



CITY COUNCIL MEETING AGENDA

May 9, 2022 – 7:00 pm

*This is an in-person meeting at Saugatuck City Hall, 102 Butler St, Saugatuck, MI 49453.
The meeting will also be available live, virtually on Zoom.*

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Consent Agenda:** *(Roll Call)*
 - A. Regular City Council Meeting Minutes – April 25, 2022
 - B. Accounts Payable in the amount of \$76,008.36
5. **Staff Reports:**
 - A. City Manager
 - B. Treasurer
 - C. Planning and Zoning
 - D. Department of Public Works
 - E. Fire
 - F. Police
 - G. Engineer
6. **Agenda Changes** (Additions/Deletions)
7. **Guest Speakers**
8. **Public Comment on Agenda Items Only** (Limit 3 minutes)
9. **Introduction of Ordinances**
10. **Public Hearings**
11. **Unfinished Business**
12. **New Business:**
 - A. Pride Month Proclamation 220509-P1 *(Voice Vote)*
 - B. Special Event – Town Crier Race *(Voice Vote)*
 - C. Household Hazardous Waste Day Contribution Request *(Roll Call)*
13. **Public Comments** (Limit 3 minutes)

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 JWolters@saugatuckcity.com for further information.

14. Correspondence

15. Boards, Commissions & Committees Reports

16. Council Comments

17. Mayor's Comments

18. Adjourn (*Voice Vote*)



**CITY COUNCIL MEETING MINUTES - PROPOSED
SAUGATUCK, MICHIGAN, April 25, 2022**

The City Council met for Regular Council Meeting at 7:00 p.m. at City Hall, 102 Butler St., Saugatuck, MI 49453.

Call to Order:

The meeting was called to order by Mayor Lewis at 7:00 p.m.

Attendance:

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

Absent: Councilmember Trester.

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

Approval of Minutes:

A. Regular City Council Meeting Minutes – April 11th, 2022.

B. Accounts Payable in the amount of \$113,736.00.

Motion by Gardner, second by Dean, to approve the minutes from the April 11th meeting and the accounts payable. Upon roll call vote, motion carried 5-0.

Councilmember Bekken entered the meeting at 7:02 p.m.

Staff Reports:

City Manager, Treasurer, Zoning Administrator, DPW Superintendent, and Engineer submitted status reports of current activities since the last Council meeting on April 11th, 2022, for their respective departments. Allegan County Sheriff's Lt. Ensfield was in-person to speak regarding his department.

Agenda Change: None

Guest Speakers: None

Public Comment on Agenda Items Only:

- Dean Kapenga- County Commissioner updated Council on:
 - a. A new PFM system is a new fiber network that gives two-way texting and relief from down internet.
 - b. Director of Road Commission put in for a \$5 million grant for the road on Lakeshore Dr.
 - c. Health and Human Services introduced EMed, a testing kit for COVID.
- George Lucas- *Republican candidate for House District 38*. His primary objective is to grow the population and the economy of Michigan. He would like to work to lower

taxes, less regulation, improving high speed need internet access particularly in more rural areas, and expanding vocational and technical training in schools.

- Dan Fox- *Saugatuck Township Fire District Board Member*. Mr. Fox updated Council with information regarding the Saugatuck Fire Board meeting on April 18th.
- Glenna DeJong- *Saugatuck City Resident* spoke in support of item 12F-Pride crosswalk painting.

Introduction of Ordinances: None

Public Hearings: None

Unfinished Business: None

New Business:

A. Special Event- Venetian Festival:

Cow Hill Yacht Club is proposing Venetian Festival to be held from July 29, 2022, thru July 31, 2022. City Staff, Fire, Police, and event organizer will meet closer to the event date to discuss specifics needed from each department.

Motion by Stanton, second by Leo, to allow staff to approve the Venetian Festival to take place from July 29th thru July 31st, organized by the Cow Hill Yacht Club. Upon voice vote, motion carried 6-0.

B. Special Event- Waterfront Invitational Fine Art & Craft Fair:

The Saugatuck Douglas Art Club is proposing the Waterfront Invitational Fine Art & Craft Fair to be held on July 2, 2022, and July 30, 2022. City Staff, Fire, Police, and event organizer will meet closer to the event date to discuss specifics needed from each department.

Motion by Gardner, second by Stanton, to approve the Waterfront Invitational Fine Art & Craft fair to take place on July 2nd and July 31st organized by the Saugatuck Douglas Art Club. Upon voice vote, motion carried 6-0.

C. Special Event- Community Pride Car Parade:

The proposed Community Pride Car Parade is to be held on June 4th, 2022. See attached application and break down of event below. City Staff, Fire, Police, and event organizer will meet closer to the event date to discuss specifics needed from each department.

Motion by Leo, second by Dean, to approve the Community Pride Car Parade to take place on June 4th. Upon voice vote, motion carried 6-0.

D. Allegan County Sheriff's Office Law Enforcement Services Agreement:

Council had a first review of the proposed Sheriff's Contract at the Monday 11th meeting and a discussion at the April 20th meeting.

Motion by Stanton, second by Gardner, to Allow Staff, legal counsel, and insurance to negotiate final terms of the continued contract with Allegan County Sheriff's Department and authorize the Mayor or Mayor Pro-Tem to execute contract with the following understandings: fees to not exceed 3% annually, police vehicles to be acquired in partnership with Allegan County Fleet Management and City of Saugatuck branding of vehicles continue. Upon roll call vote, the motion carried 6-0.

E. Resolution 220425-A: Pride Crosswalk Painting:

In June of 2019, Saugatuck City Council approved a resolution to authorize the painting of a section of the City sidewalk to recognize the LGBTQ+ community. The sidewalk in front of the Culver Street parking lot, adjacent to Scooter's Pizzeria and the Saugatuck Center for the Arts, was painted with rainbow colors and has remained painted since 2019. There is interested in expanding the multi-colored painting into the crosswalks within the City, with inspiration for the idea being pulled from the City of the Village of Douglas and many other communities across North America. If approved, the resolution would allow for the City of Saugatuck to paint the crosswalk in front of City Hall, crossing Butler Street, with rainbow colors in support of the LGBTQ+ community.

Motion by Leo, second by Dean, to approve Resolution No. 220425-A to authorize the painting of the crosswalk in front of Saugatuck City Hall crossing Butler Street in recognition of the LGBTQ+ community.

Council went into discussion and decided to proceed with four crosswalks painted instead of the proposed one, a new motion followed.

Motion by Leo, second by Dean, to amend the Motion and to amend the Resolution No. 220425-A to authorize the painting of the crosswalks, plural. Foursquare in front of Saugatuck City Hall crossing Butler and Culver Streets in recognition of LGBTQ community. Upon roll call vote, the motion carried 6-0.

F. Resolution 220425-B: Schedule of Fees Amendment:

Presented in the following resolution are changes to the short-term rental fee schedule. Proposed changes in short-term rental fees include an increase in the short-term rental registration fee from \$250.00 to \$350.00 (three-year registration) and an increase in the re-inspection fee from \$60.00 to \$100.00.

Motion by Stanton, second by Gardner, Resolution No. 220425-B as presented approving a change in the City's Schedule of Fees, effective June 1st, 2022. Upon roll call vote, the motion carried 6-0.

G. Revocable License for Temporary Sidewalk Restaurant Seating- Pumpernickels:

On March 9, 2015, the Planning Commission held a public hearing regarding an ordinance amendment to regulate outdoor restaurant seating, including a provision to approve seating within the public right-of-way. City Council adopted an ordinance allowing for restaurants to have seating between the sidewalk and the curb.

Motion by Stanton, second by Leo, to approve the Revocable License Agreement for temporary outside restaurant seating in the public right-of-way for Caldwell & Caldwell, LLC DBA. Upon voice vote, the motion carried 6-0.

Public Comment:

- Lauren Flanagan- *Saugatuck City Resident and Business Owner* spoke in favor of item 12F- Pride Crosswalk Painting.
- Marsha Casper- *Saugatuck City Resident* spoke in favor of item 12F- Pride Crosswalk Painting.
- Randy Walker- *Douglas City Resident and Business Owner* spoke in favor of item 12F- Pride Crosswalk Painting.
- Glenna DeJong- *Saugatuck City Resident* spoke in favor of item 12F- Pride Crosswalk Painting.

Correspondence:

Council received sixteen written letters in favor, and one opposed of item 12F- Pride Crosswalk Painting.

Boards, Commissions & Committee Reports:

- Councilmember Bekken shared the KLSWA packet from meeting date 4-18-22 prior to this meeting and asked Council if they had any questions.
- Councilmember Stanton noted the next Historic District Committee meeting is not this coming Thursday but the following.
- Councilmember Gardner recapped the Planning Commission meeting held on 4-21-22. Planning Commission had a ninety-minute closed session and noted they addressed putting a condition on a special land use related to occupancy.
- Mayor Lewis noted that the Tri-Community Recycling Committee is meeting every two weeks. Household Hazard Waste Day is filling up quickly, scheduled for May 24th.

Council Comments:

- Councilmember Bekken witnessed on this past Saturday that Kalamazoo Lake Sewer and Water Authority responded to an active water main within fifteen minutes and had it repaired within thirty minutes. He noted their impressive work.
- Councilmember Gardner asked who maintains the Mildred Peterson Pond.

Mayor's Comments:

Mayor Lewis complimented how good the Butler Street paving looks and that the Rose Garden is coming along. Businesses in town are getting ready for summer tourists.

Adjournment:

Motion by Leo, second by Stanton, to adjourn at 7:56 p.m.

Respectfully Submitted,

Jamie Wolters
City Clerk

05/06/2022 CHECK REGISTER FOR CITY OF SAUGATUCK				
CHECK DATE FROM 04/01/2022 - 04/30/2022				
Check Date	Check	Vendor Name	Description	Amount
Bank GEN GENERAL POOLED CASH				
04/01/2022	DD5395(A)	BOUWMAN, CHAD	PAYROLL	1,038.88
04/01/2022	DD5396(A)	HARDY, CODY	PAYROLL	1,166.42
04/01/2022	DD5397(A)	HEISE, RYAN	PAYROLL	3,161.13
04/01/2022	DD5398(A)	HERBERT, SCOTT	PAYROLL	1,797.88
04/01/2022	DD5399(A)	KERRIDGE, ADAM	PAYROLL	1,291.62
04/01/2022	DD5400(A)	MACK, ELLIS	PAYROLL	1,194.85
04/01/2022	DD5401(A)	OSMAN, CINDY	PAYROLL	2,033.96
04/01/2022	DD5402(A)	STANISLAWSKI, PETER	PAYROLL	1,365.97
04/01/2022	DD5403(A)	WENDT, MICHAEL	PAYROLL	1,430.19
04/01/2022	DD5404(A)	WHITE, KATHERINE	PAYROLL	1,454.22
04/01/2022	DD5405(A)	WOLTERS, JAMIE	PAYROLL	1,550.66
04/01/2022	EFT1537(E)	ALERUS	PAYROLL	3,136.39
04/01/2022	EFT1538(E)	EXPERT PAY	PAYROLL	487.13
04/01/2022	EFT1539(E)	MERS HYBRID	PAYROLL	1,856.68
04/01/2022	EFT1540(E)	FEDERAL TAX DEPOSIT	PAYROLL	5,600.85
04/11/2022	16939	DTR SIGN COMPANY	PALLET SIGN NEON	550.50
04/11/2022	16940	GIL- ROY'S HARDWARE	SUPPLIES	137.18
04/11/2022	16941	GOLDMAN SACHS BANK USA	BOAT SLIPS	128.97
04/11/2022	16942	HORIZON COMMUNITY PLANNING	PLANNING TRAINING	785.49
04/11/2022	16943	IHLE AUTO PARTS	BATTERY	53.99
04/11/2022	16944	MINER SUPPLY CO	SUPPLIES	3,540.83
04/11/2022	16945	RATHCO SAFETY SUPPLY CO	SIGNS	109.93
04/11/2022	16946	SAUGATUCK DRUG	SUPPLIES	9.39
04/11/2022	3973(E)	AT&T MOBILITY	CELL PHONES	92.03
04/11/2022	3974(E)	CAPITAL ONE	SUPPLIES	214.90
04/11/2022	3975(E)	COMCAST	TELEPHONES & INTERNET	153.67
04/11/2022	3976(E)	CONSUMERS ENERGY	ELECTRIC	3,065.55
04/11/2022	3977(E)	DELUXE	STAMP	61.98
04/11/2022	3978(E)	FIRST BANK CARD	BOAT SLIPS, TRAINING, & DPW	2,551.39
04/11/2022	3979(E)	FRONTIER	OVAL BEACH	58.46
04/11/2022	3980(E)	HUNTINGTON NATIONAL BANK	PAYROLL TAXES	329.00
04/11/2022	3981(E)	MICHIGAN GAS UTILITIES	CITY HALL	109.29
04/11/2022	3982(E)	MICHIGAN GAS UTILITIES	BUTLER ST TOILET	135.42
04/11/2022	3983(E)	MICHIGAN GAS UTILITIES	DPW GARAGE	393.34
04/11/2022	3984(E)	SHELL	GASOLINE & DIESEL	2,009.70
04/11/2022	3985(E)	VALLEY CITY LINEN INC	SHOP TOWELS	39.45
04/11/2022	3986(E)	XEROX FINANCIAL SERVICES	COPIER LEASE	481.54
04/11/2022	3987(A)	ASSESSING SOLUTIONS INC	ASSESSING SERVICES	2,500.00
04/11/2022	3988(A)	BELL EQUIPMENT CO	STREET SWEEPER	182.84
04/11/2022	3989(A)	BURNETT & KASTRAN PC	LEGAL FEES	120.00
04/11/2022	3990(A)	LORRIE PASTOOR	CLEANING SERVICES	150.00

05/06/2022 CHECK REGISTER FOR CITY OF SAUGATUCK				
CHECK DATE FROM 04/01/2022 - 04/30/2022				
Check Date	Check	Vendor Name	Description	Amount
04/11/2022	3991(A)	MC NALLY ELEVATOR COMPANY INC	ELEVATOR CITY HALL	429.50
04/11/2022	3992(A)	NEWCOMER PLOW & HITCH	HEAD LIGHTS PLOWS	450.00
04/11/2022	3993(A)	SAUGATUCK FIRE	SHORT TERM RENTAL	700.00
04/11/2022	3994(A)	SHORELINE TECHNOLOGY SOLUTIONS	COMPUTER SERVICES	2,279.50
04/15/2022	DD5406(A)	BOUWMAN, CHAD	PAYROLL	1,121.39
04/15/2022	DD5407(A)	GOODRICH, RICHARD	PAYROLL	545.46
04/15/2022	DD5408(A)	HARDY, CODY	PAYROLL	1,078.88
04/15/2022	DD5409(A)	HEISE, RYAN	PAYROLL	3,161.13
04/15/2022	DD5410(A)	HERBERT, SCOTT	PAYROLL	1,712.25
04/15/2022	DD5411(A)	HINKLE, MARY	PAYROLL	493.72
04/15/2022	DD5412(A)	KERRIDGE, ADAM	PAYROLL	1,720.07
04/15/2022	DD5413(A)	MACK, ELLIS	PAYROLL	1,133.61
04/15/2022	DD5414(A)	MARTIN, DANNY	PAYROLL	688.28
04/15/2022	DD5415(A)	OSMAN, CINDY	PAYROLL	1,418.96
04/15/2022	DD5416(A)	STANISLAWSKI, PETER	PAYROLL	2,085.96
04/15/2022	DD5417(A)	WENDT, MICHAEL	PAYROLL	1,439.46
04/15/2022	DD5418(A)	WHITE, KATHERINE	PAYROLL	1,454.21
04/15/2022	DD5419(A)	WOLTERS, JAMIE	PAYROLL	1,550.64
04/15/2022	EFT1541(E)	ALERUS	PAYROLL	3,115.78
04/15/2022	EFT1542(E)	EXPERT PAY	PAYROLL	487.13
04/15/2022	EFT1543(E)	MERS HYBRID	PAYROLL	1,926.30
04/15/2022	EFT1544(E)	FEDERAL TAX DEPOSIT	PAYROLL	6,111.73
04/25/2022	16947	CARELTON EQUIPMENT	SKID STEER REPAIRS	728.31
04/25/2022	16948	COMMERCIAL RECORD	PUBLISHING	182.00
04/25/2022	16949	DK CONSTRUCTION INC	TRANSIT SLIPS PILING DRIVE DOWN	1,750.00
04/25/2022	16952	MACATAWA BANK	ROAD BOND PAYMENT	20,355.25
04/25/2022	16955	SUPERIOR ASPHALT INC	ASPHALT COLD PATCH	210.00
04/25/2022	3996(E)	GATEHOUSE MEDIA MICHIGAN HOLDI	BOR & BLUE STAR TRAIL	796.20
04/25/2022	3997(E)	JOHN DEERE FINANCIAL	SAFETY TOOLS	390.19
04/25/2022	3999(E)	MERCHANTS BANCARD NETWORK	BANK FEES	141.94
04/25/2022	4000(E)	NET2PHONE INC	TELEPHONES	175.67
04/25/2022	4002(A)	ACTION INDUSTRIAL SUPPLY CO	UNIFORMS & SAFETY EQUIPMENT	88.89
04/25/2022	4003(A)	BS&A SOFTWARE	SOFTWARE UPDATES & ANNUAL SUPPO	1,042.00
04/25/2022	4004(A)	BUIST ELECTRIC INC	COUNCIL CHAMBERS	14,085.00
04/25/2022	4005(A)	MICHIGAN CAT	PARTS	128.11
04/25/2022	4006(A)	DO IT CORPORATION	OVAL BEACH PASSES	829.40
04/25/2022	4007(A)	FAHEY SCHULTZ BURZYCH RHODES	LEGAL FEES EMPLOYMENT	41,210.66
04/25/2022	4008(A)	FLEIS & VANDENBRINK ENGINEERING	ENGINEERING FEES BRIDGE ST	13,509.60
04/25/2022	4009(A)	INTERURBAN TRANSIT AUTHORITY	PROPERTY TAXES	1,976.98
04/25/2022	4010(A)	SAUGATUCK FIRE	PROPERTY TAXES	10,488.75
04/25/2022	4011(A)	SISTERS IN INK	UNIFORMS	274.32
04/25/2022	16950	DUNESVIEW KWIK SHOP INC	GASOLINE & DIESEL	1,584.84
04/25/2022	16951	JONKER'S GARDEN	WICKS PARK SHRUBS	1,102.19

05/06/2022 CHECK REGISTER FOR CITY OF SAUGATUCK				
CHECK DATE FROM 04/01/2022 - 04/30/2022				
Check Date	Check	Vendor Name	Description	Amount
04/25/2022	16953	SAUGATUCK DOUGLAS ART CLUB	MAYOR AWARD	200.00
04/25/2022	16954	STANDARD INSURANCE COMPANY	INSURANCE	423.14
04/25/2022	16956	WYOMING ASPHALT PAVING CO	HOT PATCH ASPHALT	355.18
04/25/2022	3995(E)	COMCAST	TELEPHONES & INTERNET	153.40
04/25/2022	3998(E)	KALAMAZOO LAKE SEWER & WATER	WATER & SEWER	974.17
04/25/2022	4001(E)	REPUBLIC SERVICES	TRASH	579.81
04/29/2022	DD5420(A)	BOUWMAN, CHAD	PAYROLL	1,038.88
04/29/2022	DD5421(A)	GOODRICH, RICHARD	PAYROLL	985.31
04/29/2022	DD5422(A)	HARDY, CODY	PAYROLL	1,081.40
04/29/2022	DD5423(A)	HEISE, RYAN	PAYROLL	3,161.13
04/29/2022	DD5424(A)	HERBERT, SCOTT	PAYROLL	1,755.41
04/29/2022	DD5425(A)	HINKLE, MARY	PAYROLL	1,062.94
04/29/2022	DD5426(A)	KERRIDGE, ADAM	PAYROLL	1,291.64
04/29/2022	DD5427(A)	MACK, ELLIS	PAYROLL	1,133.60
04/29/2022	DD5428(A)	MARTIN, DANNY	PAYROLL	614.08
04/29/2022	DD5429(A)	OSMAN, CINDY	PAYROLL	1,655.98
04/29/2022	DD5430(A)	STANISLAWSKI, PETER	PAYROLL	1,365.97
04/29/2022	DD5431(A)	WENDT, MICHAEL	PAYROLL	1,399.44
04/29/2022	DD5432(A)	WHITE, KATHERINE	PAYROLL	1,454.22
04/29/2022	DD5433(A)	WOLTERS, JAMIE	PAYROLL	1,606.61
04/29/2022	EFT1545(E)	ALERUS	PAYROLL	3,144.44
04/29/2022	EFT1546(E)	EXPERT PAY	PAYROLL	487.13
04/29/2022	EFT1547(E)	MERS HYBRID	PAYROLL	1,938.41
04/29/2022	EFT1548(E)	FEDERAL TAX DEPOSIT	PAYROLL	6,411.16
04/29/2022	EFT1549(E)	MERS	PAYROLL	6,305.81
04/29/2022	EFT1550(E)	MI DEPT OF TREASURY	PAYROLL	2,986.46
Total of 110 Checks:				236,251.65
Less 0 Void Checks:				0.00
Total of 110 Disbursements:				236,251.65

Vendor Name	Description	Amount
1. ACTION INDUSTRIAL SUPPLY CO	UNIFORMS & SAFETY EQUIPMENT	21.20
2. ALLEGAN COUNTY SHERIFF	DEBT CREW	252.00
	SHERIFF CONTRACT	26,100.28
	TOTAL	26,352.28
3. ASSESSING SOLUTIONS INC	ASSESSING SERVICES	2,500.00
4. AT&T MOBILITY	CELL PHONES	91.86
5. BELL EQUIPMENT CO	STREET SWEEPER	706.26
6. CAPITAL ONE	MENARDS SUPPLIES	113.71
7. CONSUMERS ENERGY	ELECTRIC	3,032.21
8. FIRST BANK CARD	MUTT MITTS, TRAINING, OVAL & SUPPLIES	2,999.74
9. FRONTIER	OVAL BEACH	62.13
	DPW GARAGE	183.81
	TOTAL	245.94
10. GIL- ROY'S HARDWARE	SUPPLIES	363.47
11. GROUNDS MANAGEMENT SOLUTIONS	PARKS MAINTENANCE	714.00
12. HOLLAND MEDI-CENTER	PHYSICAL	50.00
13. LORRIE PASTOOR	CLEANING SERVICES	120.00
14. MERS	RETIREMENT	4,500.00
15. MICHIGAN GAS UTILITIES	DPW GARAGE	278.19
	BUTLER STREET TOILET	130.09
	CITY HALL	103.72
	TOTAL	512.00
16. MICHIGAN OFFICE SOLUTIONS	COPIER USE	606.18
17. MICHIGAN WOOD FIBERS	PARK MULCH	1,746.00
18. MINER SUPPLY CO	SUPPLIES	387.78
19. OVERISEL LUMBER COMPANY	SUPPLIES	1,954.87
20. PRIORITY HEALTH	HEALTH INSURANCE	10,234.19
21. REPCOLITE	CROSS WALK PAINT	598.80
22. REPUBLIC SERVICES	TRASH	150.00
23. SAUGATUCK FIRE	SHORT TERM RENTAL	625.00
24. SHELL	GASOLINE & DIESEL	1,977.64
25. SHORELINE TECHNOLOGY SOLUTIONS	COMPUTER SERVICES	1,151.80
26. SMART BUSINESS SOURCE LLC		

Vendor Name	Description	Amount
	SUPPLIES	149.70
27. SOUTHWEST TRANSPORT CO	CAMPBELL ROAD	12,482.41
28. SPRING BROOK SUPPLY	PARKS IRRIGATION	255.48
29. VALLEY CITY LINEN INC	SHOP TOWELS	111.40
30. WYOMING ASPHALT PAVING CO	ASHPALT HOT PATCH	536.90
	ASHPALT HOT PATCH	236.00
	TOTAL	772.90
31. XEROX FINANCIAL SERVICES	COPIER LEASE	481.54
TOTAL - ALL VENDORS		76,008.36
FUND TOTALS:		
Fund 101 - GENERAL FUND		57,079.98
Fund 202 - MAJOR STREETS		13,931.21
Fund 203 - LOCAL STREETS		696.05
Fund 661 - MOTOR POOL FUND		4,267.53
Fund 715 - ROSE GARDEN		33.59



City Managers Report –Highlights

May 9, 2022

Pavement Management Plan

An updated pavement management plan will be presented to Council at the late May meeting. The pavement management plan takes into consideration: engineers' professional analysis of roadway conditions, local knowledge, the amount of traffic on local roads and budget allocation.

Kalamazoo Lake Sewer and Water (KLSWA) Agreement

City/Township Managers continue to discuss the Assessment Management Plan, along with our respective attorneys and engineers.

KLSWA prefers to begin with negotiating the asset management plan for sewer to utilize as a roadmap for the water agreement. Legal counsel has been engaged and provided initial comments. The last meeting was conducted on the 15th of April. Local municipal managers will continue to meet and discuss.

Oval Beach Staffing and operations

Jaime Wolters has been assisting with recruitment and staff interviews, all is going well for staffing to date. The goal is to maintain a staffing number between 20-24. We are at 18 currently, which is a solid number for this time of year. Many thanks to employee Danny Martin (a highly praised member of the Saugatuck team), who has stayed in contact with the previous season's employees throughout the year; we are in a good position.

Blue Star Trail Update

Transportation Alternatives Program (TAP) grant has been submitted, along with state trust fund grant application. We are looking forward to good news soon on the TAP grant.

Road resurfacing (and utility) projects

Campbell Road –Near completion.

Butler/Hoffman Street sanitary project- Complete!

Dune Ridge Waterfront Update

Litigation continues... the Dune Ridge request to dismiss the ZBA case was denied.

The Court already had a status conference scheduled for May 9th at 10:30 a.m. before Judge Kengis. The Court is no longer using their Zoom feed. Thus, any observation must occur in person. Any one is welcome to attend. The Court is located at 113 Chestnut Street, Allegan, MI 49010.

Bridge Street Utilities - Some owners have requested sewer as well

Staff working with legal counsel to grant an exemption for the new homes being constructed on Bridge Street along the Kalamazoo River, west of Blue Star HWY; for water service. City ordinances require a connection to the water system. 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. Meeting being scheduled with property owners to review process. Bid documents are being created. Supply chain issues for water infrastructure are predicted.

A homeowner has requested an exemption from the City to install a well, another request is likely to come. I will be recommending that council allow the exemption with an understanding that when City water becomes available, they are to connect and participate in the special assessment cost.

Maple Street Watershed

Staff and engineers continue to study the drainage and watershed related to Maple and Mason Street creek concern. The Township is working with the Drainage Commission to create an expanding Drainage District, this may come into play for the City. More details to come at a later date.

City Hall Office Space

Staff has prepared an 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. Staff will be putting together an advisory team to assist with reviewing the project.

Exterior repairs are also needed. This project has been delayed given existing staff workload, however I hope to begin the process by end of May.



Treasurer Report

Below is a summary of the notable activities carried out by the Treasurer's Office since the last Council meeting on 4/25/2022:

- Paid routine bills
- Completed and disseminated bi-weekly payroll



Planning & Zoning Report

Below is a summary of notable activities carried out by the Planning & Zoning Office since the last council meeting on 04/25/2022:

1. Planning Commission:

April 21, 2022 Meeting (report given at April 25th Council Meeting)

No meeting since April 25th Council meeting

Signed up Gaunt, Broeker, Manns, Bouck (ZBA), Gardner, Crawford and myself for training

2. Historic District Commission:

May 5, 2022 Meeting

233 Francis Street– windows etc. - Approved

450 Culver Street – shed. - Approved

880 Holland Street – fence (administrative approval)

3. Zoning Board of Appeals:

No meeting

4. Other:



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 04/25/2022:

- Installed radar speed limit signs and other seasonal signage
- Completed citywide junk collection
- Removed erosion control fencing at Oval Beach
- Removed sand from Oval Beach parking lot
- Seasonal hiring
- Turned on water at City properties with KLSWA (irrigation and restroom facilities)
- Opened Mt. Baldhead and Wick's Park restrooms for the season
- Annual catch basin cleaning with Plummer's Environmental
- Annual Arbor Day tree planning at Village Square SW



Allegan County Sheriff Report

Below is a summary of notable activities carried out by the Allegan County Sheriff's Deputies since the last council meeting on 04/25/2022:

- Parking complaints have increased as the summer season approaches
- Deputy Kruithoff completed the Strategos training along with one of the Saugatuck Public School officials. Funding for tuition was provided through the 5th District regional funds

**City of Saugatuck
Status Report of Engineering Activities
May 3, 2022**

General Consultation

- Water Street Sidewalk: Sidewalk design is complete. We worked through details with the fire department related to the fire dock connection. **Once discussions have been had with affected property owners, we are ready to get quotes and move toward construction any time.**
- High School Improvements: The water main permit has been issued.
- Water Street Water Services: We reviewed options for the water services at 403-449 Water Street (4 properties on a shared service that appears to run under several of the buildings) and prepared a summary memo recommending that these be included in the City's overall water system asset management planning. **A draft proposal has been prepared for discussion.**
- The Butler Improvements: Work on the structure is ongoing. The road has been prepped for paving and asphalt work will be completed soon.

Campbell Road Improvements

- Three of the four water main tie-ins are complete. The fourth will be made after all of the services have been switched over to the new main.
- Water service replacement work is anticipated to be completed this week or next.
- Roadway grading work will begin soon. The Substantial Completion date in the contract is May 26, before the Memorial Day weekend.

Butler Street Sanitary Sewer Improvements

- Asphalt paving work is complete and pavement markings have been installed.
- The Contractor is working on final restoration and punch list items.

Bridge Street Water Main Extension

- The project is out for bids and permits. An addendum was issued to include an option to extend the project to the City Limits.
- The bid opening is scheduled for May 18.
- Construction is anticipated in fall 2022, depending on availability of materials.

Maple Street Improvements

- We are completing a study to evaluate options identified in our design proposal (and others) for addressing drainage concerns at Mason Street ("Part 1") for council consideration.

Road Project Planning

- We have reviewed current road conditions with City staff and prepared a draft plan for discussion.



City Council Agenda Item Report

FROM: Kate White, Project Coordinator & Deputy Clerk

MEETING DATE: May 9, 2022

SUBJECT: Proclamation No. 220509-P1 – Pride Month

DESCRIPTION:

Mayor Lewis' proclamation of June 2022 as Pride Month within the City of Saugatuck is found in the subsequent document. The City of Saugatuck has been proclaiming June as Pride Month since 2019 to show support for the LGBTQ+ community.

BUDGET ACTION REQUIRED:

N/A

COMMITTEE/COMMISSION REVIEW:

N/A

LEGAL REVIEW:

N/A

SAMPLE MOTION:

Motion to **approve/deny** Proclamation No. 220509-P1 designating June 2022 as Pride Month in the City of Saugatuck and proclaiming that Pride flags will be on display at Saugatuck City Hall throughout the month of June.

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

PROCLAMATION NO. 220509-P1

**MAYOR'S PROCLAMATION:
"A PROCLAMATION DESIGNATING JUNE AS PRIDE MONTH"**

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

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

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED, I, Mayor Garnet Lewis and the members of the Saugatuck City Council hereby proclaim June 2022 as Pride Month in the City of Saugatuck, Michigan and encourage our residents to reflect on the ongoing struggle for equality members of the LGBTQ+ community face and celebrate the contributions that enhance our city.

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

Signed: _____ Dated _____
Garnet Lewis, Mayor

Signed: _____ Dated _____
Jamie Wolters, City Clerk



City Council Agenda Item Report

FROM: Jamie Wolters
MEETING DATE: May 9th, 2022
SUBJECT: Special Event-Town Crier Race

DESCRIPTION:

This is the 20th year for the Town Crier Race, which raises money for the Saugatuck Public Schools Cross Country, Track and Running Club. All races will begin at the Saugatuck High School and end in front of Beery Field in Douglas. Please see attached application and break down of event below. City Staff, Fire, Police, and event organizer will meet closer to the event date to discuss specifics needed from each department. Police will have a reserve on duty and Fire has offered vehicle barriers. No needs from DPW.

BREAKDOWN OF EVENT:

Location: Starting at Saugatuck High School and ending at Beery Field in Douglas

Race Date: 6/18/22

Event Hours: 6:00am-12:00pm
7:30am- Start of Half Marathon
7:45am – Start of 10K
8:00am- Start of 5K

Attendees: Maximum of 600 runners, as in the past- organizer encourage running on sidewalks and only on streets where necessary.

Volunteers: 30-50

No additional trash needed.

No traffic cones requested.

Organizer will place and pick up all turn signs to guide runners on course.

There will be two bike sweepers to ensure no runners are left behind.

Organizers will re-trace all routes to ensure all garbage is collected.

Officers or Barriers requested:

- Corner of Elizabeth St. & Mason St. from 7:30am-8:45am
- Corner of Lake St. & State St. from 8:00am-8:45am
- Maple St. & Allegan St. from 8:00am-8:45am
- Corner of Holland St. & 66th St. from 7:30am-8:30am

BUDGET ACTION REQUIRED:

N/A

LEGAL REVIEW:

N/A

SAMPLE MOTION:

Motion to approve/deny the Town Crier Race event to take place on June 18th, 2022, organized by Town Crier Races.



Council Action	
_____	Approved
_____	Denied
_____	Date

102 Butler Street • P.O. Box 86 • Saugatuck, MI 49453
 Phone: 269-857-2603 • Website: www.saugatuckcity.com

SPECIAL EVENT & PARADE APPLICATION

Must be filled out in its entirety & returned to the City Clerk's Office 30 days prior to scheduled event

SPONSORING ORGANIZATION INFORMATION

LEGAL BUSINESS NAME: Town Crier Races
 MAILING ADDRESS: PO Box 1040, Douglas, MI 49406
 CONTACT NAME: Susan Poolman
 E-MAIL ADDRESS: towncrierrace@gmail.com

TELEPHONE: 269.857.2133
 TELEPHONE: 269.227.3448
 CELL PHONE: 269.227.3448

CONTACT PERSON ON DAY OF EVENT

CONTACT NAME: Rick Bauer
 E-MAIL ADDRESS: rbauer@saugatuckps.com

TELEPHONE: 269.857.2133
 CELL PHONE: 616.848.9313

EVENT INFORMATION

NAME OF EVENT: Town Crier Races
 PURPOSE OF EVENT: \$\$ for SPS CC, Track & Running Club

DATE(S) OF EVENT: 06/18/2022
 RAIN DATE: n/a

- | | | | |
|--|--|--|---------------------------------------|
| <input checked="" type="checkbox"/> Non-Profit | <input type="checkbox"/> For-Profit | <input type="checkbox"/> City Operated/Sponsored | <input type="checkbox"/> Co-Sponsored |
| <input type="checkbox"/> Marathon/Race | <input type="checkbox"/> Festival/Fair | <input type="checkbox"/> Video/Film Production | <input type="checkbox"/> Other _____ |

EVENT LOCATION: City, Village & Township EVENT HOURS: 6am-12pm

ESTIMATED NUMBER OF ATTENDEES: Maximum of 600 runners

ESTIMATED NUMBER OF VOLUNTEERS: 30-50

ESTIMATE DATE / TIME FOR SET-UP: 06/18/2022 5:45 A.M. P.M.

ESTIMATE DATE / TIME FOR CLEAN-UP: 06/18/2022 12:00 A.M. P.M.

EVENT DETAILS

WILL MUSIC BE PROVIDED DURING THIS EVENT: Yes No

TYPE OF MUSIC PROPOSED: Live Amplification Recorded Loudspeakers

PROPOSED TIME MUSIC WILL BEGIN: _____ END: _____

FOOD VENDORS/CONCESSIONS: (Contact Allegan County Health Department) Yes No
 Provide Copy of Health Department Food Service License

WILL ALCOHOL BE SERVED AT THIS EVENT: Yes No
 Provide Copy of Liquor Liability Insurance (listing the City as additionally insured)
 Provide Copy of Michigan Liquor Control License

If yes, describe measures to be taken to prohibit the sale of alcohol to minors: _____

WILL FIREWORKS BE APART OF EVENT: Yes No
 Provide Copy of Liability Insurance (listing the City as additionally insured)
 Provide Copy of Fireworks Permit

EVENT SIGNAGE: City Council approval is required for any temporary signing in the public right-of-way, across a street or on City property. Which of the following signs are requested for this event:

- "YARD" SIGNS - Number requested: ____ (Maximum size is 2' x2'. Cannot be displayed no more than 15 days prior to first day of event and must be removed 24 hours after end of event.)
- BANNER UNDER SAUGATUCK PALETTE SIGN - (Size cannot be greater than 14' x 4'). Cannot be displayed more than 15 days prior to first day of event and must be removed 24 hours after end of event.)
- SIGNAGE AT EVENT SITE - Location(s): _____
Description of signs: _____
(Signs at event site cannot be displayed prior to day of the event and must removed at the end of the event.)

TENTS/CANOPIES/MISC: The City of Saugatuck does not have tents, stage, tables or chairs available for rental. There are a number of businesses listed in the yellow pages under "Rental Service Stores" that specialize in the rental of event supplies. Will the following be constructed or located in the event area:

- BOOTHS – QUANTITY _____ TENTS – QUANTITY _____
- AWNINGS – QUANTITY _____ TABLES – QUANTITY _____
- PORTABLE TOILETS – QUANTITY _____

VENDOR PARKING: Have you made arrangement for vendor parking? Yes No

If yes, where do you propose your vendors park? _____

Will the Interurban be utilized? Yes No Time(s) _____

DEPARTMENT OF PUBLIC WORKS

APPROVED DENIED

Authorized Personnel Signature

Will this event require the use of any of the following municipal equipment: Yes No

- TRASH RECEPTACLES – QUANTITY _____ BARRICADES – QUANTITY _____
- TRAFFIC CONES – QUANTITY _____ PARKING SIGNS – QUANTITY _____
- FENCING WATER ELECTRIC RESTROOM CLEANING
- OTHER _____

POLICE DEPARTMENT

APPROVED DENIED

Authorized Personnel Signature

ADDITIONAL OFFICERS REQUIRED? Yes No

If yes please describe & include times _____

Other (describe): _____

SAUGATUCK TOWNSHIP FIRE DISTRICT

APPROVED DENIED

Authorized Personnel Signature

STREET CLOSURES: Yes No (use attached map to outline proposed closures)

Street closure date/time: _____ A.M. P.M.

Street re-open date/time: _____ A.M. P.M.

SIDEWALK CLOSURES: Yes No (use attached map to outline proposed closures)

Describe Sidewalk Use: _____

Sidewalk closure date/time: _____ A.M. P.M.

Sidewalk re-open date/time: _____ A.M. P.M.

PARKING LOT CLOSURES: Yes No (use attached map to outline proposed closures)

Parking Lot Location: _____

Sidewalk closure date/time: _____ A.M. P.M.

Sidewalk re-open date/time: _____ A.M. P.M.

What parking arrangements are proposed to accommodate potential attendance: _____

APPLICATION CHECK LIST

- Completed Application
- Event Map (includes detailed event layout for vendors, booths, porta potties, etc.)
- Road/Sidewalk/Parking Lot Closure Map
- Certificate of Insurance (listing the City of Saugatuck as additionally insured)
- Fireworks Permit (if applicable)
- Michigan Liquor Control Commission Special Event License (if applicable)
- Health Department Food Service License (if applicable)

If document is missing, please explain: Insurance is provided by Saugatuck Public Schools

The applicant and sponsoring organization understand and agrees to:

Provide a certificate of insurance with all coverages deemed necessary for the event, name the City of Saugatuck as an additional insured on all applicable policies and submit the certificate to the City Clerk's Office no later than one (1) week following notice of the event approval.

Comply with all City and County Ordinances and applicable State laws, City policies and acknowledges that the special events permit does not relieve the applicant or organization from meeting any application requirements of law or other public bodies or agencies.

Applicant and sponsoring organization further understands the approval of this special event may include additional requirements and/or limitations based on the City's review of this application. The applicant and sponsoring organization understands that it may be necessary to meet with City staff during the review of this application and that City Council approval is necessary.

Applicant understands that he/she is responsible for contacting the Michigan Liquor Control Commission and/or Allegan County Health Department to secure all permits required for this event.

Applicant agrees to defend, indemnify and hold harmless the City of Saugatuck, Michigan from any claim, demand, suit, loss, cost of expense or any damage which may be asserted, claimed or recovered against or from this Special Event by reason of any damage to property, personal injury or bodily injury, including death, sustained by any person whomsoever and which damage, injury or death arises out of or is incident to or in any way connected with the performance of this contract, and regardless of which claim, demand, damage, loss cost of expense is caused in whole or in part by the negligence of the City of Saugatuck or by third parties, or by the agents, servants, employees or factors of any of them.

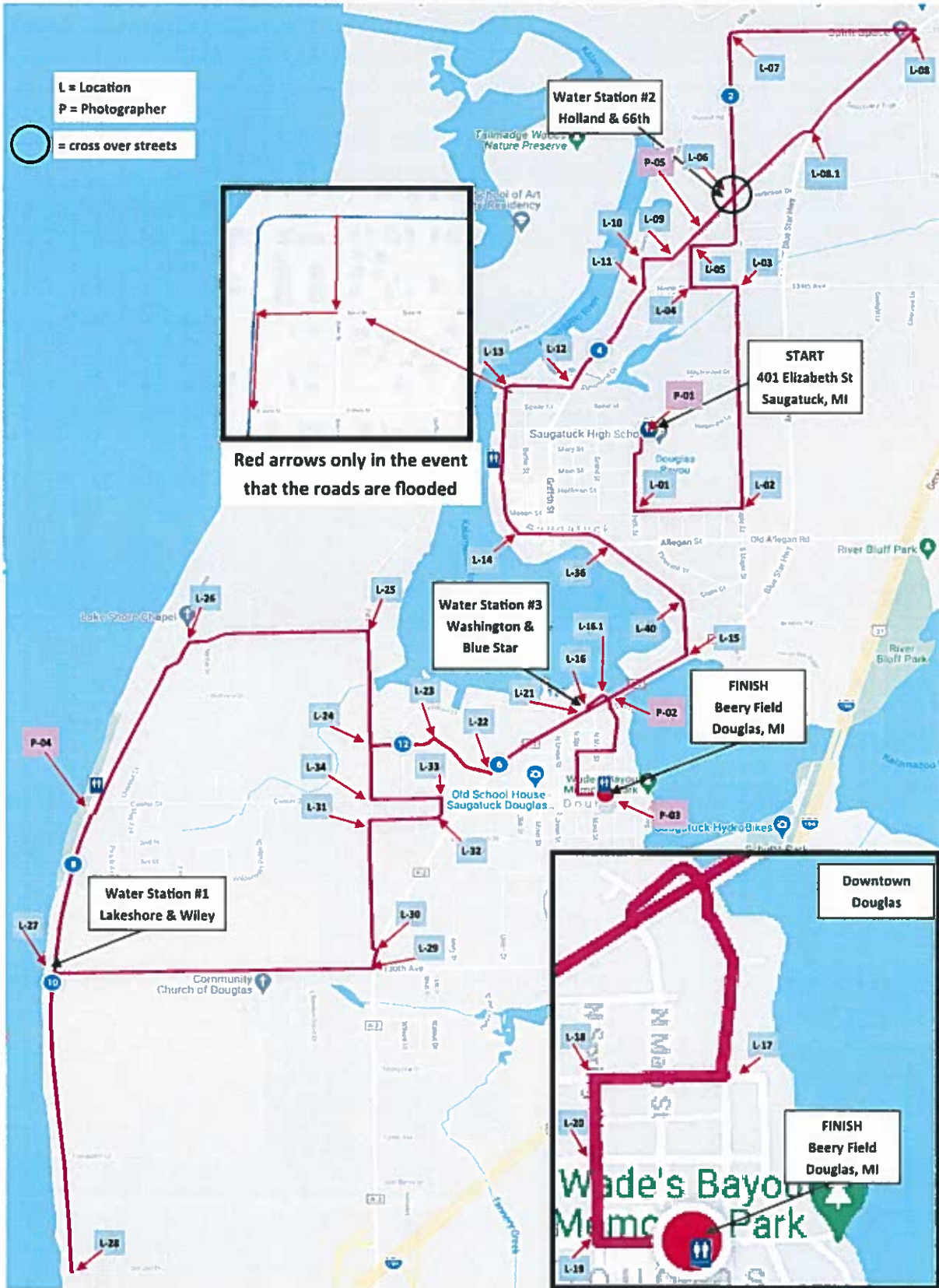
As the duly authorized agent of the sponsoring organization, I hereby apply for approval of this Special Event and affirm the above understandings. The information provided on this application is true and complete to the best of my knowledge.



Applicant Signature

03/25/2022
Date

Town Crier Races - Half Marathon



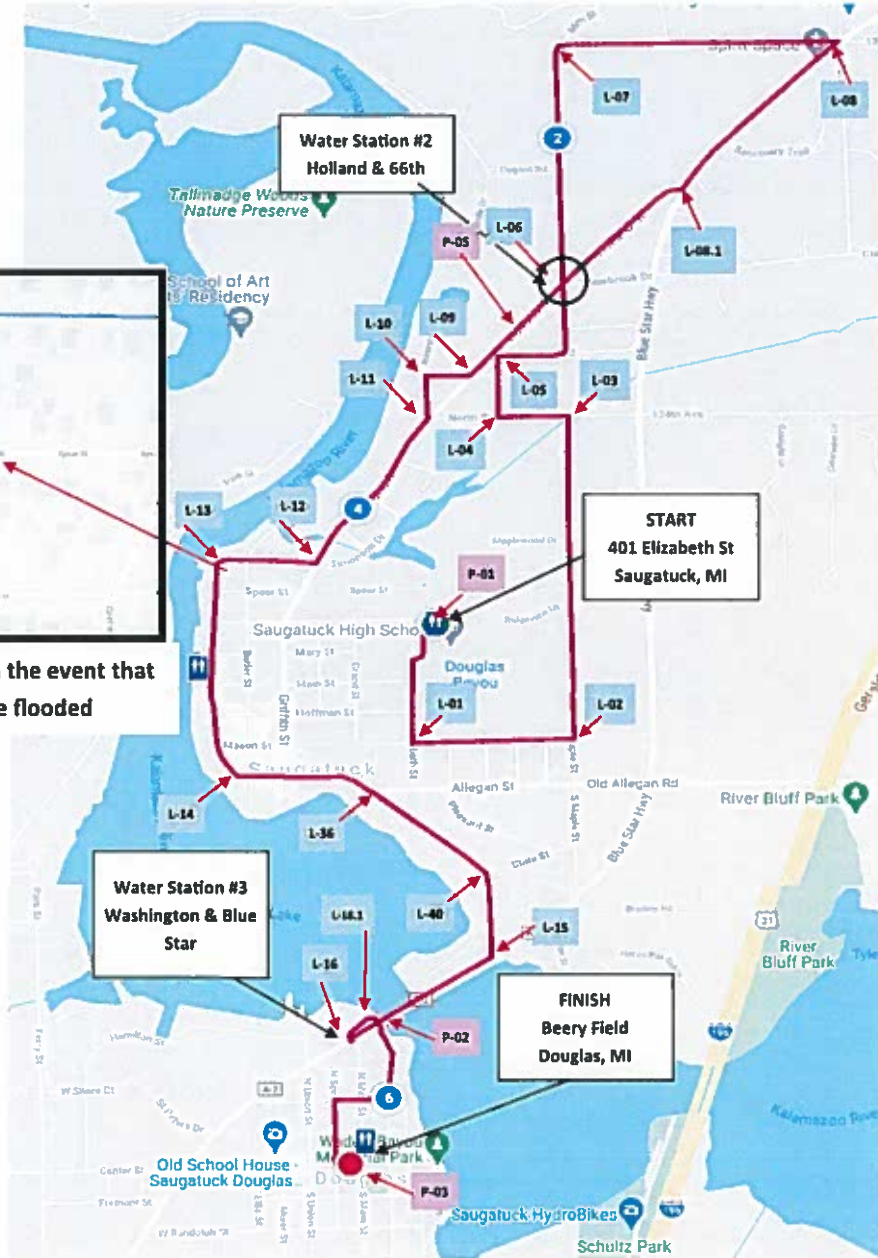
= Public Restrooms

Town Crier Races - 10k

- L = Location
- P = Photographer
- = cross over streets
- = Officers Needed



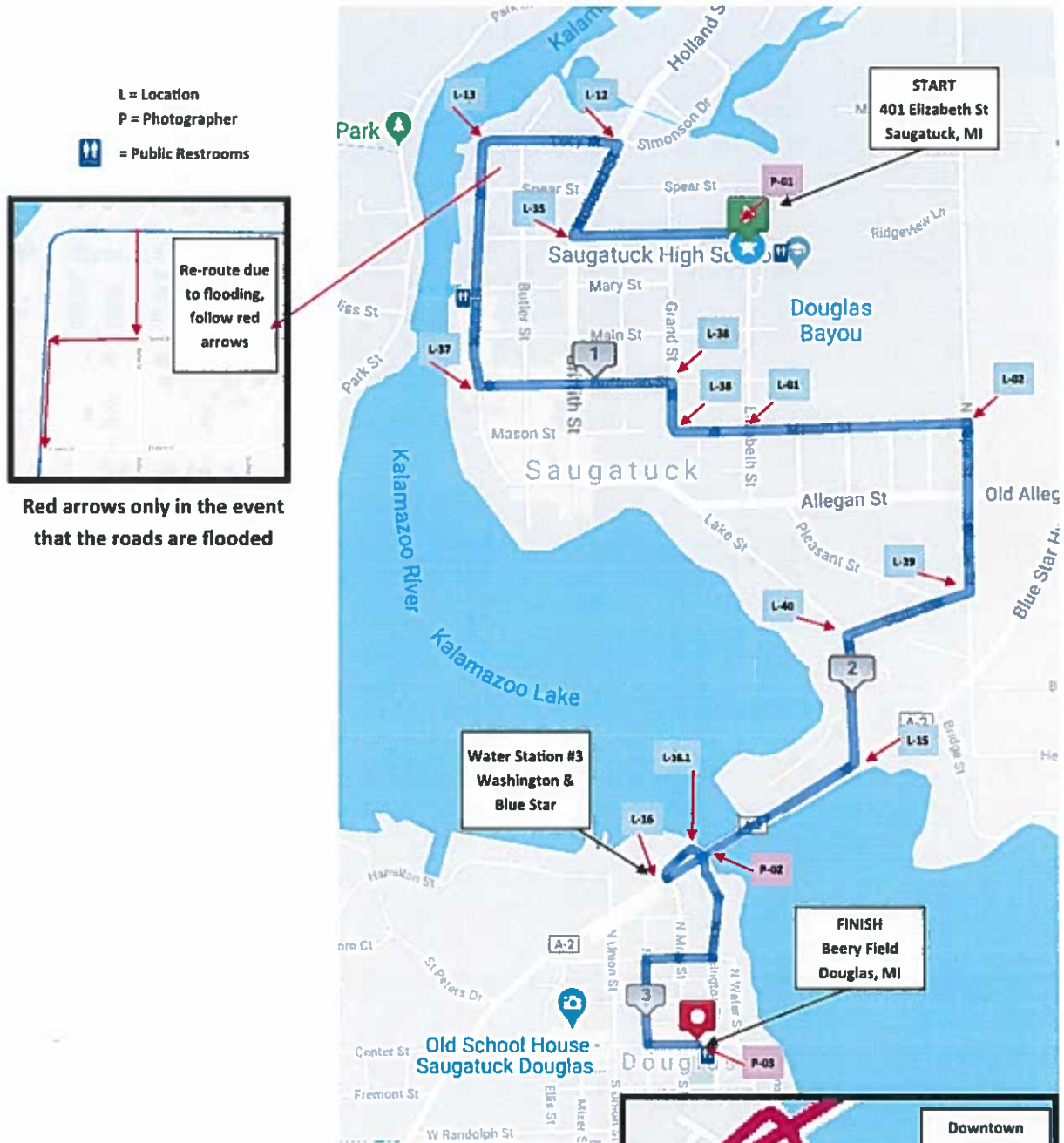
Red arrows only in the event that the roads are flooded



= Public Restrooms



Town Crier Races - 5k



Jamie Wolters

From: Brett Ensfield <BEnsfield@ALLEGANCOUNTY.ORG>
Sent: Thursday, April 28, 2022 3:17 PM
To: Jamie Wolters
Subject: RE: Town Crier Race

Yes we can cover that no big deal.

Sent via the Samsung Galaxy S9, an AT&T 5G Evolution capable smartphone

----- Original message -----

From: Jamie Wolters <Jwolters@saugatuckcity.com>
Date: 4/28/22 3:15 PM (GMT-05:00)
To: Brett Ensfield <BEnsfield@ALLEGANCOUNTY.ORG>
Subject: RE: Town Crier Race

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Do you usually just help out with just our Jurisdiction or do you cover the Township corner of Holland and 66th as well?

Jamie Wolters

City Clerk

City of Saugatuck

O: 269.857.2603

F: 269.857.4406



From: Brett Ensfield <BEnsfield@ALLEGANCOUNTY.ORG>
Sent: Thursday, April 28, 2022 3:13 PM
To: Jamie Wolters <Jwolters@saugatuckcity.com>; Greg Janik <gjanik@saugatuckfire.org>; Mike Betts <mbetts@saugatuckfire.org>; Scott Herbert <scott@saugatuckcity.com>
Cc: Katherine White <KWhite@saugatuckcity.com>
Subject: RE: Town Crier Race

We usually have a couple of reserves help out with the event.

Sent via the Samsung Galaxy S9, an AT&T 5G Evolution capable smartphone

Jamie Wolters

From: Greg Janik <gjanik@saugatuckfire.org>
Sent: Thursday, April 28, 2022 5:42 PM
To: Jamie Wolters; Mike Betts; Brett Ensfield; Scott Herbert
Cc: Katherine White; Michelle Green
Subject: RE: Town Crier Race

Hi Jamie:

We are happy to offer vehicle barrier protection for some, or all, of the three (3) intersections listed below for the event upon request.

Thank you,
Greg

Greg Janik

Fire Chief/Fire Marshal
3342 Blue Star Highway
Saugatuck, MI 49453

Phone: 269 857-3000

E-mail : gjanik@saugatuckfire.org



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City Council Agenda Item Report

FROM: Kate White, Project Coordinator & Deputy Clerk

MEETING DATE: May 9, 2022

SUBJECT: Household Hazardous Waste Day Contribution Request

DESCRIPTION:

May 24th, 2022 will be the second Household Hazardous Waste (HHW) Day hosted by the Tri-Communities. To fund the event in 2021, the Tri-Communities Recycling Committee (TCRC) received donations from the City of Saugatuck, City of the Village of Douglas, Saugatuck Township, Saugatuck Township Fire District, Rotary Club of Saugatuck Douglas, and other various private donors. For this second HHW event, TCRC is asking again for financial support from the three municipalities in order to fund an event that provides a benefit to the Tri-Communities area. TCRC is requesting a contribution of up to \$5,000.00 from the City of Saugatuck for the 2022 HHW Day event. Additional information on the financial request can be found in the subsequent document.

BUDGET ACTION REQUIRED:

N/A

COMMITTEE/COMMISSION REVIEW:

N/A

LEGAL REVIEW:

N/A

SAMPLE MOTION:

Motion to **approve/deny** a contribution of \$5,000.00 to the Tri-Community Recycling Ad-Hoc Committee to cover costs incurred by the Household Hazardous Waste Day event on May 24, 2022.

**Tri-Community Recycling Committee (TCRC)
Update & Recommendations**

TCRC 2021 projects

Due to the generous support of each municipality (City of Douglas, City of Saugatuck and Saugatuck Township), the Rotary Club of Saugatuck/Douglas (RCSD), and constituent donations, the TCRC allotted the following amounts for 2021 projects:

Table A: Donations

Entity	HHWDay	Back2Basics Mailer	Battery Buckets	Reusable Bags	Total
RCSD	\$12,427.00	\$0.00	\$0.00	\$0.00	\$12,427.00
STFD	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00
City of Douglas	\$1,980.00	\$300.00	\$220.00	\$500.00	\$3,000.00
City of Saugatuck	\$3,794.65	\$485.35	\$220.00	\$500.00	\$5,000.00
Saugatuck Township	\$1,250.00	\$205.00	\$220.00	\$500.00	\$2,175.00
Donations - day of event	\$2,972.00	\$0.00	\$0.00	\$0.00	\$2,972.00
Total	\$23,423.65	\$990.35	\$660.00	\$1,500.00	\$26,574.00

HHW Day 2021

The Tri-Community Recycling Committee (TCRC) held its first Household Hazardous Waste Day on May 1, 2021. The weather was beautiful, attendance was excellent, and the third-party vendor (Drug and Lab Disposal) was an exceptional partner.

Two hundred and seventy (270) vehicles participated between 9:00 a.m. and noon. The average wait time was seven (7) minutes, and the longest wait time was sixteen (16) minutes. Municipality participation was 62 (23%) from the City of Douglas, 78 (29%) from the City of Saugatuck, and 122 (45%) from Saugatuck Township. Another 8 (3%) snuck in from Ganges and Fennville.

A total of 40 individuals, including STFD staff, Douglas Police Department and Allegan County Sheriff Deputy, volunteered their time to help with the event.

A total of 27,111 pounds of material was collected with the largest quantity of specific items collected being “electronic components” (e.g., TVs and computer monitors) and oil-based paint. A significant quantity of batteries was also collected. The most unique item dropped off was cyanide.

A total of \$23,423.65 was raised from various sources including private citizens and event participants, the Rotary Club of Saugatuck/Douglas (including donations from the Douglas United Church of Christ, All Saints Church, St. Peter’s Catholic Church, the Community Church of Douglas), the Saugatuck Township Fire Department, the City of Douglas, the City of Saugatuck, and Saugatuck Township.

Table C: HHW Day-specific donations

Item	Amount
Rotary SDF	\$12,427.00
STFD	\$1,000.00
City of Douglas	\$1,980.00
City of Saugatuck	\$3,794.65
Saugatuck Township	\$1,250.00
Private donations	\$2,972.00
Total	\$23,423.65

The final amount due to Drug & Lap Disposal was \$23,255.16 leaving a balance of \$168.49 for future HHW Day events.

In order to determine HHW Day participant satisfaction with the event, and level of support for future HHW Day events, a follow-up survey was sent to all participants and volunteers. A total of 156 individuals responded to the survey, representing a 58.8% response rate. Noteworthy takeaways from the survey include:

- Respondents were nearly all 50 years of age or older,
- 33% reside in Saugatuck, 23% in Douglas, and 43% in the Township,
- The HHW event was an unqualified success in terms of participant satisfaction,
- The overall score on the “Willingness to Recommend to friends and family” question was 98 out of 100,
- On every one of the measures of satisfaction with seven key aspects of the HHW event, the lowest score was a 4.7 on a 5.0 scale,
- There is great demand for a regular repeat of this program. Fully 86% of respondents were “Very Interested” and another 9% were “Somewhat Interested.”
- Respondents were willing, on average, to pay \$4.50 per month for one annual HHW event every year. (\$54.00/year)
- There is also demand for twice-monthly curbside pick-up of non-hazardous recyclable materials. 58% are “Very Interested” and another 17% are “Somewhat Interested.”
- Respondents think that an extra \$4.50/month is a fair price for twice-monthly recycling pick-up services.
- However, it is important to note that most respondents are somewhat confused and frustrated by current recycling services in that it is generally not clear what is allowed and the frequency of service is inadequate.

HHW Day 2022

Given the popularity of the first HHW Day in 2021, the TCRC would like to make this project an annual event. The TCRC has received three (3) competitive bids from entities that provide HHW pickup and disposal. The TCRC has chosen to go with ERG Environmental Services with a bid at approximately \$24,000. The Rotary Club of Saugatuck Douglas (RCSD) has already procured a \$10,000 grant from Rotary International for this project. This is a matching grant so the RCSD will seek to accrue an additional \$10,000 through a community-wide fundraising effort. In 2021, the three municipalities provided funds for the HHW Day. The TCRC humbly requests funds again this year. See below what each municipality provided for the HHW Day and what we are requesting from each this year. As a

reminder, here are the participation rates for each municipality: 33% reside in Saugatuck, 23% in Douglas, and 43% in the Township. As a result, the 2022 ask is reflective of that.

Table D: HHW Day donations

Item	2021	2022 ask
Rotary SDF	\$12,427.00	\$10,000.00
STFD	\$1,000.00	\$1,000.00
City of Douglas	\$1,980.00	\$5,000.00
City of Saugatuck	\$3,794.65	\$5,000.00
Saugatuck Township	\$1,250.00	\$5,000.00
Private donations	\$2,972.00	\$0.00
Total	\$23,423.65	\$26,000.00

Recommendation

Make the HHW Day a permanent and annual event via a single-hauler contract. This would be the efficient and affordable way to provide this service for our residents.