



**CITY COUNCIL AGENDA
JUNE 22, 2020 – 7:00 P.M.**

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF MINUTES
 - A. **Regular City Council Meeting of June 8, 2020 - (ROLL CALL)**
4. MAYOR'S COMMENTS
5. CITY MANAGER'S COMMENTS
6. AGENDA CHANGES (ADDITIONS/DELETIONS)
7. GUEST SPEAKERS:
 - A. **Clare Ray – Masonic Flyover**
 - B. **Lt. Brett Ensfield – Allegan Co. Sheriff Department**
8. PUBLIC COMMENT (*Limit 3 minutes*) *Select "unmute" mic in the Zoom interface and speak your name to be recognized or press *6 if you are calling in by phone to unmute your phone to speak.*
9. REQUESTS FOR PAYMENT
 - A. **Approval of Accounts Payable (ROLL CALL)**
10. INTRODUCTION OF ORDINANCES: **None**
11. PUBLIC HEARINGS:
 - A. **FY 2020/2021 Budget**
12. UNFINISHED BUSINESS: **None**
13. NEW BUSINESS
 - A. **Amendment to Proclamation 210526-P1– Display Pride Flag at City Hall**
 - B. **Resolution 200622-A – FY 19/20 Year-End Budget Amendments (ROLL CALL)**
 - C. **Resolution 200622-B – General Appropriations Act (ROLL CALL)**
 - D. **Resolution 200622-C – PA 152 Compliance (ROLL CALL)**
 - E. **Ordinance No. 200622-1 – 154.041, Chapter 154, Title XV, of the Code of the City of Saugatuck, entitled "Land Usage; Zoning Code section 154.005, 154.024, 154.039, 154.040, and 154.041 (ROLL CALL)**
14. CONSENT AGENDA: **None**
15. PUBLIC COMMENTS (*Limit 3 minutes*) *Select "unmute" mic in the Zoom interface and speak your name to be recognized or press *6 if you are calling in by phone to unmute your phone to speak.*
16. COMMUNICATIONS:
 - A. **Boards and Commission Vacancy**
 - B. **Attorney Memorandum re: Dunegrass request**
17. BOARDS, COMMISSIONS & COMMITTEE REPORTS
18. COUNCIL COMMENTS
19. ADJOURN (*ROLL CALL*)

NOTICE:

This public meeting will be held using Zoom video/audio conference technology due to the COVID-19 restrictions currently in place.

Join online by visiting:

<https://us02web.zoom.us/j/2698572603>

Join by phone by dialing:

**(312) 626-6799 -or-
(646) 518-9805**

Then enter "Meeting ID":

2698572603

Please send questions or comments regarding meeting agenda items prior to meeting to:

kirk@saugatuckcity.com

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 cindy@saugatuckcity.com for further information.

Proposed Minutes
Saugatuck City Council Meeting
Saugatuck, Michigan, June 8, 2020

The City Council met in regular session at 7:00 p.m. via Zoom/audio conference technology due to COVID-19 restrictions currently in place.

1. **Call to Order** by Mayor Trester at 7:00 p.m.
2. **Attendance:**
Present: Bekken, Johnson, Leo, Lewis, Peterson, Verplank, & Trester
Absent: None
Others Present: City Manager Harrier and Zoning Administrator Osman
3. **Approval of Minutes:** A motion was made by Peterson, 2nd by Lewis, to approve the May 28, 2020 special meeting minutes as presented. Upon roll call the motion carried unanimously.
4. **Mayor's Comments:** None
5. **City Manager's Report:** None
6. **Agenda Changes:** None
7. **Guest Speakers:**
 - A. **Colin Brooks –Michigan Technological University -Eurasian Water Milfoil:** Mr. Brooks provided Council with some treatment options for eradicating the aggressive and invasive Eurasian Water Milfoil from the Kalamazoo Harbor.
 - B. **Lt. Brett Ensfield – Allegan Co. Sheriff Department:** Lt. Ensfield announced they have begun their summer shifts and Deputy Visser has returned from deployment and will be returning to work on June 19, 2020.
8. **Public Comment:** Dan Sheridan (*resident*) regarding agenda item 10(A) supports and amendment to allow ground floor office space in Water Street East District.

Tad DeGraaf (*resident*) supports agenda item 10(A).

David Langley (*resident*) inquired about single treatment costs for Eurasian Water Milfoil in Kalamazoo Harbor.

Dan Fox (*resident*) regarding agenda item 7(B) asked Council to consider a Proclamation of Appreciation for our local law enforcement officers.

9. Request for Payment: A motion was made by Peterson, 2nd by Lewis, to approve the accounts payable in the amount of \$25,360.88 . Upon roll call the motion carried unanimously.

10. Introductions of Ordinances:

A. Ordinance Amendment – 154.041, Chapter 154, Title XV, of the Code of the City of Saugatuck, entitled “Land Usage; Zoning Code section 154.005, 154.024, 154.039, 154.040, and 154.041: A motion was made by Peterson, 2nd by Lewis, to place the proposed Ordinance amendment to amend those Sections 154.041, Chapter 154, Title XV, of the Code of the City of Saugatuck, entitled “Land Usage; Zoning Code section 154.005, 154.024, 154.039, 154.040, and 154.041 on the June 22, 2020 regular council meeting agenda for action. Upon roll call the motion carried unanimously.

11. Public Hearings: None

12. Unfinished Business: None

13. New Business:

A. City Manager Interim City Clerk Appointment: A motion was made by Verplank, 2nd by Lewis, to approve the City Manager’s appointment of Cindy Osman to serve as Interim City Clerk. Upon roll call the motion carried unanimously.

14. Consent Agenda: None

15. Public Comment: None

16. Communications:

A. Kalamazoo Harbor Invasive Species (Eurasian Water Milfoil) - *Accepted as information*

B. (Pending) Attorney Communication Regarding Dunegrass Request

17. Boards, Commissions & Committee Reports: Council received reports from the following committee(s): None

18. Council Comments: Council Member Lewis pop-up patios are looking nice downtown.

Council Member Leo would like to discuss Pride Flag Resolution at the next workshop meeting on June 18.

Council Member Verplank thanked Saugatuck Township Fire Department for quick response for Pumpernickels basement fire.

Council Member Peterson thanked the Saugatuck Township Fire Department and local law enforcement for working together especially with the downtown merchants that have permits to display merchandise outside their buildings.

Council Member Bekken thanked the Saugatuck Township Fire Department, First Responders and Law Enforcement for quick response to Pumpnickels and a good reminder when discussing street closures and the impact it may have on emergency vehicles and response times.

19. Adjournment: A motion was made by Verplank, 2nd by Peterson, to adjourn the meeting at 8:15. Upon roll call the motion carried unanimously.

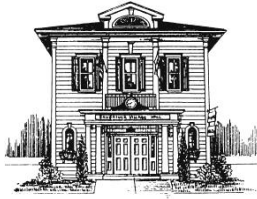
Respectfully Submitted,

Monica Nagel
Recording Secretary

9.A

Vendor Name	Description	Amount
1. ALLEGAN COUNTY SHERIFF	SHERIFF CONTRACT	25,725.72
2. BARTLETT TREE EXPERTS	TREE REMOVAL	2,150.00
3. BILLS DOZER SERVICE INC	OVAL BEACH	1,500.00
4. BLOOM SLUGGETT PC	LEGAL FEES	3,262.50
5. CAPITAL ONE	STREET FLOODING	467.71
	STREET FLOODING	2,261.00
	TOTAL	2,728.71
6. CONSUMERS ENERGY	ELECTRIC	952.92
	2019 HOLIDAY LIGHTS	780.08
	TOTAL	1,733.00
7. ETNA SUPPLY	STREET FLOODING	291.75
8. FLEIS & VANDENBRINK ENGINEERING INC	ENGINEERING FEES	5,337.65
9. FRONTIER	OVAL BEACH	205.78
10. GLASS IMAGES INC	OVAL BEACH	158.95
11. GORDON FOOD SERVICE	CONCESSION	1,137.60
12. GREENMARK EQUIPMENT INC	MOWER BLADES	59.82
13. HOLLAND P.T.	REPAIRS TRUCK 10	207.89
14. IHLE AUTO PARTS	SUPPLIES	317.08
15. MERCHANTS BANCARD NETWORK	OVAL BEACH	973.95
16. MICHIGAN ELECTRO FREEZE INC	CONCESSION	188.08
17. MICHIGAN GAS UTILITIES	BUTLER STREET RESTROOM	86.79
18. MINER SUPPLY CO	SUPPLIES	1,697.92
19. PRINTING SYSTEMS, INC.	ELECTIONS	135.04
	ELECTIONS	53.76
	TOTAL	188.80
20. SAUGATUCK FIRE	RENTAL INSPECTIONS	125.00
	SHORT TERM RENTALS	75.00
	TOTAL	200.00
21. SEPTIC TANK SYSTEMS CO INC	PORTABLE RESTROOMS	715.00
	PORTABLE RESTROOMS	190.00
	TOTAL	905.00
22. SMART BUSINESS SOURCE LLC	SUPPLIES	84.21
	ELECTION	39.27

Vendor Name	Description	Amount
	TOTAL	123.48
23. STREAMLINE DESIGN.COM LLC	OVAL	120.00
24. TODD WENZEL GMC	2020 GMC 3500 HD	44,236.55
25. UNLIMITED ALL PURPOSE PAINTING	OVAL BEACH	3,010.00
26. VAN TILL'S GREENHOUSE	FLOWERS	499.00
TOTAL - ALL VENDORS		97,046.02
FUND TOTALS:		
Fund 101 - GENERAL FUND		52,191.98
Fund 661 - MOTOR POOL FUND		44,821.34
Fund 715 - ROSE GARDEN		32.70



City Council Agenda Item Report

City of Saugatuck

FROM: Kirk Harrier, City Manager
MEETING DATE: June 22, 2020
SUBJECT: Public Hearing FY 2020/2021 Budget

PUBLIC HEARING PROCEDURE

- A. Hearing is called to order by the Mayor
- B. Public comment regarding the proposed FY 2020/2021 Budget
 - 1. Supporting comments (audience and letters)
 - 2. Opposing comments (audience and letters)
 - 3. General comment opportunity (Supporting, Opposing, General)
- . Participants shall identify themselves by name and if they are a citizen or non-citizen of the City of Saugatuck
- . Comments/Questions shall be addressed to the Mayor
- . Comments/Questions shall be limited to **three** minutes
- C. Public Comment portion closed by Mayor
- D. Council Comment
- E. Hearing is closed by the Mayor



**RECOMMENDED
Annual Budget
Fiscal Year
July 1, 2020 – June 30, 2021**

CITY OF SAUGATUCK

ANNUAL BUDGET

FOR THE FISCAL YEAR

July 1, 2020 – June 30, 2021

102 Butler Street
PO Box 86
Saugatuck, MI 49453

(269) 857-2603 phone
(269) 857-4406 fax

FOR
Saugatuck City Council

Ken Trester, Mayor
Christine Peterson, Mayor Pro Tem
Mark Bekken, Council Member
Barry E. Johnson, Council Member
Holly Leo, Council Member
Garnet Lewis, Council Member
Jane Verplank, Council Member

PREPARED BY
Kirk Harrier, City Manager
Peter Stanislowski, City Treasurer/Finance Director

TABLE OF CONTENTS

Budget Transmittal	1
Resolution Adopting General Appropriations Act	10
General Fund—Estimated Revenues	15
General Fund—Council	16
General Fund—City Administration	17
General Fund—City Clerk	18
General Fund—City Treasurer	19
General Fund—Assessing	20
General Fund—City Hall	21
General Fund—Sheriff	22
General Fund—Public Works	23
General Fund—Chain Ferry	24
General Fund—Planning & Zoning	25
General Fund—Historic District Commission	26
General Fund—Harbor	27
General Fund—Parks & Recreation	28
General Fund—Oval Beach	29
General Fund—Oval Beach Concessions	30
General Fund—Spear Street Boat Launch	31

General Fund—Transfers	32
Major Streets—Estimated Revenues	33
Major Streets—Routine Maintenance	34
Major Streets—Winter Maintenance	35
Local Streets—Estimated Revenues	36
Local Streets—Routine Maintenance	37
Local Streets—Winter Maintenance	38
Local Streets—Transfers	39
Debt Service— Estimated Revenues	40
Road Bond 2009—Debt Service	41
Water and Sewer Fund—Estimated Revenues	42
Water and Sewer Fund—Water and Sewer Systems	43
Motor Pool Fund—Estimated Revenues	44
Motor Pool Fund— Appropriations	45
Rose Garden—Estimated Revenues	46
Rose Garden Fund—Appropriations	47
Totals for all Funds	47
Appendix	48
Organizational Chart	49
Capital Improvement Plan	50



To: Saugatuck City Council
From: Kirk Harrier—City Manager
Date: May 19, 2020 (amended June 15, 2020)
Re: Recommended Fiscal Year 2020/2021 Budget Transmittal

INTRODUCTION

In accordance with the City Charter, annually the City Manager is required to prepare a recommended operating budget and submit to the City Council. While the recommended budget represents my professional opinion for fiscal year 2020/2021 spending, this recommendation is subject to the Council’s review and ultimate decision. Council is the elected body of the people and maintains the right to adopt a 2020/2021 budget for the City of Saugatuck as the body considers appropriate.

The City Council is required, not later than June 30 of each year, to adopt by resolution a final budget for the ensuing fiscal year and make appropriations therefor. A public hearing on the final budget is required to be held as provided by law and has been scheduled for June 22, 2020. An appropriation should be viewed as an authorization to spend and not a mandate to spend. An appropriation provides authority, not cash. It indicates that, if the revenue is there, it may be spent in a certain way. The budget, while often viewed as a financial instrument, is first a planning and management tool and second an accounting device. When it is used exclusively as a mechanism to set up accounts, it loses much of its utility.

PURPOSE AND DEVELOPMENT

The overriding purpose of the budget can be defined in three key points:

- Allocation of public resources over time and among public operations.
- Accountability to the public for the expenditure of public funds.
- Maintenance of financial stability of the City of Saugatuck.

The following guiding principles/goals were used during the development of the recommended budget:

➤ **Fiscal Responsibility:**

“City Council and staff will serve as stewards of the City’s fiscal resources in safeguarding assets, planning long-term financial stability and maintaining adequate contingency reserves. Fiscal activities will be justifiable, efficient, effective, transparent and accountable.”

➤ Maintain and Improve Public Infrastructure and Facilities:

“The City of Saugatuck understands the very basic foundation of any successful municipality is a well maintained and sustainable infrastructure that meets the functional needs of the community.”

➤ Friendly, Honest and Transparent Government”

“The City of Saugatuck is committed to providing timely and accurate information about City services and openly sharing information about City actions, events and decisions to our residents and businesses in the most friendly, honest and transparent manner possible. Our commitment is to our customers.”

➤ Position Saugatuck as a Recreational and Cultural Center That Attracts Visitors:

“The City of Saugatuck will capitalize on our diverse community and our respect for the City’s history, unique character and natural resources. We will develop facilities and amenities that promote Saugatuck as a small-town tourism destination.”

➤ The City’s Employees are its Most Valued Asset:

“None of the high level of services that Saugatuck City residents, businesses and visitors enjoy would be possible without the City’s small but highly trained and dedicated workforce. The City of Saugatuck strives to treat all employees fairly in their job position classifications in order to recruit and retain the best employees who are focused on public service and are always willing to work with all stakeholders in achieving success”

COVID-19 PANDEMIC IMPACTS

The emerging and ongoing COVID-19 Pandemic is an extraordinary situation that will have significant, unquantifiable impacts on the State of Michigan, County of Allegan and City of Saugatuck. The situation is far from being resolved, and the impacts will linger for several years. One thing is certain; some of the ways in which all local governments operate have changed forever. Social distancing, personnel working remotely where applicable and public meetings conducted virtually, either in part or in whole, is the new normal.

The optimistic side, if there is one during a pandemic, is we have found employee productivity has not been reduced and in some cases more productive; primarily due to the use of remote technology and less distractions. Citizen involvement in our local government processes, such as public meetings, has increased dramatically due to easy accessibility using technology. The negatives of course are the potential loss of life, devastating impacts to tourism and local businesses and revenue reductions to the City.

The 2020/2021 recommended budget reflects the anticipated reduction in City revenues due to cuts in state revenue sharing, beach fees, parking lot fees, and the low interest rate on the City’s investments. It is also anticipated property values will either not increase as they have in prior years or decrease to some degree. However due to the nature of the assessment cycle in Michigan, this will not be recognized for two to three years.

The City of Saugatuck has operated conservatively, and past budgets and audits support this statement. The City has planned and spent very wisely and strategically in past fiscal years due to an experienced and knowledgeable City Council. The Council has always sought the advice of the City’s experienced professional staff as well as professional engineers and financial experts when developing spending

policy. The City has maintained reserves that I am confident will allow the City to weather the storm ahead and still allow the City to move forward in a very optimistic direction. Now is not the time however to retreat and lose sight of critical infrastructure needs and allow progress the City has made to be lost. The City's engineering firm completed an updated capital improvement plan for 2020 which is included in the appendix section. The plan identifies **\$4,357,000** in road and utility projects and **\$4,095,000** in park projects for a total of **\$8,452,000** of estimated expenditures. Due to limited revenues, the City will need to be strategic in its future planning in order to continue maintaining and improving its infrastructure. The economy will bounce back according to experts. When it does, it is incumbent upon City elected leaders and staff to ensure the City of Saugatuck is ready with excellent roads, parks, up-to-date facilities, and the best employees in order to tackle the new challenges ahead. The 2020/2021 recommended budget will move the City forward in a positive, calculated and cautious manner.

FUND STRUCTURE

The City of Saugatuck currently has seven (7) separate funds. Each fund is considered a separate accounting entity

FUND #	FUND NAME	FUND DESCRIPTION
101	GENERAL FUND	Government resources and activities not listed in other funds
202	MAJOR STREETS	Maintenance and construction of the Major Streets System
203	LOCAL STREETS	Maintenance and construction of the Local Streets System
301	DEBT SERVICE	Account for payment of principal and interest on City's debt
592	WATER/SEWER	Fees collected for water/sewer hookups
661	MOTOR POOL	Maintenance of the Motor Vehicle Fleet
715	ROSE GARDEN	Maintenance of Rose Garden

The General Fund is the City's general operating fund and accounts for all financial resources of the general government, except for those required to be accounted for in another fund. The general fund is made up of sixteen (16) departments. These departments include:

DEPT #	DEPARTMENT NAME
101	COUNCIL
173	CITY ADMINISTRATION
215	CITY CLERK
253	CITY TREASURER
257	ASSESSING
265	CITY HALL
301	POLICE
441	PUBLIC WORKS
721	PLANNING/ZONING
723	HISTORIC DISTRICT COMMISSION
730	HARBOR
751	PARKS & RECREATION
756	OVAL BEACH
758	OVAL CONCESSION
760	SPEAR BOAT LAUNCH
965	TRANSFERS

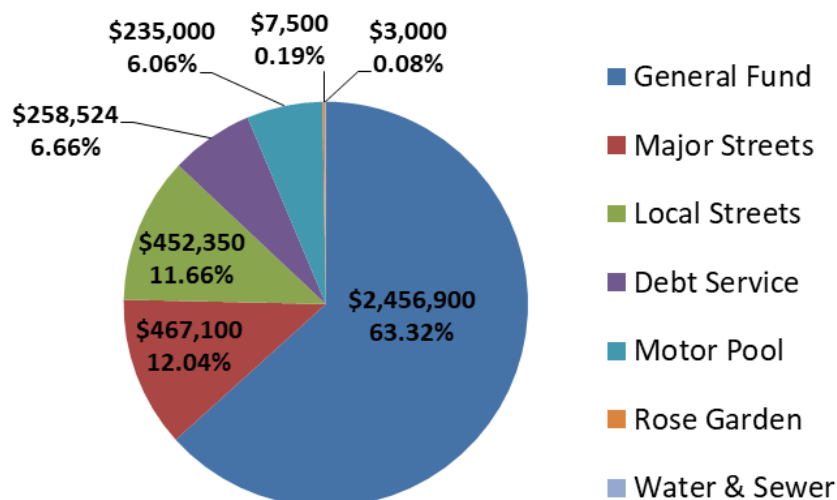
GENERAL FUND REVENUES

The general fund revenues are funded through nineteen (19) different sources. The general fund generates the majority of its revenue from property taxes, beach fees, state shared revenues and fees.

FUND 101 - GENERAL FUND ESTIMATED REVENUES		
101-000-402.000	REAL PROPERTY TAXES	1,866,000
101-000-403.000	PERSONAL PROPERTY TAXES	20,000
101-000-445.000	PENALTIES & INTEREST	8,000
101-000-447.000	ADMINISTRATION FEE	80,000
101-000-478.000	PERMIT FEES	14,000
101-000-574.000	REVENUE SHARING	72,000
101-000-577.000	LIQUOR LICENSE FEES	10,000
101-000-607.000	FRANCHISE FEES	38,000
101-000-614.000	SCHOOL TAX COLLECTION FEE	3,200
101-000-651.000	OVAL BEACH FEES	225,000
101-000-652.000	OVAL CONCESSION	50,000
101-000-653.000	BOAT RAMP FEES	700
101-000-654.000	GAZEBO FEES	1,500
101-000-655.000	POLICE & ORDINANCE FEES	3,500
101-000-665.000	INTEREST EARNED	15,000
101-000-667.000	STREET END & PROPERTY FEES	20,000
101-000-670.000	BOAT SLIP FEES	17,000
101-000-674.000	MISC DONATIONS & INCOME	1,000
101-000-682.000	ELECTION FEES & USE TAX	12,000
	TOTAL ESTIMATED REVENUES	2,456,900

TOTAL REVENUES ALL FUNDS

The City of Saugatuck receives revenue from several sources, which include property taxes, state revenue sharing, permits, licenses, fees, and charges for services amongst other sources. The City is estimating revenue of \$3,880,374 for all seven (7) funds for the fiscal year 2020-2021.



MILLAGE RATES

The City is charged with preparing summer and winter tax bills and collecting revenue via the millage rates the various taxing entities levy within the City of Saugatuck boundaries. The complete list of all millages levied in 2019 is listed below. The **GREEN** line items are the millages levied by the City only.

CITY OF SAUGATUCK OPERATING	11.4788
CITY OF SAUGATUCK ROADS	1.8885 (VOTED EXPIRES 2031)
CITY OF SAUGATUCK ROAD BOND DEBT	1.4000 (VOTED EXPIRES 2028)
SCHOOL STATE EDUCATION	6.0000
SCHOOL OPERATING	17.2278
SCHOOL DEBT	1.8500
SCHOOL SUPPLEMENTAL	0.7722
SCHOOL BLDG/SITE	0.4924
SCHOOL RECREATION	0.2438
SCHOOL INTERMEDIATE DISTRICT	6.3414
ALLEGAN COUNTY OPERATING	4.5407
ALLEGAN COUNTY ROADS	0.9919
ALLEGAN COUNTY SENIORS	0.4890
INTERURBAN TRANSIT AUTHORITY	0.4858
DISTRICT LIBRARY	0.4019
DISTRICT LIBRARY DEBT	0.3700
FIRE DISTRICT	2.2000

Not all taxes collected by the City of Saugatuck are retained by the City. The majority of taxes collected are distributed to other taxing authorities. Approximately .25 cents of every dollar collected stays with the City of Saugatuck for properties that do not have a principle resident exemption (PRE) in place, which is 77% of properties. .37 cents of every dollar collected stays with the City of Saugatuck for properties that do have a principle resident exemption (PRE) in place, which is approximately 23% of properties.

CITY OF SAUGATUCK TAX PORTION (NON-PRE PROPERTIES)



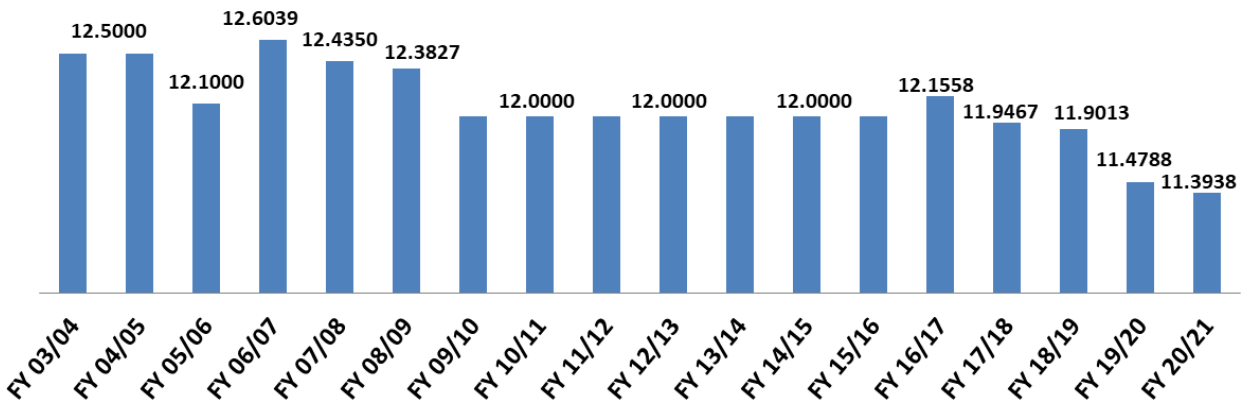
CITY OF SAUGATUCK TAX PORTION (PRE PROPERTIES)



63%
Other Taxing
Entities

37%
City of Saugatuck

CITY OF SAUGATUCK OPERATING MILLAGE HISTORY (18 YEARS)

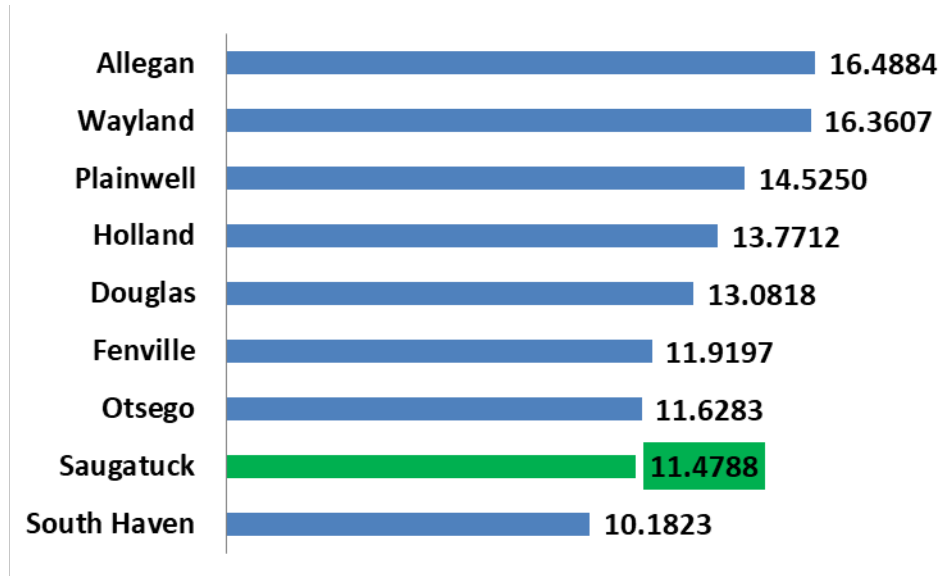


The recommend budget for the 2020/2021 fiscal year was developed using a lower operating millage rate of 11.3938 (maximum allowed due to Headlee reduction) compared to last year's rate of 11.4788. The recommended operating millage for 2020/2021 is the lowest it has been over an 18 year historical period as shown on the chart above. A lower levy of 1.8745 (maximum allowed to due Headlee reduction) is recommended for the voted road millage compared to last year's rate of 1.8885 in order to continue improving/maintaining the City's aging critical road infrastructure. This voted millage will expire in 2031. Finally, the road bond debt millage of 1.4 mills is required to be levied to pay the principle and interest of the City's outstanding debt. The voted road bond debt millage expires in 2028. The total recommended millage levy (operating and extra voted) is slightly lower at 14.6683 compared to last year's 14.7673.

NAME	RECOMMENDED FY 20/21	CHANGE	PRIOR FY 19/20
OPERATING	11.3938	↓	11.4788
VOTED ROADS	1.8745	↓	1.8885
VOTED BOND DEBT	1.4000	NONE	1.4000
	14.6683	↓	14.7673

Data obtained from the 2019 Allegan County Equalization Tax Levy Report demonstrates the City of Saugatuck had the 8th lowest operating millage out of total nine (9) cities in Allegan County for the 2019 tax year.

2019 ALLEGAN COUNTY CITIES OPERATING MILLAGE LEVY RANKING



CITY NEEDS/FINANCIAL SNAPSHOT (ESTIMATED AS OF JUNE, 30 2020)

The City maintains an AA Standard and Poor's (S&P) credit rating, which is the highest rating available for a municipality the size of Saugatuck.

The City's long-term debt is \$2,700,000. This debt is for the road improvement bond voters approved in 2008. This debt will expire in 2028. The bond was approved as an unlimited tax general obligation bond. This type of municipal bond is backed by the full faith and commitment of the City taxpayers, and allows the City to raise taxes, without limit, to service the debt until it is repaid.

The City completed an in-depth capital improvement plan in 2020 which identified a number of critical infrastructure projects need to be completed in order to keep the City competitive economically as well and operating safely (see appendix). It is worth identifying the true scope of the City's costly public infrastructure responsibilities.

- Parks: 330 acres. Oval Beach, Saugatuck Harbor Natural Area, Mt. Bladhead, Coghlin Park, Jones Park, Cook Park, Wicks Park, Willow Park, Peterson Preserve and Village Square Park.
- Roads: 11.5 miles.
- Water Utilities: 298 curb stop valves, 138 fire hydrants, 302 system valves, and 14.6 miles of main.
- Sanitary Sewer Utilities: 17 lift stations, 259 manholes, and 4.8 miles of gravity/force main.
- Storm Sewer Utilities: 84 manholes, 68 catch basins, 51 outfalls and 6.7 miles of gravity main.

The City has an aging infrastructure that will continue to need investment as it is a considerable factor in driving the City's property values and overall tourist economy. Below are the overall costs identified in the 2020 capital improvement plan for roads/utilities and parks.

• Road Utility Projects	\$4,357,000
• Park Projects	\$4,095,000
TOTAL PROJECT NEED	\$8,452,000

The City has approximately \$5,600,000 overall in fund balances. Below is the recommend allocation of those funds. The City has maintained a policy of preserving, at a minimum, a \$1,000,000 general fund unrestricted fund balance. Keeping with that policy, the potential cash on hand available for capital projects identified in the capital improvement plan is \$4,740,000. Even though that number looks promising, it is important to note there is still \$3,712,000 of unfunded projects as of June 30, 2020.

• General Fund Unrestricted	\$1,500,000
• General Fund Parks Committed	\$1,500,000
• Major Street Fund	\$ 900,000
• Local Street Fund	\$1,700,000
• Water/Sewer Fund	\$ 640,000
TOTAL	\$6,240,000

2020/2021 BUDGET PRIORITY EXPENDITURES AND HIGHLIGHTS

- Balanced Budget - \$3,880,374 total estimated revenues and \$3,880,374 total estimated expenditures.
- Capital Project \$180,000 – Park Street Resurfacing – Mt. Baldhead Park to North City Limits. Start fall of 2020. This project was a carryover from the 2019/2020 fiscal year postponed due to the COVID-19 Pandemic.
- Capital Project \$2,000 – Mill Street Asphalt Millings – Holland Street to Simonson Drive. Start fall of 2020. This project will use the millings from the Park Street project to complete.
- Capital Project \$350,000 – Campbell Road Reconstruction – Manchester Drive to Park Street. Start spring of 2021. This is a combined project with the City of Douglas. Total project cost is \$700,000 shared between the two communities. The current road has many dangerous surface issues and the underground utilities need replacement.
- Capital Project \$180,000 – Wicks Park Outdoor Performance Structure – City Council entered into an agreement and accepted \$100,000 from the estate of David Balas and Jim Sellman to construct an outdoor performance structure in accordance with the City's Park Master Plan no later than May 15, 2021.
- Capital Project \$50,000 – Mt. Baldhead Radar Building Removal – The radar building (not tower) has to be removed for the safety of the general public. The site is also contaminated and cannot be remediated until the building is removed.
- Capital Project \$30,000 – Mt. Baldhead Stairs Repair – Certain stair stringers need to be replaced. This involves removing complete sections of the stairway in order to replace.
- Facilities \$130,000 – City Hall Building Renovations – Remove and replace exterior siding. The exterior of City Hall has deteriorated and siding will no longer hold paint. There is also suspected internal structural damage that needs to be addressed, as well insulating the structure. Interior office layout needs to be redesigned to increase efficiency of personnel and workflow.

- Facilities \$20,000 – City Hall Technology and Council Chamber Meeting Upgrades – Technology improvements are needed for improving meetings. Currently audio visual aids are deficient, proper live streaming capability is lacking and upgrades are needed to allow better remote meeting access and working remotely by employees when applicable. The current Council chamber desk is large, bulky and inefficient. A modular type desk system that is easily and quickly reconfigured for different activities is required. Specific needs are proper social distancing during meetings, better elections setup, pop-up work spaces and conference table capabilities.
- Facilities \$12,000 – City Hall Computer Server Replacement – The current computer server used for all City Hall operations has reached the end of its useful recommend life.
- Personnel 2% COLA – The City Treasurer has polled other local units of government and found between a 2% and 3% COLA is the norm for 2020/2021 municipal budgets. The City of Saugatuck has an experienced and highly functional non-union workforce and it's important the City doesn't lose staff to other entities and maintains morale as best as possible. During the COVID-19 Pandemic, all City Employees are identified as "critical infrastructure workers" per the Governor's Executive Orders and required to work in order to maintain critical government operations. The City did not implement any hazard pay increases. A 2% COLA for all departments equates to approximately a \$10,000 total expenditure.
- Elections \$12,500 – Upgrades necessary to hold safe elections during COVID-19 conditions.
- Motor Pool \$60,000 – New Sheriff Patrol Vehicle – This purchase would replace the 2015 "blue" vehicle received from the City of Douglas contract termination.
- Motor Pool \$40,000 – DPW pickup Truck. This purchase will replace the 2014 GMC 2500 in the current fleet. This truck is used primarily for maintenance of all the parks in the City.
- Training \$3,000 – Capital Improvement Plan Long Term Planning Session – The City Council was scheduled to convene in April, 2020 with a third party facilitator to work as a team and prioritize the projects identified in the capital improvement plan using a long term focus objective. Session was postponed due to the COVID-19 Pandemic.

CITY OF SAUGATUCK
COUNTY OF ALLEGAN
STATE OF MICHIGAN

RESOLUTION NO. 200622-B

A RESOLUTION ADOPTING GENERAL APPROPRIATIONS ACT

At a regular meeting of the Saugatuck City Council held on **June 22, 2020** at 7:00 P.M. the following Resolution was offered:

Moved by: _____ and supported by: _____

WHEREAS, pursuant to the Uniform Budgeting and Accounting Act, P.A. 2 of 1968, as amended, (the "Act") local units of government are required to pass a general appropriations act; and

WHEREAS, in accordance with the Act, the City has provided the required notice and hearing; and

WHEREAS, in order to comply with the Act, the City wishes to adopt an appropriations act pursuant to this resolution.

NOW, THEREFORE, IT IS RESOLVED, THAT:

1. Title. This resolution shall be known as the City of Saugatuck General Appropriations Act.
2. Chief Administrative Officer. The City Manager shall be the Chief Administrative Officer and shall perform the duties of the Chief Administrative Officer enumerated in this act. The Chief Administrative Officer is authorized to make transfers within limits between appropriations
3. Fiscal Officer. The Treasurer (or other designated official) shall be the Fiscal Officer and shall perform the duties of the Fiscal Officer enumerated in this act.
4. Public Hearing on the Budget. Pursuant to the Act, notice of a public hearing on the proposed budget was published in a newspaper of general circulation as required by law, and a public hearing on the proposed budget was held on **June 22, 2020**.
5. Estimated Revenues. Estimated City general fund revenues for fiscal year **2020-2021**, including a charter operating millage of **11.3938** mills (inclusive of Headlee rollback), and various miscellaneous revenues shall total **\$2,456,900**
6. Millage Levy. The Saugatuck City Council shall cause to be levied and collect general property taxes on all real and personal property within the City upon the current tax roll in an amount equal to a total of **14.6683** mills, inclusive of Headlee rollback (charter operating **11.3938** mills; extra voted roads **1.8745** mills; 2009 road bond **1.4** mills).

7. Appropriation is not a Mandate to Spend. Appropriations will be deemed maximum authorizations to incur expenditures. The fiscal officer shall exercise supervision and control to ensure that expenditures are within appropriations, and shall not issue any order for expenditures that exceed appropriations.

8. The following budget, with fund revenues and appropriations as set forth below, is hereby approved and adopted for the fiscal year beginning July 1, **2020**:

2020-2021 FISCAL YEAR		
		2020-2021
		REQUESTED
		BUDGET
ACCOUNT	DESCRIPTION	
Fund 101 - GENERAL FUND		
ESTIMATED REVENUES		
101-000-402.000	REAL PROPERTY TAXES	1,866,000
101-000-403.000	PERSONAL PROPERTY TAXES	20,000
101-000-445.000	PENALTIES & INTEREST	8,000
101-000-447.000	ADMINISTRATION FEE	80,000
101-000-478.000	PERMIT FEES	14,000
101-000-574.000	REVENUE SHARING	72,000
101-000-577.000	LIQUOR LICENSE FEES	10,000
101-000-607.000	FRANCHISE FEES	38,000
101-000-614.000	SCHOOL TAX COLLECTION FEE	3,200
101-000-651.000	OVAL BEACH FEES	225,000
101-000-652.000	OVAL CONCESSION	50,000
101-000-653.000	BOAT RAMP FEES	700
101-000-654.000	GAZEBO FEES	1,500
101-000-655.000	POLICE & ORDINANCE FEES	3,500
101-000-665.000	INTEREST EARNED	15,000
101-000-667.000	STREET END & PROPERTY FEES	20,000
101-000-670.000	BOAT SLIP FEES	17,000
101-000-674.000	MISC DONATIONS & INCOME	1,000
101-000-682.000	ELECTION FEES & USE TAX	12,000
	TOTAL ESTIMATED REVENUES	2,456,900
APPROPRIATIONS		
Dept 101-COUNCIL		53,060
Dept 173-CITY ADMINISTRATION		216,700
Dept 215-CITY CLERK		101,375
Dept 253-CITY TREASURER		112,200
Dept 257-ASSESSING		43,675
Dept 265-CITY HALL		179,150

Dept 301-POLICE		380,000
Dept 441-PUBLIC WORKS		444,550
Dept 721-PLANNING/ZONING		83,275
Dept 723-HISTORIC DISTRICT COMMISSION		49,325
Dept 730-HARBOR		3,000
Dept 751-PARKS & RECREATION		467,400
Dept 756-OVAL BEACH		164,550
Dept 758-OVAL CONCESSION		38,100
Dept 760-SPEAR BOAT LAUNCH		1,250
Dept 965-TRANSFERS		117,290
	TOTAL APPROPRIATIONS	2,456,900
NET OF REVENUES/APPROPRIATIONS - FUND 101		0
Fund 202 - MAJOR STREETS		
ESTIMATED REVENUES		
202-000-538.000	COUNTY ROAD MILLAGE	80,000
202-000-546.000	ACT 51 FEES	82,500
202-000-665.000	INTEREST	1,000
202-000-697.000	TRANSFER FROM FUND BALANCE	148,000
202-000-699.000	TRANSFER FROM LOCAL & GENERAL	155,600
	TOTAL ESTIMATED REVENUES	467,100
APPROPRIATIONS		
Dept 463-ROUTINE MAINTENANCE		420,100
Dept 464-WINTER MAINTENANCE		47,000
	TOTAL APPROPRIATIONS	467,100
NET OF REVENUES/APPROPRIATIONS - FUND 202		0
Fund 203 - LOCAL STREETS		
ESTIMATED REVENUES		
203-000-402.000	LOCAL ROAD MILLAGE	310,000
203-000-445.000	PENALTIES & INT ON TAXES	500
203-000-538.000	COUNTY ROAD MILLAGE	82,500
203-000-546.000	ACT 51 FEES	57,500
203-000-665.000	INTEREST	1,850
	TOTAL ESTIMATED REVENUES	452,350
APPROPRIATIONS		
Dept 463-ROUTINE MAINTENANCE		251,000
Dept 464-WINTER MAINTENANCE		45,750
Dept 965 TRANSFER TO MAJOR STREETS		155,600
	TOTAL APPROPRIATIONS	452,350

NET OF REVENUES/APPROPRIATIONS - FUND 203		0
Fund 301 - DEBT SERVICE		
ESTIMATED REVENUES		
301-000-402.000	DEBT MILLAGE	234,000
301-000-445.000	PENALTIES & INT ON TAXES	300
301-000-665.000	INTEREST	200
301-000-697.000	TRANSFER FROM FUND BALANCE	24,024
	TOTAL ESTIMATED REVENUES	258,524
APPROPRIATIONS		
Dept 592-ROAD BOND 2009		258,524
	TOTAL APPROPRIATIONS	258,524
NET OF REVENUES/APPROPRIATIONS - FUND 301		0
Fund 592 - WATER AND SEWER		
ESTIMATED REVENUES		
592-000-610.000	WATER FEES	1,000
592-000-611.000	SEWER FEES	1,000
592-000-665.000	INTEREST	1,000
	TOTAL ESTIMATED REVENUES	3,000
APPROPRIATIONS		
Dept 536-WATER AND SEWER SYSTEMS		3,000
	TOTAL APPROPRIATIONS	3,000
NET OF REVENUES/APPROPRIATIONS - FUND 592		0
Fund 661 - MOTOR POOL FUND		
ESTIMATED REVENUES		
661-000-664.000	MOTOR POOL REVENUE	228,000
661-000-665.000	INTEREST	2,000
661-000-673.000	SALES OF ASSETS	5,000
	TOTAL ESTIMATED REVENUES	235,000
APPROPRIATIONS		
Dept 443-MOTOR POOL		235,000
	TOTAL APPROPRIATIONS	235,000
NET OF REVENUES/APPROPRIATIONS - FUND 661		0

Fund 715 – ROSE GARDEN FUND		
ESTIMATED REVENUES		
715-000-665.000	INTEREST	1,0000
715-000-697.000	TRANSFER FROM FUND BALANCE	6,500
	TOTAL ESTIMATED REVENUES	7,500
APPROPRIATIONS		
Dept 742-ROSE GARDEN		7,500
	TOTAL APPROPRIATIONS	7,500
NET OF REVENUES/APPROPRIATIONS - FUND 715		0

YEAS: Council Members: _____

NAYS: Council Members: _____

ABSTAIN: Council Members: _____

ABSENT: Council Members: _____

ADOPTED this 22th day of June, 2020.

Signed: _____
Ken Trester, Mayor

Cindy Osman, Interim City Clerk

CERTIFICATION

I, Cindy Osman, the duly appointed interim clerk of the City of Saugatuck do hereby certify the foregoing is a true and complete copy of a resolution adopted by the Saugatuck City Council at a regular meeting held **June 22, 2020**, 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.

Attest:

Cindy Osman, Interim City Clerk

BUDGET REPORT FOR CITY OF SAUGATUCK

Fund: 101 GENERAL FUND

Calculations as of 06/30/2020

GL NUMBER	DESCRIPTION	2018-19 ACTIVITY	2019-20 AMENDED BUDGET	2019-20 ACTIVITY THRU 06/30/20	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET
APPROPRIATIONS						
Dept 101 - COUNCIL						
101-101-702.000	SALARY	7,900	8,550	5,463	8,550	8,600
101-101-720.000	FRINGE BENEFITS	679	1,000	443	750	860
101-101-801.000	CONTRACTUAL SERVICES	2,392	2,900	1,705	2,900	2,000
101-101-803.000	LEGAL FEES	18,000	20,000	25,306	30,000	20,000
101-101-831.000	CEMETERY FEES		5,750		5,750	5,750
101-101-860.000 *	EDUCATIONAL TRAINING		2,750	2,308	2,308	5,500
101-101-882.000 *	EVENTS/SERVICES	4,898	6,600	5,471	5,471	6,600
101-101-900.000	PRINTING & PUBLISHING	15	500		250	250
101-101-908.000	DUES & PUBLICATIONS	924	1,000	946	946	1,000
101-101-913.000	INSURANCE	2,300	2,500	2,500	2,500	2,500
Totals for dept 101 - COUNCIL		37,108	51,550	44,142	59,425	53,060

* NOTES TO BUDGET: DEPARTMENT 101 COUNCIL

860.000	EDUCATIONAL TRAINING					3,000
	MARILYNN SEMONICA PRIORITY SETTING FACILATOR					
882.000	EVENTS/SERVICES					
	FIREWORKS					
	4TH JULY INTERURBAN					
	GARDEN CLUB					
	ART CLUB					
	DEPT '101' TOTAL					3,000

BUDGET REPORT FOR CITY OF SAUGATUCK

Fund: 101 GENERAL FUND

Calculations as of 06/30/2020

GL NUMBER	DESCRIPTION	2018-19 ACTIVITY	2019-20 AMENDED BUDGET	2019-20 ACTIVITY THRU 06/30/20	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET
APPROPRIATIONS						
Dept 173 - CITY ADMINISTRATION						
101-173-702.000	SALARY/WAGES	101,649	106,000	100,393	106,000	109,000
101-173-720.000	FRINGE BENEFITS	40,477	40,000	39,426	42,000	41,000
101-173-727.000	OFFICE SUPPLIES	1,362	1,800	589	1,800	1,500
101-173-801.000 *	CONTRACTUAL SERVICES	14,049	15,000	16,507	18,000	26,000
101-173-802.000	AUDIT	9,850	10,000	9,850	9,850	10,000
101-173-803.000	LEGAL FEES	15,281	20,000	17,843	20,000	20,000
101-173-850.000	TELEPHONES	1,434	1,500	1,649	1,800	2,500
101-173-860.000 *	EDUCATIONAL TRAINING	24	750	15	15	3,000
101-173-900.000	PRINTING & PUBLISHING		500	46	500	100
101-173-910.000	INSURANCE	2,000	2,100	2,100	2,100	2,100
101-173-970.000	CAPITAL OUTLAY		1,500	1,500	1,500	1,500
Totals for dept 173 - CITY ADMINISTRATION		186,126	199,150	189,918	203,565	216,700

* NOTES TO BUDGET: DEPARTMENT 173 CITY ADMINISTRATION

801.000	CONTRACTUAL SERVICES					12,000
	NEW SERVER					14,000
	COPIER LEASE & COMPUTER SERVICES MONTHLY ACCOUNT '801.000' TOTAL					26,000
860.000	EDUCATIONAL TRAINING					2,000
	PERFORMANCE APPRAISAL FACILITATOR P. LETZMAN DEPT '173' TOTAL					28,000

BUDGET REPORT FOR CITY OF SAUGATUCK

Fund: 101 GENERAL FUND

Calculations as of 06/30/2020

GL NUMBER	DESCRIPTION	2018-19 ACTIVITY	2019-20 AMENDED BUDGET	2019-20 ACTIVITY THRU 06/30/20	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET
APPROPRIATIONS						
Dept 215 - CITY CLERK						
101-215-702.000	SALARY/WAGES	53,132	64,000	76,049	76,049	56,000
101-215-720.000	FRINGE BENEFITS	33,183	25,500	28,659	28,659	25,500
101-215-727.000	OFFICE SUPPLIES	957	1,000	1,021	1,021	1,000
101-215-801.000	CONTRACTUAL SERVICES	228	250	235	235	250
101-215-803.000	LEGAL FEES	655	1,000	282	282	500
101-215-820.000 *	ELECTIONS	6,136	10,000	4,335	10,000	12,500
101-215-850.000	TELEPHONES	492	600	451	600	625
101-215-860.000	EDUCATIONAL TRAINING	778	1,000	422	422	3,000
101-215-900.000	PRINTING & PUBLISHING		500		500	500
101-215-970.000 *	CAPITAL OUTLAY	960	1,500			1,500
Totals for dept 215 - CITY CLERK		96,521	105,350	111,454	117,768	101,375

* NOTES TO BUDGET: DEPARTMENT 215 CITY CLERK

820.000	ELECTIONS					12,500
	COVID EXPENSE INCREASE FOR ELECTIONS					
970.000	CAPITAL OUTLAY					1,500
	NEW COMPUTER					
	DEPT '215' TOTAL					14,000

BUDGET REPORT FOR CITY OF SAUGATUCK

Fund: 101 GENERAL FUND

Calculations as of 06/30/2020

GL NUMBER	DESCRIPTION	2018-19 ACTIVITY	2019-20 AMENDED BUDGET	2019-20 ACTIVITY THRU 06/30/20	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET
APPROPRIATIONS						
Dept 253 - CITY TREASURER						
101-253-702.000	SALARY/WAGES	69,325	69,800	66,036	69,800	72,000
101-253-720.000	FRINGE BENEFITS	35,071	26,000	24,736	24,736	27,500
101-253-727.000	OFFICE SUPPLIES	2,486	2,500	2,169	2,500	2,500
101-253-801.000 *	CONTRACTUAL SERVICES	3,085	4,000	3,821	4,000	4,000
101-253-803.000	LEGAL FEES		1,000		500	1,000
101-253-850.000	TELEPHONE	487	650	447	650	700
101-253-860.000	EDUCATIONAL TRAINING	1,828	2,000	1,370	2,000	2,000
101-253-900.000	PRINTING & PUBLISHING	25	750		500	500
101-253-913.000	INSURANCE	700	1,000	1,000	1,000	1,000
101-253-970.000	CAPITAL OUTLAY	2,186	1,000	1,000	1,000	1,000
Totals for dept 253 - CITY TREASURER		115,193	108,700	100,579	106,686	112,200

* NOTES TO BUDGET: DEPARTMENT 253 CITY TREASURER

801.000	CONTRACTUAL SERVICES					4,000
	BSA SOFTWARE MAINTENANCE					4,000
	DEPT '253' TOTAL					4,000

BUDGET REPORT FOR CITY OF SAUGATUCK

Fund: 101 GENERAL FUND

Calculations as of 06/30/2020

GL NUMBER	DESCRIPTION	2018-19 ACTIVITY	2019-20 AMENDED BUDGET	2019-20 ACTIVITY THRU 06/30/20	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET
APPROPRIATIONS						
Dept 257 - ASSESSING						
101-257-702.000	SALARY	700	1,350	1,200	1,200	1,350
101-257-720.000	FRINGE BENEFITS	54	175	92	92	175
101-257-727.000	OFFICE SUPPLIES	1,140	1,200	1,004	1,200	1,200
101-257-801.000 *	CONTRACTUAL SERVICES	31,438	33,500	32,322	33,500	34,500
101-257-804.000	BOARD OF REVIEW	170	275	282	282	300
101-257-807.000	TRIBUNAL CHARGEBACKS	2,015	4,000	270	270	3,000
101-257-850.000	TELEPHONES	492	650	451	650	650
101-257-860.000	EDUCATIONAL TRAINING	210	1,200	246	246	3,000
101-257-900.000	PRINTING & PUBLISHING	785	1,000	126	1,000	500
101-257-970.000	CAPITAL OUTLAY		1,000			1,000
Totals for dept 257 - ASSESSING		37,004	44,350	35,993	38,440	45,675

* NOTES TO BUDGET: DEPARTMENT 257 ASSESSING

801.000	CONTRACTUAL SERVICES					
	ASSESSOR CONTRACT					34,500
	DEPT '257' TOTAL					34,500

BUDGET REPORT FOR CITY OF SAUGATUCK

Fund: 101 GENERAL FUND

Calculations as of 06/30/2020

GL NUMBER	DESCRIPTION	2018-19 ACTIVITY	2019-20 AMENDED BUDGET	2019-20 ACTIVITY THRU 06/30/20	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET
APPROPRIATIONS						
Dept 265 - CITY HALL						
101-265-702.000	SALARY/WAGES	4,974	8,000	4,037	8,000	8,000
101-265-720.000	FRINGE BENEFITS	6,924	8,000	2,569	8,000	8,000
101-265-730.000	SUPPLIES	484	650	532	650	650
101-265-801.000 *	CONTRACTUAL SERVICES	3,989	4,000	2,163	4,000	3,500
101-265-850.000	TELEPHONE	480	500	651	750	500
101-265-900.000	PRINTING & PUBLISHING		150		25	150
101-265-913.000	INSURANCE	1,150	1,200	1,200	1,200	1,200
101-265-920.000	UTILITIES	4,002	4,400	3,680	4,400	4,400
101-265-930.000	REPAIRS & MAINTENANCE	2,000	2,000	848	200	2,000
101-265-946.000	EQUIPMENT RENTAL	668	1,000	257	1,000	750
101-265-970.000 *	CAPITAL OUTLAY		50,000			150,000
Totals for dept 265 - CITY HALL		24,671	79,900	15,937	28,225	179,150

* NOTES TO BUDGET: DEPARTMENT 265 CITY HALL

801.000	CONTRACTUAL SERVICES					3,000
	FIRE ALARM & ELEVATOR					500
	OTHER					
	ACCOUNT '801.000' TOTAL					3,500
970.000	CAPITAL OUTLAY					20,000
	TECHNOLOGY UPSTAIRS					130,000
	STRUCTURAL					
	ACCOUNT '970.000' TOTAL					150,000
	DEPT '265' TOTAL					153,500

BUDGET REPORT FOR CITY OF SAUGATUCK

Fund: 101 GENERAL FUND

Calculations as of 06/30/2020

GL NUMBER	DESCRIPTION	2018-19 ACTIVITY	2019-20 AMENDED BUDGET	2019-20 ACTIVITY THRU 06/30/20	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET
APPROPRIATIONS						
Dept 301 - SHERIFF						
101-301-702.000	WAGES DEPUTIES	308,709	310,000	282,983	310,000	310,000
101-301-702.001	OVERTIME		10,000		10,000	10,000
101-301-702.002	RESERVE OFFICERS	10,656	10,000	6,344	10,000	10,000
101-301-748.000	FUEL & OILS	8,500	9,000	34	9,000	9,000
101-301-803.000	LEGAL FEES	750	5,000	1,140	5,000	5,000
101-301-882.000	EVENTS/SERVICES	584	1,000	729	1,000	1,000
101-301-946.000	EQUIPMENT RENTAL	34,000	35,000		35,000	35,000
Totals for dept 301 - SHERIFF		363,199	380,000	291,230	380,000	380,000

BUDGET REPORT FOR CITY OF SAUGATUCK

Fund: 101 GENERAL FUND

Calculations as of 06/30/2020

GL NUMBER	DESCRIPTION	2018-19 ACTIVITY	2019-20 AMENDED BUDGET	2019-20 ACTIVITY THRU 06/30/20	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET
APPROPRIATIONS						
Dept 441 - PUBLIC WORKS						
101-441-702.000	SALARY/WAGES	81,166	120,000	81,395	120,000	100,000
101-441-720.000	FRINGE BENEFITS	99,701	75,000	89,181	110,000	100,000
101-441-730.000	SUPPLIES	5,473	3,600	4,601	4,601	4,000
101-441-740.000	UNIFORMS	1,573	3,000	1,784	3,000	3,000
101-441-755.000	TOOLS	1,076	1,500	1,742	1,742	3,000
101-441-799.000	PARKWAY TREES	1,464	3,500	1,337	2,000	2,000
101-441-801.000 *	CONTRACTUAL SERVICES	50,999	50,000	74,202	100,000	76,000
101-441-805.000	HOLIDAY LIGHTING	11,855	28,100	21,736	21,736	14,500
101-441-860.000	EDUCATIONAL TRAINING	428	1,000	245	500	500
101-441-882.000	EVENTS/SERVICES	403	500	175	500	500
101-441-900.000	PRINTING & PUBLISHING	438	500	395	500	500
101-441-913.000	INSURANCE	4,000	4,250	4,250	4,250	4,350
101-441-920.000	UTILITIES	2,437	2,700	1,788	2,700	2,700
101-441-926.000	STREET LIGHTS	25,380	25,000	22,366	25,000	25,000
101-441-930.000	REPAIRS & MAINTENANCE	1,475	1,500	900	1,500	1,500
101-441-932.000	SIDEWALK REPAIRS	5,254	6,000	5,332	5,332	5,000
101-441-945.000	CAPITAL OUTLAY		34,150	5,148	10,000	
101-441-946.000	EQUIPMENT RENTAL	92,083	100,000	65,014	80,000	100,000
101-441-960.000	SIGNS	5,002	2,000	3,383	3,383	2,000
Totals for dept 441 - PUBLIC WORKS		390,207	462,300	384,974	496,744	444,550

* NOTES TO BUDGET: DEPARTMENT 441 PUBLIC WORKS

801.000	CONTRACTUAL SERVICES					20,000
	PROJECT ADMIN					
	DEPT '441' TOTAL					20,000

BUDGET REPORT FOR CITY OF SAUGATUCK

Fund: 101 GENERAL FUND

Calculations as of 06/30/2020

GL NUMBER	DESCRIPTION	2018-19 ACTIVITY	2019-20 AMENDED BUDGET	2019-20 ACTIVITY THRU 06/30/20	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET
APPROPRIATIONS						
Dept 721 - PLANNING/ZONING						
101-721-702.000	SALARY/WAGES	36,604	38,500	35,843	38,500	41,000
101-721-720.000	FRINGE BENEFITS	22,232	22,500	21,671	22,500	24,000
101-721-727.000	OFFICE SUPPLIES	1,496	1,000	989	1,000	1,000
101-721-801.000 *	CONTRACTUAL SERVICES	4,418	4,500	2,225	4,500	4,000
101-721-803.000	LEGAL FEES	6,321	7,200	3,571	7,200	6,500
101-721-850.000	TELEPHONES	492	550	451	550	575
101-721-860.000	EDUCATIONAL TRAINING	1,070	1,200	474	1,200	1,200
101-721-900.000	PRINTING & PUBLISHING	545	1,000	943	1,000	1,000
101-721-908.000	DUES, FEES & PUBLICATIONS	116	500		500	500
101-721-913.000	INSURANCE		2,200	1,287	1,287	2,000
101-721-970.000 *	CAPITAL OUTLAY		1,500		1,500	1,500
Totals for dept 721 - PLANNING/ZONING		73,294	80,650	67,454	79,737	83,275

* NOTES TO BUDGET: DEPARTMENT 721 PLANNING/ZONING

801.000	CONTRACTUAL SERVICES					4,000
	FIRE INSPECTIONS & ORDINANCE UPDATES					
970.000	CAPITAL OUTLAY					1,500
	TECHNOLOGY					
	DEPT '721' TOTAL					5,500

BUDGET REPORT FOR CITY OF SAUGATUCK

Fund: 101 GENERAL FUND

Calculations as of 06/30/2020

GL NUMBER	DESCRIPTION	2018-19 ACTIVITY	2019-20 AMENDED BUDGET	2019-20 ACTIVITY THRU 06/30/20	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET
APPROPRIATIONS						
Dept 723 - HISTORIC DISTRICT COMMISSION						
101-723-702.000	SALARY	24,623	26,500	24,216	26,500	27,250
101-723-720.000	FRINGE BENEFITS	14,902	16,000	14,467	16,000	16,500
101-723-727.000	OFFICE SUPPLIES	803	1,200	612	1,200	1,000
101-723-801.000	CONTRACTUAL SERVICES	564	1,000	307	1,000	1,000
101-723-803.000	LEGAL FEES	747	1,500		500	1,500
101-723-850.000	TELEPHONES	480	500	440	500	525
101-723-860.000	EDUCATIONAL TRAINING	65	1,000	145	500	1,000
101-723-900.000	PRINTING & PUBLISHING		300		200	300
101-723-908.000	DUES & PUBLICATIONS		250		200	250
Totals for dept 723 - HISTORIC DISTRICT COMMISSION		42,184	48,250	40,187	46,600	49,325

BUDGET REPORT FOR CITY OF SAUGATUCK

Fund: 101 GENERAL FUND

Calculations as of 06/30/2020

GL NUMBER	DESCRIPTION	2018-19 ACTIVITY	2019-20 AMENDED BUDGET	2019-20 ACTIVITY THRU 06/30/20	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET
APPROPRIATIONS						
Dept 730 - HARBOR						
101-730-801.000	CONTRACTUAL SERVICES	1,205	6,000	6,650	6,650	3,000
101-730-803.000	LEGAL FEES		500		500	
101-730-931.000	WATERWAYS REPAIR		500		500	
Totals for dept 730 - HARBOR		1,205	7,000	6,650	7,650	3,000

BUDGET REPORT FOR CITY OF SAUGATUCK

Fund: 101 GENERAL FUND

Calculations as of 06/30/2020

GL NUMBER	DESCRIPTION	2018-19 ACTIVITY	2019-20 AMENDED BUDGET	2019-20 ACTIVITY THRU 06/30/20	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET
APPROPRIATIONS						
Dept 751 - PARKS & RECREATION						
101-751-702.000	SALARY/WAGES	52,665	61,500	56,982	61,500	64,000
101-751-720.000	FRINGE BENEFITS	53,948	36,000	24,456	36,000	36,500
101-751-730.000	SUPPLIES	19,296	16,000	14,870	16,000	16,000
101-751-801.000	CONTRACTAUL SERVICES	12,324	14,500	4,992	10,000	12,500
101-751-809.000	GRANT PROJECTS	145,649	180,000	71,790	71,790	
101-751-819.000	CHAIN FERRY REPAIRS		3,000			3,000
101-751-900.000	PRINTING & PUBLISHING	115	250		200	500
101-751-913.000	INSURANCE	2,200	2,200	2,200	2,200	2,400
101-751-920.000	UTILITIES	20,644	22,000	18,058	22,000	22,000
101-751-928.000	TRASH	6,297	7,000	3,049	7,000	7,000
101-751-930.000	REPAIRS & MAINTENANCE	5,150	5,000	1,727	5,000	5,000
101-751-946.000	EQUIPMENT RENTAL	38,000	38,000	33,198	39,000	38,000
101-751-960.000	SIGNS	20	500		500	500
101-751-970.000 *	CAPITAL OUTLAY		510,000	1,900	25,000	260,000
Totals for dept 751 - PARKS & RECREATION		356,308	895,950	233,222	296,190	467,400

* NOTES TO BUDGET: DEPARTMENT 751 PARKS & RECREATION

970.000	CAPITAL OUTLAY					
	WICKS PARK PERFORMANCE STRUCTURE					180,000
	MT BALDHEAD RADAR BLDG REMOVAL					50,000
	MT BALDHEAD STAIRS REPAIR					30,000
	ACCOUNT '970.000' TOTAL					260,000
	DEPT '751' TOTAL					260,000

BUDGET REPORT FOR CITY OF SAUGATUCK

Fund: 101 GENERAL FUND

Calculations as of 06/30/2020

GL NUMBER	DESCRIPTION	2018-19 ACTIVITY	2019-20 AMENDED BUDGET	2019-20 ACTIVITY THRU 06/30/20	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET
APPROPRIATIONS						
Dept 756 - OVAL BEACH						
101-756-702.000	SALARY/WAGES	67,131	86,000	64,484	84,000	72,000
101-756-720.000	FRINGE BENEFITS	18,142	41,500	16,030	35,000	30,000
101-756-730.000	SUPPLIES	4,992	4,200	5,798	6,600	5,000
101-756-801.000	CONTRACTUAL SERVICES	14,340	16,000	7,041	10,000	16,000
101-756-850.000	TELEPHONE	3,070	3,000	2,145	3,000	3,000
101-756-860.000	EDUCATIONAL TRAINING	474	500	60	500	500
101-756-900.000	PRINTING & PUBLISHING	2,196	2,000	2,054	2,054	1,250
101-756-913.000	INSURANCE	3,600	3,800	3,800	3,800	3,800
101-756-920.000	UTILITIES	3,769	5,000	2,704	5,000	4,500
101-756-930.000	REPAIRS & MAINTENANCE	2,637	3,000	9,690	9,690	3,000
101-756-946.000	EQUIPMENT RENTAL	18,317	35,000	17,886	22,000	25,000
101-756-960.000	SIGNS	650	650		500	500
101-756-970.000	CAPITAL OUTLAY	1,366				
Totals for dept 756 - OVAL BEACH		140,684	200,650	131,692	182,144	164,550

BUDGET REPORT FOR CITY OF SAUGATUCK

Fund: 101 GENERAL FUND

Calculations as of 06/30/2020

GL NUMBER	DESCRIPTION	2018-19 ACTIVITY	2019-20 AMENDED BUDGET	2019-20 ACTIVITY THRU 06/30/20	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET
APPROPRIATIONS						
Dept 758 - OVAL CONCESSION						
101-758-702.000	SALARY	24,597	26,000	16,321	22,000	10,000
101-758-720.000	FRINGE BENEFITS	4,382	6,500	3,278	6,500	3,500
101-758-730.000	SUPPLIES	47,894	50,000	28,915	40,000	20,000
101-758-801.000	CONTRACTUAL SERVICES	1,595	2,000	2,071	3,000	1,600
101-758-850.000	TELEPHONES	362	550		500	500
101-758-860.000	EDUCATIONAL TRAINING		500		500	500
101-758-920.000	UTILITIES		1,000		1,000	500
101-758-930.000	REPAIRS & MAINTENANCE	231	1,000	51	500	500
101-758-960.000	SIGNS	43	500		250	500
101-758-970.000	CAPITAL OUTLAY		5,000		5,000	500
Totals for dept 758 - OVAL CONCESSION		79,104	93,050	50,636	79,250	38,100

06/15/2020 02:45 PM

User: Peter

DB: Saugatuck

BUDGET REPORT FOR CITY OF SAUGATUCK

Fund: 101 GENERAL FUND

Calculations as of 06/30/2020

GL NUMBER	DESCRIPTION	2018-19 ACTIVITY	2019-20 AMENDED BUDGET	2019-20 ACTIVITY THRU 06/30/20	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET
APPROPRIATIONS						
Dept 760 - SPEAR BOAT LAUNCH						
101-760-801.000	CONTRACTUAL SERVICES	1,001	2,000	336	1,000	1,000
101-760-900.000	PRINTING & PUBLISHING	298	250			250
Totals for dept 760 - SPEAR BOAT LAUNCH		1,299	2,250	336	1,000	1,250

BUDGET REPORT FOR CITY OF SAUGATUCK

Fund: 101 GENERAL FUND

Calculations as of 06/30/2020

GL NUMBER	DESCRIPTION	2018-19 ACTIVITY	2019-20 AMENDED BUDGET	2019-20 ACTIVITY THRU 06/30/20	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET
APPROPRIATIONS						
Dept 965 - TRANSFERS						
101-965-998.202	TRANSFER TO MAJOR STREETS					86,500
101-965-998.203	TRANSFER TO LOCAL STREETS					30,790
Totals for dept 965 - TRANSFERS						117,290
TOTAL APPROPRIATIONS		1,966,148	2,759,100	1,720,478	2,123,424	2,456,900
NET OF REVENUES/APPROPRIATIONS - FUND 101		904,909	15,567	1,192,487	800,652	

BUDGET REPORT FOR CITY OF SAUGATUCK

Fund: 202 MAJOR STREETS

Calculations as of 06/30/2020

GL NUMBER	DESCRIPTION	2018-19 ACTIVITY	2019-20 AMENDED BUDGET	2019-20 ACTIVITY THRU 06/30/20	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET
ESTIMATED REVENUES						
Dept 000						
202-000-538.000	COUNTY ROAD MILLAGE	75,780	76,000	81,623	81,623	80,000
202-000-546.000	ACT 51 FEES	110,109	95,000	88,667	95,000	82,500
202-000-665.000	INTEREST	8,056	5,000	5,999	6,600	1,000
202-000-697.000	TRANSFER FROM FUND BALANCE					148,000
202-000-699.000	DUE FROM LS & GF					155,600
Totals for dept 000 -		193,945	176,000	176,289	183,223	467,100
TOTAL ESTIMATED REVENUES		193,945	176,000	176,289	183,223	467,100

BUDGET REPORT FOR CITY OF SAUGATUCK

Fund: 202 MAJOR STREETS

Calculations as of 06/30/2020

GL NUMBER	DESCRIPTION	2018-19 ACTIVITY	2019-20 AMENDED BUDGET	2019-20 ACTIVITY THRU 06/30/20	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET
APPROPRIATIONS						
Dept 463 - ROUTINE MAINTENANCE						
202-463-702.000	SALARY/WAGES	10,393	13,500	12,774	13,500	15,100
202-463-720.000	FRINGE BENEFITS	7,358	9,350	6,675	9,350	10,000
202-463-727.000	SUPPLIES	1,589	2,000	825	2,000	2,000
202-463-801.000 *	CONTRACTUAL SERVICES	636,599	85,650	8,775	50,000	375,000
202-463-930.000	REPAIRS & MAINTENANCE	2,258	2,500	528	1,500	2,500
202-463-946.000	EQUIPMENT RENTAL	15,776	15,500	8,596	12,500	15,500
Totals for dept 463 - ROUTINE MAINTENANCE		673,973	128,500	38,173	88,850	420,100
* NOTES TO BUDGET: DEPARTMENT 463 ROUTINE MAINTENANCE						
801.000	CONTRACTUAL SERVICES					350,000
	CAMPBELL RD PARK ST TO MANCHESTER					
	DEPT '463' TOTAL					350,000

BUDGET REPORT FOR CITY OF SAUGATUCK

Fund: 202 MAJOR STREETS

Calculations as of 06/30/2020

GL NUMBER	DESCRIPTION	2018-19 ACTIVITY	2019-20 AMENDED BUDGET	2019-20 ACTIVITY THRU 06/30/20	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET
APPROPRIATIONS						
Dept 464 - WINTER MAINTENANCE						
202-464-702.000	SALARY/WAGES	8,293	15,000	6,838	9,000	15,000
202-464-720.000	FRINGE BENEFITS	6,948	8,000	3,888	8,000	8,000
202-464-727.000	SUPPLIES	9,500	9,500	8,355	9,500	10,000
202-464-946.000	EQUIPMENTAL RENTAL	12,505	15,000	6,576	6,576	14,000
Totals for dept 464 - WINTER MAINTENANCE		37,246	47,500	25,657	33,076	47,000
TOTAL APPROPRIATIONS		711,219	176,000	63,830	121,926	467,100
NET OF REVENUES/APPROPRIATIONS - FUND 202		(517,274)		112,459	61,297	

BUDGET REPORT FOR CITY OF SAUGATUCK

Fund: 203 LOCAL STREETS

Calculations as of 06/30/2020

GL NUMBER	DESCRIPTION	2018-19 ACTIVITY	2019-20 AMENDED BUDGET	2019-20 ACTIVITY THRU 06/30/20	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET
ESTIMATED REVENUES						
Dept 000						
203-000-402.000	LOCAL ROAD MILLAGE	293,392	300,000	306,346	306,346	310,000
203-000-445.000	PENALTIES & INT ON TAXES	760	800	510	510	500
203-000-538.000	COUNTY ROAD MILLAGE	75,806	77,000	81,623	81,623	82,500
203-000-546.000	ACT 51 FEES	71,845	59,000	54,627	59,000	57,500
203-000-665.000	INTEREST	15,630	5,000	9,885	11,000	1,850
Totals for dept 000 -		457,433	441,800	452,991	458,479	452,350
TOTAL ESTIMATED REVENUES		457,433	441,800	452,991	458,479	452,350

BUDGET REPORT FOR CITY OF SAUGATUCK

Fund: 203 LOCAL STREETS

Calculations as of 06/30/2020

GL NUMBER	DESCRIPTION	2018-19 ACTIVITY	2019-20 AMENDED BUDGET	2019-20 ACTIVITY THRU 06/30/20	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET
APPROPRIATIONS						
Dept 463 - ROUTINE MAINTENANCE						
203-463-702.000	SALARY/WAGES	10,920	17,000	13,195	16,000	17,000
203-463-720.000	FRINGE BENEFITS	7,903	12,000	6,678	12,000	12,000
203-463-727.000	SUPPLIES	1,616	2,500	946	2,500	2,500
203-463-801.000 *	CONTRACTUAL SERVICES	352,734	343,500	49,716	75,000	200,000
203-463-930.000	REPAIRS & MAINTENANCE	754	1,550	502	1,550	1,500
203-463-946.000	EQUIPMENT RENTAL	18,000	18,000	15,577	18,000	18,000
Totals for dept 463 - ROUTINE MAINTENANCE		391,927	394,550	86,614	125,050	251,000
* NOTES TO BUDGET: DEPARTMENT 463 ROUTINE MAINTENANCE						
801.000	CONTRACTUAL SERVICES					
	PARK ST MT BALDHEAD TO CITY LIMITS					180,000
	MILL STREET MILLINGS					2,000
	ACCOUNT '801.000' TOTAL					182,000
	DEPT '463' TOTAL					182,000

BUDGET REPORT FOR CITY OF SAUGATUCK

Fund: 203 LOCAL STREETS

Calculations as of 06/30/2020

GL NUMBER	DESCRIPTION	2018-19 ACTIVITY	2019-20 AMENDED BUDGET	2019-20 ACTIVITY THRU 06/30/20	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET
APPROPRIATIONS						
Dept 464 - WINTER MAINTENANCE						
203-464-702.000	SALARY/WAGES	8,905	13,500	7,646	8,200	13,500
203-464-720.000	FRINGE BENEFITS	6,708	9,250	4,305	9,250	9,250
203-464-727.000	SUPPLIES	13,687	8,500	8,499	8,499	10,000
203-464-946.000	EQUIPMENT RENTAL	11,285	16,000	8,311	8,311	13,000
Totals for dept 464 - WINTER MAINTENANCE		40,585	47,250	28,761	34,260	45,750

06/15/2020 02:45 PM
 User: Peter
 DB: Saugatuck

BUDGET REPORT FOR CITY OF SAUGATUCK
 Fund: 203 LOCAL STREETS

Calculations as of 06/30/2020

GL NUMBER	DESCRIPTION	2018-19 ACTIVITY	2019-20 AMENDED BUDGET	2019-20 ACTIVITY THRU 06/30/20	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET
APPROPRIATIONS						
Dept 965 - TRANSFERS						
203-965-998.202	TRANSFER TO MAJOR STREETS					155,600
Totals for dept 965 - TRANSFERS						155,600
TOTAL APPROPRIATIONS		432,512	441,800	115,375	159,310	452,350
NET OF REVENUES/APPROPRIATIONS - FUND 203		24,921		337,616	299,169	

BUDGET REPORT FOR CITY OF SAUGATUCK

Fund: 301 DEBT SERVICE

Calculations as of 06/30/2020

GL NUMBER	DESCRIPTION	2018-19 ACTIVITY	2019-20 AMENDED BUDGET	2019-20 ACTIVITY THRU 06/30/20	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET
ESTIMATED REVENUES						
Dept 000						
301-000-402.000	DEBT MILLAGE	279,159	242,169	227,658	227,658	234,000
301-000-445.000	PENALTIES & INT ON TAXES	725	100	381	381	300
301-000-665.000	INTEREST	590	100	490	500	200
301-000-697.000	TRANSFER FROM FUND BALANCE					24,024
Totals for dept 000 -		280,474	242,369	228,529	228,539	258,524
TOTAL ESTIMATED REVENUES		280,474	242,369	228,529	228,539	258,524

BUDGET REPORT FOR CITY OF SAUGATUCK

Fund: 301 DEBT SERVICE

Calculations as of 06/30/2020

GL NUMBER	DESCRIPTION	2018-19 ACTIVITY	2019-20 AMENDED BUDGET	2019-20 ACTIVITY THRU 06/30/20	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET
APPROPRIATIONS						
Dept 592 - ROAD BOND 2009						
301-592-804.000	AGENT FEE	125	1,000			500
301-592-991.000	DEBT PRINCIPAL	174,000	194,000	194,000	194,000	213,000
301-592-995.000	DEBT INTEREST	51,404	47,369	47,259	47,259	45,024
Totals for dept 592 - ROAD BOND 2009		225,529	242,369	241,259	241,259	258,524
TOTAL APPROPRIATIONS		225,529	242,369	241,259	241,259	258,524
NET OF REVENUES/APPROPRIATIONS - FUND 301		54,945		(12,730)	(12,720)	

06/15/2020 02:45 PM
 User: Peter
 DB: Saugatuck

BUDGET REPORT FOR CITY OF SAUGATUCK
 Fund: 592 WATER AND SEWER

Calculations as of 06/30/2020

GL NUMBER	DESCRIPTION	2018-19 ACTIVITY	2019-20 AMENDED BUDGET	2019-20 ACTIVITY THRU 06/30/20	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET
ESTIMATED REVENUES						
Dept 000						
592-000-610.000	WATER FEES	16,150	1,000	8,450	8,450	1,000
592-000-611.000	SEWER FEES	7,000	1,000			1,000
592-000-665.000	INTEREST	9,411	4,000	3,392	4,000	1,000
Totals for dept 000 -		<u>32,561</u>	<u>6,000</u>	<u>11,842</u>	<u>12,450</u>	<u>3,000</u>
TOTAL ESTIMATED REVENUES		32,561	6,000	11,842	12,450	3,000

BUDGET REPORT FOR CITY OF SAUGATUCK

Fund: 592 WATER AND SEWER

Calculations as of 06/30/2020

GL NUMBER	DESCRIPTION	2018-19 ACTIVITY	2019-20 AMENDED BUDGET	2019-20 ACTIVITY THRU 06/30/20	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET
APPROPRIATIONS						
Dept 536 - WATER AND SEWER SYSTEMS						
592-536-801.000	CONTRACTUAL SERVICES	50,970	6,000	3,296	3,296	3,000
Totals for dept 536 - WATER AND SEWER SYSTEMS		50,970	6,000	3,296	3,296	3,000
TOTAL APPROPRIATIONS		50,970	6,000	3,296	3,296	3,000
NET OF REVENUES/APPROPRIATIONS - FUND 592		(18,409)		8,546	9,154	

BUDGET REPORT FOR CITY OF SAUGATUCK

Fund: 661 MOTOR POOL FUND

Calculations as of 06/30/2020

GL NUMBER	DESCRIPTION	2018-19 ACTIVITY	2019-20 AMENDED BUDGET	2019-20 ACTIVITY THRU 06/30/20	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET
ESTIMATED REVENUES						
Dept 000						
661-000-579.000	GRANTS RECEIVED	153,883				
661-000-664.000	MOTOR POOL REVENUE	240,798	273,500	155,415	250,000	228,000
661-000-665.000	INTEREST	5,972	4,000	4,195	4,500	2,000
661-000-673.000	SALE OF FIXED ASSETS					5,000
Totals for dept 000 -		400,653	277,500	159,610	254,500	235,000
TOTAL ESTIMATED REVENUES		400,653	277,500	159,610	254,500	235,000

BUDGET REPORT FOR CITY OF SAUGATUCK

Fund: 661 MOTOR POOL FUND

Calculations as of 06/30/2020

GL NUMBER	DESCRIPTION	2018-19 ACTIVITY	2019-20 AMENDED BUDGET	2019-20 ACTIVITY THRU 06/30/20	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET
APPROPRIATIONS						
Dept 443 - MOTOR POOL						
661-443-702.000	SALARY/WAGES	16,304	22,000	16,352	22,000	22,000
661-443-720.000	FRINGE BENEFITS	8,989	10,750	7,459	10,750	12,000
661-443-727.000	SUPPLIES	4,258	4,800	3,858	4,800	5,000
661-443-748.000	FUEL & OILS	20,756	30,000	21,939	30,000	25,000
661-443-750.000	TIRES & BATTERIES	5,014	10,000	1,582	10,000	10,000
661-443-755.000	SMALL TOOLS	744	1,500		1,500	1,000
661-443-801.000	CONTRACTUAL SERVICES	1,334	5,000	1,230	5,000	3,000
661-443-850.000	TELEPHONES	4,307	4,500	4,271	4,500	5,000
661-443-913.000	INSURANCE	7,094	8,250	12,319	12,319	14,000
661-443-920.000	UTILITIES	6,405	8,000	5,508	8,000	8,000
661-443-930.000	REPAIRS & MAINTENANCE	31,302	35,000	20,240	35,000	30,000
661-443-968.000	DEPRECIATION	120,626	80,000		80,000	
661-443-970.000 *	CAPITAL OUTLAY		57,700	6,242	57,700	100,000
Totals for dept 443 - MOTOR POOL		227,133	277,500	101,000	281,569	235,000
* NOTES TO BUDGET: DEPARTMENT 443 MOTOR POOL						
970.000	CAPITAL OUTLAY					60,000
	SHERIFF VEHICLE					40,000
	DPW PICK UP					100,000
	ACCOUNT '970.000' TOTAL					100,000
	DEPT '443' TOTAL					100,000
TOTAL APPROPRIATIONS		227,133	277,500	101,000	281,569	235,000
NET OF REVENUES/APPROPRIATIONS - FUND 661		173,520		58,610	(27,069)	

06/15/2020 02:45 PM
 User: Peter
 DB: Saugatuck

BUDGET REPORT FOR CITY OF SAUGATUCK
 Fund: 715 ROSE GARDEN

Calculations as of 06/30/2020

GL NUMBER	DESCRIPTION	2018-19 ACTIVITY	2019-20 AMENDED BUDGET	2019-20 ACTIVITY THRU 06/30/20	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET
ESTIMATED REVENUES						
Dept 000						
715-000-665.000	INTEREST	3,571	500	9	500	1,000
715-000-697.000	TRANSFER FROM FUND BALANCE		7,000			6,500
Totals for dept 000 -		3,571	7,500	9	500	7,500
TOTAL ESTIMATED REVENUES		3,571	7,500	9	500	7,500

BUDGET REPORT FOR CITY OF SAUGATUCK

Fund: 715 ROSE GARDEN

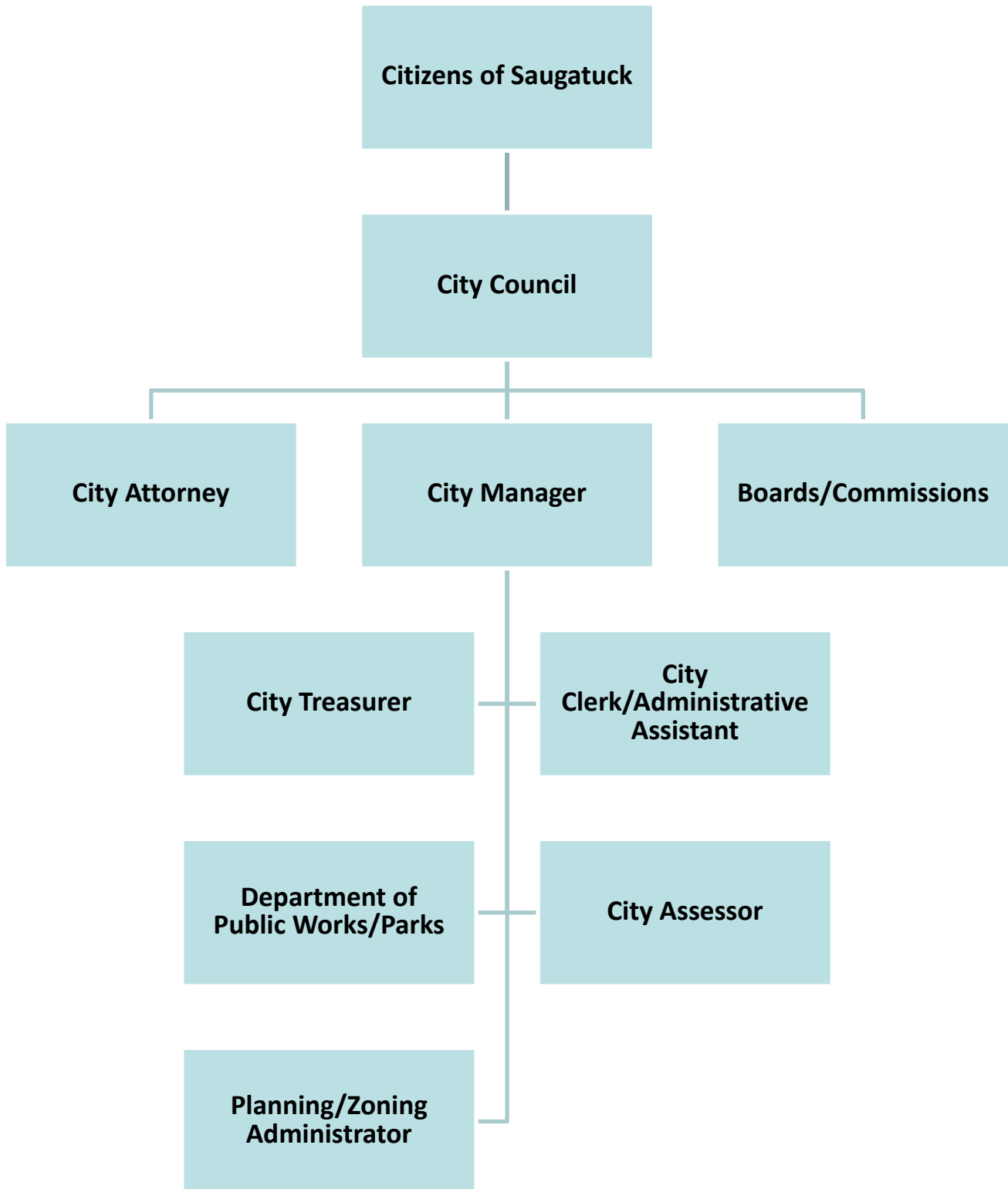
Calculations as of 06/30/2020

GL NUMBER	DESCRIPTION	2018-19 ACTIVITY	2019-20 AMENDED BUDGET	2019-20 ACTIVITY THRU 06/30/20	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET
APPROPRIATIONS						
Dept 742 - PARK ENDOWMENT						
715-742-801.000	CONTRACTUAL SERVICES	7,843	7,500	4,629	7,500	7,500
Totals for dept 742 - PARK ENDOWMENT		7,843	7,500	4,629	7,500	7,500
TOTAL APPROPRIATIONS		7,843	7,500	4,629	7,500	7,500
NET OF REVENUES/APPROPRIATIONS - FUND 715		(4,272)		(4,620)	(7,000)	
ESTIMATED REVENUES - ALL FUNDS (4,239,694 3,925,836 3,942,235 4,061,767 3,880,374						
APPROPRIATIONS - ALL FUNDS (3,621,354 3,910,269 2,249,867 2,938,284 3,880,374						
NET OF REVENUES/APPROPRIATIONS - ALL FUNDS 618,340 15,567 1,692,368 1,123,483						

APPENDIX

Organization Chart
2020 Capital Improvement Plan

CITY OF SAUGATUCK ORGANIZATIONAL CHART



**CITY OF SAUGATUCK
CAPITAL IMPROVEMENTS PLAN
MAY, 2020**



Project No.: 840640
By: JWM
Date: 5/18/2020

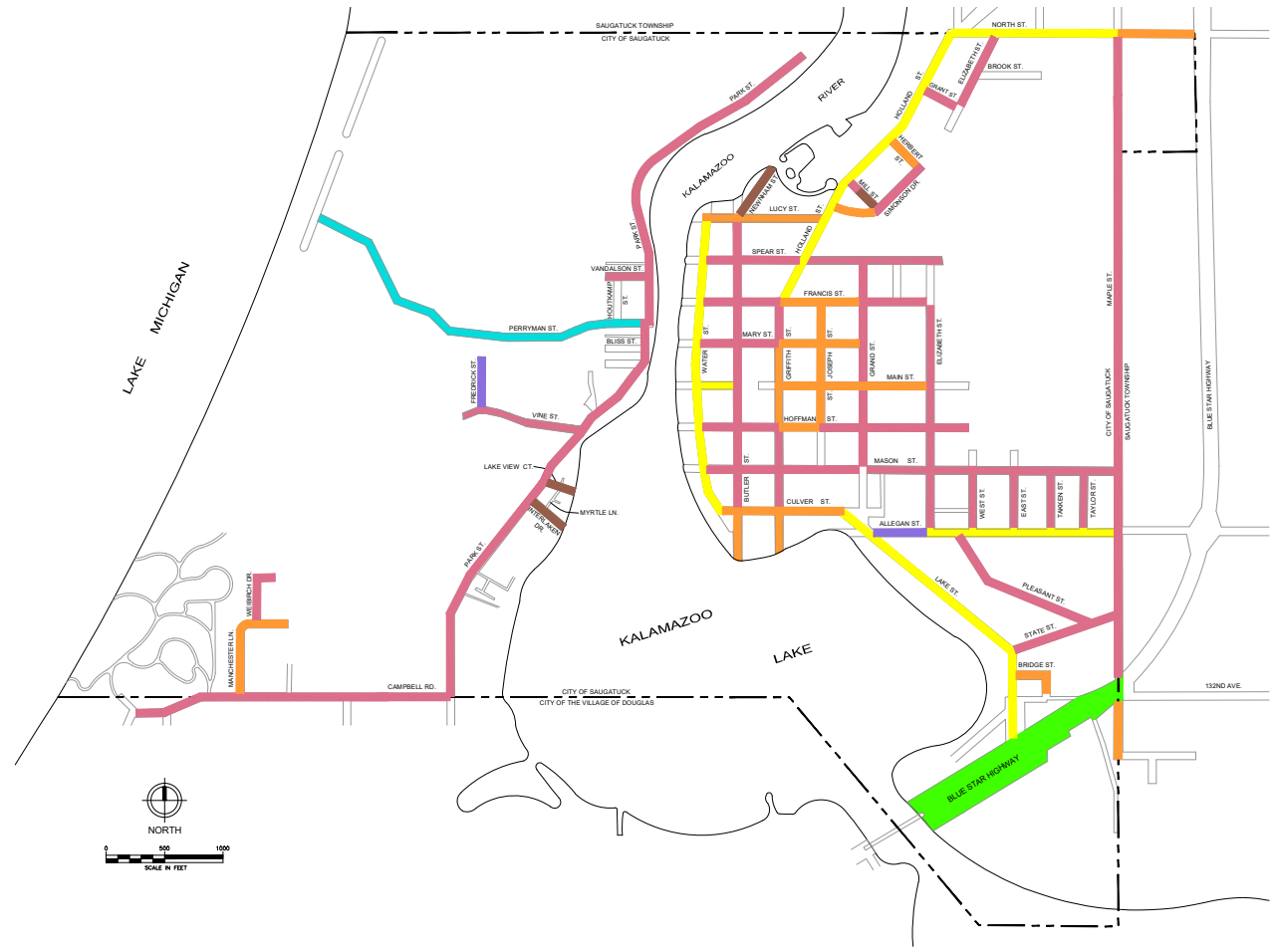
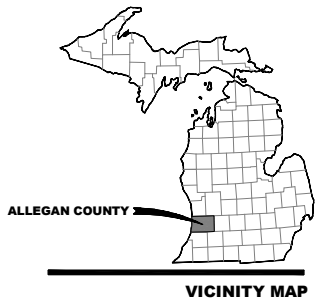
Road & Utility Projects

Project No.	Location and Limits	Anticipated Scope of Work	Estimated Project Cost	PASER Rating	Traffic Volume
1	Park Street - Mt. Baldhead Park to North City Limits	Combination of mill & fill and crush & shape strategies. Coordinating with Saugatuck Township to complete their short section as part of the project.	\$ 300,000	2	Local
2	Lakeview Street - Park Street to East End	Stabilize existing gravel surface with millings from the Park Street project.	\$ 10,000	N	Local
3	Interlaken Drive - Park Street to East End	Stabilize existing gravel surface with millings from the Park Street project.	\$ 10,000	N	Local
4	Campbell Road - Manchester Drive to Park Street	Replace existing 6-inch water main with 8-inch. Crush & shape McVea to "the hill". Reconstruct "the hill" with underdrain and storm sewer improvements. Shared project cost with Douglas (roughly 50/50, Saugatuck cost shown - total cost approximately \$700,000).	\$ 350,000	2	Moderate
5	Park Street - Campbell Road to Perryman Street	Widen shoulders (where topography practically allows), miscellaneous asphalt replacement, slurry seal.	\$ 480,000	2	Heavy
6	Butler Street - Culver Street to Lucy Street	Replace existing 4-inch and 6-inch water main with 8-inch. Slip line existing sanitary sewer between Culver Street and Mason Street. Replace deteriorated storm sewer and catch basins/manholes. Mill and fill remaining asphalt pavement with miscellaneous curb and sidewalk replacement. For constructability reasons, project is recommended to be placed on hold until Kalamazoo Lake returns to a more normal level.	\$ 1,220,000	2	Heavy
7	Maple Street - Blue Star Highway to North Street	Replace existing 4-inch and 6-inch water main with 8-inch or 12-inch. Address miscellaneous sanitary sewer needs. Crush & shape from Blue Star Highway to ~500 feet south of North Street. Reconstruct the 500 feet south of North Street with underdrain and geotextile stabilization. Shared project cost with township/road commission (60% of total shown).	\$ 750,000	2	Moderate
8	Griffith Street - Culver Street to Francis Street	Miscellaneous asphalt replacement followed by slurry seal.	\$ 120,000	2-3	Heavy
9	Mason Street - Elizabeth Street to Grand Street	Reconstruct with storm sewer replacement, miscellaneous water main and sanitary sewer repairs.	\$ 500,000	2	Low
10	State Street - Lake Street to Maple Street	Slurry seal to address cracking associated with difficult paving on steep slope.	\$ 40,000	2	Low
11	Lucy Street - Water Street to Holland Street	Slurry seal to address premature cracking associated with high water table (after water level returns to a more normal condition).	\$ 50,000	4	Moderate
12	Culver Street Parking Lot	Resurface.	\$ 330,000	N	N
13	Bridge Street - Blue Star Highway to City Limits	Crush and shape.	\$ 80,000	1	Local
14	Grant/Elizabeth Street - Holland St. to North St.	Slurry seal.	\$ 40,000	2	Low
15	Mill Street - Holland Street to Simonson Drive	Gravel base improvements & paving for the unpaved portion (approximately 200 feet). Cap with asphalt millings from the Park Street project fall 2020.	\$ 25,000 \$ 2,000	N	Local
16	2020 Flooding Mitigation Activities	Water & Lucy Street, Spear Street Boat Launch, Wick's Park Restroom Building and S. end Butler Street	\$ 50,000	N	Low
Subtotal Priority Road & Utility Projects:			\$ 4,357,000		

Park Projects (Summary of Prior Parks CIP with estimated inflationary adjustment)

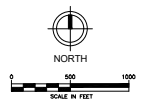
Project No.	Location	Anticipated Scope of Work	Total Est. Project Cost
1	Oval Beach (2 options for wastewater)	Restroom building, well & drain field improvements, parking lot expansion, maintenance/storage building	\$ 1,200,000
		Restroom building, well & sanitary sewer connection, parking lot expansion, maintenance/storage building	\$ 1,600,000
2	Mt. Baldhead Park (Upper)	Address radar building contamination, radar tower dome repairs, water main (reservoir feed) imps.	\$ 150,000
3	Mt. Baldhead Park (Stairs)	Stringer repair/replacement (~5 sections), upper deck improvements and general maintenance	\$ 150,000
4	Mt. Baldhead Park (Lower)	Pavilion replacement, restroom building, picnic area, parking improvements, drainage improvements	\$ 550,000
5	Information/Directional Kiosks	Approximately 10 throughout downtown	\$ 10,000
6	Wicks Park	Restroom improvements and performance space, address pavilion	\$ 300,000
7	Willow Park	Deck/platform and miscellaneous improvements (coordinate with dock)	\$ 100,000
8	Village Square	Paver repairs, playground improvements, court improvements, restroom renovations	\$ 300,000
9	Rose Garden Park	Fence replacement	\$ 25,000
10	Coghlin Park	Develop a space to house temporary/seasonal sanitary facilities.	\$ 15,000
11	City Dock Improvements	Floating docks at Coghlin Park (2), Wicks Park (5) and Spear Street Boat Launch (1)	\$ 200,000
12	Blue Star Trail	Trail development. Budgetary cost is highly dependent on trail layout TBD.	\$ 600,000
13	Willow Park Sidewalk Extension	Install sidewalk along the west side of Water Street from Spear Street to Willow Park.	\$ 70,000
14	Chain Ferry	Landing Improvements	\$ 25,000
Subtotal Park Projects (using second Oval Beach option):			\$ 4,095,000

CITY OF SAUGATUCK ALLEGAN COUNTY, MICHIGAN 2019 ROAD CONDITIONS MAP



LEGEND

█	EXCELLENT (PASER 9-10)
█	VERY GOOD (PASER 8)
█	GOOD (PASER 7)
█	FAIR-GOOD (PASER 5-6)
█	POOR-FAIR (PASER 3-4)
█	FAILED (PASER 1-2)
█	GRAVEL (NO RATING)





City Council Agenda Item Report

City of Saugatuck

FROM: Kirk Harrier, City Manager

MEETING DATE: June 22, 2020

SUBJECT: Amendment to Proclamation 200526-P1 – Display Pride Flag at City Hall

DESCRIPTION

Attached is a proposed amendment to Mayor's Proclamation 200526-P1 designating June, 2020 as Pride Month in the City of Saugatuck to also include displaying the Pride Flag at City Hall. The proposed amendment also removes the specific year so the Proclamation would be in effect until rescinded or amended.

BUDGET ACTION REQUIRED

N/A

COMMITTEE/COMMISSION REVIEW

N/A

LEGAL REVIEW

A memorandum from the City's legal firm, Bloom Sluggett PC was presented to City Council at the June 18, 2020 workshop.

SAMPLE MOTION:

Motion to **approve/deny** the amendments to Proclamation No. 200526-P2 as presented to display the Pride Flag at Saugatuck City Hall from June 1 through June 30 in acknowledgment of LGBTQ Pride Month and to celebrate diversity and inclusion.

CITY OF SAUGATUCK
COUNTY OF ALLEGAN
STATE OF MICHIGAN

PROCLAMATION NO. 200526-P1

MAYORS PROCLAMATION:
“A PROCLAMATION DESIGNATING JUNE AS PRIDE MONTH ”

WHEREAS, the City of Saugatuck supports the rights of every citizen to experience equality and freedom from discrimination; and

WHEREAS, all people regardless of age, gender identity, race, color, religion, marital status, national origin, sexual orientation, or physical challenges have the right to be treated on the basis of their intrinsic value as human beings; and

WHEREAS, in support of the city’s commitment the City of Saugatuck Non-Discrimination Ordinance was approved by City Council on August 27, 2007; and

WHEREAS, the City of Saugatuck accepts and welcomes people of diverse backgrounds and believes a diverse population leads to a more vibrant community; and

WHEREAS, the Lesbian, Gay, Bisexual, Transgender and Queer (LGBTQ) communities contribute to the cultural, civic and economic successes of the City of Saugatuck; and

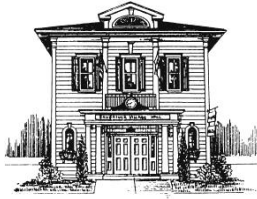
WHEREAS, while we as a society at large are slowly embracing new definitions of sexuality and gender we must also acknowledge that the need for education and awareness remains vital to end discrimination and prejudice; and

NOW, THEREFORE, BE IT RESOLVED, I, Mayor Ken Trester and the members of the Saugatuck City Council hereby proclaim June 2020 as Pride Month in the City of Saugatuck, Michigan and encourage our residents to reflect on the ongoing struggle for equality members of the LGBTQ community face and celebrate the contributions that enhance our city.

BE IT FINALLY RESOLVED, the City of Saugatuck will display the Pride Flag at Saugatuck City Hall from June 1 through June 30 in acknowledgment of LGBTQ Pride Month and to celebrate diversity and inclusion.

Signed: _____ Dated _____
Ken Trester, Mayor

Signed: _____ Dated _____
Cindy Osman, Interim City Clerk



City Council Agenda Item Report

City of Saugatuck

FROM: Peter Stanislawski, City Treasurer

MEETING DATE: June 22, 2020

SUBJECT: Resolution 200622-A (FY 19/20 Year-End Budget Amendments)

DESCRIPTION

The City Council is authorized by statute to amend the budget throughout the fiscal year as it becomes apparent that a deviation from the original general appropriations act is necessary. Attached are the recommend final year-end budget amendments.

BUDGET ACTION REQUIRED

N/A

COMMITTEE/COMMISSION REVIEW

N/A

LEGAL REVIEW

Resolution was originally prepared by municipal attorney Jeff Sluggett.

SAMPLE MOTION:

Motion to **approve/deny** Resolution No. 200622-A amending the FY 19/20 budget as presented.

.

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

RESOLUTION NO. 200622-A

**A RESOLUTION TO AMEND THE BUDGET OF THE 2019/2020 GENERAL
APPROPRIATIONS ACT**

Council Member _____, offered the following resolution and moved for its adoption, seconded by Council Member _____:

WHEREAS, in accordance with the Uniform Budgeting and Accounting Act, 1968 PA 2, as amended, the Budget Hearings of Local Governments Act, 1963 PA 43, and Chapter VII of the City Charter, the City Council of the City of Saugatuck established and approved the City's budget for fiscal year commencing July 1, 2019 and ending June 30, 2020; and

WHEREAS, the City Manager has recommended that said budget be amended based on new information now available; and

WHEREAS, the Council is authorized by statute to amend the budget throughout the fiscal year as it becomes apparent that a deviation from the original general appropriations act is necessary; and

WHEREAS, the Council is authorized to make additional appropriations during the fiscal year.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

- The City Council of the City of Saugatuck amends the 2019/2020 budget as follows:

	CITY OF SAUGATUCK			
	BUDGET AMENDMENT 3 & 4			
GL #	DESCRIPTION	DR	CR	
	Fund 101 GENERAL FUND			
101-000-402.000	REAL PROPERTY TAXES	4,202.00		Revenue
101-000-403.000	PERSONAL PROPERTY TAXES	100.00		Revenue
101-000-445.000	PENALTIES & INTEREST		7,400.00	Revenue
101-000-447.000	ADMINISTRATION FEE	3,870.00		Revenue
101-000-478.000	PERMIT FEES	6,500.00		Revenue
101-000-579.000	GRANTS RECEIVED	113,000.00		Revenue
101-000-607.000	FRANCHISE FEES	20,000.00		Revenue
101-000-615.000	PARKING LOT FEES		3,000.00	Revenue
101-000-650.000	CHAIN FERRY FEES		3,000.00	Revenue
101-000-651.000	OVAL BEACH FEES	130,000.00		Revenue

101-000-652.000	OVAL CONCESSION		10,000.00	Revenue
101-000-653.000	BOAT RAMP FEES		1,268.00	Revenue
101-000-654.000	GAZEBO FEES		1,000.00	Revenue
101-000-655.000	POLICE & ORDINANCE FEES	300.00		Revenue
101-000-665.000	INTEREST EARNED	20,000.00		Revenue
101-000-667.000	STREET END & PROPERTY FEES	5,141.00		Revenue
101-000-670.000	BOAT SLIP FEES		1,843.00	Revenue
101-000-682.000	USE TAX & ELECTION FEES	5,000.00		Revenue
101-101-803.000	LEGAL FEES		10,000.00	Council
101-173-720.000	FRINGE BENEFITS		1,500.00	City Admin
101-173-801.000	CONTRACTUAL SERVICES		2,500.00	City Admin
101-173-850.000	TELEPHONES		300.00	City Admin
101-215-702.000	SALARY/WAGES		13,000.00	City Clerk
101-215-720.000	FRINGE BENEFITS		23,500.00	City Clerk
101-215-727.000	OFFICE SUPPLIES		50.00	City Clerk
101-257-804.000	BOARD OF REVIEW		10.00	Assessor
101-253-720.000	FRINGE BENEFITS		15,000.00	Treasurer
101-265-850.000	TELEPHONE		250.00	City Hall
101-441-720.000	FRINGE BENEFITS		125,000.00	Public Service
101-441-730.000	SUPPLIES		2,000.00	Public Service
101-441-755.000	TOOLS		500.00	Public Service
101-441-801.000	CONTRACTUAL SERVICES		30,000.00	Public Service
101-441-960.000	SIGNS		1,400.00	Public Service
101-441-945.000	CAPITAL OUTLAY		26,700.00	Public Service
101-721-727.000	OFFICE SUPPLIES		10.00	Planning
101-730-801.000	CONTRACTUAL SERVICES		1,000.00	Harbor
101-751-720.000	FRINGE BENEFITS		6,307.00	Parks
101-751-946.000	EQUIPMENT RENTAL		7,500.00	Parks
101-756-730.000	SUPPLIES		3,500.00	Oval
101-756-900.000	PRINTING & PUBLISHING		75.00	Oval
101-756-930.000	REPAIRS & MAINTENANCE		10,000.00	Oval
101-758-801.000	CONTRACTUAL SERVICES		500.00	Concession
GL #	DESCRIPTION	DR	CR	
	Fund 202 MAJOR STREETS			
202-000-538.000	COUNTY ROAD MILLAGE	5,623.00		Revenue
202-000-665.000	INTEREST	1,200.00		Revenue
202-463-720.000	FRINGE BENEFITS		6,823.00	Streets

GL #	DESCRIPTION	DR	CR	
	Fund 203 LOCAL STREETS			
203-000-402.000	LOCAL ROAD MILLAGE	6,346.00		Revenue
203-000-445.000	PENALTIES & INT ON TAXES		290.00	Revenue
203-000-538.000	COUNTY ROAD MILLAGE	4,623.00		Revenue
203-000-665.000	INTEREST	9,500.00		Revenue
203-463-720.000	FRINGE BENEFITS		20,179.00	Streets
GL #	DESCRIPTION	DR	CR	
	Fund 301 DEBT SERVICE			
301-000-402.000	DEBT MILLAGE		14,511.00	Revenue
301-000-445.000	PENALTIES & INT ON TAXES	281.00		Revenue
301-000-665.000	INTEREST	390.00		Revenue
301-000-697.000	TRANSFER FROM FUND BALANCE	13,840.00		Revenue
GL #	DESCRIPTION	DR	CR	
	Fund 592 WATER & SEWER			
592-000-610.000	WATER FEES	5,450.00		Revenue
592-000-611.000	SEWER FEES	1,000.00		Revenue
592-000-665.000	INTEREST	2,000.00		Revenue
592-536-801.000	CONTRACTUAL SERVICES		8,450.00	Water
GL #	DESCRIPTION	DR	CR	
	Fund 661 MOTOR POOL			
661-000-664.000	MOTOR POOL REVENUE		45,000.00	Revenue
661-000-665.000	INTEREST	200.00		Revenue
661-443-913.000	INSURANCE		4,069.00	Motor
661-000-697.000	TRANSFER FROM FUND BALANCE	48,869.00		Motor

2. The funds appropriated shall be approved pursuant to the authority granted by the Saugatuck City Charter.
3. All resolutions or parts of resolutions in conflict with this Resolution are rescinded.

YEAS: Council Members: _____

NAYS: Council Members: _____

ABSTAIN: Council Members: _____

ABSENT: Council Members: _____

RESOLUTION DECLARED ADOPTED.

Dated: June 22, 2020

Ken Trester, Mayor

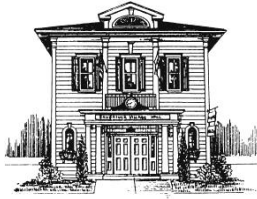
Cindy Osman, Interim City Clerk

CERTIFICATION

I, Cindy Osman, the Interim City Clerk of the City of Saugatuck do hereby certify the foregoing is a true and complete copy of a resolution adopted by the Saugatuck City Council at a regular meeting held June 22, 2020, 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.

Attest:

Cindy Osman, Interim City Clerk



City Council Agenda Item Report

City of Saugatuck

FROM: Kirk Harrier, City Manager
MEETING DATE: June 22, 2020
SUBJECT: Resolution No. 200622-B (General Appropriations Act)

DESCRIPTION

Pursuant to the Uniform Budgeting and Accounting Act, P.A. 2 of 1968, as amended, (the “Act”) local units of government are required to pass a general appropriations act. In accordance with the Act, the City has provided the required notice and hearing and in order to comply with the Act, the City must adopt an appropriations act.

BUDGET ACTION REQUIRED

N/A

COMMITTEE/COMMISSION REVIEW

N/A

LEGAL REVIEW

The attached resolution was originally prepared by municipal attorney Jeff Sluggett.

SAMPLE MOTION:

Motion to **approve/deny** Resolution No. 200622-B and adopt the general appropriations act as presented.

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

RESOLUTION NO. 200622-B

A RESOLUTION ADOPTING GENERAL APPROPRIATIONS ACT

At a regular meeting of the Saugatuck City Council held on **June 22, 2020** at 7:00 P.M. the following Resolution was offered:

Moved by: _____ and supported by: _____

WHEREAS, pursuant to the Uniform Budgeting and Accounting Act, P.A. 2 of 1968, as amended, (the "Act") local units of government are required to pass a general appropriations act; and

WHEREAS, in accordance with the Act, the City has provided the required notice and hearing; and

WHEREAS, in order to comply with the Act, the City wishes to adopt an appropriations act pursuant to this resolution.

NOW, THEREFORE, IT IS RESOLVED, THAT:

1. Title. This resolution shall be known as the City of Saugatuck General Appropriations Act.
2. Chief Administrative Officer. The City Manager shall be the Chief Administrative Officer and shall perform the duties of the Chief Administrative Officer enumerated in this act. The Chief Administrative Officer is authorized to make transfers within limits between appropriations
3. Fiscal Officer. The Treasurer (or other designated official) shall be the Fiscal Officer and shall perform the duties of the Fiscal Officer enumerated in this act.
4. Public Hearing on the Budget. Pursuant to the Act, notice of a public hearing on the proposed budget was published in a newspaper of general circulation as required by law, and a public hearing on the proposed budget was held on **June 22, 2020**.
5. Estimated Revenues. Estimated City general fund revenues for fiscal year **2020-2021**, including a charter operating millage of **11.3938** mills (inclusive of Headlee rollback), and various miscellaneous revenues shall total **\$2,456,900**
6. Millage Levy. The Saugatuck City Council shall cause to be levied and collect general property taxes on all real and personal property within the City upon the current tax roll in an amount equal to a total of **14.6683** mills, inclusive of Headlee rollback (charter operating **11.3938** mills; extra voted roads **1.8745** mills; 2009 road bond **1.4** mills).
7. Appropriation is not a Mandate to Spend. Appropriations will be deemed maximum authorizations to incur expenditures. The fiscal officer shall exercise supervision and

control to ensure that expenditures are within appropriations, and shall not issue any order for expenditures that exceed appropriations.

8. The following budget, with fund revenues and appropriations as set forth below, is hereby approved and adopted for the fiscal year beginning July 1, **2020**:

2020-2021 FISCAL YEAR		
		2020-2021
		REQUESTED
		BUDGET
ACCOUNT	DESCRIPTION	
Fund 101 - GENERAL FUND		
ESTIMATED REVENUES		
101-000-402.000	REAL PROPERTY TAXES	1,866,000
101-000-403.000	PERSONAL PROPERTY TAXES	20,000
101-000-445.000	PENALTIES & INTEREST	8,000
101-000-447.000	ADMINISTRATION FEE	80,000
101-000-478.000	PERMIT FEES	14,000
101-000-574.000	REVENUE SHARING	72,000
101-000-577.000	LIQUOR LICENSE FEES	10,000
101-000-607.000	FRANCHISE FEES	38,000
101-000-614.000	SCHOOL TAX COLLECTION FEE	3,200
101-000-651.000	OVAL BEACH FEES	225,000
101-000-652.000	OVAL CONCESSION	50,000
101-000-653.000	BOAT RAMP FEES	700
101-000-654.000	GAZEBO FEES	1,500
101-000-655.000	POLICE & ORDINANCE FEES	3,500
101-000-665.000	INTEREST EARNED	15,000
101-000-667.000	STREET END & PROPERTY FEES	20,000
101-000-670.000	BOAT SLIP FEES	17,000
101-000-674.000	MISC DONATIONS & INCOME	1,000
101-000-682.000	ELECTION FEES & USE TAX	12,000
	TOTAL ESTIMATED REVENUES	2,456,900
APPROPRIATIONS		
Dept 101-COUNCIL		53,060
Dept 173-CITY ADMINISTRATION		216,700
Dept 215-CITY CLERK		101,375
Dept 253-CITY TREASURER		112,200
Dept 257-ASSESSING		43,675
Dept 265-CITY HALL		179,150
Dept 301-POLICE		380,000

Dept 441-PUBLIC WORKS		444,550
Dept 721-PLANNING/ZONING		83,275
Dept 723-HISTORIC DISTRICT COMMISSION		49,325
Dept 730-HARBOR		3,000
Dept 751-PARKS & RECREATION		467,400
Dept 756-OVAL BEACH		164,550
Dept 758-OVAL CONCESSION		38,100
Dept 760-SPEAR BOAT LAUNCH		1,250
Dept 965-TRANSFERS		117,290
	TOTAL APPROPRIATIONS	2,456,900
NET OF REVENUES/APPROPRIATIONS - FUND 101		0
Fund 202 - MAJOR STREETS		
ESTIMATED REVENUES		
202-000-538.000	COUNTY ROAD MILLAGE	80,000
202-000-546.000	ACT 51 FEES	82,500
202-000-665.000	INTEREST	1,000
202-000-697.000	TRANSFER FROM FUND BALANCE	148,000
202-000-699.000	TRANSFER FROM LOCAL & GENERAL	155,600
	TOTAL ESTIMATED REVENUES	467,100
APPROPRIATIONS		
Dept 463-ROUTINE MAINTENANCE		420,100
Dept 464-WINTER MAINTENANCE		47,000
	TOTAL APPROPRIATIONS	467,100
NET OF REVENUES/APPROPRIATIONS - FUND 202		0
Fund 203 - LOCAL STREETS		
ESTIMATED REVENUES		
203-000-402.000	LOCAL ROAD MILLAGE	310,000
203-000-445.000	PENALTIES & INT ON TAXES	500
203-000-538.000	COUNTY ROAD MILLAGE	82,500
203-000-546.000	ACT 51 FEES	57,500
203-000-665.000	INTEREST	1,850
	TOTAL ESTIMATED REVENUES	452,350
APPROPRIATIONS		
Dept 463-ROUTINE MAINTENANCE		251,000

Dept 464-WINTER MAINTENANCE		45,750
Dept 965 TRANSFER TO MAJOR STREETS		155,600
	TOTAL APPROPRIATIONS	452,350
NET OF REVENUES/APPROPRIATIONS - FUND 203		0
Fund 301 - DEBT SERVICE		
ESTIMATED REVENUES		
301-000-402.000	DEBT MILLAGE	234,000
301-000-445.000	PENALTIES & INT ON TAXES	300
301-000-665.000	INTEREST	200
301-000-697.000	TRANSFER FROM FUND BALANCE	24,024
	TOTAL ESTIMATED REVENUES	258,524
APPROPRIATIONS		
Dept 592-ROAD BOND 2009		258,524
	TOTAL APPROPRIATIONS	258,524
NET OF REVENUES/APPROPRIATIONS - FUND 301		0
Fund 592 - WATER AND SEWER		
ESTIMATED REVENUES		
592-000-610.000	WATER FEES	1,000
592-000-611.000	SEWER FEES	1,000
592-000-665.000	INTEREST	1,000
	TOTAL ESTIMATED REVENUES	3,000
APPROPRIATIONS		
Dept 536-WATER AND SEWER SYSTEMS		3,000
	TOTAL APPROPRIATIONS	3,000
NET OF REVENUES/APPROPRIATIONS - FUND 592		0
Fund 661 - MOTOR POOL FUND		
ESTIMATED REVENUES		
661-000-664.000	MOTOR POOL REVENUE	228,000
661-000-665.000	INTEREST	2,000
661-000-673.000	SALES OF ASSETS	5,000
	TOTAL ESTIMATED REVENUES	235,000
APPROPRIATIONS		

Dept 443-MOTOR POOL		235,000
	TOTAL APPROPRIATIONS	235,000
NET OF REVENUES/APPROPRIATIONS - FUND 661		0
Fund 715 – ROSE GARDEN FUND		
ESTIMATED REVENUES		
715-000-665.000	INTEREST	1,0000
715-000-697.000	TRANSFER FROM FUND BALANCE	6,500
	TOTAL ESTIMATED REVENUES	7,500
APPROPRIATIONS		
Dept 742-ROSE GARDEN		7,500
	TOTAL APPROPRIATIONS	7,500
NET OF REVENUES/APPROPRIATIONS - FUND 715		0

YEAS: Council Members: _____

NAYS: Council Members: _____

ABSTAIN: Council Members: _____

ABSENT: Council Members: _____

ADOPTED this 22th day of June, 2020.

Signed: _____

Ken Trester, Mayor

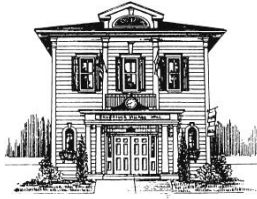
Cindy Osman, Interim City Clerk

CERTIFICATION

I, Cindy Osman, the duly appointed interim clerk of the City of Saugatuck do hereby certify the foregoing is a true and complete copy of a resolution adopted by the Saugatuck City Council at a regular meeting held **June 22, 2020**, 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.

Attest:

Cindy Osman, Interim City Clerk



City Council Agenda Item Report

City of Saugatuck

FROM: Kirk Harrier, City Manager

MEETING DATE: June 22, 2020

SUBJECT: Resolution No. 200622-C (PA 152 Compliance)

DESCRIPTION

The Michigan Department of Transportation requires certification of compliance with PA 152 in order to receive Michigan Transportation Fund payments. The Michigan legislature in 2011 adopted Act No. 152 which regulates municipal employee benefit expenditures. Under the Act, communities are given the option to exempt itself of the requirements of the Act for compliance.

The City of Saugatuck has been proactive in an effort to reduce and manage responsibly all employee costs, especially health care expenditures. Annually the City reviews the cost of health care benefits for its employees and adjusts the yearly plan accordingly in order to keep costs acceptable relative to budget constraints and wage levels. The City has worked with its employees to maintain health care cost. Employees have agreed to coverage changes, increased deductibles, increased copays, and increased prescription cost to maintain acceptable levels. The City does not have any collective bargaining units (non-union).

Due to unforeseen consequences of the federal government's Affordable Care Act, health care plan providers now use the age of an employee to establish cost. Prior to the federal government's involvement, the plan options/rates were based on single, double or family participation regardless of age. Now plan providers set rates higher for employees that are older. The premiums paid by the City over the last 9 years for health care benefits for the City's workforce are as follows: 2013 \$85,267, 2014 \$95,228, 2015 \$96,404, 2016 \$94,999, 2017 \$104,000, 2018 \$98,746, 2019 \$97,992.60, 2020 \$84,409, 2021 \$84,462.

Other local governments in the state have exercised their right to exempt themselves from the requirements of Act 152 while continuing a commitment to reduce long-term costs for medical (and other) benefits. Ultimately, a "one size fits all" approach to managing medical benefit costs, as implemented through the use of hard-caps, may not serve all local governments in Michigan because it fails to account for the local job market, total compensation packages offered to other public employees and age of employees. The City of Douglas, Saugatuck Township, Kalamazoo Lake Sewer Water Authority, and Saugatuck Fire District do not have an employee contribution requirement towards premiums.

LEGAL REVIEW

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

SAMPLE MOTION:

Motion to **approve/deny** Resolution No. 200622-C as presented.

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

RESOLUTION NO. 200622-C

**A RESOLUTION ELECTING TO COMPLY WITH THE PROVISIONS OF PUBLIC ACT 152
OF 2011 BY EXERCISING THE CITY’S RIGHT TO EXEMPT ITSELF FROM THE
REQUIREMENTS OF THE ACT FOR THE CURRENT YEAR**

At a regular meeting of the City Council for the City of Saugatuck, Michigan, held at the City of Saugatuck City Hall, Saugatuck, Michigan, on the 22th day of June 2020, at 7:00 p.m.

PRESENT: _____

ABSENT: _____

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

RESOLUTION

WHEREAS, on September 27, 2011 the Publicly Funded Health Insurance Contribution Act, Act No. 152 of the Public Acts of Michigan of 2011 (“Act 152”), became effective in the State of Michigan; and

WHEREAS, the Michigan Department of Transportation (“MDOT”) requires certification of compliance with the Act in order to receive Michigan Transportation Fund payments; and

WHEREAS, under Act 152, communities are given the option to exempt itself of the requirements of the Act 152 to obtain MDOT certification compliance; and

WHEREAS, Act 152 establishes standards and a process with respect to medical benefit plans offered by public employers; and

WHEREAS, the City of Saugatuck has historically recognized, in its role as steward for the public funds entrusted to it, that it must efficiently manage those limited resources; and

WHEREAS, the City of Saugatuck constantly engages in a review of expenditures in order to maximize the value it receives for goods and services; and

WHEREAS, the City Council of the City of Saugatuck believes that, as the elected representatives for the City and answerable directly to the City’s voters, it is best positioned to determine what benefits (including medical benefits) ought to be offered in order to attract and retain the best qualified City employees at the lowest overall costs; and

WHEREAS, the City Council of the City of Saugatuck further believes that compensation determinations for City employees are most properly the responsibility of the City’s elected representatives, and not the State of Michigan or its officials; and

WHEREAS, to express its support for home rule government and to recognize that it is the City Council’s duty to manage City affairs in order to be most responsive to City voters, taxpayers and residents.

NOW, THEREFORE, IT IS RESOLVED that:

1. Pursuant to Section 8 of Act 152, the City of Saugatuck hereby exempts itself from the requirements of Act 152 for the current year.
2. All resolutions and parts of resolutions in conflict herewith are, to the extent of such conflict, repealed.

YEAS: Council Members: _____

NAYS: Council Members: _____

ABSTAIN: Council Members: _____

ABSENT: Council Members: _____

ADOPTED this 22th day of June, 2020.

CITY OF SAUGATUCK

BY: _____
Ken Trester, Mayor

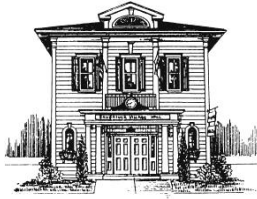
BY: _____
Cindy Osman, Interim City Clerk

CERTIFICATION

I, Cindy Osman, the duly appointed Interim Clerk of the City of Saugatuck, do hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the City of Saugatuck at a regular meeting held June 22, 2020, 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: _____
Cindy Osman, Interim City Clerk



City Council Agenda Item Report

City of Saugatuck

FROM: Cindy Osman, Planning and Zoning

MEETING DATE: **Introduction:** June 8, 2020
Action Date: June 22, 2020

SUBJECT: Ordinance No. 200622-1 – 154.041, Chapter 154, Title XV, of the Code of the City of Saugatuck, entitled “Land Usage; Zoning Code section 154.005, 154.024, 154.039, 154.040, and 154.041

DESCRIPTION

At the June 8, 2020 regular City Council meeting, a proposed Ordinance to amend Title XV, Chapter 154, Sections 154.005, 154.024, 154.039, 154.040, and 154.041 that would limit business, professional offices in the downtown commercial zone districts was discussed under “Introduction to Ordinances” on the agenda. The Council discussed the proposed ordinance and suggested it be revised to make it less restrictive by allowing first floor offices on Water Street and South of Culver as special land uses. Amendments to the original proposed ordinance were made and a summary is below.

Summary:

Definition changes to clearly distinguish between Personal Services, and Business, Professional Office.

BUSINESS, PROFESSIONAL OFFICES. A building, or portion of a building, occupied by an establishment in which a person or persons offer a ~~service that does not include a tangible product~~professional service for a fee or charge including but not limited to: offices for finance, insurance and real estate functions, legal services, engineering, architectural and planning services, accounting, auditing and bookkeeping services, and professional medical services such as, but not limited to, doctors office, dental office or physical therapy.

PERSONAL SERVICE ESTABLISHMENTS. A building, or portion of a building, occupied by an establishment in which a person, or persons, ~~practices a vocation that performs a type of labor, act or work that results primarily in a specialized aid or assistance~~offers a service directly to the personal needs of ~~ultimate~~ consumers normally served on the premises for a fee or charge. The type of specialized aid or assistance provided by a personal service establishment includes but is not limited to the following: beauty and barber services, spas, dog grooming garment mending, alteration and related minor pressing services, shoe shining, shoe repair and hat cleaning services; watch, clock and other personal services of a similar nature. ~~PERSONAL SERVICE ESTABLISHMENTS do not include laundry and dry cleaning plants.~~spa services, dance and yoga classes, and tattoo parlors. Personal service establishments do not include professional offices.

Amendments to what was submitted to Council for the first reading of Ordinances on June 8, 2020.

C- 1 City Center

Personal Service Establishments – permitted by right
Business, Professional Offices on 2nd and 3rd floor only – permitted by right

C-2 Water Street East

Personal Service Establishments – permitted by right
Business, Professional Offices – permitted as a special land use.

C-1 Water Street North

Personal Service Establishments – permitted by right
Business, Professional Offices – permitted by special land use

C-2 Water Street South

Personal Service Establishments – permitted by right
Business, Professional offices – permitted by special land use.

§ 154.024 C-1 CITY CENTER COMMERCIAL DISTRICT (CC). [red]

(A) *Generally.*

- (1) This district is designed to promote and preserve the Central Business District character of the city.
- (2) The district permits intense retail and commercial uses.
- (3) Residential uses are encouraged on the second and third floors of buildings in the district.
- (4) Utilization of existing undeveloped land in the district is encouraged when done in a manner consistent with the character of the district.

§ 154.039 C-2 WATER STREET EAST DISTRICT (WSE). [green]

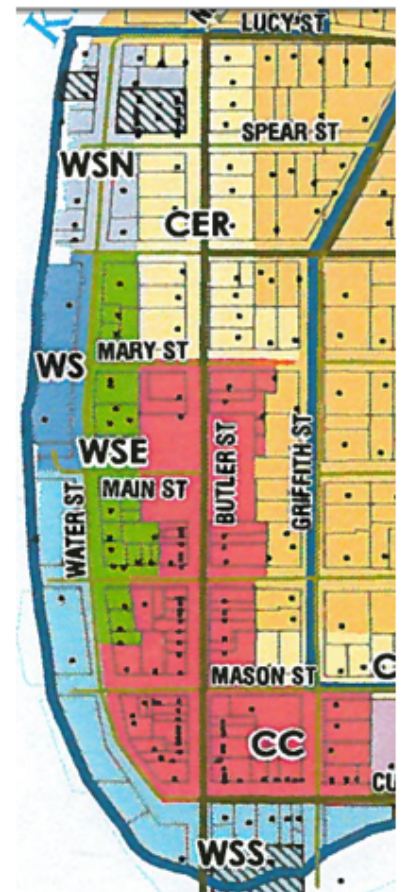
(A) *Generally.* The Water Street East District is designed to preserve the residential flavor of the area while promoting commercial land use and development. The district is designed for an intermediate intensity and density of structures and land use. Commercial development is desired in this district. The district will also promote visual access to the Kalamazoo River and lake.

§ 154.040 C-1 WATER STREET NORTH DISTRICT (WSN). [periwinkle]

(A) *Generally.* Water Street North District is designed to promote high intensity commercial uses that compliment its waterfront setting. This district will promote visual access to the Kalamazoo River and Lake to coordinate with the commercial uses of the district. The purpose of the district is to promote a more intense commercial use and encourage development of similar businesses and land uses in the district.

§ 154.041 C-2 WATER STREET SOUTH DISTRICT (WSS). Includes WS [blues]

(A) *Generally.* This district will provide an area for waterfront retail and commercial land use. The Water Street South District will provide for a less intense commercial use than the City Center District and promote visual access to the Kalamazoo River. The intent of the district is to coordinate the aspects of a central business district with that of waterfront property and blend commercial uses that compliment and enhance the waterfront.



BUDGET ACTION REQUIRED

N/A

COMMITTEE/COMMISSION REVIEW

Planning Commission unanimously voted to recommend Council adoption on June 22, 2020.

LEGAL REVIEW

Municipal attorney, Jeff Sluggett, reviewed the original proposed amendments and approved as to form and content. The amendments to the original proposal are minor.

SAMPLE MOTION:

Motion to **approve/deny** Ordinance No. 200622-1 amending Title XV, Chapter 154, Sections 154.005, 154.024, 154.039, 154.040, and 154.041 of the Code of The City of Saugatuck as presented.

**CITY COUNCIL
CITY OF SAUGATUCK
ALLEGAN COUNTY, MICHIGAN**

ORDINANCE NO. 200622-1

**AN ORDINANCE TO AMEND TITLE XV, CHAPTER 154, SECTIONS 154.005,
154.024, 154.039, 154.040, AND 154.041 OF THE CODE OF THE CITY OF
SAUGATUCK**

The City of Saugatuck Ordains:

Section 1. Amendment of Section 154.005. That Section 154.005, Chapter 154, Title XV, of the Code of the City of Saugatuck, entitled “Land Usage; Zoning Code; Definitions” is amended with respect to the following definitions:

BUSINESS, PROFESSIONAL OFFICES. A building, or portion of a building, occupied by an establishment in which a person or persons offer a ~~service that does not include a tangible product~~professional service for a fee or charge including but not limited to: offices for finance, insurance and real estate functions, legal services, engineering, architectural and planning services, accounting, auditing and bookkeeping services, and professional medical services such as, but not limited to doctors office, dental office or physical therapy, .

PERSONAL SERVICE ESTABLISHMENTS. A building, or portion of a building, occupied by an establishment in which a person, or persons, ~~practices a vocation that performs a type of labor, act or work that results primarily in a specialized aid or assistance~~offers a service directly to the personal needs of ultimate consumers normally served on the premises for a fee or charge. The type of specialized aid or assistance provided by a personal service establishment includes but is not limited to the following: beauty and barber services, garment mending, alteration and related minor pressing services, shoe shining, shoe repair and hat cleaning services; watch, clock and other personal services of a similar nature. PERSONAL SERVICE ESTABLISHMENTS do not include laundry and dry-cleaning plants,spa services, dance and yoga classes, and tattoo parlors. Personal service establishments do not include professional offices.

Section 2. Amendment of Section 154.024. That Section 154.024, Chapter 154, Title XV, of the Code of the City of Saugatuck, entitled “Land Usage; Zoning Code; C-1 City Center Commercial District (CC)” is amended to read as follows:

154.024 C-1 CITY CENTER COMMERCIAL DISTRICT (CC).

(A) *Generally.*

(1) This district is designed to promote and preserve the Central Business District character of the city.

(2) The district permits intense retail and commercial uses.

(3) Residential uses are encouraged on the second and third floors of buildings in the district.

(4) Utilization of existing undeveloped land in the district is encouraged when done in a manner consistent with the character of the district.

(B) *Permitted uses:*

(1) Essential public services;

(2) Retail stores;

(3) Domestic and business repairs;

(4) Personal service establishment;

(5) Art gallery;

(6) Single-family, two-family, multiple-family dwelling units on second or third floors;

(7) Home occupations; ~~and~~

(8) Short-term rental unit on second or third floors; ~~and~~, and,

(9) Business, Professional Offices on second and floors only.

(C) *Special land uses.* Special land uses are subject to review and approval by the Planning Commission in accordance with §§ [154.060](#) through [154.068](#) and §§ [154.080](#) through [154.092](#):

(1) Bed and breakfast;

(2) Hotel/inn;

(3) Motel/motor court;

(4) Motion picture facility;

(5) Parking facility;

(6) Restaurants;

(7) Rental of accessory dwellings;

(8) Recreational transportation rental facilities; and

(9) Brewery, distillery, and winery.

(D) *Dimension and area regulations.*

(1) Permitted uses and special uses: 4. Motion picture facility, 5. Parking facility, 6. Restaurants, 8. Recreational transportation rental facilities, and 9. Brewery, distillery, and winery.

Front setback	0 feet
Side setback	0 feet*
Rear setback	0 feet*
Minimum lot area	4,356 square feet
Minimum lot width	33 feet of street frontage
Maximum lot coverage	100%*
* Subject to Fire Code Regulations	

(2) Special uses: 1. Bed and breakfast, 2. Hotel/inn, 3. Motel/motor court, and 7. Rental of accessory dwellings.

Front setback	0 feet
Side setback	0 feet *
Rear setback	0 feet *
Minimum lot area	8,712 square feet
Minimum lot width	66 feet
Maximum lot coverage	100%
* Subject to Fire Code Regulations	

Section 3. Amendment of Section 154.039. That Section 154.039, Chapter 154, Title XV, of the Code of the City of Saugatuck, entitled “Land Usage; Zoning Code; C-2 Water Street East Direct (WSE)” is amended to read as follows:

§ 154.039 C-2 WATER STREET EAST DISTRICT (WSE).

(A) *Generally.* The Water Street East District is designed to preserve the residential flavor of the area while promoting commercial land use and development. The district is designed for an intermediate intensity and density of structures and land use. Commercial development is desired in this district. The district will also promote visual access to the Kalamazoo River and lake.

(B) *Permitted uses:*

- (1) Essential public services;
- (2) Retail stores;
- (3) Domestic business repairs;
- (4) Personal service establishment;
- (5) Art gallery;
- (6) Dwelling, single-family detached;
- (7) Second- and third-floor apartments; and
- (8) Short-term rental unit on second and third floors; and.

(C) *Special uses.* Special land uses are subject to review and approval by the Planning Commission in accordance with §§ [154.060](#) through [154.068](#) and §§ [154.080](#) through [154.092](#):

- (1) Hotel/inn;
- (2) Motel/motor court;
- (3) Motion picture facilities;
- (4) Amusement and recreation services;
- (5) Recreational transportation rental facilities;
- (6) Parking facilities; and
- (7) Restaurant.

(8) *Business, Professional Offices.*

(D) *Dimension and area regulations:*

(1) Permitted uses (except as noted) and special uses: 4. Amusement and recreation services and 5. Recreational transportation rental facilities.

Front setback	0 feet
Side setbacks	10 feet
Rear setback	10 feet
Minimum lot area	4,356 square feet

Maximum lot coverage	65%
----------------------	-----

(2) Special uses: 1. Hotel/inn, 2. Motel/motor court, 3. Motion picture facilities, and 8. Dwelling unit, single-family detached.

Front setback	0 feet
Side setback	10 feet
Rear setback	10 feet
Minimum lot area	8,712 square feet
Minimum lot width	66 feet
Maximum lot coverage	65%
*Front setback shall be 10 feet for single-family dwellings	

Section 4. Amendment of Section 154.040. That Section 154.040, Chapter 154, Title XV, of the Code of the City of Saugatuck, entitled “ Land Usage; Zoning Code; C-1 Water Street North District (WSN)” is amended to read as follows:

154.040 C-1 WATER STREET NORTH DISTRICT (WSN).

(A) *Generally.* Water Street North District is designed to promote high intensity commercial uses that complement its waterfront setting. This district will promote visual access to the Kalamazoo River and Lake to coordinate with the commercial uses of the district. The purpose of the district is to promote a more intense commercial use and encourage development of similar businesses and land uses in the district.

(B) *Permitted uses:*

- (1) Dwelling, single-family detached;
- (2) Dwelling unit, two-family;
- (3) Essential public services;
- (4) Retail stores;
- (5) Domestic business repairs;
- (6) Personal service establishments;
- (7) Art gallery;

- (8) Marinas/commercial boats;
- (9) Second- and third-floor apartments;
- (10) Charter fishing/tours;
- (11) Home occupations;
- (12) Short-term rental unit-; and

(C) *Special land uses.* Special land uses are subject to review and approval by the Planning Commission in accordance with §§ [154.060](#) through [154.068](#) and §§ [154.080](#) through [154.092](#):

- (1) Bed and breakfasts;
- (2) Hotel/inn;
- (3) Motel/motor court;
- (4) Restaurants;
- (5) Home businesses;
- (6) Recreational transportation rental facilities; and
- (7) Parking facilities.

(8) Business, Professional Offices.

(D) *Dimension and area regulations:*

(1) Permitted non-residential uses and special uses: 4. Restaurants and 6. Recreational transportation rental facilities.

Front setback	0 feet
Side setbacks	0 feet*
Rear setback	0 feet*
Minimum lot	4,560 square feet
Minimum lot width	66 feet
Maximum lot coverage	100%*
* Subject to Fire Code Regulations	

(2) Single-family dwellings, two-family dwellings, and special use: 5. Home businesses.

Front setback	15 feet
Side setbacks	5 feet
Rear setback	10 feet
Minimum lot area	6,600 square feet
Minimum lot width	66 feet
Maximum lot coverage	50%

(3) Special uses: 1. Bed and breakfast, 2. Hotel/inn, and 3. Motel/motor court.

-	
Front setback	0 feet
Side setback	0 feet*
Rear setback	0 feet*
Minimum lot area	8,712 square feet
Minimum lot width	66 feet
Maximum lot coverage	50%
* Subject to Fire Code Regulations	

Section 5. Amendment of Section 154.041. That Section 154.041, Chapter 154, Title XV, of the Code of the City of Saugatuck, entitled “Land Usage; Zoning Code; C-2 Water Street South District (WSS)” is amended to read as follows:

154.041 C-2 WATER STREET SOUTH DISTRICT (WSS).

(A) *Generally*. This district will provide an area for waterfront retail and commercial land use. The Water Street South District will provide for a less intense commercial use than the City Center District and promote visual access to the Kalamazoo River. The intent of the district is to coordinate the aspects of a central business district with that of waterfront property and blend commercial uses that complement and enhance the waterfront.

(B) *Permitted uses*:

- (1) Essential public services;
- (2) Retail stores;

- (3) Bed and breakfasts;
- (4) Domestic and business repairs;
- (5) Personal service establishments;
- (6) Art gallery;
- (7) Restaurants;
- (7) ~~Business, professional offices~~;
- (8) Parks;
- (9) Dwelling, single-family detached;
- (10) Second- and third-floor apartments;
- (11) Home occupations; and
- (12) Short-term rental unit on second or third floors.

(C) *Special land uses*. Special land uses are subject to review and approval by the Planning Commission in accordance with §§ [154.060](#) through [154.068](#) and §§ [154.080](#) through [154.092](#):

- (1) Hotel/inn;
- (2) Motel/motor court;
- (3) Motion picture facilities;
- (4) Marina commercial/private;
- (5) Community center;
- (6) Club and fraternal organization;
- (7) Amusement and recreational services;
- (8) Recreational transportation rental facilities; and
- (9) Parking facilities: ~~and~~,
- (10) Restaurants, and,
- (11) ~~Business, Professional Office~~.

(D) *Dimension and area regulations*:

(1) Permitted uses and special uses: 5. Community center, 6. Club and fraternal organization, 7. Amusement and recreational services, and 8. Recreational transportation rental facilities.

-	
Front setback	0 feet
Side setback	10 feet
Rear setback	15 feet
Minimum lot area	6,600 square feet
Minimum lot width	66 feet of street frontage
Maximum lot depth	100 feet
Maximum lot coverage	45%

(2) Special uses: 1. Hotel/inn, 2. Motel/motor court, 3. Motion picture facility, and 4. Marina commercial/private:

Front setback	0 feet
Side setback	10 feet
Rear setback	15 feet
Minimum lot area	13,200 square feet
Minimum lot width	132 feet
Minimum lot depth	100 feet
Maximum lot coverage	45%

Section 6. Effective Date. This Ordinance shall become effective seven (7) days after its publication unless otherwise provided by law.

YEAS: _____

NAYS: _____

ABSENT: _____

ORDINANCE NO. _____ ADOPTED

I, _____, certify that the foregoing is a true and accurate copy of an ordinance adopted at a regular meeting of the City Council of the City of Saugatuck, held on _____, 2020, and noticed in accordance with all legal requirements.

_____, Clerk

Introduced: _____
Adopted: _____
Published: _____



NOTICE

TO: CITIZENS OF SAUGATUCK
FROM: SAUGATUCK CITY COUNCIL
DATE: JUNE 17, 2020
RE: BOARDS / COMMISSIONS VACANCY

The CITY OF SAUGATUCK is accepting applications for appointments to the **ZONING BOARD OF APPEALS (3 regular members 1 alternate)**. Meetings are held the second Thursday of each month at 7:00 p.m. at Saugatuck City Hall.

The CITY OF SAUGATUCK is accepting applications for appointments to the **PLANNING COMMISSION (3)**. Meetings are held the third Thursday of each month at 7:00 PM at Saugatuck City Hall.

The CITY OF SAUGATUCK is accepting applications for appointments to the **HISTORIC DISTRICT COMMISSION (3)**. Meetings are held the first Thursday of each month at 6:00 p.m. at Saugatuck City Hall.

The **CITY OF SAUGATUCK** is accepting applications for appointment to the **SAUGATUCK TOWNSHIP FIRE DISTRICT BOARD (1)**. Meetings are held at 4:00 p.m. on the third Monday of each month at the Saugatuck Township Fire Department.

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 for more information. Applications are available on the City web site:
<http://www.saugatuckcity.com/images/adobe-files/general-resources/application-for-appointment-to-boards-commissions-committees.pdf>

Cindy Osman
Interim Saugatuck City Clerk
Dated: June 17, 2020
269-857-2603

**CITY COUNCIL
CITY OF SAUGATUCK
ALLEGAN COUNTY, MICHIGAN**

RESOLUTION NO. 200311-B

**A RESOLUTION TO APPROVE THE CITY OF SAUGATUCK
BOARDS AND COMMISSIONS SELECTION POLICY**

Council Member Lewis, offered the following resolution and moved for its adoption, seconded by Council Member Leo:

- A. The City of Saugatuck Charter vests the City Council with all powers granted by law including, when not otherwise delegated, responsibility for City operations and functions.
- B. The City Charter further provides that the City Council is responsible to determine matters of policy on behalf of the City.
- C. Based on its review, the City Council concludes that adoption of a policy regarding membership on boards, commissions and similar appointive bodies is in the best interest of the City.

NOW, THEREFORE, IT IS RESOLVED THAT:

- 1. The Boards and Commission Selection Policy is hereby adopted to provide as follows:

This Policy is intended to set forth a uniform process for filling vacancies for City of Saugatuck boards, commissions, committees and similar appointive bodies (including, without limitation, the Planning Commission, Historic District Commission, Zoning Board of Appeals, Fire District Administrative Board, Fire District Board of Appeals, Construction Board of Appeals, Library Board, Interurban Board, Water Resource TIFA Board, Property Maintenance Board of Appeals, Board of Review, Tri-Community Planning Committee, and Tri-Community Recreation Advisory Board). The City Council can suspend this Policy by a majority vote.

- A. When a vacancy occurs on a City appointive body, the City Clerk will notify the City Council and prepare a notice which provides the necessary information needed for citizens to apply. The notice shall be included on the next regular Saugatuck City Council agenda under "Communications."
- B. The notice shall be posted at the City Hall and may be advertised via electronic and/or print media.
- C. Applications will be available at City Hall and on the City's web site.
- D. The Mayor or his/her designee, a representative from the body which has

the vacancy (typically the chair or vice chair based on availability) and a City staff member shall review applications, interview applicants and recommend a candidate to the Mayor.

E. The Mayor shall forward a recommendation for the appointment to the City Council, which recommendation shall be treated as a recommendation, appointment or otherwise as provided by the applicable statute or ordinance. The City Council must approve any appointment before the same may take effect. The City Council will be provided with a list of all applicants that applied with supporting material for the vacancy to be filled. In making an appointment the Council will use the following criteria as a guide for evaluating applicants:

- **Eligibility for Appointment**—The applicant is a resident of the City to the extent required by law, registered voter, does not have any outstanding debt owed to the City including, but not limited to, tax delinquency and/or pending litigation with the City and has submitted to a background check.
- **Time Commitment**—The applicant has an understanding of the time involved in serving, and expects to be available to attend meetings throughout the year.
- **Experience/Background in Relevant Fields**—The applicant has demonstrated professional or personal qualifications and backgrounds in relevant areas.
- **Contributive Potential**—The applicant has demonstrated the ability to effectively communicate, express ideas, concepts, and has a strong desire to perform public service.

The foregoing criteria are not exclusive, and the City Council need not assign ratings or rank applications. Engaging community members on a non-partisan basis with an emphasis, where practical, of including applicants who do not currently or have not previously served on a City of Saugatuck board or commission is a stated goal of this Policy.

Where state statute, the City Charter or City ordinance establish a process or criteria different that that set forth in this Policy, that statute, charter or ordinance provision shall be deemed to control to the extent of any conflict.

2. All resolutions and parts of resolutions in conflict herewith are, to the extent of such conflict, repealed.

YEAS: Council Members: Lewis, Leo, Verplank, Bekken, Trester

NAYS: Council Members: None

ABSTAIN: Council Members: None

ABSENT: Council Members: Peterson, Johnson

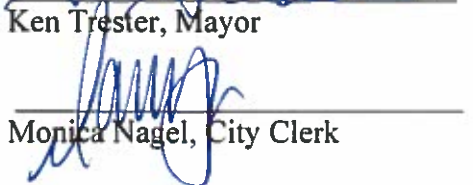
RESOLUTION NO. 200311-B DECLARED ADOPTED.

Dated: March 11, 2020

Signed:



Ken Trester, Mayor



Monica Nagel, City Clerk

CERTIFICATION

I, Monica Nagel, the appointed clerk of the City of Saugatuck do hereby certify the foregoing is a true and complete copy of a resolution adopted by the Saugatuck City Council at a regular meeting held March 11, 2020, 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.

Attest:



City Clerk

Bloom Sluggett, PC

COUNSELORS & ATTORNEYS

Clifford H. Bloom
Direct Dial (616) 965-9342
Direct Fax (616) 965-9352
cliff@bloomsluggett.com

June 12, 2020

Mr. Kirk Harrier
City Manager
City of Saugatuck
102 Butler Street
P.O. Box 86
Saugatuck, Michigan 49453

Dear Kirk,

This letter is in response to correspondence to you from Dunegrass – the Preserve at the Lakeshore (the “Association”) dated February 24, 2020. The delay by the City in responding was due to the coronavirus crisis and the extremely high level water conditions; both you and other City of Saugatuck (“City”) officials have not only been extraordinarily busy, but often have been unable to respond as promptly as would normally be the case. This letter is also in response to recent questions raised by the Saugatuck City Council.

It is our understanding that the Dunegrass development has approximately 2500 feet of frontage on Lake Michigan in total. Pursuant to the letter of February 24, 2020, and during your discussions with officials of the Association since then, it is the City’s understanding that the Association would like to have the following occur:

1. The enactment and enforcement of a City trespass ordinance to cover your development.
2. That the City extend its patrol of the Oval Beach area during the summer months along the Dunegrass development property along the lake shore.
3. That the City enforce the trespass laws to prevent people from walking and generally being present on Dunegrass development properties located landward of the ordinary high water mark of Lake Michigan.
4. A drone take off and landing ordinance.

Our office did supply an earlier memorandum to the City (dated May 13, 2019) that addressed trespass issues in the City in a very general manner, including touching on shoreline trespasses. However, at that time, we were not asked to analyze the shore trespass issues in

significant detail. Since the date of that memorandum, additional questions and issues have arisen, which we hope to inform City officials about via this letter.

It might be helpful for us to address the beach walking issue involving members of the public in more detail. As you likely know, in 2005, the Michigan Supreme Court decided the so-called “Beach Walker Case” in the *Glass v Goeckel*, 473 Mich 667 (2005).¹ In that decision, the Michigan Supreme Court held that riparian property owners along the Great Lakes in Michigan (including along the Lake Michigan shore) typically own their property to the water’s edge via a “movable freehold.” However, the Court also held that there is a public trust or navigation easement between the edge of Lake Michigan and the ordinary high water mark, within which members of the public can walk without the permission of the adjoining riparian landowner. Unfortunately, the Court gave a very ambiguous definition of what constitutes the “ordinary high water mark” as follows:

[T]he point on the bank or shore up to which the presence and action of the water is so continuous as to leave a distinct mark either by erosion, destruction of terrestrial vegetation, or other easily recognized characteristic. And where the bank or shore at any particular place is of such a character that it is impossible or difficult to ascertain where the point of ordinary high-water mark is, recourse may be had to other places on the bank or shore of the same stream or lake to determine whether a given stage of water is above or below ordinary high-water mark. *Glass v Goeckel* at page 691.

Therefore, for every stretch of beach along Lake Michigan, the ordinary high water mark is located in a different spot. And, the ordinary high water mark for a given portion of beach generally cannot be determined via the Supreme Court’s common law definition in *Glass v Goeckel* without having an expert hydrologist, engineer, etc., determine the exact location of the ordinary high water mark line. While it is true that various state agencies set their own ordinary high water marks for the Great Lakes in Michigan for regulatory purposes (typically, based on a number of feet above the mean sea level), such definitions are not determinative for purposes of the *Glass v Goeckel* common law public trust or navigation easement purposes.

Due to the vague and uncertain definition specified in *Glass v Goeckel*, it is extraordinarily difficult to determine the ordinary high water mark for a given lot or parcel with frontage on Lake Michigan. Therefore, police officers throughout the state along the Great Lakes have generally taken the position that whether or not a member of the public crosses the ordinary high water mark and walks or trespasses landward of the ordinary high water mark along the shore is a private civil matter. Police officers simply are not equipped to determine

¹ The recently mentioned case of *Gunderson v State of Indiana*, 90 NE 3d 1171 (2018) was a decision by the Indiana Supreme Court (not the Michigan Supreme Court) and involved the application of Indiana law. Nevertheless, it was very similar to the *Glass v Goeckel* case decided earlier in Michigan.

where the ordinary high water mark is located along the shore on a given Lake Michigan lot or parcel for purposes of trespass. That differs from most trespass cases where it is generally quite clear that the trespasser is located on a parcel or lot owned by someone else. In typical trespass enforcement cases, the boundary lines are usually clear.

Based on the above, it would be difficult (if not impossible in certain situations) for City police officers to be able to determine where the ordinary high water mark is located for each section of beach within the Dunegrass development, so as to enforce a state trespassing statute or local ordinance. The earlier memorandum from our office dated May 13, 2019, dealt with trespass only generally and we were not asked to give an opinion regarding the finer points of the *Glass v Goeckel* decision.

Nevertheless, the Supreme Court in *Glass v Goeckel* did appear to indicate that the public trust or navigation easement (located between the waters of the Great Lakes such as Lake Michigan and the ordinary high water mark) can be used by members of the public for walking only. Accordingly, it is highly likely that the in-between area cannot be used for lounging, sunbathing, picnicking or other non-walking uses. Uses other than walking would likely constitute a trespass if the riparian landowner has not granted permission to the person(s) using the land “lakeward” of the ordinary high water mark for such other uses.²

Why not simply use state law in these trespass situations? In many conventional trespass cases, the county prosecutor can utilize state trespassing statutes to prosecute trespassers. In addition, most Michigan cities have their own local city trespass ordinances to cover situations where state or county officials refuse to prosecute. The problem with the beach area adjacent to the Dunegrass development is the combination of several factors that make policing and prosecution of trespassing more difficult. First, riparian rights are involved, which most police agencies consider a private civil matter. Second, the *Glass v Goeckel* decision implies that non-walking activities (even lakeward of the ordinary high water mark) are not allowed, but does not say so expressly.³ Therefore, in order to prosecute someone criminally or via municipal civil infraction proceedings, there would be a question about whether or not the alleged trespasser has notice of what is allowed and not allowed, and where. Finally, as discussed above, with regard to walking only, determining the ordinary high water mark on a given stretch of beach is normally quite difficult.

With regard to City police officials including a patrol of the Dunegrass development lakefront with the patrols of Oval Beach, the City simply does not have the financial resources

² Of course, use by the public “landward” of the ordinary high water mark without permission (if proven) would always be a trespass.

³ A city ordinance could expressly prohibit those activities.

available at this time.⁴ Since 2007, the City's finances have been very limited. Due to the coronavirus crisis, the City's finances will likely be downgraded significantly due to the cuts in state revenue sharing and potential real property assessments dropping over time. It is possible that the City could enter into an agreement with the Association for enhanced police patrols based upon either a special assessment district or the donation of funds by the Association to the City for extra policing efforts. However, those patrols would generally only involve preventing disorderly conduct behavior by members of the public who strayed from the Oval Beach, rather than enforcing the *Glass v Goeckel* ordinary high water mark boundary walking only use area discussed above.⁵ However, due to tight labor markets, the City has had difficulty hiring additional police officers, which could limit the ability of the City to provide additional beach patrols.

The Association has also asked whether the City can prohibit small drone takeoffs and landings (particularly at Oval Park) that later fly over the Dunegrass development. In the past, there has been a question about whether Michigan municipalities can regulate or police drone flights, particularly amateur non-commercial flights. Clearly, at a certain height level above the ground, the Federal Aeronautics Administration ("FAA") has exclusive jurisdiction and regulatory control. Nevertheless, closer to the ground, it now appears that a Michigan city may be able to regulate certain drone takeoffs and landings via the adoption of a local ordinance. However, in order to be certain that the City can regulate the takeoff and landing of drones in Oval Park or generally within the City via a local ordinance, we would need to do more legal research regarding the matter. At this time, we will hold off on performing that research unless and until you indicate that the City wishes us to pursue that matter. Once again, however, the City's financial resources are limited. Unless the Association is willing to be subject to a special assessment district or donate money to the City for certain additional policing services regarding the Dunegrass development, the City Council may not be inclined to adopt and enforce a drone flight take off and landing ordinance at this time.

I would be happy to discuss these matters further with you and representatives of the Association. Furthermore, the Association may also request to again be placed on the agenda for an upcoming Saugatuck City Council meeting.

⁴ There is nothing to prevent the Association from using its own private security officials who would then call the City police if an actual violation of an ordinance or state law occurs.

⁵ Police officers could potentially issue tickets for trespass for anyone who is improperly lounging, sunbathing, picnicking, etc. (rather than only walking) on any portion of the shore land located south of Oval Beach, because members of the public are likely trespassing if they engage in such prohibited activities anywhere along the beach.

Mr. Harrier
June 12, 2020
Page 5

Sincerely,



Clifford H. Bloom

cc: City Mayor
City Clerk



Dunegrass
the PRESERVE
at the LAKESHORE

February 24, 2020

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

Re: Proposed Beach Ordinance & Summer Beach Patrol

Dear Kirk,

We represent the property and homeowners within the newly created Dunegrass development (previously a Presbyterian summer camp) which is located just south of Oval Beach and Perryman Road. Last year, we worked with you in posting a sign at the south end of Oval Beach requesting those who walk south of Oval Beach to obey the State of Michigan beach walking laws. Specifically, the sign requested that the public beachgoers not pass the high-water mark onto the adjoining private beach property as they walk along the shoreline.

Although this sign helped reduce trespassing, there were still beachgoers and those from boats just offshore that would treat the property above the high-water mark as a public beach including setting-up towels, umbrellas and rafts, bringing unleashed dogs, participate in drinking and smoking and even use drones to spy on Dunegrass private property, then leaving a mess on the beach. We have observed that virtually all of these offenders are coming either from Oval Beach by foot or from Saugatuck through the Kalamazoo river by boat.

As you have asked, we – the Board for the Dunegrass Site Development – are formally requesting that a trespassing ordinance be created that charges offenders of the state beach walking laws up to \$500 for each offense. Further, we ask that the City extend its patrol of the Oval Beach during the Summer months along the Dunegrass development property to ensure a cohesive beach policy and enforcement of the trespassing ordinance. Please keep in mind that the taxable property base for the Dunegrass Development is nearing \$10.0 million and is likely to double in the next 3 years.

Although we have requested and obtained drive-throughs of our private roads by the Allegan County Sheriff (representing the City of Saugatuck), they are not observing and involved with the beach-side. Further, when Oval Beach reaches capacity, the Sheriff deputies are strained to assist as they focus on the traffic to and from Oval Beach. Consequently, we strongly believe that a beach patrol that can extend at least half-way down the Development's 2,500 lineal foot beach will help curb the trespassing issue. Further, the beach patrol and Sheriff deputies, if needed, will be able to better manage unruly trespassers with an ordinance that they can enforce.

Please consider our requests prior to beginning of this Summer's busy season. Michael Kenny is available to further discuss our request at a workshop and at a City Board meeting, if requested.

Respectfully,

Signature and Date: _____

Shawn Fagan, Board Member

Respectively yours,

Signature and Date: _____

Paul Heule, Board Member

Respectively yours,

Signature and Date: _____

Michael Kenny, Board Member