives and methodology of the project, including the market comparables to be used in the market study. We will also collect background information at this time, including existing job descriptions, pay plans, and other relevant documentation.

During the same visit, we will orient employees to the purpose of the study, discuss our methodology, and answer any questions about the project. We will also review job analysis questionnaires at this time. The questionnaires, when completed, will provide us with information concerning duties, supervisory responsibilities, experience and educational requirements and other job-related criteria.

Task 2: Conduct Employee Interviews & Perform Job Analysis

After reviewing existing job descriptions and the completed questionnaires, we will conduct on-site interviews with employees in each position included in the study. These interviews focus on gaining a full understanding of the duties and responsibilities associated with each position and the knowledge, skills and abilities required to succeed in the position.

We understand the City's job descriptions are regularly updated and currently represent an accurate reflection of the work being performed and, therefore, new job descriptions are not needed as part of this study. In the event we discover discrepancies within any job description, we will notify the City Manager so these can be updated internally.

Task 3: Conduct Survey of Wages and Analyze Collected Data

Through discussions with the City, a list of comparable municipal employers will be established for use in the compensation and benefits survey. We will provide relevant data to support this process. The survey will be customized to include those pay issues most pressing to the City and will include positional level analysis to provide an "apples to apples" comparison. This approach is the most methodologically sound survey process.

It is understood that the City would like to focus on only wage and salary information and is choosing to forgo the benefits analysis of this study. Rather than conduct a benefits survey, we are happy to share the result of our statewide benefit survey to ensure the City has a well-rounded understanding of how Saugatuck's compensation compares to the market.

Task 4: Develop Classification and Compensation Plan

Utilizing the results of the customized market survey, we will develop an updated classification and compensation plan including a corresponding pay ranges for each position. Depending upon the City's preference, the pay plan can be structured to allow for multiple implementation options including step increases or pay for performance, or some combination of the two.

Task 5: Prepare a Comprehensive Final Report

We will produce a final report document that includes:

- A recommended salary structure for each position
- Options for implementing the pay system
- Comparable data related to employee wages
- Procedures for administering the pay system.
- How to place new and current employees within the new system
- Options for moving employees through the pay range
- Reclassification procedures
- How to add a new position
- Annual maintenance practices.

Task 6: Review Initial Findings & Present Final Report

Once all data has been collected and analyzed, we will submit a draft report of our initial findings and recommendations to the City Manager for review and discussion. We will then finalize our report and present our official recommendations to the City Council as requested.

PROJECT STAFF

Mandy Reed, Human Resources Manager, will function as project manager. In this capacity, she will provide oversight and direction on all tasks and activities associated with the project. Ms. Reed has been with the League since 2006 and has led, participated in, and managed the League's HR consulting projects since 2013. She has expertise in the development of classification and compensation systems, personnel policy manuals, as well as benefits analysis, and related topics. Ms. Reed is a Certified Professional in Human Resources (PHR) with a bachelor's degree in Human Resources Management from the University of Michigan.

Marica Cornell, a subcontracted consultant from HRM Services, will function as the project coordinator, serve as the primary point person, and will complete most of the project tasks and related research on this project. Ms. Cornell is a Certified Human Resources Specialist (CHRS) with a bachelor's degree in Human Resources Management from Spring Arbor University. With over 25 years as a top human resources executive in a government setting, Marcia holds extensive experience in all things Human Resources. She has in-depth experience in project management, budgeting and compensation program management, strategic planning, supervision and leadership, recruitment and retention, personnel training, problem solving, and developing and administering policies and procedures.

PROJECT TIMING

We are currently available to begin working on this project in late February/early March 2019 and expect to complete the work within three to four months, barring delays outside of our control such as scheduling site visits or receiving survey responses from comparable employers.

PROJECT FEES & EXPENSES

Professional fees for the scope of work outlined in this proposal are outlined below. Assuming six positions are included in the study, total professional fees are estimated at \$3,240.

- ✓ Job Analysis: \$180 per position
- ✓ Market Survey: \$360 per position

This fee includes up to three on-site visits: one for the kick-off/orientation meetings, one to conduct employee interviews, and one to present the study. We are pleased to make additional visits to meet in person or make presentations. These visits will be billed at \$175 per hour (including travel time).

Travel related expenses such as mileage, meals, and hotel will be held to an absolute minimum and will be billed at actual cost.

TERMS OF SERVICE

This agreement is effective upon execution and may be terminated by the client or the League should the other fail to perform its obligations hereunder. In the event of termination, the client shall pay the League for all services and expenses rendered to the date of termination.

The quoted price within this proposal is guaranteed for 90 days. Invoices for the League's services shall be submitted upon completion of the project and shall be payable within 30 days.

Contact Mandy Reed at mreed@mml.org or (734) 669-6361 for more information or to schedule a time to talk further in person.

Please provide authorized signature below to officially engage the League to provide the consulting services outlined within this proposal dated January 19, 2019.

Authorized Signature: _____

Name: _____ Title: _____

Date: _____



City Council Agenda Item Report

City of Saugatuck

FROM: Kirk R. Harrier, City Manager
MEETING DATE: January 28, 2019
SUBJECT: Municipal License Renewals

DESCRIPTION

Annually the Saugatuck City Council reviews the renewal of Municipal License Agreements. The 2019 rate is calculated by applying the CPI (2.4%) calculated from the Bureau of Labor Statistics to the previous year's rate. **Attachment A** details all the municipal licenses and the new rates. **Attachment B** is a copy of the standard Agreement.

BUDGET ACTION REQUIRED

N/A

COMMITTEE/COMMISSION REVIEW

N/A

LEGAL REVIEW

Municipal Attorney Jeff Sluggett has prepared the Agreement

SAMPLE MOTION:

Motion to approve/deny the 2019 Municipal License Agreement rates as presented on Attachment A and authorize the Mayor and City Clerk to sign such Agreements for 2019 as presented.

**CITY OF SAUGATUCK
2019 PROPERTY LICENSES**

LOCATION	LESSEE	2019 RATE (CPI 2.4%)	COMMENTS	PROPERTY TYPE	TERM
W. ½ of S. Butler	Butler Enterprises	2,199.45 (33'x\$66.65)		66' Street-end	1 year
E. ½ of S. Butler	Sgt.'s Marine	2,199.45 (33'x\$66.65)		66' Street-end	1 year
N. ½ Francis	Wilson	2,199.45 (33'x\$66.65)		66' Street-end	1 year
S. ½ Francis	Ship 'N Shore	2,199.45 (33'x\$66.65)		66' Street-end	1 year
W. ½ Griffith	Sgt.'s Marine	2,199.45 (33'x\$66.65)		66' Street-end	1 year
N. ½ Hoffman	Water Street Marina	2,199.45 (33'x\$66.65)		66' Street-end	1 year
S. ½ Hoffman	Coral Gables	2,199.45 (33'x\$66.65)		66' Street-end	1 year
S. ½ Lucy	S.T.F.D	\$1.00	Existing Dock	66' Street-end	1 year
N. ½ Mason	Coral Gables	2,199.45 (33'x\$66.65)		66' Street-end	1 year
S. ½ Mason	Butler Enterprises	2,199.45 (33'x\$66.65)		66' Street-end	1 year
N. 22' Spear	716 Water Street LLC	1,466.30 (22'x\$66.65).		66' Street-end	1 year
Interlaken	Feinstein	1,515.00 (50'x\$30.30)		50' Street-end	1 year
N. ½ Perryman	Holiday Yacht Club Condo Assoc.	757.50 (25'X\$30.30)		50' Street-end	1 year
S. ½ Perryman	Wilson	757.50 (25'X\$30.30)		50' Street-end	1 year
N. ½ south of Museum	Solberg	1,185.91	Existing dock	City Parcel #0357-009-050-00	5 year <i>Agreement expires 2022</i>
S. ½ south of Museum	Lefort/Weingart	1,185.91	Existing dock	City Parcel #0357-009-050-00	5 year
Van Dalson	Truesdale	1,185.91	Existing dock	City Parcel #0357-009-057-00	5 year
Cook Park	Butler Enterprises	12,602.14 <u>-4,846.91</u> \$7,755.23	Less \$4,846.91 for maintenance credit	City Parcel #0357-009-215-00	5 year <i>Agreement expires 2022</i>

\$35,605.31

2019 STREET END/STRUCTURE-DOCKAGE LICENSE

THIS LICENSE AGREEMENT ("License") is made on this ____ day of _____, 2019, by and between the CITY OF SAUGATUCK, a municipal corporation, located in Allegan County, Michigan (the "City") and _____, whose address is _____ ("Licensee").

IN CONSIDERATION of the mutual covenants and promises contained herein, the parties hereto agree as follows:

1. **Description of the Licensed Premises:** The City grants a license to Licensee as to the following described land ("Premises"):

[INSERT DESCRIPTION]

The Premises include the water frontage and fifteen (15) feet landward of the shoreline or bulkhead line, as well as the bottomlands attributable to the Premises.

2. **Purpose of License:** Licensee may use the Premises and waters of the Kalamazoo River abutting the Premises for the purpose of boat docking, but for no other purpose (or purposes) unless specifically approved beforehand in writing by the City Council of the City. Licensee may utilize such specific boat slip(s)/mooring(s) as are agreed to by the City.
3. **Term:** The term of this License shall be for one (1) year and shall commence on January 1, 2019 and shall terminate on December 31, 2019. This License can be canceled pursuant to Sections 14 and/or 15 of this Lease.
4. **License Charge:** In consideration for this License, the Licensee shall pay to the City the sum of \$_____ for the one-year term, payable in full to the City in advance.

Holdover charges shall be \$_____ per month (due on the first day of each month).

5. Control of Structures: The Licensee may, at the end of the term of this License, remove any of the following structures and equipment belonging to Licensee presently located on the Premises, or which may be constructed during the term of this License and located on the Premises, or in or over the waters of the Kalamazoo River which abut the Premises: docks, power pedestals, finger piers, dock boxes, and lighting fixtures. Licensee shall leave any areas from which any such item has been removed in a good and reasonable condition. In the event the Licensee elects not to remove the aforesaid structures or equipment as permitted in the preceding sentence, then ownership of the same shall be with the City, which may dispose of such structures or equipment as it, in its sole discretion, deems fit. Licensee shall not remove the aforesaid structures or equipment during the term of this License.
6. New Construction, Alterations or Major Repair: Licensee may not undertake any new construction, alterations, or major repair work (i.e. over \$2,500) of any kind or description on or to the Premises (or any structures thereon), or in the waters of the Kalamazoo River abutting the Premises, without the prior written permission of the City. Licensee further agrees that it will, prior to commencement of any construction, alteration, or repair, obtain any necessary permits required under the City Waterfront Construction Ordinance, Zoning Ordinance, or other applicable ordinance, as well as any required Michigan Department of Environmental Quality or Army Corps of Engineer permits or approvals. If any construction, alterations or major repair work that will be done by Licensee shall in any way impact or affect any City property or any seawall, retaining

wall, boardwalk or similar structure or item, the Licensee shall not commence any such construction, alteration or major repair unless and until the Licensee consults with the City and the parties negotiate about whether the City will contribute any monies for any alteration or modification of or to any such City property, seawall, retention wall, boardwalk or similar item or structure.

7. Liability Insurance: Licensee will obtain and maintain public liability insurance with limits of not less than \$ 1,000,000.00 for each person and \$ 1,000,000.00 for each occurrence of bodily injury and \$ 1,000,000.00 for each property damage occurrence arising out of the use of the Premises. The City of Saugatuck shall be added to that policy of insurance as a named insured, and Licensee shall file a certificate of insurance, or other written proof of such insurance coverage (acceptable to the City) with the City Clerk not later than the first day of each new year during the term of this License, and also on the date of the signing of the License at its inception. Such insurance shall not be canceled or cancelable during the term of this License (or beyond the term of the License or after the termination of this License so long as any dock or boat, structure, or item belonging to Licensee is present on or at the Premises).
8. Indemnification and Hold Harmless Provision: Licensee shall indemnify, reimburse, and hold harmless the City (as well as any official, employee, officer, agent, or contractor of the City) for, from, and against any and all liabilities, damages, causes of action, attorney fees, and costs for injuries, death, or damages to any person or destruction of or damage to any property arising out of or related to Licensee's (including for purposes of this Section 8, Licensee's contractors, subcontractors, guests, invitees, tenants, assignees or sublicensees) use or presence on or at the Premises, or structures of or at the Premises,

including any use of a boat/ watercraft or of the water abutting the Premises. The provisions of this Section 8 shall survive any termination of this License.

9. City Inspections: The City may, but is not obligated to, inspect any boardwalk, dock, or other structure or item located on or at the Premises at the commencement of the License (or at any time); and if any such item is not in a safe condition, in the City's sole discretion, the City shall notify the Licensee, and Licensee shall immediately repair the structure(s) or item(s) and put the structure(s) or item(s) in a safe and satisfactory condition as determined by the City in its sole discretion. Failure of Licensee to repair the dock(s), items(s) or other structure(s), and to put the same in a safe condition within fifteen (15) days from the date of notice of its unsafe condition, shall be cause for the City to terminate this License, and to re-enter into possession of the Premises. Failure to repair the structure(s) or items(s) shall also constitute a material breach of this License. Nothing in this Section 9 shall be construed as creating a duty or obligation, of any kind, on, by, or for the City.
10. Maintenance: Licensee shall, at all times, keep the Premises free of debris and in a neat, safe, reasonable and orderly condition, and keep all structures and items located thereon in good and safe maintenance and repair. Licensee agrees not to move, alter or remove any deck, item or structure(s) now existing or hereafter built on or at the Premises without the prior written consent of the City.
11. No Assignment Without Prior City Approval: Licensee shall not assign or sublicense any portion of the Premises or this License to any other person or party for any purpose without the prior written consent of the City, which approval shall not be unreasonably withheld. Any attempt to so assign or sublicense the Premises to anyone other than

Licensee shall automatically render this License null and void unless expressly approved by the City as provided for herein. This Section 11 shall not, however, prevent the renting out of a particular boat slip or dock space.

12. Fire Department and Emergency Use: Licensee understands and agrees that a public fire department, police department, or emergency responders may, in the event of an emergency, use the Premises access to the water or to temporarily place trucks or suction equipment in order to pump water from the Kalamazoo River for firefighting, emergency or rescue purposes. Further, the City may permanently install suction stand pipes to facilitate access to water in the event of an emergency. Licensee will cooperate fully and promptly with any fire department, police agency, or emergency responders if and when an emergency arises requiring their use of the Premises.
13. Passage of the Public: Licensee may not interfere with the orderly passage of members of the public, along with their personal effects, on any boardwalk which parallels the water, in passage over the Premises to the Kalamazoo River or Kalamazoo Lake or in passage from or to the Premises from adjacent parcels of land; provided, however, that to the extent permitted by law, Licensee's docking privileges contained herein shall be exclusive for the benefit of Licensee during the term of this License.
14. Default: Each of the covenants and requirements of this License are deemed to be material to the satisfactory performance of this License, and a breach or failure of Licensee to perform in accordance with any of the covenants or requirements of this License shall give the City the right to declare a forfeiture of this License, to terminate this License, and to retake possession of the Premises. In case of Licensee's default, or failure to perform any of the covenants contained herein, the City shall give written

notice of such default to Licensee, or the failure to perform any of the covenants and requirements contained herein, and Licensee shall then have 14 business days from the date the notice is received via certified US Mail, or personally served, to cure the default or comply with any of the covenants not being complied with. If Licensee fails to do so, the City shall have the right to re-enter and retake possession of the Premises and this License shall there upon be immediately terminated. Notice provided for in this section shall be sufficient if mailed by certified US mail to Licensee's address as stated above, or notice is personally served upon Licensee or any of its officers.

15. Termination by the City. The City shall have the right to terminate this License at any time upon thirty (30) days' prior written notice to Licensee if Licensee (or any authorized sublicensee) substantially or materially breaches this License or Licensee endangers the public health or safety with regard to the Premises.
16. Removal of any Boat or Personalty of Licensee. If this License is terminated for any reason (including pursuant to Sections 14 or 15), Licensee must remove any boat, personalty, or other item owned by Licensee (except for structures as provided in Section 5 hereof) from the Premises within ten (10) days. If that does not occur, the City may remove any such item and bill the costs for removal back to Licensee who will pay and reimburse the City for such amount within ten (10) days.
17. Licensee Takes the Premises "As-Is." The parties agree to and acknowledge all of the following:
 - (a) Licensee takes the Premises "as-is" and in its current condition. The City makes no representations, warranties, or promises regarding the Premises or the ability of Licensee to use the Premises.

- (b) It is up to Licensee to determine where the underwater/riparian boundary lines are and to ensure that no boat mooring space, boat, or other item is moored, kept, or installed beyond the bottomlands attributable to the Premises or over or onto the bottomlands of another private property owner.
- (c) The City makes no representations, promises, or warranties regarding whether or not permanent or overnight dock mooring, anchoring, or boat slips are allowed on or at the Premises involved pursuant to the common law, Michigan property rights, or otherwise.

18. No Claims or Causes of Action Regarding Adverse Possession, Prescriptive Easement, or Similar Theories.

- (a) Licensee acknowledges and agrees that any prior use by Licensee (or Licensee's predecessors) of the Premises was done or occurred with permission, and that any future use of the Premises by Licensee will also be deemed permissive. Licensee agrees not to claim any right or assert any cause of action regarding adverse possession, prescriptive easement, acquiescence, or similar legal theory against the City or with regard to the Premises.
- (b) Licensee agrees that the use of any property adjoining the Premises (whether involving dry land or bottomlands of the Kalamazoo River), whether intentional or inadvertent, by Licensee or by Licensee's predecessor or predecessors was done with permission, and Licensee has not claimed (and will not claim hereafter) any adverse possession, prescriptive easement, acquiescence, or other similar right or cause of action (whether on dry land or the bottomlands of the Kalamazoo River) as to any adjoining property regarding the Premises.

19. The Adjoining Boardwalk(s) Shall Remain Open During this License. Any boardwalk, sidewalk, or similar walkway along the waterfront which is located outdoors and on property owned, leased, or controlled by the Licensee near or adjacent to the Premises shall remain open for pedestrians who are members of the general public to walk on while this License is in effect.
20. Property Taxes. Property taxes, if any, which pertain to any of the docks (or related dock items) covered by this License (including _____) shall be the sole responsibility of the Licensee, without any reimbursement or offset by or from the City. Any payment due hereunder may be paid by a City-approved sublicensee of the Licensee.
21. Amendments: This License contains all of the agreements and understandings of the parties hereto, and shall not be amended or changed in any way, unless any such amendment is done in writing and is signed by the both Licensee and the appropriate City officials on authority of the City Council of Saugatuck.
22. Prior License: Effective January 1, 2019, any and all prior licenses, leases, or other arrangements between the parties hereto covering the Premises are hereby canceled and are for all purposes null and void, and of no further force or effect, except for matters specified in this document as continuing.
23. Representations of Authority: Licensee represents that it has full authority to enter into this License.
24. Compliance with All Laws: Licensee agrees that Licensee (as well as Licensee's family, contractors, subcontractors, employees and invitees) shall comply with any and all applicable ordinances, codes, laws, and regulations regarding the Premises and any use thereof. Licensee shall not create or permit any nuisance to occur on the Premises.

25. Controlling Law: The laws of Michigan shall control any disputes arising out of the interpretation or operation of this Agreement.
26. Duplicate: This document may be executed in duplicate but constitutes only one contract or agreement.

CITY OF SAUGATUCK, City

Dated: _____, 201_

By _____
Mayor

Dated: _____, 201_

And by _____
Monica Nagel, Clerk

[LICENSEE], Licensee

Dated: _____, 201_

By _____
_____, Licensee

Dated: _____, 201_

By _____
_____, Licensee



City Council Agenda Item Report

City of Saugatuck

FROM: Kirk Harrier, City Manager
MEETING DATE: January 28, 2019
SUBJECT: 2019 Boat Slip Management Agreement

DESCRIPTION

2019 boat slip management agreement between the City of Saugatuck and Sergeant Marina for the management of 4 boat slips located at the Griffith Street end and a portion of Coghlin Park.

The revenues collected by the City in previous years from this agreement are as follows:

2018	\$5,831.00
2017	\$6,097.20
2016	\$6,501.60
2015	\$6,328.20
2014	\$7,681.40
2013	\$6,840.20
2012	\$5,347.70
2011	\$7,152.16
2010	\$6,947.70
2009	\$7,393.26

BUDGET ACTION REQUIRED

N/A

COMMITTEE/COMMISSION RECOMMENDATION

N/A

LEGAL REVIEW

Municipal attorney Jeff Sluggett has prepared the agreement.

SAMPLE MOTION:

Motion to **approve/deny** the 2019 Boat Slip Management Agreement between the City of Saugatuck and Sergeant Marina for the management of 4 boat slips located at the Griffith Street end and a portion of Coghlin Park as presented.

2019 BOAT SLIP MANAGEMENT AGREEMENT

The CITY OF SAUGATUCK, a Michigan home rule city with offices located at 102 Butler Street, Saugatuck, Michigan 49453 (“City”) and Sergeant Marina, a Michigan Corporation located at 31 Butler Street, Saugatuck, Michigan 49453 (“Operator”), enter into this 2018 Boat Slip Management Agreement (“Agreement”).

RECITALS

1. The City owns four (4) boat slips on Kalamazoo Lake (“City Slips”), as depicted in the attached Exhibit “A”.
2. The City desires to make available to the general public the City Slips for transient dockage.
3. Operator owns and operates a marina adjacent to the City Slips (“Operator Property”).
4. Operator is willing to oversee the rental of the City Slips and to provide certain services in connection with such rentals as more fully set forth in this Agreement.

AGREEMENT

The parties agree as follows:

1. **Term.** The term of this Agreement shall extend from January 28, 2019 through October 31, 2019, unless sooner terminated as provided in this Agreement.
2. **Operator Obligations.** Operator shall, at its sole cost and expense, oversee the rental of the City Slips and provide ancillary services to customers renting those slips. Operator’s obligations shall include:
 - 2.1 Scheduling the rental of the City Slips for transient dockage by the general public (including but not limited to slip assignment, maintenance of a waiting list, and other activities incidental to the rental of boat slips including the completion of any rental agreements utilized by Operator);
 - 2.2 Providing potable water and electrical service to each of the City Slips;
 - 2.3 Providing access for persons renting the City Slips to the bathroom and shower facilities located on the Operator Property;
 - 2.4 Providing parking for persons renting the City Slips to the vehicle parking areas located on the Operator Property;
 - 2.5 Providing an on-site dock master for the City Slips; and

- 2.6 Assessing and collecting fees for rental and use of the City Slips (“**Rental Fees**”), with the Rental Fees to be determined by Operator but in no event less than those fees of other marinas located on Kalamazoo Lake that offer similar transient dockage. Operator agrees that it shall require customers to prepay all Rental Fees, which payments shall be evidenced by receipts or such other documents as the City may reasonably request.

The parties agree that Operator’s obligations shall not include maintenance, repair or replacement of the City Slips except to the extent such maintenance, repair or replacement is necessitated by the acts of Operator or any person acting at the direction or request of Operator. Operator agrees to promptly notify the City of any damage to, or condition of, the City Slips which may need repair or replacement. The Operator shall perform its obligations in compliance with all federal, state and local laws, as well as any permits issued with respect to the City Slips.

3. Operator Compensation. In consideration of its obligations, Operator shall be entitled to retain 60% of all of the Rental Fees assessed, and shall remit to the City 40% of the Rental Fees assessed. Payment of the City’s portion shall be accompanied by all documents the City may reasonably request to verify the calculation of Rental Fees and the City’s portion thereof, including without limitation all rental agreements and receipts. The amount to be paid to the City, and all supporting documentation, shall be delivered to the City on or before November 1, 2019. Additionally, the City may request at any time during the term of this Agreement that Operator provide to the City reports and other documents evidencing the rental activities with respect to the City Slips, including the amount of Rental Fees assessed and collected to date.
4. Taxes/Expenses. Operator shall pay all taxes attributable to the rental of City Slips and Operator’s provision of services hereunder. Operator shall provide and pay for all operational supplies, as well as all utilities and water service for the City Slips.
5. Relationship of the Parties. Operator shall act as an independent contractor and shall furnish the labor and all equipment and materials required in connection with the performance of its obligations under this Agreement. Nothing herein shall be deemed to grant to Operator any legal or equitable interest in the City Slips.
6. Termination. The City shall have the right to cancel this Agreement with 30 days’ prior written notice to Operator if Operator substantially or materially breaches this Agreement or Operator endangers the public health or safety with regard to the City Slips. Upon the termination by the City of this Agreement, Operator shall remit to the City 40% of all Rental Fees assessed through the date of such termination, and provide the City with all supporting documentation, within five days following such termination.
7. Indemnity. Operator agrees to hold the City (including for purposes of this paragraph, its officers and employees) harmless from, indemnify it for and defend it (with legal counsel reasonably acceptable to the City) against any liability for damages, injury or other casualty and costs or expenses, including reasonable attorneys’ fees, caused or arising from any act or omission by Operator or any of its agents, servants, visitors, licensees or employees with respect to the City Slips.

8. Insurance. The City shall maintain general liability insurance with respect to the City Slips, as well as property insurance with respect to any damage or destruction of the City Slips. Operator shall be responsible for maintaining general liability insurance with respect to the performance of its obligations hereunder and with respect to the services it will provide pursuant to this Agreement. Additionally, Operator shall maintain automobile insurance in such amounts as the City may reasonably request.
9. No Assignment. This Agreement shall not be assigned, in part or in whole, without the prior written consent of the City in the City's sole and absolute discretion.
10. Third-Party Beneficiary. No person shall be deemed to be a third-party beneficiary of this Agreement.
11. Miscellaneous. This Agreement is written pursuant to the laws of the State of Michigan and was made in Allegan County, Michigan. This is the entire agreement between the parties regarding its subject matter. There are no contemporaneous agreements. It may not be modified or amended except in writing, signed by both parties. More than one copy of this Agreement may be signed, but all constitute but one agreement.

Executed this 28th day of January, 2019.

CITY OF SAUGATUCK

By _____
 Ken Trester
 Its Mayor

And by _____
 Monica Nagel
 Its City Clerk

OPERATOR

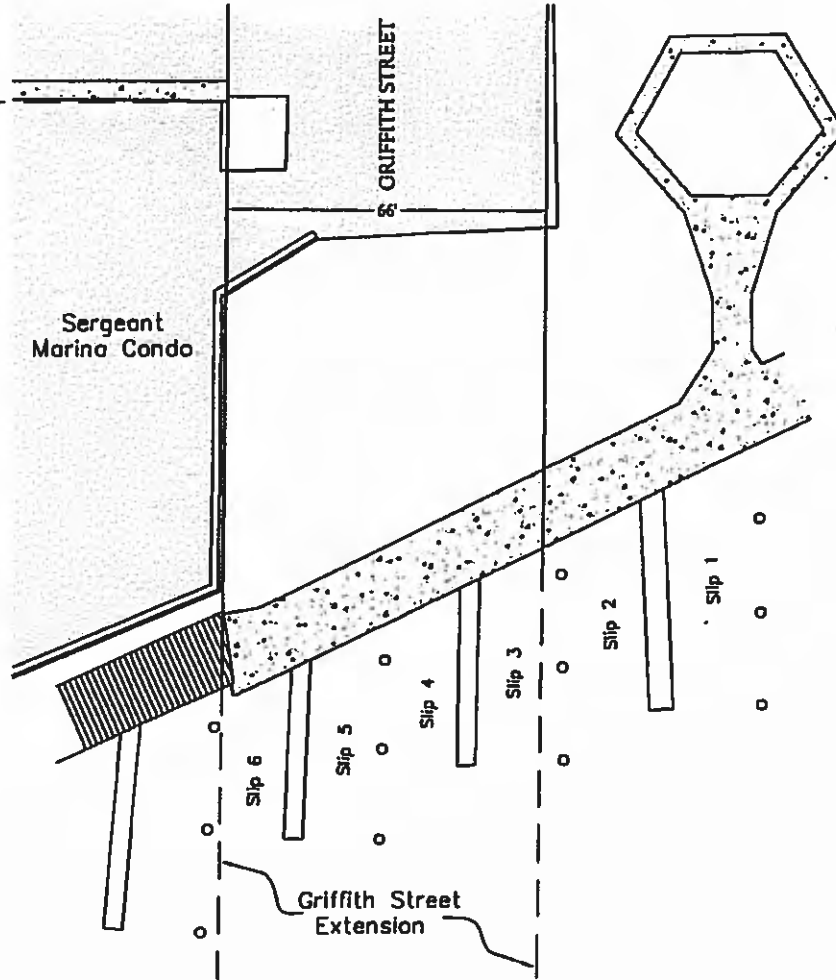
By _____

 Its _____


Date	Drawn	Job Number
4/18/08	rdp	1010801

P.O. Box 410
Allendale, MI 49401

Phone (616) 895-7190
Fax (616) 895-7191



Scale 1" = 30'

-  = Concrete
- D = Description dimension
- M = Measured dimension
- P = Platted dimension
- = Set iron stake
- = Found iron stake

Prepared For:
City of Saugatuck
102 Butler Street
Saugatuck, MI 49453



By: 

Todd D. Bronson
Licensed Professional Surveyor No. 45494



EXHIBIT A



NOTICE

The CITY OF SAUGATUCK is seeking applications for an appointment to the BOARD OF REVIEW.

BOARD OF REVIEW CALENDAR AND PAY RATE:

- 1.) December—Thursday following the second Monday (30 min.) \$50
- 2.) February—Mandatory training \$100
- 3.) March— Organizational meeting Tuesday following the first Monday (30 min.) \$50
Protest hearings—Wednesday following the second Monday (1PM to 9PM) \$100
Protest hearings—Thursday following the second Monday (9AM to 4PM) \$100
- 4.) July—Thursday following the third Monday (30 min.) \$50

If you are a resident of the City of Saugatuck and have the desire and ability to serve, please contact City Hall at (269) 857-2603 to request an application.

Monica Nagel
Saugatuck City Clerk
Dated: January 17, 2019
(269) 857-2603



SAUGATUCK TOWNSHIP FIRE DISTRICT

Proudly serving : Douglas | Saugatuck | Saugatuck Township

17B



3342 Blue Star Highway
Saugatuck, MI 49453
Phone: 269 857-3000
Fax: 269 857-1228
E-mail: stfd-clerk@outlook.com

Saugatuck, January 23, 2019

Kirk Harrier
City of Saugatuck, Manager

Dear Kirk,

The Saugatuck Twp. Fire District is continuously evaluating our service area for potential risk associated with response to fires. The most important consideration in this evaluation is water supply. The reliability of our community's water supply is something we monitor very closely. The City of Saugatuck has gone to considerable lengths to improve its infrastructure and this in turn has greatly improved our ability to combat property damage and loss of life due to fire.

It is the responsibility of the STFD to assess risk and provide information to our municipalities of potential risk and areas of vulnerability. In our assessment we have discovered there are fire hydrants within the system that are not designed to withstand a vehicle impact. These are defined as Non-Traffic Fire Hydrants.

Non-Traffic hydrants are not designed to breakaway when hit by a vehicle. If hit by a vehicle, it can result in damage to the water main, and further damage to the road and infrastructure due to pipe damage and water loss. It is the STFD's recommendation that the City of Saugatuck begin updating or replacing hydrants with hydrants that meet current specifications. We have compiled a list of 27 hydrants within the city that should be considered for replacement on a financially responsible schedule.

The Saugatuck Township Fire District will support the city however we can to address this potential risk to its municipal water system.

Respectfully Yours,
Gregory Janik

Fire Chief / Fire Marshal

City of Saugatuck Non-Traffic Fire Hydrants

Hydrant #	Address	Last known GPM
S1-001	Mt. Baldhead Park	2195
S1-002	873 Park	2195
S1-003	1005 Park	2195
S1-005	VanDalsen & Park	2192
S1-010	Interlaken & Park	2354
S1-011	Lakeview & Park	2274
S1-012	Campbell & Park NE corner	2274
S1-013	319 Maple	1873
S1-026	350 Maple	1823
S1-029	496 Maple	1873
S1-033	Old Mill Heights entrance	1922
S1-034	Old Mill Heights W Parking Lot	1426
S2-035	730 Maple	1922
S2-036	Ridgewood Oaks entrance	1873
S2-037	Ridgewood Oaks SE corner of complex	1550
S2-038	Ridgewood Oaks NE corner of complex	1719
S2-039	North St.W of Maple	1216
S2-054	Mary & Grand	1823
S2-055	Francis & Elizabeth	2192
S2-062	Hoffman & Elizabeth	Unknown
S2-064	Bay View Condos West End Parking Lot	Unknown
S3-080	Griffith & Main	1922
S3-081	Main & Butler	2106
S3-098	819 Bridge	1062
S3-100	East Shore Condos near pond	2016
S3-101	East Shore Condos SE corner of complex	2016
S3-102	East Shore Condos center of complex	2016

1st Priority

2nd Priority

3rd Priority



City Council Agenda Item Report

City of Saugatuck

FROM: Kirk Harrier, City Manager
MEETING DATE: January 28, 2019
SUBJECT: Engineering Services for 700 Manchester Drainage Improvements

DESCRIPTION

The property owners of 700 Manchester have contacted the City regarding an ongoing draining problem at their property. During periods of rain an excessive amount of water accumulates in the property owner's yard (see photos below). The attached proposal, if approved, will engage Fleis & Vandenbrink to design solutions and assist the City with obtaining quotes for the work.



BUDGET ACTION REQUIRED

N/A

COMMITTEE/COMMISSION REVIEW

N/A

LEGAL REVIEW

N/A

SAMPLE MOTION:

Motion to **approve/deny** the Fleis and Vandenbrink Engineering Services Proposal for 700 Manchester Drainage Improvements dated January 21, 2019 as presented.



January 21, 2019

Kirk Harrier, City Manager
City of Saugatuck
102 Butler Street
Saugatuck, MI 49453

RE: Engineering Services for 700 Manchester Drainage Improvements

Dear Kirk:

As you are aware, there is a significant area of ponding along the Campbell Road at 700 Manchester. The City and property owners have both investigated the problem and it appears that a drain tile system has failed over time, leaving the area with no positive drainage. Based on our discussions, we have narrowed our focus to two solutions. The first would involve constructing storm sewer/culvert east along Campbell then north along Manchester to connect the area to the existing ditching on Manchester. The second would involve installing new storm sewer across Campbell Road to the south through a new drainage easement to the natural drainage course for the area.

As requested, we have prepared a Work Plan and Engineering Budget to design both solutions and assist the City with obtaining quotes for the work, with the specific solution to be chosen based on cost and other factors. Based on our understanding of the project requirements, we propose to complete the scope of work identified in the attached Work Plan at our standard hourly rates plus reimbursable expenses with the following Engineering Budget:

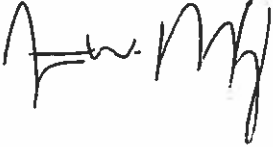
<u>Task</u>	<u>Budget</u>
Topographic Survey & Mapping	\$1,600
Design Engineering	1,800
Construction Specifications	400
Easement Assistance	800
Permitting	400
<u>Bidding Assistance</u>	<u>600</u>
Total Design Engineering Budget	\$5,600

We can provide a proposal for construction phase services based on the final project scope/timing and the City's desired level of our involvement.

Authorization to proceed with the work under our existing Professional Services Agreement for General Consultation dated November 13, 2018 can be given by returning a copy of this proposal signed below as indicated. We look forward to working with you on this project. Please feel free to contact us with any questions.

Sincerely,

FLEIS & VANDENBRINK



Jonathan W. Moxey, P. E.
Project Manager



Paul R. Galdes, P.E.
President

**AUTHORIZATION TO PROCEED WITH
ENGINEERING SERVICES FOR 700 MANCHESTER
DRAINAGE IMPROVEMENTS**

By: _____

Title: _____

Date: _____

WORK PLAN

Project Scope: Develop plans for two alternatives to address a drainage issue in the northeast corner of 700 Manchester along the Campbell Road right of way.

A. ENGINEERING SERVICES

Design Phase

1. Obtain topographic survey information of the problem area, adjacent right of way and related areas as needed for design of the improvements.
2. Request mapping of the project area from private utilities and incorporate the information in the survey.
3. Draft the survey information on a plan sheet showing the topography of the areas along the two proposed routes for improvement.
4. Prepare two basic plan sheets illustrating the drainage improvements. Include construction specifications, notes and details as required. Prepare an estimate of anticipated construction cost for both options.
5. Forward the plan to the City for staff review and comment.
6. Finalize the plan, incorporating City comments.
7. If required, assist the City with obtaining an easement from the impacted property owner(s) by preparing a sketch to serve as an exhibit to the formal easement document prepared by the City's legal counsel. Coordinate with the property owner(s) as required to answer questions.
8. Prepare and submit the Allegan County Soil Erosion & Sedimentation Control permit application for the drainage improvements.

Bidding Phase

1. Contact prospective bidders and furnish them with an electronic copy of the plans to solicit quotes for the work. Based on the scope of work, we have not anticipated that a formal public bid opening will be held.
2. Tabulate and review the bids received and provide a recommendation of award to the City.
3. If required, assist the City with obtaining an easement from the impacted property owner(s) by preparing a sketch to serve as an exhibit to the formal easement document prepared by the City's legal counsel. Coordinate with the property owner(s) as required to answer questions.