



**CITY COUNCIL MEETING AGENDA
JANUARY 10, 2022 – 7:00 pm**

This is an in-person meeting, and will also be livestreamed via Zoom, virtual attendance is encouraged.

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Roll Call**
- 4. Consent Agenda: (Roll Call)**
 - A. Regular City Council Meeting Minutes-December 13, 2021
 - B. Accounts Payable
- 5. Staff Reports:**
 - A. City Manager
 - B. Treasurer
 - C. Planning and Zoning
 - D. DPW
 - E. Fire
 - F. Police
 - G. Engineer
- 6. Agenda Changes (Additions/Deletions)**
- 7. Guest Speakers:** Bobbie Gaunt & David Swan - Saugatuck Dunes Coastal Alliance Board of Directors
- 8. Public Comment on Agenda Items (Limit 3 minutes)**
- 9. Introduction of Ordinances**
- 10. Public Hearings**
- 11. Unfinished Business**

NOTICE:

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:
ryan@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 clerk@saugatuckcity.com for further information.

12. New Business:

- A. Saugatuck Historical Markers Project *(Roll Call)*
- B. Resolution No. 220110-A- 2022 City Council Meeting Dates *(Roll Call)*
- C. Meeting Rules of Procedure Amendment *(Voice Vote)*
- D. Cemetery Service Agreement *(Roll Call)*
- E. The Butler Easement Agreement *(Roll Call)*
- F. Budget Adjustment *(Roll Call)*

13. Public Comments (Limit 3 minutes)

14. Communications:

- A. Board/Commissions Vacancy Notice
- B. Pup Up Patio Letter- Dan Fox

15. Boards, Commissions & Committee Reports

16. Council Comments

17. Mayor's Comments

18. Adjourn *(Roll Call)*



**CITY COUNCIL MEETING MINUTES-PROPOSED
DECEMBER 13, 2021 – 7:00 pm**

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

1. Call to Order:

The meeting was called to order by Mayor Lewis at 7:03 p.m.

2. Attendance:

Present: Mayor Lewis, Mayor Pro-Tem Dean, Councilmembers Bekken, Gardner, Leo, Stanton & Trester.

Absent: None.

Staff Present: City Manager Heise, City Zoning Administrator Osman, DPW Superintendent Herbert & City Clerk Wolters.

There were five persons in the audience.

3. Consent Agenda:

A. Regular City Council Meeting Minutes November 22, 2021.

1. Corrections to the minutes of November 22, 2021:

a. Item 2. title “Roll Cal” should read “Roll Call.”

B. Closed Session Meeting Minutes December 8, 2021.

C. Accounts Payable in the amount of \$276,178.89.

Motion by Dean, second by Trester to approve the Consent Agenda.

Motion carried by unanimous roll call vote.

4. Staff Reports:

The City Manager, Treasurer, Planning and Zoning Administrator, DPW Superintendent, Fire Chief and Engineer submitted status reports of current activities for their respective departments.

5. Agenda Changes: None.

6. Public Comment on Agenda Items: None.

7. Introduction of Ordinances: None.

8. Public Hearings: None.

9. Unfinished Business: None.

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10. New Business:

- A. Historic District Commission Appointment-Lauren Stanton: It has been policy of the City Council to have a representative of Council on the Historic District Commission. Garnet Lewis has been the representative and is relinquishing her position on the Historic District Commission. Her recommendation is to appoint Lauren Stanton to replace her. The Mayor's appointment for the Historic District Commission position is as follows: Lauren Stanton, with said term expiring November 1, 2023.
Motion by Leo, second by Dean to approve the mayor's appointment as presented. Motion carried by unanimous roll call vote.
- B. Planning Commission Appointment-Ann Broeker & Richard Heriford: Per the City Charter Section 6.11 the council shall provide for and maintain a city planning commission which shall possess all of the powers and perform the functions of planning commissions as set forth by state statute. The citizen members of the planning commission shall be appointed by the mayor, subject to confirmation by the council. The Mayor's appointments for the two Planning Commission positions are as follows which are replacing Chris Peterson(resigned) and Michael VanMeter (moving effective 12.17.21): Richard Heriford, with said term expiring July 1, 2022, Ann Broeker, with said term expiring July 1, 2023.
Motion by Gardner, second by Dean to approve the mayor's appointment as presented. Motion carried by unanimous roll call vote.
- C. Extension of Allegan County Sheriff's Agreement: The City of Saugatuck entered into an agreement with the Allegan County Sheriff's Department on March 12,2018. The terms expired June 30th, 2021; recently flagged by City staff. The Allegan County Administrative office has indicated that they will be requesting modifications to insurance and liability. Recognizing that this will need to be reviewed by legal and insurance carrier, I requested an extension under existing terms until the end of the year.
Motion by Trester, second by Stanton to approve the contract extension with the Allegan County Sheriff's Department effect through April 30, 2022. Motion carried by unanimous roll call vote.
- D. CALA Dumpster Agreement: License agreement identifying terms/conditions for privately owned commercial dumpsters to be placed on City owned property. Existing dumpsters were approved by City Council via a previous agreement. However, the previous agreement has expired, and a new agreement is necessary. There is not a private location available for the owner of the CALA building (302 Culver St.) to place the dumpsters.
Motion by Stanton, second by Dean to approve the approve the License Agreement between the City of Saugatuck and FMG Investments to place commercial dumpsters in a location that does not interfere with the City of Saugatuck's parking space layout plan as presented and attached to the Agreement and consistent with local and state laws and regulations. Motion carried by unanimous roll call vote.

E. Bridge Street Proposal: A new home is being constructed on Bridge Street along the Kalamazoo River, east of Blue Star HWY. City ordinances require a connection to the water system. City staff is reviewing extending water services in cooperation with engineering and in partnership with the Kalamazoo Lake Water and Sewer Authority. Special assessment methodologies will be reviewed and presented to Council. On agenda for discussion with a request to ratify a proposal submitted for design and bidding of the project. The possibility of including sanitary as part of the project is under review.

Motion by Leo, second by Stanton to approve the proposal from Fleis and Vandenbrink in the amount of \$14,000 for the design and bidding of water extension on Bridge Street. Motion carried by unanimous roll call vote.

F. Mt. Baldhead Proposal: *Motion by Trester, second by Stanton to extend the term of the workshop resolution by six months to end June 30, 2022. Motion carried by unanimous roll call vote.*

11. Public Comments: None.

12. Communications: None.

13. Boards, Commissions & Committee Reports:

A. Mark Bekken noted that Kalamazoo Lake Sever and Water Authority Board will meet Monday December 13, 2022.

14. Council Comments:

A. Russ Gardner complimented the Fire District's submitted staff report. Gardner also suggested the council to add one more Pop-Up Patio session after the holidays.

B. Lauren Stanton wanted to thank everyone who responded to the citizens survey, it was crucial for Council to have going into the strategic planning session.

15. Mayor's Comments:

Mayor Lewis and City Manager Heise received the draft summary from the strategic planning facilitator, which will be available soon. Mayor appreciates everyone's attendance and participation at the strategic planning session. This week is another Pop-Up Patio session on Wednesday December 16, 2021.

16. Adjourn:

Mayor Lewis adjourned the meeting at 7:51 p.m. *Motion by Dean, second by Trester to adjourn. Motion carried by unanimous roll call vote.*

Vendor Name	Description	Amount
1. ALLEGAN COUNTY CLERK ASSOCIATION	DUES	40.00
2. ALLEGAN COUNTY TREASURER	PROPERTY TAXES	30,415.80
	PROPERTY TAXES	83,653.10
	TOTAL	114,068.90
3. AL'S EXCAVATING INC	BUTLER STREET SEWER	85,783.51
4. ASSESSING SOLUTIONS INC	ASSESSING SERVICES	2,500.00
5. AT&T MOBILITY	CELL PHONES	92.65
6. BARBER FORD INC	2018 FORD SHERIFF	283.50
	2018 FORD SHERIFF	170.58
	TOTAL	454.08
7. BOAT LIFTS UNLIMITED INC	INSTALL REMOVE BOUYS	1,870.00
8. CAPITAL ONE	MENARDS	109.60
9. CERTASITE LLC	FIRE ALARM ANNUAL CITY HALL & DPW	1,072.40
10. COMCAST	TELEPHONES & INTERNET	153.40
11. CONSUMERS ENERGY	ELECTRIC	3,799.06
12. D & L TRUCK & TRAILER LLC	SNOW PLOW REPAIR	787.00
13. DUNESVIEW KWIK SHOP INC	GASOLINE & DIESEL	1,555.43
14. ELF SHACK	CHRISTMAS TREES/ GARLAND	1,758.00
15. FASTENAL	SUPPLIES	296.28
16. FIRST ADVANTAGE INC	DRUG TESTING	47.43
17. FIRST BANK CARD	REPAIRS, TRAINING, SUPPLIES	7,257.18
18. FLEIS & VANDENBRINK ENGINEERING INC	ENGINEERING FEES	923.90
	CAMPBELL ROAD	12,090.00
	TOTAL	13,013.90
19. FRONTIER	DPW GARAGE	187.48
20. HOLLAND P.T.	SKID STEER REPAIRS	270.73
21. IHLE SERVICE	SWAP TIRES SHERIFF CAR	59.94
22. INTERURBAN TRANSIT AUTHORITY	PROPERTY TAXES	8,400.71
	PROPERTY TAXES	21,672.42
	TOTAL	30,073.13
23. JOHN DEERE FINANCIAL	SUPPLIES & REPAIRS	304.29
24. JOHN KERR	MT BALDHEAD SIGN & REPAIRS	423.03
25. KALAMAZOO LAKE SEWER & WATER		

Vendor Name	Description	Amount
26. LORRIE PASTOOR	WATER & SEWER	1,028.70
27. MARILYNN J SEMONICK	CLEANING SERVICES	100.00
28. MCKELLIPS PLUMBING INC	TRAINING	3,097.44
29. MERCHANTS BANCARD NETWORK	PLUMBING SERVICES	450.00
30. MERS	BANKING FEES	76.19
31. MINER SUPPLY CO	RETIREMENT	4,500.00
32. NET2PHONE INC	SUPPLIES	408.60
33. NEWCOMER PLOW & HITCH	TELEPHONES	176.53
	HYDRAULIC HOSE	29.05
	PLOW OIL	42.68
	TOTAL	71.73
34. OTTAWA AREA INTERMEDIATE SCHOOL DIS	PROPERTY TAXES	371.85
35. OVERISEL LUMBER COMPANY	SUPPLIES	632.65
36. PRIORITY HEALTH	HEALTH INSURANCE	9,107.11
37. RYAN HEISE	TRAINING COUNCIL	472.20
38. SAUGATUCK DOUGLAS LIBRARY	PROPERTY TAXES	14,012.16
	PROPERTY TAXES	36,149.20
	TOTAL	50,161.36
39. SAUGATUCK FIRE	PROPERTY TAXES	38,575.44
	SHORT TERM RENTAL INSPECTIONS	1,025.00
	PROPERTY TAXES	101,265.63
	TOTAL	140,866.07
40. SAUGATUCK PUBLIC SCHOOLS	PROPERTY TAXES	129,491.29
	PROPERTY TAXES	367,416.50
	TOTAL	496,907.79
41. SHELL	GASOLINE & DIESEL	1,008.44
42. SHORELINE TECHNOLOGY SOLUTIONS	COMPUTER SERVICES LEGAL	625.00
43. SOUTHWEST TRANSPORT CO	CAMPBELL ROAD	59,756.50
44. STANDARD INSURANCE COMPANY	INSURANCE	392.34
45. TIM ERLANDSON CONSTRUCTION LLC	PARK STREET DRIVEWAY	2,600.00
46. TIRVA ROBERT L & KIMBERLY A	2021 Win Tax Refund 57-203-011-10	227.55
47. VALLEY CITY LINEN INC	SHOP TOWELS	129.65
48. WESTENBROEK MOWER INC	OIL	59.93
49. XEROX FINANCIAL SERVICES		

Vendor Name	Description	Amount
	COPIER LEASE	481.54
TOTAL - ALL VENDORS		1,039,686.59
FUND TOTALS:		
Fund 101 - GENERAL FUND		40,016.12
Fund 202 - MAJOR STREETS		12,570.25
Fund 203 - LOCAL STREETS		62,822.00
Fund 592 - WATER AND SEWER		85,783.51
Fund 661 - MOTOR POOL FUND		7,018.74
Fund 701 - CURRENT TAX FUND		831,424.10
Fund 715 - ROSE GARDEN		51.87

01/07/2022 CHECK REGISTER FOR CITY OF SAUGATUCK				
CHECK DATE FROM 12/01/2021 - 12/31/2021				
Check Date	Check	Vendor Name	Description	Amount
Bank GEN GENERAL POOLED CASH				
12/08/2021	3779(A)	OTTAWA AREA INTERMEDIATE SCHOOL DIS	PROPERTY TAXES	3,108.00
12/10/2021	DD5257(A)	ARANT, LESTER	PAYROLL	1,131.50
12/10/2021	DD5258(A)	BOUWMAN, CHAD	PAYROLL	1,121.81
12/10/2021	DD5259(A)	HARDY, CODY	PAYROLL	1,169.53
12/10/2021	DD5260(A)	HEISE, RYAN	PAYROLL	3,017.02
12/10/2021	DD5261(A)	HERBERT, SCOTT	PAYROLL	1,638.81
12/10/2021	DD5262(A)	KERRIDGE, ADAM	PAYROLL	1,287.73
12/10/2021	DD5263(A)	MARTIN, DANNY	PAYROLL	566.65
12/10/2021	DD5264(A)	OSMAN, CINDY	PAYROLL	1,414.77
12/10/2021	DD5265(A)	STANISLAWSKI, PETER	PAYROLL	1,357.52
12/10/2021	DD5266(A)	WENDT, MICHAEL	PAYROLL	1,438.50
12/10/2021	DD5267(A)	WHITE, KATHERINE	PAYROLL	1,001.60
12/10/2021	DD5268(A)	WOLTERS, JAMIE	PAYROLL	1,548.57
12/10/2021	EFT1494(E)	ALERUS	PAYROLL	2,959.60
12/10/2021	EFT1495(E)	EXPERT PAY	PAYROLL	418.16
12/10/2021	EFT1496(E)	MERS HYBRID	PAYROLL	1,726.00
12/10/2021	EFT1497(E)	FEDERAL TAX DEPOSIT	PAYROLL	5,501.50
12/13/2021	16853	ALLEGAN COUNTY CLERK	ELECTION	779.20
12/13/2021	16854	COMMERCIAL RECORD	PUBLISHING	350.00
12/13/2021	16856	FARMHOUSE	TRAINING	240.00
12/13/2021	16857	IHLE AUTO PARTS	BATTERY	120.99
12/13/2021	16858	KENDALL ELECTRIC INC	LED LIGHTS	283.92
12/13/2021	16859	MISS DIG SYSTEM INC	ANNUAL FEES	1,790.66
12/13/2021	16860	OVERISEL LUMBER COMPANY	SUPPLIES	774.52
12/13/2021	16861	ROOT SPRING SCARPER CO	SNOW PLOW MAINTENANCE	975.00
12/13/2021	16863	SCOTT'S LANDSCAPE MANAGEMENT INC	TRUCKING BRUSH & LEAVES	2,805.00
12/13/2021	16864	STANDARD INSURANCE COMPANY	INSURANCE	386.22
12/13/2021	3780(E)	AT&T MOBILITY	CELL PHONES	92.65
12/13/2021	3781(E)	CAPITAL ONE	HOLIDAY LIGHTING	1,341.25
12/13/2021	3782(E)	COMCAST	INTERNET & TELEPHONES	153.40
12/13/2021	3783(E)	CONSUMERS ENERGY	ELECTRIC	3,431.01
12/13/2021	3784(E)	FIRST BANK CARD	ELECTION, TRAINING & SUPPLIES	2,692.23
12/13/2021	3785(E)	FRONTIER	OVAL BEACH 911	62.79
12/13/2021	3786(E)	FRONTIER	DPW GARAGE	187.48
12/13/2021	3787(E)	MERS	RETIREMENT	4,500.00
12/13/2021	3788(E)	MICHIGAN GAS UTILITIES	CITY HALL	76.58
12/13/2021	3789(E)	MICHIGAN GAS UTILITIES	BUTLER STREET BATHROOM	43.75
12/13/2021	3790(E)	MICHIGAN GAS UTILITIES	DPW GARAGE	237.23
12/13/2021	3791(E)	PRIORITY HEALTH	HEALTH INSURANCE	9,658.98
12/13/2021	3792(E)	SHELL	GASOLINE & DIESEL	1,267.95
12/13/2021	3793(E)	XEROX FINANCIAL SERVICES	COPIER LEASE	481.54

01/07/2022 CHECK REGISTER FOR CITY OF SAUGATUCK				
CHECK DATE FROM 12/01/2021 - 12/31/2021				
Check Date	Check	Vendor Name	Description	Amount
12/13/2021	3794(A)	ALLEGAN COUNTY SHERIFF	RESERVE OFFICERS	26,077.72
12/13/2021	3795(A)	ALLEGAN COUNTY TREASURER	PROPERTY TAXES	32,248.18
12/13/2021	3796(A)	ASSESSING SOLUTIONS INC	ASSESSING SERVICES	2,500.00
12/13/2021	3797(A)	CHIPS GROUNDCOVER LLC	HOLIDAY LIGHTING	25,445.00
12/13/2021	3798(A)	MICHIGAN CAT	CUTTING EDGE WHEEL LOADER	910.54
12/13/2021	3799(A)	FAHEY SCHULTZ BURZYCH RHODES	LEGAL FEES	25,365.24
12/13/2021	3800(A)	INTERURBAN TRANSIT AUTHORITY	PROPERTY TAXES	7,605.57
12/13/2021	3801(A)	LANDSCAPE DESIGN SERVICES INC	ROSE GARDEN MAINTENANCE	2,823.75
12/13/2021	3802(A)	LORRIE PASTOOR	CLEANING SERVICES	100.00
12/13/2021	3803(A)	NEWCOMER PLOW & HITCH	SNOW PLOW CUTTING EDGES	560.77
12/13/2021	3804(A)	OTTAWA AREA INTERMEDIATE SCHOOL DIS	PROPERTY TAXES	1,842.14
12/13/2021	3805(A)	REPCOLITE	MT BALDHEAD	97.30
12/13/2021	3806(A)	SAUGATUCK DOUGLAS LIBRARY	PROPERTY TAXES	12,685.93
12/13/2021	3807(A)	SAUGATUCK FIRE	PROPERTY TAXES	35,338.51
12/13/2021	3808(A)	SEPTIC TANK SYSTEMS CO INC	PORTA JOHNS	368.00
12/13/2021	3809(A)	SHORELINE TECHNOLOGY SOLUTIONS	COMPUTER SERVICES	1,126.50
12/13/2021	16852	A-1 ASPHALT INC	MILL STREET MILLINGS	6,654.00
12/13/2021	16855	DUNESVIEW KWIK SHOP INC	GASOLINE & DIESEL	2,519.10
12/13/2021	16862	SAUGATUCK PUBLIC SCHOOLS	PROPERTY TAXES	55,593.27
12/24/2021	DD5269(A)	ARANT, LESTER	PAYROLL	998.29
12/24/2021	DD5270(A)	BOUWMAN, CHAD	PAYROLL	1,076.78
12/24/2021	DD5271(A)	HARDY, CODY	PAYROLL	1,119.30
12/24/2021	DD5272(A)	HEISE, RYAN	PAYROLL	3,017.03
12/24/2021	DD5273(A)	HERBERT, SCOTT	PAYROLL	1,757.89
12/24/2021	DD5274(A)	KERRIDGE, ADAM	PAYROLL	1,701.54
12/24/2021	DD5275(A)	MARTIN, DANNY	PAYROLL	604.74
12/24/2021	DD5276(A)	MAYER, JOHN	PAYROLL	44.05
12/24/2021	DD5277(A)	OSMAN, CINDY	PAYROLL	2,309.79
12/24/2021	DD5278(A)	STANISLAWSKI, PETER	PAYROLL	3,604.04
12/24/2021	DD5279(A)	STEPHENS, BRIAN	PAYROLL	44.04
12/24/2021	DD5280(A)	WENDT, MICHAEL	PAYROLL	1,726.36
12/24/2021	DD5281(A)	WHITE, KATHERINE	PAYROLL	1,085.32
12/24/2021	DD5282(A)	WOLTERS, JAMIE	PAYROLL	1,548.55
12/24/2021	EFT1498(E)	ALERUS	PAYROLL	6,009.01
12/24/2021	EFT1499(E)	EXPERT PAY	PAYROLL	487.13
12/24/2021	EFT1500(E)	MERS HYBRID	PAYROLL	2,405.62
12/24/2021	EFT1501(E)	FEDERAL TAX DEPOSIT	PAYROLL	6,776.00
12/24/2021	EFT1502(E)	MERS	PAYROLL	4,239.81
12/30/2021	3810(A)	ALLEGAN COUNTY TREASURER	PROPERTY TAXES	83,653.10
12/30/2021	3811(A)	INTERURBAN TRANSIT AUTHORITY	PROPERTY TAXES	21,672.42
12/30/2021	3812(A)	OTTAWA AREA INTERMEDIATE SCHOOL DIS	PROPERTY TAXES	371.85
12/30/2021	3813(A)	SAUGATUCK DOUGLAS LIBRARY	PROPERTY TAXES	36,149.20
12/30/2021	3814(A)	SAUGATUCK FIRE	PROPERTY TAXES	101,265.63

01/07/2022 CHECK REGISTER FOR CITY OF SAUGATUCK				
CHECK DATE FROM 12/01/2021 - 12/31/2021				
Check Date	Check	Vendor Name	Description	Amount
12/31/2021	3815(E)	FRONTIER	DPW GARAGE	187.48
12/31/2021	3816(E)	JOHN DEERE FINANCIAL	SUPPLIES & REPAIRS	304.29
12/31/2021	3817(E)	MERCHANTS BANCARD NETWORK	BANKING FEES	76.19
12/31/2021	3818(E)	NET2PHONE INC	TELEPHONES	176.53
12/31/2021	DD5283(A)	BEKKEN, MARK	PAYROLL	234.08
12/31/2021	DD5284(A)	BOUCK, JAMES	PAYROLL	26.43
12/31/2021	DD5285(A)	CANNARSA, JOHN	PAYROLL	25.82
12/31/2021	DD5286(A)	CRAWFORD, RICHARD	PAYROLL	52.26
12/31/2021	DD5287(A)	DAVENPORT, JENNIFER	PAYROLL	51.66
12/31/2021	DD5288(A)	DEAN, SCOTT	PAYROLL	219.25
12/31/2021	DD5289(A)	GARDNER, RUSSELL	PAYROLL	137.76
12/31/2021	DD5290(A)	KUBASIAK, ROBERT	PAYROLL	26.43
12/31/2021	DD5291(A)	LEO, HOLLY	PAYROLL	123.74
12/31/2021	DD5292(A)	LEO, NICHOLAS	PAYROLL	52.26
12/31/2021	DD5293(A)	LEWIS, LEIGH	PAYROLL	242.79
12/31/2021	DD5294(A)	MANNS, STEVEN	PAYROLL	26.42
12/31/2021	DD5295(A)	MC POLIN, KATE	PAYROLL	26.12
12/31/2021	DD5296(A)	MUIR, JAMES	PAYROLL	26.42
12/31/2021	DD5297(A)	PATERSON, KEITH	PAYROLL	52.86
12/31/2021	DD5298(A)	PETERSON, CHRISTINE	PAYROLL	69.68
12/31/2021	DD5299(A)	STANBERRY, LAUREN	PAYROLL	219.24
12/31/2021	DD5300(A)	STRAKER, TIMOTHY	PAYROLL	26.12
12/31/2021	DD5301(A)	TRESTER, KENNETH	PAYROLL	217.75
12/31/2021	DD5302(A)	VAN METER, MICHAEL	PAYROLL	26.42
12/31/2021	EFT1503(E)	FEDERAL TAX DEPOSIT	PAYROLL	357.64
12/31/2021	EFT1504(E)	MI DEPT OF TREASURY	PAYROLL	1,998.09
Total of 110 Checks:				591,652.36
Less 0 Void Checks:				0.00
Total of 110 Disbursements:				591,652.36



City Managers Report – Highlights January 10th, 2022

Resident Survey

Staff provided a summary (info-graph) of the strategic planning and community survey results to residents on our email list. The survey results were also printed in the Commercial Record.

New Hire

Kate White has accepted the position of Project Coordinator.

Bridge Street Utilities - Some owners have requested sewer as well

There is a new home being constructed on Bridge Street along the Kalamazoo River, west of Blue Star HWY. City ordinances require a connection to the water system. City staff is reviewing extending water services in cooperation with engineering and in partnership with the Kalamazoo Lake Water and Sewer Authority (KLWSA). Special assessment methodologies will be reviewed and presented to Council. Kickoff meeting to take place with KLSWA Tuesday, the 11th. Meeting with landowners to be scheduled shortly thereafter.

KLSWA Agreement

City Managers planning to meet with KLSWA to begin discussions on asset management plans for water and sewer as required by EGLE. Agreements to be finalized by 2023.

Pop-up Patios

Staff will present recommendations at the January 19th, Council Workshop.

Traffic Light Study by Allegan County Road Commission for Blue Star Highway

Intersections at Old Allegan and Lake Street meet the traffic volume warrants for traffic signalization, but do not meet the crash warrant criteria. Road Commission staff are working with the Township on solutions at Old Allegan and will work the City of Saugatuck on Lake Street. (Report attached)

Oval Beach Staffing and operations

Staff retention/recruitment will be a priority over the winter months. Staff to connect and visit with regional high schools.

Blue Star Trail Update

Grant update for the Transportation Alternative Program-

Initial review from the Michigan Department of Transportation (MDOT) is positive but requires some additional engineering. Engineers are connecting with MDOT to review exactly what they are asking and then let us know the outcome. Engineers are hoping they can provide satisfactory information by the January 26, or February 23. Fortunately, the TAP grant is a quarterly submittal/review program so does not set things back a full year.

Excerpt from MDOT letter:

The Application Review Committee (ARC) is supportive of the overall concept of this project and finds it competitive. It will fill a gap in a local, regional, and cross county system (USBR35). The area along Blue Star Highway has numerous businesses, and the new path will attract customers and provide a way for workers to get to their jobs without the need of a car. The improved connection to the separated bike lane in Douglas will create a more seamless connection between the two communities.

Dune Ridge Waterfront Update

The City attorneys are currently pursuing the removal of floating homes with Dune Ridge's attorney and through the current pending lawsuit. Initial depositions being scheduled. Clerk is compiling all records pertinent to the case, a very time-consuming process.

Road resurfacing (and utility) projects

Campbell Road – Contractor is at a point in the project where they need to work in the center of the road where the existing watermain is located. A detour is established and has been communicated.

Maple Street- Spring '22 project. Engineering proposal received. Project plans shared with the Township; however, they are not prepared to proceed in the coming year according to the Township Engineer. Maple street requires resurfacing. There are three infrastructure improvement projects that should coincide with the repairs, which include:

- Elevating Maple Street at the intersection of North Street, including the potential for adding culverts.
- Stormwater Improvements at Maple and Mason Street, addressing a resident concern that increased water runoff is causing erosion issues in an adjacent creek.
- Water service investigation and replacement.

The Township has determined that they do not receive and ACT 51 funds for this road and that they are not responsible for road maintenance. Their Responsibility would be specific to shared water service.

Park Street- I anticipate that staff and Council will be prepared to re-start the conversations on the Park Street project scope in the winter months.

Butler/Hoffman Street sanitary project- Phase one (1) of the project went very well. Final asphalt work will commence in the spring.

Milfoil update

Staff will bring recommendation on treatment and billing methodology during the winter months.

AT&T & Verizon Cellular Facilities

Staff has not received an update on the structural review of the Mt. Baldhead Tower for cellular use (inside existing dome). Staff had a meeting with AT&T on December 8th to discuss WIFI and Mt. Baldhead Tower project. WIFI is possible but will take year/s to design and negotiate. Staff encouraged AT&T to focus on macro cell technology and we can circle back to WIFI.

The Verizon permits for small cell technology have been provided to legal counsel for review, please anticipate seeing the permits on an upcoming agenda.

City Hall Office Space

Staff preparing RFP for architectural services for interior renovations and will request that selected Architect work with Herman Miller's design team. Staff will present plans as they begin to develop.

Exterior repairs are also needed.



HUBBELL, ROTH & CLARK, INC
CONSULTING ENGINEERS SINCE 1915

November 2, 2021

Allegan County Road Commission
1308 Lincoln Road
Allegan, MI 49010

STREET: 1925 Breton Road SE
Suite 100
Grand Rapids, MI 49506
PHONE: 616-454-4286
WEBSITE: hrcengr.com

Attn: Mr. Craig Atwood, P.E.

Re: Traffic Analysis
Blue Star Highway at Old Allegan Road and Lake Street

HRC Job No. 20210784

Dear Mr. Atwood:

At your request, Hubbell, Roth & Clark, Inc. (HRC) has prepared a Traffic Analysis for two intersections on Blue Star Highway. The intersections are in the City of Saugatuck and Saugatuck Township, Allegan County.

The Study Intersections include:

- ≡ Blue Star Highway at Lake Street (City of Saugatuck)
- ≡ Blue Star Highway at Old Allegan Road (Saugatuck Township)

As part of the study, HRC has completed the following tasks for each intersection:

- ≡ Collected 24-hour turning movements counts at the study intersections and reviewed traffic volumes
 - HRC reviewed traffic volumes to determine if Blue Star Highway volumes were higher due to active construction on I-196, per the RFP.
- ≡ Conducted a Signal Warrant Analysis
- ≡ Conducted a crash analysis over a 5-year period
- ≡ Analyzed intersections for multi-modal traffic uses
- ≡ Summarized analysis in letter report to provide recommendations

Study Area

The study area includes two intersections: Blue Star Highway at Lake Street and Blue Star Highway at Old Allegan Road.

Blue Star Highway

- ≡ Allegan County Road (A-2)
- ≡ Classified as a minor arterial
- ≡ 2-lane undivided highway with auxiliary left turn lanes
- ≡ Speed limit:
 - Signed at 35 mph at Lake Street
 - Signed at 50 mph at Old Allegan Road

Lake Street

- ≡ Classified as a local road
- ≡ Signed at 25 mph.
- ≡ One right turn lane, one left turn lane, and one receiving lane
- ≡ Stop controlled on SB approach to Blue Star Highway

Bloomfield Hills
555 Hulet Drive
Bloomfield Hills,
MI 48302
248-454-6300

Delhi Township
2101 Aurelius Rd.
Ste. 2A
Holt, MI 48842
517-694-7760

Detroit
535 Griswold Street
Buhl Building
Suite 1650
Detroit, MI 48226-3698

Howell
105 W. Grand River
Howell, MI 48843
517-552-9199

Jackson
401 S. Mechanic St.
Suite B
Jackson, MI 49201
517-292-1295

Kalamazoo
834 King Highway
Suite 107
Kalamazoo, MI 49001
269-665-2005

Lansing
215 S. Washington SQ
Suite D
Lansing, MI 48933
517-292-1488

Old Allegan Road

- ≡ Classified as a local road west of Blue Star Highway, minor collector east of Blue Star Highway
- ≡ Speed limit:
 - Signed at 25 mph west of Blue Star Highway
 - Signed at 45 east of Blue Star Highway
- ≡ Both approaches to intersection have one left, thru, right lane, and one receiving lane
- ≡ Stop controlled on the EB and WB approaches to Blue Star Highway

The two study intersections are shown within a map of the study area in **Figure 1**.



Figure 1. Map of Study Area

Non-motorized Traffic Characteristics

Blue Star Highway at Lake Street

Non-motorized facilities at this intersection are characterized by facilities for bicyclists and pedestrians. A sidewalk exists on the north side of the west leg of Blue Star Highway leading to the west side of Lake Street. This path provides a connection between the cities of Douglas and Saugatuck. There is no pedestrian facility to facilitate travel along Blue Star Highway east of this intersection.

A westbound conventional bike lane is signed to begin on the east leg of this intersection. The eastbound conventional bike lane is signed to end on the east leg of the intersection, as the shoulder tapers to an inadequate width. The EB and WB bike lanes continue along Blue Star Hwy west of the intersection across the bridge over the Kalamazoo River. Ultimately, both bike lanes converge to a two-way separated bike lane as part of the Blue Star Trail.

Blue Star Highway at Old Allegan Road

There are facilities for non-motorized users at this intersection. A sidewalk exists on the north side of the west leg of Old Allegan Road. The sidewalk terminates approx. 65 ft. west of the intersection at a shared used path heading north along the west side of the north leg of Blue Star Highway, part of the Blue Star Trail. There are no pedestrian facilities at other legs of this intersection. There is an existing concrete sidewalk ramp and concrete pad across Old Allegan Road from the terminus of the sidewalk/shared use path. This may be employed for a future extension of the Blue Star Trail. There are no dedicated bicycle facilities, however, the shoulders are 8-10 ft. wide in this location.

US Bike Route 35 and Blue Star Trail

Currently, two designated non-motorized facilities exist along Blue Star Highway near or within the study intersections. US Bike Route (BR) 35 is routed through Douglas and Saugatuck as it travels from New Buffalo to Sault Ste. Marie. BR 35 travels along Blue Star Highway then turns north to Lake Street. Ultimately, BR 35 rejoins Blue Star Highway north of Old Allegan Road at Washington Road.

The Blue Star Trail is part of a plan to connect communities in Allegan County and surrounding counties using non-motorized facilities. The shared-use path on the north side of Old Allegan Road and Blue Star Highway, along with the two-way bike lane and shared use path south of the bridge over the Kalamazoo River are portions of the currently built Blue Star Trail. Friends of the Blue Star Trail indicate FY 2021 plans to connect the two previously described sections. Additionally, FY 2020 plans indicate a trail connection for the Old Allegan shared use path to BR 35 on the north side of the city of Saugatuck. Friends of the Blue Star Trail indicate that delays due to the pandemic pushed construction of the FY 2020 and FY 2021 Blue Star Trail extensions to 2023.

Existing Traffic Volumes

Turning movement counts were collected on September 8, 2021 at the two study intersections. Summaries of existing traffic volumes are provided in **Tables 1 and 2**. Turning movement counts are provided in **Attachment A**.

Table 1. Blue Star Highway at Lake St Existing Volumes (9/8/2021)

Time	Southbound	Eastbound	Westbound
	Lake St	Blue Star Hwy	Blue Star Hwy
12:00 AM	5	6	5
1:00 AM	0	8	4
2:00 AM	2	5	1
3:00 AM	1	4	1
4:00 AM	2	13	6
5:00 AM	5	43	12
6:00 AM	16	104	75
7:00 AM	40	306	297
8:00 AM	125	404	276
9:00 AM	100	358	348
10:00 AM	128	483	323
11:00 AM	174	490	352
12:00 PM	191	579	393
1:00 PM	208	530	402
2:00 PM	179	539	438
3:00 PM	241	691	411
4:00 PM	176	564	428
5:00 PM	171	584	414
6:00 PM	164	407	315
7:00 PM	186	304	247
8:00 PM	116	280	126
9:00 PM	85	133	66
10:00 PM	40	64	53
11:00 PM	5	8	9

Table 2. Blue Star Highway at Old Allegan Rd Existing Volumes (9/8/2021)

Time	Northbound	Southbound	Eastbound	Westbound
	Blue Star Hwy	Blue Star Hwy	Old Allegan Rd	Old Allegan Rd
12:00 AM	4	6	1	0
1:00 AM	6	4	2	1
2:00 AM	4	1	0	0
3:00 AM	4	1	1	0
4:00 AM	10	4	1	1
5:00 AM	45	10	1	2
6:00 AM	91	63	6	15
7:00 AM	213	273	25	76
8:00 AM	283	295	56	91
9:00 AM	281	316	33	77
10:00 AM	328	319	30	59
11:00 AM	329	343	41	72
12:00 PM	395	412	44	85
1:00 PM	362	370	63	70
2:00 PM	359	423	47	76
3:00 PM	488	378	102	83
4:00 PM	429	416	69	78
5:00 PM	396	417	67	68
6:00 PM	275	311	42	58
7:00 PM	213	232	53	45
8:00 PM	208	129	25	27
9:00 PM	100	71	54	10
10:00 PM	56	56	31	5
11:00 PM	8	12	5	1

A comparison was made using 2015 volumes taken at Blue Star Highway west of the Lake Street intersection. The 2015 volumes were collected from MDOT Transportation Data Management System and grown using a 1% growth rate to 2021 volumes.

$$\text{Growth Rate} = (1 + r)^n = 1.062$$

r = Annual Growth Rate (i.e. 1%)

n = Number of years (i.e. 6)

Using the growth rate of 1.062, the grown 2021 volumes were compared to actual 2021 volumes, and it was found that actual count volumes were, on average, 20% higher.

HRC received additional turning movement counts from Allegan County at Blue Star Highway and Wiley Road in Douglas in 2019. These counts were 3% higher than Old Allegan Road and 12% lower than Lake Street, respectively.

These percentages were utilized in signal warrant analysis to determine whether warrants were influenced by I-196 construction traffic. Given this information, HRC has determined that traffic volumes are higher than normal due to construction on I-196. Impacts of higher traffic volumes on signal warrant analysis is discussed in sections below.

Blue Star Highway Crash Analysis

HRC has reviewed the crashes at the two project intersections along Blue Star Highway. Crash data used for the five-year period was compiled using the Traffic Improvement Association Traffic Crash Analysis Tool (TCAT) website. For all intersection analyses, any crash within 250 ft. the intersection is considered an intersection crash.

Blue Star Highway at Lake Street

A summary of the crash characteristics for the intersection is shown in **Table 3**. A total of 15 crashes occurred in the five-year study period. All crashes were minor injury or property damage only.

Table 3. Blue Star Highway at Lake Street Crash Summary (2016-2020)

Crash Characteristic		2016	2017	2018	2019	2020	Total	%
Crash Severity	PDO	0	0	1	0	0	1	7%
	Injury C	0	0	3	6	5	14	93%
	Total	0	0	4	6	5	15	100%
Crash Type	Rear End	0	0	4	3	1	8	53%
	Rear End - Right Turn	0	0	0	1	3	4	27%
	Single Motor Vehicle	0	0	0	1	1	2	13%
	Other	0	0	0	1	0	1	7%
	Total	0	0	4	6	5	15	100%
Pavement Condition	Dry	0	0	3	5	5	13	87%
	Wet	0	0	1	1	0	2	13%
	Total	0	0	4	6	5	15	100%
Lighting Condition	Dark - Lighted	0	0	0	1	0	1	7%
	Dark - Unlighted	0	0	0	0	1	1	7%
	Daylight	0	0	4	5	4	13	87%
	Total	0	0	4	6	5	15	100%

The most frequent crash types were Rear End and Rear End - Right Turn, comprising 80% of crashes at the intersection. The next most frequent crash type was Single Motor Vehicle, representing 13% of the total. It is important to note that 10 of the 12 Rear End collisions (83%) occurred on the stop-controlled Lake Street approach at the intersection. MDOT indicates that installation of a Rural Box Span Signal is associated with up to a 40% reduction in all collision types other than Angle.

Blue Star Highway at Old Allegan Road

A summary of the crash characteristics for the intersection is shown in **Table 4**. A total of 12 crashes occurred in the five-year study period. The majority of crashes were minor injury or property damage only (75%). However, in the five-year period there were two (2) Level B Injury crashes and one (1) Level A Injury crash.

Level A Injury Crash:

- ≡ The Level A Injury crash occurred December 2018. A vehicle traveling WB on Old Allegan Road disregarded the stop sign at the intersection. The WB Vehicle then struck a vehicle traveling SB on Blue Star Highway. The driver of the SB vehicle was transported to the hospital for Level A injuries and stated they could not avoid the collision. The driver of the SB vehicle also stated they were impaired by medical marihuana prior to the collision. The WB driver was cited for disregarding a stop sign. The crash occurred under Dark – Lighted and Dry pavement conditions.

Level B Injury Crashes:

- ≡ The first Level B crash occurred July 2017. A vehicle traveling WB on Old Allegan Road did not stop at the stop sign and struck a vehicle heading NB on Blue Star Highway. The NB vehicle spun and flipped into the NW quadrant of the intersection. The driver of the WB vehicle stated they were looking at a phone for directions and did not react in time to stop and avoid the collision. The driver of the NB vehicle was transported to the hospital for Level B injuries. The crash occurred in the Daylight and under Dry pavement conditions.
- ≡ The second Level B crash occurred September 2020. A vehicle heading WB on Old Allegan Road disregarded

the stop sign and entered the intersection. The NB vehicle ultimately struck the WB vehicle on the left side as it crossed the intersection. The driver of the NB vehicle was transported to the hospital for Level B injuries. The crash occurred in the Daylight and under Dry pavement conditions.

Table 4. Blue Star Highway at Old Allegan Road Crash Summary (2016-2020)

Crash Characteristic		2016	2017	2018	2019	2020	Total	%
Crash Severity	PDO	1	0	3	3	1	8	67%
	Injury C	1	0	0	0	0	1	8%
	Injury B	0	1	0	0	1	2	17%
	Injury A	0	0	1	0	0	1	8%
	Total	2	1	4	3	2	12	100%
Crash Type	Angle	1	1	2	1	1	6	50%
	Backing	0	0	1	0	0	1	8%
	Rear End	1	0	1	2	1	5	42%
	Total	2	1	4	3	2	12	100%
Pavement Condition	Dry	1	1	4	2	2	10	83%
	Snow	0	0	0	1	0	1	8%
	Wet	1	0	0	0	0	1	8%
	Total	2	1	4	3	2	12	100%
Lighting Condition	Dark - Lighted	0	0	1	0	0	1	8%
	Dawn	0	0	0	1	0	1	8%
	Daylight	2	1	3	2	2	10	83%
	Total	2	1	4	3	2	12	100%

The most frequent crash type was Angle, comprising 50% of the total. The next most frequent crash type was Rear End, entailing 42% of all crashes in the study period. MDOT has noted that installation of a Rural Box Span Signal is associated with a 75% reduction in Angle crashes and a 40% reduction in all other crash types. Additional reductions in Angle and Rear End crashes of up to 30% can be realized through upgrades to signing and pavement markings.

Traffic Signal Warrant Analysis

Signal warrants for both intersections were considered to be in isolated communities of 10,000 population or less. Combining the populations of the City of Saugatuck, Village of Douglas, and Saugatuck Township equals approx. 5,500. Results of traffic signal warrants are provided in **Attachment C** as spreadsheets.

Blue Star Highway at Lake Street

HRC performed a signal warrant analysis for Blue Star Highway at Lake Street. Based on existing traffic volumes at the intersection, provided in **Table 1**, HRC found the intersection meets the requirements for various signal warrants.

A summary of the traffic warrant analysis is shown in **Table 5**. Note Warrant 9 related to rail crossings is not applicable.

Table 5. Blue Star Highway at Lake Street Signal Warrant Analysis

Traffic Signal Warrants		Met?
Warrant 1: Eight-Hour Vehicular Volume	Condition A	YES*
	Condition B	YES*
	Combination of A & B	N/A
Warrant 2: Four-Hour Vehicular Volume		YES*
Warrant 3: Peak Hour		YES*
Warrant 4: Pedestrian Volume		No
Warrant 5: School Crossing		No
Warrant 6: Coordinated Signal System		No
Warrant 7: Crash Experience		No
Warrant 8: Roadway Network		No
Warrant 9: Intersection Near a Grade Crossing		N/A

* Indicates that warrant would also be met considering grown 2015 volumes and adjusted 2019 volumes on Blue Star Hwy

The Blue Star Highway at Lake Street Intersection met the warrants for Warrant 1 (Condition A and B): Eight-Hour Vehicular Volume, Warrant 2: Four-Hour Vehicular Volume, and Warrant 3: Peak Hour Volume. There were not enough crashes susceptible to correction by signalization to meet Warrant 7, as a majority were Rear End type.

Left-Turn Analysis

HRC performed a left-turn phasing analysis and determined that a permissive-protected left turn phase is warranted for EB Blue Star Highway. Included in implementing the left turn phasing is installing a flashing yellow arrow signal and installing a doghouse signal for Lake St. The doghouse signal allows for a protected right turn phase on SB Lake Street while the EB protected left turn phase is active. Results are provided in **Attachment B**.

Blue Star Highway at Old Allegan Road

HRC conducted a signal warrant analysis for Blue Star Highway at Old Allegan Road. Based on existing traffic volumes, provided in **Table 2**, HRC found the intersection meets the requirements for various signal warrants.

A summary of the traffic warrant analysis is shown in **Table 6**. Note Warrant 9 related to rail crossings is not applicable.

Table 6. Blue Star Highway at Old Allegan Road Signal Warrant Analysis

Traffic Signal Warrants		Met?
Warrant 1: Eight-Hour Vehicular Volume	Condition A	No
	Condition B	YES*
	Combination of A & B	N/A
Warrant 2: Four-Hour Vehicular Volume		YES*
Warrant 3: Peak Hour		No*
Warrant 4: Pedestrian Volume		No
Warrant 5: School Crossing		No
Warrant 6: Coordinated Signal System		No
Warrant 7: Crash Experience		No
Warrant 8: Roadway Network		No
Warrant 9: Intersection Near a Grade Crossing		N/A

* Indicates that warrant would also be met considering grown 2015 volumes and adjusted 2019 volumes on Blue Star Hwy.

The Blue Star Hwy at Old Allegan Rd intersection met the warrants for Warrant 1 (Condition B): Eight-Hour Vehicular Volume and Warrant 2: Four-Hour Vehicular Volume. The results of the crash analysis from 2016-2020 found a total of 12 crashes. Over the five-year period, six (6) crashes, Angle, are correctable by signalization. However, a minimum of five (5) must occur in a 12-month period to meet Warrant 7.

Left-Turn Analysis

HRC performed a left-turn phasing analysis and determined left-turn phasing is not warranted. Results are provided in **Attachment B**. Note that there is currently a left turn lane on NB Blue Star Highway only. The left-turn phasing analysis did not indicate warranting on the other three intersection approaches.

Construction Impacts on Signal Warrants

As previously mentioned, the construction on I-196 has significantly increased traffic on Blue Star Highway. The signal warrant analyses were conducted considering three traffic volume frameworks:

- ≡ Actual 2021 counts
- ≡ 2015 MDOT counts grown to 2021 volumes
- ≡ 2021 counts adjusted proportionally by Allegan County 2019 counts

In all three scenarios, the warrants met by the actual 2021 counts are still met when traffic is adjusted to levels not impacted by construction. This provides evidence as to the accuracy of the signal warrants met by actual 2021 counts.

Conclusions and Recommendations

Results of the crash analysis indicate that the frequency and severity of crashes are low at the two study intersections. The majority of crashes at the Lake Street intersection were Rear End type and the majority at Old Allegan Rd were Angle.

HRC recommends that Allegan County Road Commission consider the upcoming Blue Star Trail extension when considering installation of signals. Increases to pedestrian and bicycle traffic at the study intersections could present new opportunities for signalization to improve multi-modal road user safety.

Blue Star Highway at Lake Street

Given that Lake Street meets multiple signal warrants, HRC recommends installing a traffic signal at this intersection. Volumes are sufficiently high at this intersection, and the signal could provide additional safety for bicyclists and pedestrians once multi-modal connections are completed. HRC recommends implementing the left-turn phasing and associate signals. HRC also recommends installing pedestrian signals on the north leg of the intersection, given upcoming extension of the multimodal trail. Non-motorized signals should be revisited after the trail extension is completed.

Multi-Modal Recommendations

- ≡ Upgrade pavement markings and install 24" stop bars
- ≡ Install high emphasis crosswalk marking to improve pedestrian safety
- ≡ Investigate continuing bike lanes where they terminate north of bridge
- ≡ Install green bicycle conflict pavement markings
- ≡ Install green bike boxes to allow opportunities for safe wayfinding to existing and future bicycle routes

Blue Star Highway at Old Allegan Road

Old Allegan Rd met two of the warrants for vehicular volume. The most common crash type at this intersection was Angle, noted by MDOT to experience a 75% reduction after signalization. The most severe crashes (Injury A and B) were all Angle type crashes. However, there were not enough crashes susceptible to correction to meet Warrant 7. As vehicular and multimodal volumes increase, there is a potential for greater frequency of crashes. The signal would provide an additional safety measure for all road users. Given these factors, HRC recommends installing a traffic signal at this intersection. HRC

also recommends installing pedestrian signals on the west leg of the intersection, located dependent on alignment of upcoming extension of the multimodal trail. Non-motorized signals should be revisited after the trail extension is completed.

Multi-Modal Recommendations

- ≡ Upgrade pavement markings and install 24" stop bars
- ≡ Install high emphasis crosswalk marking to improve pedestrian safety
- ≡ Install green bicycle conflict pavement markings
- ≡ Install green bike boxes to allow opportunities for safe wayfinding to existing and future bicycle routes

Alternative Recommendations

Should the county choose to not pursue installation of signals, HRC presents the following alternative recommendations for the intersections:

- ≡ Install dual 36" Stop (R1-1) signs
 - Install Cross Traffic Does Not Stop Plaques (W4-4) under 36" signs
 - Install Stop Ahead (W3-1) signs in appropriate locations
- ≡ Consider overhead flasher if crashes continue and/or increase, and with consideration of potential increasing bicycle volumes

HRC notes that a roundabout is recommended as a viable alternative at the intersection of Blue Star Highway and Old Allegan Road. Roundabouts are noted as a Proven Safety Countermeasure by the Federal Highway Administration (FHWA). The FHWA notes roundabouts lower speeds and reduce conflict points, thus reducing severe crashes. The configuration of a roundabout provides multiple opportunities to provide crossing locations for non-motorized traffic. Reducing speeds, lowering conflict points, and creating additional crossing locations benefits the safety of all road users. There is forest and little development surrounding this intersection, reducing the likelihood of major right-of-way conflicts from man-made obstruction or difficulty in potential acquisition. The geography of the intersection surroundings may create challenges to constructing a roundabout. The road surface of Blue Star Highway is elevated from ground level, with relatively steep foreslopes and guardrail. In addition, the alignment of this section of Blue Star Highway is on a high-speed horizontal curve. As mentioned above, the lack of development could allow ample opportunity to reconfigure the intersection. With the necessary reduction of speeds for a potential roundabout, the horizontal curve may be re-designed for a lower design speed. This may allow the county to take advantage of existing grades when building the new facility.


Multi-Modal Recommendations

- ≡ Upgrade pavement markings and install 24" stop bars
- ≡ Install high emphasis crosswalk marking to improve pedestrian safety
- ≡ Install green bicycle conflict pavement markings

If you have any questions or require any additional information, please contact the undersigned.

Very truly yours,

HUBBELL, ROTH & CLARK, INC.



Cole G. Villalobos, P.E., PTOE
Staff Engineer – Transportation Department

CGV/jdh

Attachments:

- A– Turning Movement Counts
- B- Left Turn Warrants Graphs
- C– Traffic Signal Warrants Spreadsheets

Enclosure

pc: HRC; File, Lia Michaels, Larry Hummel, Jordan Hankin



Treasurer Report

Below is a summary of the administrative work done within the Treasurer's Office since the last Council meeting on 12/13/21:

- Paid routine bills
- Completed and disseminated bi-weekly payroll
- Winter tax bill collection in progress with tax bill due date on 2/14/22



Planning & Zoning Report

Below is a summary of the administrative work done within the Planning and Zoning Office since the last Council meeting on 12/13/21:

1. Planning Commission Meeting for December 16, 2021:

- a. R-1 Community Residential zone district front yard setbacks. Public Hearing tabled for more information.
- b. Planning Commission: 2022 Discussion. We will have a brainstorming session on Saturday January 8, 2022, at 10:00 am here at City Hall. David Jirousek (consultant) will attend via Zoom.
- c. 2022 Meeting dates. Meeting dates adopted.

2. Historic District Commission Meeting for January 6, 2022: - Cancelled

- a. 302 Culver Street (CALA building) new dumpster enclosure OR 129 Griffith Street (MEWS building) new dumpster enclosure in either location will require a license by City Council.
- b. Meeting moved to January 13, 2022 due to applicant schedule conflicts

3. Zoning Board of Appeals – no meeting

4. Other:

- a. Met with Holland Board of Public Works about Fiber Optics December 15, 2021



Department of Public Works Report

Below is a summary of notable activities carried out by the Department of Public Works since the last council meeting on 12/13/2021:

- Completed last brush and leaf collection of the year
- Snow and ice removal
- Tree removals and trimming
- Consulted with West Michigan International regarding a new dump truck build
- Received estimate from Carlton Equipment for new skid steer snowplow
- Picked up parade barricades from the Allegan County Sheriff's Department
- Began hiring process to fill Equipment Operator/Maintenance Worker position recently vacated by employee while still in their probationary period
- Responded to numerous complaints regarding wet and heavy snow event on 12/27
- Repaired main salt spreader that was damaged due to dump truck sliding down Perryman Street
- Repaired mailboxes on Weirich Drive
- Attended Campbell Road progress meeting
- Fulfilled resident requests
- Completed MISS DIG OneCallAccess Ticket Entry/Positive Response training
- Completed MISS DIG Damage Prevention system training
- Began picking up curbside Christmas trees

2021 Summary of Incidents



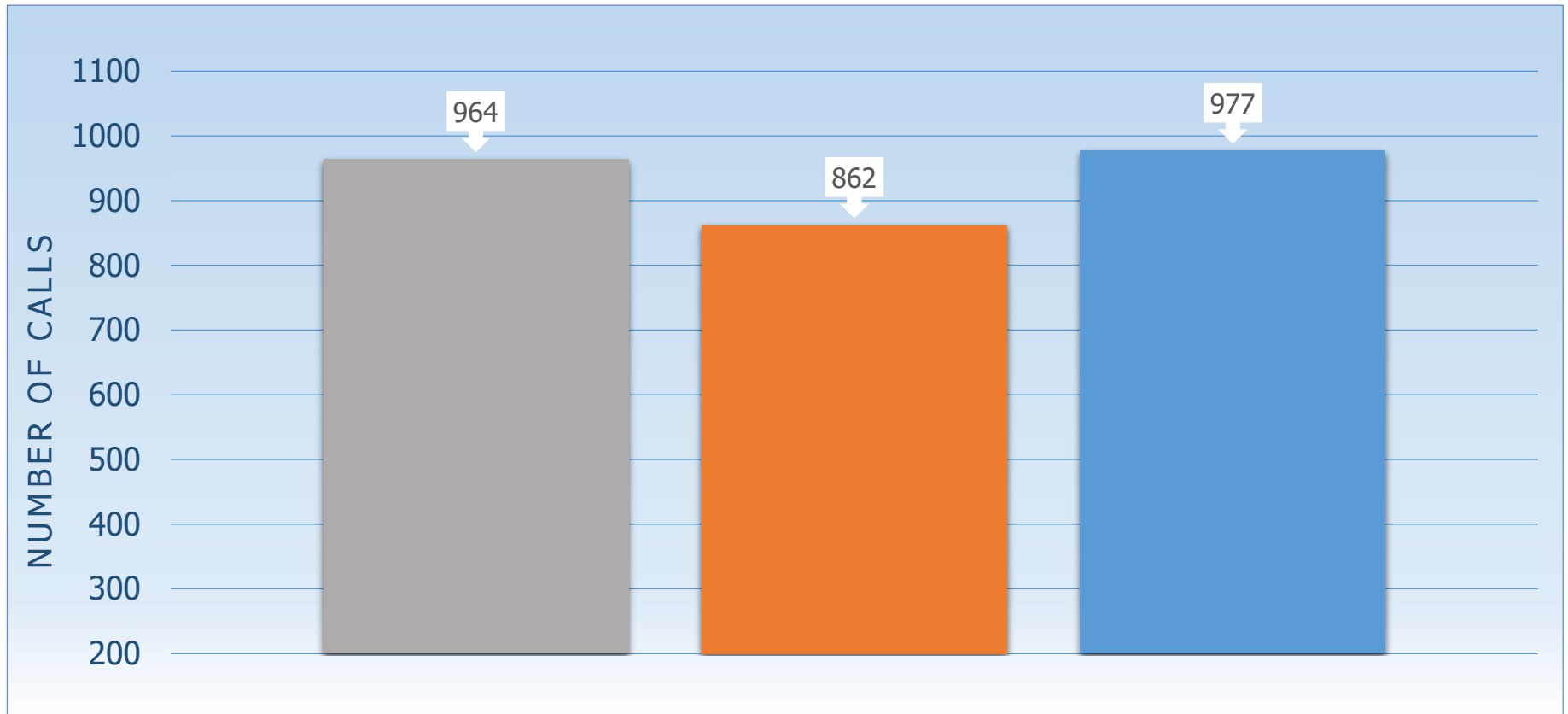
Incidents for December 2021



Photo: Chief Janik

- ❖ First of all, no house fires to report for 2021 in our district! All 5 structure fires we responded to were in neighboring districts. In 2020 we had 5 in our area. Our fire prevention program and quick response time is paying off.
- ❖ December experienced another near record month. Our December total was 72 calls, compared an annual average of 58 calls.
- ❖ 2021 came to a close of 964 calls, or a 12% increase compared to last year.
- ❖ For the year all daily calls levelled out. You can't really point to a day that stands out. The hours from 8AM-9PM count for the busy time of the day, this reflects our usual statistic from previous years.
- ❖ 23 overlapping calls continued a slight downward monthly adjustment. 32% of our calls in December were overlapping. For the year it was 28%. Comparing to previous years 2021 showed 276 or an increase of 41% in this category from 2020.
- ❖ Our response time for December is close to our 2021 average, 5 minutes and 51 seconds for December compared to a very commendable 5'45" for the whole year. December showed 42 emergent calls (lights and siren). For the year we recorded 573 lights and siren calls which is very high compared to 2020 and 2019, which showed 497 and 488 respectively.
- ❖ Location of calls shows Township accounts for 42%, compared to Douglas at 28 and Saugatuck City at 30%.
- ❖ Type of calls came to 47 EMS (medical), this category counts for 65% of our volume for December and 594, or 62%, for 2021. The typical (or most common) EMS call type is falls, 127 such incidents this year, or 21% reported this year, followed by general sickness at 88 or 14.3% of all EMS calls.
- ❖ Total December MVIs (motor vehicle incidents, i.e., crashes, fires etc.) are at 5 incidents. For 2021 we recorded 80 incidents total for an 82% increase from 2020 with 44, and slightly higher than 2019 with 75 incidents. We did have one resource demanding incident on I-196. A jack-knifed semi came to rest in the median and the cargo had to be transferred to another trailer. We were on that scene for 8 hours and unfortunately experienced a secondary incident a mile south of the primary scene. Neither November nor December saw any MVIs at Blue Star Highway intersections.

2019-2021 Incident Comparison

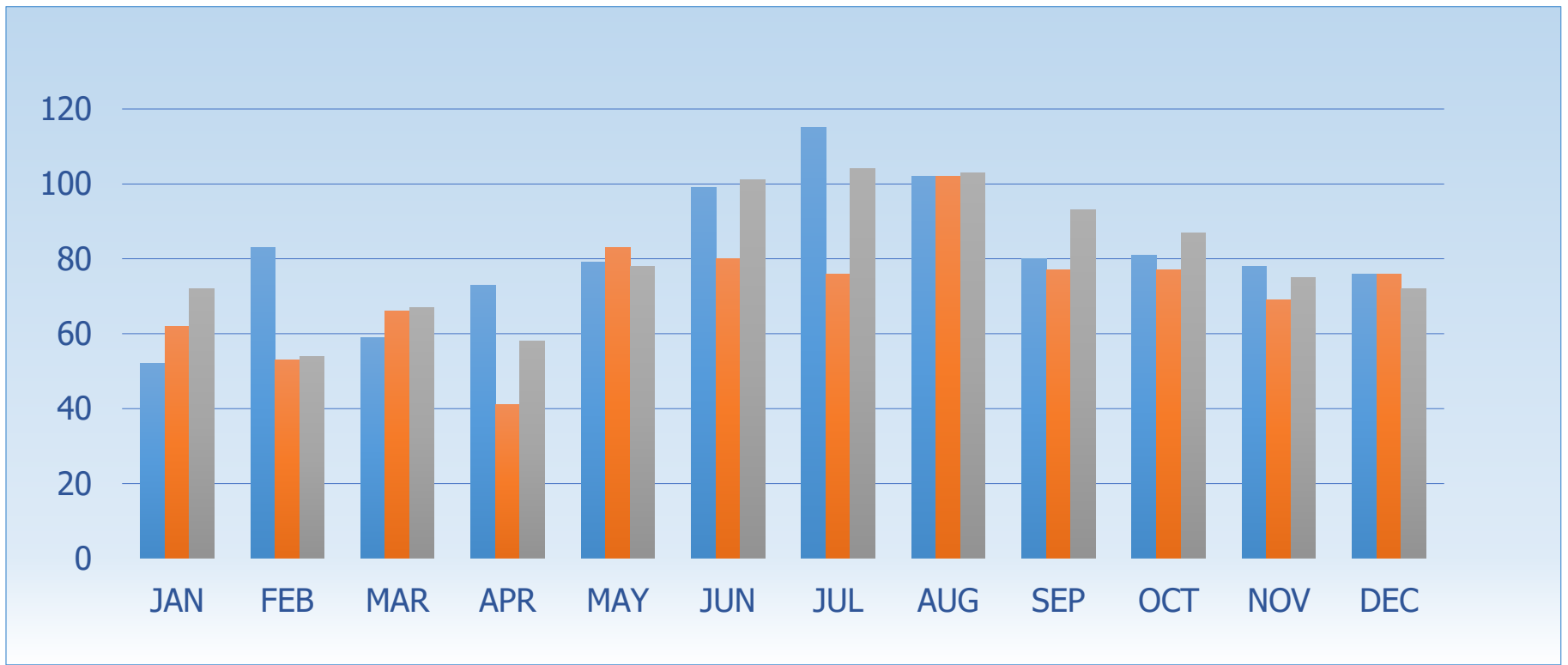


Year	December 31	+/-	+/- %
2021	964	102	11.8
2020	862	(115)	(11.8)
2019	977		

2021 Incidents by Month

[Green is an all-time high month]

YEAR	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
2021	72	54	67	58	78	101	104	103	93	87	75	72	964
2020	62	53	66	41	83	80	76	102	77	77	69	76	862
2019	52	83	59	73	79	99	115	102	80	81	78	76	977



2011-21 Incidents by month

YEAR	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
2021	72	54	67	58	78	101	104	103	93	87	75	72	964
2020	62	53	66	41	83	80	76	102	77	77	69	76	862
2019	52	83	59	73	79	99	115	102	80	81	78	76	977
2018	61	58	55	79	85	94	103	101	83	77	52	59	907
2017	54	35	62	51	68	89	116	76	66	91	48	57	813
2016	47	51	53	64	76	95	113	105	82	64	60	65	875
2015	57	61	50	50	73	67	110	90	71	58	49	47	783
2014	62	51	49	56	85	77	84	59	72	52	59	39	745
2013	67	62	44	39	57	53	70	74	42	58	66	58	690
2012	52	33	58	55	54	74	104	77	54	40	52	76	729
2011	42	38	57	34	52	51	92	70	63	61	40	41	641
Average	57	53	56	55	72	80	99	84	69	66	56	58	796

Lowest Highest

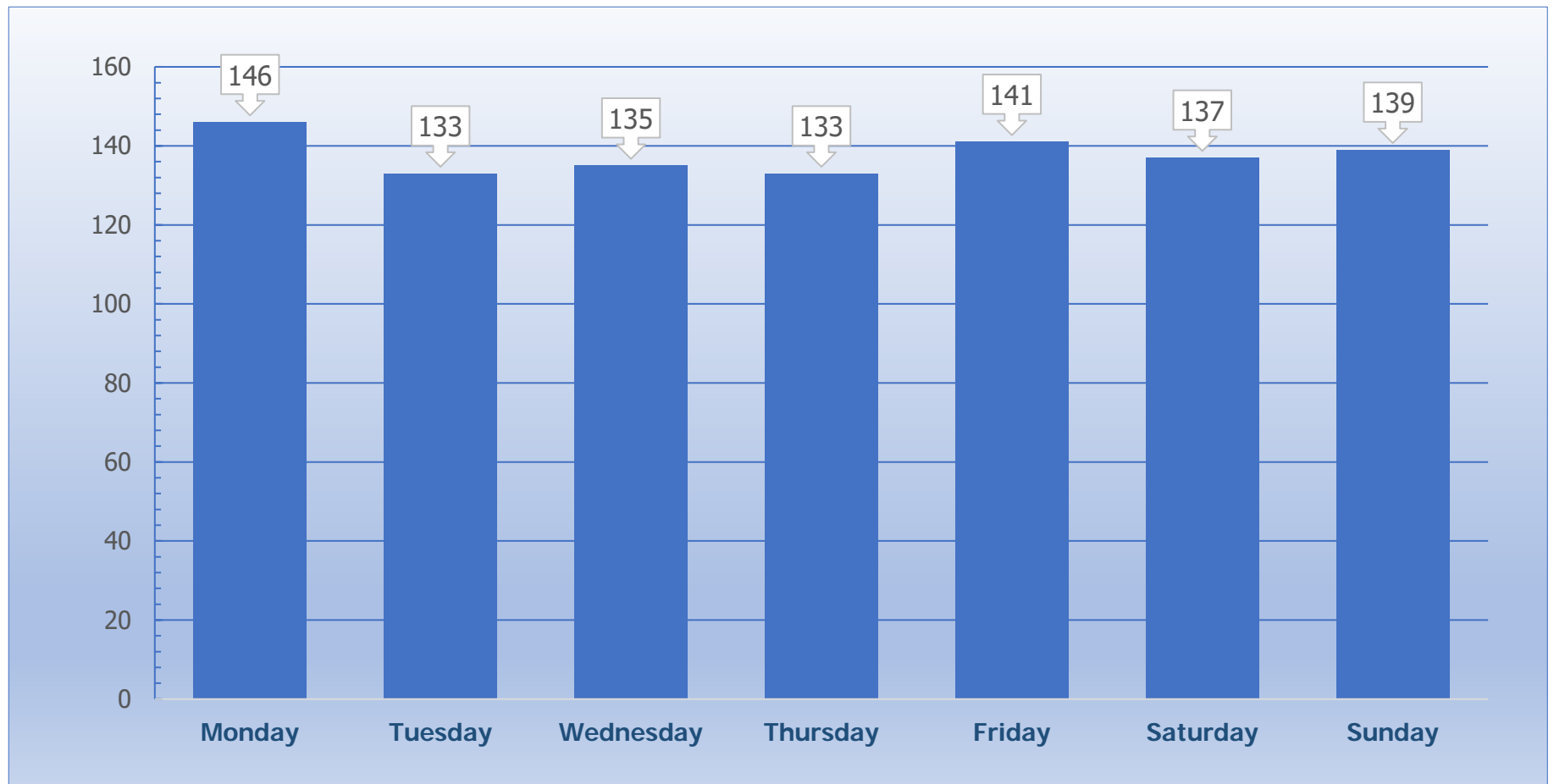
1999-2021 Incidents by month

YEAR	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
2021	72	54	67	58	78	101	104	103	93	87	75	72	964
2020	62	53	66	41	83	80	76	102	77	77	69	76	862
2019	52	83	59	73	79	99	115	102	80	81	78	76	977
2018	61	58	55	79	85	94	103	101	83	77	52	59	907
2017	54	35	62	51	68	89	116	76	66	91	48	57	813
2016	47	51	53	64	76	95	113	105	82	64	60	65	875
2015	57	61	50	50	73	67	110	90	71	58	49	47	783
2014	62	51	49	56	85	77	84	59	72	52	59	39	745
2013	67	62	44	39	57	53	70	74	42	58	66	58	690
2012	52	33	58	55	54	74	104	77	54	40	52	76	729
2011	42	38	57	34	52	51	92	70	63	61	40	41	641
2010	36	26	46	52	50	48	98	72	58	54	40	32	612
2009	46	46	38	40	43	61	65	57	58	45	44	49	592
2008	46	35	23	32	41	53	101	54	43	48	29	53	558
2007	35	44	34	39	44	64	78	59	55	37	33	37	559
2006	41	33	41	23	58	48	64	46	42	43	47	42	528
2005	42	28	48	47	37	57	75	58	49	40	40	34	555
2004	41	28	34	34	51	45	50	48	46	51	30	41	499
2003	25	30	35	36	54	61	55	63	39	35	39	45	517
2002	36	27	41	35	35	54	62	65	53	44	36	30	518
2001	29	33	38	38	46	51	69	43	46	43	34	28	498
2000	44	40	44	50	42	48	64	38	41	42	46	45	544
1999	32	34	31	31	37	37	41	40	31	39	31	31	415
Average	47	43	47	46	58	64	83	68	57	54	45	47	645

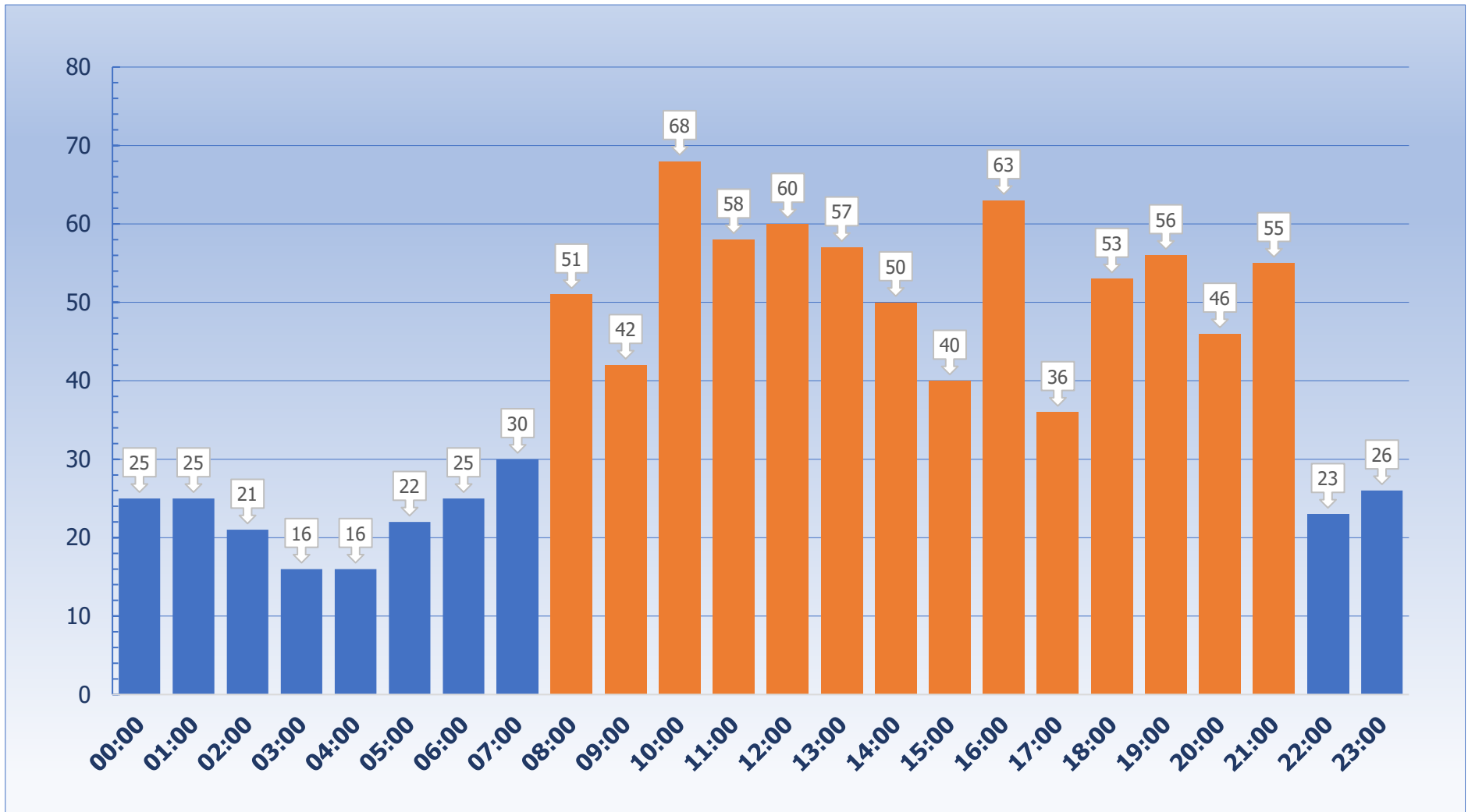
Lowest Highest

2021 Incidents per Day of the Week

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
146	133	135	133	141	137	139



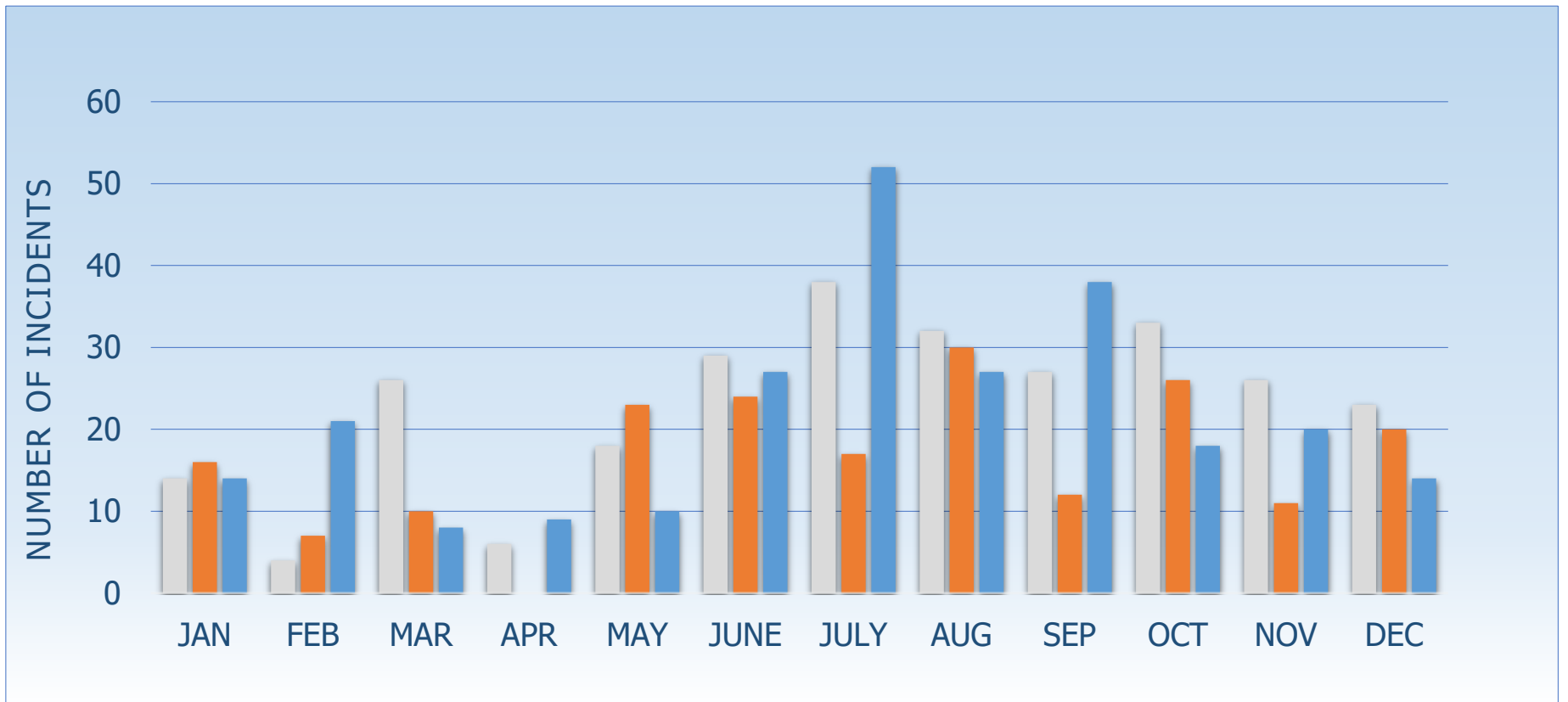
2021 Incidents by Time of Day



2021 Overlapping Incidents YTD

[Another emergency incident that requires fire department response that occurs within the time frame of a previous emergency incident.]

Year	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEP	OCT	NOV	DEC	TOTAL	%
2021	14	4	26	6	18	29	38	32	27	33	26	23	276	41%
2020	16	7	10	0	23	24	17	30	12	26	11	20	196	-24%
2019	14	21	8	9	10	27	52	27	38	18	20	14	258	14%



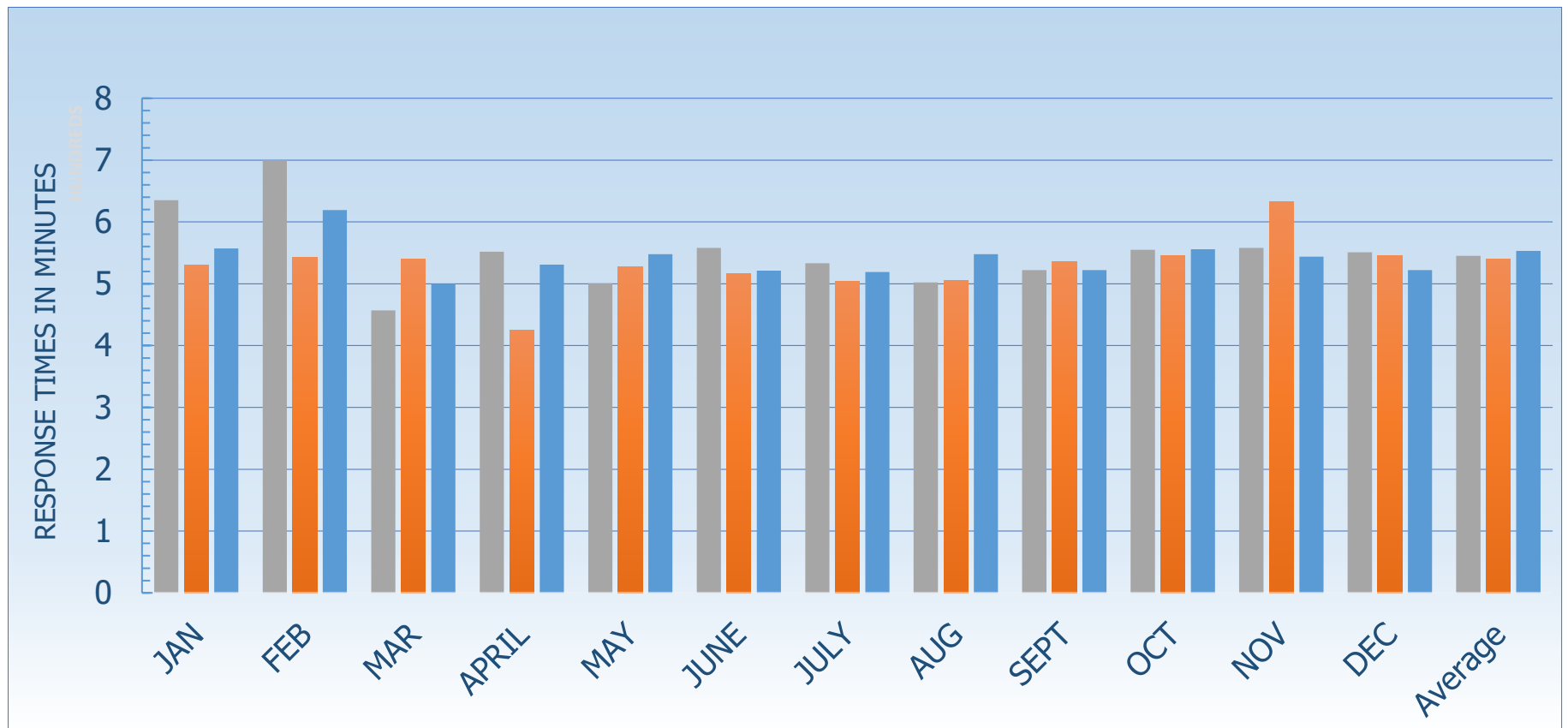
2021 Overlapping Incidents YTD

Year	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL	Year Change
2021														
Runs	72	54	67	58	78	101	104	103	93	87	75	72	964	
Overlap	14	4	26	6	18	29	38	32	27	33	26	23	276	
Percent	19.4	7.4	38.8	10.3	23.1	28.7	36.5	31.1	29.0	37.9	34.7	31.9	28.6	41%
2020														
Runs	62	53	66	41	83	80	76	102	77	77	69	76	862	
Overlap	16	7	10	0	23	24	17	30	12	26	11	20	196	
Percent	25.8	13.2	15.2	0.0	27.7	30.0	22.4	29.4	15.6	33.8	15.9	26.3	22.7	-24%
2019														
Runs	52	83	59	73	79	99	115	102	80	81	78	76	977	
Overlap	14	21	8	9	10	27	52	27	38	18	20	14	258	
Percent	26.9	25.3	13.6	12.3	12.7	27.3	45.2	26.5	47.5	22.2	25.6	18.4	26.4	14%

2019-2021 Response Times by Month

[From 2019 Response Times are now emergencies that requires lights and siren.]

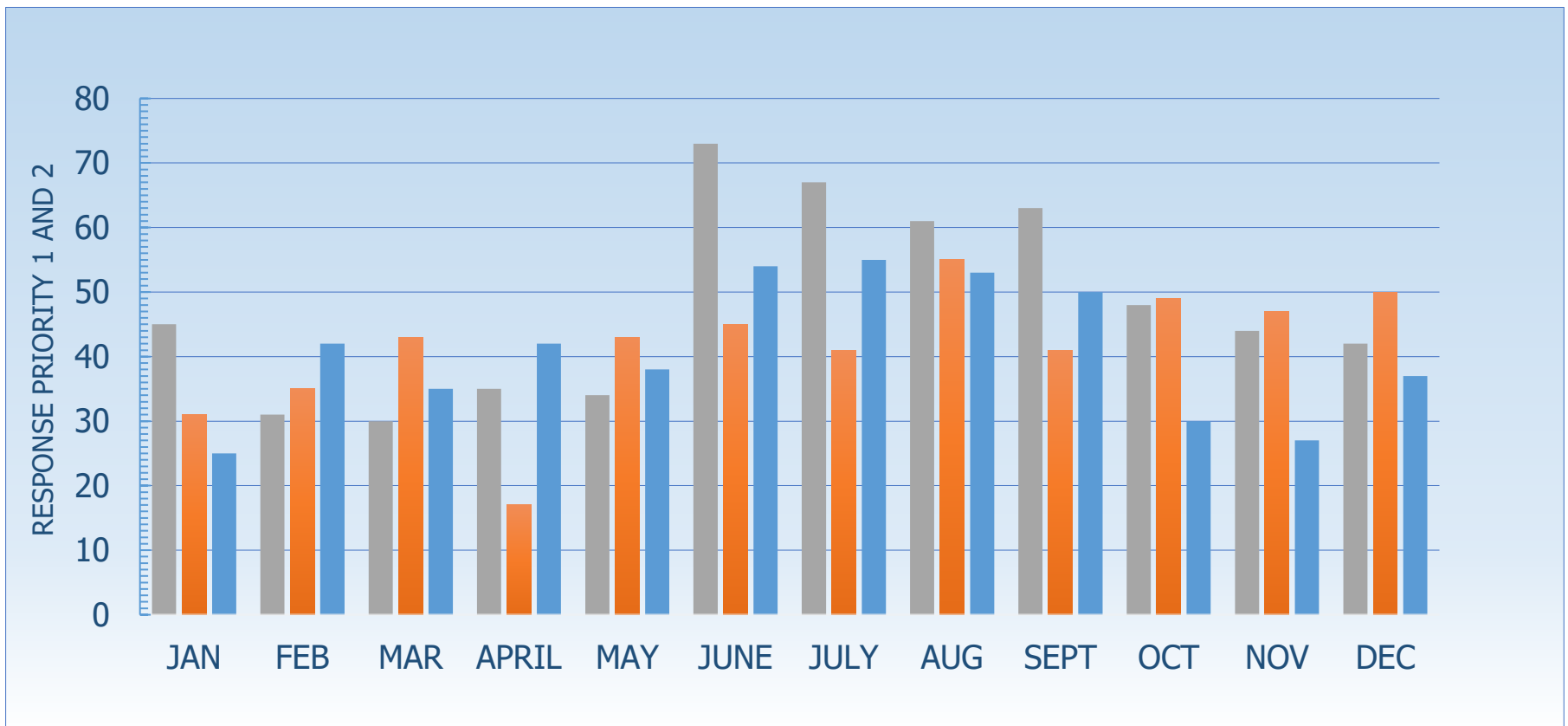
Year	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Average
2021	6:35	7:00	4:57	5:52	5:01	5:58	5:33	5:02	5:22	5:55	5:58	5:51	5:45
2020	5:30	5:42	5:40	4:25	5:27	5:16	5:04	5:05	5:36	5:45	6:33	5:45	5:40
2019	5:57	6:19	5:00	5:31	5:48	5:21	5:19	5:48	5:22	5:56	5:44	5:22	5:53



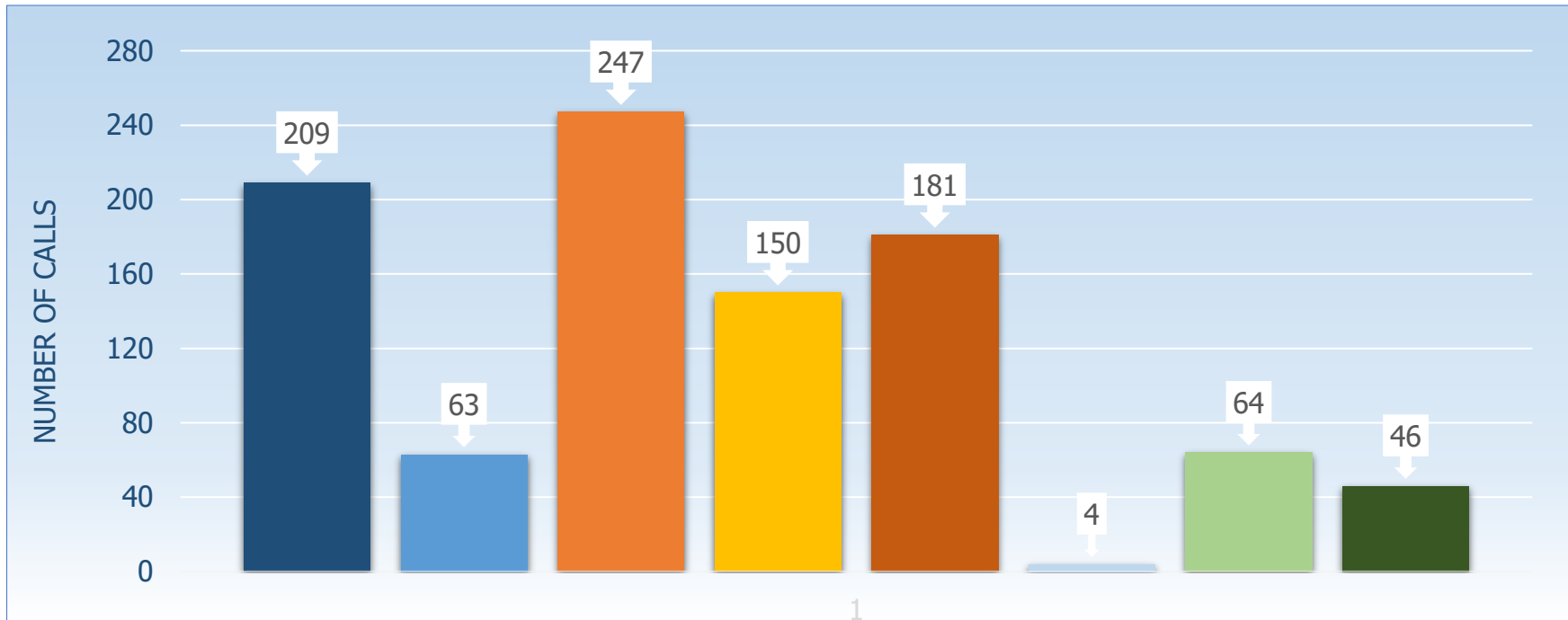
2021 Emergency Responses

[Emergent responses per month in our district.]

Year	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	YTD
2021	45	31	30	35	34	73	67	61	63	48	44	42	573
2020	31	35	43	17	43	45	41	55	41	49	47	50	497
2019	25	42	35	42	38	54	55	53	50	30	27	37	488

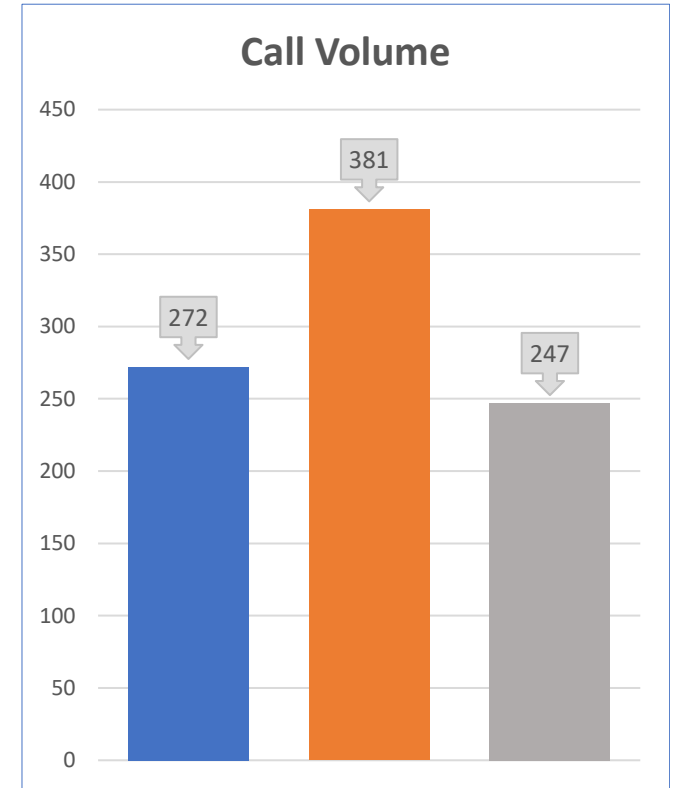
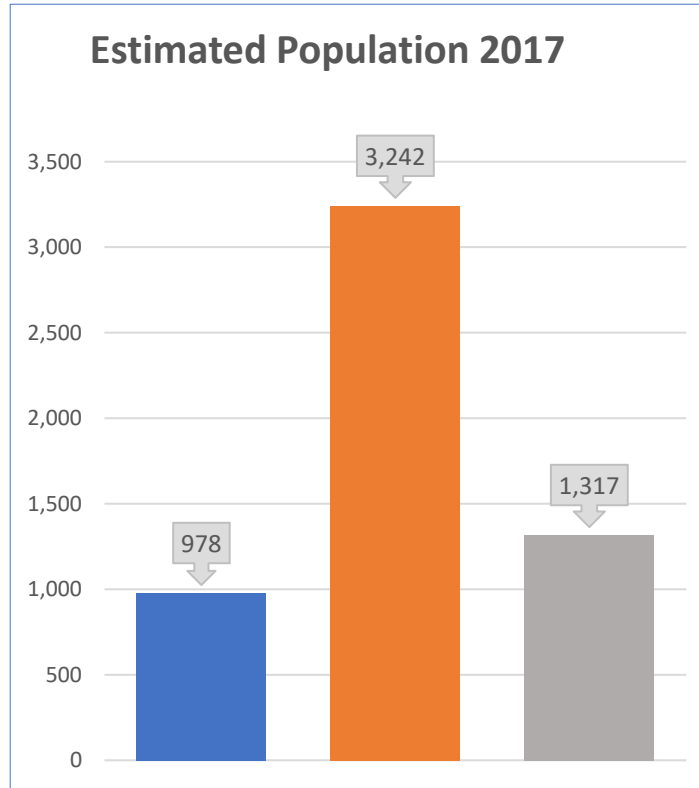
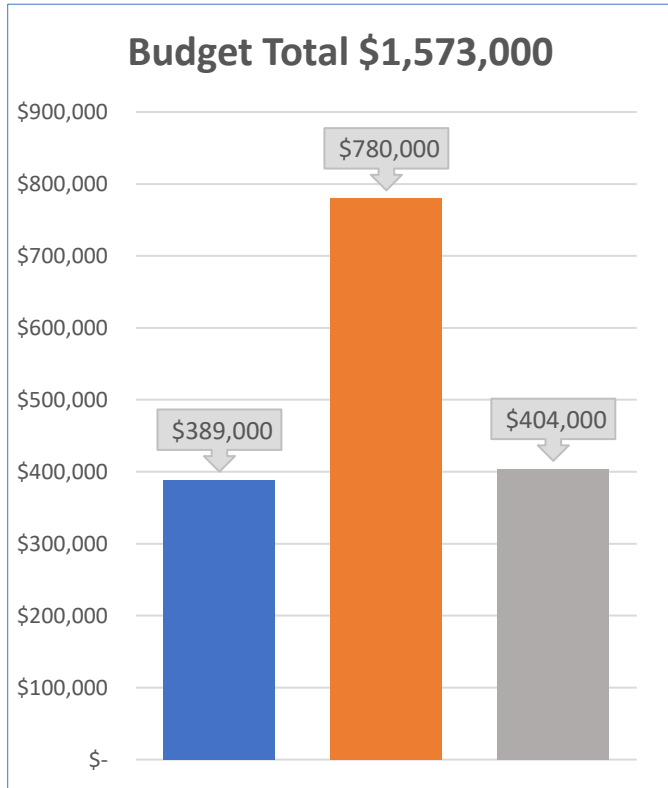


2021 Incidents by Area



Area	November 30	%
Saugatuck North	209	21.7
Saugatuck South	63	6.5
Douglas	247	25.6
Township North	150	15.6
Township South	181	18.8
Lake Michigan	4	0.4
I-196	64	6.6
Outside Area	46	4.8
Total	964	100.0

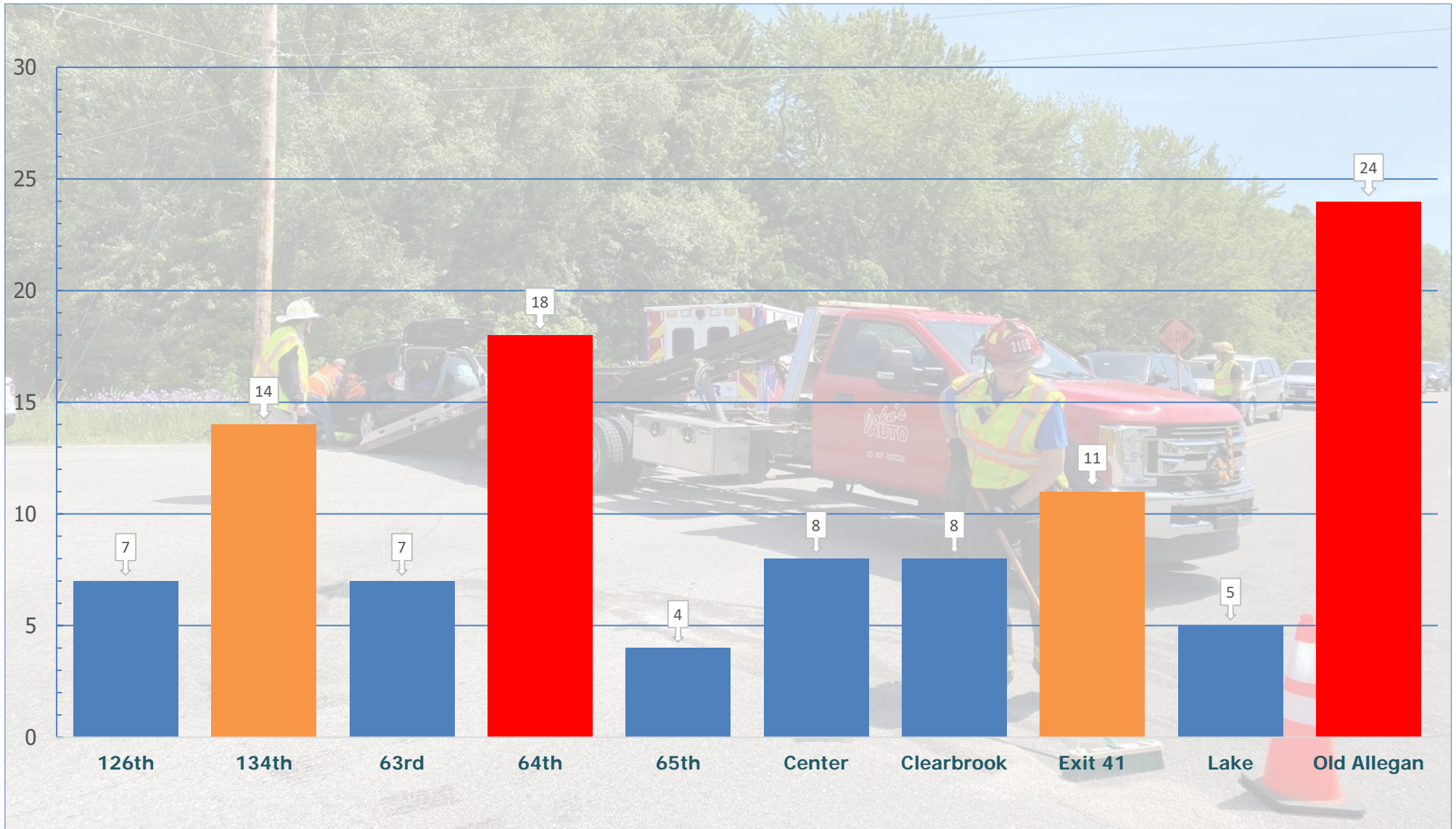
2021 Key numbers for Tri-Community



	Square Miles	Budget	%	Est. Population 2017	%	Call Volume	%
Saugatuck City	1.47	\$ 389,000	24.7	978	17.66	272	30.22
Saugatuck Township	24.21	\$ 780,000	49.6	3,242	58.55	381	42.33
City of Douglas	1.98	\$ 404,000	25.7	1,317	23.79	247	27.44
Total	27.66	\$ 1,573,000	100.0	5,537	100.00	900	100.00

Accidents at Blue Star Intersections 1999-2021

Total All 24 Intersections: 127



126th	134th	63rd	64th	65th	Center	Clearbrook	Exit 41	Lake	Old Allegan
7	14	7	18	4	8	8	11	5	24

National Fire Incident Reporting System (NFIRS) Incident Code Guide

100 Series (Fire)

- (11) Structure Fire**
 - (111) Building Fire
 - (112) Fires in structures other than in a building
 - (113) Cooking fire, confined to container
 - (114) Chimney or flue fire, confined to chimney or flue
 - (115) Incinerator overload or malfunction, fire confined
 - (116) Fuel burner/boiler malfunction, fire confined
 - (117) Commercial compactor fire, confined to rubbish
 - (118) Trash, or rubbish fire in a structure, no flame damage
- (12) Fire in mobile property used as a fixed structure**
 - (121) Fire in mobile home used as a fixed residence
 - (122) Fire in motor home, camper, recreational vehicle
 - (123) Fire in portable building, fixed location
- (13) Mobile property (vehicle) fire**
 - (131) Passenger vehicle fire
 - (132) Road freight or transport vehicle fire
 - (133) Rail vehicle fire
 - (134) Water vehicle fire
 - (135) Aircraft vehicle fire
 - (136) Self-propelled motor home or recreational vehicle fire
 - (137) Camper or recreational vehicle
 - (138) Off-road vehicle or heavy equipment fire
- (14) Natural vegetation fire**
 - (141) Forest, woods, or wildland fire
 - (142) Brush, or brush and grass mixture fire
 - (143) Grass fire, includes fire confined to area.
- (15) Outside rubbish fire**
 - (151) Outside rubbish, trash, or waste fire
 - (152) Garbage dump or sanitary landfill fire
 - (153) Construction or demolition landfill fire
 - (154) Dumpster or other outside trash receptacle fire
 - (155) Outside stationary compactor/compacted trash fire
- (16) Special outside fire**
 - (161) Outside storage fire on residential or commercial/ industrial property
 - (162) Outside equipment fire
 - (163) Outside gas or vapor combustion explosion
 - (164) Outside mailbox fire
- (17) Cultivated vegetation, crop fire**
 - (171) Cultivated grain or crop fire
 - (172) Cultivated orchard or vineyard fire
 - (173) Cultivated trees or nursery stock fire

200 Series (Overpressure Explosion, Overheat - No Fire)

- (21) Overpressure rupture from steam (no ensuing fire)**
 - (211) Overpressure rupture of steam pipe or pipeline
 - (212) Overpressure rupture of steam boiler
 - (213) Steam rupture of pressure or process vessel
- (22) Overpressure rupture from air or gas - no fire**
 - (221) Overpressure rupture of air or gas pipe/pipeline
 - (222) Overpressure rupture of boiler from air or gas
 - (223) Air or gas rupture of pressure or process vessel
- (23) Overpressure rupture, chemical reaction - no fire**
 - (231) Chemical reaction rupture of pressure or process vessel
- (24) Explosion (no fire)**
 - (241) Munitions or bomb explosions (no fire)
 - (242) Blasting agent explosion (no fire)
 - (243) Fireworks explosion (no fire), all classes of fireworks
- (25) Excessive heat, scorch burns with no ignition**
 - (251) Excessive heat, scorch burns with no ignition

300 Series (Rescue & EMS Incidents)

- (31) Medical assist**
 - (311) Medical assist, assist EMS crew
- (32) Emergency medical service (EMS) incident**
 - (321) EMS call, excluding vehicle accident with injury
 - (322) Vehicle accident with injuries
 - (323) Motor vehicle/pedestrian accident (MV Ped)
 - (324) Motor vehicle accident with no injuries
- (33) Lock-in**
 - (331) Lock-in, includes vehicles (if lock-out, use 511)
- (34) Search for lost person**
 - (341) Search for person on land
 - (342) Search for person in water
 - (343) Search for person underground
- (35) Extrication, rescue**
 - (351) Extrication of victim(s) from building/structure
 - (352) Extrication of victim(s) from vehicle
 - (353) Removal of victim(s) from stalled elevator
 - (354) Trench/below grade rescue
 - (355) Confined space rescue
 - (356) High angle rescue
 - (357) Extrication of victim(s) from machinery
- (36) Water or ice-related rescue**
 - (361) Swimming/recreational water areas rescue
 - (362) Ice rescue
 - (363) Swift water rescue
 - (364) Surf rescue
 - (365) Watercraft rescue
- (37) Electrical rescue**
 - (371) Electrocution or potential electrocution
 - (372) Trapped by power lines
- (38) Rescue or EMS standby**
 - (381) Rescue or EMS standby; hazardous conditions

400 Series (Hazardous Conditions - No Fire)

- (41) Combustible/flammable spills & leaks**
 - (411) Gasoline or other flammable liquid spill, Class I
 - (412) Gas leak (natural gas or LPG)
 - (413) Oil or other combustible liquid spill, Class II or III
- (42) Chemical release, reaction or toxic condition**
 - (421) Chemical hazard (no spill or leak)
 - (422) Chemical spill or leak
 - (423) Refrigeration leak
 - (424) Carbon monoxide incident
- (43) Radioactive condition**
 - (431) Radiation leak, radioactive material
- (44) Electrical wiring/equipment problem**
 - (441) Heat from short circuit (wiring), defective/worn insulation
 - (442) Overheated motor or wiring
 - (443) Breakdown of light ballast
 - (444) Power line down
 - (445) Arcing, shorted electrical equipment
- (45) Biological hazard**
 - (451) Biological hazard, confirmed or suspected
- (46) Accident, potential accident**
 - (461) Building or structure weakened or collapsed
 - (462) Aircraft standby
 - (463) Vehicle accident, general cleanup
- (47) Explosive, bomb removal**
 - (471) Explosive, bomb removal (for bomb scare, use 721)
- (48) Attempted burning, illegal action**
 - (481) Attempt to burn
 - (482) Threat to burn

500 Series (Service Call)

- (51) Person in distress**
 - (511) Lock-out
 - (512) Ring or jewelry removal, no transport to hospital
- (52) Water problem**
 - (521) Water (not people) evacuation
 - (522) Water or steam leak, includes open hydrants
- (53) Smoke problem**
 - (531) Smoke or odor removal
- (54) Animal problem or rescue**
 - (541) Animal problem
 - (542) Animal rescue
- (55) Public service assistance**
 - (551) Assist police or other governmental agency
 - (552) Police matter
 - (553) Public service, not government agencies
 - (554) Assist invalid
 - (555) Defective elevator, no occupants
- (56) Unauthorized burning**
 - (561) Cover assignment, standby at fire station, move-up
 - (571) Cover assignment, standby, moveup

600 Series (Good Intent Calls)

- (61) Dispatched and canceled enroute**
 - (611) Dispatched & canceled enroute
- (62) Wrong location, no emergency found**
 - (621) Wrong location
 - (622) No incident found at dispatch address
- (63) Controlled burning**
 - (631) Authorized controlled burning
 - (632) Prescribed fire (with prior written, approved fire plan)
- (64) Vicinity alarm**
 - (641) Vicinity alarm (incident in other location)
- (65) Steam, other gas mistaken for smoke**
 - (651) Smoke scare, odor of smoke, not steam
 - (652) Steam, vapor, fog or dust thought to be smoke
 - (653) Smoke from barbecue, tar kettle (not hostile fire)
- (66) EMS call where party has been transported**
 - (661) EMS call, party transported by non-fire agency
- (67) Hazmat release investigation w/ no hazmat**
 - (671) Hazmat release investigation w/ no hazmat found
 - (672) Biological hazard, none found

700 Series (False Alarms & False Calls)

- (71) Malicious, mischievous false alarm**
 - (711) Municipal alarm system, malicious false alarm
 - (712) Direct tie to FD, malicious/false alarm
 - (713) Telephone, malicious false alarm
 - (714) Central station, malicious false alarm
 - (715) Local alarm system, malicious false alarm
- (72) Bomb scare**
 - (721) Bomb scare - no bomb
- (73) System or detector malfunction**
 - (731) Sprinkler activation due to system malfunction or failure
 - (732) Extinguishing system activation due to malfunction
 - (733) Smoke detector activation due to malfunction
 - (734) Heat detector activation due to malfunction
 - (735) Alarm system activation due to malfunction
 - (736) CO detector activation due to malfunction
- (74) Unintentional system/detector operation - no fire**
 - (741) Sprinkler activation, no fire - unintentional
 - (742) Extinguishing system activation
 - (743) Smoke detector activation, no fire -unintentional
 - (744) Detector activation, no fire - unintentional
 - (745) Alarm system activation, no fire - unintentional
 - (746) Carbon monoxide detector activation, no CO
- (75) Biological hazard**
 - (751) Biological hazard, malicious false report

800 Series (Severe Weather & Natural Disaster)

- (81) Severe Weather & Natural Disaster**
 - (811) Earthquake assessment, not rescue/other service
 - (812) Flood assessment, not water rescue
 - (813) Wind storm, tornado/hurricane assessment
 - (814) Lightning strike (no fire), includes investigation
 - (815) Severe weather or natural disaster standby

900 Series (Special Incident Type)

- (91) Citizen compliant**
 - (911) Citizen complaint, includes code violations



All Incident Type Codes are part of the National Fire Incident Reporting System standard NFIRS used in this document.

Trend 2004-2021

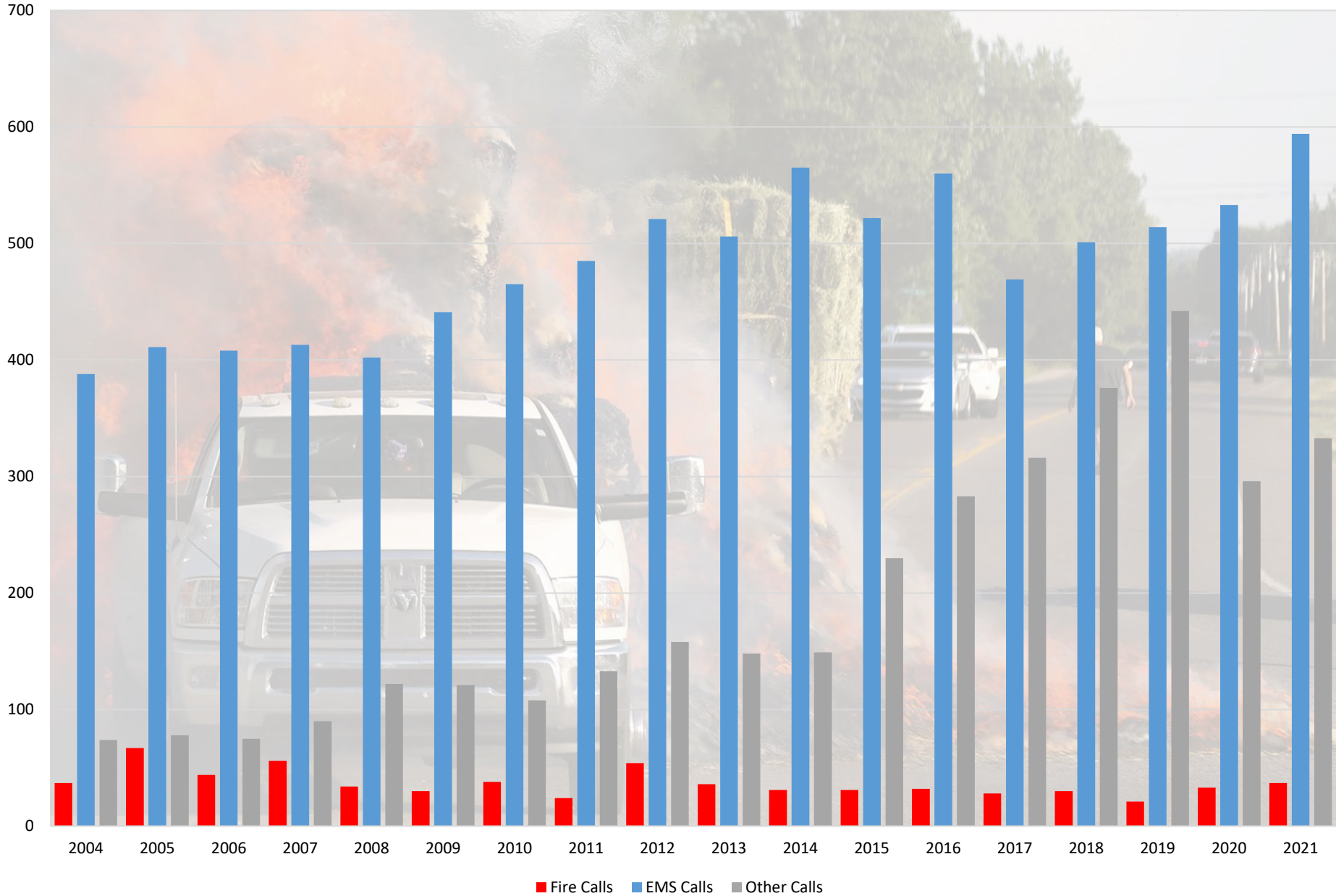
Call Volume Trends:

- 0% decrease in Fire Calls
- 93% increase in Total Calls
- 53% increase in Emergency Medical Service Calls
- 350% increase in Other Calls

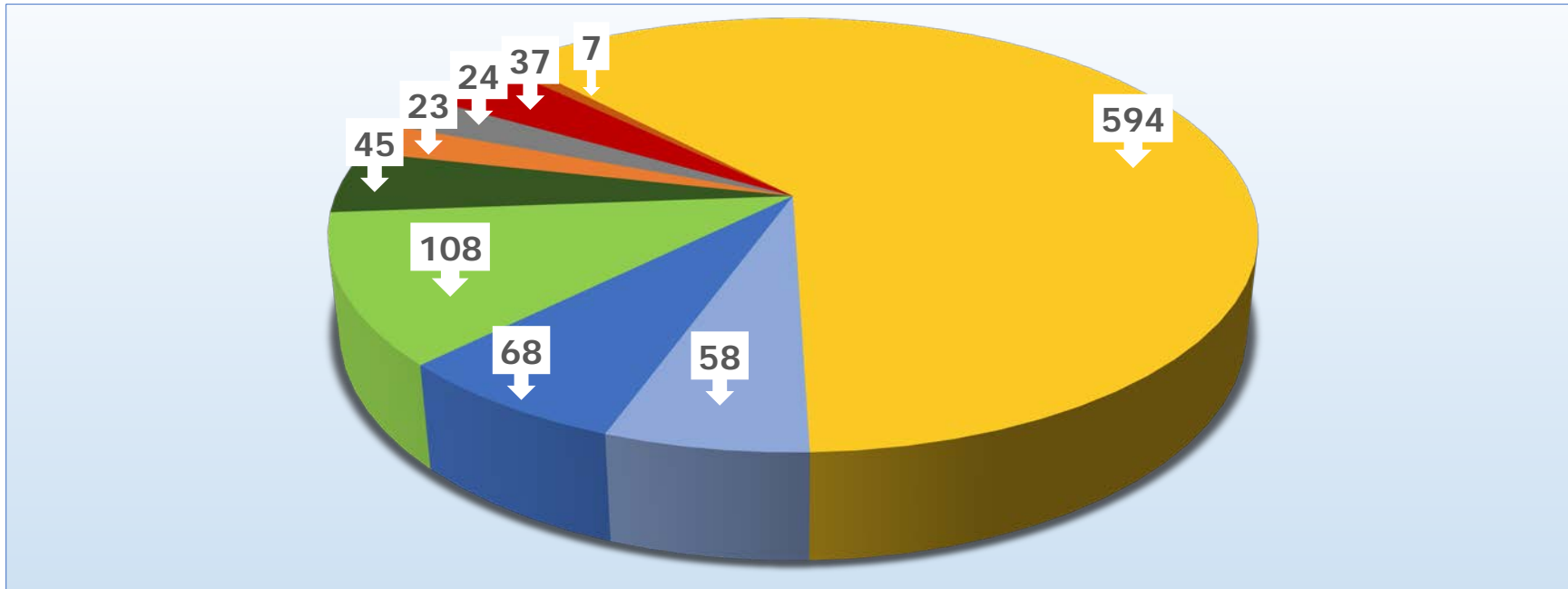


Year	Fire Calls	EMS Calls	Other Calls	Total Calls	Total Calls %
2004	37	388	74	499	—
2005	67	411	78	556	11.42
2006	44	408	75	527	-5.21
2007	56	413	90	559	6.07
2008	34	402	122	558	-0.17
2009	30	441	121	592	6.09
2010	38	465	108	611	3.20
2011	24	485	133	642	5.07
2012	54	521	158	733	14.17
2013	36	506	148	690	-5.86
2014	31	565	149	745	7.97
2015	31	522	230	783	5.10
2016	32	560	283	875	11.75
2017	28	469	316	813	-7.08
2018	30	501	376	907	11.56
2019	21	514	442	977	7.70
2020	33	533	296	862	-11.80
2021	37	594	333	964	11.80

Type of Calls 2004-2021

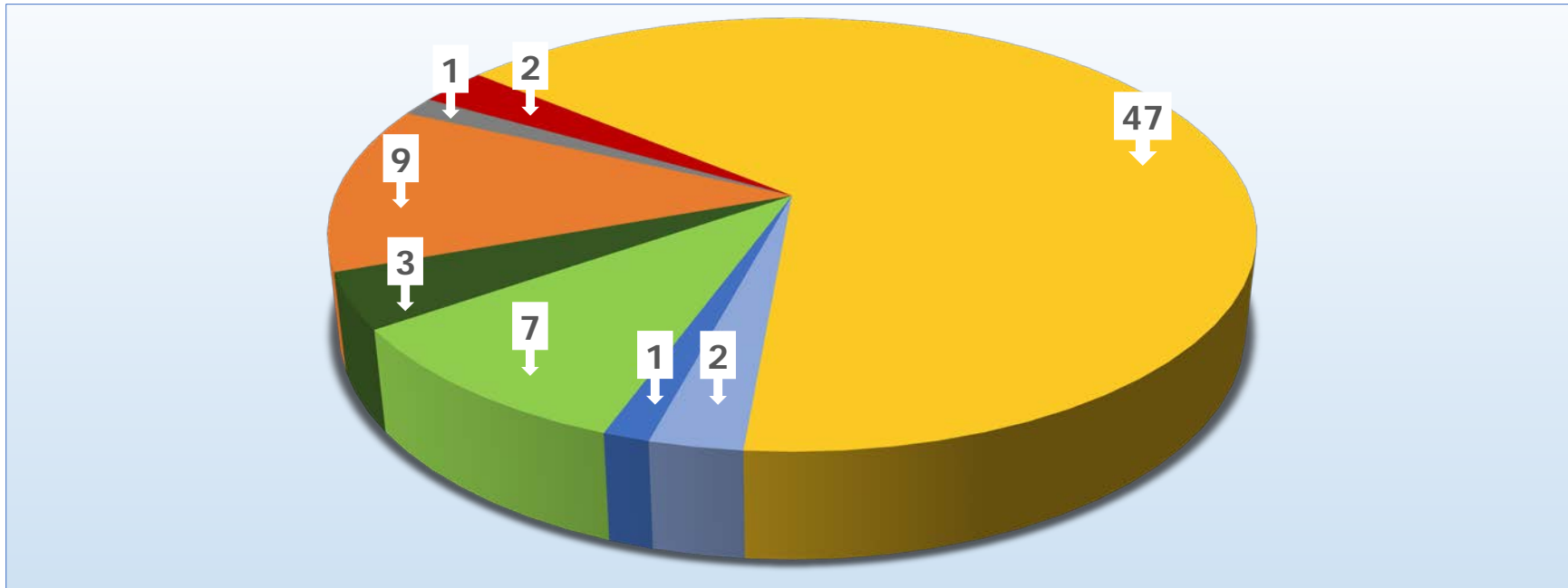











2021 Incidents by NFIRS Type



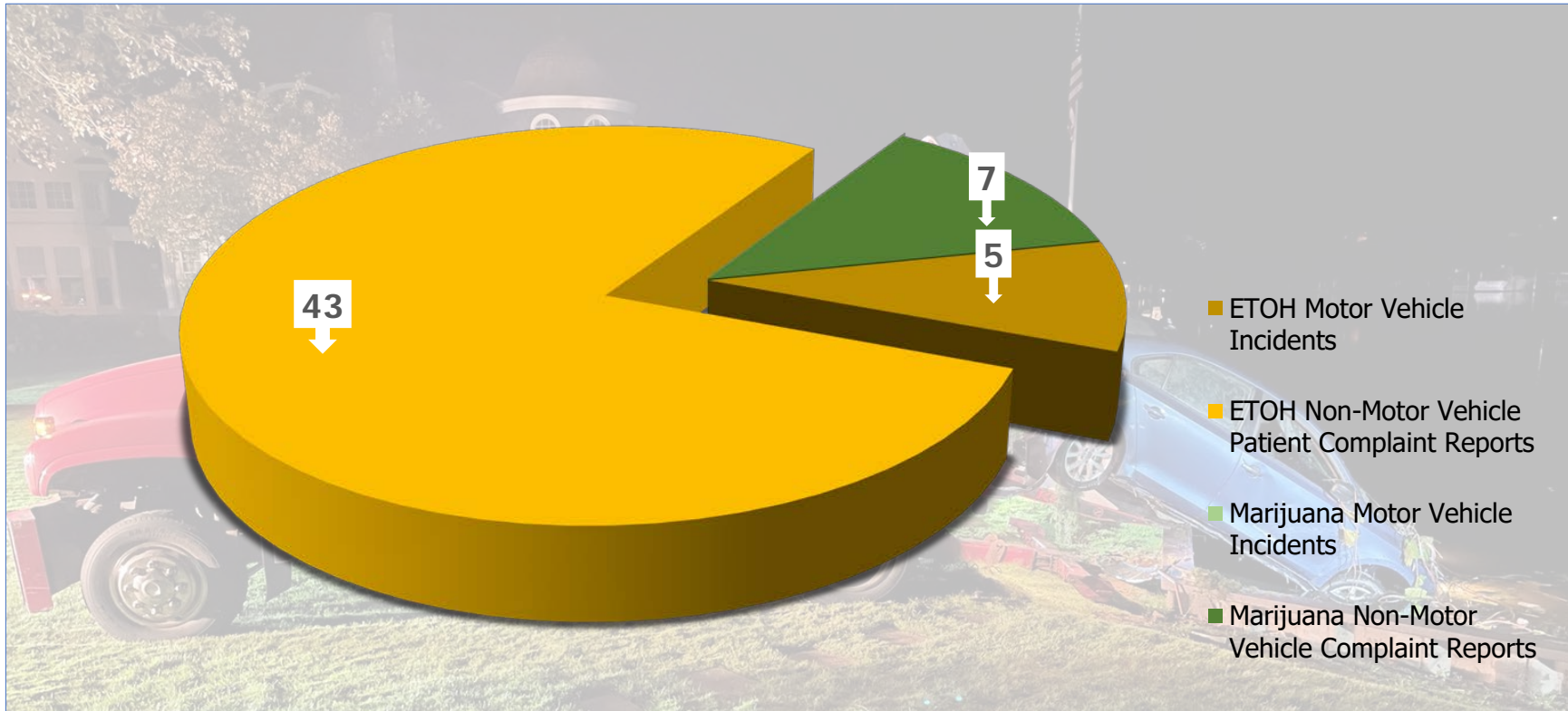
Type Of Incident:	Total Incidents:	Percentage Value:
■ 100s - All types of fire, structure, vehicle and wildland.	37	3.8%
■ 200s - Excessive heat, explosions and ruptured pipelines. No Fire.	7	0.7%
■ 300s - Medical assist, traffic accidents, water and ice rescues.	594	61.6%
■ 400s - Hazardous Conditions, gas leaks and carbon monoxide etc.	58	6.0%
■ 500s - Public service Calls. Water and smoke problems. Animal rescue.	68	7.1%
■ 600s - Cancelled calls, controlled burns and smoke investigation.	108	11.2%
■ 700s - False alarms. Smoke, heat and CO detector malfunctions.	45	4.7%
■ 800s - Severe weather, flooding, storm and lightning strike damage.	23	2.4%
■ 900s - Community participation and citizen concerns.	24	2.5%
Totals:	964	100.0%

December 2021 Incidents by NFIRS Type



Type Of Incident:	Total Incidents:	Percentage Value:
 100s - All types of fire, structure, vehicle and wildland.	2	2.8%
 200s - Excessive heat, explosions and ruptured pipelines. No Fire.	0	0.0%
 300s - Medical assist, traffic accidents, water and ice rescues.	47	65.3%
 400s - Hazardous Conditions, gas leaks and carbon monoxide etc.	2	2.8%
 500s - Public service Calls. Water and smoke problems. Animal rescue.	1	1.4%
 600s - Cancelled calls, controlled burns and smoke investigation.	7	9.7%
 700s - False alarms. Smoke, heat and CO detector malfunctions.	3	4.2%
 800s - Severe weather, flooding, storm and lightning strike damage.	9	12.5%
 900s - Community participation and citizen concerns.	1	1.4%
Totals:	72	100.0%

2021 YTD ETOH and Marijuana Related



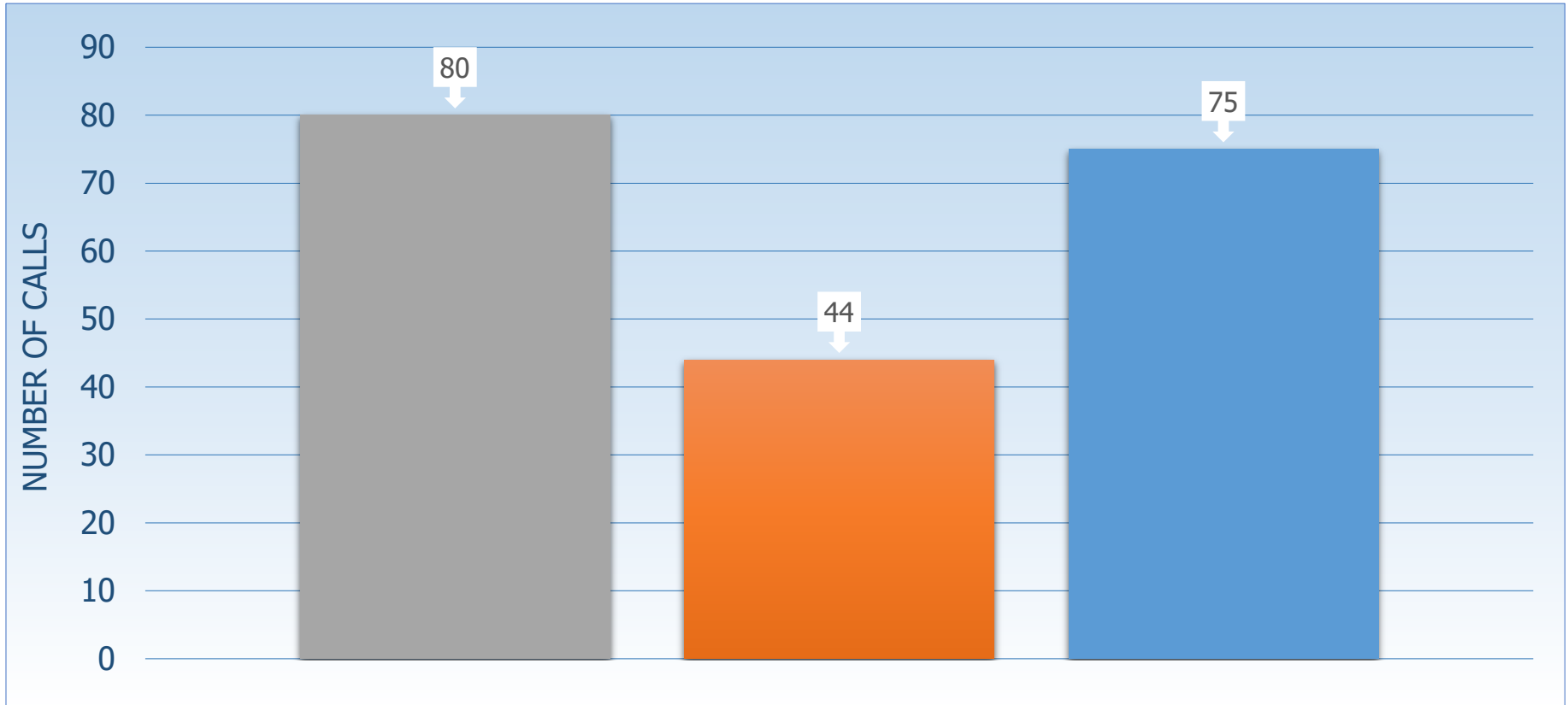
Type Of Incident:	Incidents:	Percentage:
01 ETOH Motor Vehicle Incidents	5	0.8%
02 ETOH Non-Motor Vehicle Patient Complaint Reports	43	7.2%
03 Marijuana Motor Vehicle Incidents	0	0.0%
04 Marijuana Non-Motor Vehicle Complaint Reports	7	1.2%
Total Impaired Complaints	55	9.2%
<i>All other EMS Complaints</i>	544	90.8%
<i>Total EMS Complaints</i>	599	100.0%

2018-2021 ETOH and Marijuana Related

ETOH		Marijuana		Totals		
ETOH Motor Vehicle Incidents	ETOH Non-Motor Vehicle Patient Complaint Reports	Marijuana Motor Vehicle Incidents	Marijuana Non-Motor Vehicle Complaint Reports	Annual Grand Total	Difference in Percent from Previous Year	Year
5	43	0	7	55	-5%	2021
2	47	2	7	58	0%	2020
2	55	0	1	58	-9%	2019
3	58	1	2	64	-	2018
Totals by Category						
12	203	3	17	235		

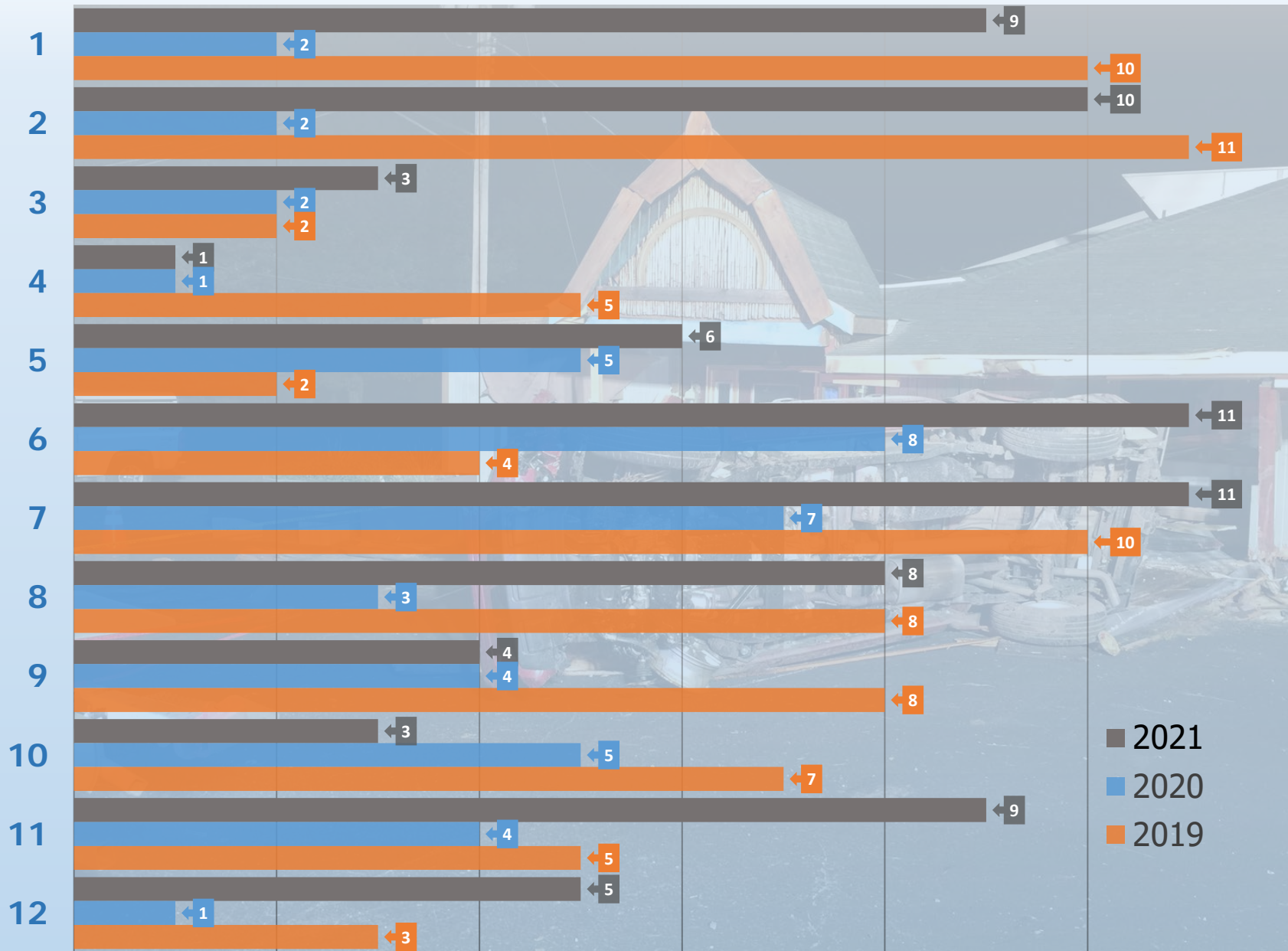
2019-2021 Motor Vehicle Incidents

[All incidents with any motorized vehicle involved in accidents, fires etc.]



As of:	# of Incidents	+/-	+/- %	Extrication	%
12/31/2021	80	36	81.82	3	3.8
12/31/2020	44	(31)	(41.33)	3	6.8
12/31/2019	75	11	21.15	3	4.0

MV Incidents by Month 2019-2021



2015-21 MVIs by month

YEAR	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
2021	9	10	3	1	6	11	11	8	4	3	9	5	80
2020	2	2	2	1	5	8	7	3	4	5	4	1	44
2019	10	11	10	5	2	4	10	8	8	7	5	3	83
2018	9	5	4	5	9	5	7	6	6	0	1	7	64
2017	4	4	2	2	7	7	8	4	2	3	2	7	52
2016	15	8	3	13	4	8	16	4	0	2	5	11	89
2015	6	11	3	1	3	6	7	7	4	2	1	2	53
Average	8	7	4	4	5	7	9	6	4	3	4	5	68

Lowest Highest

2021 Vehicle Fires - Value and Loss

NFIRS Category	Call #	Date	Address	Year	Make	Model	VIN Check Value	State	Loss
Fire									
131	0113	02/21/2021	Gaslight Circle		VW	TD Wagon		Totaled	
-	-	-	-		Mazda	Sedan CX5		Totaled	
132	0342	06/04/2021	63rd and Blue Star		Dodge	3500		Totaled	
-	-	-	-		Trailer	5-wheel		Totaled	
131	0421	06/28/2021	I-196 @35 MM SB	2006	Subaru	Legacy 2.5i L	\$3,165	Totaled	\$3,165
131	0629	08/26/2021	I-196 @39 MM NB	2008	Chrysler	Aspen	\$2,950	Totaled	\$2,950
131	0758	10/10/2021	I-196 @38 MM SB		Toyota	Camry		Totaled	
131	0798	10/22/2021	Maple and Blue Star						
131	0819	11/02/2021	I-196 @ 36 MM NB	2003	Buick	Lucerne	\$2,000	Totaled	\$2,000
TOTAL							\$8,115		\$8,115

Cardiac Arrest Incidents 2014-2021 Totals

[Not including incidents of obvious deaths with no medical intervention]

LUCAS and I-Gel Deployment				Patient Condition					Total Incidents		
LUCAS Standby	LUCAS Deployed	I-Gel Standby	I-Gel Deployed	Pulse Detected	Patient deceased on scene	Patient transported	Patient deceased at hospital	Patient released from hospital	Year Grand Total	Percent from Previous Year	Year
4	8	4	8	4	8	4	4	0	15	36%	2021
2	9	2	1	4	7	4	4	0	11	57%	2020
1	6	-	-	4	3	4	3	1	7	600%	2019
0	1	-	-	0	1	0	0	0	1	-89%	2018
0	9	-	-	4	5	4	2	2	9	13%	2017
0	8	-	-	6	2	6	5	1	8	100%	2016
0	4	-	-	1	3	1	0	1	4	100%	2015
0	2	-	-	0	2	0	0	0	2	-	2014
Totals by Category											
7	47	6	9	23	31	23	18	5	57		8

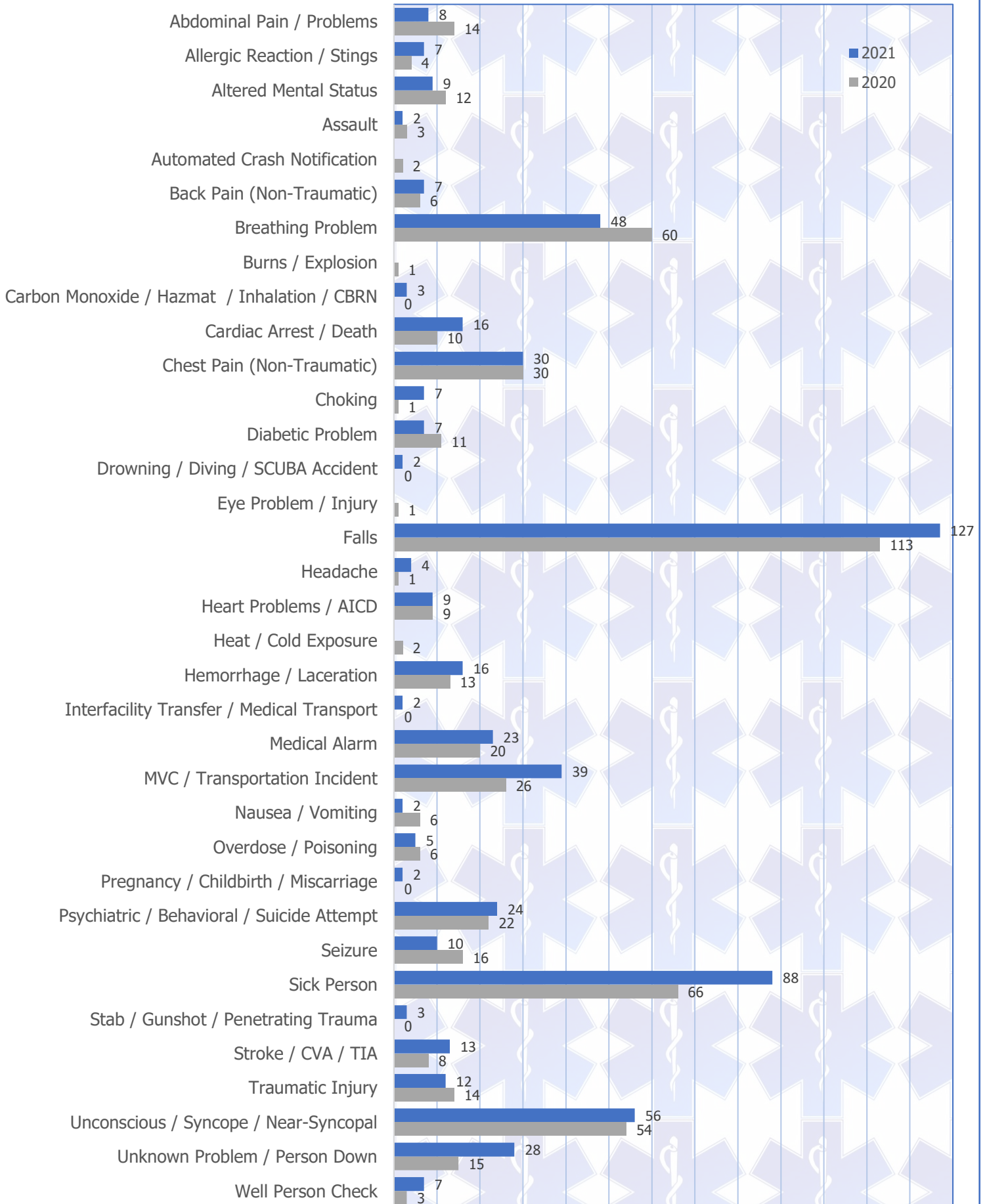
NEMESIS Report January 1, 2020-December 31, 2021

(National Emergency Medical Service Information System)

Incident Complaint Reported By Dispatch	Number of Patients 2021	Percent of Total Patients 2021	Number of Patients 2020	Percent of Total Patients 2020	Response Priority
Abdominal Pain / Problems	8	1.30%	14	2.55%	1
Allergic Reaction / Stings	7	1.14%	4	0.73%	1
Altered Mental Status	9	1.46%	12	2.19%	3
Assault	2	0.32%	3	0.55%	1
Automated Crash Notification			2	0.36%	3
Back Pain (Non-Traumatic)	7	1.14%	6	1.09%	3
Breathing Problem	48	7.79%	60	10.93%	1
Burns / Explosion			1	0.18%	1
Carbon Monoxide / Hazmat / Inhalation / CBRN	3	0.49%	0	0.00%	1
Cardiac Arrest / Death	16	2.60%	10	1.82%	1
Chest Pain (Non-Traumatic)	30	4.87%	30	5.46%	1
Choking	7	1.14%	1	0.18%	1
Diabetic Problem	7	1.14%	11	2.00%	1
Drowning / Diving / SCUBA Accident	2	0.32%	0	0.00%	1
Eye Problem / Injury			1	0.18%	3
Falls	127	20.62%	113	20.59%	3
Headache	4	0.65%	1	0.18%	3
Heart Problems / AICD	9	1.46%	9	1.64%	1
Heat / Cold Exposure			2	0.36%	1
Hemorrhage / Laceration	16	2.60%	13	2.37%	1
Interfacility Transfer / Medical Transport	2	0.32%	0	0.00%	3
Medical Alarm	23	3.73%	20	3.64%	1
MVC / Transportation Incident	39	6.33%	26	4.74%	1
Nausea / Vomiting	2	0.32%	6	1.09%	3
Overdose / Poisoning	5	0.81%	6	1.09%	1
Pregnancy / Childbirth / Miscarriage	2	0.32%	0	0.00%	1
Psychiatric / Behavioral / Suicide Attempt	24	3.90%	22	4.01%	1
Seizure	10	1.62%	16	2.91%	1
Sick Person	88	14.29%	66	12.03%	3
Stab / Gunshot / Penetrating Trauma	3	0.49%	0	0.00%	1
Stroke / CVA / TIA	13	2.11%	8	1.46%	1
Traumatic Injury	12	1.95%	14	2.55%	1
Unconscious / Syncope / Near-Syncopal	56	9.09%	54	9.84%	1
Unknown Problem / Person Down	28	4.55%	15	2.73%	1
Well Person Check	7	1.14%	3	0.55%	3
Totals EMS	616	100%	549	100%	
Totals All Calls	964	64%	862	64%	

EMS Calls - 2020-2021

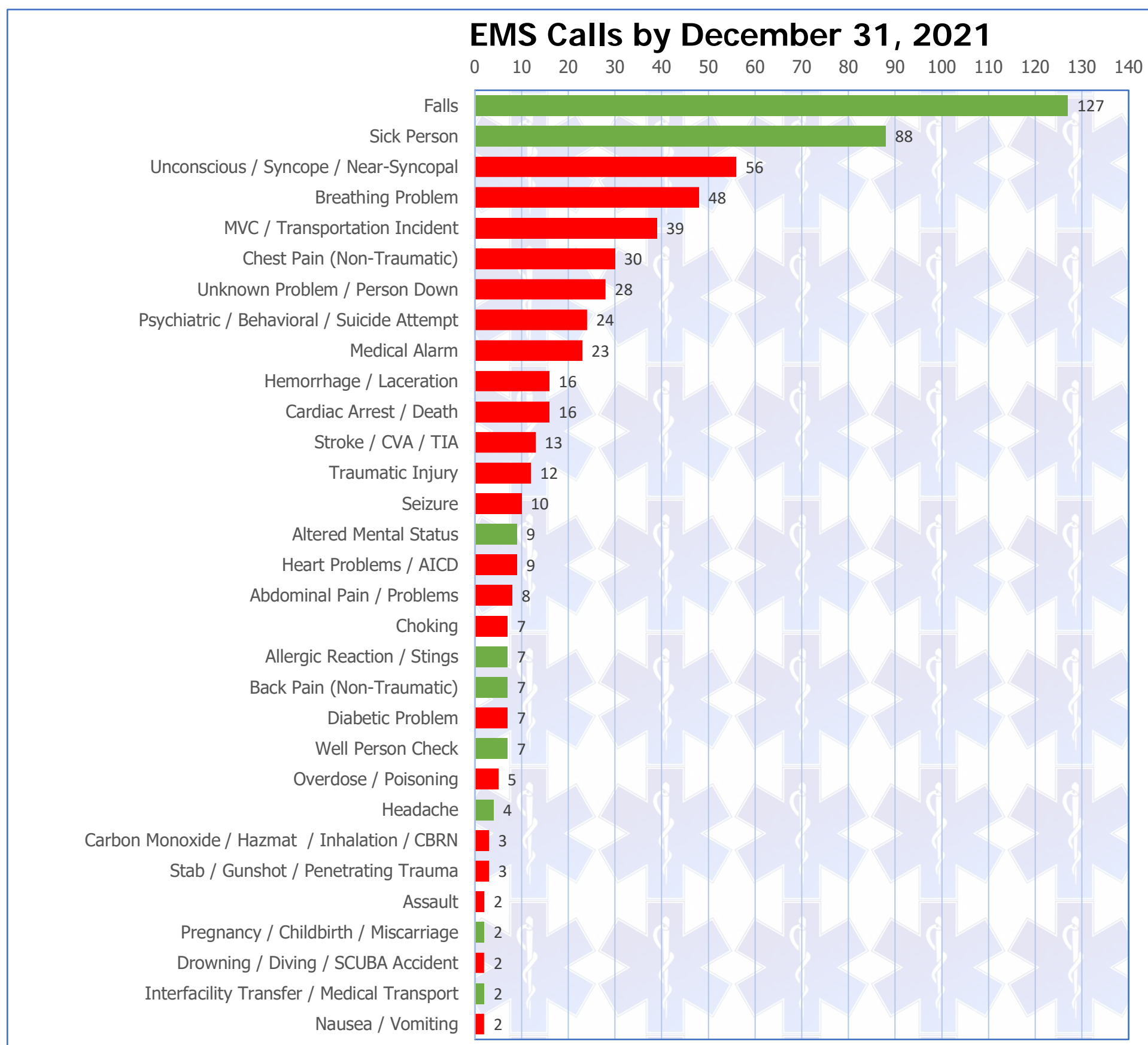
0 10 20 30 40 50 60 70 80 90 100 110 120 130



NEMESIS Report by December 31, 2021

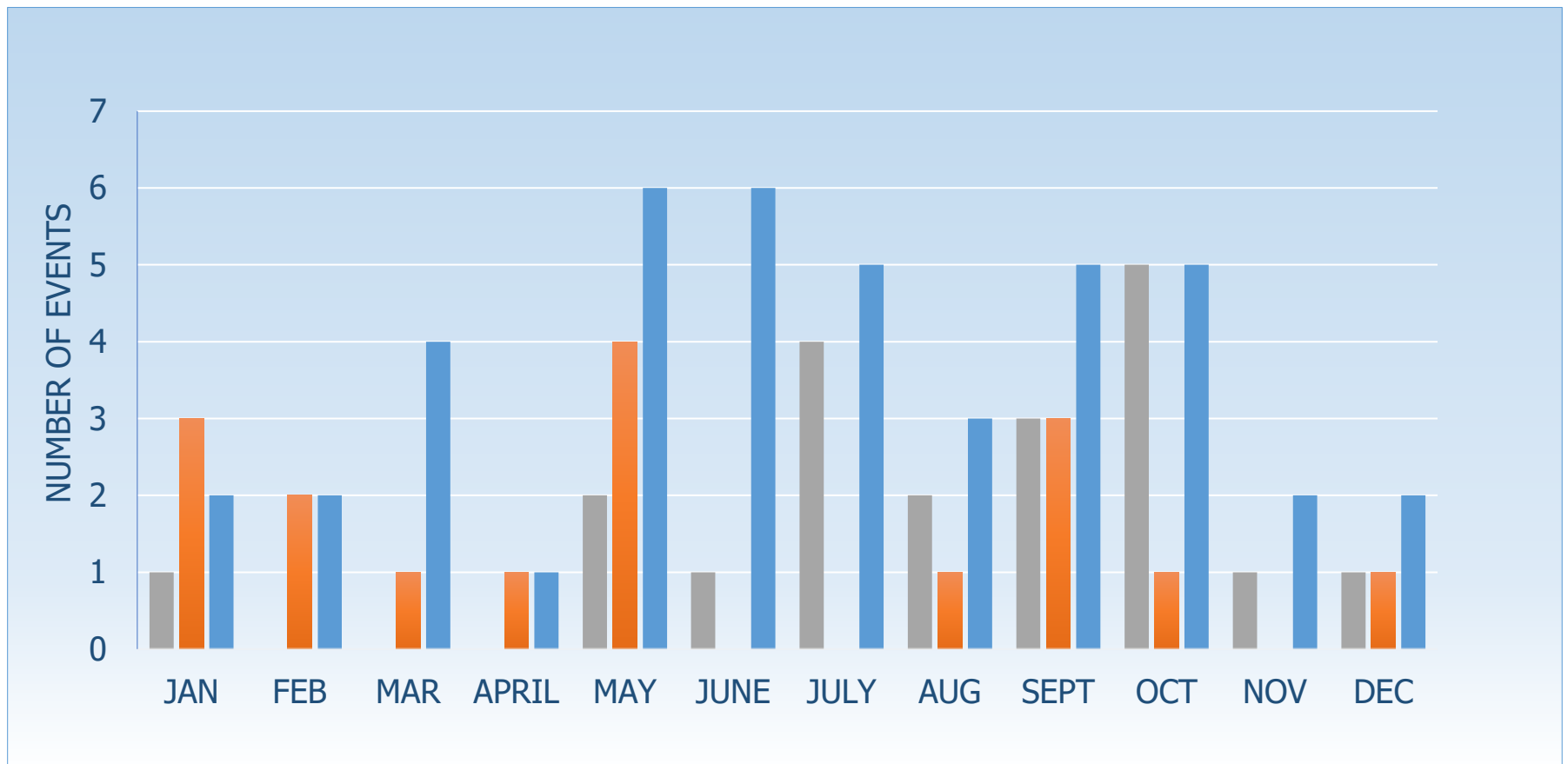
(National Emergency Medical Service Information System)

Incident Complaint Reported By Dispatch	Number of Patients 2021	Percent of Total Runs 2021	Response Priority
Falls	127	20.62%	3
Sick Person	88	14.29%	3
Unconscious / Syncope / Near-Syncopal	56	9.09%	1
Breathing Problem	48	7.79%	1
MVC / Transportation Incident	39	6.33%	1
Chest Pain (Non-Traumatic)	30	4.87%	1
Unknown Problem / Person Down	28	4.55%	1
Psychiatric / Behavioral / Suicide Attempt	24	3.90%	1
Medical Alarm	23	3.73%	1
Hemorrhage / Laceration	16	2.60%	1
Cardiac Arrest / Death	16	2.60%	1
Stroke / CVA / TIA	13	2.11%	1
Traumatic Injury	12	1.95%	1
Seizure	10	1.62%	1
Altered Mental Status	9	1.46%	3
Heart Problems / AICD	9	1.46%	1
Abdominal Pain / Problems	8	1.30%	1
Choking	7	1.14%	1
Allergic Reaction / Stings	7	1.14%	3
Back Pain (Non-Traumatic)	7	1.14%	3
Diabetic Problem	7	1.14%	1
Well Person Check	7	1.14%	3
Overdose / Poisoning	5	0.81%	1
Headache	4	0.65%	3
Carbon Monoxide / Hazmat / Inhalation / CBRN	3	0.49%	1
Stab / Gunshot / Penetrating Trauma	3	0.49%	1
Assault	2	0.32%	1
Pregnancy / Childbirth / Miscarriage	2	0.32%	3
Drowning / Diving / SCUBA Accident	2	0.32%	1
Interfacility Transfer / Medical Transport	2	0.32%	3
Nausea / Vomiting	2	0.32%	3
Totals EMS	616	100%	
Totals All Calls	964	64%	



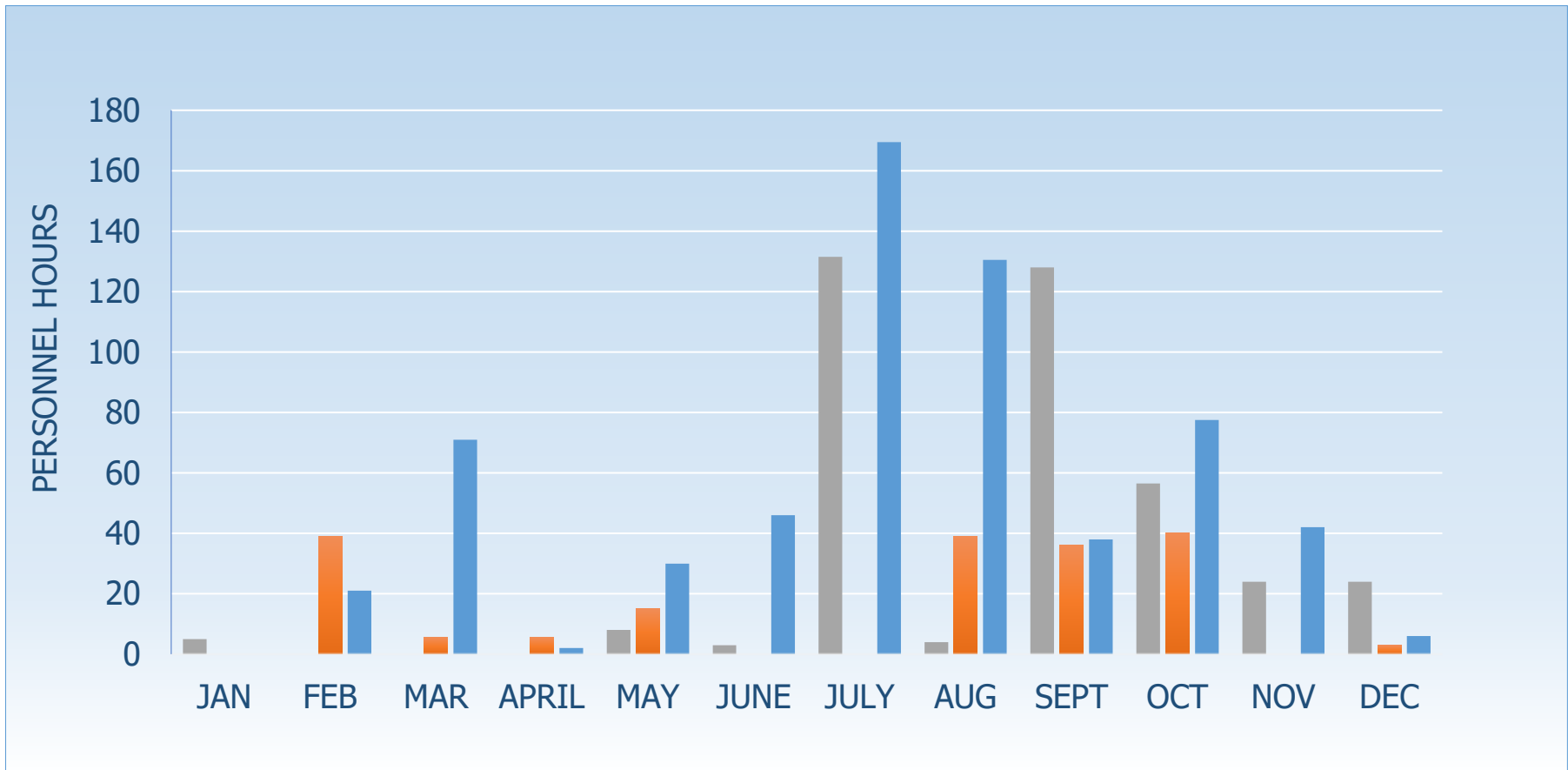
2019-2021 Special Events by month

Year	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Total
2021	1	0	0	0	2	1	4	2	3	5	1	1	20
2020	3	2	1	1	4	0	0	1	3	1	0	1	17
2019	2	2	4	1	6	6	5	3	5	5	2	2	43



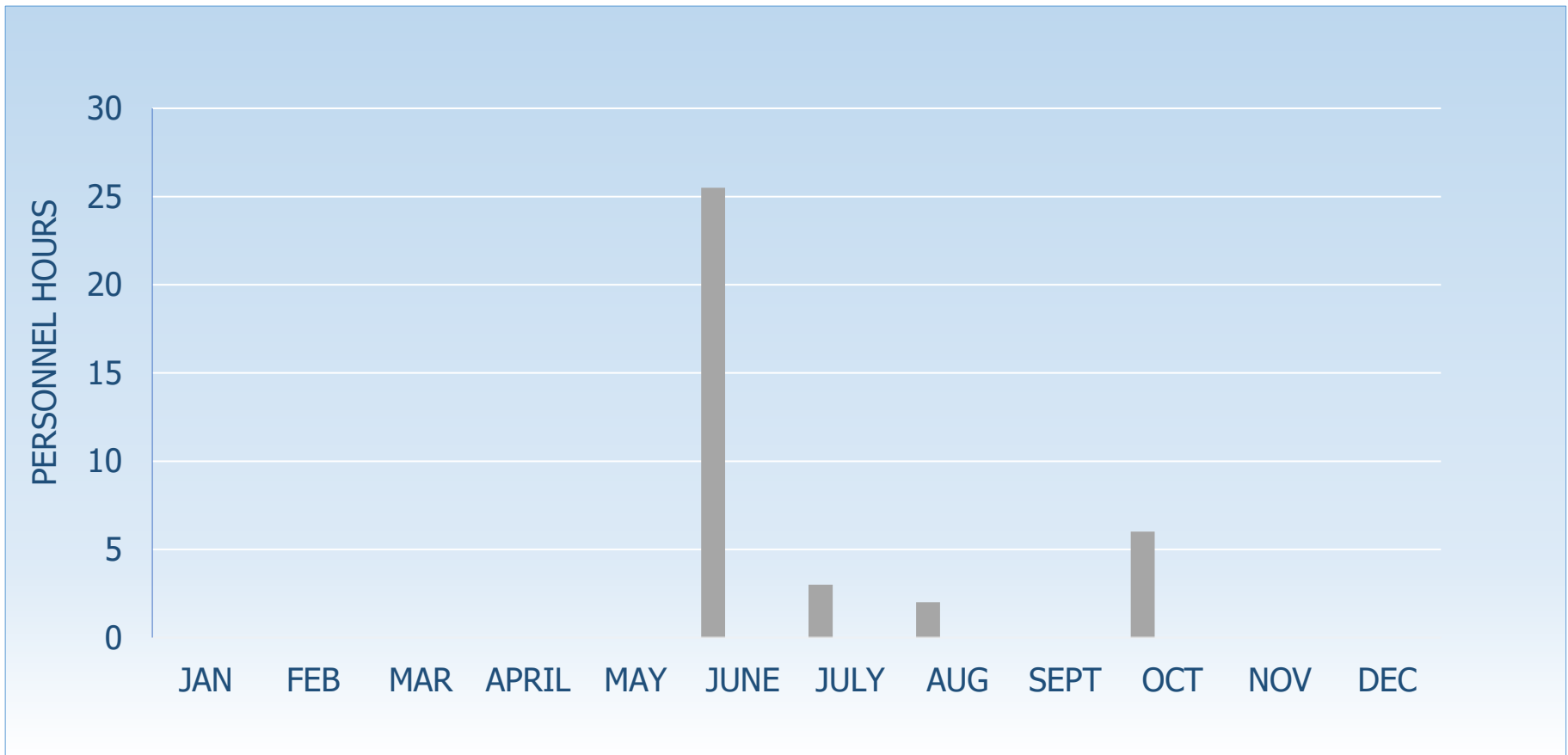
2019-2021 Special Events Personnel Hours

Year	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Total
2021	5	0	0	0	8	3	132	4	128	57	24	24	384
2020	0	39	6	6	15	0	0	39	36	40	0	3	183
2019	0	21	71	2	30	46	170	131	38	78	42	6	634



2019-2021 Special Events Preparation Hours

Year	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Total
2021	0	0	0	0	0	26	3	2	0	6	0		37
2020	0	0	0	0	0	0	0	0	0	0	0	0	0
2019	0	0	0	0	0	0	0	0	0	0	0	0	0

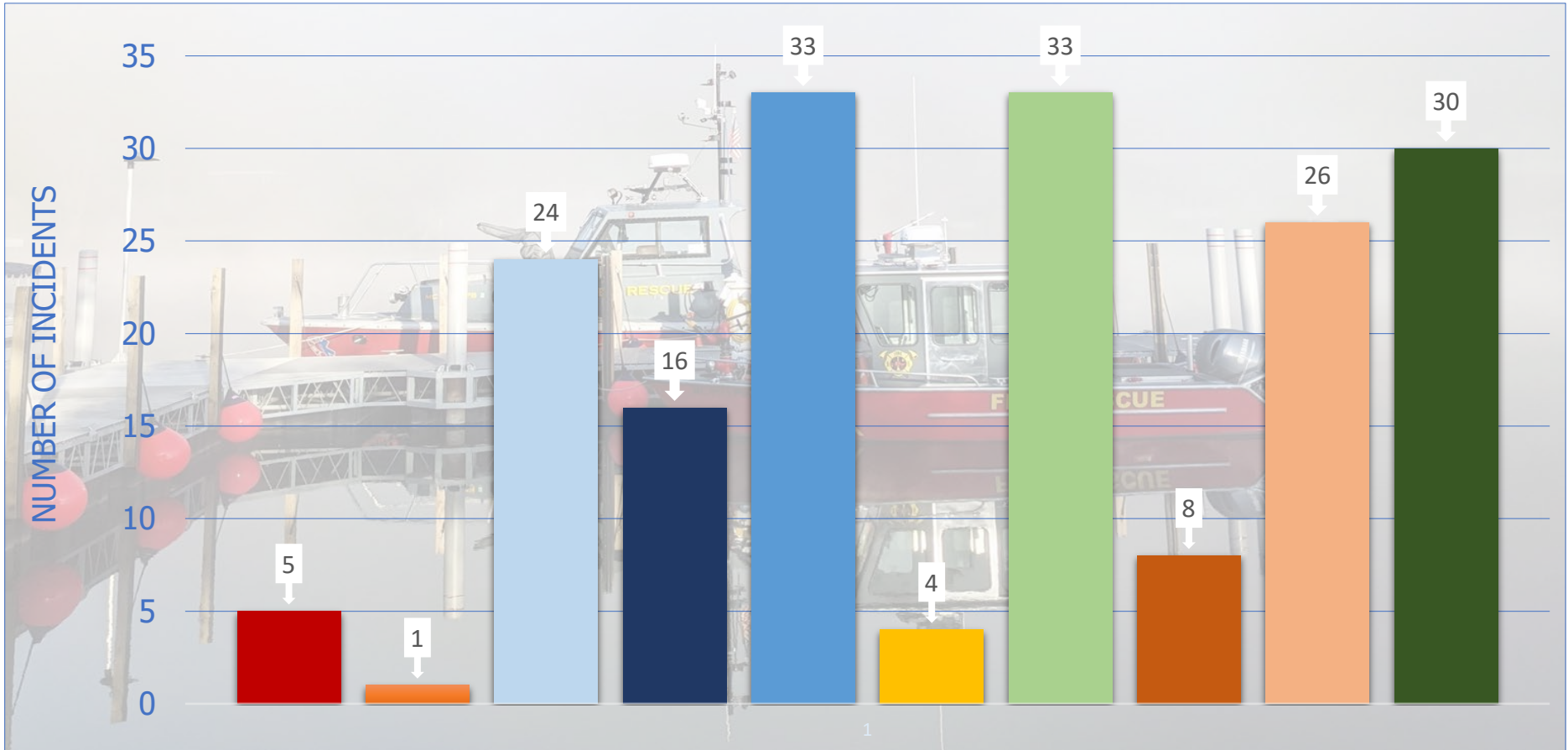


2021 Marine Responses



Boat Fire	0	Hazards	2	Totals as of: 10/31/2021
Fire (On shore)	1	Events	2	
Water Rescue	4	Dive Training	0	
Missing Person	3	Training	5	
Boat in Distress	5	Work Detail	3	

2011-2021 Marine Responses

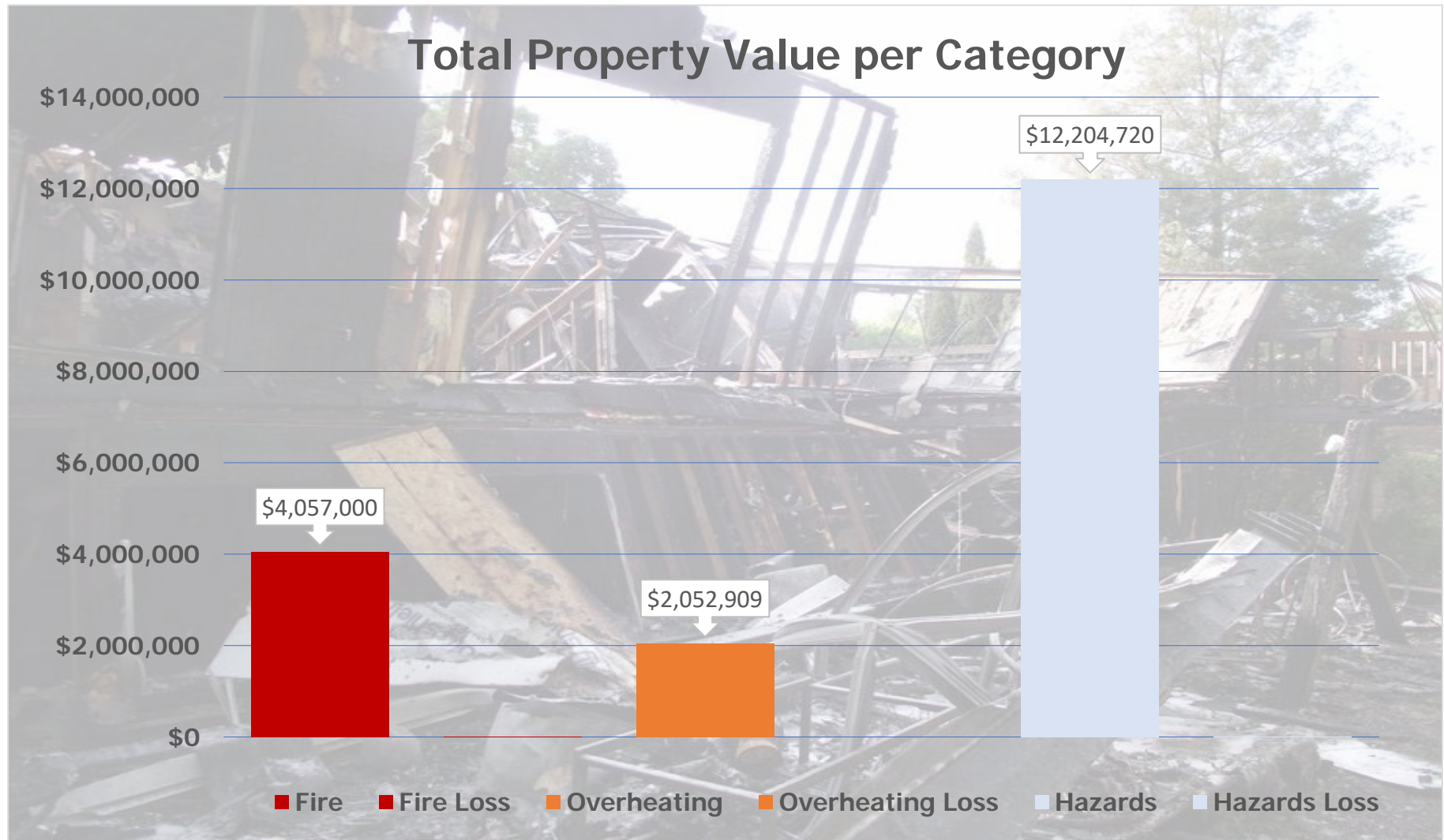


Boat Fire	5	Hazards	4	2011-2021 Totals
Fire (On shore)	1	Events	33	180
Water Rescue	24	Dive Training	8	
Missing Person	16	Training	26	
Boat in Distress	33	Work Detail	30	

2011-2021 - List of Totals

Emergencies							Non-Emergencies					Totals		
Boat Fires	Fires (On Shore)	Water Rescues	Missing Persons	Boats in Distress	Hazards	Total	Events	Dive Training ACSO	Training	Work Details	Total	Year Grand Total	Percent from Previous Year	Year
0	1	4	3	5	2		2	0	5	3		25	32%	2021
1	0	3	1	8	2		1	0	1	2		19	46%	2020
0	0	0	0	2	0		4	1	2	4		13	-35%	2019
0	0	2	4	5	0		3	1	3	2		20	-13%	2018
1	0	5	1	3	0		4	0	2	7		23	53%	2017
3	0	1	1	1	0		4	0	3	2		15	36%	2016
0	0	3	0	1	0		3	0	2	2		11	10%	2015
0	0	0	0	1	0		3	2	2	2		10	-9%	2014
0	0	0	0	2	0		3	2	2	2		11	-27%	2013
0	0	4	0	2	0		3	2	2	2		15	-17%	2012
0	0	2	6	3	0		3	0	2	2		18	-	2011
Totals by Category														
5	1	24	16	33	4	83	33	8	26	30	97	180		11

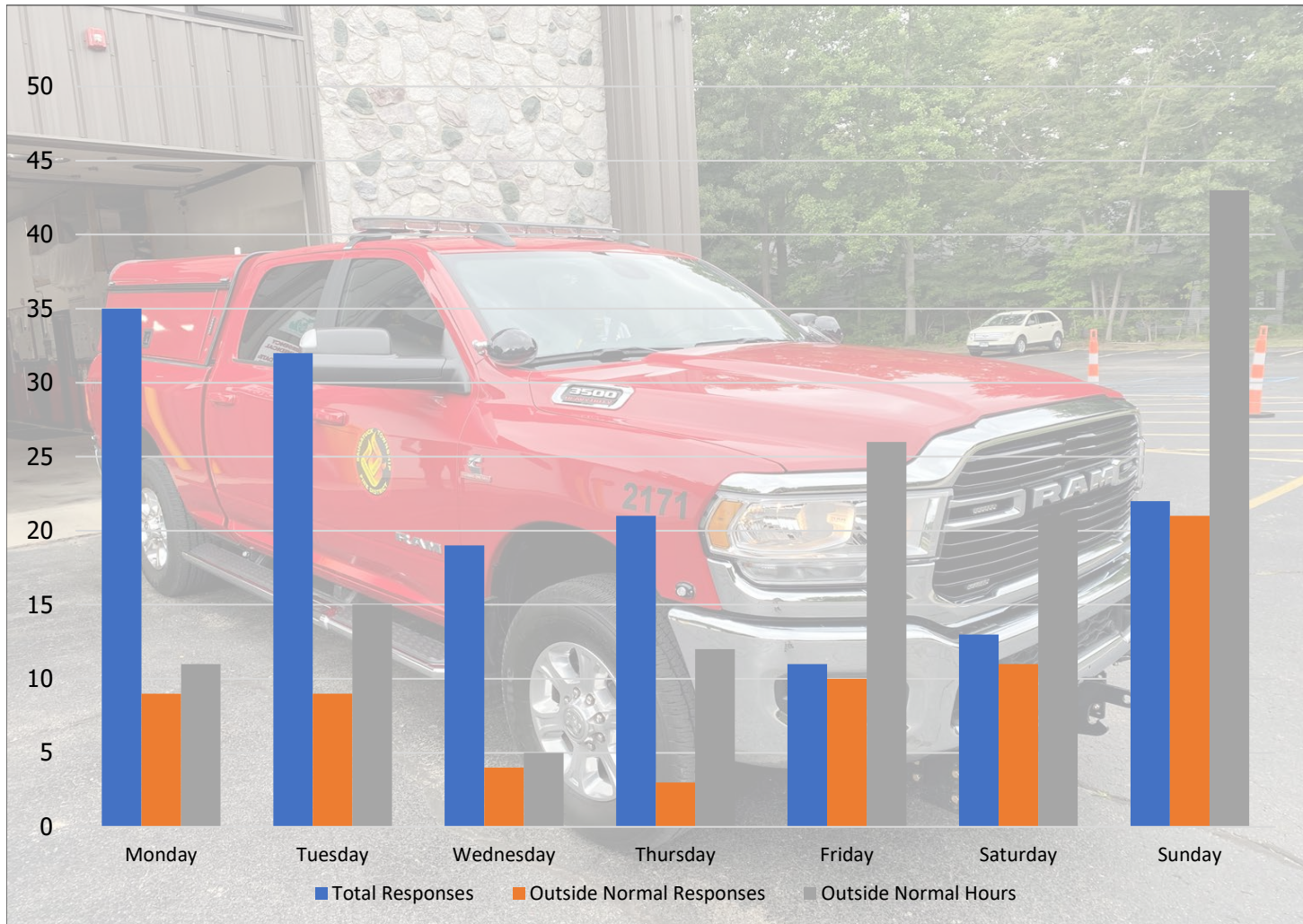
2021 Protected Property Value



2021 Protected Property Value

NFIRS Category	Call #	Date	Address	Zillow Market Value	Loss
Fire					
161	210369	06/13/2021	Water Street	\$4,057,000	\$1,000
			TOTAL	\$4,057,000	\$1,000
Overpressure Explosion, Overheat - No Fire					
251	210184	03/30/2021	Lakeshore Drive	\$2,052,909	\$0
			TOTAL	\$2,052,909	\$0
Hazardous Conditions - No Fire					
412	210019	01/07/2021	Elizabeth Street	\$418,233	\$0
412	210094	02/14/2021	Sandra Lane	\$248,287	\$0
412	210101	02/14/2021	Maple Lane	\$75,000	\$0
412	210260	05/07/2021	Culver Block Total	\$9,957,000	\$0
441	210354	06/08/2021	Hoffman Street/Water Street	\$1,001,200	\$500
412	210467	07/11/2021	Center Street	\$505,000	\$5,000
412	210507	07/22/2021	Center Street		\$1,000
			TOTAL	\$12,204,720	\$6,500

Chief Janik's Response 2021



Normal Hours:
Monday-Thursday 6AM-5PM

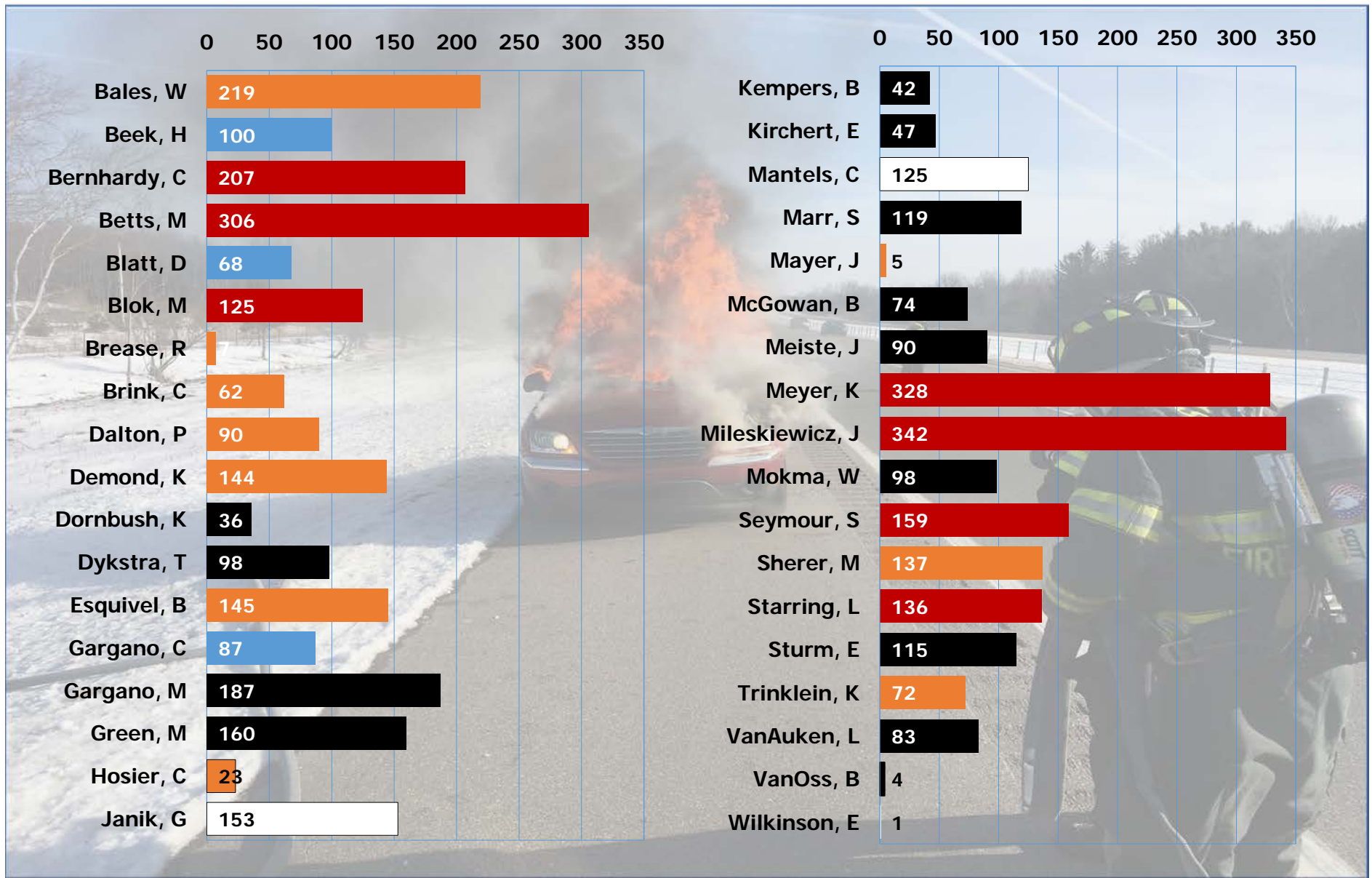
Total Responses:
All calls during the week.

Outside Normal Responses:
Number of calls between the hours of 5PM to 6AM, Monday thru Thursday and Thursday 5PM to Monday 6AM.

Outside Normal Hours:
Total accrued hours according to above schedule.

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Total
Total Responses	35	32	19	21	11	13	22	153
Outside Normal Responses	9	9	4	3	10	11	21	67
Outside Normal Hours	11	15	5	12	26	21	43	133

2021 Personnel Response to Incidents



Total Incidents: 964

Chiefs

Officers

Firefighters

EMS

Probationary

65



Incident Activity Report



Print Date/Time: 12/13/2021 06:29
Login ID: allegancounty/bensfield
Layer: BEAT
Areas: Saugatuck City

From Date: 07/01/2021 00:00
To Date: 12/01/2021 23:59

Allegan County Sheriff's Office
ORI Number: MI0310300
Incident Type: All

Hour	SUNDAY		MONDAY		TUESDAY		WEDNESDAY		THURSDAY		FRIDAY		SATURDAY		TOTAL	
	INCIDENTS	%	INCIDENTS	%	INCIDENTS	%	INCIDENTS	%	INCIDENTS	%	INCIDENTS	%	INCIDENTS	%	INCIDENTS	%
24	7	0.1	8	0.1	0	0	2	0	2	0	1	0	8	0.1	28	5.4
1	9	0.1	5	0	2	0	0	0	3	0	1	0	4	0	24	4.6
2	9	0.1	0	0	1	0	0	0	3	0	1	0	3	0	17	3.3
3	3	0	4	0	0	0	1	0	0	0	0	0	2	0	10	1.9
4	2	0	1	0	1	0	0	0	0	0	0	0	0	0	4	0.8
5	1	0	1	0	1	0	0	0	1	0	1	0	0	0	5	1
6	1	0	0	0	0	0	0	0	1	0	1	0	1	0	4	0.8
7	1	0	3	0	2	0	4	0	2	0	1	0	1	0	14	2.7
8	0	0	0	0	3	0	3	0	4	0	0	0	0	0	10	1.9
9	1	0	1	0	2	0	1	0	4	0	3	0	1	0	13	2.5
10	4	0	3	0	2	0	2	0	2	0	2	0	2	0	17	3.3
11	4	0	3	0	3	0	6	0.1	1	0	0	0	5	0	22	4.2
12	4	0	0	0	0	0	4	0	3	0	3	0	4	0	18	3.4
13	3	0	4	0	1	0	4	0	2	0	3	0	4	0	21	4
14	3	0	3	0	2	0	3	0	5	0	4	0	7	0.1	27	5.2
15	7	0.1	2	0	0	0	2	0	1	0	5	0	9	0.1	26	5
16	2	0	0	0	1	0	2	0	1	0	1	0	6	0.1	13	2.5
17	5	0	4	0	5	0	4	0	1	0	7	0.1	5	0	31	5.9
18	6	0.1	1	0	2	0	3	0	5	0	3	0	2	0	22	4.2
19	1	0	3	0	5	0	4	0	1	0	1	0	5	0	20	3.8
20	4	0	5	0	1	0	1	0	2	0	2	0	8	0.1	23	4.4
21	5	0	4	0	2	0	0	0	1	0	4	0	3	0	19	3.6
22	10	0.1	9	0.1	12	0.1	8	0.1	9	0.1	11	0.1	14	0.1	73	14
23	7	0.1	11	0.1	4	0	10	0.1	14	0.1	9	0.1	7	0.1	62	11.9
Totals:	99	18.9	75	14.3	52	9.9	64	12.2	68	13	64	12.2	101	19.3	523	100



Incident Activity Report



Print Date/Time: 12/13/2021 06:30
Login ID: allegancounty\bensfield
Layer: BEAT
Areas: Saugatuck City

From Date: 07/01/2020 00:00
To Date: 12/01/2020 23:59

Allegan County Sheriff's Office
ORI Number: MI0310300
Incident Type: All

Hour	SUNDAY		MONDAY		TUESDAY		WEDNESDAY		THURSDAY		FRIDAY		SATURDAY		TOTAL	
	INCIDENTS	%	INCIDENTS	%	INCIDENTS	%	INCIDENTS	%	INCIDENTS	%	INCIDENTS	%	INCIDENTS	%	INCIDENTS	%
24	7	0.1	3	0	3	0	3	0	8	0.1	2	0	6	0.1	32	6.5
1	5	0	3	0	0	0	2	0	3	0	5	0	4	0	22	4.5
2	2	0	2	0	1	0	1	0	1	0	0	0	2	0	9	1.8
3	0	0	0	0	1	0	1	0	0	0	1	0	3	0	6	1.2
4	1	0	0	0	0	0	4	0	0	0	0	0	0	0	5	1
5	0	0	0	0	0	0	3	0	1	0	0	0	0	0	4	0.8
6	0	0	1	0	1	0	3	0	3	0	0	0	0	0	8	1.6
7	0	0	0	0	0	0	0	0	1	0	0	0	1	0	2	0.4
8	2	0	2	0	2	0	1	0	2	0	0	0	0	0	9	1.8
9	0	0	2	0	1	0	0	0	2	0	2	0	3	0	10	2
10	0	0	3	0	3	0	2	0	3	0	2	0	1	0	14	2.9
11	4	0	4	0	3	0	2	0	3	0	2	0	0	0	18	3.7
12	3	0	4	0	1	0	3	0	2	0	2	0	5	0	20	4.1
13	1	0	2	0	1	0	1	0	4	0	7	0.1	4	0	20	4.1
14	3	0	4	0	5	0	6	0.1	5	0	3	0	3	0	29	5.9
15	3	0	2	0	3	0	3	0	2	0	4	0	4	0	21	4.3
16	2	0	2	0	5	0	3	0	3	0	5	0	5	0	25	5.1
17	3	0	2	0	3	0	0	0	0	0	5	0	5	0	18	3.7
18	1	0	2	0	5	0	7	0.1	1	0	0	0	7	0.1	23	4.7
19	5	0	1	0	4	0	2	0	3	0	3	0	4	0	22	4.5
20	3	0	1	0	2	0	2	0	0	0	3	0	1	0	12	2.4
21	4	0	2	0	1	0	0	0	2	0	2	0	3	0	14	2.9
22	5	0	11	0.1	10	0.1	9	0.1	11	0.1	10	0.1	14	0.1	70	14.3
23	16	0.2	9	0.1	12	0.1	9	0.1	5	0	10	0.1	16	0.2	77	15.7
Totals:	70	14.3	62	12.7	67	13.7	67	13.7	65	13.3	68	13.9	91	18.6	490	100

Incident Count Row Labels	Column Labels		
	Calendar 2020	Calendar 2021	Grand Total
Saugatuck City	1,484	1,562	3,046
1038		2	2
911 WELFARE	8	4	12
ABANDON 911	8	4	12
ABANDONED VEHICLE	4	6	10
ABDOMINAL PAIN	4	2	6
AIRCRAFT		1	1
ALARM	56	39	95
ALLERGIES/RXNS		5	5
AMBULANCE	47	54	101
ANIMAL (GENERAL)	4	9	13
ANIMAL BITE	3		3
ANIMAL WELFARE	3	10	13
ASSAULT	16	11	27
ASSIST OTHER AGENCIES	31	54	85
ATTEMPT TO LOCATE	1	1	2
BACK PAIN	4	2	6
BOATING/MARINE	30	19	49
BOL		5	5
BOND VIOLATION	1		1
BREAKING & ENT	5	2	7
BREATHING PROBLEMS	22	15	37
CAR/DEER		1	1
CARBON MON ALARM	5	8	13
CARDIAC/RESP ARREST	6	10	16
CHEST PAIN	16	6	22
CHILD ABUSE	2	3	5
CIVIL	24	21	45
CO/INHAL/CBRN	1		1
CONSERVATION	13	2	15
CONVULSION/SEIZURE	32	5	37
CSC	6	4	10
CUSTODY DISPUTE	4	1	5
DEATH INVESTIGATION	4	1	5
DIABETIC PROBLEMS		2	2
DISORDERLY PERSON	15	16	31
DIVE TEAM		1	1
DOMESTIC ASSAULT	23	11	34
DRIVING W LIC SUSP	1	6	7
DROWNING/NEAR DROWNING		3	3
DRUGS	1	2	3
EMD	12	2	14
EYE PROBS/INJ	2		2

FALLS	60	75	135
FIGHT	3	5	8
FIRE	23	7	30
FIRE ALARM	21	29	50
FIRE GEN		1	1
FIRE INVESTIGATION	1		1
FIREWORKS	5	3	8
FLEEING ELUDING	3		3
FOLLOW UP	1		1
FRAUD	9	8	17
FUEL SPILL		1	1
FUNERAL TRAFFIC		1	1
GAS ODOR	4	8	12
GENERAL PUBLIC ASST	356	393	749
HARASSMENT	9	5	14
HAZMAT	1		1
HEADACHE		2	2
HEALTH SAFETY	22	8	30
HEART PROBLEMS	2	3	5
HEMORRHAGE/LAC	14	20	34
HIT & RUN	5	11	16
ILLEGAL BURN	3	3	6
INSTRUCTIONAL	1		1
INTOX SUBJECT	21	31	52
JUVENILE DELINQUENT	7	10	17
K-9	1		1
LAND LORD TENANT	6		6
LARCENY	17	11	28
LEWD	1	1	2
LIQUOR VIOLATION	9	6	15
LITTERING	1	1	2
LOCKOUT	1		1
LOST AND FOUND	21	27	48
LOUD NOISE	30	24	54
MALICIOUS DESTR	8	15	23
MEDICAL EXAMINER	3	2	5
MENTAL SUBJECT	1		1
MINOR IN POSSESSION	3	1	4
MISSING PERSON	12	5	17
MOTORIST ASSIST	8	8	16
MUTUAL AID	15		15
NEIGHBOR DISP	1	1	2
NO OPS	3		3
OFFICER ON FOOT	3		3
OPEN CONTAINER	1	3	4
OPEN DOOR	6	8	14
ORDINANCE VIOLATION	7		7

OVERDOSE/POISONING		3	3
OWI	9	9	18
PARADE	1	7	8
PARKING	34	86	120
PD ACCIDENT	14	19	33
PEACE OFFICER	1	6	7
PI ACCIDENT	1	8	9
PPO SERVICE	1	1	2
PPO VIOLATION	1	3	4
PREGNANCY		2	2
PRIV PROP ACC	8	9	17
PRIV PROP IMPOUND		2	2
PROB/PAROLE VIOL	3		3
PROPERTY INSPECTION	4	11	15
PSYCHIATRIC		2	2
RECKLESS DRIVER	4	2	6
RESIST & OBSTRUCT	3		3
ROAD HAZARD	6	12	18
ROAD RAGE	1		1
RUNAWAY	1	4	5
RUNNING DOG	1	2	3
SEX OFFENDER REG		1	1
SHOPLIFTING	1	2	3
SICK PERSON	35	25	60
STALKING	1	3	4
STROKE	4	8	12
SUICIDAL SUBJECT	3	8	11
SUSPICIOUS SIT	65	73	138
THREATS	6	9	15
TOBACCO VIOLATON		1	1
TRAUMATIC INJURIES	2	8	10
TREE DOWN	6	8	14
TRESPASSING	23	11	34
UDAA-STOLEN VEHICLE	1	3	4
UNCONS/FAINTING	30	50	80
UNKNOWN ACCIDENT		3	3
UNKNOWN PROBLEM	13	10	23
UNKNOWN SITUATION	4		4
VIN INSPECTION		1	1
WARRANT ARREST	3	9	12
WEAPONS	8		8
WELFARE CHECK	25	40	65
WIRE DOWN	18	14	32
Grand Total	1,484	1,562	3,046

City of Saugatuck
Status Report of Engineering Activities
January 4, 2022

General Consultation

- Water Street Sidewalk: Sidewalk design is complete. We are refining details for the fire dock ramp or steps with STFD based on site topography.
- We are reviewing the latest plans for improvements at the high school.

Campbell Road Improvements

- Water main installation is nearly complete, expected to be complete mid-January (slowed by contractor staffing, holidays and weather).
- Water service replacement is anticipated to begin late January or February, depending on weather.
- Consumers Energy is scheduled for pole relocation on the north side near Park Street in January. Consumers will be trimming some trees in the area to facilitate the relocation work. The property owners have been notified.
- Roadway improvements are still scheduled for April/May, 2022.

Butler Street Sanitary Sewer Improvements

- 2021 work is complete. The road is a combination of milled concrete and asphalt millings. 314 and 318 are now connected to the new sewer. 317 and 325 have laterals extended to the right of way line to be used if and when they are needed.
- In April/May 2022, millings will be removed and asphalt pavement will be replaced, along with pavement markings.

Bridge Street Water Main Extension

- Project includes extension of watermain south from Blue Star Highway to serve new development in the City. Project may also include looping to Maple Street and/or sanitary sewer extension.
- Survey field work is complete and data is being processed. A kickoff meeting will be held with City staff and KLSWA representatives soon.
- Design and permitting is anticipated to take place in early 2022 with bidding in spring 2022 and construction potentially in summer or fall.
- City staff is working on a special assessment process for the project and future similar extensions.

Maple Street Improvements

- The original vision for this project included 4 parts: (1) water main (and service) replacement from Blue Star Highway to south of North Street; (2) drainage improvements at Mason Street; (3) crush, shape and resurface from Blue Star Highway to south of North Street; and (4) reconstruct the failing portion of Maple Street near North Street (raise alignment, improve base, etc.).
- The Township has questioned the urgency of the water main replacement. We will be discussing a reduced scope (items 2 and 4 are City only) and other options with City staff in the near future.



SAUGATUCK DUNES COASTAL ALLIANCE
PO 1013, Saugatuck, MI 49453

13 December 2021

Garnet Lewis, Mayor
City of Saugatuck
Saugatuck, Mi 49453

Dear Mayor Lewis:

We believe our Tri-Community and its jurisdictions - Saugatuck, Douglas, and Saugatuck Township - are at a defining critical moment. On our watch, based on the plans of Northshore of Saugatuck to construct a boat canal at the mouth of the Kalamazoo River, the following outcomes are likely:

- **The historic site of Singapore is destroyed;**
- **The Critical Dune Area of the Saugatuck Dunes will shrink by 6.5 acres – the first time ever a community would allow Michigan’s Critical Dune Area to shrink;**
- **The globally imperiled interdunal wetlands on the Patty Birkholz Natural Area will be drained; and,**
- **Michigan’s first Traditional Cultural Property will have the associated Cultural Values diminished, damaged, or destroyed.**

Tri-Community Plan

It was in 1987-1988 that the first Tri-Community Plan was prepared. The Plan was extensively updated in 2003 and 2004 and explicitly stated the commitment of Saugatuck, Douglas, and the Township to work together to advance the common good:

“These joint goals and policies are premised on a pledge by Saugatuck Township, the City of Saugatuck, and the Village of Douglas to mutually cooperate in guiding future development to advance a common vision. It is intended that these goals and policies be consulted when considering future land use decisions within an individual jurisdiction, as well as those decisions that affect the interests of more than one jurisdiction.” (Pages 1 & 2)

In 2016 the Plan was again revised and adopted by each jurisdiction. The commitment to the joint goals and policies as articulated in the preceding excerpt was reiterated. The following are pertinent goal and/or policy themes repeated throughout the 2016 Plan pertaining to Community Character, Growth Management, Land Use, and Waterfront:

- Preserve the character of the area by encouraging land uses and densities/intensities of development which are consistent with and complement the character, economic base, and image of the area;
- Guide development in a manner which is orderly, consistent with the planned expansion of public facilities, and strives to preserve the scenic beauty, foster the wide use of natural



SAUGATUCK DUNES COASTAL ALLIANCE
PO 1013, Saugatuck, MI 49453

resources, protect environmentally sensitive areas, and enhance the special character of the Tri-Community;

- Consider the impact of land use planning and zoning changes on the other jurisdiction(s), and discuss proposed changes with the affected jurisdiction(s) prior to making such changes;
- Encourage approaches to site design which take into account natural features of the property, such as soils, topography, hydrology, and natural vegetation ...;
- Protect special environments and open spaces, including but not limited to sand dunes, wetlands, and critical wildlife habitat, from the harmful effects of incompatible development activity by limiting the type and intensity of land development in those area.

What is the Saugatuck Dunes Coastal Alliance asking the City of Saugatuck to do?

Very simply, we are asking you to **use your public voice** as a member of the Tri-Community and as a signatory to the Tri-Community Plan in the form of a letter to the US Army Core of Engineers (USACE).

The (USACE) is requesting comments - "Impacts to the Public Interest" - from any person or entity regarding the boat canal being proposed by Northshore of Saugatuck. The Alliance believes that the boat canal is "contrary to the public interest" based on the Goals and Policies articulated in the Tri-Community Master Plan and then codified in local Zoning Ordinances. The construction of the proposed boat canal is also contrary to the \$20 million investment made by our Tri-Community in acquiring the South Shore of the Kalamazoo River Mouth.

The cumulative permanent detrimental impacts of the boat canal, as proposed, on the Tri-Community tourist-based economy that relies upon preservation of the Historical, Ecological, and Cultural Values in the River Mouth Area far out outweigh any possible economic benefit. The point should be abundantly clear, the boat canal, as proposed, is 'Contrary to the Public Interest' and contrary to the well-established 'public uses to which the area is suited.'

Thank you for your consideration.

Bobbie Gaunt, Saugatuck
Cynthia McKean, Saugatuck
David Swan, Saugatuck
For The Coastal Alliance Board of Directors

Saugatuck Dunes State Park –
Established 1982. 1000 acres
(including the Natural Area)

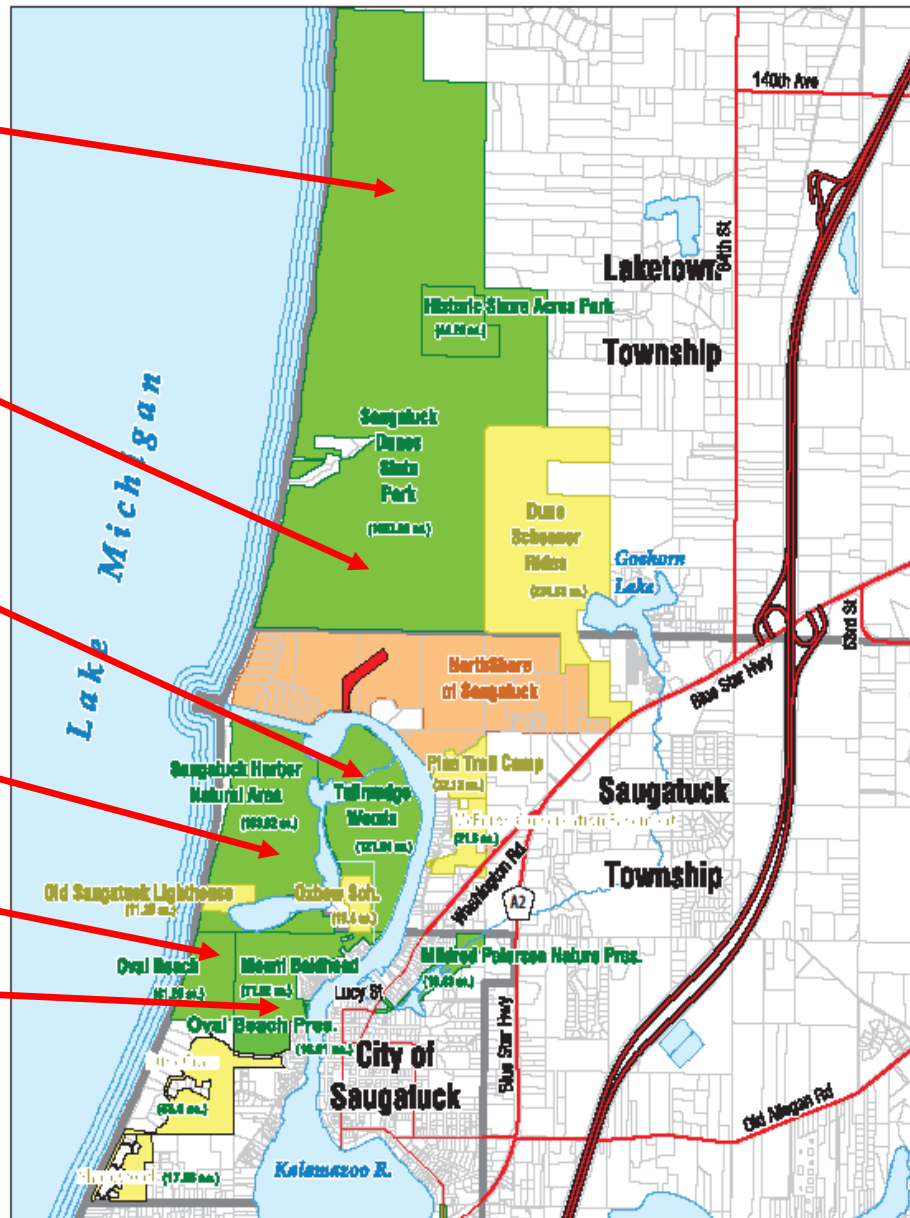
Patty Birkholz Natural Area –
Established 1988. 300 acres

Tallmadge Woods purchased in
1920 to protect Ox-Bow from future
development. Placed into a
permanent Conservation Easement
in 2007. 100 acres

Saugatuck Harbor Natural Area –
acquired for \$20M 2010.
177 acres

Oval Beach –
Established in 1932. 50 acres

Mount Baldhead Park – established
in 1886. 100 acres



Public Spaces of the Saugatuck Dunes Region
Including Conservation Easements, Camps and Private Green Spaces
Allegan County Land Information Services assumes no
liability for the conclusions drawn from the use of these data
Map Scale: 1 Inch = 2500 feet
Map Printed: 6/7/2018



City Council Agenda Item Report

FROM: Kate White

MEETING DATE: January 10, 2022

SUBJECT: Saugatuck-Douglas History Center - Historic Marker Project

DESCRIPTION:

Saugatuck-Douglas History Center has put together a presentation of locations for four Saugatuck historical markers, which will be located in the City's parks (i.e. Wicks Park, Cook Park, and Coghlin Park). Please review the following documentation to see the exact proposed locations for the historical markers. The Saugatuck-Douglas History Center is requesting review and approval of the locations, along with approval of the letter of agreement between the City of Saugatuck and the Saugatuck-Douglas History Center. The letter of agreement determines that the Saugatuck-Douglas History Center will be responsible for design, content, development, cost, delivery, installation (with input and coordination from the Department of Public Works), repair and replacement. The City of Saugatuck will be responsible for the liability of the Historical Markers on city property, under its umbrella policy. For additional information on the proposed agreement, review the subsequent documents.

BUDGET ACTION REQUIRED:

N/A

COMMITTEE/COMMISSION REVIEW:

N/A

LEGAL REVIEW:

N/A

SAMPLE MOTION:

Motion to **approve/deny** the proposed locations, as submitted, of the historical markers within the parks of the City of Saugatuck.

Motion to **approve/deny** the letter of agreement between the City of Saugatuck and Saugatuck-Douglas History Center, as submitted.

SAUGATUCK-DOUGLAS HISTORY CENTER

Old School House | The History Museum
PO Box 617
Douglas, MI 49406
269-857-5751 | www.MySDHistory.org
director@sdhistoricalsociety.org
Eric F Gollanek, Executive Director

The Saugatuck-Douglas History Center preserves local history and inspires learning to inform and improve our community.

TO: Saugatuck City Council Members

FROM: Eric Gollanek, Saugatuck-Douglas History Center Executive Director

DATE: December 14, 2021

RE: SHDC "History Lives Here" Historic Marker Project

At the Wednesday, November 3rd City Council Workshop Bill Hess, SDHC Board Member, and I made a presentation to Council about a proposed SDHC project to place four Historic Markers in three Saugatuck city parks.

At the meeting, Council gave informal approval for SDHC to proceed with the project. Prior to giving formal approval of the project, it was requested that SDHC create a mock-up of the marker to give Council members and residents an understanding of where the markers would be placed in the parks as well as a sense of the size and scale of the historical markers at each of the proposed park sites.

The attached packet is designed to provide the requested information.

- Two information sheets detailing the project,
- Photos of a mock-up of the marker placed in the proposed locations, and
- Aerial views of the proposed locations of the markers.

Please contact me with any comments or questions. The Saugatuck-Douglas History Center plans to request formal approval at the City Council meeting on December 27 following presentation of these materials at the December 22nd Workshop.

Sincerely,



Eric Gollanek
Executive Director

Activities funded in part by grants from the Michigan Council for Arts and Cultural Affairs and the National Endowment for the Arts and Michigan Humanities and the National Endowment for the Humanities



NATIONAL
ENDOWMENT
FOR THE
HUMANITIES



National
Endowment
for the Arts
arts.gov




SAUGATUCK-DOUGLAS HISTORY CENTER




HISTORY LIVES HERE HISTORICAL MARKER PROJECT

1895




CHAIN FERRY

In the early days, Saugatuck, Douglas and Fichtonville people often relied on boats to cross the Kalamazoo River to get to school, shops or workplaces. In 1894, the Mary Street drawbridge, completed just 11 years earlier in 1845, crashed into the river, victim of relentless battering by logs being driven downstream and by passing schooners and steamships. The nearest bridge was then 3 miles upriver in New Richmond.




1923

The following year the Village of Saugatuck established a chain ferry. The original chain ferry was a flat, barge-type boat called a "scow" - large enough to transport a wagon and team of horses, passengers, and eventually automobiles. An underwater chain connected the ferry to its east and west bank landings. The chain, when passed through the ferry's handcranked winch mechanism, drew the ferry from shore to shore.



1946

Although the ferryman presided over the operation, it was usually a boy called the "cranker" who supplied the muscle to power the ferry to the other side. The ferry was (and remains) one of the most photographed scenes in the Village. By 1900 one of Saugatuck's most popular outings was a ferry ride across to the west shore, often for a short walk to the foot of Mt. Baldhead for a picnic or a hike to the top of West Michigan's best loved sand dune. Something about the beloved Jay Meyer and the bench in his honor.



1956

While the ferry site remains where it always was, the current vessel, with its white "gingerbread" ornamentation, was introduced by R. J. Peterson in 1956.

Presented by
SAUGATUCK-DOUGLAS HISTORY CENTER
www.HSDHistory.org

Sponsored by
Linda and Thomas Smith
In honor of their grandchildren

The Saugatuck-Douglas History Center is launching a new historical marker program, placing permanent interpretive markers across Saugatuck-Douglas in the spring of 2022.

From logging to ship building to the Big Pavilion, each seven-foot tall steel marker will be erected on the spot where history happened. Rich in images and interpretive content, the markers will engage residents and visitors alike.

- V-shape design to minimize footprint, maximize area site lines, withstand wind, and allow ease of clean out by grounds crew.*
- Concrete base with bolt-on structure for easy ground crew mowing/trimming, and ease of replacement in future years.
- Two affixed history graphic panels on the two outer walls, 24" wide by 48" high, 35" off the ground for ease of reading.

*design and placement input provided by City Manager and DPS/DPW

SAMPLE

“HISTORY LIVES HERE”: SHDC HISTORY MARKER PROJECT

DESCRIPTION OF MARKERS

- Vertical 7' high V-shaped steel structure
- Steel structure bolted to concrete base
- Two waterproof and fade proof 24” x 48” panels showing context and images of site history bolted to steel structure
- Panels fabricated from same materials that were used for Root Beer Barrel and Fish Shanty
- Panel material guaranteed for a 10 year lifespan (can last up to 20 year)

PROPOSED TOPICS AND LOCATIONS OF MARKERS

SAUGATUCK

- Wicks Park next to Chain Ferry (both panels on Chain Ferry)
- Wicks Park southwest corner next to river (Both panels on shipbuilding)
- Cook Park at site of Big Pavilion (one panel on Big Pavilion, other on steamship tourism)
- Coghlin Park southwest corner at site of Fruit Exchange Building (one panel on the Fruit Exchange, other panel on fruit growing industry)

DOUGLAS

- Old School House (both panels on Old School House and grounds)
- Wade's Bayou (one panel on the Basket Factory, second panel on lumber industry)

INSTALLATION AND LONG-TERM MAINTENANCE

- Installation completed by SDHC with supervision by City's DPW
- SDHC will be responsible for on-going maintenance, repair and replacement of panels, concrete base and steel structure
- Installation is scheduled to be completed prior to the Memorial day weekend, 2022.

FUNDING

- Funding will come from sponsorship of a panel for \$2,000
- Donor will be recognized on their sponsored panel (For example, business name/logo, individual(s) names with or without business name and logo, family name, “In Honor of” or “In Memory of” memorial dedication.

COUNCIL APPROVAL STEPS

- Verbal agreement from Council for SDHC to proceed at meeting introducing project
- Council will approve a “Letter of Agreement” to document above with authorized signatures from the City and SDHC



SAUGATUCK-DOUGLAS
**HISTORY
CENTER**



1895



CHAIN FERRY

In the early days, Saugatuck, Douglas and Fichton people often relied on boats to cross the Kalamazoo River to get to school, shops or workplaces. In 1894, the Mary Street drawbridge, completed just 11 years earlier in 1845, crashed into the river, victim of relentless battering by logs being driven downstream and by passing schooners and steamships. The nearest bridge was then X-miles upriver in New Richmond.



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Although the ferryman presided over the operation, it was usually a boy called the "cranker" who supplied the muscle to power the ferry to the other side. The ferry was (and remains) one of the most photographed scenes in the Village. By 1900 one of Saugatuck's most popular outings was a ferry ride across to the west shore, often for a short walk to the foot of Mt. Baldhead for a picnic or a hike to the top of West Michigan's best-loved sand dune. Something about the beloved Jay Meyer and the bench in his honor.



While the ferry site remains where it always was, the current vessel, with its white "gingerbread" ornamentation, was introduced by R. J. Peterson in 1966.

Presented by
**SAUGATUCK-DOUGLAS
HISTORY
CENTER**
www.HSDHistory.org

Sponsored by
Linda and Thomas Smith
In honor of their grandchildren

SAMPLE

HISTORY LIVES HERE HISTORICAL MARKER PROJECT

The Saugatuck-Douglas History Center is launching a new historical marker program, placing permanent interpretive markers across Saugatuck-Douglas in the spring of 2022.

From logging to ship building to the Big Pavilion, each seven-foot tall steel marker will be erected on the spot where history happened. Rich in images and interpretive content, the markers will engage residents and visitors alike.

Each marker will feature two interpretive panels, each with an exclusive sponsor for a \$2000 commitment.

The sponsorship box is 12 by 3 inches and will elegantly accommodate between 25 and 100 letters.

Options for sponsorships include:

- Business name and logo*
- Individual(s) names with or without business name and logo*
- Family names
- 'In memory of' memorial dedication

Please send your desired text to Julie Bizzis at jkbizzis@gmail.com

*If you would like to include your company logo, please contact the exhibit designer Sally Winthers at 269-543-2112 or swinthers@frontier.com. Logos must be vector files or 300PPI @ 100% size JPG files.



HISTORY LIVES HERE HISTORICAL MARKER PROJECT

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- Concrete base with bolt-on structure for easy ground crew mowing/trimming, and ease of replacement in future years.
- Two affixed history graphic panels on the two outer walls, 24" wide by 48" high, 35" off the ground for ease of reading.

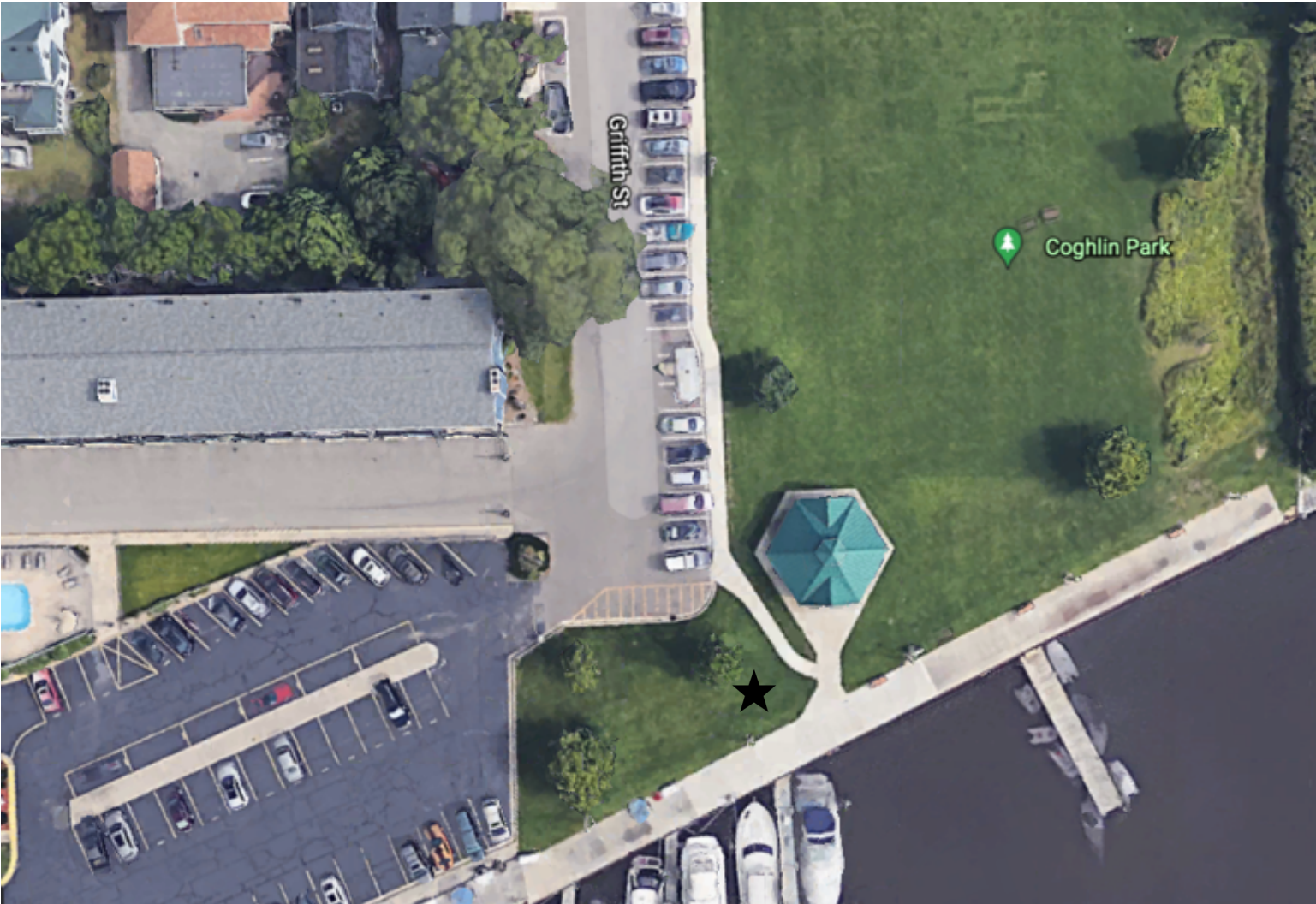
*design and placement input provided by City Manager and DPS/DPW

This report presents details on the placement and form of the four permanent interpretive markers planned for 2022.

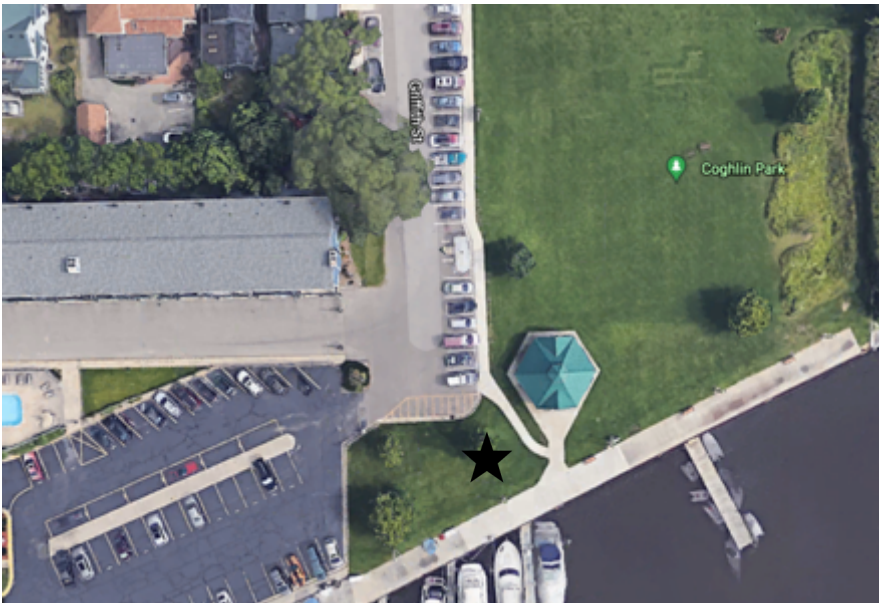
The project team selected sites in direct consultation with City of Saugatuck Department of Public Works staff.

Each sheet in this packet illustrates the marker location on a satellite photograph. Photographs using a full-scale model of the marker also show the scale and form of the marker at each location.

Coghlin Park marker site



Coghlin Park marker site

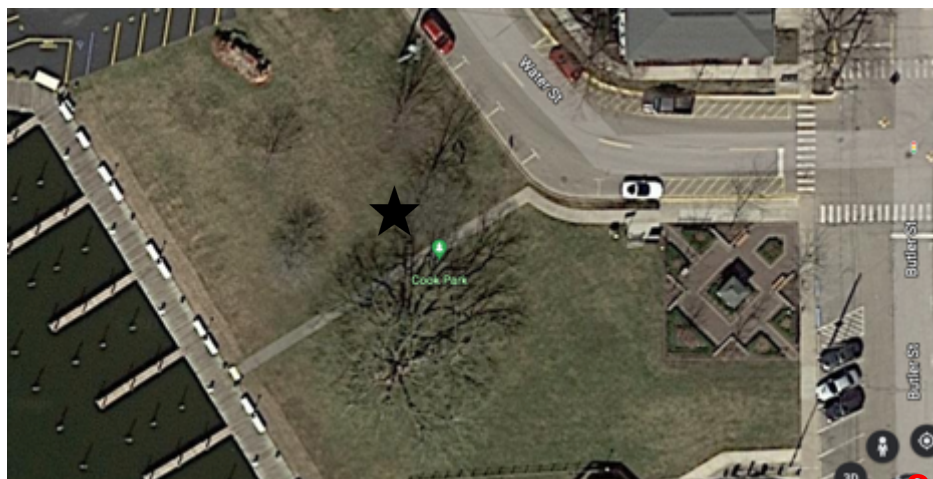


This marker is placed near the sidewalk along the boardwalk to engage visitors with the history of Saugatuck's Fruit Exchange building and fruit growing in the region.

Cook Park marker site

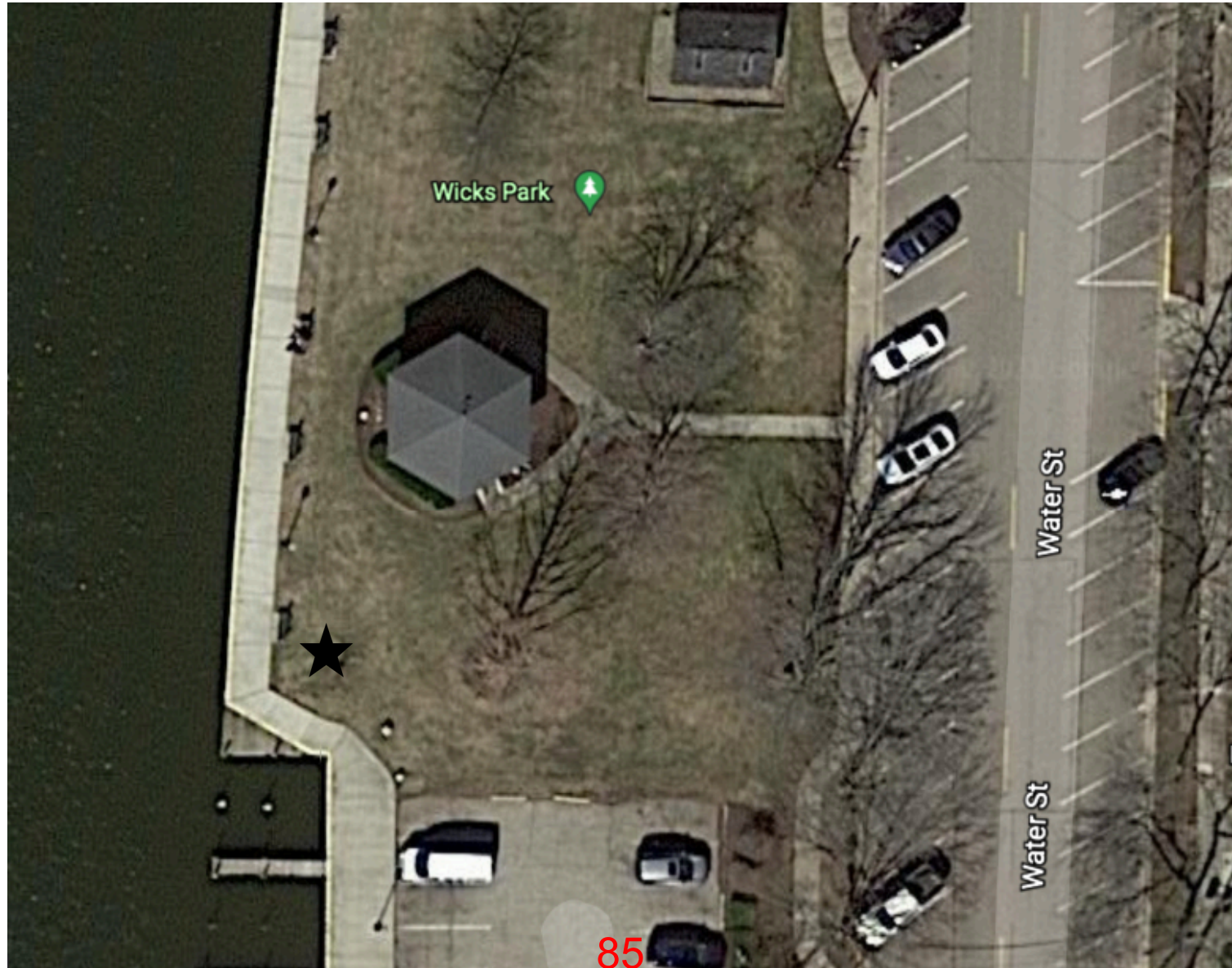


Cook Park marker site



This marker is placed between Water Street and the boardwalk to engage engage visitors with the history of the the Big Pavilion and steamship tourism that defined travel in the region from the late 19th into the mid-20th centuries.

Wicks Park marker site

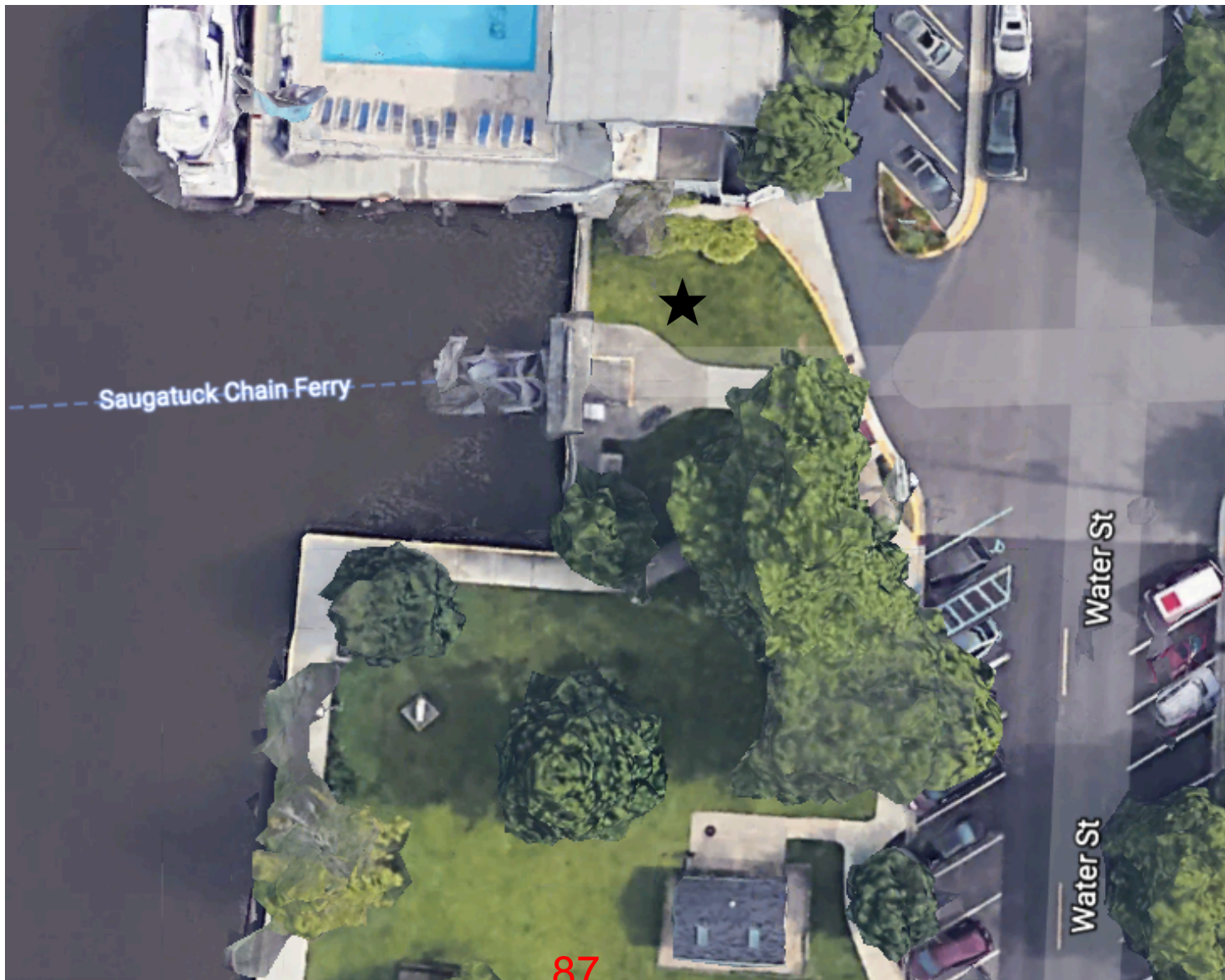


Wicks Park marker site

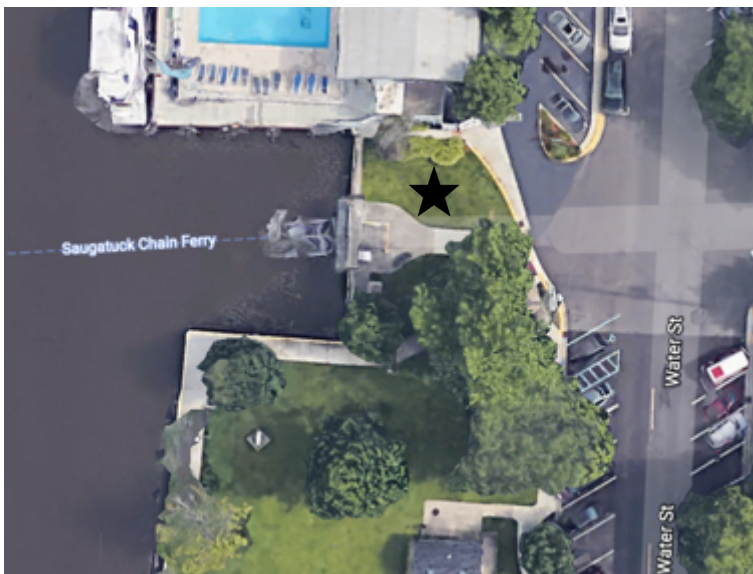


This marker is placed in Wicks Park along the promenade on the Kalamazoo River. The marker engages visitors with the history of the wooden shipyards that operated on this site from the late 19th into the early 20th century.

Saugatuck Chain Ferry marker site



Saugatuck Chain Ferry marker site



This marker is placed to the north of the Saugatuck Chain Ferry in Wicks Park. The marker engages visitors with the history of the Chain Ferry from the mid 19th through the 20th century.

Letter of Agreement (LOA) – City of Saugatuck

This letter sets forth the terms of an agreement reached between the City of Saugatuck, represented by its City Council and City Manager, and the Saugatuck Douglas History Center (SDHC), represented by its Executive Director, for the Historical Markers Project. The project is defined as the creation, installation and upkeep of four historical markers on city property. The purpose of the agreement is to detail the terms of the installation, maintenance and, if exercised, the removal of the Historical Markers.

SDHC will be responsible for the design, development and cost of the historical marker structures, based on input from the designated city DPW associate.

SDHC will be responsible for the delivery and installation costs and process, in coordination with the designated city DPW associate.

SDHC will be solely responsible for the determination and development of all content displayed on the interpretive panels affixed to the historic markers.

SDHC will be responsible for the cost to produce and affix the interpretive panels on the marker structures.

SDHC will be responsible for the installation and costs of the city required concrete base upon which the Historical Marker structures will be affixed, in the pre-selected and approved placement with each of the defined properties as agreed and documented during the Council approval process.

SDHC will coordinate with the designated city DPW associate, to arrange for Miss Dig markings prior to site preparation for the concrete base.

SDHC will coordinate with the designated city DPW associate to prepare the site for installation of the concrete base.

The city will be responsible for the grounds maintenance around the concrete base as part of its general maintenance of the park area where the Historic Markers are installed.

The SDHC will be responsible for the timely repair and or replacement, and costs associated with such, for damage to the Historic Markers which the SDHC deems necessary in the professional appearance of said Markers.

The city will be responsible for the liability of the Historical Markers on city property, under its umbrella policy.

The SDHC is the sole owner of the Historical Markers and May remove, at its own expense, the structures and concrete pads following written notification of 90 days to the city manager.

The city may require the removal of the Historical Marker structures, with advance written notice of no less than 90 days. In the event of city required removal of one or all of the Historical Markers, the city will be responsible for the removal of the concrete pad and repair of the ground upon which it sat. Should the city provide a mutually agreeable site for marker relocation, the city will be responsible for the relocation or replacement of the concrete base, with the SDHC responsible for the re-installment of the Historical Marker structure(s).

Upon agreement by the city and SDHC, any additional Historical Markers installed will be subject to the terms of this letter of agreement, with any mutually agreed upon amendments.

Signature indicates agreement to the terms above.

Print Name

Print Name

Signature

Signature

Date of Signing

Date of Signing

City Manager

Executive Director

City of Saugatuck

Saugatuck Douglas History Center



City Council Agenda Item Report

FROM: Jamie Wolters
MEETING DATE: January 10th, 2022
SUBJECT: City Council Schedule of Meetings for the year 2022

DESCRIPTION:

Michigan's Open Meetings Act (Public Act No. 267 of 1976, as amended) states that within 10 days of the first meeting of the public body in each calendar or fiscal year, the body must publicly post a list stating the dates, times, and places of all its regular meetings at its principal office. Section 4.13 for the City Charter requires that regular meetings of the City Council shall be held at least twice in each calendar month. Regular City Council meetings will be held at Saugatuck City Hall, 102 Butler Street, Saugatuck, MI 49453 at 7:00 p.m. on the second and fourth Monday of each month. (Meetings will be held virtually via Zoom, while COVID_19 restrictions are in place.)

BUDGET ACTION REQUIRED:

N/A

COMMITTEE/COMMISSION REVIEW:

N/A

LEGAL REVIEW:

N/A

SAMPLE MOTION:

Motion to **approve/deny** the City Council schedule of meetings for the year 2022.

**City of Saugatuck
County of Allegan
State of Michigan**

RESOLUTION NO. 220110-A

A RESOLUTION ADOPTING CITY COUNCIL SCHEDULE OF MEETINGS FOR 2022

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

WHEREAS, Section 4.13 for the City Charter requires that regular meetings of the City Council shall be held at least twice in each calendar month and;

WHEREAS, Michigan’s Open Meetings Act (Public Act No. 267 of 1976, as amended) states that within 10 days of the first meeting of the public body in each calendar or fiscal year, the body must publicly post a list stating the dates, times and places of all its regular meetings at its principal office.

NOW, THEREFORE, IT IS RESOVED THAT:

1. Regular City Council meetings will be held at Saugatuck City Hall, 102 Butler Street, Saugatuck, MI 49453 at 7:00 p.m. on the second and fourth Monday of each month. (Meetings will be held virtually via Zoom, while COVID_19 restrictions are in place.)
2. Special and Irregular meetings of the City Council require a notice posted indication the date, time, and place at least 18 hours before the meetings.
3. The City Council adopts the following meeting schedule for the regular City Council meetings for 2022.

January 10, 2022	May 9, 2022	September 12, 2022
January 24, 2022	May 23, 2022	September 26, 2022
February 14, 2022	June 13, 2022	October 10, 2022
February 28, 2022	June 27, 2022	October 24, 2022
March 14, 2022	July 11, 2022	November 14, 2022
March 28, 2022	July 25, 2022	November 28, 2022
April 11, 2022	August 8, 2022	December 12, 2022
April 25, 2022	August 22, 2022	December 26, 2022

YEAS:

NAYS:

ABSTAIN:

ABESTN:

ADOPTED this 10TH day of January 2022

Signed: _____

Garnet Lewis, Mayor

Jamie Wolters, City Clerk

Certification:

I, Jamie Wolters, the duly appointed clerk of the City of Saugatuck do hereby certify the foregoing is true and complete copy of resolution adopted by the Saugatuck City Council at a regular meeting held on January 10, 2022, in compliance with the Open Meetings 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: _____

Jamie Wolters, City Clerk

City of Saugatuck 2022 Master Meeting Calendar

	Board of Review	City Council	City Council Workshop	Fire District Board	Kalamazoo Lake Harbor Authority	Historic District Commission	Interurban Board	Kalamazoo Lake Sewer and Water Authority Board	Library Board	Tri-Community Non-Motorized Trail Committee	Planning Commission	Tri-Community Recycling Ad-Hoc Committee	Tree Board	Zoning Board of Appeals
Day	(TBD)	2nd & 4th Monday	Wednesday before CC	3rd Monday	3rd Tuesday	1st Thursday	3rd Tuesday	3rd Monday	3rd Wednesday	(TBD)	3rd Thursday	2nd Wednesday	3rd Thursday of 1st month ea. qtr.	2nd Thursday
Time		7pm	4pm	4pm	7pm	6pm	5pm	10am	7pm		7pm	2pm	10am	7pm
January		10,24	5,19	17	18	6	18	17	19		20	12	20	13
February		14,28	9,23	21	15	3	15	21	16		17	9		10
March	TBD	14,28	9,23	21	15	3	15	21	16		17	9		10
April		11,25	6,20	18	19	7	19	18	20		21	13	21	14
May		9,23	4,18	16	17	5	17	16	18		19	11		12
June		13,27	8,22	20	21	2	21	20	15		16	8		9
July	TBD	11,25	6,20	18	19	7	19	18	20		21	13	21	14
August		8,22	3,17	15	16	4	16	15	17		18	10		11
September		12,26	7,21	19	20	1	20	19	21		15	14		8
October		10,24	5,19	17	18	6	18	17	19		20	12	20	13
November		14,28	9,23	21	15	3	15	21	16		17	9		10
December	TBD	12,26	7,21	19	20	1	20	19	21		15	14		8



City Council Agenda Item Report

FROM: Jamie Wolters

MEETING DATE: January 10, 2022

SUBJECT: City Council Meetings Rules of Procedure Amendment

DESCRIPTION:

This proposed amendment to the existing Rules and Procedures document amends the "Conduct of Meetings" section 3, "Agenda Order of Business" is to rearrange the current agenda.

Current Agenda:

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. APPROVAL OF MINUTES
5. MAYOR'S COMMENTS
6. CITY MANAGER'S REPORT
7. AGENDA CHANGES
8. GUEST SPEAKERS
9. PUBLIC COMMENTS Agenda Items
Only (Limit 3 minutes)
10. REQUESTS FOR PAYMENT
11. INTRODUCTION OF ORDINANCES
12. PUBLIC HEARINGS
13. UNFINISHED BUSINESS
14. NEW BUSINESS
15. CONSENT AGENDA
16. PUBLIC COMMENTS (Limit 3 Minutes)
17. COMMUNICATIONS
18. BOARDS, COMMISSIONS &
COMMITTEE REPORTS
19. COUNCIL COMMENTS
20. ADJOURN

New Agenda:

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. CONSENT AGENDA
 - A. Approval of Minutes
 - B. Request for Payment
5. STAFF REPORTS
 - A. City Manager
 - B. Treasurer
 - C. Planning and Zoning
 - D. DPW
 - E. Fire
 - F. Police
 - G. Engineer
6. AGENDA CHANGES
7. GUEST SPEAKERS
8. PUBLIC COMMENTS Agenda Items
Only (Limit 3 minutes)
9. INTRODUCTION OF ORDINANCES
10. PUBLIC HEARINGS
11. UNFINISHED BUSINESS
12. NEW BUSINESS
13. PUBLIC COMMENTS (Limit 3 Minutes)
14. COMMUNICATIONS
15. BOARDS, COMMISSIONS &
COMMITTEE REPORTS
16. COUNCIL COMMENTS
17. MAYOR'S COMMENTS
18. ADJOURN

BUDGET ACTION REQUIRED:

N/A

COMMITTEE/COMMISSION REVIEW:

N/A

LEGAL REVIEW:

N/A

SAMPLE MOTION:

Motion to **approve/deny** the amendment to the City Council Rules and Procedures for Meetings originally adopted on July 23, 2007.



City Council Agenda Item Report

FROM: Kate White

MEETING DATE: January 10, 2022

SUBJECT: Cemetery Services Agreement

DESCRIPTION:

Act No. 113 of the Public Acts of 1915 authorizes and directs townships to care for, operate and maintain township cemeteries within their boundaries. In Michigan, cities are not legally required to own or operate cemeteries. Act No. 113 does however permit the legislative body of a city to contribute to the maintenance and care of cemeteries owned by a township if it so chooses.

Attached is the proposed cemetery agreement that would allow the City of Saugatuck to contribute to the cemeteries owned and operated by Saugatuck Township in exchange Saugatuck City residents will be treated identically to Township residents for purpose of acquiring burial plots. The term of this agreement is for three years.

Compensation paid in 2020 was \$5833.
Compensation has not yet been paid for 2021.

Staff is recommending the Saugatuck City Council approve the agreement.

BUDGET ACTION REQUIRED:

City Council appropriated funds in the FY 21/22 budget for cemetery expenditures.

COMMITTEE/COMMISSION REVIEW:

N/A

LEGAL REVIEW:

N/A

SAMPLE MOTION:

Motion to **approve/deny** the Cemetery Service Agreement between the City of Saugatuck and Saugatuck Township as presented.

CEMETERY SERVICES AGREEMENT

THIS CEMETERY SERVICES AGREEMENT (“**Agreement**”) is made as of _____, 2021, between Saugatuck Township, a Michigan general law township, the business address of which is 3461 Blue Star Hwy, Saugatuck Michigan 49453 (“**Township**”) and the City of Saugatuck, a Michigan home rule city, the business address of which is 102 Butler Street, Saugatuck, Michigan 49453-0086 (“**City**”).

RECITALS

A. Act No. 113 of the Public Acts of 1915 authorizes a municipal corporation to join with another to operate, perform or provide a service which each has the power to provide separately.

B. The Township and the City are authorized to acquire, operate, and perpetually maintain cemeteries.

C. The City does not have a cemetery. The Township is the owner of two cemeteries within the Township, known as Riverside Cemetery and Douglas Cemetery (collectively, the “**Cemeteries**”). For a number of years, the City and Township have shared the costs of operating the Cemeteries, in exchange for which City residents are treated identically to Township residents for purposes of acquiring burial grounds and operations.

D. The Township and City desire to contract to share in the costs of lawn care maintenance of the Cemeteries; in exchange for which City residents will be treated identically to Township residents for purposes of acquiring burial grounds and operations.

AGREEMENT

In consideration of the mutual covenants and agreements contained herein, the sufficiency of which is acknowledged, the parties agree as follows:

1. Provision of Cemetery Services. During the term of this Agreement the Township will provide the following cemetery services to residents of the City on terms identical to those afforded to residents of the Township: operation and improvement of the Cemeteries; the provision of care for graves in the Cemeteries; and, permitting the purchase and maintenance of burial sites and rights at Township taxpayer/resident rates.

2. Other Terms of Services. The Cemeteries shall be available for use by City and Township residents subject to such rules, regulations and charges pertaining to the use of the Cemeteries established by the Township Board and consistent with the terms of this Agreement, and the availability of the Cemeteries shall be the same for each entity and their constituents. Without limitation, City residents will pay the same rates for grave burial rights as Township taxpayer/residents.

3. Administration and Operation. Except as expressly provided in this Agreement, the Township shall be responsible for administering, operating and maintaining all aspects of the Cemeteries including, without limitation, an obligation to maintain all requisite insurance coverages, provide training for all associated personnel, record keeping, selling of burial rights, grounds maintenance, and grave marking for burials cremains. The City shall be provided with monthly reports for burials made by the Township during the term of this Agreement. The Township and its personnel providing services under the terms of this Agreement are independent contractors and shall not be regarded as employees of the City for any purposes.

4. No Assumption of Liability. It is expressly understood and agreed that the City shall not incur any liability in having the Township provide cemetery services under the terms of this Agreement or in any manner incident thereto. It is further the express intent of the parties that in providing these cemetery services the parties are engaged in an essential governmental function.

5. Compensation. As compensation for the services described in paragraphs 1 and 3 above, which the Township has been providing without compensation from the City since a prior iteration of this Agreement expired on March 31, 2021, the City shall make the following payments to the Township:

On or before February 10, 2022 - \$6,067.21

On or before February 10, 2023 - \$6,431.24

These sums are intended to represent the City's proportionate share of costs incurred by the Township during the period between July 1, 2021, and the expiration of this Agreement.

6. Release and Waiver. The Township, on behalf of itself, its agents, assigns, employees and officers, waives the right to assert any and all rights, claims, damages or causes of action against the City, its employees, officers, agents, successors and assigns (collectively and individually, the "**City Parties**") and fully release and discharge the City Parties from any and all rights, claims, damages or causes of action which Township now has or may have, whether known or unknown, of any kind or nature whatsoever, against the City Parties arising out of or connected in any manner with burials or similar services provide by the Township for or on behalf of City residents (whether pursuant to contract or otherwise) prior to the date of this Agreement or involving actions or omissions by the Township, its officers, employees or agents in providing cemetery services or otherwise operating the Cemeteries during the term of this Agreement.

7. Term. This Agreement shall be effective as of the first date stated above and shall be for a term for two years (July 1, 2021 until June 30, 2023) .

8. Sole Agreement. This Agreement is the only agreement or contract between the parties with respect to the matters referred to herein and no other agreements or understandings of any kind or nature shall be binding on the parties.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed pursuant to authority granted by their respective governing bodies, on the day and year first above written.

TOWNSHIP OF SAUGATUCK

By: _____
_____, Supervisor

By: _____
_____, Clerk

CITY OF SAUGATUCK

By: _____
Garnet Lewis, Mayor

By: _____
_____, Clerk



City Council Agenda Item Report

FROM: Ryan Heise

MEETING DATE: January 10th, 2022

SUBJECT: Boardwalk Easement Agreement with the Butler

DESCRIPTION:

At the recommendation of City staff, the Planning Commission made it a condition of the Butler Restaurant outdoor patio approval (40 Butler St) that an easement be established for the boardwalk area, ensuring public access. The only instrument that currently “allows” for public access on the boardwalk is a street-end license, which could be terminated. It is the goal of City staff to take extra effort and expense to solidify public access to the waterfront whenever opportunities present themselves. The Redwater Group and their legal counsel were excellent to work with while developing the agreement.

A note from Chris Patterson (Saugatuck Legal Counsel):

After working with Jim late last week and some updated correspondence over the weekend, we did arrive at the attached between the attorneys. I will note that there is indemnification provided under this Agreement, but it is extremely narrow. The City is not required to indemnify the Butler for any use by the public of the boardwalk. It's indemnification is only for what the City, its employees, or contractors cause within the boardwalk. Since the City does not clean the area, maintain the area, or regularly use the area, the indemnification is extremely narrow.

This Agreement and the Easement may be terminated by the Grantor at-will when the Cook Park License Agreement dated February 26, 2018 (permitting boat slips at Cook Park) expires on December 31, 2022

Where it not for the narrow, but new indemnification language, this easement would have received administrative approval.

BUDGET ACTION REQUIRED:

N/A

COMMITTEE/COMMISSION REVIEW:

N/A

LEGAL REVIEW:

Yes.

SAMPLE MOTION:

Motion to **approve/deny**, the Boardwalk Easement Agreement between City of Saugatuck (“Grantee”), and Butler Place Property, LLC (“Grantor”).

BOARDWALK EASEMENT AGREEMENT

THIS AGREEMENT (“Agreement”) made and entered by and between the City of Saugatuck, a Michigan municipal corporation with its principal offices at 102 Butler St., Saugatuck, MI 49453 (“Grantee”), and Butler Place Property, LLC, a Michigan limited liability company with its registered office at 5500 Cascade Road, S.E., Suite 200, Grand Rapids, MI 49546 (“Grantor”).

WHEREAS, Grantee received a Site Plan & Special Use Application for certain real property owned by Grantor, as established by the Warranty Deed recorded at Liber 4671, Page 857, #2021022589 of the Allegan County Register of Deeds. The Grantee’s resolution approving the Site Plan & Special Use Application required that Grantor grant an easement to Grantee;

WHEREAS, both parties agree to the terms and conditions herein with reference to the granting of said Easement;

NOW THEREFORE, it is agreed by and between the parties hereto as follows:

I.

Grantor owns the following described property located at 40 Butler St., situated in the City of Saugatuck, Allegan County, Michigan (“Premises”), legally described as:

Lots 213, 214 and 215, Kalamazoo Plat, according to the recorded plat thereof, Allegan County Records, and the following described parcel: Commencing at a point 127 feet South of the Southeast corner of Lot 182; thence South to the Northeast corner of Lot 213; thence West to the Northeast line of Lot 214; thence Northwesterly along the Northeast line of said Lot 214 to a point due West of the place of beginning; thence East to the place of beginning, all in Kalamazoo Plat, according to the recorded plat thereof, Allegan County Records.

II.

Grantor conveys to Grantee an easement (“Easement”) on, in, over and across a portion of the Premises depicted upon attached Exhibit 1 as the “BOARDWALK” (“Easement Area”) to use and access the Easement Area.

III.

The Easement Area may be utilized by the Grantee and the public, its invitees, officers, agents, and employees only for the purposes set forth above and subject to the conditions set forth herein.

IV.

The Easement is non-exclusive. Grantor reserves the right to use and allow others to use the Easement Area in any manner that does not unreasonably interfere with the exercise of the rights granted in this conveyance. Any utilization shall be done so as to have as little interference as possible, under the circumstances, on the Grantee's and public's use of enjoyment of the Easement Area as granted herein. Grantor is not granting Grantee any riparian rights to the Premises, including the Easement Area.

Grantee, in its use and occupancy of the Easement Area, shall not interfere with the operation or maintenance of, or access to, any of Grantor's Premises except to the extent mutually agreed upon by the parties. Any utilization shall be done so as to have as little interference as possible, under the circumstances, on the Grantor's use of enjoyment of the Premises. Grantee shall defend, indemnify and hold Grantor harmless from Grantee's and its officers, agents, and employees use of or access to the Easement Area, excluding, however, any claims arising out of or related to the public's use of and access to the Easement Area.

V.

Grantor shall not destroy or impair the Easement Area. Except as already constructed, non-movable or permanent structures shall not be constructed by Grantor, its agents, employees, or contractors which will unreasonably burden or impair Grantee's rights provided under this Agreement.

VI.

This Easement shall remain in place until the Grantor exercises its right of termination and provides notice of the same to the Grantee as required under this Section. This Agreement and the Easement may be terminated by the Grantor at-will when the Cook Park License Agreement dated February 26, 2018 (permitting boat slips at Cook Park) expires on December 31, 2022, provided that Grantor exercises its rights of termination by first providing written notice by certified mail, return receipt requested, to the Grantee at 102 Butler St., P.O. Box 86, Saugatuck, MI 49453. The covenants and conditions contained herein are and shall be deemed to be covenants running with the land until the Easement is terminated.

Telephone: (517) 381-0100

With copies to:
Christopher S. Patterson
Fahey Schultz Burzych Rhodes PLC
4151 Okemos Road
Okemos, MI 48864
(517) 380-0100
cpatterson@fsbriaw.com

81356:00022:6013697-1



City Council Agenda Item Report

FROM: Peter Stanislawski, City Treasurer

MEETING DATE: January 10, 2022

SUBJECT: Resolution 220110-B (FY 21/22 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 is the recommended budget amendment for fiscal year 2022.

BUDGET ACTION REQUIRED:

N/A

COMMITTEE/COMMISSION REVIEW:

N/A

LEGAL REVIEW:

N/A

SAMPLE MOTION:

Motion to approve/deny Resolution 220110-B amending the FY 21/22 budget as presented.

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

RESOLUTION NO. 220110-B

**A RESOLUTION TO AMEND THE BUDGET OF THE 2021/2022 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, 2021, and ending June 30, 2022: 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:

1. The City Council of the City of Saugatuck amends the 2021/2022 budget as follows:
2. The funds appropriated shall be approved pursuant to the authority granted by the Saugatuck City Charter.

**CITY OF SAUGATUCK
BUDGET AMENDMENT 2022-1**

GL #	DESCRIPTION	DR	CR
Fund 101 GENERAL FUND			
101-000-445.000	PENALTIES & INTEREST	500.00	Revenue
101-000-447.000	ADMINISTRATION FEE	9,000.00	Revenue
101-000-478.000	PERMIT FEES	10,000.00	Revenue
101-000-528.000	OTHER FEDERAL GRANTS	50,241.00	Revenue

101-000-614.000	SCHOOL TAX COLLECTION FEE	1.00		Revenue
101-000-615.000	PARKING LOT FEES	7,500.00		Revenue
101-000-650.000	CHAIN FERRY FEES	9,644.70		Revenue
101-000-652.000	OVAL CONCESSION	40,000.00		Revenue
101-000-653.000	BOAT RAMP FEES	1,050.00		Revenue
101-000-674.000	MISC DONATIONS & INCOME	40,000.00		Revenue
101-101-803.000	LEGAL FEES		75,000.00	Council
101-101-860.000	EDUCATIONAL TRAINING		1,500.00	Council
101-101-908.000	DUES & PUBLICATIONS		113.00	Council
101-173-802.000	AUDIT		25.00	City Admin
101-215-702.000	SALARY/WAGES		30,000.00	City Clerk
101-215-720.000	FRINGE BENEFITS		10,000.00	City Clerk
101-215-801.000	CONTRACTUAL SERVICES		2,000.00	City Clerk
101-215-803.000	LEGAL FEES		5,000.00	City Clerk
101-257-970.000	CAPITAL OUTLAY		1,600.00	Assessor
101-265-702.000	SALARY/WAGES		8,000.00	City Hall
101-265-970.000	CAPITAL OUTLAY		3,000.00	City Hall
				Public
101-441-801.000	CONTRACTUAL SERVICES		20,000.00	Service
				Public
101-441-805.000	HOLIDAY LIGHTNING		2,000.00	Service
				Public
101-441-860.000	EDUCATIONAL TRAINING		2,500.00	Service
101-721-801.000	CONTRACTUAL SERVICES		15,000.00	Planning
101-721-803.000	LEGAL FEES		25,000.00	Planning
101-721-860.000	EDUCATIONAL TRAINING		2,000.00	Planning
101-751-970.000	CAPITAL OUTLAY		35,000.00	Parks
101-756-930.000	REPAIRS & MAINTENANCE		6,000.00	Oval
				Fund
101-965-998.390	TRANSFER TO FUND BALANCE	75,801.30		Balance

GL #	DESCRIPTION	DR	CR	
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Fund 203 LOCAL STREETS

203-000-402.000	LOCAL ROAD MILLAGE	6,000.00		Revenue
203-000-672.000	SPECIAL ASSESSMENTS	5,000.00		Revenue
203-463-801.000	CONTRACTUAL SERVICES		11,000.00	Streets

GL #	DESCRIPTION	DR	CR	
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Fund 301 DEBT SERVICE

301-000-402.000	DEBT MILLAGE	5,000.00		Revenue
301-000-697.000	TRANSFER FROM FUND BALANCE		5,000.00	Revenue

GL #	DESCRIPTION	DR	CR	
Fund 403 BUSINESS LICENSE				
403-000-451.000	LICENSE FEES	800.00		Revenue
403-451-801.000	CONTRACTUAL SERVICES		800.00	Business

GL #	DESCRIPTION	DR	CR	
Fund 592 WATER & SEWER				
592-000-610.000	WATER FEES	3,000.00		Revenue
592-000-611.000	SEWER FEES	10,000.00		Revenue
592-000-699.000	TRANSFER FROM FUND BALANCE	150,313.00		Revenue
592-536-801.000	CONTRACTUAL SERVICES		163,313.00	Water

GL #	DESCRIPTION	DR	CR	
Fund 715 ROSE GARDEN				
715-000-697.000	TRANSFER FROM FUND BALANCE	43,000.00		Revenue
715-742-801.000	CONTRACTUAL SERVICES		1,000.00	Rose
715-742-930.000	REPAIRS & MAINTENANCE		42,000.00	Rose

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: January 10, 2022

Garnet Lewis, Mayor

Jamie Wolters, City Clerk

CERTIFICATION

I, Jamie Wolters, the 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 January 10, 2022, 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:

Jamie Wolters, City Clerk

User: Peter
DB: Saugatuck

PERIOD ENDING 01/31/2022

GL NUMBER	DESCRIPTION	2021-22	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	01/31/2022	MONTH 01/31/2022	BALANCE	
			NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Revenues						
Dept 000						
101-000-402.000	REAL PROPERTY TAXES	1,940,000.00	1,929,953.63	16.35	10,046.37	99.48
101-000-403.000	PERSONAL PROPERTY TAXES	27,000.00	25,298.19	0.00	1,701.81	93.70
101-000-445.000	PENALTIES & INTEREST	9,500.00	9,234.03	0.00	265.97	97.20
101-000-447.000	ADMINISTRATION FEE	91,000.00	90,228.04	0.00	771.96	99.15
101-000-478.000	PERMIT FEES	24,000.00	22,899.95	500.00	1,100.05	95.42
101-000-528.000	OTHER FEDERAL GRANTS	50,241.00	50,241.00	0.00	0.00	100.00
101-000-574.000	REVENUE SHARING	89,000.00	37,035.00	0.00	51,965.00	41.61
101-000-577.000	LIQUOR LICENSE FEES	12,000.00	11,719.95	0.00	280.05	97.67
101-000-607.000	FRANCHISE FEES	39,000.00	11,857.35	0.00	27,142.65	30.40
101-000-614.000	SCHOOL TAX COLLECTION FEE	3,201.00	3,201.00	0.00	0.00	100.00
101-000-615.000	PARKING LOT FEES	17,500.00	12,834.10	0.00	4,665.90	73.34
101-000-650.000	CHAIN FERRY FEES	9,644.70	9,644.70	0.00	0.00	100.00
101-000-651.000	OVAL BEACH FEES	475,000.00	388,826.84	0.00	86,173.16	81.86
101-000-652.000	OVAL CONCESSION	90,000.00	75,567.60	0.00	14,432.40	83.96
101-000-653.000	BOAT RAMP FEES	1,300.00	1,292.00	0.00	8.00	99.38
101-000-654.000	GAZEBO FEES	1,500.00	500.00	0.00	1,000.00	33.33
101-000-655.000	POLICE & ORDINANCE FEES	3,500.00	1,759.95	50.00	1,740.05	50.28
101-000-665.000	INTEREST EARNED	10,000.00	13.71	0.00	9,986.29	0.14
101-000-667.000	STREET END & PROPERTY FEES	25,000.00	0.00	0.00	25,000.00	0.00
101-000-670.000	BOAT SLIP FEES	18,000.00	10,267.10	0.00	7,732.90	57.04
101-000-674.000	MISC DONATIONS & INCOME	41,000.00	35,318.70	0.00	5,681.30	86.14
101-000-682.000	USE TAX & ELECTION FEES	15,000.00	13,523.26	0.00	1,476.74	90.16
Total Dept 000		2,992,386.70	2,741,216.10	566.35	251,170.60	91.61
TOTAL REVENUES		2,992,386.70	2,741,216.10	566.35	251,170.60	91.61
Expenditures						
Dept 101 - COUNCIL						
101-101-702.000	SALARY	8,600.00	3,375.00	0.00	5,225.00	39.24
101-101-720.000	FRINGE BENEFITS	1,000.00	283.20	0.00	716.80	28.32
101-101-801.000	CONTRACTUAL SERVICES	2,100.00	750.00	0.00	1,350.00	35.71
101-101-803.000	LEGAL FEES	100,000.00	57,393.60	625.00	42,606.40	57.39
101-101-831.000	CEMETERY FEES	6,000.00	0.00	0.00	6,000.00	0.00
101-101-860.000	EDUCATIONAL TRAINING	5,000.00	4,336.43	3,836.43	663.57	86.73
101-101-882.000	EVENTS/SERVICES	24,700.00	18,652.63	0.00	6,047.37	75.52
101-101-900.000	PRINTING & PUBLISHING	600.00	217.00	0.00	383.00	36.17
101-101-908.000	DUES & PUBLICATIONS	1,113.00	1,112.63	0.00	0.37	99.97
101-101-913.000	INSURANCE	2,500.00	2,500.00	0.00	0.00	100.00
Total Dept 101 - COUNCIL		151,613.00	88,620.49	4,461.43	62,992.51	58.45
Dept 173 - CITY ADMINISTRATION						
101-173-702.000	SALARY/WAGES	132,000.00	78,054.50	29,961.53	53,945.50	59.13
101-173-720.000	FRINGE BENEFITS	60,000.00	23,281.70	4,492.12	36,718.30	38.80
101-173-727.000	OFFICE SUPPLIES	1,500.00	988.99	864.00	511.01	65.93
101-173-801.000	CONTRACTUAL SERVICES	26,000.00	10,334.98	481.54	15,665.02	39.75
101-173-802.000	AUDIT	10,125.00	10,125.00	0.00	0.00	100.00
101-173-803.000	LEGAL FEES	25,000.00	4,679.50	0.00	20,320.50	18.72
101-173-850.000	TELEPHONES	2,500.00	865.30	122.65	1,634.70	34.61
101-173-860.000	EDUCATIONAL TRAINING	3,000.00	0.00	0.00	3,000.00	0.00
101-173-900.000	PRINTING & PUBLISHING	200.00	0.00	0.00	200.00	0.00
101-173-910.000	INSURANCE	2,210.00	2,200.00	0.00	0.00	100.00

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User: Peter

PERIOD ENDING 01/31/2022

DB: Saugatuck

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
			NORMAL (ABNORMAL)	MONTH 01/31/2022 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
101-173-970.000	CAPITAL OUTLAY	2,000.00	0.00	0.00	2,000.00	0.00
Total Dept 173 - CITY ADMINISTRATION		264,525.00	130,529.97	35,921.84	133,995.03	49.35
Dept 215 - CITY CLERK						
101-215-702.000	SALARY/WAGES	84,000.00	30,297.70	3,961.54	53,702.30	36.07
101-215-720.000	FRINGE BENEFITS	35,500.00	10,854.23	1,681.43	24,645.77	30.58
101-215-727.000	OFFICE SUPPLIES	1,200.00	702.69	22.11	497.31	58.56
101-215-801.000	CONTRACTUAL SERVICES	2,500.00	1,152.62	0.00	1,347.38	46.10
101-215-803.000	LEGAL FEES	5,500.00	3,456.00	0.00	2,044.00	62.84
101-215-820.000	ELECTIONS	12,500.00	3,834.64	0.00	8,665.36	30.68
101-215-850.000	TELEPHONES	650.00	360.33	30.00	289.67	55.44
101-215-860.000	EDUCATIONAL TRAINING	3,000.00	100.00	40.00	2,900.00	3.33
101-215-900.000	PRINTING & PUBLISHING	500.00	135.00	0.00	365.00	27.00
101-215-970.000	CAPITAL OUTLAY	1,500.00	637.00	0.00	863.00	42.47
Total Dept 215 - CITY CLERK		146,850.00	51,530.21	5,735.08	95,319.79	35.09
Dept 253 - CITY TREASURER						
101-253-702.000	SALARY/WAGES	80,000.00	41,940.50	2,817.46	38,059.50	52.43
101-253-720.000	FRINGE BENEFITS	30,000.00	18,030.71	1,508.13	11,969.29	60.10
101-253-727.000	OFFICE SUPPLIES	2,500.00	1,842.24	1,416.50	657.76	73.69
101-253-801.000	CONTRACTUAL SERVICES	5,000.00	4,863.00	0.00	137.00	97.26
101-253-803.000	LEGAL FEES	1,000.00	0.00	0.00	1,000.00	0.00
101-253-850.000	TELEPHONE	700.00	355.66	30.00	344.34	50.81
101-253-860.000	EDUCATIONAL TRAINING	2,000.00	711.94	38.99	1,288.06	35.60
101-253-900.000	PRINTING & PUBLISHING	500.00	26.00	0.00	474.00	5.20
101-253-913.000	INSURANCE	1,000.00	1,000.00	0.00	0.00	100.00
101-253-970.000	CAPITAL OUTLAY	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 253 - CITY TREASURER		123,700.00	68,770.05	5,811.08	54,929.95	55.59
Dept 257 - ASSESSING						
101-257-702.000	SALARY	1,350.00	250.00	0.00	1,100.00	18.52
101-257-720.000	FRINGE BENEFITS	125.00	19.12	0.00	105.88	15.30
101-257-727.000	OFFICE SUPPLIES	1,200.00	124.99	0.00	1,075.01	10.42
101-257-801.000	CONTRACTUAL SERVICES	36,000.00	17,735.00	2,500.00	18,265.00	49.26
101-257-804.000	BOARD OF REVIEW	300.00	0.00	0.00	300.00	0.00
101-257-807.000	TRIBUNAL CHARGEBACKS	3,000.00	1,618.78	0.00	1,381.22	53.96
101-257-850.000	TELEPHONES	650.00	354.85	29.25	295.15	54.59
101-257-860.000	EDUCATIONAL TRAINING	1,500.00	0.00	0.00	1,500.00	0.00
101-257-900.000	PRINTING & PUBLISHING	500.00	0.00	0.00	500.00	0.00
101-257-970.000	CAPITAL OUTLAY	2,600.00	2,564.37	0.00	35.63	98.63
Total Dept 257 - ASSESSING		47,225.00	22,667.11	2,529.25	24,557.89	48.00
Dept 265 - CITY HALL						
101-265-702.000	SALARY/WAGES	16,000.00	15,153.12	864.18	846.88	94.71
101-265-720.000	FRINGE BENEFITS	8,000.00	2,743.63	342.38	5,256.37	34.30
101-265-730.000	SUPPLIES	650.00	594.40	100.00	55.60	91.45
101-265-801.000	CONTRACTUAL SERVICES	3,500.00	1,381.75	627.95	2,118.25	39.48
101-265-850.000	TELEPHONE	500.00	181.60	0.00	318.40	36.32

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User: Peter
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PERIOD ENDING 01/31/2022

GL NUMBER	DESCRIPTION	2021-22	YTD BALANCE	ACTIVITY FOR		AVAILABLE	% BGDG USED
		AMENDED BUDGET	01/31/2022	MONTH 01/31/2022	INCREASE (DECREASE)	BALANCE	
			NORMAL (ABNORMAL)			NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND							
Expenditures							
101-265-900.000	PRINTING & PUBLISHING	150.00	0.00	0.00		150.00	0.00
101-265-913.000	INSURANCE	1,200.00	1,200.00	0.00		0.00	100.00
101-265-920.000	UTILITIES	4,400.00	2,505.39	223.50		1,894.61	56.94
101-265-930.000	REPAIRS & MAINTENANCE	2,000.00	0.00	0.00		2,000.00	0.00
101-265-946.000	EQUIPMENT RENTAL	750.00	179.35	0.00		570.65	23.91
101-265-970.000	CAPITAL OUTLAY	28,000.00	2,187.00	0.00		25,813.00	7.81
Total Dept 265 - CITY HALL		65,150.00	26,126.24	2,158.01		39,023.76	40.10
Dept 301 - SHERIFF							
101-301-702.000	WAGES DEPUTIES	325,000.00	154,354.32	0.00		170,645.68	47.49
101-301-702.001	OVERTIME	10,000.00	456.57	0.00		9,543.43	4.57
101-301-702.002	RESERVE OFFICERS	10,000.00	4,893.68	0.00		5,106.32	48.94
101-301-748.000	FUEL & OILS	10,000.00	0.00	0.00		10,000.00	0.00
101-301-803.000	LEGAL FEES	2,500.00	223.00	0.00		2,277.00	8.92
101-301-882.000	EVENTS/SERVICES	1,000.00	9.30	0.00		990.70	0.93
101-301-946.000	EQUIPMENT RENTAL	36,000.00	0.00	0.00		36,000.00	0.00
Total Dept 301 - SHERIFF		394,500.00	159,936.87	0.00		234,563.13	40.54
Dept 441 - PUBLIC WORKS							
101-441-702.000	SALARY/WAGES	105,000.00	49,978.08	3,559.88		55,021.92	47.60
101-441-720.000	FRINGE BENEFITS	105,000.00	56,385.56	9,106.67		48,614.44	53.70
101-441-730.000	SUPPLIES	5,500.00	3,473.87	289.60		2,026.13	63.16
101-441-740.000	UNIFORMS	3,000.00	1,723.45	20.87		1,276.55	57.45
101-441-755.000	TOOLS	3,000.00	450.09	0.00		2,549.91	15.00
101-441-799.000	PARKWAY TREES	2,500.00	0.00	0.00		2,500.00	0.00
101-441-801.000	CONTRACTUAL SERVICES	70,000.00	51,748.36	971.33		18,251.64	73.93
101-441-805.000	HOLIDAY LIGHTING	30,000.00	28,928.68	1,758.00		1,071.32	96.43
101-441-860.000	EDUCATIONAL TRAINING	3,500.00	1,910.34	0.00		1,589.66	54.58
101-441-882.000	EVENTS/SERVICES	500.00	216.51	0.00		283.49	43.30
101-441-900.000	PRINTING & PUBLISHING	500.00	0.00	0.00		500.00	0.00
101-441-913.000	INSURANCE	4,500.00	4,500.00	0.00		0.00	100.00
101-441-920.000	UTILITIES	2,750.00	1,636.51	230.11		1,113.49	59.51
101-441-926.000	STREET LIGHTS	25,750.00	12,628.75	2,082.95		13,121.25	49.04
101-441-930.000	REPAIRS & MAINTENANCE	1,500.00	0.00	0.00		1,500.00	0.00
101-441-932.000	SIDEWALK REPAIRS	5,500.00	0.00	0.00		5,500.00	0.00
101-441-946.000	EQUIPMENT RENTAL	100,000.00	36,742.99	0.00		63,257.01	36.74
101-441-960.000	SIGNS	2,200.00	1,263.93	0.00		936.07	57.45
Total Dept 441 - PUBLIC WORKS		470,700.00	251,587.12	18,019.41		219,112.88	53.45
Dept 721 - PLANNING/ZONING							
101-721-702.000	SALARY/WAGES	42,750.00	22,881.94	1,566.90		19,868.06	53.53
101-721-720.000	FRINGE BENEFITS	25,000.00	13,433.83	1,508.29		11,566.17	53.74
101-721-727.000	OFFICE SUPPLIES	1,000.00	768.92	0.00		231.08	76.89
101-721-801.000	CONTRACTUAL SERVICES	23,000.00	17,413.24	1,025.00		5,586.76	75.71
101-721-803.000	LEGAL FEES	31,500.00	23,393.95	0.00		8,106.05	74.27
101-721-850.000	TELEPHONES	575.00	321.75	20.00		253.25	55.96
101-721-860.000	EDUCATIONAL TRAINING	3,200.00	225.00	0.00		2,975.00	7.03
101-721-900.000	PRINTING & PUBLISHING	1,000.00	462.00	0.00		538.00	46.20
101-721-908.000	DUES, FEES & PUBLICATIONS	500.00	0.00	0.00		500.00	0.00
101-721-913.000	INSURANCE	2,000.00	2,000.00	0.00		0.00	100.00

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User: Peter
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PERIOD ENDING 01/31/2022

GL NUMBER	DESCRIPTION	2021-22	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	01/31/2022	MONTH 01/31/2022	BALANCE	
			NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
101-721-970.000	CAPITAL OUTLAY	7,500.00	0.00	0.00	7,500.00	0.00
Total Dept 721 - PLANNING/ZONING		138,025.00	80,900.63	4,120.19	57,124.37	58.61
Dept 723 - HISTORIC DISTRICT COMMISSION						
101-723-702.000	SALARY	28,000.00	15,044.66	1,044.60	12,955.34	53.73
101-723-720.000	FRINGE BENEFITS	17,500.00	8,948.14	1,005.52	8,551.86	51.13
101-723-727.000	OFFICE SUPPLIES	1,000.00	124.81	0.00	875.19	12.48
101-723-801.000	CONTRACTUAL SERVICES	1,000.00	0.00	0.00	1,000.00	0.00
101-723-803.000	LEGAL FEES	1,500.00	0.00	0.00	1,500.00	0.00
101-723-850.000	TELEPHONES	525.00	247.66	14.15	277.34	47.17
101-723-860.000	EDUCATIONAL TRAINING	1,000.00	0.00	0.00	1,000.00	0.00
101-723-900.000	PRINTING & PUBLISHING	300.00	0.00	0.00	300.00	0.00
101-723-908.000	DUES & PUBLICATIONS	250.00	0.00	0.00	250.00	0.00
Total Dept 723 - HISTORIC DISTRICT COMMISSION		51,075.00	24,365.27	2,064.27	26,709.73	47.70
Dept 730 - HARBOR						
101-730-801.000	CONTRACTUAL SERVICES	17,000.00	1,870.00	1,870.00	15,130.00	11.00
Total Dept 730 - HARBOR		17,000.00	1,870.00	1,870.00	15,130.00	11.00
Dept 751 - PARKS & RECREATION						
101-751-702.000	SALARY/WAGES	75,000.00	38,533.00	1,589.96	36,467.00	51.38
101-751-720.000	FRINGE BENEFITS	40,000.00	20,629.10	2,260.78	19,370.90	51.57
101-751-730.000	SUPPLIES	16,500.00	14,025.13	2,741.94	2,474.87	85.00
101-751-801.000	CONTRACTUAL SERVICES	13,000.00	6,561.00	450.00	6,439.00	50.47
101-751-819.000	CHAIN FERRY REPAIRS	3,000.00	0.00	0.00	3,000.00	0.00
101-751-900.000	PRINTING & PUBLISHING	500.00	0.00	0.00	500.00	0.00
101-751-913.000	INSURANCE	2,400.00	2,400.00	0.00	0.00	100.00
101-751-920.000	UTILITIES	22,750.00	14,204.85	1,705.87	8,545.15	62.44
101-751-928.000	TRASH	7,250.00	2,736.81	0.00	4,513.19	37.75
101-751-930.000	REPAIRS & MAINTENANCE	5,000.00	3,856.58	423.03	1,143.42	77.13
101-751-946.000	EQUIPMENT RENTAL	39,500.00	24,003.69	0.00	15,496.31	60.77
101-751-960.000	SIGNS	500.00	235.58	0.00	264.42	47.12
101-751-970.000	CAPITAL OUTLAY	40,000.00	3,750.00	0.00	36,250.00	9.38
Total Dept 751 - PARKS & RECREATION		265,400.00	130,935.74	9,171.58	134,464.26	49.34
Dept 756 - OVAL BEACH						
101-756-702.000	SALARY/WAGES	81,000.00	49,420.05	607.27	31,579.95	61.01
101-756-720.000	FRINGE BENEFITS	42,000.00	11,360.96	649.96	30,639.04	27.05
101-756-730.000	SUPPLIES	10,500.00	6,413.86	500.00	4,086.14	61.08
101-756-801.000	CONTRACTUAL SERVICES	16,000.00	2,872.27	0.00	13,127.73	17.95
101-756-850.000	TELEPHONE	3,000.00	858.10	0.00	2,141.90	28.60
101-756-860.000	EDUCATIONAL TRAINING	1,000.00	0.00	0.00	1,000.00	0.00
101-756-900.000	PRINTING & PUBLISHING	3,250.00	0.00	0.00	3,250.00	0.00
101-756-913.000	INSURANCE	3,800.00	3,800.00	0.00	0.00	100.00
101-756-920.000	UTILITIES	5,000.00	3,571.67	84.66	1,428.33	71.43
101-756-930.000	REPAIRS & MAINTENANCE	9,000.00	2,383.30	0.00	6,616.70	26.48
101-756-946.000	EQUIPMENT RENTAL	25,000.00	5,761.74	0.00	19,238.26	23.05
101-756-960.000	SIGNS	500.00	0.00	0.00	500.00	0.00

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PERIOD ENDING 01/31/2022

GL NUMBER	DESCRIPTION	2021-22	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	01/31/2022	MONTH 01/31/2022	BALANCE	
			NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
Total Dept 756 - OVAL BEACH		200,050.00	86,441.95	1,841.89	113,608.05	43.21
Dept 758 - OVAL CONCESSION						
101-758-702.000	SALARY	15,000.00	13,933.05	0.00	1,066.95	92.89
101-758-720.000	FRINGE BENEFITS	3,750.00	2,265.89	100.00	1,484.11	60.42
101-758-730.000	SUPPLIES	35,000.00	21,611.29	0.00	13,388.71	61.75
101-758-801.000	CONTRACTUAL SERVICES	2,400.00	234.97	0.00	2,165.03	9.79
101-758-850.000	TELEPHONES	500.00	0.00	0.00	500.00	0.00
101-758-860.000	EDUCATIONAL TRAINING	500.00	0.00	0.00	500.00	0.00
101-758-920.000	UTILITIES	750.00	0.00	0.00	750.00	0.00
101-758-930.000	REPAIRS & MAINTENANCE	500.00	0.00	0.00	500.00	0.00
101-758-960.000	SIGNS	500.00	0.00	0.00	500.00	0.00
101-758-970.000	CAPITAL OUTLAY	1,500.00	0.00	0.00	1,500.00	0.00
Total Dept 758 - OVAL CONCESSION		60,400.00	38,045.20	100.00	22,354.80	62.99
Dept 760 - SPEAR BOAT LAUNCH						
101-760-801.000	CONTRACTUAL SERVICES	1,000.00	645.50	0.00	354.50	64.55
101-760-900.000	PRINTING & PUBLISHING	250.00	0.00	0.00	250.00	0.00
Total Dept 760 - SPEAR BOAT LAUNCH		1,250.00	645.50	0.00	604.50	51.64
Dept 965 - TRANSFERS						
101-965-998.390	TRANSFER TO FUND BALANCE	594,923.70	0.00	0.00	594,923.70	0.00
Total Dept 965 - TRANSFERS		594,923.70	0.00	0.00	594,923.70	0.00
TOTAL EXPENDITURES		2,992,386.70	1,162,972.35	93,804.03	1,829,414.35	38.86
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		2,992,386.70	2,741,216.10	566.35	251,170.60	91.61
TOTAL EXPENDITURES		2,992,386.70	1,162,972.35	93,804.03	1,829,414.35	38.86
NET OF REVENUES & EXPENDITURES		0.00	1,578,243.75	(93,237.68)	(1,578,243.75)	100.00

PERIOD ENDING 01/31/2022

GL NUMBER	DESCRIPTION	2021-22	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	01/31/2022 NORMAL (ABNORMAL)	MONTH 01/31/2022 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 202 - MAJOR STREETS						
Revenues						
Dept 000						
202-000-538.000	COUNTY ROAD MILLAGE	82,000.00	0.00	0.00	82,000.00	0.00
202-000-546.000	ACT 51 FEES	101,000.00	43,823.59	7,851.11	57,176.41	43.39
202-000-665.000	INTEREST	500.00	0.00	0.00	500.00	0.00
Total Dept 000		183,500.00	43,823.59	7,851.11	139,676.41	23.88
TOTAL REVENUES		183,500.00	43,823.59	7,851.11	139,676.41	23.88
Expenditures						
Dept 463 - ROUTINE MAINTENANCE						
202-463-702.000	SALARY/WAGES	15,500.00	10,435.33	766.83	5,064.67	67.32
202-463-720.000	FRINGE BENEFITS	10,250.00	5,143.36	561.22	5,106.64	50.18
202-463-727.000	SUPPLIES	2,000.00	250.00	0.00	1,750.00	12.50
202-463-801.000	CONTRACTUAL SERVICES	90,250.00	39,069.78	12,090.00	51,180.22	43.29
202-463-930.000	REPAIRS & MAINTENANCE	2,500.00	340.00	0.00	2,160.00	13.60
202-463-946.000	EQUIPMENT RENTAL	16,000.00	12,781.01	0.00	3,218.99	79.88
Total Dept 463 - ROUTINE MAINTENANCE		136,500.00	68,019.48	13,418.05	68,480.52	49.83
Dept 464 - WINTER MAINTENANCE						
202-464-702.000	SALARY/WAGES	15,000.00	3,332.60	940.27	11,667.40	22.22
202-464-720.000	FRINGE BENEFITS	8,000.00	2,835.09	406.41	5,164.91	35.44
202-464-727.000	SUPPLIES	10,000.00	1,956.60	0.00	8,043.40	19.57
202-464-946.000	EQUIPMENTAL RENTAL	14,000.00	125.06	0.00	13,874.94	0.89
Total Dept 464 - WINTER MAINTENANCE		47,000.00	8,249.35	1,346.68	38,750.65	17.55
TOTAL EXPENDITURES		183,500.00	76,268.83	14,764.73	107,231.17	41.56
Fund 202 - MAJOR STREETS:						
TOTAL REVENUES		183,500.00	43,823.59	7,851.11	139,676.41	23.88
TOTAL EXPENDITURES		183,500.00	76,268.83	14,764.73	107,231.17	41.56
NET OF REVENUES & EXPENDITURES		0.00	(32,445.24)	(6,913.62)	32,445.24	100.00

PERIOD ENDING 01/31/2022

GL NUMBER	DESCRIPTION	2021-22	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	01/31/2022	MONTH 01/31/2022	BALANCE	
			NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	
Fund 203 - LOCAL STREETS						
Revenues						
Dept 000						
203-000-402.000	LOCAL ROAD MILLAGE	322,000.00	321,283.13	2.69	716.87	99.78
203-000-445.000	PENALTIES & INT ON TAXES	500.00	189.75	0.00	310.25	37.95
203-000-538.000	COUNTY ROAD MILLAGE	83,500.00	0.00	0.00	83,500.00	0.00
203-000-546.000	ACT 51 FEES	62,250.00	25,262.94	4,565.70	36,987.06	40.58
203-000-665.000	INTEREST	1,000.00	0.00	0.00	1,000.00	0.00
203-000-672.000	SPECIAL ASSESSMENTS	5,000.00	5,000.00	0.00	0.00	100.00
Total Dept 000		474,250.00	351,735.82	4,568.39	122,514.18	74.17
TOTAL REVENUES		474,250.00	351,735.82	4,568.39	122,514.18	74.17
Expenditures						
Dept 463 - ROUTINE MAINTENANCE						
203-463-702.000	SALARY/WAGES	17,500.00	7,194.32	763.04	10,305.68	41.11
203-463-720.000	FRINGE BENEFITS	12,500.00	3,533.96	560.77	8,966.04	28.27
203-463-727.000	SUPPLIES	2,500.00	246.85	0.00	2,253.15	9.87
203-463-801.000	CONTRACTUAL SERVICES	375,000.00	80,374.19	62,356.50	294,625.81	21.43
203-463-930.000	REPAIRS & MAINTENANCE	1,500.00	328.31	0.00	1,171.69	21.89
203-463-946.000	EQUIPMENT RENTAL	19,500.00	8,805.20	0.00	10,694.80	45.15
Total Dept 463 - ROUTINE MAINTENANCE		428,500.00	100,482.83	63,680.31	328,017.17	23.45
Dept 464 - WINTER MAINTENANCE						
203-464-702.000	SALARY/WAGES	13,500.00	3,314.40	923.08	10,185.60	24.55
203-464-720.000	FRINGE BENEFITS	9,250.00	1,952.80	391.89	7,297.20	21.11
203-464-727.000	SUPPLIES	10,000.00	1,956.60	0.00	8,043.40	19.57
203-464-946.000	EQUIPMENT RENTAL	13,000.00	125.06	0.00	12,874.94	0.96
Total Dept 464 - WINTER MAINTENANCE		45,750.00	7,348.86	1,314.97	38,401.14	16.06
TOTAL EXPENDITURES		474,250.00	107,831.69	64,995.28	366,418.31	22.74
Fund 203 - LOCAL STREETS:						
TOTAL REVENUES		474,250.00	351,735.82	4,568.39	122,514.18	74.17
TOTAL EXPENDITURES		474,250.00	107,831.69	64,995.28	366,418.31	22.74
NET OF REVENUES & EXPENDITURES		0.00	243,904.13	(60,426.89)	(243,904.13)	100.00

PERIOD ENDING 01/31/2022

GL NUMBER	DESCRIPTION	2021-22	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	01/31/2022 NORMAL (ABNORMAL)	MONTH 01/31/2022 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 301 - DEBT SERVICE						
Revenues						
Dept 000						
301-000-402.000	DEBT MILLAGE	249,000.00	248,321.11	2.07	678.89	99.73
301-000-445.000	PENALTIES & INT ON TAXES	270.00	146.33	0.00	123.67	54.20
301-000-665.000	INTEREST	50.00	0.00	0.00	50.00	0.00
301-000-697.000	TRANSFER FROM FUND BALANCE	18,480.00	0.00	0.00	18,480.00	0.00
Total Dept 000		267,800.00	248,467.44	2.07	19,332.56	92.78
TOTAL REVENUES		267,800.00	248,467.44	2.07	19,332.56	92.78
Expenditures						
Dept 592 - ROAD BOND 2009						
301-592-804.000	AGENT FEE	500.00	0.00	0.00	500.00	0.00
301-592-991.000	DEBT PRINCIPAL	225,000.00	225,000.00	0.00	0.00	100.00
301-592-995.000	DEBT INTEREST	42,300.00	21,817.75	0.00	20,482.25	51.58
Total Dept 592 - ROAD BOND 2009		267,800.00	246,817.75	0.00	20,982.25	92.16
TOTAL EXPENDITURES		267,800.00	246,817.75	0.00	20,982.25	92.16
Fund 301 - DEBT SERVICE:						
TOTAL REVENUES		267,800.00	248,467.44	2.07	19,332.56	92.78
TOTAL EXPENDITURES		267,800.00	246,817.75	0.00	20,982.25	92.16
NET OF REVENUES & EXPENDITURES		0.00	1,649.69	2.07	(1,649.69)	100.00

PERIOD ENDING 01/31/2022

GL NUMBER	DESCRIPTION	2021-22	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	01/31/2022 NORMAL (ABNORMAL)	MONTH 01/31/2022 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 403 - BUSINESS LICENSE FUND						
Revenues						
Dept 000						
403-000-451.000	LICENSE FEES	800.00	720.00	0.00	80.00	90.00
Total Dept 000		800.00	720.00	0.00	80.00	90.00
TOTAL REVENUES		800.00	720.00	0.00	80.00	90.00
Expenditures						
Dept 451 - BUSINESS LICENSE						
403-451-801.000	CONTRACTUAL SERVICES	800.00	735.00	0.00	65.00	91.88
Total Dept 451 - BUSINESS LICENSE		800.00	735.00	0.00	65.00	91.88
TOTAL EXPENDITURES		800.00	735.00	0.00	65.00	91.88
Fund 403 - BUSINESS LICENSE FUND:						
TOTAL REVENUES		800.00	720.00	0.00	80.00	90.00
TOTAL EXPENDITURES		800.00	735.00	0.00	65.00	91.88
NET OF REVENUES & EXPENDITURES		0.00	(15.00)	0.00	15.00	100.00

PERIOD ENDING 01/31/2022

GL NUMBER	DESCRIPTION	2021-22	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	01/31/2022 NORMAL (ABNORMAL)	MONTH 01/31/2022 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 592 - WATER AND SEWER						
Revenues						
Dept 000						
592-000-610.000	WATER FEES	5,000.00	3,700.00	0.00	1,300.00	74.00
592-000-611.000	SEWER FEES	12,000.00	10,500.00	0.00	1,500.00	87.50
592-000-665.000	INTEREST	500.00	0.00	0.00	500.00	0.00
592-000-699.000	TRANSFER FUND BALANCE	150,313.00	0.00	0.00	150,313.00	0.00
Total Dept 000		167,813.00	14,200.00	0.00	153,613.00	8.46
TOTAL REVENUES		167,813.00	14,200.00	0.00	153,613.00	8.46
Expenditures						
Dept 536 - WATER AND SEWER SYSTEMS						
592-536-801.000	CONTRACTUAL SERVICES	167,813.00	92,443.76	85,783.51	75,369.24	55.09
Total Dept 536 - WATER AND SEWER SYSTEMS		167,813.00	92,443.76	85,783.51	75,369.24	55.09
TOTAL EXPENDITURES		167,813.00	92,443.76	85,783.51	75,369.24	55.09
Fund 592 - WATER AND SEWER:						
TOTAL REVENUES		167,813.00	14,200.00	0.00	153,613.00	8.46
TOTAL EXPENDITURES		167,813.00	92,443.76	85,783.51	75,369.24	55.09
NET OF REVENUES & EXPENDITURES		0.00	(78,243.76)	(85,783.51)	78,243.76	100.00

User: Peter
DB: Saugatuck

PERIOD ENDING 01/31/2022

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
			NORMAL (ABNORMAL)	MONTH 01/31/2022 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 661 - MOTOR POOL FUND						
Revenues						
Dept 000						
661-000-664.000	MOTOR POOL REVENUE	263,750.00	88,524.10	0.00	175,225.90	33.56
661-000-665.000	INTEREST	2,000.00	0.00	0.00	2,000.00	0.00
661-000-697.000	TRANSFER FROM FUND BALANCE	55,500.00	0.00	0.00	55,500.00	0.00
Total Dept 000		321,250.00	88,524.10	0.00	232,725.90	27.56
TOTAL REVENUES		321,250.00	88,524.10	0.00	232,725.90	27.56
Expenditures						
Dept 443 - MOTOR POOL						
661-443-702.000	SALARY/WAGES	24,000.00	12,304.50	1,978.48	11,695.50	51.27
661-443-720.000	FRINGE BENEFITS	13,000.00	5,179.47	863.16	7,820.53	39.84
661-443-727.000	SUPPLIES	5,000.00	2,236.71	362.30	2,763.29	44.73
661-443-748.000	FUEL & OILS	27,500.00	15,393.00	2,666.48	12,107.00	55.97
661-443-750.000	TIRES & BATTERIES	10,000.00	140.99	0.00	9,859.01	1.41
661-443-755.000	SMALL TOOLS	1,000.00	340.00	0.00	660.00	34.00
661-443-801.000	CONTRACTUAL SERVICES	3,000.00	673.25	544.45	2,326.75	22.44
661-443-850.000	TELEPHONES	5,000.00	2,485.51	0.00	2,514.49	49.71
661-443-913.000	INSURANCE	15,000.00	10,628.00	0.00	4,372.00	70.85
661-443-920.000	UTILITIES	8,250.00	2,758.66	448.80	5,491.34	33.44
661-443-930.000	REPAIRS & MAINTENANCE	34,500.00	15,990.63	2,224.72	18,509.37	46.35
661-443-970.000	CAPITAL OUTLAY	175,000.00	959.98	0.00	174,040.02	0.55
Total Dept 443 - MOTOR POOL		321,250.00	69,090.70	9,088.39	252,159.30	21.51
TOTAL EXPENDITURES		321,250.00	69,090.70	9,088.39	252,159.30	21.51
Fund 661 - MOTOR POOL FUND:						
TOTAL REVENUES		321,250.00	88,524.10	0.00	232,725.90	27.56
TOTAL EXPENDITURES		321,250.00	69,090.70	9,088.39	252,159.30	21.51
NET OF REVENUES & EXPENDITURES		0.00	19,433.40	(9,088.39)	(19,433.40)	100.00

PERIOD ENDING 01/31/2022

GL NUMBER	DESCRIPTION	2021-22	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	01/31/2022 NORMAL (ABNORMAL)	MONTH 01/31/2022 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 715 - ROSE GARDEN						
Revenues						
Dept 000						
715-000-665.000	INTEREST	250.00	0.00	0.00	250.00	0.00
715-000-697.000	TRANSFER FROM FUND BALANCE	50,450.00	0.00	0.00	50,450.00	0.00
Total Dept 000		50,700.00	0.00	0.00	50,700.00	0.00
TOTAL REVENUES		50,700.00	0.00	0.00	50,700.00	0.00
Expenditures						
Dept 742 - PARK ENDOWMENT						
715-742-801.000	CONTRACTUAL SERVICES	8,700.00	7,913.64	51.87	786.36	90.96
715-742-930.000	REPAIRS & MAINTENANCE	42,000.00	0.00	0.00	42,000.00	0.00
Total Dept 742 - PARK ENDOWMENT		50,700.00	7,913.64	51.87	42,786.36	15.61
TOTAL EXPENDITURES		50,700.00	7,913.64	51.87	42,786.36	15.61
Fund 715 - ROSE GARDEN:						
TOTAL REVENUES		50,700.00	0.00	0.00	50,700.00	0.00
TOTAL EXPENDITURES		50,700.00	7,913.64	51.87	42,786.36	15.61
NET OF REVENUES & EXPENDITURES		0.00	(7,913.64)	(51.87)	7,913.64	100.00
TOTAL REVENUES - ALL FUNDS						
TOTAL REVENUES - ALL FUNDS		4,458,499.70	3,488,687.05	12,987.92	969,812.65	78.25
TOTAL EXPENDITURES - ALL FUNDS		4,458,499.70	1,764,073.72	268,487.81	2,694,425.98	39.57
NET OF REVENUES & EXPENDITURES		0.00	1,724,613.33	(255,499.89)	(1,724,613.33)	100.00



City Council Agenda Item Report

FROM: Jamie Wolters
MEETING DATE: January 10, 2022
SUBJECT: Open Boards/Commissions Posting

Description: Open City Positions:

Per Resolution 200311-B: A Resolution to approve the City of Saugatuck Boards and Commissions Selection Policy, 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.”

Open Board Positions for Appointment by the Mayor, subject to Council Approval.

- Board of Review (1) -Nico Leo 01/01/2022 term exp
- Kalamazoo Lake Sewer and Water Authority Board (1) -Mark Bekken 02/08/22 term exp



NOTICE

The CITY OF SAUGATUCK is accepting applications for appointment to the following boards/commissions:

Board of Review – The Board of Review meets in March, July, and December at 9:00 a.m. The Board of Review purpose is to review and correct assessments. It shall hear the complaints of all persons considering themselves aggrieved by assessment, and if it shall appear that any person or property has been wrongfully assessed or omitted from the rolls, the board shall correct the roll in such manner as it deems just.

Kalamazoo Lake Sewer and Water Authority Board – The Kalamazoo Lake Sewer and Water Authority Board meets the third Monday of each month at 10:00 a.m. The KLSWA's primary purpose is to insure the proper operation of the public water system and the public sanitary sewer system. They locate the water mains and sewer pipes prior to construction activities to prevent damage and loss of service.

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 or to request an application.

Jamie Wolters
Saugatuck City Clerk
Dated: January 4, 2022

DANIEL W. FOX
1006 ELIZABETH. STREET
SAUGATUCK, MICHIGAN 49453

10 December 2021

City Council
City of Saugatuck
102 Butler Street
Saugatuck, Michigan 49453

Ladies and gentlemen:

As the City Council continues its careful study of plans and procedures for the City's new "Expanded Outdoor Retail Operations on City-Owned Property" (a.k.a. "Pop-up Patios) policy, one key aspect of any proposed action is setting an equitable and well-thought-out fee for such use.

As the article below illustrates, fees from such private-enterprise use of taxpayer resources can offer an excellent revenue source for local and even state governments, \$1 billion in the case of the latter.



Full article here:

<https://www.secondwavemedia.com/features/mnrtrf-history-mnrtrf-series-1.aspx>

While it would be crazy to suggest the City's new policy should generate even a small fraction of that amount, the more important point is that setting fees for leasing public assets for private use should include, as one consideration, valuing those assets based on their open-market value.

The Michigan Department of the Treasury follows just such a thoughtful approach, levying a market-value-based tax on the State’s oil and gas assets owned by the public. These “severance taxes” are described on the Michigan.gov website thusly:

About The Tax

The Michigan Severance Tax Act, MCL 205.301, levies a tax on oil and gas severed from the soil in Michigan. Producers or purchasers are required to report the oil and gas production, and the value, in a monthly return. Michigan severance tax returns must be filed monthly, by the 25th of the month following the production. Returns not filed timely are subject to the late filing penalty and interest provisions of the Michigan Revenue Act, MCL 205.1 *et seq*

Oil & Gas Fee

2020	1.00 % of gross cash market value
2019	1.00 % of gross cash market value
2018	1.00 % of gross cash market value
2017	1.00 % of gross cash market value

Tax Rates

Oil	Oil Condensate	6.6% of gross cash market value
Marginal/Stripper Oil Well	Oil Condensate	4% of gross cash market value
Gas	Gas Natural Gas Liquids Condensate	5% of gross cash market value

As you consider the appropriate fee for the temporary use of Saugatuck’s public right-of-way by our city’s retailers, please consider following the State’s good-governance policy framework. A good first step would be to continue the City staff’s already excellent study of the subject with a specific effort to determine what represents a reasonable and fair, market-based fee.

Alternately, just pulling a number out of the air, or following some other jurisdiction's similar guesswork, is neither good policy, nor fair to the City's taxpayers.

Respectfully,

A handwritten signature in black ink, appearing to read "G. M. W. G.", written in a cursive style.